Apr. 27-28, 2023

Clover Park Technical College

4500 Steilacoom Blvd. SW

Lakewood, WA 98499

Apr. 27, 2023

# Call to order

WEC President Jerry Anhorn called the meeting to order at 9:33 am.

Interim VPSS Dean Kelly welcomed WEC members to Clover Park Technical College. Dean of Instruction Claire Korschinowski provided an overview of CPTC’s center for advance manufacturing.

Jason Boatright and Michelle Barr were thanked for the logistical support they provided by hosting WEC.

# WEC business meeting

## Introductions of members

All present introduced themselves.

## Approval of WEC winter meeting minutes

Chris Pelchat (SPCC) moved to approve the minutes of the WEC winter 2023 meeting. Keri Lobdell (CBC) seconded. The motion passed unanimously.

## Treasurer’s report

WEC Treasurer Mia Boster reviewed the treasurer’s reported, noting a balance of $29,436.49 after issuing one refund and paying for the fall meeting catering. Spring meeting catering expenses will follow.

Tami Rable (RTC) moved to approve the treasurer’s report as presented. Terry Cox (OC) seconded. The motion passed unanimously.

## WEC executive nominations

Jerry invited WEC participants to nominate themselves or their colleagues to serve on WEC executive committee, filling three openings. Jaclyn Jacot is stepping off the committee as past chair and Mia Boster as treasurer. Jerry will be moving into the past chair position and Dani Trimble as chair. New members will be brought on as members-at-large; officer positions will be determined later. Voting will take place tomorrow.

## Review of agenda

There were no changes to the agenda.

# Centers of excellence update

Lindsey Williams, director of Agriculture & Natural Resource COE housed at Walla Walla Community College, introduced Brent Lundstrom, director of the new COE for Cybersecurity housed at Whatcom Community College, and Christina Rupp, new director of the COE for Construction housed at Renton Technical College.

Lindsey highlighted several upcoming events the Centers are sponsoring and/or facilitating. Specifics will be sent via the listserv.

# Association of Washington Businesses (AWB)

– Erika Borg, AWB Institute

There are roughly 8,000 members from across the state, mostly small to medium businesses. Members are pleased with policies regarding no tax increases, the nurses compact, the passage of ergonomics, and long-term care; however, they though more could have been done regarding housing and sustainable aviation fuel.

The current survey of members is still open; however, preliminary results indicate members rate the current Washington economy as moderate to weak (but stronger than the national economy). More than half reported their business is flat or taking a downturn, while 30% said their business is growing (the latter may be a reflection the build-up in the pipeline). 44% anticipate the Washington economy to enter a recession in the next year, of which the vast majority think Q3 or Q4.

Top challenges they reported their business are facing include inflation (64%), lack of qualified workers (57%), overall tax burden (52%), government regulations (50%), and cost of health care (46%). They cited the overall tax burden (58%), homelessness (56%), and workforce (44%) as the top public policy issues facing Washington state.

42% affirmed they’re having trouble filling positions, of which 45% are mid-level and 33% entry-level positions. 35% of open positions have starting wages of $20-25, followed by 29% at $15-20 and 26% at more than $25 per hour. At 51%, the minimum education qualification for most openings is a high school diploma or GED. Another 13% indicate an industry certificate and 4% a 2-year degree, though those numbers may not reflect actual practice (i.e., likely higher percentage).

See [www.awbinstitute.org/vitals](http://www.awbinstitute.org/vitals) for state and community level data on 34 indicators on progress made toward our desired future.

The AWB Workforce Taskforce met in summer and fall 2022 and will have a draft report ready for AWB’s spring meeting. The taskforce divided its approach to workforce into four overarching goals:

1. Workforce retention
2. Immediacy in workforce attraction
3. Career preparation
4. Career awareness early and often

Erika invited WEC participants to nominate companies for [manufacturing and general business awards](https://www.awb.org/initiatives/awards/).

# Washington State Labor Council (WSLC)

– Rachel McAloon, WSLC

Representing roughly a half million union members, WSLC’s priorities are: 1. Investing in essential public workers; 2. Creating climate jobs; 3. More housing options for working families (HB 1110, HB 1474); and, 4. Worker protections (HB 1240).

The Washington State Apprenticeship and Training Council (WSATC) meets quarterly. Upcoming meetings will be July 19 at L&I headquarters and Oct. 18 in Spokane.

WSLC partnered with Unite Here Local 8 to create PNW Hospitality Training Program, with technical trainings provided by the Seattle Culinary Academy at Seattle Central College.

Rachel is scheduling meeting with all of the colleges to see how she might help with getting labor representatives on advisory committees.

# Skill Standards Update

– Skills Standards project leadership team

The skill standards focus group completed a comprehensive overhaul of critical work functions (CWFs) A-H and created a developmental model from baseline to intermediary to mastery. This work was confirmed through a verification survey.

Given the ground-breaking nature of its work and with approval from the leadership team, the DEI focus group centered its attention on CWF D (provide student instruction). Remaining work includes continuing to identify and integrate DEI into the other CWFs and, long-term, consideration of adopting an immersive and sustainable DEI framework (e.g., PEAR – pro-equity, anti-racism)

Jerry reported that the Instruction Council was deeply concerned the DEI CWF D was sitting outside of the standards and not integrated.

Recommendations:

* Ask system leadership to designate a team responsible for continuous upkeep of the skill standards
* Skill standards should be on an interactive platform
* Equity issue with focus solely on professional technical faculty
* Establish metrics to ensure the skills standards are relevant and useful
* Consider adoption of a longer-term equity-focused framework

Discussion questions for small groups over lunch:

1. Should the DEI focus group’s work on CWF D be integrated with the other focus group’s work?
2. Can colleges opt to implement now?
3. Should WEC be empowered to continue the DEI work for CWFs A-C and E-H?

# Committee report outs

## Student Success

– Loyal Allen, Jr., Highline College

This committee is looking at four related to workforce that may create barriers for some students:

1. Lack of support for students transitioning off benefits
2. Childcare – requirements to qualify vary
3. Financial aid policies
4. Workforce programs – as great as they are, they only go so far

## Pathways

– Jason Boatwright, Clover Park College

This committee is exploring the creation of a workforce grants master planning document (e.g., common data asks, similar questions. They’ve identified roughly 30 grant applications and are in the process of cross-referencing to the CLNA. Some applications still need to be vetted with subject matter experts. It will bring workforce grant writers/managers together.

## Future of Workforce

– Michael Reese, Bellevue College

For the high schools CTTE dual credit satisfies graduation requirements and Perkins. For the colleges, it’s a lot of work for little return (just 3% of credits earned land at one of our colleges).

WEC participants are encouraged to complete a survey regarding CTE dual credit (rebrand.ly/ctedual), as well as share with other on their campuses who are involved with CTE dual credit. Now is a great time to chime and on what’s working and what’s not.

## DEI Professional Development

– Melana Yanos, North Seattle College

This committee is looking at effective strategies for recruitment and retention of students. They may request time at the fall and winter WEC meetings for guest speaker(s) and/or to highlight the work of some colleges.

# Liaison report outs

## Council for Basic Skills (CBS)

No report

## Continuing Education Council (CEC)

– Alyssa Munoz, Community Colleges of Spokane

CEC is meeting May 18-19. They are focusing on integrating DEI into marketing language and how to develop programming with a DEI lens.

## Baccalaureate Leadership Council (BLC)

– Steve Danver, Columbia Basin College

The original mandate to assist with the BAS process has come to an end. They are now focusing on the admissions process with some people coming from industry and others straight from high school. They are also looking a providing guidance for program management (not just the mechanics, but also academic rigor), sunsetting programs that are under-performing, and advisory committee requirements.

## Articulation and Transfer Council (ATC)

– Sarah Wakefield, Renton Technical College

ATC is meeting next week. Some of the things they will be working on are:

* Clean-up and maintenance of common course numbers (CCN), including getting rid of classes with low enrollment
* Focus on DEI work
* Anti-racist curriculum
* Making ENGL& 101 more accessible

## Instruction Commission (IC)

– Emily Lardner, Highline College

Emily thanked those who worked on the skill standards project, noting it will impact how we do professional development. We will learn together and need to find ways to integrate for all faculty.

IC will be talking about updating the language in program approval request (PAR) form to align with the NWCCU 2020 standards. They put the work on hold to make sure there was also alignment with the WAC.

## Diversity and Equity Officers Commission (DEOC)

No report

## Research and Planning Commission (RPC)

No report

## Guided Pathways Advisory Council (GPAC)

No report

# Grant discussion: coordination of federal grant applications

The State Board is wondering how to help colleges collaborate with each other when applying for federal grants and seeking partners.

Olympic College is working on a DOL – Transportation grant and Green River College on a DOL – Building Pathways to Infrastructure – green jobs. Bellevue College has some interest in building pathways to IT.

The Governor’s office is also building a list and is looking to the workforce development councils (WDCs) to see what they’re working on. The State Board will help navigate with the Governor’s office but is not equipped to write.

Centralia, Walla Walla, and Spokane Community Colleges collaborated on two Strengthening Community Colleges grants – though they did not get either, they did receive good feedback on the first and bother were good experiences of collaboration.

# Skills standards draft motions

The draft motions regarding the skill standards project were reviewed and edited, to be voted on tomorrow.

Jerry adjourned the meeting for the day at 4:26 pm.

Apr. 28, 2023

Jerry reconvened the meeting at 9:04 am.

# Skill standards vote

At least two-thirds of the colleges need to be present to establish a quorum. A quorum was established with 30 of 34 colleges present. At least two-thirds of the colleges present need to vote in favor for a motion to pass (i.e., at least 20 of 30).

## Motion A

Chris Pelchat (Spokane Falls Community College) moved to direct the WEC executive committee to coordinate the submission of a Perkins Special Project to fund external subject matter experts, with CTC system faculty input, to integrate DEI competencies into all critical work functions of the skill standards for professional technical faculty by the winter WEC meeting so that it can be presented to IC at their spring 2024 commission meeting.

Tami Rable (Renton Technical College) seconded.

Twenty-nine of the colleges present voted in favor; one abstained. The motion passed.

## Motion B

Dani Trimble (Lower Columbia College) moved to approve critical work function D, with integrated DEI competencies, for inclusion in the updated 2023 skill standards for professional technical college instructors.

Michael Reese (Bellevue College) seconded.

Twenty-eight of the colleges present voted in favor; one abstained; one did not vote. The motion passed.

## Motion C

Keri Lobdel (Columbia Basin College) moved that WEC recommend to IC to approve the updated 2023 skill standards for professional technical college instructors as approved in Motion B.

Daneen Berry-Guerin (Big Bend Community College) seconded.

Twenty-nine of the colleges present voted in favor; one abstained. The motion passed.

# WEC executive

The following WEC members expressed interest in serving on the WEC executive team:

* Michael Reese, Bellevue College
* Rickitia Reid, Highline College
* Kit Alston, Green River College

JoAnn Baria (Pierce College) moved to elect all three to WEC executive; Skye Field (Yakima Valley College) seconded. All present voted in favor. The motion passed.

# Tribal relations – G2G training & outreach to tribes and their business enterprises

– Lynn Palmanteer-Holder, SBCTC

Lynn serves as the director for SBCTC’s new office of Tribal Government Affairs (TGA).

There are 29 federally recognized tribes in Washington state and 34 community and technical colleges; however, there is no formalized relationship between the tribes and the colleges (though there are formal relationships with the 295 public school districts, nine educational service districts, seven state-tribal education compact schools, and six public four-year colleges and universities).

The TGA office is tasked with helping to build the tribal/CTC relationships and to development meaningful and authentic land acknowledgements.

The TGA’s Washington Community and Technical Colleges American Indian Advisory Board (WCAAB) has four goals:

1. **Expand professional development:** Train Washington community and technical college leaders on [RCW 43.376](https://app.leg.wa.gov/rcw/default.aspx?cite=43.376).
2. **Tackle contemporary challenges:** Intentionally recruit tribal relations specialists, indigenous faculty and staff, etc.
3. **Raise awareness:** Raise awareness of American Indian and Alaska native historical burdens such as intergenerational historical trauma, boarding schools, relocation era, etc.
4. **Reduce American Indian and Alaska native education and economic disparities:** Develop tribal student pathways that lead to successful recruitment, retention and completion rates, raise opportunities for workforce development within tribal economies.

The federally recognized tribes are sovereign nations, and the State does not have any oversight; they have the right to make their own laws and their economies (e.g., gaming industry).

The gaming industry is an example of why the colleges should partner with the tribes:

* $6.6 billion gross state product
* $1.5 billion in wages & benefits
* $1.2 billion in state & local taxes
* 37,371 direct employment
* 54,000 jobs traced back to tribes
* 1 in 86 Washington jobs

## Climate solutions – Tribal Stewards Project

– Dr. Irene Shaver

The Tribal Steward Project is focused on creating pathways for future tribal stewards. Its goals are to:

1. Support a just pathway that reduces disparities in tribal students thriving at our CTCs and in accessing indigenous climate science scholarship and realizing tribal community environmental and economic justice.
2. Create opportunities for tribal students.
3. Form partnership with CTCs.

WEC participants were encouraged to think about ways to incorporate into strategic plans ways to partner with the tribes.

# SBCTC report

(Refer to the [2023 Spring WEC SBCTC Update](https://www.sbctc.edu/colleges-staff/commissions-councils/wec/current-meeting.aspx) for the presentation slides.)

## SBCTC system priorities

– Bill Belden

* COLA – fully funded
* Advance equity, diversity, and inclusion ($26M) – 47% funded
* Expand learning technology ($93M) – not funded
* Support workforce development programs ($77M) – not funded

## Industry demand

– Carolyn McKinnon

2023-25 operating budget highlights:

* Commercial drivers licensing & related supply chain
* Law enforcement and corrections work group
* Centers of Excellent – maintenance (inflation)

Funding 52 individual line items versus 25 in 2012-13.

SBCTC and the Washington State Fire Marshal’s Office are collaborating on the Fire Sciences & EMT Workforce Supply initiative to assess supply and demand for firefighters and to address workforce skills gaps.

The data governance committee’s continuing education work group is building out coding structures and a data dictionary for CNED career in ctcLink. Colleges that are running workforce intent codes on the non-credit side will be impacted how they build courses in CNED.

The micro-credentials steering committee is examining credit and non-credit micro-credentials to better incorporate them into system structures.

## Sector response

– Bill Belden for Anna Nikolaeva

2023-25 operating budget highlights:

* Additional funding for 200 nursing FTEs
* Continued funding for SIM maintenance, 500 cyber FTEs, and nursing FTEs

With input from the SBCTC, the Nursing Commission, and many other entities, the USDE clarified that their expanded definition of a third-party servicer does not apply to clinical providers.

## Work-based learning

– Genevieve Howard

Highlights:

* HB 1013 – establishing regional apprenticeship preparation – there will be five pilots; three in the west side of the state and two in the east (and will include one rural)
* SB 5269 – concerning Washington state manufacturing – an audit of where we’ll be by 2050; apply for federal dollars to shift to green economy
* SB 5305 – establishing the office of career connect Washington – did not pass; however, $5M in Career Launch is for capital equipment
* Electrical apprenticeship – to sit for O1 exam, must complete a registered apprenticeship program

Redistribution for Career Launch and Aerospace 1,000 was suspended in FY20-21. Programs will be held accountable for 75% of the target for FY23, 90% for FY24, and 100% for FY25.

## Program support

### Dual credit

– Bill Belden

* Increase FTE from 1.2 to 1.4
* CTE dual credit project - $1.5M over two years to increase participation and credential attainment – Skagit Valley College and other colleges withing the ESD

### Perkins funding and reporting

– Kimberly Ingram

* A CLNA workshop will be held at the summer WEC meeting – it’s recommended colleges should have an outline or even a draft completed by then
* The FY23 annual report is due July 31 (the template will be available by the end of May)
* The federal government requires reporting on use of reserve dollars (i.e., rural and high vocational FTE)
* FY24 Perkins Plan
  + Should align with the college’s current CLNA
  + Feedback themes: use of public versus protected dashboard; programs of study (not the same as CTE dual credit); who from executive leadership is aware of the CLNA; alignment with the CLNA
* The final day to submit Perkins Leadership applications is May 11 – contrary to prior years, this will not remain open for later applications

### Program approval and inventory

– Shelby Means

A new program approval request (PAR) form is currently in testing. A web tutorial will be available likely in June.

Shelby is continuing to work with colleges to clean up current inventory and will then manage just what’s in ctcLink.

# Wrap up and adjourn

WEC thanked Jerry for chairing the WEC executive committee and, making up for past years, the gavel was officially passed from Claire Korschinowski to Jaclyn Jacot to Jerry Anhorn and to Dani Trimble.

## Next meetings

Summer – Aug. 16-17, 2023, South Puget Sound Community College (meeting will include CLNA workshop)

Fall – Oct. 12-13, 2023, Green River College

Winter – dates TBD, Whatcom Community College

Spring – dates TBD, Walla Walla Community College

Jerry Anhorn adjourned the meeting at 12:13 pm.