



**REGULAR MEETING OF THE STATE BOARD FOR
COMMUNITY AND TECHNICAL COLLEGES**

MEETING MINUTES

March 15, 2007

State Board Members

**Jim Garrison (Chair), Mt. Vernon
Jim Bricker, Coupeville
Reuven Carlyle, Seattle
Sharon Fairchild, Spokane
Jeff Johnson, Olympia
Tom Koenninger, Vancouver
Erin Munding, Omak
Lyle Quasim, Puyallup
Beth Willis, Tacoma**

State of Washington
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia

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March 15, 2007

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**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
Olympia**

**Regular Meeting Minutes
March 15, 2007
State Board Office**

The State Board held a study session at the State Board Office in Olympia on March 14, 2007, from 1:30 to 5:30 p.m. to discuss the following topics: 1) Operating Funds Overview, 2) 2007 Tuition Study Report, 3) System Direction Data Set, and 4) Edmonds CC Student Housing Project. The Board also met in executive session from 5:00 p.m. to 5:45 p.m. to discuss the performance of the Executive Director. No action was taken at the study session or executive session.

State Board Members Present: Jim Garrison (Chair), Jim Bricker, Reuven Carlyle, Sharon Fairchild, Tom Koenninger, Erin Mundinger, Lyle Quasim, Beth Willis

State Board Member Absent: Jeff Johnson

CALL TO ORDER & ADOPTION OF REGULAR MEETING AGENDA

Chair Jim Garrison called the meeting to order at 8:30 a.m. and welcomed those present. He announced that a video presentation on Creating Opportunities would be added to the agenda under the Director's Report and also noted that the legislative update would be moved up on the agenda, immediately following the HECB director's report.

MOTION: Moved by Tom Koenninger and seconded by Beth Willis that the State Board amend the agenda for its March 15, 2007 regular meeting to include a presentation on Creating Opportunities, to move the legislative update item earlier on the agenda, and to adopt the agenda as amended.

MOTION CARRIED.

ADOPTION OF CONSENT AGENDA (Resolutions 07-03-05 & 07-03-06)

MOTION: Moved by Sharon Fairchild and seconded by Erin Mundinger that the State Board adopt the consent agenda for its March 15, 2007 regular meeting as follows:

- a) State Board Regular Meeting Minutes – February 1, 2007***
- b) Resolution 07-03-05 (ATTACHMENT #1) – Green River Community College Use of Local Funds for International Program Project***
- c) Resolution 07-03-06 (ATTACHMENT #2) – Edmonds Community College Ground Lease for Student Housing Project***

MOTION CARRIED.

REMARKS BY ANN DALEY

Chair Garrison introduced Ann Daley, recently-appointed Executive Director of the Higher Education Coordinating Board. Ann addressed the Board on several key policy issues that will impact higher education in the next 10 years and welcomed the State Board's involvement in helping to shape the HECB Strategic Master Plan update for 2008. She commented that the

HECB looks forward to working closely and building good relationships with the State Board to re-create the sense of collaboration enjoyed in the past. Interest was expressed in a joint meeting of the two Boards to be scheduled after the current legislative session in late May or June.

DIRECTOR'S REPORT

Executive Director Charlie Earl and staff reported on the following topics:

- "Creating Opportunities" video presentation promoting the role of community and technical colleges in preparing an educated and skilled workforce
- Meetings of key funding organizations in the Seattle/King County area interested in workforce development and training opportunities
- Technical College Task Force initial meeting
- High demand enrollment awards process
- Selection of Highline Community as Center of Excellence for International Trade, Transportation & Logistics
- Joint statement by State Board, Council of Presidents, Higher Education Coordinating Board, and Superintendent of Public Instruction addressing Washington's math challenge through the Transition Math Project
- Common course numbering update
- Corrections issues update
- Apprenticeship funding update

CHAIR'S REPORT

- **Special State Board Meeting.** Jim announced that a special State Board meeting/work session will be scheduled in the spring to discuss options for allocating 2008 operating funds. Staff will follow up to identify a date, location, and other information about the meeting.
- **State Board Retreat.** Jim reminded Board members about the retreat scheduled for September 10-12 in Chelan. The Board's self-evaluation will be a topic of discussion at the retreat.
- **Trustees' Association Report.** TACTC President Jim Robinson reported on recent meetings and activities of the Trustees' Association. TACTC is interested in the Board's tuition study and looks forward to joining the conversation in the weeks ahead. Jim reported on the February 12-14 ACCT National Legislative Summit in DC, at which Washington's community and technical colleges were well represented. He noted that TACTC has been successful this year in getting more trustees involved in the legislative process and hopes to continue. Jim thanked the Board for the opportunity to attend State Board meetings and will encourage his trustee colleagues to participate.
- **Presidents' Association Report.** WACTC President-elect Jim McLaughlin expressed his appreciation to Jim Garrison and Reuven Carlyle for their participation in the February meeting of the presidents' group. He invited Board members to attend the WACTC summer retreat scheduled for July 25-27 at Skamania Lodge. Jim discussed several issues of importance to WACTC and the system, including: the rehosting project, operating and capital budget processes, common course numbering, and the Student Achievement Task Force.

BOARD MEMBER NOTES

- Lyle Quasim shared materials from a recent meeting of the Tacoma Community College Multicultural Advisory Council on which he serves. He expressed hope that the State Board can become active in these issues as well.
- Tom Koeninger distributed an article by Ian Jukes, "Rethinking Education in the New Digital Landscape," that was distributed at a recent meeting of Vancouver School District Management Task Force on which he serves.

ADULT BASIC EDUCATION PRINCIPLES FOR GRANT AWARDS (Resolution 07-03-07)

Israel Mendoza and Kathy Cooper of the State Board staff explained that changes in federal law are requiring changes in state adult basic education grant awards. Staff is currently preparing a multi-year request for proposals (RFP) for federal and state program funds. Reflecting requirements in the federal law, the RFP process is open to colleges, community-based organizations, and other entities.

A discussion followed on the principles upon which the RFP is based and how the State Board can use the 2007-08 RFP to ensure the alignment between the System Direction and adult basic education policies, programs, and initiatives.

- Principle #1: Strengthen the link between adult basic education and the economy and workforce.
- Principle #2: Deepen the accountability of adult basic education for expanding access and increasing student outcomes.
- Principle #3: Increase the skills and expertise of already responsive and dedicated faculty and staff.
- Principle #4: Incent innovation, especially in the areas of using technology/E-learning and integrated basic education and skills training (I-BEST).

The RFP is scheduled to be issued in the next two weeks. A rough draft of the RFP has been available for comment on the State Board website since early February.

MOTION: Moved by Jim Bricker and seconded by Beth Willis that the State Board adopt Resolution 07-03-07 (ATTACHMENT #3) approving the principles guiding the Adult Basic Education request for proposals for fiscal year 2007-08 as outlined in the resolution.

MOTION CARRIED.

TUITION PRINCIPLES FOR UPPER DIVISION COURSE WORK – PILOT BACHELOR'S DEGREES (Resolution 07-03-08)

Jan Yoshiwara of the State Board staff presented proposed principles for tuition rates for upper-division courses. In 2005, the Legislature authorized the State Board to select four community and technical colleges to offer applied bachelor's degrees. The Board's tuition authority was also amended to include tuition rates for upper-division courses. The four colleges are preparing to admit upper-division students in Fall 2007. The Board will be asked to approve the actual tuition rates for both upper-division and lower-division courses after the operating budget has been signed by the Governor.

The following principles were proposed for the Board's consideration to address the differences in the tuition structures between public universities and community and technical colleges and follow the statutory language:

- Per credit tuition for upper-division courses is set at a rate comparable to the per-credit tuition rate for the comprehensive regional universities.
- Students will pay community college lower-division rates for lower-division courses.
- Students are charged per credit for upper-division courses and lower-division courses up to the full-time maximum tuition for comprehensive regional universities.

MOTION: Moved by Tom Koenninger and seconded by Erin Munding that the State Board adopt Resolution 07-03-08 (ATTACHMENT #4) establishing a tuition policy for upper-division courses required in applied baccalaureate degrees as offered by community and technical colleges effective Fall 2007.

MOTION CARRIED.

LEGISLATIVE UPDATE

Chris Reykdal of the State Board staff updated the Board on the status of major policy bills of interest to the community and technical colleges system and how they interact with the budget. The Board reviewed the House Appropriations Sub-committee on Education's draft budget released on February 26 and discussed the general budget environment. The House Appropriations Committee is expected to release a comprehensive budget proposal shortly after the March 15 Revenue Forecast. Senate bills that have made it through the full Senate process will soon be heard in the House committees, and likewise for House bills that will now move to the Senate. Chris noted that the Legislature will soon focus its attention almost exclusively on writing budgets and that now is the time for the Board to narrow down its budget and policy priorities. A more focused agenda will allow staff to rally the system to support collectively a smaller set of critical priorities.

TASK FORCE REPORTS

Consistent with the System Direction, the Board created three new system task forces: 1) Student Achievement Incentives (chaired by Sharon Fairchild), 2) Technology Transformation (chaired by Reuven Carlyle), and 3) Student Listening (chaired by Jim Garrison). The Student Achievement Incentives Task Force will recommend a system of measures and financial incentives for colleges to improve student achievement. The Technology Transformation Task Force will recommend a technology strategic plan that outlines the preferred future for delivering college instruction and services and guides future investments. The Student Listening Task Force will gather direct student feedback on their programmatic, technology, and financial needs to improve achievement of their educational goals.

Progress reports were provided by each of the three task force chairs. Board members had an opportunity to discuss the task force work plans and provide their feedback.

ADJOURNMENT/NEXT MEETING

There being no further business, the State Board adjourned its regular meeting of March 15, 2007, at 11:40 a.m. The next regular meeting of the State Board is scheduled for May 9-10, 2007, at Grays Harbor College.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 07-03-05

A resolution relating to use of local funds for the International Program at Green River Community College.

WHEREAS, Green River Community College has identified a need to provide additional space for the International Program; and

WHEREAS, a needs assessment has been completed and design elements determined; and

WHEREAS, the Green River Community College Board of Trustees has authorized the use of \$2,000,000 from the International Programs fund balance for the construction of additional space for the International Program;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approve the use of \$2,000,000 in funds from the International Programs fund balance for the construction of a new facility for the International Program at Green River Community College.

APPROVED AND ADOPTED on March 15, 2007.



Jim Garrison, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 07-03-06

A resolution relating to a ground lease for student housing at Edmonds Community College.

WHEREAS, Edmonds Community College has a long history of providing housing for its students; and

WHEREAS, the demand for residential housing continues to grow with both International and traditional students; and

WHEREAS, student housing is a major goal in the college's master plan; and

WHEREAS, the site selection process recommends the housing be built on the corner of 68th and 200th Street in Edmonds; and

WHEREAS, the college Foundation will develop the project in a fiscally prudent process,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approve the use of a ground lease allowing development of student housing at Edmonds Community College and delegate execution of the agreement to the Executive Director.

APPROVED AND ADOPTED on March 15, 2007.



Jim Garrison, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 07-03-07

A resolution approving the issuance of a request for proposals for adult basic education funds in fiscal year 2007-08.

WHEREAS, adult basic education is one of the core mission areas of the community and technical college system; and

WHEREAS, the State Board for Community and Technical Colleges unanimously approved a strategic plan for adult basic education *Creating Opportunities for Washington's Emerging Workforce* in June of 2005; and

WHEREAS, the strategic plan for adult basic education aligns with the State Board for Community and Technical Colleges' System Direction; and

WHEREAS, the State Board for Community and Technical Colleges will issue a request for proposals for funds to support adult basic education program in fiscal year 2007-08; and

WHEREAS, the principles of the request for proposals demonstrate a clear alignment with both the System Direction and the adult basic education plan; and

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves the issuance of the adult basic education request for proposals for fiscal year 2007-08.

APPROVED AND ADOPTED on March 15, 2007.



Jim Garrison, Chair

ATTEST:



Charles N. Earl, Secretary

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 07-03-08

A resolution relating to establishing a tuition policy for upper division course work required in applied baccalaureate degrees as offered by community and technical colleges effective Fall 2007.

WHEREAS, the smaller average class size and the greater costs for instruction support such as library instruction and resources results in the cost for upper division course work at a level greater than the average lower division cost, and

WHEREAS, the Bachelor's Degree Task Force, in fall of 2005 determined that applied bachelors degree programs could and should be funded at the same level as a public comprehensive regional institution; and

WHEREAS, legislation authorizing the applied baccalaureate degrees set as an upper limit for tuition in upper division courses the tuition rate charged by the public comprehensive regional institutions, and

WHEREAS, students in the applied bachelors degree programs may enroll in a combination of required lower division and upper division courses;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges establish a baccalaureate degree tuition policy that sets tuition charges separately for lower and upper division course work up to a maximum not to exceed the tuition a student taking a comparable credit load at a comprehensive regional institution would be charged.

FURTHER BE IT RESOLVED that tuition for required lower division courses match the existing lower division tuition structure and tuition for upper division course be charged on a per credit based comparable to the tuition structure set for regional comprehensive institutions.

APPROVED AND ADOPTED on March 15, 2007



Jim Garrison, Chair

ATTEST:



Charles N. Earl, Secretary

**Proposed Upper Division Operating Fee (Tuition) and Other Fee Structure
For CTC Pilot Baccalaureate Degrees - (2005-06 Level, Subject to Increase)**

Credits	Operating Fee (Tuition)		Building Fees		Maximum S&A Fees	Total Fees	
	Resident	Non-Resident	Resident	Non-Resident	Resident and Non-Resident	Resident	Non-Resident
1-2 credits	\$249.40	\$757.91	\$7.30/\$14.60	\$20.50/\$41.00	\$7.45/\$14.90	\$264.15/304.30	\$793.32/813.81
3	\$374.10	\$1,136.86	\$21.90	\$61.50	\$22.35	\$418.35	\$1,616.71
4	\$498.80	\$1,515.81	\$29.20	\$82.00	\$29.80	\$557.80	\$2,155.61
5	\$632.85	\$1,923.17	\$36.50	\$102.50	\$37.25	\$706.60	\$2,732.27
6	\$748.20	\$2,273.69	\$43.80	\$123.00	\$44.70	\$836.70	\$3,233.39
7	\$872.90	\$2,652.64	\$51.10	\$143.50	\$52.15	\$976.15	\$3,772.29
8	\$997.60	\$3,031.60	\$58.40	\$164.00	\$59.60	\$1,115.60	\$4,311.20
9	\$1,122.30	\$3,410.55	\$65.70	\$184.50	\$67.05	\$1,255.05	\$4,850.10
10 to 18	\$1,247.00	\$3,789.50	\$73.00 plus \$2.30 per credit 11 to 18	\$205 plus \$1.85 per credit 11 to 18	\$74.50 plus \$2.40 per credit 11 to 18	\$1,394.50 plus \$4.70 per credit 11 to 18	\$4,069 plus \$4.35 per credit 11 to 18
More than 18	\$130.84 per credit	\$428.04 per credit	91.40	219.80	93.70	\$130.84 per credit plus \$185.10	\$428.04 per credit plus \$313.50



REGULAR MEETING AGENDA ITEM

May 10, 2007

TAB 3(b)

Discussion **Action (Resolution 07-05-10)**

Topic

Bellevue Community College Property Acquisition

Description

Bellevue Community College is in the process of acquiring residential property located within the master plan boundary of the main campus. This is the sixth in a series of proposed residential property acquisitions adjacent to the campus. Acquisitions that exceed \$400,000 require State Board authorization. The college and its board of trustees are requesting authority to purchase property located at 2439 145th Place SE, Bellevue.

Major Considerations

- The college has sufficient local funds dedicated for this purchase.
- The proposed acquisition is within the master plan boundary.
- The property will be used for program space and to expand the childcare center and parking.

Analysis

On April 9, 2007, the Bellevue Community College Board of Trustees recommended purchase of the property using funds from the local capital account. The college has set aside an amount not to exceed \$450,000 to purchase the property and to pay all management fees, appraisal and closing costs. The appraisal has been completed and a purchase and sale agreement has been drafted. General Administration is preparing all documents and will negotiate the final agreement and execute the contract upon approval by the State Board.

The college will use the property for program space and will eventually remove the house and expand the childcare center and parking.

The amount of this purchase is covered by local reserves.

Recommendation

The staff recommends approval of Resolution 07-05-10 allowing Bellevue Community College to expend up to \$450,000 in local funds to purchase the property located at 2439 145th Place SE, Bellevue.

Prepared by Tom Henderson, 360-704-4382, thenderson@sbctc.ctc.edu

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 07-05-10

WHEREAS Bellevue Community College has identified property within the master plan boundary that is available for sale; and

WHEREAS the Bellevue Community College Board of Trustees on April 9, 2007, recommended the purchase; and

WHEREAS the college has a reserve balance of sufficient funds for this acquisition,

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges authorize Bellevue Community College to use up to \$450,000 to acquire property located at 2439 145th Place SE, Bellevue and pay appraisal and closing costs.

APPROVED AND ADOPTED May 10, 2007.

Jim Garrison, Chair

ATTEST:

Charles N. Earl, Secretary