

Washington Association of Community and Technical Colleges

Board of Presidents

BUSINESS MEETING MINUTES

**April 26, 2024  
South Puget Sound Lacey**

Members Present

Lin Zhou, Bates

David May, Bellevue

Jim Lemerond, Bellingham

Sara Thompson Tweedy, Big Bend

Eric Murray, Cascadia

Bob Mohrbacher, Centralia

Karin Edwards, Clark

Joyce Loveday, Clover Park

Michael Lee, Columbia Basin

Amit Singh, Edmonds

Chemene Crawford, Everett

Carli Schiffner, Grays Harbor

Suzanne Johnson, Green River

John Mosby, Highline

Amy Morrison, Lake Washington

Matt Seimears, Lower Columbia

Rachel Solemsaas, North Seattle

Marty Cavalluzzi, Olympic

Suzanne Ames, Peninsula

Julie White, Pierce District

Matthew Campbell, Pierce Ft. Steilacoom

Chio Flores, Pierce Puyallup

Yoshiko Harden, Renton

Bradley Lane, Seattle Central

Rosie Rimando-Chareunsap, Seattle District

Jack Kahn, Shoreline

Chris Villa, Skagit

Tim Stokes, South Puget Sound

Sayumi Irey, South Seattle

Kevin Brockbank, Spokane District

Jenni Martin, Spokane

Kimberly Messina, Spokane Falls

Chad Hickox, Walla Walla  
Faimous Harrison, Wenatchee Valley

Kathi Hiyane-Brown, Whatcom

Linda Kaminski, Yakima Valley

Ex-Officio Members — SBCTC

Paul Francis, executive director

Joyce Hammer, education

Grant Rodeheaver, information technology

Guests and SBCTC Staff

Eduardo Rodriquez, Columbia Basin

Pat Daniels, Highline

Rick Hemmiway, South Puget Sound

Chelsea Mason-Placek, State Board

Pat Shuman, ACT president

Arlen Harris, SBCTC

Darrell Jennings, SBCTC

Glenda Breiler, SBCTC

Katie Rose, SBCTC

Kim Tanaka, SBCTC

Jamie Traugott, SBCTC

Julie Huss, SBCTC

Laura McDowell, SBCTC

Lauren Hibbs, SBCTC

Marie Bruin, SBCTC

Monica Wilson, SBCTC

Nanette Angel, SBCTC

Rodric Smith, SBCTC

Sam Herriot, SBCTC

Sherry Nelson, SBCTC

Sophia Agtarap, SBCTC

Stephanie Winner, SBCTC

Travis Dulany, SBCTC

Valerie Sundby, SBCTC   
Will Durden, 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**

**MOTION:** It was moved and seconded that WACTC approve the Mar. 1, 2024 minutes without corrections.

**MOTION PASSED.**

**Treasurer’s Report — Amy Morrison, WACTC president-elect**

Amy Morrison delivered the treasurer’s report, which indicated a current balance of $94,866.67. The balance remained unchanged from the previous month.

**Executive Committee Report — Amy Morrison, WACTC president-elect**

WACTC Bylaws Officer Election Update

* + Addition – in blue –

A nominating committee shall be formed by the April March or April meeting. T the nominating committee shall be comprised of the immediate past WACTC Equity Chair and the immediate past WACTC Chair. They will ask for nominations as well as self-nominations for president-elect. The nominating committee would present to WACTC candidate(s) at the May WACTC meeting. It is recommended that nominees are active WACTC members for at least five years. WACTC would vote by secret ballot until a candidate receives the majority vote. If there are no successful nominees, then the nominating committee would then contact presidents beginning with the most senior president who has not already served in the position and worked their way down the list until a willing candidate accepts the nomination. In the event that the president does not accept the nomination they will not lose their place on the seniority list and can be nominated in a future year. WACTC Chairs may serve more than one year if elected to do so by the WACTC membership.

**MOTION:** It was moved and seconded that WACTC bylaws as presented at the March 1 meeting be adopted.

**MOTION PASSED.**

WACTC Officer Nomination

**MOTION:** It was moved and seconded that Joyce Loveday be the 2024-25 WACTC president-elect.

**MOTION PASSED.**

**Student Success Software RFP Update: Matt Campbell and Sara Thompson Tweedy**

Matt and Sara started the conversation to reflect on the complexity of selecting the “tool” to best fit the needs of the system. The discussion hit on topics such as:

* How to purchase and cost benefit.
* How to implement.
* 2-way integration.
* Student success – how it will advance?
* Student engagement.
* Data intricacies.

Poll: How many colleges are going forward regardless of tool selected? 15 yes – 2 no.

Concerns

* Capacity – SB, Colleges?
* Cost – Hard/soft (3 cost options – “Pool options”)
* Process for selection.
* Constantly changing technology – needs to be adaptive and responsive to change.
* Request to dismiss concerns caused by ctcLink.

**Capital Budget Committee Report — Eric Murry for Rebekah Woods, chair**

Eric Murry went over the capital budget request as represented on page 13 of the WACTC business meeting packet.

**MOTION:** It was moved and seconded to approve the capital ask of $600 million.

**MOTION PASSED.**

Other topics discussed:

* First academy in the next FY topic to help decide the Capital list – rank projects by urgency for funding.
* Buildings: Clean Buildings Act - Voices are crucial.
* Revenue and expense report in packet
  + critical projects
  + reappropriation of unused money.

**Technology Committee Report — Bob Mohrbacher, chair**

Bob Mohrbacher reminded presidents of the Gartner AI presentation webinar on May 10, 2024, and agreed to broaden attendance beyond presidents, and then introduced Dani Bundi for the next discussion topic.

2024-25 Financial Aid Processing – Dani Bundi

Department of Education issues

* Inconsistent tax data transferred via FA-DDX or manually entered on the FAFSA.
* The “Student Contribution from Assets (SCA)” (field 328) is sometimes blank on ISIRs even though the student has assets and SCA is correctly included when calculating the SAI.
* 37% of applications were rejected when a student completed the form; however, on April 12, FSA announced that students could begin to submit corrections. Currently, students can resubmit and/or make corrections.
* FAQ Technical Issues

Oracle issues

* Update Need summary on Maintain Term budgets incorrectly calculates when SAI is negative.
* ISIR does not display the current effective dated row in ISIR data load parameters.
* SIR correction initiated by owning school goes to suspense.
* Enrollment intensity override is rebuilding after override expiration date.

How to move forward

* Recommendation that colleges agree on using the current SAI from the 24-25 FPP (formerly SAR) for aid allocation.
* What SBCTC IT can do to assist?
* QRG for awarding: [Manually awarding aid for a student without a FAFSA](https://ctclinkreferencecenter.ctclink.us/m/92427/l/1275570-9-2-manually-awarding-aid-for-a-student-without-a-fafsa)
* Looking to provide a functioning environment for loading data to aid in awarding through a ctcLink environment. Please work with finance VP’s and staff to determine what works best for your institution.
* ctcLink FA Support team is working on ways to expedite some steps.
* Additional Q&A session – more information to come.
* Questions? Please reach out to [dbundi@sbctc.edu](mailto:dbundi@sbctc.edu)

Multifactor implementation - Grant Rodeheaver

* OKTA is looking to remove SMS feature citing security reasons. OKTA will extend to Oct 2025
* Security questions will be removed but can be added back if needed.
* 21 colleges/districts have implemented MFA for students and the remaining colleges have (or are developing) plans to implement before the end of the academic year.

Course Sharing – Dani Bundi

* ctcLink implementation.
* Creation of the Quick Reference Guide (QRG) for ctcLink Course Sharing.
* Timeline:
  + May 6 – new course sharing functionality communication
  + May 10 deployment in ctcLink

Fraudulent accounts – Dani Bundi

* Admissions and Registrar Council (ARC) will now take the lead facilitating the Fraudulent Application Sub-Group, with support from SBCTC.
* Meeting structure and schedules are currently being reviewed.
* more information will be provided by ARC soon.

Three sub-groups to define a global process:

* Group A: SXI/RXI – Defining Suspicious Criteria
* Group B: SXF/RXF – Defining Confirmed Fraudulent Criteria
* Group C: SVR/RVR – Defining Verified Student Criteria

ctcLink Improvement Workplan Update – Grant Rodeheaver

The SBCTC team is developing a controller handbook as well as an improved training/cross training processes that will contain new training modules broken down into tasks for universal use across colleges. This new system will alert HR and keep them informed about who has completed required trainings and who still needs to. Employee supervisors and staff will also have access to this information. Roll out mid to late June.

**Educational Services Committee Report – Kathi Hiyane-Brown for John Mosby, chair**

Kathy Hiyane-Brown delivered the committee report out on behalf of chair, John Mosby and referred to the meeting packet for more information on:

* Guided Pathways
* Trible Government Affairs
* Artificial Intelligence

Due to the extended planned leave of absence for chair John Mosby:

**MOTION:** It was moved and seconded to make an exception for acting pres. to be a voting member on John Mosby’s absence – temporary bylaw change

**MOTION PASSED.**

**Legislative and Public Information Committee Report — Karin Edwards, chair**

* Survey Update – Due Tuesday next week (second phase went out April 3rd) please compete.
  + Results will go out to build out Fall proposal.
* 2024 leg report is posted on website that depicts all bills and budgets that passed.
* Long term advocacy task force needed to be rescheduled.
* TVW advertisements – college contribute $850/college (including SBCTC)
  + College’s receive acknowledgements: “Hearings brought to you by ctc’s”  
    \*13,300 times last year.
  + Question - agree to do again?
  + Request made for a list of what is being requested - for transparency.

**Operating Budget Committee Report — Carli Schiffner, vice chair**

The report out was passed to Stephanie Winner who asked presidents to refer to pages 43 and 44 of the meeting packet to view recommendations for the new FY25 allocations.

**MOTION:** It was moved and seconded to accept recommendations of the Operating Budget Committee and State Board staff

**MOTION PASSED.**

**Trustees Report — Pat Shurman, ACT president**

Pat expressed gratitude to Linda Kaminski and her staff for their assistance in hosting the upcoming ACT Spring Conference at Yakima Valley College, and congratulated those that will be receiving an salutes during the conference Awards Dinner:

* Pierce College – ACT Equity Award
* Suzanne Johnson – CEO of the Year

Another topic covered:

* Sunsetting of the Transforming Lives awards event – decision made to make way for an updated alternative to celebrate student success and alignment with our system’s values. Ideas? Please forward to [Bertha Ortega](mailto:Ortega_b@heritage.edu) or [Kim Tanaka](mailto:ktanaka@sbctc.edu).

Pat concluded her report by bidding farewell since this would be her final WACTC meeting before passing the ACT President role on to Bertha Ortega. She stated that it was an honor to attend WACTC and thanked the presidents for welcoming her to the group as well as their support and participation in ACT’s efforts.

# State Board Report — Paul Francis, executive director

Paul Francis gave updates on:

* New SB Report.
* FASFA Standing report.
* Chinese consulate:
  + Focused on cultural exchange; and
  + Faculty and administration.
* Ed Northwest listening sessions.

In addition to Paul's updates:

* Sophia Agtarap provided the College Spark grant report and thanked individuals who volunteered to serve on the advisory committee.

– Questions? Please forward them to [Sophia Agtarap](mailto:sagtarap@sbctc.edu)

* Glenda Breiler – Announced that the Government to Government will take place June 18, 2024 at Evergreen College – agenda, registration, and information will be sent out soon.

**Adjournment**

With no further business, the Apr. 26, 2024 Board of Presidents’ regular meeting adjourned at Noon. The next meeting will be held May. 24, 2024, at Pierce College.

Minutes prepared by Nanette Angel