



STATE BOARD MEETING AGENDA

Grays Harbor College: 1620 Edward P Smith Dr, Aberdeen, WA
Hillier Events Center, tulaIW Building,

Study Session: Wednesday, Oct 30, 2024 // 1 p.m. to 5 p.m.

Regular Business Meeting: Thursday, Oct. 31, 2024 // 8:45 a.m. to 12:30 p.m.

Board Members

Martin Valadez, chair // Kady Titus, vice chair // Bernal Baca // Ben Bagherpour // Crystal Donner // Mack Hogans // Chelsea Mason-Placek // Jay Reich // Emily Yim

Paul Francis, Executive Director // Roma Bert, Executive Assistant

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

Zoom Link <https://us02web.zoom.us/j/81958946494?pwd=RXZ1fazsSG4DkqWaJ2D7u3Hbida9RP.1>

Oct 30 Study Session

Time	Item	Location/Activity
1 p.m.	Welcome and Board Member Introductions Martin Valadez, chair	
1:10 p.m.	Land and Labor Acknowledgement Bernal Baca, board member	Zoom
1:15 p.m.	ctcLink Improvement Plan Update Grant Rodeheaver, Deputy Executive Director, Information Technology Jason Hetterle, Director, Information Technology, Wenatchee Valley College	Tab 1 (Discussion) Zoom
2:00 p.m.	Washington Community & Technical Colleges Student Association 2025 Legislative Priorities Jamie Traugott, Director, Student Services & K-12 Alignment	Tab 2 (Discussion) Zoom
2:30 p.m.	Break	
2:45 p.m.	ADA Title II Federal Regulations Monica Olsson, Policy Associate, Accessible IT Coordinator	Tab 3 (Discussion)
3:15 p.m.	Host College Presentation and Campus Tour Carli Schiffner, Grays Harbor College President	
5:00 p.m.	Adjournment	
5:30 p.m.	Social and Dinner with Grays Harbor College Trustees, Staff, and Invited Guests	Hillier Events Center, tulaIW Building

Oct 31 Regular Business Meeting

Time	Item	Location/Activity
8:45 a.m.	Welcome and Introductions	
8:50 a.m.	Establish a Quorum and Adopt Meeting Agenda Martin Valadez, Chair	(Action)
8:52 a.m.	Approval of Consent Agenda	Tab 4 (Action)
	a. SBCTC Special Board Meeting Minutes, September 23, 2024	
	b. SBCTC Board Meeting Minutes – August 2024	
	c. Big Bend Community College and Wenatchee Valley College - Proposed Bachelor of Applied Science in Behavioral Health Resolution 24-10-52	
	d. Lower Columbia College - Proposed Bachelor of Science in Computer Science Resolution 24-10-53	
	e. Edmonds College–local capital expenditure authority to upgrade heating, ventilation, and air conditioning (HVAC) system components in Mountlake Terrace Hall Resolution 24-10-54	
	f. Peninsula College–local capital expenditure authority to construct Dental Hygiene clinic and simulation laboratories for the Dental Hygiene program Resolution 24-10-55	
	g. Spokane Community College–local capital expenditure authority increase to design and construct a fire tower replacement for Fire Sciences program Resolution 24-10-56	
	h. Shoreline Community College–local capital expenditure authority to replace boilers and upgrade system controls in multiple buildings Resolution 24-10-57	
	i. South Puget Sound Community College–local capital expenditure authority to replace heat pumps and update system controls in Building 34 Resolution 24-10-58	
	j. Tacoma Community College–local capital expenditure authority to construct Emergency Medical Services program lab and classroom space adjacent to Harned Health Careers building Resolution 24-10-59	
	k. Olympic College–local capital expenditure authority increase to complete Bremerton Shop building renovation. Resolution 24-10-60	
	l. Columbia Basin College–local capital expenditure authority increase for design and construction of new student housing Resolution 24-10-61	
	m. Clover Park Technical College – local capital expenditure authority for new technical training facility Resolution 21-10-62	

Time	Item	Location/Activity
8:55 a.m.	Public Comment	
9:05 a.m.	Baccalaureate Degree Quarterly Update and Statements of Need Presentation Valerie Sundby, Director, Transfer Education	Tab 5 (Action)
9:45 a.m.	2024 ACCT Leadership Congress Debrief	Discussion
10:15 a.m.	Break	
10:30 a.m.	Fall 2024 enrollment and FAFSA update Summer Kenesson, Policy Research Director Jamie Traugott, Director, Student Services & K-12 Alignment Dani Bundy, ctcLink Customer Support Director	Tab 7 (Action)
11:05 a.m.	ACT Report	zoom link
11:15 a.m.	WACTC Report Amy Morrison, President, Lake Washington Institute of Technology Joyce Loveday, President, Clover Park Technical College	zoom link
11:25 a.m.	System Unions Report	Zoom link
11:35 p.m.	Executive Director Report Paul Francis, Executive Director	
11:45 p.m.	Board Discussion and Chair's Report <ul style="list-style-type: none"> a. Committee/Task Force Updates <ul style="list-style-type: none"> • Nominating Committee • Evaluation Committee • Long-term Strategic Advocacy and Communication Task Force Strategic Action Plan Task Force	
12:15 p.m.	Adjournment Next meeting: December 4-5, 2024 ~ Virtual	

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 accommodation 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.

DISCUSSION

October 30, 2024

Tab 1

ctcLink Improvement Plan Update

Brief Description

During the July 2023 WACTC Summer Retreat, several college presidents expressed concern about challenges their colleges were facing regarding navigating processes efficiently in ctcLink. In response, SBCTC and the WACTC Technology Committee developed the ctcLink Improvement Plan proposal which was shared, discussed, and approved by WACTC at its October 2023 meeting.

The plan aims to improve ctcLink support services and delivery in five categories: Training, ctcLink Governance Structure, Communications, Align Operations and Support, and Process Alignment (Common Processes). Since then, the SBCTC ctcLink Support organization along with college governance group representatives – including ctcLink College Collaboration Group, ctcLink Working Group, Strategic Technology – have delivered on key parts of the plan with more underway.

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

Goal 4: Secure resources and develop systemwide strategies to support colleges' financial sustainability and resiliency.

- Objective 4.1: Identify forward-looking collaborative strategies that lead to better funding, efficiencies, and savings across Washington's community and technical college system.
- Objective 4.2: Support process improvements both within the SBCTC office and within colleges

Background information and analysis

Enabling language and decisions

- WACTC endorses and supports the approach set forth in the ctcLink Improvement Plan dated Sept. 15, 2023. (WACTC approved, Oct. 6, 2023)
- WACTC endorses and will help enforce the ctcLink Guiding Principle that when a common business process can be implemented systemwide, it should be. that when a common business process can be implemented systemwide, it should be. (WACTC approved, Oct. 6, 2023)
- WACTC supports the work of PAW and supports college employees to participate and commits to adopt the aligned processes resulting from this work. (WACTC approved, Oct. 6, 2024)

Accomplishments by Category

Training

New tools and services respond to multiple recommendations and requests:

- Align with recommendations set forth in WACTC's 2023 ctcLink Improvement Plan to help employees understand better which learning opportunities and training they need to do their work in ctcLink.
- Address a recent State Auditor's Office (SAO) recommendation that employees need to participate in more training and learning opportunities to better understand the ctcLink system.
- Provide ctcLink onboarding training content and tracking management tools for which ctcLink College Leaders (Points of Contact), subject matter experts, and supervisors have expressed a need since go-live.

Employee Onboarding Manuals

[Onboarding Training Manuals](#) assist new college staff in their training journey through ctcLink (PeopleSoft) in each pillar area.

Training Tracking App

The [ctcLink Staff Training Participation Application](#) allows staff and supervisors to track participation in ctcLink Instructor-Led Training completions. Step-by-step user instructions are available in the [ctcLink Staff Training Participation Application quick reference guide](#) (QRG).

Streamline ctcLink Governance Structure

The goal of the collaborative effort to revise the ctcLink Enhancement Request (ER) prioritization process was twofold:

- Solidify a clear voting process for ER prioritization led by the ctcLink College Collaboration Group
- Align with recommendations set forth in WACTC's 2023 ctcLink Improvement Plan

The ctcLink [Enhancement Request Lists](#) are sorted by status (In Flight, Next Up, Future), so colleges can see where each ER is in the governance review process, approval status, and/or any other actions taken in a couple of different views. The [ctcLink Enhancement Requests](#) page offers a high-level look at the process with links to resources.

Communications

The ctcLink Improvement Plan requested that learning and training opportunities be more widely publicized and clearly presented. As of December 2023, [ctcLink CONNECT](#) "Learning Opportunities & Support Roundup" is sent weekly to systemwide eLists. The [ctcLink Learning Opportunities Schedule](#) web page was refined and reorganized based on leadership feedback.

Process Alignment (Common Processes)

The Process Alignment Workgroup (PAW) is a team approach for bringing colleges together to take ownership for the success of the ctcLink implementation and align local business processes and standardize global best practices. See [PAW Overview One-Pager, Oct. 2024](#). PAW's goals are to:

- Streamline Processes to Boost Efficiency: Align processes across colleges to enhance efficiency and reduce costs.
- Unified Policy Interpretation: Establish clear guidelines to ensure consistent application of policies related to ctcLink processes.
- Standardize Best Practices: Implement a unified approach to best practices for improved efficiency and optimization.
- Review System Customizations: Evaluate and minimize customizations to foster greater system agility and operational versatility.

Align Operations & Support

This is part of the Process Alignment Workgroup effort.

Recommendation/preferred result

State Board members will have the opportunity to discuss how the Process Alignment Workgroup and ctcLink Improvement Plan activities have, and will continue to, create efficiencies for colleges and the ctcLink Support organization.

Policy Manual Change Yes No

Prepared by: Grant Rodeheaver, SBCTC Deputy Executive Director of IT, grodeheaver@sbctc.edu;
Sherry Nelson, SBCTC IT Communications Manager, slnelson@sbctc.edu

PROCESS ALIGNMENT WORKGROUP (PAW)

College-Driven • Agency-Supported • Leadership-Endorsed



The Process Alignment Workgroup is a team approach for bringing colleges together to align local business processes and standardize global best practices in ctcLink.

WACTC Resolution, Oct. 6, 2023

WACTC endorses and will help enforce the principle that when a common business process can be implemented systemwide, it should be. Moved and seconded that the college consortium embraces and follows uniform processes and relies on PeopleSoft-delivered functionality without customization as much as possible.

PAW Alignment Methodology

- Identify and prioritize process alignment topics
- Form task force for each topic, drawing representation from college SMEs and SBCTC
- Define execution steps for each business process
- Identify and review related customizations
- Gather and analyze college utilization data
- Task Force evaluates and recommends best practices to ctcLink College Collaboration Group (cCCG)
- cCCG votes on formal adoption of best practice recommendations
- Support colleges with change action resources and guidance for alignment

Process Alignment Dashboard

- Provides leaders with transparency into ctcLink adoption, usage, and proficiency
- Supports internal and external accountability
- Allows comparison across colleges
- Enables action planning to support college alignment efforts

Key Guiding Principles

Three [ctcLink Guiding Principles](#) steer this effort:

- #2** Enhancement Requests seeking ctcLink customizations must be considered only as meets the following conditions:
 - Mandated by Statutory Requirement
 - Business Cases (approved by governance) that benefit the system as a whole, or an overriding majority of colleges. (Note: may need to add specific exception clauses for technical college, small rural, etc.).
 - Does not adversely delay Oracle releases and/or updates due to excessive retroactive code updates.
- #3** The ctcLink system is the system of record. System enhancement requests that seek to replicate information and processes of ctcLink are discouraged.
- #8** Processes and procedures may not need to be identical on each campus; however, processes and procedures must be sufficiently similar to remain within the common academic and business services framework of the community and technical college system.

Current Process Alignment Workgroup (PAW) Representation

- 9 Colleges: Bellevue, Edmonds, Highline, Lower Columbia, Peninsula, Renton, Spokane, South Puget Sound, Wenatchee Valley
- 5 SBCTC Departments: Application Services, ctcLink Customer Support, ctcLink Project Management Office, Data Services, Technology Innovation

Questions about PAW? Contact [Jason Hetterle](#), PAW College Team Lead and Wenatchee Valley College Director of Technology & Enterprise Solutions.



CTCLINK IMPROVEMENT PLAN & PROCESS ALIGNMENT WORKGROUP (PAW)

College-Driven • Agency-Supported • Leadership-Endorsed

- Grant Rodeheaver, SBCTC Deputy Executive Director of IT
- Dani Bundy, ctcLink Customer Support Director
- Jason Hetterle, PAW Team Lead, Wenatchee Valley College Director of Technology & Enterprise Solutions

State Board Meeting, October 30, 2024

CTCLINK IMPROVEMENT PLAN

During the WACTC 2023 summer retreat, presidents put forth a resolution to improve certain ctcLink support services and delivery in five categories:

- 1. Process Alignment (Common Processes)**
- 2. Training**
- 3. Streamline ctcLink Governance Structure**
- 4. Communications**
- 5. Align Operations and Support**

The SBCTC ctcLink Support organization, along with college governance group representatives including ctcLink College Collaboration Group, ctcLink Working Group, and Strategic Technology Advisory Committee, have worked to address and complete elements of the plan.

CTCLINK IMPROVEMENT PLAN PROGRESS

- **Streamlined ctcLink governance structure (enhancement request process)**
 - [Enhancement Requests Start with You](#) - a high-level look at the process with links to resources.
 - [ctcLink Enhancement Requests](#) at the ctcLink Reference Center outlines the process, provides and explains the ER form, and includes an up-to-date ER Status list.

Updates as of October 21, 2024

- **34 Enhancements deployed from January 2024 to October 2024**
- **294 Enhancement Requests Submitted (since 2018)**
 - **200 Enhancements Deployed (79%)**
 - 31 Canceled
 - Canceled due to college request or not needed due to being local configuration
 - In-Flight – 22 – Currently in progress alongside daily support activities
 - Next Up – 22
 - Future Work – 19

CTCLINK IMPROVEMENT PLAN CONT'D

- Improved [ctcLink Learning Opportunities Schedule](#)
- Created [Onboarding Training Manuals](#)
 - [General Staff Onboarding Training Manual](#)
 - [Campus Solutions Core Onboarding Training Manual](#)
 - [Finance Onboarding Training Manual](#)
 - [Financial Aid Onboarding Training Manual](#)
 - [Human Capital Management Onboarding Training Manual](#)
 - [Student Financials Onboarding Training Manual](#)
- Developed [ctcLink Staff Training Participation Application](#)
 - [ctcLink Staff Training Participation Application quick reference guide \(QRG\)](#) has step-by-step user instructions.
- Launched [ctcLink CONNECT Learning Opportunities & Support Roundup](#)
- Process Alignment Workgroup (PAW) efforts underway

PROCESS ALIGNMENT WORKGROUP (PAW) MILESTONES & GOVERNANCE

Milestones	Governance
<ul style="list-style-type: none"> ■ cCCG Formed – Aug. 1, 2022 ■ PAW Formed – Oct. 26, 2022 ■ College Team with SBCTC members ■ Data Gathering and Listening Sessions ■ WACTC Resolution – Oct. 6, 2023 ■ Combined PAW and Pilot Launch – Sept. 4, 2024 ■ WACTC Affirms Support – Oct. 3, 2024 ■ Activate College Engagement for Pilot – Oct. 9, 2024 ■ Leadership Survey – Oct. 18, 2024 	<ul style="list-style-type: none"> ■ WACTC Technology Committee ■ Strategic Technology Advisory Commission (STAC) ■ ctcLink College Collaboration Group (cCCG) ■ Process Alignment Workgroup (PAW)



OUR GOALS*

1. Streamline Processes to Boost Efficiency

Align processes across colleges to enhance efficiency and reduce costs.

2. Unified Policy Interpretation

Establish clear guidelines to ensure consistent application of policies as related to ctcLink processes.

3. Standardize Best Practices

Implement a unified approach to best practices for improved efficiency and optimization.

4. Review System Customizations

Evaluate and minimize customizations to foster greater system agility and operational versatility.

OUR STRATEGY

Develop a college-driven process, supported by SBCTC, to improve efficiency and align processes across the system; ensuring consistent practices adhering to [ctcLink Guiding Principles](#).

- Identify and prioritize process alignment topics
- Form task force for each topic, drawing representation from college SMEs and SBCTC
- Define execution steps for each business process
- Identify and review related customizations
- Gather and analyze college utilization data
- Task Force evaluates and recommends best practices to ctcLink College Collaboration Group (cCCG)
- cCCG votes on formal adoption of best practice recommendations
- Support colleges with change action resources and guidance for alignment



OUR PLAN – A WORKFLOW MODEL

Select Process

Identify

Prioritize

Scope

Gather Data

Utilization

Customizations

Operators

Form Task Force

Nominate

Select

Orient

OUR PLAN – A WORKFLOW MODEL, CONT'D

Analyze

College
Utilization

Current Process

Customizations

Findings and
Recommendations

Decide

Present Findings

Collect Feedback

Establish
Consensus

Vote

Commit

Tickets,
Workshops, ERs*

Collect Lessons
Learned

Document
Changes

Offer Change
Support



WORK COMPLETED TO DATE

- **College and SBCTC joined forces - held retreat and design meetings**
- **WACTC leadership engagement**
- **Selected Pilot Project**
 - **Travel & Expense** selected based on feedback and for its wide-ranging impact
- **Developed**
 - Basic scope, internal governance
 - Initial survey templates
 - Utilization checklist or Process Steps Checklist for Travel & Expense

QUESTIONS?

Contact

Grant Rodeheaver

SBCTC Deputy Executive Director / CIO, IT Division
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Jason Hetterle, PAW Team Lead

Wenatchee Valley College Director of Technology &
Enterprise Solutions
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Dani Bundy, ctcLink Customer Support Director

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REGULAR ITEM

October 30, 2024

Tab 2

Student Association Legislative

Priorities Brief Description

The Council for Unions and Student Programs (CUSP) Civic Action Committee, along with student leaders from the Washington Community and Technical College Student Association (WACTCSA), have identified and developed three key policy priorities for the 2025 legislative session: textbook affordability, housing affordability and accessibility, and free community college.

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

This presentation connects to the State Board's priorities outlined in the strategic plan, specifically "Implement actions, policies, and investments that produce equitable outcomes" and "Strengthen Advocacy and Community Partnerships."

Background information and analysis

The Civic Action Committee of the Council for Unions and Student Programs (CUSP) collaborates with the Washington Community and Technical College Student Association (WACTCSA) to support student leaders across the community and technical college system. Their work includes developing student legislative priorities, creating strategies to capture diverse student voices, planning and facilitating Legislative Advocacy Day, and preparing for the legislative session. WACTCSA offers a platform for student leaders to build community, develop skills, and engage in civic activities with key leaders from local to legislative levels.

Potential questions

- Where is there consistency and continuity between the student and State Board legislative priorities?
- How can student priorities and voice enhance the goals of the State Board?

Recommendation/preferred result

State Board members will hear directly from student leaders who have identified needs and policy asks that impact students across the community and technical college system. Providing a critical space to engage directly with student leaders who are advocating on behalf of their community.

Policy Manual Change Yes No

Prepared by: Yokiko Hayashi-Saguil, student services policy associate

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Paz Clearwater, assistant director for student life, Green River College

pclearwater@greenriver.edu

Student -
Student -
Student -



LANDMARK DEPARTMENT OF JUSTICE RULING

ADA Title II and Web Accessibility

Monica Olsson, Policy Associate - SBCTC

October 30, 2024

DISABILITY

- Blind or low vision
- Color Blind
- Deaf or Hard of Hearing
- Learning disabilities
- Developmental disabilities
- Physical disabilities
- Mental Health

12,579 (4%)
disabled students
reported in 23-24
Academic Year

2-10% of a college's
total student
headcount

28.7% US adults
have a disability
([cdc.gov](https://www.cdc.gov))

\$2,223,605 spent
on disability
accommodations in
2023-24 (DAP
Report, **25** colleges)

\$1,740,806
allocated in 2023-4
**Disability Earmark
Funds**

ADA TITLE II AND HIGHER EDUCATION

Title II – Applies to public entities such as state and local governments, libraries, school districts, state colleges, and community colleges. **(That's us!)**

Ensures that disabled people have equal access and can participate fully in the programs and services offered by colleges

Includes web content, electronic documents, and web/mobile applications.



ADA TITLE II REGULATORY RULE

- Covers College public websites, web content, electronic documents, third-party web/mobile applications, digital course content (Canvas) and textbooks
 - Word, PowerPoint, PDF, Excel
- Establishes technical standard for accessibility ([WCAG 2.1 AA](#))
- Limited exceptions (e.g., Archived Web Content)
- Aligns with Washington State's existing [Policy 188](#)
- [ADA Fact Sheet](#) to learn more



EXAMPLE THIRD-PARTY APPLICATIONS

Third-party Applications	Examples
Student Management Systems	ctcLink (Oracle), PeopleSoft, Highpoint HCX (Campus Solutions pillar only)
Multi-factor Authentication Tools	Okta
Learning Management Systems	Canvas
Digital Badging Platforms	Canvas Credentials
Library Databases	List examples
Library Management Systems	Alma, Ex Libris
Web-conferencing Platforms	Zoom, Microsoft Teams, GoogleMeet
Tools selected by staff or faculty that connect to Canvas via Learning Tools Interoperability (LTI)	publishers' content, lab simulators, virtual proctoring, etc.



TIMELINES

Two years from rule publication: April 24, 2026

The distinction between 2 or 3 years is based on census numbers of 50,000 or greater (2 years) or less than that for 3 years. This refers to the greater population and the communities that our colleges draw from, not our campus populations.



ACTION ITEMS

1. Identify Accessible IT Coordinator and prepare for Taskforce.
2. Statement acknowledging the new ruling and the college's plans for compliance. (Here is an [example Title II page from Highline College.](#))
3. Notice on how an individual can request alternate means of communication or reasonable modification. (Here is an [example assistance request from Highline College.](#))
4. Notice on how an individual can report a web or digital accessibility barrier to the college. (Here is an [example accessibility statement from Highline College.](#))

WHAT IS NEEDED TO DO THE WORK?

1. Commitment from our leaders

- Set the expectation that this is an institutional-wide responsibility with common messaging.

2. Identify system-wide tools for website audits and document remediation to support efforts across the colleges.

- [Tools used by the CA Community Colleges](#) include Equidox, SensusAccess, and Pope Tech scanning tool.

3. Accessibility Training

- Establish minimum requirements for faculty and staff.
- Track completion rates using a central tool (e.g., ctcLink training tracker.).

COST CONSIDERATIONS

1. **Video captioning** for pre-recorded (e.g., classroom) and live (e.g., events) content
 - [3Play Media](#)
2. **Document remediation**
 - Actively used electronic documents in classes or on websites
 - Can be contracted or done in-house with tools like [Equidox](#)
3. **Third-party web and mobile software review and testing**
4. **Website reviews and updates**
 - Scanning tools like [pope.tech](#) and [Siteimprove](#)
5. **Negotiations with vendors** regarding accessibility of their offerings
 - Contract management



EXISTING RESOURCES

1. [SBCTC Accessibility Micro Courses](#)
2. [Ally tool](#) inside Canvas
3. [ctcLink Accessibility open forums](#)
4. SBCTC and PMO office developing support for system's Accessible IT Coordinators.



THANK YOU!

Questions?

STATE BOARD MEETING MINUTES

Martin Valadez, chair // Kady Titus, vice chair // Bernal Baca // Ben Bagherpour // Crystal Donner // Mack Hogans // Chelsea Mason-Placek // Jay Reich // Fred Whang

Paul Francis, executive director // Julie Walter, executive assistant

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

Special Meeting: Monday, September 23, 2024 // 9:30 a.m. to 10 a.m.

Zoom Meeting

Meeting ID: 841 0069 5051

State Board Members Present: Bernal Baca, Crystal Donner, Chelsea Mason-Placek, Jay Reich, Martin Valadez, and Kady Titus

State Board Members Absent: Ben Bagherpour, Mack Hogans, and Fred Whang

Welcome

Chair Valadez called the meeting to order at 9:30 a.m. and welcomed those present.

Establish a Quorum and Adoption of Agenda

Chair Valadez noted that a quorum was present and requested a motion to adopt the agenda.

Motion: Moved by Board Member Mason-Placek, seconded by Board Member Reich, and unanimously approved by the board, the adoption of the Sept. 23, 2024 special meeting agenda.

Public Comments

No public comments.

Consideration of the 2025 operating budget request (Resolution 24-08-49)

The State Board for Community and Technical Colleges (SBCTC) received notification on Aug. 22, 2024, from the Office of Financial Management (OFM) that \$28,527,000 of near general fund-state funding had been duplicated in the 2023-25 operating budget and needs to be unallocated to colleges for recovery in the 2025 second supplemental operating budget. This maintenance level request seeks to offset that reduction, resulting in a net-zero change to the funding appropriated to the community and technical college system, either by permanently increasing base funding in the carryforward level or as an increase to the College Affordability Program appropriation.

The system's shared priority is to protect the students served by Washington's community and technical colleges. The budgetary impact will vary from college to college, but each will experience a cut. Reductions range from a low of \$330,000 for our small, rural colleges and up to more than \$2,000,000 for larger districts. The average allocation reduction across the system is \$936,000 for each of the thirty districts.

More than two months into the current fiscal year, colleges have completed building their budgets and faculty are back on campus. Many of our colleges have entered into new collective bargaining agreements with unions and have programming set in motion for the current academic year based on the appropriations provided by Legislature. If current funding is cut, colleges will be faced with hiring freezes or layoffs, delays of new program implementation, and possible closure of programs.

Motion: Moved by Board Member Reich, seconded by Board Member Mason-Placek, and unanimously approved by the board, the adoption of Resolution 24-09-51 approving the community and technical college system 2025 second supplemental operating budget request as presented.

Adjournment/next meeting

There being no further business, the State Board adjourned its Sept. 23, 2024 regular meeting at 10 a.m. The next regular meeting will be Oct. 30-31, 2024 at Grays Harbor College.

Attest

Paul Francis, secretary

Martin Valadez, chair

STATE BOARD MEETING MINUTES

Martin Valadez, chair // Kady Titus, vice chair // Bernal Baca // Ben Bagherpour // Crystal Donner // Mack Hogans // Chelsea Mason-Placek // Jay Reich // Fred Whang

Paul Francis, executive director // Julie Walter, executive assistant

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

Executive Retreat Session: Wednesday, Aug. 28, 2024 // 11 a.m. to 5 p.m.
Retreat Session: Thursday, Aug. 29, 2024 // 8:30 a.m. to 11:30 a.m.
Regular Business Meeting: Thursday, Aug. 29, 2024 // 12:15 p.m. to 3:15 p.m.

Suncadia: 3600 Suncadia Trail, Cle Elum, WA 98922

State Board Members Present: Ben Bagherpour, Chelsea Mason-Placek, Jay Reich, Martin Valadez, Fred Whang, and Kady Titus

State Board Members Absent: Bernal Baca, Crystal Donner, and Mack Hogans

Prior to the business meeting, the board held its annual retreat Wednesday, Aug. 28 and the morning of Thursday, Aug. 29. On the agenda were roundtable discussions on preparing for the 2025 legislative session, cultivating a college-going culture and preparing for demographic changes, and advancing progress toward the State Board's 2020-30 Strategic Plan goals and measures. Board members also participated in the annual Open Public Meetings training, heard a presentation on board governance, and, during an executive session, conducted the executive director's annual performance review.

Welcome

Chair Valadez called the meeting to order at 12:15 p.m. and welcomed those present.

Establish a Quorum and Adoption of Agenda

Chair Valadez noted that a quorum was present and requested a motion to adopt the agenda.

Motion: Moved by Board Member Reich, seconded by Board Member Mason-Placek, and unanimously approved by the board, the adoption of the Aug. 29, 2024 regular meeting agenda.

Approval of Consent Agenda

- a. Spokane Community College: Local spending authority for campus-wide roof repairs
Resolution 24-08-42
- b. Walla Walla Community College: Property acquisition of two parcels at 102 Strawberry Road
Resolution 24-08-43
- c. Wenatchee Valley College: Local expenditure authority for softball and baseball field renovations
Resolution 24-08-44

- d. Wenatchee Valley College: Local expenditure authority for Center for Technical Education and Innovation
Resolution 24-08-45
- e. Skagit Valley College: Local expenditure authority for the Burlington Head Start play area construction
Resolution 24-08-46
- f. Green River College: Local capital expenditure authority for Physical Education building gymnasium floor replacement
Resolution 24-08-47
- g. 2025 State Board Meeting dates
Resolution 24-08-48
- h. SBCTC meeting minutes: June 27, 2024

Motion: Moved by Board Member Reich, seconded by Board Member Whang, and unanimously approved by the board, the adoption of the Aug. 29, 2024 consent agenda.

Public Comments

No public comments.

Consideration of the 2025-2027 operating budget request (Resolution 24-08-49)

The list of operating budget priorities was the outcome of a process that began earlier this year. College presidents were asked to complete a series of surveys with the participation of their leadership, trustees, faculty, staff, and student representatives. Responses were submitted by all 30 college districts, and the resulting list was representative of the diverse makeup and needs of the community and technical college system in Washington state.

The collaborative process continued through discussions at board meetings and outreach that included participation from SBCTC staff, WACTC legislative, operating budget, and equity committee members, as well as feedback from labor unions, local businesses, and students.

SBCTC staff and community and technical college presidents make the following recommendation for the 2025-27 operating budget priorities:

Maintenance Level Items

The requests at maintenance level (ML) can be categorized into three groups:

- Standard ML items included in most biennial budgets, such as I-732 COLA increase, maintenance and operations for newly completed capital projects, utility rate adjustments, and the College Affordability Plan tuition backfill adjustment.
- Adjustments or continued funding needed for ongoing programs or legislation that was originally budgeted as one-time funding. This includes reversing the 2003 fund swap of capital funds in place of general fund state funds, continued funding needs for college system benefits litigation, and the newly established Hospitality Center of Excellence.
- Adjustments needed for inflation or increase funding requests for ongoing programs, such as expansion of the Job Skills program.

The I-732 COLA is by far the largest item — over \$69 million for the 2025-27 biennium. The percentage increases expected are 3.99% for FY26 and 2.58% for FY27.

Policy Level Items

The community and technical college system presidents and State Board members have agreed on two equally important budget priorities:

Competitive Compensation — Washington community and technical colleges are facing a crisis. The failure to remain competitive in the employment market is resulting in difficulty recruiting and retaining faculty as well as administrative and classified staff who play crucial roles in financial aid, business operations, and advising. We are losing skilled employees to higher-paying jobs in K-12 schools and private industries. The State Board requests additional funding to increase faculty and administrative staff compensation by 6.5% each year. The salary increase will help recruitment to fill vacant positions, reduce turnover, and improve retention. This in turn will positively impact colleges' staffing quality levels, student success, and response to student needs.

Increase General Purpose Funding — Washington's 34 community and technical colleges need additional, core operational support to cover the true cost of running a college. College operating costs have increased dramatically over the past five years — not just because of inflation, but because the world of higher education has changed dramatically. For example, colleges must upgrade their technology infrastructure to accommodate more online learning, bolster cybersecurity, increase overall safety and security, and pay for increasingly expensive software subscriptions and leases. These unavoidable costs are consuming a greater share of college budgets, pulling funding away from student instruction, support, and services and suppressing colleges' ability to respond to the increasing and evolving needs of their local communities.

Motion: Moved by Board Member Reich, seconded by Board Member Mason-Placek, and unanimously approved by the board, the adoption of Resolution 24-08-49 approving and directing the State Board staff to prepare the community and technical college system biennial operating budget request as presented.

Consideration of an increase to the athletic waiver (Resolution 24-08-50)

College presidents (WACTC) are recommending an increase in the waiver amount colleges may provide to student athletes to an amount equal to the waiver provided by Oregon community colleges. By increasing this voluntary waiver up to an amount equal to the resident 15-credit rate for operating fees, Washington's colleges may be more competitive in recruiting and retaining student athletes, helping them achieve their athletic and academic goals.

Currently, Washington community and technical colleges with athletic programs are limited to offering an athletic scholarship totaling 65% of resident operating, building, and student activity (S&A) fees — made up of a 40% scholarship and a 25% waiver. Although the maximum waiver is set at 25% of the operating, building and S&A fees combined, the resulting amount can only be subtracted from the operating fee. Oregon community colleges award a full scholarship in the form of a 15-credit tuition waiver based on resident tuition rates.

The Northwest Athletic Conference (NWAC), the parent athletic organization for 36 community colleges located in Washington, Oregon, Idaho, and British Columbia, is proposing Washington community colleges increase the level of aid provided to student athletes to match the aid provided by its Oregon community college members. The proposed 15-credit resident operating fee waiver would be the maximum allowable waiver and provides for each college to choose to offer less than

the full 15-credit operating fee waiver or to meet the 15-credit operating fee amount through a combination of waivers and scholarship dollars. College presidents have participated in several conversations on the proposal and, during their July 2024 retreat, voted to recommend to the state board that it authorize an athletic waiver of up to 15-credits of resident operating fee. The proposed waiver would apply to resident and non-resident student athletes.

The proposal and recommendation are primarily based on the understanding that increasing the waiver amount will result in more student athletes choosing to attend Washington colleges.

Motion: Moved by Board Member Reich, seconded by Board Member Whang, and unanimously approved by the board, the adoption of Resolution 24-05-50 authorizing colleges to locally determine to waive operating fees for student athletes up to a maximum of 15-credits at the resident operating fee level.

Allocation Model Review Update

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.

Most funds are distributed according to an allocation model that was first implemented in 2016. The allocation model includes four key elements and funding drivers:

- Student Achievement Initiative–Performance funding based on completions in specific areas.
- Weighted Priority Enrollments–Additional funding for enrollment in specified courses.
- Minimum Operating Allocation–Fixed amount for operations.
- District Enrollment Allocation Base–Allocation based on enrollment target.

In 2021, WACTC voted to establish a review of the allocation model; however, due to the challenges presented at the time, the review was postponed.

In 2022-23, the WACTC Equity Committee performed a thorough review of the allocation model and its components and provided recommendations that formed the guiding principles and equity principles for the re-established Allocation Model Review Committee.

Chad Hickox, Walla Walla Community College president and Allocation Model Review Committee (AMRC) co-chair, and Carli Schiffner, Grays Harbor College president and WACTC Operating Budget Committee Chair provided an overview of AMRC's work and presented the initial recommendations.

ACT Report

Upcoming events

- Legislative Action Committee Meeting: Nov. 14, Seattle
- ACCT Leadership Congress: Oct. 23-26, Seattle

ACCT Pacific Region Awardees

- Faculty Award: Tyler Wallace, Big Bend Community College
- Equity Award: Pierce College

WACTC Report

Amy Morrison, WACTC president, reported on the July WACTC Retreat

- Fireside Chat around Microsoft's support of the community and technical college system in Washington, followed by a panel discussion on Cybersecurity Partnerships, and wrapping up with discussions around opportunities posed by AI.
- Guided Pathways Coaching Focus Group.
- Allocation Model Review Task Force update.
- Discussion with Washington Roundtable members.
- State Board budget overview.

System Unions Report

- Karen Strickland, American Federation of Teachers (AFT), announced this will be her last year as AFT president, as she will not be running for election in 2025.
- Sue Nightingale and Simone Boe, Washington Education Association (WEA), reported they are working with colleges on the new Title IX regulations and looking at what will be needed now that faculty members are deemed mandatory reporters.

Executive Director Report

Paul Francis, executive director, reported on the following:

- Thanked John Boesenberg for stepping in as interim deputy executive director, business operations.
- Meeting with Tribal leaders across the state.
- Apprenticeship system discussion: Sept. 23.
- Association of Washington Businesses (AWB) Policy Summit: Sept. 18.
- System leadership development update.
- Gainful Employment/Financial Value Transparency (GE/FVT) Reporting.
- New presidents onboarding.
- Free Application for Federal Student Aid (FAFSA) update.

Board Discussion and Chair's Report

- The board recognized Jay Reich and Fred Whang for their service as board members.
- Committee/Task Force updates.
 - Long-Term Advocacy Task Force: The board is looking at sunsetting the current task force and refocusing its work.
- Board members shared their perceptions of events and meetings they have attended over the last few months.
- Chair Valadez thanked the board members for their time and State Board staff for their presentations.

Adjournment/next meeting

There being no further business, the State Board adjourned its Aug. 29, 2024 regular meeting at 3 p.m. The next regular meeting will be Oct. 30-31, 2024.

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT/REGULAR (RESOLUTION)/OR STUDY SESSION

Date October 31, 2024

Tab 4c

Big Bend Community College and Wenatchee Valley College - Proposed Bachelor of Applied Science in Behavioral Health

Brief Description

In September 2014, the State Board adopted a revised approval process, selection criteria, and application materials for community and technical colleges seeking to offer an applied baccalaureate program. In 2021, this process expanded to include an approval process for Bachelor of Applied Science in Behavioral Health degrees. The final step in the approval process requires State Board action on the college's application to offer the proposed bachelor's degree.

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

In June 2023, the State Board adopted an updated strategic plan, which focuses on four goals: increase access and retention among populations who can benefit the most from college; improve completion and transfer rates for students across all program types; provide flexible career-training options that are responsive to the needs of businesses and industries; and secure resources and develop systemwide strategies to support colleges' financial sustainability and resiliency. Colleges offering baccalaureate degrees meet the needs of changing economies by increasing the number of skilled employees in the areas of greatest demand. Through bachelor level degrees, colleges create greater access to higher education by enrolling underserved populations, particularly place-bound working adults, and ensure community and technical colleges are affordable and accessible for students. Community and technical college bachelor's degree programs provide access for students who have been historically underserved by and had limited access to bachelor's-level education. They also meet the local workforce needs and allow students to remain in their home communities.

Background information and analysis

The Bachelor of Applied Science in Behavioral Health degree at Big Bend Community College and Wenatchee Valley College is designed to equip students with the skills and knowledge necessary to support individuals facing mental health challenges. With a focus on a client-centered, strengths-based approach, this program prepares graduates to assess behavioral health needs, develop individualized service plans, and implement evidence-based interventions. By integrating theoretical frameworks with practical application, students are prepared to make a meaningful impact in their communities.

Structured over two years (following two years of associate-level curriculum), the program combines foundational courses, advanced counseling techniques, and supervised practicums. Students will start with core classes covering behavioral health principles, counseling theories, and crisis

intervention strategies. As they advance, they will engage in specialized courses such as behavioral neuroscience and group counseling, culminating in hands-on practicum experiences that total 240 hours of fieldwork. This comprehensive structure not only ensures thorough training but also allows students to explore various areas within the behavioral health field, from clinical counseling to community outreach.

This program's emphasis on cultural competency and social justice throughout the curriculum prepares students to work effectively with diverse populations and address systemic barriers in behavioral healthcare. The collaboration between Big Bend Community College and Wenatchee Valley College enhances resource sharing, networking opportunities, and broadens the impact on community mental health services. Additionally, the involvement of community stakeholders in curriculum development ensures the program remains responsive to local needs, fostering a sense of community ownership and relevance.

The program is also dedicated to creating pathways for historically underserved students through targeted recruitment efforts, scholarships, and comprehensive support services. Partnerships with local high schools and community organizations aim to engage underrepresented populations and highlight the importance of careers in behavioral health. Tailored advising services will support these students in navigating academic challenges, securing internships, and accessing essential resources. Incorporating culturally relevant curriculum components fosters an inclusive learning environment, resonating with diverse student backgrounds and encouraging a sense of belonging.

The Bachelor of Applied Science in Behavioral Health at Big Bend Community College and Wenatchee Valley College presents a comprehensive and innovative approach to preparing students for impactful careers in the behavioral health field. With a structured curriculum that emphasizes experiential learning, cultural competency, and community engagement, the program meets the educational needs of its students while addressing the pressing mental health challenges within the region. By prioritizing pathways for historically underserved students, the program aims to build a diverse workforce capable of making meaningful contributions to the mental health landscape.

The Statement of Need for the Bachelor of Applied Science in Behavioral Health was presented by Big Bend Community College and Wenatchee Valley College at the May 2024 board meeting. This program would mark Big Bend's second and Wenatchee Valley's fifth bachelor's degree offering.

Recommendation/preferred result

These proposals meet criteria established by statute and Board policy based on staff review and feedback from peer reviewers from the community and technical college system. Staff recommends state board action on the following:

- Resolution 24-10-52 approving Big Bend Community College and Wenatchee Valley College's Bachelor of Applied Science in Behavioral Health

Policy Manual Change Yes No

Prepared by: Kendrick Hang, Policy Associate for Baccalaureate Programs

360-704-3917, khang@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-52

A resolution to approve Big Bend Community College and Wenatchee Valley College’s application to offer a Bachelor of Applied Science in Behavioral Health upon recommendation of State Board for Community and Technical College staff.

WHEREAS, Engrossed Second Substitute House Bill 2483, passed by the 2012 Washington State Legislature, authorizes the State Board for Community and Technical Colleges to approve all applied baccalaureate degree programs offered by community and technical colleges; and

WHEREAS, consistent with the Washington State Legislature’s requirement, the State Board for Community and Technical Colleges developed objective criteria for the approval of community and technical college applied baccalaureate degrees; and

WHEREAS, the State Board for Community and Technical Colleges staff found that Big Bend Community College and Wenatchee Valley College’s application provided evidence that met or exceeded all objective selection criteria and will expand baccalaureate degree capacity in the state;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Big Bend Community College and Wenatchee Valley College’s Bachelor of Applied Science in Behavioral Health;

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT/REGULAR (RESOLUTION)/OR STUDY SESSION

Date October 31, 3034

Tab 4d

Lower Columbia College - Proposed Bachelor of Science in Computer Science

Brief Description

In September 2014, the State Board adopted a revised approval process, selection criteria, and application materials for community and technical colleges seeking to offer an applied baccalaureate degree. In 2021, this process expanded to include an approval process for Bachelor of Science in Computer Science degrees. The final step in the approval process requires State Board action on the college's application to offer the proposed bachelor's degree.

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

In June 2023, the State Board adopted an updated strategic plan, which focuses on four goals: increase access and retention among populations who can benefit the most from college; improve completion and transfer rates for students across all program types; provide flexible career-training options that are responsive to the needs of businesses and industries; and secure resources and develop systemwide strategies to support colleges' financial sustainability and resiliency. Colleges offering baccalaureate degrees meet the needs of changing economies by increasing the number of skilled employees in the areas of greatest demand. Through bachelor level degrees, colleges create greater access to higher education by enrolling underserved populations, particularly place-bound working adults, and ensure community and technical colleges are affordable and accessible for students. Community and technical college bachelor's degree programs provide access for students who have been historically underserved by and had limited access to bachelor's-level education. They also meet the local workforce needs and allow students to remain in their home communities.

Background information and analysis

The Bachelor of Science in Computer Science degree at Lower Columbia College aims to deliver a thorough education in computer science principles, preparing students for both professional careers and further academic study. This program is designed to build a robust foundation in theoretical concepts while emphasizing practical applications. Students will gain proficiency in programming, data structures, algorithms, and software engineering, equipping them to tackle complex computing problems with effective solutions.

Structured across four years and totaling 180 credits, the program provides a well-rounded education. The first year introduces fundamental programming skills, basic data structures, and logic circuits. In the second year, students advance their knowledge with object-oriented programming, microprocessor systems, and more intricate data structures. The third year explores specialized topics, including linear algebra for computer science applications, programming languages,

computer architecture, and data science. The final year culminates in advanced courses covering software design, security, and data science, alongside a capstone project or internship that allows students to apply their learning in a practical context.

What sets this program apart is its emphasis on both theoretical understanding and practical experience. The curriculum is aligned with industry standards, ensuring that students are prepared for emerging technologies. Hands-on learning is a core component, with lab hours and project-based coursework designed to reflect real-world scenarios. This approach ensures that graduates are not only well-versed in computer science concepts but also equipped with practical skills relevant to the current job market.

The program benefits from the college's strong faculty expertise and resources, drawing from established experience in related fields. Faculty members bring a wealth of knowledge and credentials, contributing to a high-quality educational experience. Additionally, the college's reputation for academic excellence supports the program's commitment to student success.

Lower Columbia College is dedicated to supporting historically underserved students by incorporating foundational courses that build essential skills and confidence in computer science. Academic advising and career guidance are tailored to assist students from diverse backgrounds, ensuring equitable opportunities for all. The program also offers accessible online and hybrid course formats to accommodate varying needs and enhance student engagement.

Overall, the Bachelor of Science in Computer Science at Lower Columbia College is a dynamic and comprehensive program that prepares students for success in the rapidly evolving tech industry. With its structured curriculum, specialized coursework, and commitment to supporting a diverse student body, the program provides a clear pathway for achieving academic and career goals in computer science.

Lower Columbia's Statement of Need was presented at the February 2024 board meeting. The Bachelor of Science in Computer Science would be Lower Columbia's fourth bachelor's degree.

Recommendation/preferred result

These proposals meet criteria established by statute and Board policy based on staff review and feedback from peer reviewers from the community and technical college system. Staff recommends state board action on the following:

- Resolution 24-10-53 Lower Columbia College's Bachelor of Science in Computer Science

Policy Manual Change Yes No

Prepared by: Kendrick Hang, Policy Associate for Baccalaureate Programs

360-704-3917, khang@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-53

A resolution to approve Lower Columbia College's application to offer a Bachelor of Science in Computer Science upon recommendation of State Board for Community and Technical College staff.

WHEREAS, Engrossed Second Substitute House Bill 2483, passed by the 2012 Washington State Legislature, authorizes the State Board for Community and Technical Colleges to approve all applied baccalaureate degree programs offered by community and technical colleges; and

WHEREAS, consistent with the Washington State Legislature's requirement, the State Board developed objective criteria for the approval of community and technical college applied baccalaureate degrees; and

WHEREAS, the State Board for Community and Technical College staff found that Lower Columbia College's application provided evidence that met or exceeded all objective selection criteria and will expand baccalaureate degree capacity in the state;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Lower Columbia College's Bachelor of Science in Computer Science;

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-54)

October 31, 2024

Tab 4e

Edmonds College–local capital expenditure authority to upgrade heating, ventilation, and air conditioning (HVAC) system components in Mountlake Terrace Hall

Brief Description

Edmonds College seeks approval to spend up to \$599,623 in local funds to upgrade zone level heating valves and pressure indicators in Mountlake Terrace Hall.

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Edmonds College is currently using \$423,000 in state funds from the Minor Works Facilities Repairs appropriation to replace HVAC and lighting controls in Mountlake Terrace Hall (UFI A09413).

The college received \$599,623 in Department of Commerce Energy grant funding to upgrade 68 zone level heating valves and pressure indicators in the building.

The total project cost for the proposed scope of work is \$1,022,623.

The Edmonds College president approved this local capital expenditure request on 6/27/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-54 giving Edmonds College authority to spend up to \$599,623 in local funds to upgrade heating, ventilation, and air conditioning system components in Mountlake Terrace Hall.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-54**

A resolution relating to Edmonds College’s request to use up to \$599,623 in local funds to upgrade heating, ventilation, and air conditioning (HVAC) system components in Mountlake Terrace Hall.

WHEREAS Edmonds College is currently using \$423,000 in Minor Works Facilities Repairs state funds to replace HVAC and lighting controls in Mountlake Terrace Hall (UFI A09413); and

WHEREAS, the college received \$599,623 in Department of Commerce Energy grant funds to replace 68 zone level heating valves and pressure indicators in the building; and

WHEREAS, the total project cost for the proposed scope of work is \$1,022,623; and

WHEREAS, the Edmonds College president approved this local capital expenditure request on 6/27/2024;

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Edmonds College to spend up to \$599,623 in local funds to upgrade heating, ventilation, and air conditioning system components in Mountlake Terrace Hall.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-55)

October 31, 2024

Tab 4f

Peninsula College–local capital expenditure authority to construct Dental Hygiene clinic and simulation laboratories for the Dental Hygiene program

Brief Description

Peninsula College seeks approval to spend up to \$1,239,210 in local funds to construct a Dental Simulation lab in Building M and Dental Hygiene clinic/lab in Building K.

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Peninsula College has been awarded federal grant funds to remodel existing classroom space into a Dental Simulation lab in Building M (UFI A08813) and Dental Hygiene clinic/lab in Building K (UFI A25537) to support the Dental Hygiene program.

The total project cost for current scope of work is \$1,239,210.

The Peninsula College president approved this local capital expenditure request on 9/6/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-55 giving Peninsula College authority to spend up to \$1,239,210 in local funds for construction of Dental Hygiene clinic and simulation laboratories for the Dental Hygiene program.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-55**

A resolution relating to Peninsula College's request to use up to \$1,239,210 in local funds to construct Dental Hygiene clinic and simulation laboratories for the Dental Hygiene program.

WHEREAS Peninsula College has been awarded federal grant funds to support the Dental Hygiene program; and

WHEREAS, the project scope includes remodeling existing classroom space into a Dental Simulation lab in Building M (UFI A08813) and Dental Hygiene clinic/lab in Building K (UFI A25537); and

WHEREAS, the total cost for the proposed scope of work is \$1,239,210; and

WHEREAS, the Peninsula College president approved this local capital expenditure request on 9/6/2024.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Peninsula College to spend up to \$1,239,210 in local funds for construction of Dental Hygiene clinic and simulation laboratories for the Dental Hygiene program.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-56)

October 31, 2024

Tab 4g

Spokane Community College–local capital expenditure authority increase to design and construct a fire tower replacement for Fire Sciences program

Brief Description

Spokane Community College seeks approval to spend up to an additional \$382,000 in local funds to design and construct a fire tower to replace the building transferred to Washington State Department of Transportation.

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Spokane Community College’s existing 1950’s fire training tower (UFI A07122) was transferred to the Washington State Department of Transportation (WSDOT) during the North Spokane Corridor freeway construction project. The college is leasing this building back from WSDOT through Winter quarter 2025. It will then be demolished in Spring or Summer of 2025.

The college has current local capital expenditure authority up to \$825,000 to design and construct a replacement tower closer to building 19 where the Fire Science program operates. The replacement building will better reflect current industry specifications and modern firefighting and rescue techniques.

This request for additional funds of \$382,000 is due to unforeseen delays and City of Spokane requirements for the placement of the new building.

The total project cost as currently designed is estimated to be \$1,207,000.

Spokane Community College’s chief financial officer approved this local capital expenditure increase request on 9/26/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-56 giving Spokane Community College authority to spend up to an additional \$382,000 in local funds to design and construct a fire tower replacement.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-56

A resolution relating to Spokane Community College's request to use up to an additional \$382,000 in local funds to design and construct a fire tower replacement building for the Fire Sciences program.

WHEREAS Spokane Community College's existing 1950's fire training tower (UFI A07122) was transferred to the Washington State Department of Transportation (WSDOT) during the North Spokane Corridor freeway project; and

WHEREAS, the college is leasing this building back from WSDOT through Winter quarter 2025 at which time it is scheduled for demolition; and

WHEREAS, the college has current local capital expenditure authority up to \$825,000 to design and construct a replacement tower near building 19 where the Fire Sciences program operates; and

WHEREAS, unforeseen project delays and City of Spokane requirements for the location of the replacement building now brings the total estimated project cost of \$1,207,000; and

WHEREAS, Spokane Community College's chief financial officer approved this local capital expenditure request increase of \$382,000 on 9/26/2024.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Spokane Community College to spend up to an additional \$382,000 in local funds to design and construct a fire tower replacement building.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-57)

October 31, 2024

Tab 4h

Shoreline Community College–local capital expenditure authority to replace boilers and upgrade system controls in multiple buildings

Brief Description

Shoreline Community College seeks approval to spend up to \$259,088 in local funds to replace aging boilers and improve building system controls in Buildings 2000, 5000, and 9000.

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Shoreline Community College is currently using \$842,000 in state funds from the Minor Works Facilities Repairs appropriation to replace aging boilers and upgrade control systems in buildings 2000 (UFI A03730), 5000 (UFI A06886), and 9000 (UFI A02866).

The college received \$259,088 in Department of Commerce Energy grant funding to replace existing boilers and upgrade system controls.

The total project cost is estimated to be \$1,101,088.

The Shoreline Community College president approved this local capital expenditure request on 9/23/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-57 giving Shoreline Community College authority to spend up to \$259,088 in local funds to replace aging boilers and upgrade building system controls in Buildings 2000, 5000, and 9000.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-57**

A resolution relating to Shoreline Community College’s request to use up to \$259,088 in local funds to replace boilers and upgrade system controls in multiple buildings.

WHEREAS Shoreline Community College is currently using \$842,000 in Minor Works Facilities Repairs state funds to replace boilers and upgrade control systems in buildings 2000 (UFI A03730), 5000 (UFI A06886), and 9000 (UFI A02866); and

WHEREAS, the college received \$259,088 in Department of Commerce Energy grant funds to replace existing boilers and upgrade system controls; and

WHEREAS, the total project cost for the proposed scope of work is \$1,101,088; and

WHEREAS, the Shoreline Community College president approved this local capital expenditure request on 9/23/2024.

THEREFORE, BE IT RESOLVED that the State Board for Community and Technical Colleges authorizes Shoreline Community College to spend up to \$259,088 in local funds to replace aging boilers and upgrade system controls in Buildings 2000,5000, and 9000.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-58)

October 31, 2024

Tab 4i

South Puget Sound Community College–local capital expenditure authority to replace heat pumps and update system controls in Building 34

Brief Description

South Puget Sound Community College seeks approval to spend up to \$617,624 in local funds to replace aging heat pumps and improve building system controls in Building 34 (UFI A05032).

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

South Puget Sound Community College is currently using \$493,275 in state funds from the Minor Works Facilities Repairs appropriation to replace failing heat pumps in multiple buildings.

The college received \$617,624 in Department of Commerce Energy grant funding to replace 17 heat pumps and update system controls in Building 34.

The total project cost is estimated to be \$1,110,899.

The South Puget Sound Community College vice president for finance and operations approved this local capital expenditure request on 9/3/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-58 giving South Puget Sound Community College authority to spend up to \$617,624 in local funds to replace aging heat pumps and update system controls in Building 34.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-58**

A resolution relating to South Puget Sound Community College’s request to use up to \$617,624 in local funds to replace heat pumps and update system controls in Building 34.

WHEREAS South Puget Sound Community College is currently using \$493,275 in Minor Works Facilities Repairs state funds to replace heat pumps in multiple buildings; and

WHEREAS, the college received \$617,624 in Department of Commerce Energy grant funds to replace 17 heat pumps and update system controls in Building 34 (UFI A05032); and

WHEREAS, the total project cost for the proposed scope of work is \$1,110,899; and

WHEREAS, the South Puget Sound Community College vice president for finance and operations approved this local capital expenditure request on 9/3/2024.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes South Puget Sound Community College to spend up to \$617,624 in local funds to replace heat pumps and update system controls in Building 34.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-59)

October 31, 2024

Tab 4j

Tacoma Community College–local capital expenditure authority to construct Emergency Medical Services program lab and classroom space adjacent to Harned Health Careers building

Brief Description

Tacoma Community College seeks approval to spend up to \$1,500,000 in local funds to construct a building shell to house classroom space and ambulance parking bay adjacent to the Harned Health Career building (UFI A21056).

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Tacoma Community College has been improving classroom and ambulance storage conditions for the Emergency Medical Services program since 2018. This project will provide modern classroom space as well as a covered storage bay for the ambulance training vehicle.

The college has Minor Works Program Improvement state funds of \$648,000 to finish the interior space and install instructional technology.

The Tacoma Community College Board of Trustees approved local capital expenditure of up to \$1,500,000 for this project on 11/8/2023.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-59 giving Tacoma Community College authority to spend up to \$1,500,000 in local funds to construct Emergency Medical Services program lab and classroom space adjacent to the Harned Health Career building.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-59

A resolution relating to Tacoma Community College's request to use up to \$1,500,000 in local funds to construct a building shell for the Emergency Medical Services program lab and classroom space adjacent to the Harned Health Career building (UFI A21056).

WHEREAS Tacoma Community College has been improving classroom and ambulance storage conditions for the Emergency Medical Services program since 2018; and

WHEREAS, the project will provide modern classroom space as well as a covered storage bay for the ambulance training vehicle; and

WHEREAS, the college has Minor Works Program Improvement state funds of \$648,000 and the Tacoma Community College Board of Trustees have approved up to \$1,500,000 in local funding for this project on **11/8/2023**; to finish the interior space and install instructional technology.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Tacoma Community College to spend up to \$1,500,000 in local funds to construct Emergency Medical Services program lab and classroom space adjacent to the Harned Health Career building.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-60)

October 31, 2024

Tab 4k

Olympic College–local capital expenditure authority increase to complete Bremerton Shop building renovation

Brief Description

Olympic College seeks approval to spend up to an additional \$600,000 in local funds to complete renovations of the Bremerton Shop building.

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

This project supports student success by providing modern and relevant facilities.

Background information and analysis

Olympic College has received substantial completion and is currently offering classes in the Bremerton Shop building (UFI A08453) project 30000986. The college has expended \$8,605,000 in state funds and \$5,349,000 in local funds previously approved in resolutions 19-08-40, 22-05-22, and 22-08-40.

Final construction change order costs, design fee amendments, and equipment purchases indicate an additional \$600,000 in local funds is needed to complete the project.

The total project cost as currently designed is estimated to be \$14,554,000.

Olympic College’s executive director financial controller approved this local capital expenditure increase request on 10/14/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-60 giving Olympic College authority to spend up to an additional \$600,000 in local funds to complete the Bremerton Shop building renovation.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-60

A resolution relating to Olympic College’s request to spend up to an additional \$600,000 in local funds to complete Bremerton Shop building renovations.

WHEREAS Olympic has received substantial completion and is offering classes in the Bremerton Shop building (UFI A08453); and

WHEREAS, the college has expended \$8,605,000 in state funds and \$5,349,000 in local funds previously approved in resolutions 19-08-40, 22-05-22, and 22-08-40; and

WHEREAS, final construction change order costs, design fee amendments, and equipment purchases indicate a total project cost of \$14,554,000, indicating the need of an additional \$600,000 in local funds; and

WHEREAS, Olympic College’s executive director financial controller approved this local capital expenditure request increase of \$600,000 on 10/14/2024.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Olympic College to spend up to an additional \$600,000 in local funds to complete the Bremerton Shop building renovation.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-61)

October 31, 2024

Tab 4I

Columbia Basin College–local capital expenditure authority increase for design and construction of new student housing

Brief Description

Columbia Basin College seeks approval to spend up to an additional \$4,000,000 in local funds for the design and construction of new on-campus student housing.

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

This project supports student success by providing modern and relevant facilities and increasing access and retention to populations who can benefit most from college.

Background information and analysis

Columbia Basin College received State Board approval in Resolution 24-03-11 to spend up to \$6,000,000 in local funds for architect selection and design services for the new student housing project.

The college also has a Certificate of Participation request for \$18,000,000 pending legislative approval in the 2025-27 biennium.

The total project cost is now estimated to be \$28,000,000 due to increased mechanical, electrical, and plumbing costs. Therefore, the college is in need of an additional \$4,000,000 in local fund spending authority.

Columbia Basin College’s Board of Trustees approved this local capital expenditure increase request on 9/9/2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-61 giving Columbia Basin College authority to spend up to an additional \$4,000,000 in local funds to design and construct new student housing.

Policy Manual Change Yes No

Prepared by: Darrell Jennings

360-704-4382, djennings@sbctc.edu

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 24-10-61**

A resolution relating to Columbia Basin College's request to use up to an additional \$4,000,000 in local funds for design and construction of new student housing.

WHEREAS Columbia Basin College previously received approval to spend up to \$4,000,000 in local funds in Resolution 24-03-11 for design of new on-campus student housing; and

WHEREAS, the college has a Certificate of Participation request of \$18,000,000 pending legislative approval in the 2025-27 capital budget request; and

WHEREAS, at this time the total estimated project cost is \$28,000,000 indicating an additional \$4,000,000 in local funds needed to complete the project; and

WHEREAS, Columbia Basin College's Board of Trustees approved this local capital expenditure request increase of \$4,000,000 on 9/9/2024.

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Columbia Basin College to spend an additional \$4,000,000, up to \$10,000,000, in local funds to design and construct new student housing.

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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair

CONSENT ITEM (RESOLUTION 24-10-62)

October 31, 2024

Tab 4m

Clover Park Technical College–local capital expenditure authority for new technical training facility

Brief Description

Clover Park Technical College seeks approval to finance up to \$15,000,000 backed by local funding, to acquire and renovate a facility to house construction trades and green job training programs in an underserved community in the City of Tacoma.

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

This project supports student success by providing modern and relevant facilities and increasing access and retention to populations who can benefit most from college.

Background information and analysis

Clover Park Technical College is interested in acquiring a 66,803 sq ft industrial building located at 6002 McKinley Ave, Tacoma WA, 98404. Beginning fall 2024, the college began leasing 15,000 sq ft in this building to offer a 14-week pre-apprenticeship construction program in partnership with Palmer Pathways. The program is financed through a grant provided to the college by the Tacoma Training and Employment Program.

Following the Fall 2024 program offering, Clover Park Technical College plans to offer additional electrical, plumbing, and HVAC courses to community residents. Enrollment outreach will focus on immigrants, under-employed individuals, low-income and minoritized residents, and young adults without a high school credential living on Tacoma’s eastside. The facility will serve both adults and youth, as Clover Park Technical College’s Northwest Career and Technical High School provides opportunity for high school students to work side-by-side with adult learners and complete their high school degree while simultaneously learning a trade.

Over the past year, Clover Park Technical College and Bates Technical College have been actively involved with the Good Jobs Great Cities academy as part of a work team with the City of Tacoma, one of 16 cities across the nation selected for the academy. There is collective support for creating an Eastside Training Center that will include green jobs training in the fields of construction, manufacturing, green alternatives for heavy trucks and buses, and other trades occupations. Creating a green jobs training center on the Eastside of Tacoma is one of the four priorities developed from the year of work, and the facility on McKinley is part of that concept.

The mission of Clover Park Technical College is to Educate Tomorrow’s Workforce. Acquiring property on the east side of Tacoma will allow the college to achieve its mission by opening a door to education that currently isn’t available to many living on Tacoma’s east side. While an Eastside Training center has not yet been included in college’s master plan, it will resolve existing challenges

while also enabling the college to be more responsive to both community and industry training needs. The college will work to update their master plan in early 2025.

Clover Park Technical College intends to operate the facility, develop and provide instruction (along with other training partners), and be part of the greater vision to provide training for an underserved portion of the community while supplying the workforce needed for port electrification project and other emerging opportunities.

The estimated purchase price for the property is \$11 million, and the estimated cost to renovate is \$4 million. The college is seeking grant funding and donations to off-set costs and financing. Clover Park Technical College currently leases space as a tenant. Acquisition is expected to occur sometime in Fiscal Year 2027.

Per Chapter 39.94 of the Revised Code of Washington, all capital financing requires approval from the Legislature and the State Finance Committee. Once legislative approval is granted in the capital budget, the State Finance Committee can market and sell the financing bond.

The college will use the Department of Enterprise Services for the acquisition and management of the public works process and project management services for the renovation project.

Clover Park Technical College Board of Trustees is requesting the State Board ask for legislative authority for the college to finance up to \$15,000,000 through a Certificate of Participation in the 2025-27 capital budget for the acquisition and renovation of the facility located at 6002 E McKinley, in Tacoma, WA. The college Board of Trustees approved this request on October 9, 2024.

Recommendation/preferred result

Staff recommends approval of Resolution 24-10-62, to request the Office of Financial Management and the Legislature include authority in the 2025-27 capital budget for a Certification of Participation up to \$15,000,000 for Clover Park Technical College to acquire and renovate the facility at 6002 E McKinley Ave, Tacoma, WA, for construction trades and green jobs training programs.

Policy Manual Change Yes No

Prepared by: Darrell Jennings, State Board Capital Budget Director

Phone: 360-704-4382, Email: djennings@sbctc.edu

STATE OF WASHINGTON STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES RESOLUTION 24-10-62

A resolution relating to Clover Park Technical College's request to finance acquisition of the facility at 6002 E McKinley Ave, Tacoma, WA, and renovate to support construction trades and green jobs training programs.

WHEREAS, the City of Tacoma's eastside is an underserved community for students; and

WHEREAS, accessible, modern, and relevant facilities are important to increasing access and retention to populations who can benefit most from college; and

WHEREAS, Clover Park Technical College has been participating with Bates Technical College and the Good Jobs Great Cities academy with the City of Tacoma, an academy focused on supporting a training center for the east side of Tacoma; and

WHEREAS, the college received a grant from the City of Tacoma to provide construction trades and green jobs training programs specifically located in an underserved community in Tacoma beginning Fall 2024; and

WHEREAS, the college is currently leasing 15,000 sq ft of the building located at 6002 E McKinley Ave, Tacoma, WA, and would like to purchase entire facility to continue and expand program offerings; and

WHEREAS, the college is requesting authority to finance up to \$15,000,000 for acquisition and renovation using a locally supported 25-year Certificate of Participation; and

WHEREAS, the college board of trustees approved the request for Certificate of Participation financing on October 9, 2024;

WHEREAS, the Legislature and State Financing Committee must approve financing for capital purposes in the capital budget;

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Clover Park Technical College to finance up to \$15,000,000, supported by local funding; and

BE IT FURTHER RESOLVED, that the State Board for Community and Technical Colleges will seek to have the Office of Financial Management and the Legislature include authorization for Clover Park Technical College to finance up to \$15,000,000 using a Certificate of Participation to acquire the facility at 6002 McKinley Avenue, Tacoma, WA, and renovate to support construction trades and green jobs training programs in the 2025-27 capital budget; 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 October 31, 2024

Attest

Paul Francis, secretary

Martin Valadez, chair



BACCALAUREATE DEGREE QUARTERLY UPDATE

Dr. Valerie Sundby
Director, Transfer Education

Kendrick Hang
Policy Associate, Baccalaureate Programs

October 24, 2024



CELEBRATIONS

- All 34 colleges now have an approved bachelor's degree program
- 169 approved bachelor degree programs at 34 colleges, including 12 Bachelor of Science in Computer Science Programs
- 2023-2024 baccalaureate enrollments were up 7.5 percent (+328 FTES)
- New proposals that are in process continue to tend towards technology, behavioral health, and education



BACHELOR DEGREE LEGISLATION

- HB 1744 (2005): The state board was given authority to pilot programs at designated community and technical colleges to offer Bachelor of Applied Science (BAS) programs.
- SB 6355 (2009-2010): Legislation passed allowing for community and technical colleges to offer BAS degree programs. Changed status of BAS degrees from pilot programs to regular programs.
- RCW 28B.50.810 (2012): The state board is authorized to approve all BAS degree programs offered in the system.
- SB 5928 (2016): Subject to approval by the state board, Bellevue College was permitted to develop and confer the Bachelor of Science in Computer Science degree.
- SB 5401 (2021): Expanded opportunity for community and technical colleges in Washington to confer Bachelor of Science in Computer Science degrees, upon approval by the state board.

STATEMENTS OF NEED





BATES TECHNICAL COLLEGE – BACHELOR OF APPLIED SCIENCE IN COMPUTER INFORMATION SECURITY AND IT PROJECT MANAGEMENT

- This proposal responds directly to the pressing need for qualified cybersecurity and project management professionals in Pierce and surrounding counties who work in risk analysis, auditing, and compliance.
- The proposed program will accommodate working adults by offering courses in a hybrid format, feature applied activities/projects, including work-based learning.
- While other fully online program options exist, program design seeks to follow evidence that face-to-face support and mentorship of students improves outcomes for students who are balancing competing priorities.



TACOMA COMMUNITY COLLEGE– BACHELOR OF SCIENCE IN NURSING

- This proposed program will help to address the low percentage of BSN-prepared RNs and the limited amount of affordable BSN programs in the South Puget Sound region. (Washington Center for Nursing, 2023)
- It will serve place-bound and working adult students through flexible curriculum design and community-based field work arranged closer to students' home location in Pierce County.
- The program seeks to broaden participation through a new holistic admissions process, launched for their ADN program in June 2024, that reduces barriers and recognizes diverse life experiences.



PROGRAM PROPOSALS

- Big Bend Community College and Wenatchee Valley College
 - Bachelor of Applied Science in Behavioral Health
 - This would be Big Bend's second bachelor's program and Wenatchee Valley's fifth bachelor's program
- Lower Columbia College
 - Bachelor of Science in Computer Science
 - This would be Lower Columbia's third bachelor's program



PROGRAM APPROVAL PROCESS: BACKGROUND

- Baccalaureate program approval process (as designed) is closely aligned with the *substantive change* process from our regional accrediting agency, the Northwest Commission for Colleges and Universities (NWCCU)
- All 34 community and technical colleges now have a bachelor's degree program and have gone through the substantive change process with NWCCU
- Program approval process focuses on demonstrating that colleges have capacity to offer a baccalaureate program, along with demonstrating demand



PROGRAM APPROVAL PROCESS: EVOLUTION

- Consider shifting the focus to:
 - Program quality
 - Ensuring equitable student success
 - Student experience and student outcomes
 - Workforce supply and demand analysis
- Could this process take place in fewer steps?



QUESTIONS?

Dr. Valerie Sundby
Director of Transfer
vsundby@sbctc.edu

Kendrick Hang
Policy Associate for Baccalaureates
khang@sbctc.edu

CONSENT/REGULAR (RESOLUTION)/OR STUDY SESSION

Date

Tab X

Bachelor Degree Quarterly Update & Statements of Need Presentation

Brief Description

The community and technical college system has been offering Bachelor of Applied Science degrees for nearly 20 years. All 34 colleges in the system offer at least one bachelor of applied science degree, with many colleges offering multiple bachelor-level degree pathways. In 2021, the college system achieved another milestone in bachelor-level degree offerings—the ability for the State Board to authorize colleges to offer Bachelor of Science in Computer Science degrees (SSB 5401). While the vast majority of the bachelor-level degrees being offered in the state system are Bachelor of Applied Science degrees, this additional authorization allows community and technical colleges to serve students, especially students of color, in new ways that set them on the course to additional high-pay living wage career pathways. The community and technical colleges in Washington state are excited about the opportunity for additional colleges to offer a Bachelor of Science in Computer Science. Offering the degree will align with the college system’s Guided Pathways work and will further the State Board’s vision of leading with racial equity.

To date, the State Board has approved 169 applied baccalaureate degree programs, including Bachelor of Science in Computer Science degree programs at 12 colleges. In the 2023-24 academic year, there were 4,685 FTES in baccalaureate-level courses representing 4.6 percent of state support FTES in the college system. This represents a small baccalaureate FTE increase over the previous year (+328 FTES). The increase aligns with the enrollment recovery seen in associate level programs over the last year. A full data report, including primary results from a research study that the SBCTC is conducting in conjunction with the University of Washington and Bragg and Associates, will be provided at the February 2025 board meeting.

Does this item link to the State Board’s Strategic Plan?

In June 2023, the State Board adopted an updated strategic plan, which focuses on four goals: increase access and retention among populations who can benefit the most from college; improve completion and transfer rates for students across all program types; provide flexible career-training options that are responsive to the needs of businesses and industries; and secure resources and develop systemwide strategies to support colleges’ financial sustainability and resiliency. Colleges offering baccalaureate degrees meet the needs of changing economies by increasing the number of skilled employees in the areas of greatest demand. Through bachelor-level degrees, colleges create greater access to higher education by enrolling historically underserved populations, particularly place-bound working adults, and ensure community and technical colleges are affordable and accessible for students. Community and technical college bachelor’s degree programs also meet the

local workforce needs and allow students to remain in their home communities.

Background information and analysis

In August 2021, State Board members endorsed a change in the approval process for bachelor's degrees to reflect the expanded authority provided in SSB 5401. State Board staff will continue to work with colleges proposing bachelor's degrees for compliance with approval criteria established by board policy. Staff will provide quarterly updates to the board during board meetings on college proposals that meet criteria for statements of need. Individual college presentations on Statements of Need will be scheduled if the college is offering its first bachelor's degree or if the degree proposal is for a program not previously approved by the board. College representatives will be asked to attend the board meeting, even when a presentation is not required, to answer questions or provide additional information as requested by the board. Bachelor's degree proposals that meet the board's criteria for final approval will be recommended by staff for board action and placed on the consent agenda. The following briefing implements the revised process requested by the Board.

According to board policy, statements of need address six areas:

- Relationships to institutional role, mission, and program priorities;
- Support of the statewide strategic plans;
- Employer/community demand for graduates with baccalaureate level of education proposed in the program;
- Applied baccalaureate programs build from existing professional and technical degree program(s) offered by the institution;
- Student demand for the program within the service area;
- Efforts to maximize state resources to serve place-bound students.

The following college statement of need meets the board's criteria for bachelor of degree proposals, no board action is required on Statements of Need:

a. **Bates Technical College – Bachelor of Applied Science in IT Project Management & Computer Information Security**

The proposed Bachelor of Applied Science in IT Project Management & Computer Information Security at Bates Technical College aims to address the regional demand for IT and project management professionals. This new degree program is rooted in a comprehensive analysis of both local workforce needs and student demand. The program will provide students with a robust understanding of both project management and information security, responding to the rapidly growing cybersecurity job market, which has tripled in the last decade due to an increase in cyber-attacks.

The multifaceted nature of this program is designed to attract a broader range of students. For instance, project management roles often appeal to female-identifying individuals, promoting gender diversity in the IT sector. This program builds on Bates' existing professional and technical degree offerings, including the AAS Cloud Computing Network Technician, AAS Cybersecurity, AAS Information Technology Specialist, and AAS Software Development programs, providing students with a seamless pathway to a bachelor's degree.

Aligned with Bates' five-year strategic plan, which focuses on workforce education pathways, student-centered practices, and community engagement, the program will include collaboration with local industry partners. This partnership will ensure that students gain hands-on experience, develop project portfolios, and acquire the demonstrable skills necessary for upward mobility in their careers. Conversations with industry experts, such as the Director of the Washington Center of Excellence for Cybersecurity and Kevin Wang, CEO of Mentors in Tech, indicate that employers seek candidates with a combination of degrees, practical experience, and a diverse skill set—elements that this program will incorporate into its curriculum.

A survey conducted with technology students at Bates Technical College, Green River College, and Highline College revealed that 86% of respondents were interested in the BAS-ITP, with 57% expressing extreme interest. Furthermore, only 29% of respondents reported access to a relevant BAS degree following their associate's degree. The program will offer both in-person and hybrid learning options to accommodate place-bound students, further broadening access to quality education and meeting the needs of the local workforce. The proposed IT Project Management & Computer Information Security program would be Bates' second bachelor's degree.

b. Tacoma Community College – Bachelor of Science in Nursing

The proposed Bachelor of Science in Nursing (BSN) program at Tacoma Community College (TCC) is designed to address the critical shortage of BSN-prepared Registered Nurses (RNs) in the South Puget Sound region. This shortage existed even before the COVID-19 pandemic, and the situation has since been exacerbated, with 42% of nurses in Washington considering leaving the profession due to pandemic-related stress. TCC's BSN program aims to strengthen the regional healthcare system by increasing the percentage of BSN-prepared Registered Nurses (RNs), thereby enhancing patient care and supporting hospitals in their pursuit of Magnet Status—a recognition linked to improved patient outcomes.

The program will offer multiple pathways for current and prospective nurses, including allowing licensed nurses to complete a BSN in one academic year, enabling Associate Degree in Nursing (ADN) students to start BSN coursework during their ADN program, accelerating their path to a BSN degree, and providing the option for students to earn a Direct Transfer Agreement/Major Related Program (DTA/MRP) ADN if obtaining a BSN is not immediately feasible.

TCC's BSN program also addresses racial disparities in healthcare education by removing barriers in the admissions process that have historically limited access for diverse and non-traditional learners. This aligns with TCC's commitment to creating a nursing workforce that mirrors the diversity of the surrounding community.

Surveys conducted in 2021 and 2023 within TCC's ADN program indicate strong student demand, with over 97% of respondents intending to pursue a BSN degree. By building directly from TCC's existing ADN program, this BSN initiative not only responds to local employer needs but also provides accessible, high-quality education for residents in the region, fulfilling the mission and goals of the State Board for Community and Technical Colleges. The proposed BSN program would be Tacoma Community College's fifth bachelor's degree.

Recommendation/preferred result

Staff will provide a brief overview of the bachelor's degree statements of need. Board members will have an opportunity to discuss the statements with staff in the context of meeting college and system goals.

Policy Manual Change Yes No

Prepared by: Kendrick Hang, Policy Associate for Baccalaureate Programs

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FINANCIAL AID UPDATES

Dani Bundy, ctcLink PeopleSoft Customer Support Director

Jamie Traugott, Director of Student Services & K12 Alignment

State Board Meeting, October 31, 2024

2024-2025 FAFSA ROLL OUT

- The Department of Education encountered significant challenges with the rollout of the FAFSA (Free Application for Federal Student Aid) for the 2024-25 academic year.
- Frequent and ongoing errors with the application caused delays in processing financial aid awards for both continuing and new college students.
- College Financial Aid Administrators have managed an overwhelming workload, limited staffing, and low staff morale.
- Despite the FAFSA delays and the ongoing need for complex workarounds, college financial aid administrators have made remarkable progress during what is arguably the most challenging financial aid year launch to date.



AWARDING COMPARISONS

Financial Aid Administrators' commitment to student success remains unwavering, as reflected in the number of financial aid packages awarded to students in the summer and fall of 2024:

2024 – 25 Students Awarded (Current Academic Year)	2023-24 Students Awarded (Prior academic Year)
Summer – 14,942 (up by 2,380)	Summer – 12,562
Fall – 53,828 (up by 9,243)	Fall – 44,585

24-25 (current academic year) Aid disbursed to students for summer term

Federal Aid (PELL, SEOG) = \$15,547,959.55

State Aid (WCG, CBS, Bridget Grant, Opp Grant, WCG-C) = \$12,826,997.36

Loans (Federal sub and unsub, Private, PLUS) = \$8,503,809.11

WHAT'S NEXT?

- On October 15, 2024, the Department of Education (ED) confirmed they are on track to release the 2025-2026 FAFSA on December 1, 2024.
- They announced the commencement of their second round of beta testing, following a successful first round that focused on testing student submissions, ISIR delivery, and validation.
- SBCTC staff is working closely with WSAC to ensure that all student- and family-facing training materials and resources are updated to reflect all changes are made to the 2025-2026 FAFSA.
- [National FAFSA Completion Rates: High School Seniors & Grads - National College Attainment Network](#)

STUDY SESSION

October 31, 2024

Tab 7

FAFSA and Financial Aid Updates

Brief Description

The Department of Education (ED) encountered significant challenges with the rollout of the Free Application for Federal Student Aid (FAFSA) for the 2024-25 academic year. Frequent and ongoing errors with the application caused delays in processing financial aid awards for both continuing and new college students. College Financial Aid Administrators have managed an overwhelming workload, limited staffing, and low staff morale. Despite these challenges, their commitment to student success remains unwavering, as reflected in the number of financial aid packages awarded to students in the summer and fall of 2024. While the award numbers for 2024-2025 are promising, there is still anticipation and anxiety surrounding the 2025-2026 FAFSA rollout which is schedule to be released on December 1, 2024.

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

This item is consistent with the “equitable student success” focus area of the State Board’s updated 2020-2030 strategic plan.

Background information and analysis

Due to significant issues with the FAFSA rollout, the essential technical system updates required for colleges to process aid were delivered to SBCTC incrementally. This process required considerable time from the SBCTC IT staff for system configuration, testing, and creating the necessary documentation for the colleges. During this period, SBCTC staff held regular meetings with college financial aid staff and leadership to ensure they were prepared for aid year and awarding activities.

Current 2024-2025 Academic Award Year Progress

Despite the FAFSA delays and the ongoing need for complex workarounds, college financial aid administrators have made remarkable progress during what is arguably the most challenging financial aid year launch to date. Their dedication, expertise, and tireless efforts have been instrumental in navigating unprecedented obstacles, ensuring that students receive the support they need.

From adapting to new processes to resolving unexpected issues in real time, these teams have gone above and beyond to keep aid disbursements on track. Their commitment to serving students, despite ever-changing conditions and system challenges, reflects an extraordinary level of professionalism and resilience.

As of October 21, 14,942 students have been awarded for the summer term, and 53,828 students have been awarded for the fall term of the 2024-2025 academic year.

In comparison, as of October 21 last year, 12,562 students were awarded for the summer term, and 44,585 students were awarded for the fall term of the 2023-2024 academic year.

Additionally, as of October 21, colleges have loaded 6,221 WASFA (Washington Application for State Financial Aid) applications into the system to date, compared to 4,957 last year (up by 1,294).

The SBCTC IT and Policy Divisions are actively collaborating with the Washington Student Achievement Council (WSAC) to ensure that students and financial aid awarding processes remain on track for the current and upcoming academic years. This partnership focuses on aligning policies, technology updates, and compliance requirements to minimize disruptions and improve the awarding experience for both students and colleges.

Department of Education (ED) Update on 2025-2026 FAFSA Rollout

On October 15, 2024, the Department of Education (ED) confirmed they are on track to release the 2025-2026 FAFSA on December 1, 2024. They announced the commencement of their second round of beta testing, following a successful first round that focused on testing student submissions, ISIR delivery, and validation. A comprehensive [list](#) of organizations participating in the 2025-26 FAFSA beta testing is available on ED's website.

Recommendation/preferred result

State Board members will hear about the status of the FAFSA Rollout and the impacts on the community and technical college system.

Policy Manual Change Yes No

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