## Thursday Discussion–9-12:30

## IN Attendance:

Alison Pugh/South Seattle

Amber Brock/Tacoma CC

Amy Kinsel/Bellevue

Andrea Reid/Spokane CC

Andrew Tudor/Wenatchee Valley

Carey Shroyer/Edmonds

Chris Chen Mahoney/Clover Park

Darrell Haynes/Bates Tech

Erin Smith/Spokane CC

Evi Buell/Grays Harbor

Gretchen Robertson/Skagit Valley

Heidi Summers/Clark

Holly Smith/Pierce

Jamie Fitzgerald/Green River [Vice Chair]

Katie Gulliford/Tacoma CC

Katie Honeycutt/Bellingham Tech

Kerrie Cavaness/Yakima Valley

Kim Flack/Tacoma CC

Kristina Young/Cascadia [Sec.]

Linda Beane-Boose/Spokane Falls

Liz Word/Highline

Melissa Meade/South Puget Sound [Chair]

Michael Brown/SBCTC [guest]

Nancy Dick/Shoreline

Niraj Wagh/Seattle Central

Renuka Prabhakar/Everett

Rod Taylor/Columbia Basin

Sally Heilstedt/LW Tech

Sam Robinson/Walla Walla

Sarah Bauer/Big Bend

Sarah Wakefield/Renton Tech

Tim Wright/Central Seattle

Val Sunby/SBCTC

# Welcome

9:04

* Melissa introduces herself and sets our expectations
  + Two day meeting, both half days, brisk
  + Zoom rustiness
  + Reviews agenda
  + Chose to by-pass the regular ice-breaker

### Agenda

* Welcome 9-9:30
  + Melissa –norms, agenda, etc.
  + Discussion–How far have you gone in exploring AI since October?
* Shared Course needs, vendor/SBCTC updates–Michael Brown 9:30-10:00
* CCN recommendations discussion 10:00-10:30
* Work group time 10:45-11:45

Report outs 11:45-12:30

# AI check-in

### What did you implement? What is new?

* SPSCC–should we add the AI Zoom function? College is deciding what to turn on.

[request for verbal questions and replies]

* Centralia–hasn’t even talked about it. Functionality, can take rough notes and throw them into chatgpt
* BBCC–academic grievances and appeals centered on AI on the rise, and issue that they need to clarify and policy issues for students
* Evi Buell–detectors problematic, still at the policy stage
* Bellevue–VP called a task force together, policy focus, differing faculty take on the use vs. the boundaries, how to empower all, but a policy and definition are needed, what tools are appropriate with consistency, sales and use of Blue Books has skyrocketed
* Melissa–call by some faculty for in-person proctoring,
* Amy–needs to be published before enrollment, likely the math dept at Bellevue who is making course level policy
* Green River–similar, AI taskforce meets tomorrow, with Ari Wilbur, objectives: strategic integration, lots of pieces, going to ask the bookstore about blue books, personally a late adopter, afraid of the Otter ghost at meetings
* Melissa–send us your AI taskforce notes/plans
* Skagit/Gretchen–fears by faculty are being directed at students, emails display this, lots of 1:1 conversations about the attacks
* LWT/Sally–similar but not formal task force, centered on thoughtfulness and PD, then now seeing faculty shift to integration, less reactive, <https://lwtech.instructure.com/courses/1991313>
* Shared by Sally about how this is being covered,
* Carey Shroyer–pedagogy and policy, student survey, 400 responses to survey, will share when polished
* Holly Smith–Pierce is a council structure, siloed conversations, need to integrate the conversation, what is the composition of your task forces? Less holitic than she’d like
* Liz Word/Highline–uses Otter AI, not the meeting feature but loves it, after notes taken, then gets takeaways, classroom observations, tenure committee notes, doe4s have a task force and lib guides, linked course communities are teaching the English 101 AI theme focus, dabble and info literacy with History course,
* From Chat: Carey Shroyer We also began piloting a 2 credit AI for everybody class winter quarter.
* From Chat: from Amy K Hi Holly -- Bellevue College has a council governance structure that has provisions for short-term task forces that make cross-campus conversations possible for emergent issues. I'll add the composition of the BC task force to Jamie's document.

#### Pause for Q&A

## Follow-Up

Resources for AI

* <https://lwtech.instructure.com/courses/1991313>
  + Shared by Sally about how this is being covered,
* <https://library.highline.edu/c.php?g=1299113&p=9543865>
* Jamie created a shared document to collect the answers [Link to the survey](https://nam11.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fspreadsheets%2Fd%2F1TWnxRXUm4W0ZC5ahimLiatiMTpKMp0nVETyYSNxxy_w%2Fedit%3Fusp%3Dsharing&data=05%7C02%7Ckyoung%40cascadia.edu%7Cb0b87cc842e7453d2f0a08dc2408303c%7C2505efd99f5d4941865c03c9b1b88613%7C0%7C0%7C638424864825281999%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=ttCYK5Ky5cH1tXsMPZxsOu%2BOjG0xjd%2FYaCczzVRnwPo%3D&reserved=0)

# Shared Course Needs

Dr. Michael Brown the Ed Tech lead at SBCTC

*The following attempts to capture and summarize spoken and chat conversations.* Please continue to add to the Course Share Survey to help meet the ask: Collect and Quantify needs for a shared course platform.

* Discussions and interest in course sharing: equity and resources for students
* Updates on what is going on (a little slow right now) so our needs and advocacy for how to move forward with urgency.
* Wants to hear from us.
* Team is working with Com Sci for shared curriculum for the consortium can have access
* “It’s a process”
* What are our insights?
* Shared results of the survey
  + **Wants us to quantify responses**
  + **Collect and quantify the narrative and survey for Michael**
* Issue: too much individuation and not sense of fuller voice
  + Do a both and for the survey and narrative
  + Recognize the pain points too–identify them
* What adjustments must be made?
  + Melissa starts: Music, how to do 2nd year course sharing for the Music DTA, small populations make staffing difficult, audition preparation, pain point is the territorialism and all want to do it, sensitivity to ownership, how to rotate it,
  + Tim Wright/Centralia–what would we like to see and what to offer, limited time rotation for quarter offerings, fill gaps, feedback on WA online Anything in ECE or Ed, Math for Elementary Ed, pain points: WA online on course quality and CCN does not extend to outlines or outcomes
  + Holly Smith/Pierce: two polar issues, advanced programs and areas that are high demand that we can’t staff unable to resource that curriculum, challenges in competing for staff and industry, especially for small colleges,
  + Michael Brown: want a tool that allows colleges to communicate through ctcLink, resistances on the tool and the ctcLink issues–how can it communicate within and among colleges, capacity vs. ability
  + Daryl Haynes/Bates: Gen Eds the problem, student experience and canceled class means a barrier in the promise of a timely degree completion, more thought needed on the tool level, master courses are debated, budget and territorialism how can we clarify the questions

### From chat and discussion:

* Liz Word FTE questions who gets the credit
* Kristina Young: tuition collection and differences in student cost
* Michael: there are tools out there that do this
* Holly: needs to be cheap, online resources for student
* Tim: ctcLink is not the best platform going forward; we still need to get faculty and advisors to recognize it.
* Michael: we need to level up and be there for them as well
* Chat: Liz shares the link
* Chat:
* Panopto and Canvas are being renewed, renew to next year
* Michael: Gathering information among the state, send questions to Michael directly; we do have the options individually available; band aid it while we look intentionally at a larger question
* Chat: Holly do something like study abroad consortium
* Val: This will help us all grow and provide students stability in curriculum
* Can’t be part of the Student Success RFP
* We can set our own timeline.
* This rests with us. But needs to happen quickly IC perspective
* Melissa: IC summer meeting
* Melissa invites Michael to our Spring Pierce meeting
* Holly takeaway: benefit to this with marketing–that students can do this regardless of our final discussion; imagines that state level support;
* Val: the goal is to keep this in the home colleges so students have seamless experience; pain points behind the scenes and manual; must be able to flexibly adjust course caps; automated invoicing
* Tim: Another challenge is differing calendars and communication to students; common course outlines or syllabi?
* Val: WA online had different start dates and was an issue
* Kristina: equivalencies and pre-requisites
* From chat: common outcomes, financial biggest issue, registration dates, grade submission dates
* Val: caps would stay college specific

## Follow-Up

* Find CA model and [share](https://icangotocollege.com/student-support-services/california-virtual-campus)
* Continue to add to the Course Share [Survey](https://forms.gle/m3NjJcdvzY59hgu68)

## CCN

*The following attempts to capture and summarize spoken and chat conversations.* Sally Heilsted has provided her notes shared.

### For 24-25

* Our approvals were approved for Anth& 210, 216, POLS&202, CMST&240
* Still reviewing the process of notification for college catalog updates and ctcLink
* Timeline shifted to Spring so IC votes in Fall, the January notification of all colleges
* Changes take effect AY 24-25
* We need to take things back to our own campuses as well
* IC is the active trigger

### For 25-26

* Not to be voted on until Spring
* ECE: EDUC& 240 Diversity in Education most taught it online and has a common outline
* Holly: once the ampersand kicked in for ProfTech, does this transfer and in what way? Do we differentiate?
* Also used in Math prep transferable
* Val: will be pro tech
* Sally: do we kick it to WEC?
* Katie: it is taught as a transfer course at TCC
* Val: It can’t be distribution
* Sarah/BBCC: they call it Humanities 240 to count as distribution, but EDUC is restricted in transfer
* Val: you could keep it for transfer if not EDUC, if it goes to a stackable cert
* Sarah Wakefield/Renton: WEC meets end of February
* Val/Sarah: tend to focus on skill standards there, also talks about the BAS council
* Holly: would it be helpful to add into the title something that helps clarify the function of the course? The title may need tweaking.
* Sally: we went to ECED at ctcLink conversion

Psychology:

* See Sally’s notes
* Reviews reasons for changes
* Sally wants okay with this or no
* ATC provided feedback to Sally in the chat on names
* Sally will check title length, then will send the refined titles out at final voting
  + for CTC Link:50 characters for long title 30 characters for short title]
* Sarah Wakefield: “Pathology is stigmatizing”
* Amy: concurs, also aligns with texts
* Jamie: his faculty were okay with abnormal, okay with psychopathology, other titles Meh

Anth&218

Issue with Anth&218 will come to us after a faculty discussion on changes

Check in with your curriculum folks for updates

## Follow-Up

Clarify status of a CCN for EDUC–Talk to WEC; Sarah Wakefield will check with subcommittee there

# Report Outs

## CCN

Sally: check in with us

* Limit the title change options to Psychopathology or Psychological Disorders
  + Vote in spring will be these
* Amber and Sally connected on existing titles
  + Abbreviations created problems in legacy
  + Would like to propose what they can do with 30 characters in these course
  + Intend to use full words in titles
  + Do it in summer for fall
* CCN members will revise the form offline to provide guiding language and the timelines, with rationale and equity **statement by Spring**
* Common Outcomes discussion
  + Math conference in Oregon to do an open workshop session on CCN for Math 107,
  + for ATL open interest project, would help us find the faculty with a coalition of the willing
* Revisited inactivations
  + Huge enrollment report from state for non-offered classes for first inactivation
  + Looked at what wasn’t listed
  + Discovered our lack of inactivation process
  + Proposal for an inactive list for three years.
    - We chose not to do this.
  + Holly: little risk in a non-transfer, the ampersand is the only loss
  + Val: keep a tracking page of inactivated CCNs
    - History important

## PD

Jamie Fitzgerald shares

* Where we left last spring
* Emerging themes from surveys
* AI theme was positively noted
* Shares the survey results
* Shares spreadsheet from Chat comments on what institutions are doing
  + Not discussed benefits yet
  + Will share after meeting and get more stuff from us
* Plan for Spring
  + More on AI impacts
  + Two hours
    - First hour panels or individuals Pedagogical Use
    - Second hour applied use with Sandboxes
* Next year: Burnout and Leading from the Middle
  + We need to keep equity and AI connections
* Straw Poll on our own
  + **No experience**: I know so little about available tools. What little I do know, may or may not scare me.
  + **Novice**: I have some experience with AI, and I use it sparingly.
  + **Intermediate**: I have experience with AI, and I use it pretty regularly.
  + **Advanced**: I use AI all the time. I’m all in and I ain’t scared!

## WA45

Val shared JTC AA DTA recommendations

* Question to us:
  + Whether this group wishes to make a recommendation on additional requirements.
  + Rare requirements present barriers
  + ATC memo to support use of the minimums
* Consensus of the subcommittee is to treat ICRC as the best/most equitable “the degree”
* Vote in spring on sending the memo
* Variations across the system present issues at the BI level for transfer
* Statement of principle vs. the articulation of the details
* Data on the variations were collected last year
* Will be presented for vote in Spring
* something we didn't discuss that I just thought of is co-requisite course credit and how we might guide that/see that in the GE/GTE space

## Progression

Sarah Wakefield shared on Academic I-Best and co-requisites

Set up a survey about where we are in co-requisites

* Lessons learned
* Best practices
* DSP
* Rationale Help to nudge not overly pushed
* Feedback presented in April

## Reminders

* Voting
* AP proposals
* Send proxies
* reports

# Friday Business 9-12:30

## In attendance:

Amy Kinsel/Bellevue

Andrew Tudor/Wenatchee Valley

Carey Schroyer/Edmonds

Chris Chen Mahoney/Clover Park Tech

Darrell Haynes/Bates Tech

Eddie Perry/Pierce

Erin Smith/Spokane CC

Evi Buell/Grays Harbor

Gretchen Robertson/Skagit Valley

Heidi Summers/Clark

Holly Smith/Pierce

Jamie Fitzgerald/Green River

Katie Gulliford/Tacoma CC

Kerrie Cavaness/Yakima Valley

Kim Flack/Tacoma CC

Kristina Young/Cascadia

Linda Beane-Boose/Spokane Falls

Liz Word/Highline

Nancy Dick/Shoreline

Niraj Wagh/Seattle Central

Renuka Prabhakar/Everett

Rod Taylor/Columbia Basin

Sally Heilstedt/Lake Wa Tech

Sam Robinson/Walla Walla

Sarah Bauer/Big Bend

Sarah Wakefield/Renton Tech

Stephanie Gilberti/Lower Columbia

Tim Wright/Centralia

Val Sunby/SBCTC

### Agenda

* 9-9:30 exec reports
* 9:30-10:00 Liaison reports
* 10:15-11:15 Legislative Updates/SBCTC updates
* 11:15-12 :15 Voting and Final Discussions
  + Discussion of AP
  + From previous day

# Executive Reports

## Chair

* Action starts Feb 2, 2024 9:05 AM
* Melissa: reviews agenda for the day (above)

### Went to IC in November

* Outlined fall ATC
* Turnover
* Approved our work plan
* Approved all CCN changes
* Next IC February
* Will condense our work
* Will bring back what they say

### Next Meeting

* April 9-10
* Pierce Puyallup
* 1-5, all day
* Holly is booking 8-9 for folks

### Exec Board

* Our work is getting up and running
* Handbook for ATC
* Website
* “Housekeeping” with files
* Prep for next year
* Glossary and links will be helpful

**Use the Green Check mark during voting**

## VP

Jamie:

* Spring event reminder
  + More info to come
* 3 meetings for next year
  + Will they all be in person?
  + We need hosts
  + Open discussion
    - SBCTC offers a Winter in-person meeting
    - New space
  + Will finalize locations in Spring
    - Please let Jamie know if interested in hosting
    - Dates waiting for IC dates, we intend to go right before
    - Val will nudge for calendar for IC
    - Please let Jamie know if interested in hosting

## Treasurer

* Brian’s report sent

## Follow-Up

* Send the dues

## Secretary

### Fall 2023 Minutes

Melissa moved, Amy seconded

**Approved**

# Liaison Reports

## Legislative updates

Val:

Subset of the common messaging

Short session

* More than usual fixes
* Two operation budget requests
  + Com sci workforce
  + Climate Solutions (in Gov.s budget)
* Capital requests
  + Investing in College Campuses and Climate Recovery
  + LCC, CBC, and BTC (fix)
* Policy cut off Wednesday
* Fiscal cut off Monday 2.5
* Questions? <https://www.sbctc.edu/blogs/legislative-news/> subscription

Student Success Software RFP

* Commissioned
* 2-way integration not yet existing–priority function
* Must be at the system level
* Will be opt-in
* 18 months
* 20 on taskforce (Cathy Leaker VP EvCC and Michael Lee VP CBC)
* Will interface with CBS folks
* First meeting 5th
* Questions:
  + Predominantly student services
  + Less instructional but must have faculty input

Student Success Center

* Most messaging goes out from GP
* Learning Calendar
* ATL back this year in Yakima in May

Workforce

* April 4 Workforce Development Funds apps due
* Professionald and Technical Faculty Skills Standards
  + Final draft going to WEC at winter, then to IC
  + Should this work

Changes to CASAS

College in the HS

* Funds dispersed sent in January
* 300 per student/3500 per course
* Definition shifts
* Jamie Traugott the Dual Credit person at SBCTC
  + Coming in spring to ATC
  + Working to help legislators understand funding impacts

OER

* Now have a grant, not on leg agenda now
* Primarily proftech
* Business is best place to focus

Transfer Degrees under review

* Want a single degree for Com Scie
  + Going to JTC at next meeting
  + Put on Spring agenda discussion
* Pre-Nursing to more allied Health

Research and Data

* Dashboards are updated with Fall 2023 data
* Transfer Dashboard almost ready to publish

Questions:

What is the purpose of the Transfer Data?

* Legacy system had MERTI
* Now limited to National Clearinghouse
* Looking to combine the data sources
* ERDC–more real time data options on current student transfers
* Example–when do students make decision points on their degree paths
* Issue: 4 year partners do not have intent codes

Is AAST in Allied Health paused?

* Must have an outcome in Workforce
* Could still work through
* Timeline about to start when group chosen

OER grant

* Timeline?
* Makeup?
* Boyoung sends this out from the SBCTC
  + Val will share out when that comes

## Follow-Up

Questions? <https://www.sbctc.edu/blogs/legislative-news/> with subscription

## ICRC

Val: Gwen Cash James left for Eastern, now on JTC

Whitman is signing on to the DTA, one of the last holdouts

Walla Walla left ICW

## CBS

Heidi Summers–past chair

* Federal audit
  + Leading to being data shift
  + cautious–ctcLink examples
* Reduce CASAS testing–look at other measurable skill gains (Down with CASAS task force)
* Challenges of ctcLink for non-4years for BEDA, etc. financial issues
* Transcripts now an issue for proofs needed

## BLC

Chris Mahoney–

* What they want to work on
  + Standing policies
  + BAS grows faster than the policy updates
  + Need to look at the proposal process
    - Propose, update, retire
    - Upper division credit issues/ambiguities
    - Advisory committee handling at the colleges
  + Work on best practices
  + Marketing
  + Articulation on baseline level
    - Equity in BAS programs
  + New dashboards
  + How do programs reflect the community

# Discussions

## AP Pre-Calc

* Recommendation was that
  + Score of 3 = MATH& 141 (5 credits)
  + Score of 4 = MATH& 142 (10 credits)
  + Score of 5 = MATH& 142 (10 credits)

## African American History

* Not aligned with any CCN
* Recommend 5 credits of electives/distribution

## Process explained

* ATC is the first body to make recommendations
* College Board presented this and had some of our faculty review
* When no logical fit, then elective or Distribution credit
* Sends out to faculty
* Vote here
* Then go to IC for final vote
* These are minimums, not maximums

# Voting

## AP Pre-Calc

Tim moved, Katie seconded

* Katie– must list both classes for 10 credit clarity
* Sarah– PreCalc does not include unit 4 of the course at Renton, AP credit might not have gotten their content [LWT, BCC have common concerns]
* Amy– Bellevue College faculty are concerned about Unit 4 not being covered in the exam. They suggest 3, 4 = Math 141 and 5 = Math 142.
* Melissa–no feedback?
* Eddie Perry–what additional reasons and the Unit 4 issue
* Sally–only 141 for any score at LWT
* Eddie Perry– What is the spirit and percentage?
* Amy–Faculty concerned about lack of preparation at their colleges, 5 is better prepared to catch up and move on without failing
* Tim– from chat "I am leery about thrusting students directly into calculus without adequately covering conics. However, I acknowledge Dan's perspective, and I'm not prepared to die on this hill either."
* Val–reminds that we have to take our courses from each other
* Holly–We don’t want to be more restrictive than the 4 years.
* Val–we are ahead of the 4 years and we are going to get scores; we can also review next year
* Amy: Amend the initial proposal, previous conversation
* Sarah–it isn’t missing content we all have, equity thing, ceiling and floor thing
* Holly–threshold alignment concern

### Votes

* **21 ayes**
* 3 nays
* 5 abstention

#### Nays-

* Amy Bellevue
* Sally LWT
* Rod CBC

## AP African American Studies

5 credits of distribution - (social science or humanities)

Liz –Moved, Melissa– Seconded

* Tim–3 score more not be adequate
* Val–[link](https://apcentral.collegeboard.org/media/pdf/ap-african-american-studies-course-framework.pdf)
* Holly–institutions need to review, we’d be in alignment, we don’t need to make a discipline call
* Val–are we giving distribution or elective?
* Holly–follow the pattern for other courses, 3 is elective, 4-5 is distribution
* Val–shares our list–no, we do not uniformly give this pattern in WA
* Amy moves that this moves Liz seconds to pull history:
* For a score of 3/4/5 - 5 credits of either humanities or social science distribution
* Centralia reservations: AP grading experience, they didn’t think it was adequate for distribution credit

### Votes

* 27 Ayes
* 1 abstention (Tudor)

## Follow-Up

* Melissa will share recommendations of the group to IC

# Final Thoughts

Next meeting: Pierce Puyallup ½ day Tuesday 9th, full day Wednesday the 10th

* Holly’s links sent through Listserv
  + - Hotels
    - Ten rooms of courtesy blocks
    - Hotel Murano! Hampton inn, Holiday Inn
  + Note that you are with ATC, no code

“I’ve been wondering?”:

* Liz: I've been wondering how many colleges require a College Success Course. We go to the faculty senate next week for formal approval of our 5 QTR pilot for our AA-DTA.
  + Note chat comments
  + Some will get waiver 40 or more credits
  + Clark also question on when this is required
  + Many say 1-2 quarter
  + Credits vary
  + Amy–80% enrollment, hard to get them to register; Worried about loss of students; would be great if we all did it
  + Should it be messaged as a degree requirement or as something they have to take in X credits?
  + Jamie: question for Heidi, how are outcomes embedded? What is the quality control?
    - Instructional planning folks can track it
    - Clark, little non-compliance
  + Jamie: Green River rolling it out in Fall
* Melissa: barriers removal but
* Gretchen: need some training about transfer specifically; could we do something with Val? What are the expectations of our expertise?
  + Melissa: Used to be transfer workshops
  + Val: Transfer 101 on state board site, Val offers to orient and onboard any of us, maybe a pre-meeting for ATC, can come to our campuses
  + Straw poll says we are interested in having an ATC Zoom on this
* Holly: predictive map course needs options; widgets,
  + Katie: not finding things yet
  + Holly: bad data in, bad data out
  + Tim: Ed Astra not there yet
* Annual scheduling: Amy big challenge; no longer have the backwards schedules
  + No historical look
  + Some departments are challenged by annual scheduling
  + Sarah: previous dean retired, no brain dump; every department proposes their schedules differently; some are by instructor; inefficient systems; personalities; struggle includes questionable enrollment data; then end up having lots of changes anyway; some things are larger or size
  + Annual schedules vs. annual registration
  + Cascadia has records, uses a separate system
  + SPSCC goes analog, includes needs of students, skeleton schedule, 80% then AF and tweaking
    - Who goes to the retreat?
    - Requires the Div. leads to go, includes Student Services, plus satellite campus
    - Feed them
  + Tim: heard about the process and its manageability
  + Its worked for SPSCC especially in light of GP
  + Katie: brought in all chairs, cool to see talk across disciplines,
  + Melissa: hard to chase what they actually want
  + Sarah: students say what they want but don’t always sign up for it
  + Tim: challenge of staffing; moving to a 4 day schedule in fall
    - Is it blocked?
    - Yes but also M-Th in various patterns
    - 50-60 minute blocks
    - Some push back from labs
  + Andrew Tudor/Wentatchee: challenge in perception, but can create a spread sheet,
  + Tim: math and science locked in
  + Melissa: modality questions
  + Sally: data on enrollment times
* I've been wondering: have you seen the work of your AAs shift post-CTC Link and how queries/excel skills are so needed. Are any of your colleges investing in broader query skills across admin?
  + Melissa: definitely an issue
  + Holly: reclassifying, number skill shifts
  + Kristina: hiring specialized AA3s
  + Amy: now it is specialized outside of the divisions, entry is now centralized; entry and approval is now a shift, stipends for additional duties is crazy
  + Holly: That scheduling group revealed this. Does the upper level know about the complexities?
  + What is the structure of this work?
  + Luck reclassifying?
    - 18 mo.
    - AA4 might not be the answer
  + Melissa: It’s skill set and labor
  + Sarah: Timely. Who is going to be left? Turnover rates
  + Amy: hired exempts to do them, no loss of classified positions; new jobs in academic affairs

## Follow-Up

Transfer issues: Val’s number 360-972-0872

Spring Meeting updates

* Hotel links if you are not on the list-serve: <https://www.hotelmuranotacoma.com/>
* <https://www.ihg.com/holidayinnexpress/hotels/us/en/puyallup/pulwa/hoteldetail?cm_mmc=GoogleMaps-_-EX-_-US-_-PULWA>
* <https://www.hilton.com/en/hotels/tcmpyhx-hampton-suites-tacoma-puyallup/?SEO_id=GMB-AMER-HX-TCMPYHX&y_source=1_MjA4MjQ3NS03MTUtbG9jYXRpb24ud2Vic2l0ZQ%3D%3D>