| Washington Association of Community and Technical Colleges  Board of Presidents |
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| business meeting minutes |

# WACTC logoOctober 6, 2023

# CENTRALIA cOLLEGE

## Members Present

Lin Zhou, Bates

David May, Bellevue

Jim Lemerond, Bellingham

Sara Thomspon Tweedy, Big Bend

Eric Murray, Cascadia

Bob Mohrbacher, Centralia

Karin Edwards, Clark

Joyce Loveday, Clover Park

Rebekah Woods, Columbia Basin

Amit Singh, Edmonds

Chemene Crawford, Everett

Carli Schiffner, Grays Harbor

Suzanne Johnson, Green River

John Mosby, Highline

Amy Morrison, Lake Washington

Rachel Solemsaas, North Seattle

Marty Cavalluzzi, Olympic

Suzy Ames, Peninsula

Julie White, Pierce District

Matt Campbell, Pierce Ft. Steilacoom

Chio Flores, Pierce Puyallup

Yoshiko Harden, Renton

Bradley Lane, Seattle Central

Jack Kahn, Shoreline

Chris Villa, Skagit

Tim Stokes, South Puget Sound

Sayumi Irey, South Seattle

Jenni Martin, Spokane CC

Ivan Harrell, Tacoma

Faimous Harrison, Wenatchee

Kathi Hiyane-Brown, Whatcom

Linda Kaminski, Yakima

## Substitutes

Teresa Rich for Linda Kaminski, Yakima Valley

## Members Absent

Chris Bailey, Lower Columbia

Rosie Rimando-Chareunsap, Seattle District

Kevin Brockbank, Spokane District

Kimberlee Messina, Spokane Falls

Chad Hickox, Walla Walla

Linda Kaminski, Yakima Valley

## Ex-Officio Members — SBCTC

Paul Francis, executive director

## Guests and SBCTC Staff

Rep. Peter Abbarno, 20th Leg. District

Chelsea Mason-Palcek, board chair

Choi Halladay, deputy executive director, BUS

Joyce Hammer, deputy executive director, ED

Grant Rodeheaver, deputy executive director, IT

Arlen Harris, SBCTC

Sam Herriot, SBCTC

Julie Huss, SBCTC

Darrell Jennings, SBCTC

Sherry Nelson, SBCTC

Katie Rose, SBCTC

Kim Tanaka, SBCTC

Stephanie Winner, SBCTC

Linda Graham, SBCTC

## Call to Order and Welcome

Tim Stokes, Washington Association of Community and Technical Colleges (WACTC) president, called the meeting to order at 8:40 a.m., and welcomed those present.

## Approval of Minutes

The July 14, 2023, minutes were corrected to reflect that a Request for Proposal (RFP) for a student success software/tool with two-way integration capability was only discussed – no action was taken.

**Motion: It was moved and seconded that WACTC approve the July 14, 2023, minutes as amended.**

**Motion passed unanimously.**

## Hosting College’s Welcome

Dr. Bob Mohrbacher, president of Centralia College, welcomed WACTC members, shared campus information, distributed material about and from the local community, and introduced Representative Peter Abbarno from the 20th Legislative District.

Representative Abbarno welcomed WACTC members to Centralia, shared his background, highlighted his legislative priorities and participated in a Q&A session.

## Treasurer’s Report – Amy Morrison, WACTC president-elect

* The treasurer’s report showing a balance of $115,263.97 was included in the meeting packet.
* The WACTC summer retreat is scheduled for July 17-19, 2024.
  + The Woodmark Hotel in Kirkland, WA, is being considered for the venue.
  + After an informal poll, it was determined that the majority of WACTC members will need overnight accommodations at the venue.
  + Reservation information will be sent out as soon as the contract is finalized. Members were encouraged to book their rooms as soon as possible.

## Executive Committee Report — Tim Stokes, WACTC president

Copies of the 2023-2025 meeting schedule were included in the meeting packet. The following highlights were provided:

* The November WACTC meeting will be conducted via Zoom.
* January 25, 2024, will be reserved for legislative visits.
  + There will not be WACTC committee meetings, an academy or a dinner meeting.
  + Colleges will coordinate legislative meetings/receptions.
* The January 26, 2024, business meeting will be held at the South Puget Sound Community College Lacey campus.

## Technology Committee Report — Bob Mohrbacher, chair

### ctcLink Improvement Workplan

In response to feedback from college presidents during the 2023 WACTC Summer Retreat, The State Board for Community and Technical Colleges (SBCTC) and the WACTC technology committee developed and shared the proposed ctcLink improvement plan for consideration. Elements include:

* Training
* Common Business Processes
* Align Operations & Support
* Communications

**Motion:** It was moved and seconded that WACTC utilize a consultant to review current ctcLink operational practices and make recommendations for improvements.

Discussion ensued.

**Motion:** It was moved to table the previous motion to allow for further discussion.

Discussion continued.

**Motion:** It was moved and seconded that the State Board contract with a vendor to conduct a central analysis of financial aid processes and to make recommendations for improvements.

**Motion passed unanimously**.

### WACTC-Tech Resolution, October 6, 2023: ctcLink Common Business Processes

Copies of the Draft WACTC-Tech resolution pertaining to ctcLink common business processes were distributed and reviewed. The following benefits of common business processes were noted:

* Aligns standards based on agreed-upon best practices.
* Streamlines system configuration, guidance, and training.
* Improves system-wide data consistency and reporting.
* Increases capacity at colleges and SBCTC by reducing the overall complexity of disparate configurations, customization, and practices.

**Motion:** It was moved and seconded that the resolution be approved as presented.

After discussion, the motion was withdrawn.

**Motion**: It was moved and seconded that the system embrace a uniformed process with the idea that all agencies will follow the same process and will rely on basic PeopleSoft programming without indefinite customization, as much as possible.

**Motion passed unanimously.**

It was noted that accountability measures will be addressed by the governance committee.

Break

The meeting recessed at 10:17 a.m. and reconvened at 10:25 a.m.

## Technology Committee Report — continued

### WACTC-Tech Resolution, October 6, 2023: Student Success Software Decision

Copies of the WACTC-Tech resolution pertaining to the student success software decision were distributed and reviewed. A PowerPoint slide was also shown highlighting the following selection options:

1. Elect to use same tool systemwide, post RFP ASAP.

* Requires transition plan for schools changing software.

1. Use existing contracts for specific products.

* WIPHE contract with EAB (via Clover Park RFP)

1. Implement HighPoint for interested schools.

* Continue to discuss systemwide options.
* Gives more time for decision making.

1. Continue to select software by college.

**Motion**: It was moved and seconded to implement Option A.

**Motion passed with a 20 to 10 vote.**

## Capital Budget Committee Report — Rebekah Woods, chair

* Copies of the WACTC capital work plan for 2023-24 were distributed, and the timeline was reviewed.
* It was announced that Bellingham Technical College has a building in need of structural repairs, which is expected to cost $3-$5 million. The committee requested this project be added to the system’s supplemental capital request. After discussion, it was recommended that the WACTC capital committee hold an emergency virtual meeting on October 16. WACTC members will then be asked to vote on the issue electronically. This topic will be added to the SBCTC Board agenda for final approval.

## Operating Budget Committee Report — Ivan Harrell, chair

* A copy of the Operating Budget End-Run Policy was distributed and reviewed. Proposed changes were highlighted.

**Motion**: It was moved and seconded to approve the Operating Budget End-Run Policy as presented.

**Motion passed unanimously**.

* + Presidents were encouraged to communicate the policy with their trustees and executive teams.
* The allocation model taskforce will appoint a subcommittee to research each part of the allocation model using guiding questions and equity principles. A final recommendation will be presented to WACTC for approval and then forwarded to the SBCTC Board.
  + Legislative provisos and funds designated to SBCTC’s central services and reserves will not be addressed by the taskforce. The SBCTC will be asked to share how the SBCTC’s funds are being used at a future WACTC meeting.
  + Implementation of the allocation model is anticipated for the 2025-26 academic year; however, it’s possible the process may take longer.
  + The safe harbor policy will also be addressed and brought forward to WACTC as a recommendation.

## Legislative and Public Information Committee Report — Karin Edward, chair

* Colleges were encouraged to continue building relationships with elected officials, local community leaders and other organizations. Arlen Harris and Sam Herriot from the SBCTC’s government relations office are available to help if needed.
* A letter supporting professional licensure access for undocumented people was distributed for consideration. Presidents who are interested will sign independently.

## Educational Services Committee Report — John Mosby, chair

* The committee meeting was postponed.

## Equity Committee — Julie White, chair

* Support of the diversity and equity officers commission (DEOC) and the multicultural student services directors council (MSSDC) was encouraged.
* Members of the DEOC will be invited to present to WACTC in May.
* Topics of concern include:
  + Anit-DEI legislation
  + Increased hate speech in conjunction with the upcoming election cycle.
* It was recommended that DEOC liaisons be added to all WACTC committees. Dr. Julie White and/or Sophia Agtarap will follow up.
* The DEOC is creating a small workgroup to review statutes in order to better serve students. Arlen Harris and Sam Herriot were invited to participate in the effort.

## Trustees Report — Kim Tanaka, ACT director

* This year’s ACCT Leadership Congress is scheduled for October 8-13, in Las Vegas. Several Washington state colleges will be presenting during the event, and ACT will be hosting a state reception.
* Next year’s ACCT Leadership Congress will be held October 23-26, 2024, at the Washington State Convention Center in Seattle, WA. This event will take the place of ACT’s fall conference.
* ACT will be holding a new trustee orientation the morning of November 16, 2023. Presidents are encouraged to attend with their new trustees.
* ACT affinity groups will also be meeting the morning of November 16, 2023.
* Dr. Chris Bailey, president of Lower Columbia College, has been asked to speak during the ACT fall conference.
* Interest about the trustee appointment/reappointment process has been expressed. Kim Tanaka, ACT Director, will coordinate with Dr. Stokes on when to invite someone from the governor’s office to present to WACTC.

## State Board Report – Paul Francis, executive director

* Chelsea Mason-Placek, SBCTC board chair, was introduced.
* It was noted that the goal of Senate Bill 5582 is to reduce barriers and expand educational opportunities to increase the supply of nurses in Washington state. However, The Board of Nursing (formerly known as the Nursing Commission) released draft rules that would add cost and complexity to the process. Concerns have been shared with the Board of Nursing, four-year partners, and the governor’s office. It was suggested that a system-wide discussion be held to overcome barriers for Bachelor of Science in Nursing programs.

**Motion:** It was moved and seconded that the SBCTC draft a letter to the Board of Nursing director outlining the system’s concerns.

**Motion passed unanimously.**

* Several presidents and SBCTC representatives attended a meeting with Washington Roundtable CEOs. Mr. Francis has a follow up meeting scheduled.
* A meeting with Maud Daudon, Career Connect Washington (CCW) Executive Leader, was held. CCW leadership is exploring the possibility of housing the initiative under the Workforce Education Investment Accountability and Oversight Board that was created in 2019 with passage of the Workforce Education Investment Act.
* Mr. Francis is scheduled to present to the Senate Human Services Committee on November 30, on the role and intersection between state agencies in supporting individuals in the state correctional system during incarceration, reentry, and while in the community.
* The SBCTC board meeting is scheduled for October 18-19, at the South Seattle Georgetown campus. There will be a panel presentation on apprenticeship.
* Mr. Francis and members of the SBCTC board will be attending the ACCT Leadership Congress the week of October 16.
* Following the 2020 census, the Washington state redistricting commission completed its work redrawing state legislative and congressional district boundaries in 2021. The Washington state Legislature adopted the new boundaries in 2022. The SBCTC’s communications and legislative relations offices contracted with Kirsty Burt Geographic Information Services (GIS) to create maps showing college district boundaries and Washington state’s congressional and legislative districts. A demonstration of the GIS maps was provided.

## Closed Session

* A closed session was not held; however, it was announced that a 45-minute session will be held next month. Topics of interest include the following:
  + Bookstores
  + Out-of-state employees
  + Professional development update
  + Overtime eligibility rules
  + ctcLink training (Dr. Murray to send information via email)

## Adjournment

Being no further business, the October 6, 2023, board of presidents’ regular meeting adjourned at 11:45 a.m. The next meeting will be held December 1, 2023, via Zoom

Minutes prepared by Linda Graham