



STATE BOARD MEETING AGENDA

Executive Session: Wednesday, August 26, 1-4:30 p.m.

Retreat Session: Thursday, August 27, 9 a.m. – 12 p.m.

Join Meeting Via Computer or Smart Device:

<https://zoom.us/j/94059249197?from=msft>

Join by phone:

(253) 215-8782

Meeting ID: 940 5924 9197

Business Meeting: Thursday, August 27, 1:30-3:30 p.m.

Join Meeting Via Computer or Smart Device:

<https://zoom.us/j/99169945488?from=msft>

Join by phone:

(253) 215-8782

Meeting ID: 991 6994 5488

Board members

Wayne Martin, chair // Carol Landa McVicker, vice chair // Anne Fennessy // Jay Reich
Phyllis Gutierrez Kenney // Fred Whang // Ben Bagherpour // Crystal Donner // Chelsea Mason

Jan Yoshiwara, Executive Director // Beth Gordon, Executive Assistant

Statutory Authority: Laws of 1991, Chapter 28B.50 Revised Code of Washington

August 26 Executive Session

Time	Item	Location
1:00 p.m.	Closed Executive Session <i>Evaluating the performance of a public employee.</i>	

August 27 Retreat Session

9:00 a.m.	Welcome and Introductions	
9:15 a.m.	Economic Recovery and Strategic Planning <i>Discussions facilitated by Jan Yoshiwara</i> <ul style="list-style-type: none"> • Implementing the Strategic Plan through lenses of diversity, equity and inclusion. • Potential enrollment demands and impacts • Fiscal impacts • Legislative budget and advocacy strategy • Exploring regional efficiencies 	Tab 1 (Discussion)
12:00 p.m.	Recess for lunch	

August 27 Business Meeting

- 1:30 p.m. **Adoption of Business Meeting Agenda** Action
Carol Landa McVicker, Chair
- 1:40 p.m. **Consideration of Consent Agenda** Tab 2
(Action)
- a. Canvas by Instructure, Contract Extension
Resolution 20-08-36
 - b. ctcLink mobile, HighPoint Mobile
Resolution 20-08-37
 - c. Everett Community College, property acquisition, 1216 Broadway
Resolution 20-08-38
 - d. Highline College, local expenditure, Building 12 improvements
Resolution 20-08-39
 - e. Skagit Valley College, ground lease, recreational facility
Resolution 20-08-40
 - f. GEER Funding
Resolution 20-08-41
 - g. June 2020 State Board meeting minutes
 - h. OKTA Multi-factor Authentication
Resolution 20-08-43
- 1:45 p.m. **Consideration of 2021-23 Operating Budget Request** Tab 3
Cherie Berthon, Director, Operating Budget (Action)
Resolution 20-08-42
- 3:30 p.m. **Adjourn: Next Meeting ~ October 14-15, 2020, Zoom Meeting**

Updated 8-13-20

EXECUTIVE SESSION: Under RCW 42.30.110, an Executive Session may be held. Action from the Executive Session may be taken, if necessary, as a result of items discussed in the Executive Session. **PLEASE NOTE:** Times above are estimates only. The Board reserves the right to alter the order of the agenda. Reasonable accommodations will be made for persons with disabilities if requests are made at least seven days in advance. Efforts will be made to accommodate late requests. Please contact the Executive Director's Office at 360-704-4309.

RETREAT ITEM

August 27, 2020

Tab 1a

Economic Recovery Planning: Potential Enrollment Demand and Impacts

Brief description

The financial impact of COVID 19 has challenged Washington State's economy with the shuttering or closure of businesses and over a million citizens out of work seemingly overnight. The mass unemployment caused by the shutdown has impacted people of color at disproportionate rates. As the state begins its recovery efforts, the community and technical college system is key to economic recovery.

In 2009, Washington State was in the midst of the Great Recession. Nearly 200,000 jobs were lost and a slow decline in the economy began. Unemployed citizens included those with college degrees with a desire to retrain in a different field, and those who had never attended college before and needed to find a pathway to living-wage employment. The community and technical college system played a pivotal role in the retraining of displaced Washingtonians—serving 30,000 additional students with the onset of the recession.

Understanding the Great Recession and the profile of the unemployed is helpful as recovery work is underway to rebuild the economy in a post-COVID world. But it will not provide the profile of who is struggling the most with employment. Analyzing unemployment claims (by sector) and building upon the recent research published in the *Future of Work* report, the State Board can attempt to build a profile of the population our system should anticipate and prepare to serve.

How does this item link to the State Board's Strategic Plan?

In June 2020, the State Board adopted its strategic plan which focuses on three goals: achieve educational equity for students who are historically underrepresented in higher education; improve completion rates; and increase access and retention among populations who can benefit the most from college access. The disproportionate percentage of the unemployed profile are people who have historically worked in low wage employment and have not earned a higher education credential. The majority are people of color. The work the community and technical college system will embark on to equitably retrain thousands of Washingtonians is at the very core of the State Board vision and goals.

Background information and analysis

Unemployment and Community and Technical Colleges

Recessions are often seen as periods of enrollment growth for community and technical colleges (CTCs). For those out of work, CTCs represent a convenient, affordable, and accessible way to skill up for a new, higher-paying career. However, the current recession caused by COVID-19 mitigation

measures looks much different from recessions of the past and offers both new challenges and new opportunities for CTCs to prepare students for what comes next.

While the COVID-19 era recession has the potential to boost enrollment at CTCs as out-of-work Washingtonians seek new opportunities, we do not yet have a full picture of the current unemployment landscape due to the relatively early stages of the recession and the natural delay that occurs as employment data are collected. Further, it's too early to tell the full severity of actions employers will take in these times of uncertainty.

Leading indicators typically used to gauge future demand for out-of-work individuals contain significant noise that clouds our ability to get a clear picture. First, the existing *initial* unemployment claims data, often a foreteller of unemployment rates, differs from past recessions in both shape and scale. While initial claims generally ramp up over the course of several months, often peaking around a half a million claims, COVID-19 era initial claims shot up well above historical highs within a matter of weeks. Second, it is reasonable to assume the initial unemployment claims over the last several months are of a different nature compared with prior economic downturns. As employers were forced to shutter businesses, with no clear indication of when they can re-open, the permanency of unemployment or reduced hours for many workers continues to be an area of extreme uncertainty. This uncertainty has been compounded by the unpredictability of the second round of federal relief for businesses. Third, the federal CARES ACT enacted earlier this year expanded eligibility for unemployment benefits, extending benefits to gig workers and self-employed individuals. Again, this makes apples-to-apples comparisons to prior recessions more difficult to measure. Finally, fraudulent unemployment claims, nearly 87,000 estimated in Washington State according to the Employment Security Department, also have obscured the data.

Experts and officials have noted the pandemic is having a disproportionate effect on people of color, and initial unemployment claims data certainly appear to validate this concern in Washington State. Between March 1 and July 18, 2020, about 1.2 million Washingtonians filed an initial unemployment claim. With 5.6 million people in the state above the age of 18, this equates to about 1 in 5 adults filing a claim (20.7 percent). The breakdown of initial claims by race and ethnicity, however, shows disparities for Black/African American, American Indian, and Pacific Islander populations. For example, 28 percent of Black adults filed an initial unemployment claim during the 18 week period. For Pacific Islanders, this figure was nearly 40 percent. The breakdown of initial claimants by age yields predictable results—the highest percent of the population submitting a claim is distributed almost equally among people ages 25 to 54, and tapering off for those 55 and older. Distribution of claimants by gender is nearly equal, with a slightly higher percent of Washington male adults filing a claim than female adults.

A breakdown of claimants by their highest education level reveals the majority of those filing an initial unemployment claim have less than a college degree (28 percent with a high school diploma, 24 percent with some college but no degree, 6 percent who did not finish high school/equivalent, and 1 percent who report no schooling).

Initial claims by industry is where we see some of the unique circumstances of the COVID-19 recession obscure initial claims data. Recall that benefits were extended to gig economy and self-employed workers, as well as the considerable number of fraudulent claims reported by ESD, which may make year-over-year comparisons by industry more difficult. Some industries, such as Arts,

Entertainment, and Recreation or Accommodation and Food Services are ones we might expect to top the list, and they do appear among the industries with the most claimants. Others, such as Educational Services and Public Administration, also experienced a high proportion of initial unemployment claims, which will require future research to understand what forces drove so many of these workers to seek unemployment assistance.

As with race/ethnicity and education level, COVID-19-related mitigation measures have affected geographic regions of the state differently as well. Western Washington counties, which were among the first in the country to be affected by the virus, have seen the largest percent changes in unemployment rates when compared with 2019. In April 2020, Snohomish County experienced a 668 percent increase in its unemployment rate compared with April 2019; King County experienced a 548 percent increase. Note that these counties also enjoyed the lowest unemployment rates in the state (less than 3 percent) prior to implementation of safety measures.

Enrollment Implications

Pre and post Great Recession

In the period before the Great Recession, enrollment in community and technical colleges flourished with large numbers of credential-seeking students as well as non-credential students attending part time and enjoying low tuition rates. The recession drove up unemployment and subsequently enrollment, but rising tuition costs in conjunction with state budget cuts essentially eliminated the part-time enrollment population. The mission area for academic transfer saw the first of the eventual significant increase in enrollment in Running Start as college-bound students took full advantage of dual credit during the fiscally challenged years of 2009-11. The professional-technical/workforce education mission is designed to prepare students to go directly into a job or career. This mission area tends to serve an older population, including students who have already earned a credential and are returning to college for retraining. While historically academic transfer programs were the majority of enrollments in the community and technical colleges, in 2009 enrollment in professional-technical programs was nearly equal to academic transfer. However, enrollment for professional-technical students 35 and older declined nearly 30 percent between the height of the enrollment boom and the most current year.

Retraining with further education following the Great Recession was a critical component of the community and technical college response to the fiscal crisis. For students in the Worker Retraining program, wage recovery was highest for those coming into training from lower wage jobs. Further, wages are highest for students completing associate degrees. The colleges saw different enrollment patterns depending on which industries appeared to have been most impacted by the Great Recession. In the years between 2007-08 and 2012-13 (pre and post Great Recession enrollment boom), only a few programs showed sustained growth. Earlier studies on Worker Retraining stated finance was one of the industries hit hard by the recession, but is the area that saw the highest growth and demand (specifically accounting). Business administration is the highest enrolled program and that hasn't changed over time, and STEM programs show increasing enrollment demand over the time period. Health technology and had steady enrollment levels, likely because they are high demand regardless and reflects more of a capacity constraint than increased demand. The program with the sharpest decline in the time period was construction and architecture.

Education and training showed a significant spike in enrollment in 2009-10 but enrollment followed a similar downward spike in the immediate years following.

COVID-19 impact in 2020

The effects of the pandemic and related mitigation measures primarily affected Spring quarter 2020. Although total full-time equivalent (FTE) enrollment was down 12 percent in spring 2020 compared with the same quarter a year earlier, total FTE enrollment was down only 5 percent across the entire academic year. Declines in enrollment affected some mission areas and enrollments by fund sources differently.

It is still too early to determine the impact of shifts in unemployment on CTC enrollment, but the data present opportunities to recognize and close equity gaps either caused or exacerbated by the pandemic. A disproportionate number of people of color submitted initial unemployment claims and roughly 400,000 claims came from individuals with a high school diploma or less. Meanwhile CTC programs that rely more heavily on in-person education and training suffered the most significant decreases in Spring enrollment. Professional/technical programs experienced a 15 percent drop in enrollment in Spring quarter; Basic Education for Adults (BEdA) saw a 26 percent drop in FTE. This compares with a relatively small decline in Transfer FTEs (-4 percent) and an increase in Running Start FTEs (+3 percent).

American Indian/Alaska Native and Hispanic students experienced the most pronounced spring-to-spring enrollment declines, -22 percent and -17 percent respectively.

Older students declined the most, with students between ages 30 and 39 dropping by 20 percent and students over 40 years old falling off by 42 percent. Younger student populations experienced less significant declines, with students under 24 years old experiencing enrollment declines of about 10 percent. One notable data point is the drop in new students. Spring 2018-19 saw 19,800 new students enrolling at CTCs, but by spring 2019-20, this figure had declined to 9,500, a drop of more than 50 percent.

Enrollment changes by fund source reveal a significant drop in self-funded FTE, -72 percent, although this group is the smallest compared with other fund sources. State-funded FTE declined in step with overall enrolments, down 12 percent, while contract-funded FTE were down 8 percent in spring 2020.

Summary

The current pandemic and related measures have had disproportionate negative effects for some Washingtonians and CTC students. A higher percent of people of color are requesting unemployment assistance, while groups who are not able to pivot easily to virtual learning were inhibited from enrolling this spring due to campus closures. The high proportion of those without a college degree seeking unemployment benefits signals opportunity for colleges to improve educational attainment, and thus career opportunities, across the state while continuing to focus on the system's ongoing efforts to close equity gaps.

Potential questions

- What partnerships can be leveraged to help community and technical colleges prepare for future workforce needs?
- How does the community and technical college system position itself to support the future wave of students and their retraining needs?
- How can the state waiver option in the Ability to Benefit program play a role in retraining unemployed citizens? Encourage their path?

Recommendation/preferred result

- Washington CTCs should consider carefully those programs that have suffered from campus closures and work to ensure safe re-opening plans take into consideration programs that rely more heavily on in-person instruction or serve those unable to participate in their education online.
- The relatively small decline in transfer education FTE and the increase in Running Start FTE is an encouraging sign that students are eager to continue with their educational pathways. CTCs and the State Board should continue to encourage this momentum, particularly as postsecondary educational institutions of all levels across the country grapple with re-opening plans.

Policy Manual Change Yes No

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Carli Schiffner, deputy executive director of education
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RETREAT ITEM

August 27, 2020

Tab 1b

Legislative budget and advocacy strategy

Brief Description

The State Board will receive updates on systemwide advocacy efforts, federal legislation, primary election results, and the legislative landscape leading up to, and through, the 2021 legislative session. The Board will also hear a summary of the July meeting of the Long-Term Advocacy and Communications Task Force meeting.

How does this item link to the State Board's priorities?

This item links to the fourth strategy of the 2020-2030 Strategic Plan: "Strengthen advocacy and community partnerships."

Background information and analysis

In the past few months, the trustee's association, the presidents association, and the Long-Term Advocacy and Communications Task Force have recommended updates to the Legislative Outreach Plan, particularly in the areas of messaging and advocacy with other organizations and influencers. As envisioned in the plan, Board members, presidents and trustees have been reaching out to state legislators and members of Congress about the importance of protecting funding for community and technical colleges, supporting our capital budget request, and ensuring ample funding in the next federal stimulus legislation.

Meanwhile, the state's primary election results have determined the final contenders for the November 2020 general election. All House members and half of Senate members are up for re-election this year. Informing these new members of our role in economic recovery, upward mobility and equity will be key to our legislative success next session.

Potential questions

- Does the State Board have feedback or questions about legislative issues and progress towards meeting system wide legislative goals?

Recommendation/preferred result

The State Board is asked to provide feedback on legislative issues.

Policy Manual Change Yes No

Prepared by: Laura McDowell, communications director
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CONSENT ITEM (RESOLUTION 20-08-36)

August 27, 2020

Tab 2a

Canvas by Instructure Contract Extension

Brief description

SBCTC Educational Technology supports and manages a suite of teaching and learning tools and services for system colleges. The most critical of these tools is Instructure's Canvas Learning Management System (LMS), which provides a shared platform for integrating other system and local instructional technologies for thousands of students. Satisfaction with Canvas is high among colleges and the impact on resources of any change to our LMS, especially as colleges continue to transition to ctcLink, would be prohibitive. We recommend that the Board delegate approval to the Executive Director to extend the system's original 2012-2019 contract with Instructure for an additional five years, beginning FY 2019-2020 and continuing through FY 2024.

How does this item link to the State Board's Strategic Plan?

The Canvas extension aligns with the State Board for Community and Technical Colleges' three goals: Achieve educational equity for students who are historically underrepresented in higher education; Improve completion rates; and Increase access and retention among populations who can benefit the most, by ensuring that students have generalized access to flexible, high-quality courses and programs even when circumstances dictate that they cannot regularly attend courses on campus.

Background information and analysis

System colleges began the transition to Canvas in 2012. As of 2014, all Washington State community and technical colleges and universities, with the exception of WSU, had adopted Canvas as their LMS.

Thirty-three community and technical colleges purchase Canvas using the State Board contract, while one college maintains an independent contract with Instructure. This standardization benefits students by providing a unified eLearning platform as they move between our colleges. Canvas is highly flexible and integrates seamlessly with both other system-supported tools as well as local teaching and learning technologies purchased by individual colleges to support specific programs. Canvas is used across disciplines and in all modes of instruction in the system.

With the advent of comprehensive virtual instruction during the COVID-19 pandemic, Canvas has been critical to maintaining instructional continuity for faculty and students. Canvas has proven to be a durable and flexible tool as the system has rapidly expanded its capacity for online instruction. Hundreds of faculty have turned to Canvas to put their courses online in the past six months.

The State Board manages the Canvas contract for the college system and pays system-wide licensing fees annually, then bills those fees to colleges proportional to their local FTE. In this way,

cost is distributed equitably throughout the college system. The State Board pays for 24/7 Canvas support for all colleges. That portion of the contract is not billed back to colleges.

The term of the Canvas extension is five years. The extension took effect on July 1, 2019, and ends on June 30, 2024. For FY 2020-21, the total cost of the contract is \$1,787,934.00. Of that total, \$1,484,945.00 will be reimbursed to SBCTC from colleges.

Potential questions

- **How has the system's adoption of Canvas benefited students?**

Adopting a single platform for online instruction creates a common point of integration for both system and local eLearning tools. This allows students to move from one college to another without requiring them to learn a new interface. In almost every instance at both community and technical colleges and the state's universities they will encounter a familiar interface, representing a shared vision of eLearning across the state. Student learning is supported by a large community of practice – faculty and staff routinely share insights, challenges, and techniques, and solve problems collectively through the eLearning Council and the many professional development conferences and events in the college system. Our faculty and staff raise new needs and relay feature requests to Instructure, and our scale of adoption ensures that the needs of Washington's students and faculty are represented in Canvas's development roadmap.

In these ways the college system leverages the benefits of a shared technology and a system-wide technical competency into real teaching and learning benefits for all students and faculty. The mass pivot to online instruction necessitated by COVID-19 has shown the continuing value and resilience of this shared knowledge and infrastructure.

Recommendation/preferred result

Staff recommends approval of Resolution 20-08-36 delegating authority to the executive director to extend the contract with Instructure through June 30, 2024.

Policy Manual Change Yes No

Prepared by: Mark Jenkins, director, educational technology and open education
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STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 20-08-36

A resolution awarding Instructure \$9,214,560.00 of state funds for Instructure Canvas learning management system between July 1, 2019, and June 30, 2024.

WHEREAS, the State Board desires to extend the contract with Instructure for Canvas to support online courses for system colleges;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges delegates authority to the executive director to execute a contract with Instructure for Canvas that totals for five years; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges grants the executive director the authority to award local funds consistent with board policy and state law; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the executive director to make adjustments to the proposed award outlined in the contract for Instructure in the anticipated program funding changes due to changes in college participation; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the executive director to make adjustments, as necessary, for computational errors, data corrections, externally imposed restrictions or guidelines, legislative appropriation proviso, restrictions, guidelines and uniform accounting and reporting requirements,

APPROVED AND ADOPTED on August 27, 2020.

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

CONSENT ITEM (RESOLUTION 20-08-37)

August 27, 2020

Tab 2b

ctcLink mobile/HighPoint Technology Solutions

Brief Description

State Board Staff is seeking approval to spend up to \$600,000 for HighPoint Technology Solutions over the next five years; (\$120,000/yr.).

How does this item link to the State Board's Strategic Plan?

These services are critical to the ongoing support of students using ctcLink from a mobile platform. The HighPoint mobile application also improves accessibility features and functionality.

Background information and analysis

This is an extension (w/ amendment) of the initial five year contract, ending this year. It also provides access to the new software platform (existing platform is 'end-of-life' in Feb 2021). The new platform offers additional integration and improved performance with PeopleSoft (ctcLink), as well as, additional accessibility improvements. This amendment includes ongoing software maintenance and support.

Potential questions

What are the benefits of the mobile platform?

Recommendation/preferred result

State Board staff recommend approval of Resolution 20-08-37, approving the HighPoint contract for the next five years.

Policy Manual Change Yes No

Prepared by: Grant Rodeheaver, deputy executive director of information technology
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STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 20-08-37

A resolution awarding up to \$600,000 for HighPoint Technology Solutions over the next five years; (\$120,000/yr.).

WHEREAS, these services are critical to the ongoing support of students using ctcLink from a mobile platform; and

WHEREAS, the HighPoint mobile application also improves accessibility features and functionality; and

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges delegates authority to the executive director to execute a contract with HighPoint Technology Solutions that totals five years; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges grants the executive director the authority to award local funds consistent with board policy and state law; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the executive director to make adjustments to the proposed award outlined in the contract for HighPoint Technology Services in the anticipated program funding changes due to changes in college participation; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on August 27, 2020

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

CONSENT ITEM (RESOLUTION 20-08-38)

August 27, 2020

Tab 2c

Everett Community College — property acquisition, 1216 Broadway Avenue, Everett, Washington

Brief Description

Everett Community College seeks to purchase the property located at 1216 Broadway Avenue in Everett, Washington for \$2,100,000 using financing authority already approved by the legislature.

How does this item link to the State Board's Strategic Plan?

This project supports enrollments and completions by providing expanded campus facilities.

Background information and analysis

Short and long-term goals in Everett Community College's Campus Master Plan include the acquisition of property adjacent to the campus to support increased enrollments, to reduce pedestrian, and vehicular congestion in the neighborhood on the west side of Broadway, and to support the construction of new facilities on the east side of Broadway such as the new Learning Resource Center project 30000136 and the Baker Hall Replacement project 40000190.

The design-phase of the Learning Resource Center was funded by the State in the 2017-19 capital budget and the predesign for the Baker Hall Replacement project was funded in the 2020 supplemental capital budget. Funding for the next phase of both projects is in the State Board's 2021-23 capital request.

The property will be used for parking in the short-term and provides the possibility for additional program space in the future. The debt service for this acquisition along with any operation, maintenance, repairs or renovations for future work beyond the scope of the currently funded state projects will be paid from local college funds. The college will obtain appropriate expenditure authority for future capital work.

Based on the college's resolution 02-11-2018 and State Board resolution 18-12-49, the college received authority from the legislature to finance up to \$10,000,000 for property acquisition in the 2019-21 capital budget as project 40000307.

Consistent with State Board policy 6.40.30, the college has worked with the Department of Enterprise Services to identify an appropriate property, determine its value, undergo an environmental assessment, and negotiate the terms of the transaction.

The college now requests State Board approval to enter into a purchase and sale agreement for 1216 Broadway Avenue for \$2,100,000 plus appropriate closing costs, using the financing authority already approved the legislature. The property is 0.76 acres and has a single-floor 5,242 square foot



building that was last used as a dining hall by the Fraternal Order of Eagles. See the map of property relative to the college campus in attachment A.

Potential questions

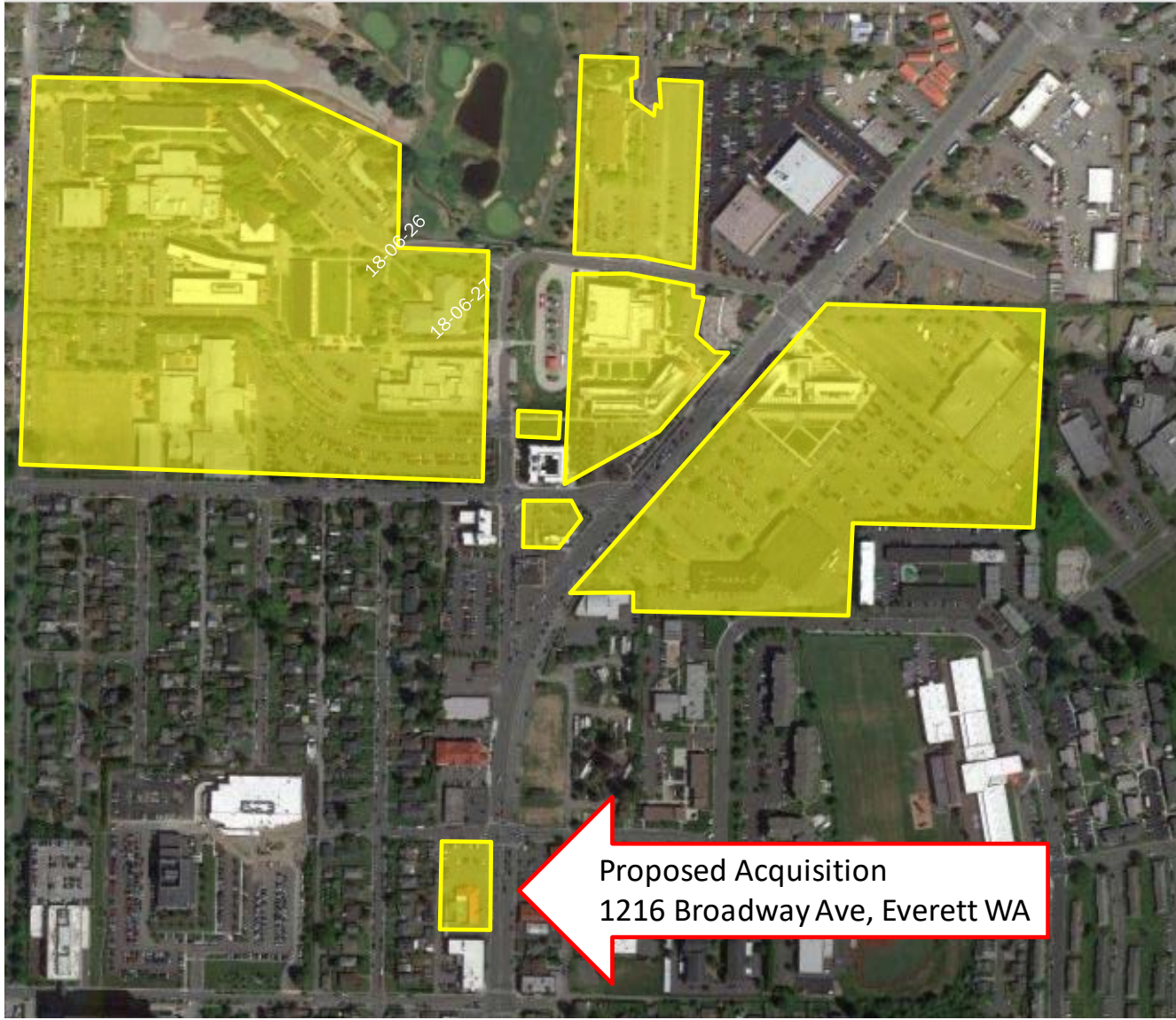
Is this project consistent with the State Board's goal of increasing enrollment and completions?

Recommendation/preferred result

Staff recommends approval of Resolution 20-08-38 giving Everett Community College authority to acquire 1216 Broadway Avenue in Everett, Washington for \$2,100,000 plus appropriate closing cost, in the name of the State Board for Community and Technical Colleges using financing authority approved by the legislature in project 40000307.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
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STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 20-08-38

A resolution relating to Everett Community College's request acquire the property located at 1216 Broadway Avenue in Everett, Washington for \$2,100,000 plus appropriate closing costs, using financing authority already approved by the legislature

WHEREAS, the college's facility master plan identified the need for additional property in the short and long-term future; and

WHEREAS, the purchase of the property will provide parking in the short-term and the possibility for additional program space in the future; and

WHEREAS, all future operation, maintenance, repairs, or renovations will be paid from local funds; and

WHEREAS, the purchase price of the property is \$2,100,000; and

WHEREAS, college Board of Trustees approved the acquisition this property on July 29, 2020; and

WHEREAS, the legislature approved the college financing of up to \$10,000,000 in property acquisition in the 2019-21 capital budget as project 40000307; and

WHEREAS, college is working with the Department of Enterprise Services for the acquisition and will obtain appropriate expenditure authority for future capital work.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Everett Community College to finance up to \$2,100,000 plus appropriate closing costs, backed by local funds to acquire the property located at 1216 Broadway Ave in Everett, Washington in the name of the State Board for Community and Technical Colleges; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on 8/27/2020

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

CONSENT ITEM (RESOLUTION 20-08-39)

August 27, 2020

Tab 2d

Highline College — local capital expenditure authority for Building 12 heating, ventilation, and air conditioning improvements

Brief Description

Highline College is seeking approval to spend up to \$500,000 in local funds to complete building system replacements and energy upgrades in Building 12.

How does this item link to the State Board's priorities?

This project supports enrollments and completions by providing modern campus facilities.

Background information and analysis

Highline College has state funds available of \$952,000 to replace failing heating, ventilation, and air conditioning equipment in Building 12.

The college has local funds from an Energy Efficiency and Solar grant by the Department of Commerce in the amount of \$92,950 to include additional energy savings equipment and features during this replacement project. Highline College also wants to include another \$407,050 in local funds from contract revenue to cover the total project cost of \$1,452,000.

Per State Board policy 6.10, all college expenditures for capital require State Board approval. In policy 1.30.20.E.2 the State Board delegated approval for projects costing up to \$1,000,000 to its executive director.

The college's vice-president of administrative services, under delegated authority from Highline College's Board of Trustees, approved this request on June 29, 2020.

Potential questions

Is this project consistent with State Board's goals of being responsive to the changing needs in the community and using resources efficiently?

Recommendation/preferred result

Staff recommends approval of Resolution 20-08-39 giving Highline College the authority to spend up to \$500,000 in local funds toward Building 12 heating, ventilation, and air conditioning replacement and energy efficiency upgrades.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu

STATE OF WASHINGTON STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES RESOLUTION 20-08-39

A resolution relating to Highline College's request to use up to \$500,000 in local funds for Building 12 heating, ventilation, and air conditioning improvements.

WHEREAS, Highline College currently has \$952,000 in state funds for replacement of failing heating, ventilation, and air conditioning equipment in the Building 12; and

WHEREAS, the college has \$92,950 in local funds from an Energy Efficiency and Solar grant from the Department of Commerce to make additional energy savings improvements; and

WHEREAS, the college also has \$407,050 in local funds from contract revenue to cover the total project costs of \$1,452,000; and

WHEREAS, the college's vice-president of administrative services, under delegated authority from Highline College's Board of Trustees approved this request for \$500,000 in local funds on June 29, 2020; and

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Highline College to spend up to \$500,000 in local funds toward Building 12 heating, ventilation, and air conditioning replacement and energy efficiency upgrades; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on 08/27/2020

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

CONSENT ITEM (RESOLUTION 20-08-40)

August 27, 2020

Tab 2e

Skagit Valley College ground lease for recreational facility

Brief Description

Skagit Valley College is seeking approval to negotiate a lease of property rights to the Skagit Valley College Foundation for construction, maintenance, and operation of a recreational facility on the Skagit Valley College campus. The lease will then be presented to the State Board's executive director for approval under authority in, and consistent with, this resolution.

How does this item link to the State Board's Strategic Plan?

This project will support student success and retention through increased student engagement.

Background information and analysis

Skagit Valley College is in early planning and negotiation with its foundation, a non-profit corporation, for development of a recreational facility on the Skagit Valley College campus.

The plan is for the college to lease approximately 3,500 square feet to the Skagit Valley College Foundation to construct, maintain and operate pickleball courts for Skagit Valley College students and the community to use. The Foundation has identified a potential benefactor to fund the construction of the facility. The leased ground would be on a portion of the student parking lot as shown in attachment A.

Even though the details for the ground lease have not been developed yet, the college has acknowledged the following critical elements must be present in the final arrangement:

- It will not be public work
- It will not constitute financing on behalf of the state
- It will not be a gift of public resources
- Prevailing wages will be paid to labor for construction the facility
- The lease will not be for more than 20 years
- The lessor will be required to remove the improvements at the end of the ground lease, unless otherwise allowed to remain, at the State Board's discretion
- The lease will be for approximately 3,500 square feet
- Impacts to student parking will be mitigated
- The facility will be consistent with the college facility master plan
- The Foundation will be responsible for construction, operation and maintenance of the facility for the term of the lease
- The College Board of Trustees will approve the terms of the lease

Consistent with Appendix D of the State Board policy manual, the college requests permission from the State Board to negotiate the ground lease and gather appropriate documentation that the critical elements are present so they can move ahead with this project.

The college will provide the documentation that each of the critical elements has been met to the State Board's executive director for final approval of the lease.

Potential questions

Is the ground lease and resultant facility consistent with the State Board's goal to advocate for resources that support college enrollment?

Recommendation/preferred result

Staff recommends approval of Resolution 20-08-40 giving its executive director authority to approve a ground lease with the Skagit Valley Foundation for the development of a recreational facility on the Skagit Valley College campus that is consistent with the conditions in this resolution.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu



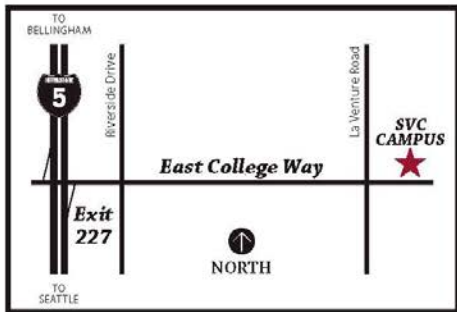
MOUNT VERNON CAMPUS

2405 East College Way
Mount Vernon WA 98273-5899

MAIN CAMPUS PHONE: 360.416.7600
CAMPUS SECURITY: 360.416.7777
www.skagit.edu

POPULAR DESTINATIONS

Admissions/Registration.....	Lewis Hall	L
Art Gallery	Knutzen Cardinal Center	C
Book Store.....	Knutzen Cardinal Center	C
Cafeteria.....	Knutzen Cardinal Center	C
Cardinal Cafe	Knutzen Cardinal Center	C1
Cashier.....	Lewis Hall	L
Central Receiving	Maintenance Building.....	M
Counseling/Financial Aid.....	Lewis Hall	L
E-Learning	Cole Library	S
Human Resources	Administrative Annex.....	CA
Media Services	Cole Library	S
Multipurpose Room	Knutzen Cardinal Center	C
Security	Knutzen Cardinal Center	C



CAMPUS BUILDINGS

Administrative Annex	CA	Ford Hall	F
Angst Hall	A	Hodson Hall	H
Child & Family Learning Center.....	CFLC	Knutzen Cardinal Center.....	C
Chinook Enterprises.....	CE	Lewis Hall.....	L
Cole Library	S	Maintenance Building.....	M
Connite House.....	CO	McIntyre Hall	Mc
Diesel Building.....	W	Nelson Hall	N
D Modular.....	D	Northwest Career & Technical Academy...NCTA	
DuVall Pavilion	G	Reeves Hall.....	R
East Campus Building.....	ECB	Roberts Hall.....	T
Field House.....	FH	Tarro Theatre	PT



STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 20-08-40

A resolution relating to Skagit Valley College's request to lease property rights to the Skagit Valley College Foundation, a non-profit corporation, for construction, maintenance, and operation of a student recreation facility on the Mount Vernon campus of the Skagit Valley College.

WHEREAS, Skagit Valley College is seeking approval to negotiate a lease of property rights to the Skagit Valley College Foundation for construction, maintenance, and operation of a recreational facility on the Skagit Valley College campus; and

WHEREAS, the facility to be built on the leased property will provide needed student and community recreational opportunities; and

WHEREAS, once negotiated the lease will be presented to the State Board's executive director for approval under authority in, and consistent with, this resolution; and

WHEREAS, the following critical elements will be documented prior to State Board approval of the lease:

- It is not public work
- It is not financing on behalf of the state
- It is not a gift of public resources
- Prevailing wages will be paid to labor for construction the facility
- It is not more than 20 years in duration
- The lessor is required to remove the improvements at the end of the ground lease, unless otherwise allowed to remain, at the State Board's discretion
- It will be for approximately 3,500 square feet
- Any impacts to student parking will be mitigated
- The Foundation is responsible for construction, operation and maintenance of the facility for the term of the lease
- The facility is consistent with the college facility master plan
- The College Board of Trustees has approved the terms of the lease; and

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes its Executive Director to approve a ground lease with the Skagit Valley College Foundation, a non-profit corporation, for the development of a recreational facility on the Mount Vernon campus of the Skagit Valley College.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on 8/27/2020

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

CONSENT ITEM (RESOLUTION 20-08-41)

August 27, 2020

Tab 2f

GEER Funding

Brief Description

Governor Inslee recently awarded the community and technical colleges \$44 million in one-time funding from the Governor's discretionary pool of CARES Act appropriations. These funds will help the system fill gaps in funding due to the downturn in enrollment stemming from the COVID 19. This item reviews the Governor's plan for the funding as well as the methods that will be used to distribute funding to the colleges.

How does this item link to the State Board's Strategic Plan?

These funds will help the colleges continue their work to reduce equity gaps, fulfill their mission, and sustain operations during this critical time.

Background information and analysis

Based on the enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, section 18002, Governor Inslee received \$54 million from the Governor's Emergency Education Relief (GEER) fund to provide emergency assistance to educational entities in Washington State. Governor Inslee elected to provide all of these funds to public institutions of higher education and \$44 million (81 percent) to our college system specifically. Approximately \$10 million is being distributed among the six public four-year institutions for similar purposes. The Governor shared his distribution plan with the Legislature in July and there were no changes made based on Legislative feedback.

The funds are divided into three categories of funding:

1. **Support Continued Operations (\$29.4 million)** - The purpose of this allocation is to distribute funding to college districts most significantly impacted by lost enrollments due to coronavirus. The funds will help support continued college operations, including maintaining course sections, student advising, student support services and other activities supported with tuition and fees. Consistent with tuition dollars, appropriate amounts will be distributed to the Capital Construction (build fee) account and the Innovation Account. These funds will be allocated based on the declines in state-funded enrollment in spring quarter.
2. **Emergency Support Funds (\$9.6 million)** - These funds are to provide emergency support funding in anticipation of continued financial losses and disruption to college operations and student services due to COVID-19 this coming Fall term. The Governor directed colleges to spend a portion of these funds to maintain student support services for students of color. The allocation of these funds will be based on state-funded enrollments in fall 2019.

3. **Restart Professional Technical Programs (\$5 million)** - The purpose of these funds is to help restart professional and technical programs that were disrupted due to COVID-19 and to assist students in completing their credentials. These funds will be distributed through an application process managed by State Board staff in accordance with the Governor's intent to help workers succeed in a post-pandemic economy.

Quarterly reporting to OFM will be required, including uses of the funds and adherence to required cash management principles. In turn, OFM will submit quarterly reports to the Secretary of Education. Colleges will have until September 30, 2022 to spend these funds; however, the U.S. Department of Education is encouraging institutions to deploy GEER funds quickly. State Board staff expect to distribute the allocation to districts by September 1, 2020.

Potential questions

- Can these funds be used for different purposes than the institutional aid funds received in section 18001 of the CARES Act?
- How will the Legislature consider CARES Act funding as they work to solve a budget shortfall?

Recommendation/preferred result

Staff recommends approval of Resolution 20-08- 41 allowing State Board staff to allocate to colleges \$44 million in federal CARES Act funds awarded by Governor Inslee.

Policy Manual Change Yes No

Prepared by: Cherie Berthon, operating budget director

(360) 704-1023, cberthon@hotmail.com

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 20-08-41

A resolution relating to Governor Inslee's recent award of \$44 million from the Governor's discretionary pool of CARES Act appropriations. These funds are pursuant to the enactment of the federal Coronavirus Aid, Relief, and Economic Security (CARES) Act, section 18002

WHEREAS, these funds will help the system fill gaps in funding due to the downturn in enrollment stemming from the COVID 19.

WHEREAS, there are three components to the awarded funds: 1. Support for Continued Operations (\$29.4 million), 2. Emergency Support Funds (\$9.6 million), 3. Restart Professional Technical Programs (\$5 million).

WHEREAS, the Executive Director and State Board staff will allocate these funds to college districts using methods that adhere closely to the Governor's intention and are described in the background section of the attached consent item.

WHEREAS, quarterly reporting to OFM will be required, including uses of the funds and adherence to required cash management principles and colleges will have until September 30, 2022 to spend these funds.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes the allocation of \$44,027,389 to college districts in accordance with guidance from Governor Inslee, the Office of Financial Management and the U.S. Department of Education.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on August 27, 2020

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

STATE BOARD SPECIAL MEETING MINUTES

State Board Office, Olympia

Business Meeting: Wednesday, June 24, 2020 // 1:00 to 5:00 p.m.

Board members

Wayne Martin, chair // Carol Landa McVicker, vice chair // Anne Fennessy // Crystal Donner
Jay Reich // Phyllis Gutierrez Kenney // Fred Whang // Chelsea Mason // Ben Bagherpour

Statutory Authority: Laws of 1991, Chapter 28B.50 Revised Code of Washington

Call to order and adoption of special meeting agenda

Chair Wayne Martin called the meeting to order at 1:00 p.m., welcomed those present, and asked for audience introductions. A roll call was taken to confirm a quorum was present.

Motion: Moved by Jay Reich, seconded by Carol Landa McVicker, and unanimously approved by the Board the adoption of its June 24, 2020, meeting agenda as presented.

Approval of consent agenda (Resolutions 20-06-24 to 20-06-31)

Adoption of Consent Agenda

- a. 2020-21 Corrections Education Interagency Contract
Resolution 20-06-24
- b. Big Bend Community College, local expenditure, Professional Technical Education Center
Resolution 20-06-25
- c. Centralia College property acquisition, 217 S. Silver Street
Resolution 20-06-26
- d. Clover Park Technical College, local expenditure increase, Center for Advanced Manufacturing Technologies Building
Resolution 20-06-27
- e. Lake Washington Institute of Technology, local expenditure authority, East Building improvements
Resolution 20-06-28
- f. Lake Washington Institute of Technology, local expenditure authority, West Building improvements
Resolution 20-06-29
- g. Lake Washington Institute of Technology, local expenditure authority, East Building remodel
Resolution 20-06-30
- h. Seattle Central College, ground lease,
Resolution 20-06-31
- i. May 6, 2020, State Board meeting minutes

Motion: Moved by Carol Land McVicker, seconded by Fred Whang, and unanimously approved by the Board the adoption of its May 6, 2020, consent agenda.

2021-23 Capital Budget Development (Resolution 20-06-32)

The legislative capital budget includes biennial appropriations for minor and major projects and authorities for alternative financing of capital projects. Once appropriated, funding is allotted by the State Board from the Office of Financial Management based on progress and then allocated to the

colleges. Colleges work with the Department of Enterprise Services for management of the public work.

Minor Projects

Minor projects are list-based appropriations, where the individual projects are similar and cost between \$25,000 and \$2,000,000. The legislature intends minor projects to be completed in the biennium they are funded. Once funding is appropriated, the State Board has some flexibility to add scope to the lists within the amount of the appropriation for the list and can move funding between projects on the individual lists.

Major Projects

Projects costing \$5 million, or more, are funded individually in the capital budget and have additional oversight. Major projects typically take more than four years to complete and, in the past the funding has been appropriated in two phases to avoid prematurely tying up state bond capacity; first a design-phase, and then a construction-phase. Due to unpredictable funding levels, some projects have had a gap of one, or more, biennia between design and construction-phase funding.

Local Financing

In addition to direct appropriation requests, colleges are required to seek legislative approval for capital projects they want to finance using local funds. These financial contracts are funded from local revenues, dedicated student fees, and enterprise funds.

The final budget request level will be updated to be consistent with OFM's 2021-23 capital budget instructions related to escalation, contingencies and design fees. State Board staff will work with the colleges to validate the final results based on OFM instructions, estimated re-appropriation amounts and the latest sales tax rates, and will identify any reauthorizations needed for previously approved alternatively financed projects. The 2021-23 capital budget request will be due to OFM around the beginning of September 2020.

Motion:Moved by Crystal Donner, seconded by Ben Bagherpour, and unanimously approved by the Board the adoption of Resolution 20-06-32, approving the 2021-23 Capital Budget Development.

FY 2021 Operating Budget Allocations (Resolution 20-06-33)

RCW 28B.50.090 authorizes the State Board to receive state funds for the system and to establish guidelines for the disbursement of funds to college districts. Each year the State Board adopts an annual allocation to the districts before July 1, the start of the fiscal year.

In 2016, the State Board adopted a new allocation model that made significant changes to the methods for funding college districts. Since then, there have been several consistent categories of funding within the allocation to districts.

This year's work plan of the State Board included a routine review of earmarks. The unexpected interruption of the COVID 19 pandemic resulted in the State Board agendas being restricted to urgent business items. This spring the system presidents reviewed earmarks and recommended that most remain unchanged.

In FY 2021, the total state appropriation to the system is \$921.5 million. This is \$82.5 million higher than in FY 2020, an 11 percent increase. Much of the increase stems from the new funding in the Workforce Education Investment Act, a new dedicated revenue stream for higher education.

Until 2017, the Omnibus Appropriations Act included an enrollment target for the community and technical college system of 139,927 for “adult students.” Staff recommends the State Board continue to maintain this system enrollment target. The target helps ensure that resources are deployed where most needed by: a) allocating enrollments and associated funding to the districts; b) specifying the conditions under which a district is eligible to receive additional enrollments, and; c) specifying the conditions under which a district’s future allocated enrollments and associated funding could be adjusted

Motion:Moved by Anne Fennessy, seconded by Carol Landa McVicker, and unanimously approved by the Board the adoption of Resolution 20-06-33, approving the FY 2021 Operating Budget Allocations.

2021-23 Operating Budget Development

The State Board has already discussed the importance of staying focused on key initiatives, such as Guided Pathways, as we look toward the next biennium. It has also heard feedback from several stakeholder groups on their priorities.

In early June, the Operating Budget Committee of WACTC developed their recommendations for system budget priorities for 2021-23. They took early State Board guidance and the budget shortfall into account in their discussions. These priorities have been presented to WACTC and will be voted on at their retreat in July.

1. Request that any budget cuts taken this year be restored.
2. Request additional flexibility with appropriations from the Workforce Education Investment Account.
3. Request workforce development funding to help the state’s recovery efforts.

On June 15, 2020, OFM released their 2021-23 budget instructions. In his cover letter, David Schumacher, OFM Director, said agencies are asked to re-base their budgets to below maintenance level for programs not protected by the state constitution or federal law. In addition, OFM asks agencies to submit 2021-23 budget proposals that identify 15 percent reductions to unprotected Near-General Fund maintenance level budgets. The severity of these cut levels is unprecedented in recent decades

Workforce Awards and Allocations (Resolution 20-06-34)

The State Board awards federal and state workforce training funds to colleges to support programs offering entry-level training, skills upgrade, or retraining for the state’s workforce. Each program provides residents across the state opportunities to increase their educational attainment.

The federal Perkins program provides funding for career and technical education programs with an emphasis on accountability, innovation, secondary to post-secondary pathways, and coordination with business and industry.

Individuals categorized as Able-Bodied Adults Without Dependents must meet work requirements to maintain eligibility for Basic Food Assistance through the Supplemental Nutrition Assistance Program. The program provides a single point of contact for immediate engagement of Able-Bodied Adults Without Dependents in activities that matter and fulfill the work requirement for Basic Food eligibility. This includes providing an orientation, assessment, referrals, and support in accessing activities at community and technical colleges or with other community partners. The Navigator also works to enhance collaborations with community partners and increase resources for colleges to support low-income students, especially those experiencing food insecurity.

Basic Food recipients are provided access to vocational education and support services to gain the skills necessary for higher wages, better jobs, and further advancement. Colleges received 100 percent of funds in previous years, but they currently only receive a 50/50 budget that allows them to invoice for a 50 percent reimbursement of allowable expenses. This means that colleges must fully cover 100 percent of Basic Food student and program expenses from non-federal sources prior to receiving a reimbursement. Allowable expenses include tuition, books, fees, and support services necessary for participation in a professional-technical education and training program.

In 2018, as part of the Department of Children, Youth and Families' strategic plan to improve outcomes for young children, new licensing rules were adopted requiring childcare providers to attain postsecondary early childhood education credentials. Funding from the Department of Children, Youth and Families supports the Early Achievers Grant – a student financial aid program that supports professionals teaching and caring for young children as they pursue postsecondary credentials.

WorkFirst awards to 33 community and technical colleges and three community-based organizations to provide education and training, work-based learning, and wrap-around case management to students receiving Temporary Assistance for Needy Families. We anticipate the estimated funding level, based on FY20, will be reduced per the state approved spending plan expected to be released in late June.

This funding is to develop or expand innovative training programs in partnership with labor and employers that support incumbent healthcare workers to advance their careers in the healthcare field while meeting the rapidly changing workforce needs of our healthcare system. Projects must address one or more of the following: enhanced accessibility and academic progression for hospital and outpatient healthcare workers through college healthcare pre-requisite courses and certificate/degree programs; address an industry shortage or other pressing workforce need in the healthcare industry; lead to increased capacity of the college system in nursing and other high demand healthcare fields; bring greater diversity to the health care workforce; build a stronger labor/management/education healthcare partnership in order to leverage public and private investment.

Motion:Moved by Jay Reich, seconded by Phyllis Gutierrez Kenney, and unanimously approved by the Board the adoption of Resolution 20-06-34, approving the Workforce Awards and Allocations.

Basic Education for Adults Awards and Allocations (Resolution 20-06-35)

Through the Washington State Board for Community and Technical Colleges and our stakeholders' collective work in supporting the state's shared populations of adults through a worker-centered, guided pathways model, the system actually has a real chance of moving the needle on filling the workforce needs of the state. But to do this, every able-to-work individual employed is needed in order to meet our state's challenges. Primary among the challenges in Washington state are the facts that there will be:

- 740,000 job openings in Washington in the next five years with the majority (70 percent) requiring some postsecondary education—and we do not have the person-power with the skills to fill those jobs;
- over 685,000 adults in Washington who lack the basic skills needed to meet those workforce needs;
- 545,000 individuals 18 years of age and older without even a High School Credential; and
- in 2019, we served only 44,371 in our Basic Education for Adults programs.

To meet these needs, the Washington state Basic Education for Adults programming builds on fifteen years of innovation that includes the comprehensive Integrated Basic Education Skills and Training (I-BEST) pathway that is being expanded to include I-BEST at Work (targeted to work with incumbent employees at their place of employment with pilots funded by a generous Walmart Grant), and High School Plus+ (HS+). These have been successfully implemented in all 34 colleges in collaboration with all six community-based organizations as well as in twelve adult corrections facilities. The Integrated Digital English Acceleration (I-DEA) initiative that has been implemented across the system and nation, and other research-based and evidence-driven practices that move more adults more quickly through rigorous basic education programming to certificates and degrees, will result in increased levels of completion and living-wage jobs.

Motion:Moved by Phyllis Gutierrez Kenney, seconded by Jay Reich, and unanimously approved by the Board the adoption of Resolution 20-06-35, approving the Basic Education for Adults Awards and Allocations.

Appointment of 2020-21 State Board Chair and Vice Chair

In accordance with current State Board bylaws, the election of officers is to be held by June of each year. In the absence of the Chair, his or her duties will be assumed by the Vice Chair who acts as the Chair Pro Tempore. The Vice Chair may serve as the successor to the Chair. Anne Fennessy gave the nominating committee report and summited the nomination of Carol Landa McVicker for the position of State Board Chair and Jay Reich for the position of State Board Vice Chair for 2020-21.

Motion:Moved by Crystal Donner, seconded by Ben Bagherpour, and unanimously approved by the Board the appointment of Carol Landa McVicker as State Board Chair for 2020-21.

Motion:Moved by Chelsea Mason, seconded by Fred Whang, and unanimously approved by the Board the appointment of Jay Reich as State Board Vice Chair for 2020-21.

Open Public Comment

- Tracy Lai, Seattle Central College Faculty, AFT Washington – Online instruction challenges.
- Jim Drinkwine, Whatcom Community College Faculty – Capital equipment expenditures and online instruction equipment challenges.
- Erin Gibbons, Seattle Central College, Adjunct Faculty, AFT Washington – Online instruction challenges.

Executive Director Update

- Honoring David Prince on his retirement.
- Honoring Ed McCallister “Eddie Mac” on his retirement.
- Washington Higher Education re-opening plan and Governors proclamation.

State Board Chair Update and Board Member Discussion

- Phyllis Gutierrez Kenney will be taking over as chair of the Advocacy Committee.
- Executive Director Evaluation process update.
- Strategic Plan distribution.

Adjournment/next meeting

There being no further business, the State Board adjourned its June 24, 2020, meeting at 5:05 p.m.

Jan Yoshiwara, secretary

Wayne Martin, chair

CONSENT ITEM (RESOLUTION 20-08-43)

August 27, 2020

Tab 2h

Multi-Factor Authentication/Single Sign-on (Okta)

Brief Description

State Board Staff is seeking approval to spend up to \$2,700,000 over five years (\$535,000/yr.) for Okta Identity Management.

How does this item link to the State Board's Strategic Plan?

These services are critical to ongoing ctcLink security and operations. ctcLink is the system of record for all student, employee and financial information. Due to the centralized nature of our administrative systems, this impacts all WACTC colleges and students. This issue also extends to the decentralized processes and systems at local colleges.

Background information and analysis

In today's online environment, the fundamental "username and password" approach to account security can be easily breached by cyber criminals. Many log-ins can be compromised in a matter of minutes, and private data; such as personal and financial details, is under increasing threat. A strong multi-factor authentication (MFA) method is now the industry standard for secure access to systems, and required for security compliance to protect sensitive data. MFA typically requires that users provide something that they "know" and something that they "have." For example, the use of a pass code sent to a user's cell phone at the time of log-in, or a biometric scan to assure there is an actual person logging in.

Potential questions

- Why now?
- Who is impacted by this issue?
- What are the risks of not resolving this issue?

Recommendation/preferred result

Staff recommends the approval of Resolution 20-08-43.

Policy Manual Change Yes No

Prepared by: Grant Rodeheaver, deputy executive director, information technology
grodeheaver@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 20-08-43

A resolution relating to State Board Staff's request to spend up to \$2,700,000 over five years (\$535,000/yr.) for Okta Identity Management.

WHEREAS, multi-factor authentication is a critical component of protecting student, employee and financial data, and;

WHEREAS, these services and procurement have been recommended and endorsed by the Strategic Technology Advisory Committee (STAC), Business Affairs Commission (BAC), Information Technology Commission (ITC), WACTC-Tech and the WACTC Presidents, and;

WHEREAS, The Executive Director has delegated signature authority of, up to, \$500,000 for IT purchase;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes the expenditure of, up to, \$2,700,000 over five years for Okta Identity Management.

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action, including any necessary changes to the State Board's Policy Manual, as necessary, for actions taken by the Governor, Legislature, data corrections, externally imposed restrictions or guidelines, uniform accounting and reporting requirements, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on (8/27/2020)

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

REGULAR MEETING (RESOLUTION 20-08-42)

August 27, 2020

Tab 3

2021-23 Biennial Operating Budget Proposal

Brief Description

In the midst of its ongoing response to the pandemic and resulting recession, the college system has continued to prepare for its biennial 2021-23 Operation Budget Request. In July, the presidents adopted budget priorities as their recommendation to the State Board and those serve as the framework for this budget request. In this meeting, the State Board will be asked to approve an outline of the maintenance and policy-level budget requests and to grant authority to the executive director to submit the final budget to the Governor and Legislature in mid-September.

How does this item link to the State Board's Priorities?

Legislative operating and capital appropriations to the State Board for Community and Technical Colleges are the foundation for the system's operation. State resources provide the means to make progress on our goals. The Board has identified college system priorities as Long-Term Advocacy, Equity/Diversity/Inclusion, Completions, Enrollments, Career Connections, and ctclink success.

Background information and analysis

The college presidents and State Board have agreed on the importance of staying focused on key initiatives, such as Guided Pathways and equity efforts, as we look toward the next biennium. In July, the Operating Budget Committee of the Washington Association of Community and Technical Colleges (WACTC) heard feedback from the State Board and modified their budget priorities to better align them with the college system's strategic vision and plan. WACTC recommends the following budget priorities to the State Board.

1. Assure colleges have sufficient resources to respond to the needs of their communities and help in the economic recovery. Our colleges serve as key economic drivers in our communities. Considering the disparate impacts of COVID19 on communities of color, any cuts to our system will have a disproportionate impact on students of color. We know that young adults without a college credential will have the hardest time surviving this recession. Our colleges can play a key role in all of these areas. This priority could be further defined to include funding for:
 - a. Equipment, services and software to improve the quality of virtual labs
 - b. Access to technology – shrinking the digital divide
 - c. Allied health program simulation equipment
 - d. Support for career and technical education programs to do more simulation and remote operations
 - e. Safe and clean environment
2. Sustain the Workforce Education Investment Account to support our strategic initiative to ensure equity gaps are addressed.

3. Workforce development investments to help the state recover in those areas negatively impacted by the virus and recession. These funds should include sufficient flexibility so that we can respond to changing situations and support industries that have been the hardest hit

Unlike past years, these budget priorities are not just discrete budget requests. In this case, they also include messages to the Governor and Legislature about sustaining their investment in the college system so that we can continue with the vital equity work in our strategic plan. Consistent with State Board guidance, the presidents also expressed their support for the “less is more” budget approach. Having a few, well-crafted priorities and talking points is preferred over a budget request with several policy elements.

Below is a table with a high-level description of the requests at maintenance and policy level. Maintenance-level requests are those that need funding in order for the system to continue current service levels. Policy-level requests are focused on new funds that would allow colleges to improve the quality or quantity of educational services provided to their students and communities.

Budget Level	Title	Brief Summary	Estimated Amount
Maintenance	I-732 COLA	Statutorily required cost of living increase based on Seattle CPI.	\$40-50 million
Maintenance	Tuition Backfill Adjustment	Inflationary adjustment to the tuition backfill associated with the 2015 College Affordability Plan.	\$1-2 million
Maintenance	Maintenance & Operations	Funding to maintain newly completed capital projects.	\$3-4 million
Maintenance	Leases & Assessments	Funds for increases in system leases and local assessments.	<\$1 million
Maintenance	One Washington Required System Modifications	Funding to accommodate ctcLink system changes that will be required by the new statewide financial and human resources system.	\$500,000
Maintenance	Debt Service Adjustment	Routine adjustment to the level of funding appropriated from the capital projects account for debt service on projects built with building fee-backed COPs.	<u><-\$500,000</u>
		Maintenance Level Total	\$45-57 million
Policy	Required 15% Reduction	OFM requires all submittals to include a description of the impacts of a 15% reduction.	-\$240 million (-\$120/year)
Policy	Equitable Recovery	Provide colleges with sufficient resources to address the disparate economic impacts on students of color, respond to the needs of their communities and help in the economic recovery.	\$20-25 million
Policy	Workforce Development	Workforce development investments to help industries recover from impacts of the virus and recession.	<u>\$25-30 million</u>
		Policy Level Total	\$45-55 million

The first policy item, a 15 percent reduction, is an OFM-required component of all budget requests. In the 2021-23 Budget Instructions, OFM asked state agencies and institutions to re-base program budgets to a level below the maintenance level budget by reducing unprotected Near General Funds by 15 percent. Community and technical colleges already maintain lean operations with approximately 85 percent of all spending going to faculty and staff salaries and benefits. Across the system, colleges have been working diligently to reduce the opportunity gap that persists for historically under-represented students of color and low-income students. Cuts to the system would starve those efforts.

A 15 percent across-the-board reduction in 2020-21 would result in 3,725 fewer classes next year statewide. With an average of 19 students per class, 71,500 students would be affected by fewer class sections. Cuts would also mean reduced student advising, counseling, employment, and equity and diversity services. For instruction, the result would be fewer faculty teaching heavier loads, leading to less time for faculty to work with students outside of class. Fewer resources for students, in particular at-risk students, due to reduced course offerings and support services would lead to higher attrition, longer completion times and increased student debt. Existing skill gaps would widen as fewer students with college credentials entered the workforce. These are just a few of the detrimental impacts our students and colleges would experience. The budget submittal will provide a more extensive explanation of the impacts.

The Equitable Recovery item is a budget request that would allow colleges to make meaningful progress on the strategic vision and plan to reduce equity gaps. It does not compete with Guided Pathways efforts, but augments college's strategies by improving the quality of online instruction and ensuring that the move to on-line teaching does not leave behind the most vulnerable students - especially students of color, students who are economically disadvantaged, students with disabilities, English Language Learners and others. These resources would help ensure all students have the tools they need to attain a credential leading to a family wage job.

Finally, the Workforce Development item is externally focused on the needs of employers and industries that have been adversely impacted by the pandemic and subsequent recession. Our colleges are agile partners with a good understanding of the needs of business and industries in their districts. This request would emphasize the importance of flexibility to meet the varied workforce needs across the state and to respond in ways unique to each community.

Potential questions

How should the community and technical college system respond to OFM's requests for severe cut proposals?

How can the system retain its focus on racial justice and equitable outcomes in the current budget environment?

Recommendation/preferred result

State Board staff recommend approval of the 2021-23 Operating Budget Request.

Policy Manual Change Yes No

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STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 20-08-42

A resolution relating to the development of the 2021-23 operating budget proposal:

WHEREAS, RCW 28B.50.090 authorizes the State Board to prepare a single budget for the support of the state system of community and technical colleges; and

WHEREAS, the State Board has determined that the community and technical colleges are uniquely positioned to provide talented graduates to fill new jobs in Washington's dynamic economy; and

WHEREAS, the State Board has determined that meeting the state's post-secondary attainment goals and workforce needs will require additional resources dedicated to closing equity gaps and helping the state recover from recession as described in Tab 3 of the August, 27, 2020 Regular Meeting material.

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges approves and directs the State Board staff to prepare the community and technical college system biennial operating budget request as set forth in **Tab 3 – 2021-23 Biennial Operating Budget Proposal**.

BE IT FURTHER RESOLVED that the State Board for Community and Technical Colleges authorizes the Executive Director to make adjustments to this action consistent with this resolution and to submit the final 2021-23 operating budget request to the Governor and Legislature by the mid-September deadline.

APPROVED AND ADOPTED on August 27, 2020.

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair