



STATE BOARD MEETING AGENDA

Board members

Carol Landa McVicker, chair // Jay Reich, vice chair // Phyllis Gutierrez Kenney // Ben Bagherpour
Fred Whang // Crystal Donner // Chelsea Mason // Martin Valadez // Mack Hogans
Jan Yoshiwara, Executive Director // Beth Gordon, Executive Assistant
Statutory Authority: Laws of 1991, Chapter 28B.50 Revised Code of Washington

May 5

Study Session

- | | | |
|------------|---|--------------------|
| 12:30 p.m. | Welcome
<i>Carol Landa McVicker, Chair</i> | |
| 12:35 p.m. | Introduction of Mack Hogans
<i>Carol Landa McVicker, Chair</i> | |
| 12:40 p.m. | Farewell to Anne Fennessy
<i>Carol Landa McVicker, Chair</i> | |
| 12:50 p.m. | Baccalaureate Degree Statements of Need
<i>Jamilyn Penn, Director of Transfer Education</i> <ul style="list-style-type: none">a. Everett Community College, Accountingb. Highline College, Childhood Educationc. Shoreline Community College, Dental Hygiened. Yakima Valley College, Agricultural Science | Tab 1
(Discuss) |
| 2:00 p.m. | Strategic Plan Strategy 5: Improve the college system's long-term financial sustainability and infrastructure.
<i>John Boesenberg, Deputy Executive Director, Business Operations</i> | Tab 2
(Discuss) |
| 3:45 p.m. | Break | |
| 3:55 p.m. | 2021-23 Operating Budget Decision Points
<i>Cherie Berthon, Operating Budget Director</i> | Tab 3
(Discuss) |
| 4:40 p.m. | Legislative Session Update
<i>Arlen Harris, Legislative Director</i> | Tab 4
(Discuss) |
| 5:00 p.m. | ctcLink Funding Workgroup Update
<i>John Boesenberg, Deputy Executive Director, Business Operations</i>
<i>Grant Rodeheaver, Deputy Executive Director, Information Technology</i> | Tab 5
(Discuss) |
| 5:30 p.m. | Adjourn | |

May 6	Regular Meeting	
9:00 a.m.	Welcome and Introductions <i>Carol Landa McVicker, Chair</i>	
9:05 a.m.	Establish a quorum and adoption of meeting agenda <i>Carol Landa McVicker, Chair</i>	<i>Action</i>
9:07 a.m.	Approval of Consent Agenda	Tab 6 <i>(Action)</i>
	<ul style="list-style-type: none"> a. 2021-22 State Board Meeting Dates Resolution 21-05-12 b. WAC Changes Resolution 21-05-13 c. Anne Fennessy, years of service Resolution 21-05-14 d. Centralia College, multi-purpose field complex Resolution 21-05-15 e. Highline College, Building 12 Increase for Renovations Resolution 21-05-16 f. Highline College, Building 25 Renovation Resolution 21-05-17 g. Skagit Valley College, Advance Manufacturing Remodel Resolution 21-05-18 h. March 24, 2021, State Board Meeting Minutes 	
9:10 a.m.	Baccalaureate Degree Approvals <i>Jamilyn Penn, Director of Transfer Education</i>	Tab 7 <i>(Action)</i>
	<ul style="list-style-type: none"> a. Centralia College, Behavioral Healthcare Resolution 21-05-19 b. Edmonds College, Integrated Healthcare Management Resolution 21-05-20 c. Lake Washington Institute of Technology, Physical Therapy Assistant Resolution 21-05-21 d. Renton Technical College, Manufacturing Engineering Technology Resolution 21-05-22 e. Skagit Valley College, Application Development Resolution 21-05-23 	
10:30 a.m.	Break	
10:45 a.m.	WACTC Report <i>Eric Murray, President, Cascadia College</i>	<i>Discuss</i>
10:55 a.m.	ACT Report <i>Bob Ryan, President, Tacoma Community College</i>	<i>Discuss</i>
11:05 a.m.	Labor Report	<i>Discuss</i>
11:15 a.m.	Executive Director Report <i>Jan Yoshiwara</i>	<i>Discuss</i>
11:45 a.m.	Public Comment	<i>Discuss</i>
11:50 a.m.	Chair Report and Board Discussion <i>Carol Landa McVicker, Chair</i>	<i>Action</i>
12:15 p.m.	Adjourn – Next Meeting, June 23-24, 2021 via zoom	<i>Action</i>

Updated 4-20-21

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 accommodations 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.

STUDY SESSION ITEM

May 5, 2021

Tab 1

Applied Baccalaureate Statements of Need

Brief Description

A conceptual discussion will occur among the State Board along with community and technical colleges proposing to offer applied baccalaureate degrees.

The Statement of Need document addresses six areas:

- Relationship 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 program within service area;
- Efforts to maximize state resources to serve place-bound students.

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

In June 2020, the State Board adopted its strategic plan, which focuses on three goals: achieve educational equity for students who are historically underrepresented in higher education; improve completion rates; and increase access and retention among populations who can benefit the most from college access. Colleges offering applied baccalaureate degrees meet the needs of changing economies by increasing the number of skilled employees in the areas of greatest demand. Through applied baccalaureate 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. The three goals are addressed through the approval process of applied baccalaureate degree programs:

- **Achieve educational equity for students who are historically underrepresented in higher education** by enrolling more diverse students of all ages and backgrounds in our colleges, increasing their access to higher levels of education, higher salaries and greater financial security;
- **Improve completion rates** by implementing research-based strategies that are proven to improve completion rates for all students. These strategies include Guided Pathways and Career Launch programs;
- **Increase access and retention among populations who can benefit the most** by implementing actions, policies, and investments that produce equitable outcomes.

To date, the State Board has approved over 120 applied baccalaureate degree programs at 32 colleges. In 2019-2020, there were 4,455 students enrolled in baccalaureate programs representing 3.73 percent of state support full time enrolled students in the college system. This represented a baccalaureate full time enrolled increase of 13 percent over the previous year.

Background information and analysis

1a) Everett Community College – Proposed Bachelor of Applied Science in Accounting

Everett Community College proposes the development of a Bachelor of Applied Science degree in Accounting with an implementation start date of Fall 2022. The proposed degree would be the college's first Bachelor of Applied Science degree. The proposed accounting degree builds on the foundation of Everett Community College's Associate in Technical Arts (ATA) degree in Accounting and is designed to provide a streamlined technical pathway for ATA graduates and entry-level accounting professionals currently employed in the field. Students in the proposed program will be required to think critically, apply theory to practice, and find practical solutions to business accounting problems, which will include conducting an analysis and synthesis of current industry trends. Through hands-on, work-based learning projects, students will form solutions to complex business issues facing the public, private, and non-profit sectors. Students will also learn how to communicate financial and operational information necessary for management decisions, measure an organization's economic activities and convey that information to key stakeholders, including management, investors, creditors, and other consumers. Graduates of the proposed program will have the knowledge and competencies for careers in certified public accounting, forensic accounting, personal finance accounting, credit analyst, accounting information systems, and actuarial science.

1b) Highline College – Proposed Bachelor of Applied Science in Early Childhood Education

Highline College is proposing a Bachelor of Applied Science degree in Early Childhood Education with a start date of Fall 2022. In 2017, Highline College launched the Bachelor of Applied Science in Teaching and Early Learning degree, which was comprised of two distinct tracks, an Elementary Education track and an Early Learning track. The Early Learning track was designed to meet the needs of practitioners working with or intending to work in educational settings with children ages birth to 8 years old. Individuals working in early learning settings are not required to have a teaching certification, while individuals working in elementary education settings are required to have a teacher certification. Highline College has proposed removing the Early Learning track from the BAS Teaching and Early Learning degree, which leaves the Elementary Education track intact. This separation into two separate degrees will eliminate advising confusion, coding challenges, and address program accreditation recommendations. The Teaching and Early Learning degree will remain to prepare students for elementary education certification, while the proposed Early Childhood Education degree will prepare students to be preschool teachers or managers of early learning centers. This will be Highline College's eighth Bachelor of Applied Science degree.

1c) Shoreline Community College – Proposed Bachelor of Applied Science in Dental Hygiene

Shoreline Community College is proposing a Bachelor of Applied Science degree in Dental Hygiene beginning Fall 2022. Upon Board approval, Shoreline Community College intends to transition the

current Associate in Applied Arts and Science degree to the Bachelor of Applied Science degree in Dental Hygiene, which aligns with current accreditation and industry standards. Both the National Governors Association and the American Dental Hygienists' Association have proposed the baccalaureate degree as the entry-level education for dental hygiene. In 2013, the Washington State Dental Hygienists' Association enacted a policy to support efforts of all Washington State accredited dental hygiene programs to award graduates a bachelor's degree upon successful completion of the curriculum and related competencies as the entry level to the profession. Within industry, health care practices are evolving to meet community health needs. Dental hygienists holding an Associate in Applied Arts are required to practice under the supervision of a dentist. However, with a baccalaureate degree, hygienists can serve a large percentage of the population who need preventive services and for whom the traditional route of private dental practices is not an option. Graduates with a Bachelor of Applied Science in Dental Hygiene degree would qualify for jobs in areas outside of the typical dental practice. Employment opportunities for the baccalaureate prepared hygienists exist in all six roles of the profession: public health, education, research, leadership, practice management, advocacy, and other dental health and business-related fields.

In Fall 2020, Shoreline Community College and the University of Washington School of Dentistry began a pilot project where a cohort of 10 second-year Dental Hygiene students enrolled at Shoreline Community College and rotated through clinical experiences at the University of Washington School of Dentistry. Shoreline Community College received permission for a location change from the Commission on Dental Accreditation. Ultimately, Shoreline Community College's program location will shift entirely to the University of Washington School of Dentistry and increase enrollment to 25 students per class. To date, both institutions have been able to identify key supports and strategies that will help to build a sound partnership for future collaborative program offerings. Shoreline Community College has proposed that the Bachelor of Applied Science in Dental Hygiene be located at the University of Washington School of Dentistry. The proposed Bachelor of Applied Science in Dental Hygiene would be conferred by Shoreline Community College. This proposed degree would be Shoreline Community College's first Bachelor of Applied Science degree.

Shoreline Community College initially presented a Statement of Need for the Bachelor of Applied Science degree in Dental Hygiene at the May 2019 Board meeting. The Statement of Need was well-received and the college was expected to develop a Bachelor of Applied Science proposal for a degree in dental hygiene. However, in early 2020, Shoreline Community College asked to pause development of the proposal. The college's dental hygiene program needed to relocate to a different physical facility due to an issue related to a campus construction project that was slated to begin in 2021. A college's Bachelor of Applied Science degree proposal is due to SBCTC staff within 12 months of approval for the Statement of Need. Shoreline Community College exceeded that timeframe is required to resubmit the Statement of Need for a Bachelor of Applied Science in Dental Hygiene.

1d) Yakima Valley College – Proposed Bachelor of Applied Science in Agricultural Science

Yakima Valley College proposes a Bachelor of Applied Science degree in Agricultural Science beginning Fall 2022. The proposed degree would be the college's fifth Bachelor of Applied Science degree. The proposed Bachelor of Applied Science degree in Agricultural Science is in direct

response to regional need for well-trained, baccalaureate-prepared graduates for current and prospective agriculture managerial roles. Yakima Valley College currently offers Associates of Applied Science degrees in Agribusiness, Food Technology, Winery Technology, and Vineyard Technology. Graduates of these associate degree programs, and individuals currently employed in the agricultural industry who have an associate degree, will be encouraged to enroll in the proposed Bachelor of Applied Science in Agricultural Science degree program. Students in the proposed program will be exposed to a broad range of topics including agricultural technology, management principles, and research methods. Students will also learn other science-related topics, including biological principles of farming and ecosystem protection. Graduates of the proposed Bachelor of Applied Science in Agricultural Science will be prepared for careers as general agriculture managers, production managers, wine makers, cellar managers, and agricultural extension officers.

Potential questions

- Does the college proposal for applied baccalaureate degree meet the vision, mission, and goals of their respective college?
- Does the proposed applied baccalaureate degree serve the current and future needs of the colleges' region and the state?
- Does the proposed applied baccalaureate degree support the State Board goals and policy focus?

Recommendation/preferred result

Staff will provide a brief overview of the applied baccalaureate degree proposal. Board members will have an opportunity to discuss the applied baccalaureate proposal with college representatives in the context of meeting college and system goals.

Policy Manual Change Yes No

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STUDY SESSION ITEM

May 5, 2021

Tab 2

Strategic Plan Strategy 5: Improve the college system's long-term financial sustainability and infrastructure

Brief Description

This briefing provides foundational information on the community and technical colleges' funding, expenditures and measures of financial health. This review will be followed by small group discussions. Having a refreshed understanding of how colleges get and spend their funds will provide for a richer small group exploration of funding sources and strategies.

The information below briefly summarizes topics that will be covered in greater detail through slides displaying data and graphs that will be shared during the meeting.

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

In June 2020, the State Board adopted a ten-year strategic plan that focuses on three goals:

1. Achieve educational equity for students historically underrepresented in higher education.
2. Improve completion rates for all students across all types of programs.
3. Increase enrollment and retention among populations who can benefit the most from college access.

The three goals are supported by five strategies. Strategy 5 focuses on the operating and capital resources needed to advance the goals.

Background information and analysis

Strategy 5 calls for improvement of the college system's long-term financial sustainability and infrastructure. It includes:

- Building, remodeling and renovating facilities that support teaching and learning spaces that are high quality and technologically equipped
- Identifying funding strategies and potential fund sources to do bigger and better things for our students and the economy, including expanding programs and services and providing competitive compensation.
- Establishing financial health and stability indicators and recommend professional development for new college leaders.

Current Funding. The college system primarily relies upon state funding to support its capital and operating budgets.

- Capital financing requires legislative authorization and approval from the State Finance Committee and State Board. Funding primarily comes from bonds (financed over 25 yrs.) and building fees. However, through Certificates of Participation,

colleges can locally fund expenditures for land and facilities that the state legislature does not typically fund.

- State operating funds are appropriated by the Legislature and allocated by the State Board. For fiscal year 2021, \$922 million was appropriated by the Legislature for the community and technical colleges. Tuition¹, fees, contracts and grants also support colleges' day-to-day operations and account for about 48 percent of the colleges' operating budgets. Examples of grants and contracts include federal grants, individual grants (i.e., Gates Foundation), Department of Correction contracts, Running Start and International Student contracts.

Spending. In terms of expenditures:

- Appropriations for the system's capital budget are primarily spent to maintain, repair, renovate existing facilities or to design and build new or replacement buildings. During the past ten years, the Legislature has provided about \$300 million a biennium to support the system's capital budget. At the time of this writing, the Legislature is poised to provide almost \$500 million in the 2021-23 biennium for capital projects.
- On average, colleges spend 85 percent of their operating funds on employee salary and benefit costs. The remainder is spent on goods and services, interest payments and miscellaneous other operating costs. Instruction represents the largest program area of expenditure at 44 percent of state funds, followed by Institutional support (leadership, HR/payroll, accounting) at 21 percent and Student Services at 12 percent.

Reserves. To ensure students have a quality, uninterrupted educational experience, colleges must be able to save for new initiatives and major purchases, respond to emergencies and unforeseen expenses, bridge cash flow needs, mitigate volatility in funding and economic cycles, and maintain their capital and equipment assets.

By nature, reserves are one-time funds that should not be relied on to cover ongoing expenses. Reserves are often used to:

- Cover large, unexpected expenses;
- Keep the college financially solvent when funds are disrupted;
- Respond to natural disasters and provide emergency repairs;
- Upgrade equipment and technology;
- Match funds for capital or grant-funded projects;
- Cover additional scope or unanticipated costs above the contingency in state funded projects;
- Fund short-term, start-up costs for new programs and initiatives.

In addition to the amount a college needs for financial solvency, most reserve funds are restricted for specific uses by law. That is, they are committed to pay for things such as financial aid and scholarships, grants, contracts, debt service on capital projects and student services or activities. Student fees, such as technology fees, are maintained in reserves but can be used only for their express purpose and are not fungible.

¹ Tuition rates are set through the Washington State's College Affordability Act which provides for automatic tuition increases based upon a 14-year measure of inflation, the median family wage.

Local trustees set reserve policies as part of their fiduciary responsibilities to ensure the financial stability of their college. Policy requirements differ based on the unique needs and strategic plans of each college. In 2020, Washington's community and technical colleges had a collective total of \$237 million in all board-required reserves, about 10 percent of total expenditures. The Government Finance Officers Association recommends community colleges maintain a minimum of 10 percent of unrestricted general operating funds in reserve.

Fiscal Health: A set of measures have long been in use to measure patterns and trends in a colleges' fiscal health. In January 2020, a system workgroup was pulled together to review existing financial health measures, identify additional measures and develop training for college presidents and business officers. The workgroup confirmed the usefulness of the existing measures, developed a fiscal health checklist and identified an additional fiscal health measure that colleges could calculate locally – a kind of “home-test.” The professional development program was presented to the presidents in July 2020 and to business officers in October 2020.

In general, the fiscal health measures compare a college's fiscal data to an average (a system average or an average based on college size). They include: local funds operating margin, tuition revenue per student, the ratio of reserves to operating expenditures and the ratio of operating revenue to debt. Through workgroup and system discussions, the two measures found to be most useful were longitudinal:

- **Five-Year Net Change in Local Funds Cash and Investments.** This measure tracks the year-end balance of local funds cash and investments over a five-year period. It is intended to monitor for unhealthy trends. While it is not uncommon for colleges to use substantial portions of reserves for one-time needs, a continuing trend of decreasing reserves could be a signal of impending fiscal problems.
- **Five-Year Average Operating Margin.** This measure calculates the net margin over a five-year period. The advantage of a multi-year analysis is that one-time expenditures or temporary program losses do not reflect negatively on decisions made from a longer-term perspective. Additionally, a negative margin over a five-year period may indicate a serious problem for the college to build or maintain adequate reserves.

Funding stability – additional options

Since most college funding comes from a state appropriation and tuition collections, colleges are vulnerable to economic shifts.

- When the economy is bad, state funding reductions may be partially offset by increased tuition collections – as students attend colleges to retool their skills for the changing job market. This is the typical pattern, even though the need for college programs and job preparation is the often greatest during the time state revenues decline.
- When the economy is good, state funding is typically maintained and may be improved, through receipt of new funding for salary increases, new programs and/or initiatives. However, enrollment and tuition collections decrease as more students opt to work.

While the countercyclical enrollment pattern has become “the rule,” it remains unclear if or when enrollments will rebound in the pandemic-based situation.

Staff recently studied college funding practices across the country and explored new opportunities for Washington colleges that might stabilize funding to support student success and economic revitalization. Information came from a review of current articles, interviews with leaders from national organizations supporting colleges, and Washington presidents and chancellors with career experience in other states.

While similar, college funding has many variations throughout the United States. The primary sources are state appropriation, student tuition and fees, and local taxes. Colleges have successfully developed relevant and innovative programs within their communities that generate revenue, ranging from ancillary businesses such as conference facilities to technology incubators to workforce and customized training programs.

Study respondents described funding models with which they have worked, discussed their effectiveness in hedging economic shifts, and identified successful strategies for generating additional college revenue. For the most part, they found Washington’s appropriation and allocation methodology satisfactory. While funding on some dimensions ranks low nationally, there is general belief that Washington’s colleges have good legislative support,

Respondents consistently noted five options that could potentially generate additional support for Washington students and strengthen local workforces, along with their strengths and weaknesses. These included:

- Advanced partnerships with businesses and/or their associations to provide training.
- Tuition-setting authority or authority to set differential tuition rates based upon program costs or expected income.
- Local taxing authority.
- Legislatively directed or dedicated new funding streams.
- Use of headcount, rather than full-time equivalent students, for funding to equalize support dollars for students.

Potential questions

- How do colleges get and spend their funding?
- How different are the colleges in terms of their funding and spending?
- How are the colleges’ fiscal health?
- Given recent success with securing Legislative support and funding for the community and technical colleges, is there a need to look for alternative sources of funding?
- What are the pros and cons related to diversifying college system funding sources to include, for example, taxing authority? Tuition setting?

Next Steps



This is an initial conversation on funding and funding alternatives. Additional resources for colleges will produce more and better-prepared graduates that contribute to their local economies and civic life, raise healthier and more educated children, and build a richer future for their region. A strategic investment in community colleges is one of the most powerful ways to help the United States emerge more vital now and in the years after the pandemic.

Conversations on funding alternatives that could bring more financial diversity and stability to the college system and help colleges better serve their students and communities will continue as we work to achieve the goals established in the Strategic Plan.

Policy Manual Change Yes No

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STUDY SESSION

May 5, 2021

Tab 3

2021-23 Operating Budget Decision Points

Brief Description

The Legislature completed the 2021 session April 25, on an entirely different note than it began. As the revenue picture improved continually from November to March, the state operating budget went from one expected to include major cuts to the largest biennial budget in state history. The final Legislative budget for the community and technical colleges includes nearly all of the new investments that were in both the House and Senate budgets. The total state investment for next biennium is \$1.89 billion, a 4.3 percent increase over the current biennium. (**Attachment A:** Budget comparisons)

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

Legislative operating and capital appropriations to the State Board for Community and Technical Colleges are the foundation for the system's operation. State resources provide the means to make progress on our goals.

Background information and analysis

Background on State Board Allocations to Districts

RCW 28B.50.090 authorizes the State Board to receive state funds for the college 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.

In 2016, the State Board adopted a new allocation model that made significant changes to the methods for funding college districts. Since then, there have been several consistent categories of funding within the allocation to districts. Below is a refresher on those categories:

I. Within the allocation model

- Performance - Measured by the Student Achievement Initiative.
- Base enrollments - Calculated by district based on a three-year rolling average of actual enrollments.
- Priority enrollments - Four categories of student FTE receive an additional 30% weight for funding purposes. The four categories include students enrolled in: Basic Education for Adults, Science, Technology, Engineering or Math (STEM) courses, upper-division applied baccalaureate courses, and courses addressing the mid-level "skills gap" as identified by the Workforce Training and Education Coordinating Board.
- Minimum operating allocation – Per college base allocation of \$2.85 million.

II. Outside the allocation model, also known as “Safe Harbor”:

- Legislative proviso – Language in the budget bill that places conditions and limitations on the use of appropriations.
- Earmarks of the State Board – Funds identified by the State Board for specific purposes.
- Annual budget increases for compensation and facilities are held in Safe Harbor for four years. After four years, the first year of increases is distributed through the allocation model and another year of increases enters Safe Harbor.
- Program- or population-specific funds identified by the State Board, such as Opportunity Scholarship funding

Operating Budget Decision Points

The May State Board meeting provides a chance to discuss the key additions to the operating budget, but a final allocation for next fiscal year (July 1, 2021 to June 30, 2022) will come to the Board at its June meeting.

Budget Item	Amount	Description
Tuition Rate	2.8%	The 2021-22 tuition rate ceiling was recently published by the Office of Financial Management. Statute ties the tuition rate to median family wages. Due to a significant increase in wages last year, the tuition rate may be increased up to 2.8%. The Board will want to discuss recommendations from the college system and the pros and cons of increasing tuition.
Guided Pathways	\$5.8M	An additional \$5.8 million for Guided Pathways will allow the colleges to take greater strides in their reforms. The Board may wish to consider whether the new funds should be allocated in the same way as the original appropriation.
Job Skills Funding	\$5M	This very popular program provides incumbent worker training in partnership with employers. The Board may wish to consider whether there are strategic partnerships or initiatives that should be considered by our program director.
Career Launch Enrollments & High Demand Enrollments	\$1M each	These funds will help expand enrollments currently in demand. Funds will likely be administered through a competitive process managed by State Board staff. Board members may wish to discuss these funds in light of the role the colleges play in economic recovery from the pandemic.

Emergency Assistance Grants for students	\$4M	A significant increase in funding was provided for Student Emergency Assistance Grants (HB 1839 2019). This will allow the pilot project to spread across the state to all colleges.
Anti-Racist Curriculum Review	\$750,000	These funds will expand the grant-funded pilot currently focused on English 101.
Bills funded in the budget	Over \$10 million	Two high profile bills on diversity in higher education (Senate bills 5194 and 5227) passed the Legislature and have associated funding to increase the number of full-time faculty, provide more diversity training, conduct campus climate assessments, create mental health pilots and other activities. Other bills funded in the budget include: Emergency Assistance Grants (RCW 28B.50.295) Mental Health Pilot Programs (included in E2SSB 5194) Students Experiencing Homelessness (SHB 1166) Menstrual Products (ESHB 1273) Postsecondary Ed and Internet (2SHB 1044)

Potential questions

- How do these new investments help the State Board advance its priorities?
- Are there connections the State Board wants to make between these new items and its strategic plan?

Recommendation/preferred result

No formal action is needed at this meeting. The discussions will help staff prepare a final allocation for action in June.

Policy Manual Change Yes No

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2021-23 Biennial Budget Community & Technical College System

Including State General Fund, Education Legacy Account and
Workforce Education Investment Account

Dollars in Thousands

	SBCTC	Governor	Senate	House	Conference
Budget Items	Biennial Total	Biennial Total	Biennial Total	Biennial Total	Biennial Total
Total Carry Forward Level	1,812,182	1,812,182	1,812,182	1,812,182	1,812,182
I-732 COLA	27,270	24,654	20,891	20,891	20,891
M&O	2,465	2,465	887	887	887
Maintenance Level Changes	30,479	28,399	17,298	10,322	10,322
Funding at Maintenance Level	1,842,661	1,840,581	1,829,480	1,822,504	1,822,504
Compensation Items			-		
Compensation Items Subtotal	0	(109,348)	(2,428)	(756)	7,079
New Policy Investments					
Equitable Recovery - Anti-Racist Curriculum Review	15,545	17,500	0	1,500	1,500
Equitable Recovery - Virtual Technology Improvements	30,606	5,800	0	5,800	0
Workforce Development - Job Skills	10,000	10,000	10,000	10,000	10,000
Workforce Development - Worker Retraining	3,895	0	0	0	0
Workforce Development - High Demand	12,213	2,000	2,000	2,000	2,000
Workforce Development - Career Launch		2,000	2,000	2,000	2,000
Guided Pathways - Additional Funding			15,876	15,876	15,876
SB 5194 - Equity & Access in Higher Ed			15,848	0	15,848
SB 5227 - Diversity/Higher Education			3,325	0	3,167
Running Start Data			20	0	10
Emergency Assistance Grants (1893)				14,000	8,000
Mental Health Pilot Programs				1,850	0
Students Experiencing Homelessness (SHB 1166)				1,032	1,032
Menstrual Products (ESHB 1273)				700	350
Postsecondary Ed and Internet (2SHB 1044)				107	107
Subtotal	72,259	(72,048)	46,641	54,109	67,172
2021-23 Total Proposed Budget	1,914,920	1,768,533	1,876,121	1,876,613	1,889,676
<i>Percent Change from Carry Forward Level</i>	5.7%	-2.4%	3.5%	3.6%	4.3%

STUDY SESSION ITEM

May 5, 2021

Tab 4

Legislative update

Brief Description

The board will be updated on results from the 2021 legislative session.

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

Identifying possible changes to state law that result in improved service delivery to students supports four system goals:

- **Enrollment, Completion and Equity:** When legislative goals are met, community and technical colleges have the resources to maintain open doors and promote student success to completion.
- **Advocacy:** To accomplish the college system legislative goals, State Board members, staff, and system leaders are engaged with the legislature and policy makers to support colleges in promoting student success.

Background information and analysis

The primary focus entering the 2021 legislative session is a sustainable operating budget for the college system and the capital budget request.

As COVID-19 continues to damage our state and widen economic and racial divides, our community and technical colleges are uniquely positioned to build a healthy and inclusive economy—to pull people and businesses through this crisis stronger than they were before. We train students of all ages and backgrounds for real-time job opportunities and upskill workers for businesses as they rebound from the recession. Our 2021-23 operating budget request will help Washingtonians in local communities recover and thrive, especially those most affected by the pandemic.

Investing in capital projects at community and technical colleges will stimulate local economies across Washington. The projects will create healthy and safe facilities where people of ages and backgrounds can learn skills for a tight and changing job market.

For the fifth year SBCTC had two legislative interns. This year the students were Da'Mea Birdsong, a student at Whatcom Community College and Sydney Sharp, a student at Skagit Valley College. Both students contributed to legislative efforts by tracking legislation, testifying on bills, and informing fellow students across the state throughout the legislative session.

The legislature adjourned at the end of the 105-day legislative session on April 25. The session proved to be largely positive for the community and technical college system.

Policy Issues

State Board request legislation:

[HB 1176](#) - Removing school districts' ability to withhold grades and transcripts of students.

- If a student owes a fine or fee to a school district and the payment of that fine prevents a college from receiving that student's grades or transcripts, the owed fine or fee would no longer be a barrier for a college to gain access in order to place a student in the proper classes.
- Passed the legislature and delivered to the Governor on April 22.

Other issues in the 2021 legislative session for discussion:

- Budget priorities
 - Operating Budget
 - Capital Budget
- SB 5194 – Equity at Community & Technical Colleges
 - Passed the legislature on April 21
- SB 5227 – Equity in Higher education
 - Passed the legislature on April 21
- SB 5323 – Salary freeze and furloughs
 - Failed to move out of Ways & Means Committee in the Senate
- Complete bill status report (**Attachment A**)

Current 2021 legislative statistics:

- 88 bills tracked by our agency
- Numerous legislative one-on-one appointments completed by system representatives
- 72 system representatives and SBCTC staff testified 51 times before House and Senate committees

Potential questions

- Does the State Board have feedback or questions about legislative issues and progress towards meeting system wide legislative goals?

Recommendation/preferred result

The State Board is asked to provide feedback on legislative issues.

Policy Manual Change Yes No

Prepared by: Arlen Harris, legislative director
aharris@sbctc.edu

Bill Status Report: April 27, 2021

High Priority Bills

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
						2/24: Passed House (96/0/2) 4/10: Passed Senate (25/24/0) 4/15: House refused to concur on Senate amendments 4/20: Senate receded from amendments Final Passage (32/17/0)
2SHB 1028	Residency teacher cert.	Jamilyn Penn	Bergquist	Support	Del to Gov	4/22: Delivered to the Governor
2SHB 1033	Employment training program	Peter Guzman	Leavitt	Support	Del to Gov	3/3: Passed House (97/0/1) 4/11: Passed Senate (47/1/1) 4/20: Delivered to the Governor
2SHB 1044	Prison to postsecondary ed.	Pat Seibert-Love	Leavitt	Support w/Concerns	Del to Gov	2/25: Passed House (96/2/0) 4/9: Passed Senate (28/20/1) 4/14: House concurred on Senate amendments Final Passage (59/37/2) 4/22: Delivered to the Governor
SHB 1080	Capital budget 2021-2023	Wayne Doty	Tharinger	Support w/Concerns	Del to Gov	4/2: Passed House (98/0/0) 4/23: Passed Senate (49/0/0) 4/26: Delivered to the Governor
ESHB 1176	Student fines and fees	Troy Goracke	Paul	Support	Del to Gov	2/24: Passed House (77/20/1) 4/6: Passed Senate (25/23/1) 4/15: House concurred on Senate amendments Final Passage (58/40/0) 4/22: Delivered to the Governor
ESSB 5084	State gen. obligation bonds	Wayne Doty	Frockt	Support	Del to Gov	4/23: Passed Senate (49/0/0) 4/24: Passed House (96/2/0) 4/26: Delivered to the Governor
ESSB 5092	Operating budget	Cherie Berthon	Rolfes	Support	Del to Gov	4/1: Passed Senate (27/22/0) 4/3: Passed House (57/41/0) 4/14: Conference Committee appointed 4/25: House Final Passage (57/40/1) 4/25: Senate Final Passage (27/22/1) 4/26: Delivered to the Governor

Bill Status Report: April 27, 2021

High Priority Bills (continued)

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
E2SSB 5194	Higher ed. equity & access	Cherie Berthon	Liias	Support w/Concerns	Del to Gov	3/8: Passed Senate (30/19/0) 4/9: Passed House (60/38/0) 4/19: Senate concurred on House amendments Final Passage (30/19/0) 4/26: Delivered to the Governor
E2SSB 5227	Diversity, etc./higher ed.	Ha Nguyen	Randall	Support	Del to Gov	3/3: Passed Senate (35/14/0) 4/9: Passed House (67/31/0) 4/19: Senate concurred on House amendments Final Passage (32/17/0) 4/26: Delivered to the Governor
SSB 5401	CTC computer science degrees	Jamilyn Penn	Nguyen	Support	Del to Gov	3/2: Passed Senate (48/0/1) 4/7: Passed House (96/2/0) 4/20: Delivered to the Governor

Medium Priority Bills

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
SHB 1016	Juneteenth	Ha Nguyen	Morgan	Support	Del to Gov	2/25: Passed House (89/9/0) 4/9: Passed Senate (47/1/1) 4/20: Delivered to the Governor
E2SHB 1073	Paid leave coverage	Julie Huss	Berry	Neutral	Del to Gov	3/3: Passed House (56/40/2) 4/7: Passed Senate (29/20/0) 4/13: House concurred on Senate amendments Final Passage (56/42/0) 4/16: Delivered to the Governor
EHB 1121	Graduation reqs/emergency	Troy Goracke	Santos	Support w/Concerns	C 7 L 21	1/27: Passed House (85/11/2) 2/16: Passed Senate (45/2/2) 2/25: Delivered to Governor
SHB 1166	College students pilot	Jessica Porter	Leavitt	Support	Del to Gov	2/26: Passed House (73/22/3) 4/7: Passed Senate (41/8/0) 4/13: Delivered to the Governor
SHB 1170	Manufacturing	Marie Bruin	Boehnke	Support	Del to Gov	3/9: Passed House (96/0/2) 4/7: Passed Senate (48/0/1) 4/13: Delieverd to the Governor

Bill Status Report: April 27, 2021

Medium Priority Bills (continued)

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
ESHB 1273	Menstrual products/schools	Jennifer Dellinger	Berg	Support	Del to Gov	2/25: Passed House (91/7/0) 4/10: Passed Senate (43/5/1) 4/14: House concurred on Senate amendments Final Passage (85/12/1) 4/22: Delivered to the Governor
HB 1289	Winery workforce development	Arlen Harris	Chambers	Support	Del to Gov	3/8: Passed House (91/6/1) 4/3: Passed Senate (45/1/3) 4/13: House concurred on Senate amendments Final Passage (91/7/0) 4/22: Delivered to the Governor
SHB 1302	College in the high school	Jamie Traugott	Berg	Neutral	Del to Gov	2/23: Passed House (97/0/1) 4/7: Passed Senate (49/0/0) 4/13: Delivered to the Governor
EHB 1311	SUD apprenticeships/certs	Peter Guzman	Bronoske	Support	Del to Gov	2/12: Passed House (85/11/2) 4/3: Passed Senate (46/0/3) 4/12: House concurred on Senate amendments Final Passage (87/11/0) 4/22: Delivered to the Governor
ESHB 1336	Public telecomm. service	Grant Rodeheaver	Hansen	Support	Del to Gov	2/23: Passed House (60/37/1) 4/11: Passed Senate (27/22/0) 4/23: House concurred on Senate amendments Final Passage (65/32/1) 4/26: Delivered to the Governor
ESHB 1368	Federal funding/COVID-19	Scott Copeland	Ormsby	Support	C 3 L 21	2/1: Passed House (61/36/1) 2/10: Passed Senate (47/2/0) 2/19: Signed by Governor
SHB 1425	CTC student scholarships	Scott Copeland	Taylor	Support	Del to Gov	2/25: Passed House (98/0/0) 4/3: Passed Senate (46/0/3) 4/16: House refused to concur on Senate amendments 4/19: Senate receded from amendments Final Passage (37/12/0) 4/22: Delivered to the Governor

Bill Status Report: April 27, 2021

Medium Priority Bills (continued)

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
E2SHB 1477	National 988 system	Joe Holliday	Orwall	Support	Del to Gov	3/17: Passed House (78/18/2) 4/19: Passed Senate (27/22/0) 4/21: House refused to concur on Senate amendments. Conference Committee appointed 4/24: Senate Final Passage (27/22/0) 4/24: House Final Passage (71/25/2) 4/26: Delivered to the Governor
E2SHB 1504	Workforce ed. investment act	Carolyn McKinnon	Chopp	Neutral	Del to Gov	3/3: Passed House (62/34/2) 4/10: Passed Senate (31/18/0) 4/14: House concurred on Senate amendments Final Passage (60/37/1) 4/22: Delivered to the Governor
SB 5021	Retirement benefits/furlough	John Boesenberg	Hunt	Support	C 12 L 21	2/23: Passed Senate (29/20/0) 3/24: Passed House (65/32/1) 4/7: Signed by Governor
2SSB 5214	Economic assistance programs	Jennifer Dellinger	Nguyen	Support	Del to Gov	3/3: Passed Senate (29/19/1) 4/6: Passed House (85/13/0) 4/19: Senate concurred on House amendments Final Passage (31/18/0) 4/26: Delivered to the Governor
ESSB 5226	License suspensions/traffic	Peter Guzman	Salomon	Support	Del to Gov	3/8: Passed Senate (33/16/0) 4/10: Passed House (80/17/1) 4/15: Senate concurred on House amendments Final Passage (34/14/1) 4/26: Delivered to the Governor
E2SSB 5237	Child care & early dev. exp.	Jennifer Dellinger	Wilson, C.	Support	Del to Gov	3/6: Passed Senate (28/21/0) 4/8: Passed House (62/36/0) 4/19: Senate refuses to concur on House amendments, Conference Committee appointed 4/22: House Final Passage (65/22/1) 4/22: Senate Final Passage (27/22/0) 4/26: Delivered to the Governor

Bill Status Report: April 27, 2021

Medium Priority Bills (continued)

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
						3/4: Passed Senate (31/17/1) 4/7: Passed House (60/38/0) 4/20: Senate refuses to concur on House amendments 4/22: House receded from amendments Final Passage (60/37/1)
ESSB 5321	College bound scholarship	Scott Copeland	Nobles	Support	Del to Gov	4/26: Delivered to the Governor
SB 5431	Leg. internship scholarship	Scott Copeland	Randall	Support	C 108 L 21	2/26: Passed Senate (47/0/2) 4/5: Passed House (95/3/0) 4/16: Signed by the Governor

Low Priority Bills

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
HB 1009	Student health plans	Joe Holliday	Thai	Neutral	Del to Gov	2/23: Passed House (57/40/1) 4/2: Passed Senate (29/19/1) 4/13: Delivered to the Governor
HB 1023	Predesign requirements	Wayne Doty	Steele	Neutral	Del to Gov	2/26: Passed House (95/0/3) 4/5: Passed Senate (48/0/1) 4/13: Delivered to the Governor
ESHB 1054	Peace officer tactics, equip	Arlen Harris	Johnson, J.	Neutral	Del to Gov	2/26: Passed House (54/43/1) 4/6: Passed Senate (27/22/0) 4/14: House refused to concur on Senate amendments, Conference Committee appointed 4/23: Senate Final Passage (28/20/1) 4/23: House Final Passage (55/42/1) 4/26: Delivered to the Governor
HB 1087	Family/med leave continuity	Julie Huss	Berry	Neutral	Del to Gov	2/3: Passed House (96/0/2) 4/6: Passed Senate (46/2/1) 4/13: Delivered to the Governor
HB 1119	Low-cost course material/bac	Boyoung Chae	Jacobsen	Support w/Concerns	Del to Gov	2/12: Passed House (96/0/2) 4/9: Passed Senate (48/0/1) 4/13: Senate concurred on Senate amendments Final Passage (97/1/0) 4/20: Delivered to the Governor

Bill Status Report: April 27, 2021

Low Priority Bills (continued)

Title	Bill Title	Assigned To	Sponsor	Position	Bill Status	Notes
						3/9: Passed House (96/0/2) 4/9: Passed Senate (49/0/0) 4/22: House concurred on Senate amendments Final Passage (97/0/1)
2SHB 1168	Long-term forest health	Marie Bruin	Springer	Support	Del to Gov	4/26: Delivered to the Governor
E2SHB 1274	Cloud computing solutions	Carolyn McKinnon	Hackney	Neutral	C 40 L 21	3/29: Passed Senate (48/1/0) 2/25: Passed House (96/2/0) 4/14: Signed by the Governor
						2/23: Passed House (92/5/1) 4/6: Passed Senate (40/9/0) 4/12: House concurred on Senate amendments Final Passage (90/8/0)
SHB 1356	Native American names, etc.	Joe Holliday	Lekanoff	Neutral	Del to Gov	4/22: Delivered to the Governor
						2/23: Passed Senate (48/1/0) 4/5: Passed House (68/30/0) 4/14: Senate concurred on House amendments Final Passage (32/16/1)
ESSB 5115	Health emergency/labor	Julie Huss	Keiser	Neutral	Del to Gov	4/26: Delivered to the Governor
						3/3: Passed Senate (49/0/0) 4/5: Passed House (75/23/0) 4/15: Senate concurred on House amendments Final Passage (46/2/1)
SB 5299	Computer science/HS grad.	Bill Moore	Wellman	Neutral	Del to Gov	4/26: Delivered to the Governor
						3/9: Passed Senate (48/1/0) 4/9: Passed House (97/0/1) 4/15: Senate concurred on House amendments Final Passage (47/1/1)
SB 5430	Advanced tuition payment prg	Scott Copeland	Mullet	Neutral	Del to Gov	4/26: Delivered to the Governor
						2/24: Passed Senate (49/0/0) 4/6: Passed House (83/15/0) 4/15: Senate concurred on House amendments Final Passage (478/0/1)
ESSB 5432	Cybersecurity/state gov.	Grant Rodeheaver	Carlyle	Neutral	Del to Gov	4/26: Delivered to the Governor

STUDY SESSION ITEM

May 5, 2021

Tab 5

ctcLink Funding Workgroup Update

Brief Description

During its March 24, 2021 meeting, the State Board received an initial briefing on the funding needs of the ctcLink system, the community and technical college system's administrative and student software system. That discussion primarily provided history and background on the near-term funding needs for the ctcLink project and the ongoing funding needs for support services once colleges have migrated to the new system.

During this briefing, information will be shared on the activities and discussions undertaken by a system workgroup tasked with developing recommendations that address current and future funding needs. This briefing is intended to prepare State Board members to act on funding recommendations anticipated to be made during the June 23-24, 2021 Board meeting.

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

Providing the fiscal resources needed to support student and college migration and use of a modern information technology system is crucial to the efficient and effective operation of the community and technical colleges.

Background information and analysis

History and background information on the ctcLink project and support staffing was shared with State Board members in March 2021. Essentially, there are near-term and long-term funding concerns that need to be addressed to continue progress made in deploying and supporting the ctcLink system.

- By design, the ctcLink project is funded entirely by colleges foregoing a percentage of their tuition collections¹. Although the project is on budget and on schedule, enrollment decreases caused by COVID-19 have resulted in significant revenue declines that have deepened and extended an anticipated 2019 and 2020 cashflow problem addressed and believed resolved in 2017.
- As the system has gained experience on the day-to-day service needs of the 17 colleges now operating on ctcLink, it's timely to review and improve a long-term fiscal plan to ensure colleges have the support needed as they migrate to and manage operations in the ctcLink environment.

A workgroup was formed and tasked with developing recommendations. Workgroup membership includes college presidents, business and information technology officers, and experts from the

¹ Tuition was not increased to pay for the ctcLink project. As a result of budget reductions made by the Legislature, tuition was increasing and college system leadership agreed to set aside a portion of the increase to fund this project.

human resource, student, and finance pillars. State Board staff support the workgroup's efforts. Through weekly meetings, the workgroup has identified and explored funding options and, at the time of this writing, are continuing to develop recommendations. The workgroup's recommendations will be considered by the college presidents and may form the basis of their recommendation to the State Board.

ctcLink Project: The project is funded through colleges setting aside four percent of their tuition collections. Since spring quarter 2020, sharp declines in enrollments and tuition collections due to COVID-19, have resulted in significant enrollment and tuition revenue declines. This situation has resulted in a cashflow shortfall for the project that is anticipated to continue through much of next year².

As the COVID-19 situation evolved quickly and it became clear that there would not be a quick return to "normalcy," the funding gap was bridged through loans made by the State Board.³ Paying back the loans and filling the remaining projected shortfall is expected to cost approximately \$9.1 million. After considering multiple options, the workgroup plans to recommend to the college presidents that each district dedicate an amount equal to 5.7 percent of the institutional portion of the American Rescue Plan funds (total of \$9.1M) to close the funding gap and reimburse the State Board for loans made to the project in Fiscal Years 2021 and 2022. The basis for this recommendation includes:

- The American Rescue Plan allocation methodology relies upon federal student data and relies upon some of the same factors used by the system for allocating funds and costs, like student full-time equivalents (FTE) and headcount.
- Colleges can attribute the costs to revenue losses related to COVID-19, consistent with federal guidance issued for expending American Rescue Plan funds.
- Application of a common percentage (approximately 5.7 percent) represents a clean, consistent approach across colleges.
- While the contribution amount is based upon a percent of the American Rescue Plan funds attributable to lost revenue, colleges have the flexibility to use other fund sources if it makes sense for their institutions.

This recommendation was shared with college business officers on April 14 and is scheduled to be discussed with college presidents for a first reading during their April 29, 2021 meeting. Based on feedback, the recommendation may be revised before being voted on by college presidents during their June 4-5, 2021 meeting. The plan is to bring a recommendation from the college presidents to the State Board for consideration and action during its June 23-24 meeting.

ctcLink Customer Support: Ongoing staffing support for colleges that have migrated to ctcLink is currently funded through an allocation to the State Board of nine million dollars from funds appropriated by the Legislature. In 2019, prior to Deployment Group 2, nine positions were added. Until Fiscal Year 2020, this appropriation was sufficient to fund staff support for both the Legacy and ctcLink systems. Anticipating the need for additional staff support as Deployment Groups 3 and 4

² The ctcLink project is scheduled to be completed in spring 2022.

³ Funds for the loans were available through the proceeds from the sale of the IT building in Bellevue in 2017. The original plan was to use those funds to help the hire and/or training staff to support the more complex ctcLink system. However, most of those funds have now been loaned to the project to fill the revenue shortfall.

migrated, the support structure was reorganized⁴ and 14 new positions were added through use of approximately \$1.8 million in agency reserves. In preparation for Deployment Groups 5 and 6 and having all 34 colleges and the State Board operating on the ctcLink system, an additional 36 employees are needed. After full system deployment, the State Board will have 92 staff⁵ dedicated to providing support for the system's ctcLink system in areas that include direct customer support, application maintenance and development, security, data management, training, and management.

At the time of this writing, the Staffing Plan has been reviewed by the presidents' IT committee and the ctcLink funding workgroup. The recommendation was shared with the colleges' IT directors on April 22 and is scheduled to be discussed with all the presidents in late April. The workgroup supports the plan, with the understanding that it should be reviewed periodically as the State Board and colleges gain experience using the ctcLink system. Costs for the additional staffing approximates \$6.4 million. Discussions continue as to how best to fund the plan.

An additional cost to operating the ctcLink system is related to annual software licensing and vendor support. For Fiscal Year 2021, these costs approximate \$7.6 million and are distributed to college districts based on share of student and employee headcounts. The workgroup is considering including these costs with the additional staffing costs to have a single, streamlined approach to paying central community and technical college IT costs.

As noted above, the new funds needed to fully fund the staffing plan approximates \$6.4 million for fiscal year 2022. When fully deployed, the full cost of managing and operating the ctcLink system, including licensing and vendor support, approximates \$23 million.

The workgroup continues its efforts to identify options for distributing the new costs and, potentially, some of the existing costs. The workgroup plans to share an approach with college presidents on April 29, get feedback, and refine their recommendation in preparation for a June 3-4 action by college presidents. If approved, that recommendation would come to the State Board for consideration and action during its June 23-24, 2021 meeting.

Potential questions

- What is the total cost of operating the ctcLink system once fully implemented?
- How should the community and technical college system fund IT services support?
- How will recommendations to the State Board be developed?

Next Steps

State Board staff will continue to support the workgroup's efforts. As noted above, the intent is to have a first reading of the workgroup's recommendation by the college presidents on April 29. Staff will continue communication efforts with college business and information technology officers to

⁴ Up through 2020, the functional pillar staff were integrated with the policy areas that they supported (Finance and Human Capital were assigned to the Business Operations Division and Campus Solutions staff were assigned to the Education Services Division). Moving the Training team from the project to customer support resulted in seven additional positions providing direct support. These teams were brought into a single customer service unit in 2020.

⁵ In 2008, when the State Board assumed responsibility for managing the community and technical colleges information technology systems, 90 employees were working in support of the Legacy system.



help ensure college presidents are positioned to act on a recommendation during their June 3-4 meeting. A recommendation for action by the State Board is planned for its meeting June 23-24, 2021.

Policy Manual Change Yes No

Prepared by: John Boesenberg, deputy executive director, business operations
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CONSENT ITEM (RESOLUTION 21-05-12)

May 6, 2021

Tab 6a

Approval of 2021-22 state board meeting dates

Brief Description

The State Board adopts a schedule of regular meetings each fiscal year for publication in the *Washington State Register*. Meetings are held approximately seven times per year on community and technical college campuses and at the State Board offices at intervals of six to eight weeks. Locations rotate among all 34 colleges, balancing visits on the east and west sides of the state. During legislative sessions, meetings are held in or near Olympia.

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

The two-day meetings include a study session on the first day designed to provide board members with an in-depth discussion about policy issues and a regular business meeting on the second day when action items are addressed. The proposed meeting schedule is designed to align properly with the Board's current Strategic Plan.

Background information and analysis

The following schedule of State Board meetings is proposed for 2021-22:

August 25-27, 2021, State Board Retreat
October 20-21, 2021
December 1-2, 2021
February 2-3, 2022
March 30-31, 2022
May 4-5, 2022
June 29-30, 2022

Potential questions

Are there any concerns with the proposed dates?

Recommendation/preferred result

It is recommended that the State Board adopt Resolution 21-05-12 approving its schedule of meeting dates and locations for 2021-22 for publication in the *Washington State Register*.

Policy Manual Change Yes No

Prepared by: Beth Gordon, executive assistant
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**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 20-05-12**

A resolution relating to the 2021-22 State Board meeting schedule.

WHEREAS the State Board adopts its meeting schedule for the fiscal year for publication in the *Washington State Register*;

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges has agreed upon the following meeting dates and locations for 2021-22:

August 25-27, 2021, State Board Retreat
October 20-21, 2021
December 1-2, 2021
February 2-3, 2022
March 30-31, 2022
May 4-5, 2022
June 29-30, 2022

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 schedule, as necessary, for actions taken by the governor, legislature, externally imposed restrictions or guidelines, and unanticipated changes in state or federal law.

APPROVED AND ADOPTED on 05/06/2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

**WAC 131-28-030 Waiver of tuition and fees for ~~needy or~~
~~disadvantaged~~ students who demonstrate financial need.** Pursuant

Commented [SC1]: remove

Commented [SC2]: new language

to authority granted by RCW 28B.15.740, the boards of trustees of community and technical college districts are authorized to waive all or part of tuition and services and activities fees for ~~needy~~ students who demonstrate financial need. Provided,

Commented [SC3]: remove

Commented [SC4]: new language

That the students shall qualify for such waiver under criteria set forth in WAC 131-28-040 through 131-28-045.

[Statutory Authority: Chapter 28B.15 RCW. WSR 16-02-087, § 131-28-030, filed 1/5/16, effective 2/5/16. Statutory Authority: Chapters 28B.15 and 28B.50 RCW. WSR 95-13-070, § 131-28-030, filed 6/20/95, effective 7/21/95. Statutory Authority: RCW 28B.15.502. WSR 89-14-037 (Order 116, Resolution No. 89-16), § 131-28-030, filed 6/29/89. Statutory Authority: RCW 28B.15.502 and 28B.15.740. WSR 82-22-023 (Order 94, Resolution No. 82-37), § 131-28-030, filed 10/26/82. Statutory Authority: RCW 28B.15.530. WSR 80-08-045 (Order 83, Resolution No. 80-29), § 131-28-030, filed 6/30/80; Order 47, § 131-28-030, filed 9/12/75; Order 38, § 131-28-030, filed 4/22/75; Order 11, § 131-28-030, filed 7/22/71; Order 7, § 131-28-030, filed 6/12/70.]

WAC 131-28-040 Criteria for determining eligibility for waiver of tuition and fees under RCW 28B.15.740. Waiver of

tuition and services and activities fees under RCW 28B.15.740(1) shall be based upon the determination that the student ~~is a "needy student"~~ demonstrates financial need under a method of need analysis approved by the United States Department of Education for determining awards for federal student financial aid programs or a method adopted by the state board specifically for the purposes of this section, except as provided in WAC 131-28-045.

[Statutory Authority: Chapters 28B.15 and 28B.50 RCW. WSR 95-13-070, § 131-28-040, filed 6/20/95, effective 7/21/95. Statutory Authority: RCW 28B.15.502. WSR 89-14-037 (Order 116, Resolution No. 89-16), § 131-28-040, filed 6/29/89. Statutory Authority: RCW 28B.15.740. WSR 86-22-026 (Order 110, Resolution No. 86-42), § 131-28-040, filed 10/30/86. Statutory Authority: RCW 28B.15.502 and 28B.15.740. WSR 82-22-023 (Order 94, Resolution No. 82-37), § 131-28-040, filed 10/26/82. Statutory Authority: Chapter 34.04 RCW and WAC 1-12-065. WSR 79-07-070 (Order 74, Resolution No. 79-20), § 131-28-040, filed 6/28/79; Order 47, § 131-28-040, filed 9/12/75; Order 11, § 131-28-040, filed 7/22/71; Order 7, § 131-28-040, filed 6/12/70.]

WAC 131-28-045 Procedure for implementing tuition and fee waivers authorized pursuant to RCW 28B.15.740. (1) Community

Commented [SC5]: remove

Commented [SC6]: new language

and technical colleges may waive the tuition and service and activities fees for ~~(needy)~~ resident students ~~(who demonstrate financial need)~~ under the provisions of RCW 28B.15.740. The amount that can be waived under this provision is limited by the waiver limits set forth in RCW 28B.15.910.

Commented [SC7]: remove

Commented [SC8]: new language

(2) In addition, colleges may waive up to three-quarters of one percent of the estimated gross collection of tuition and service and activities fees for other students. These waivers are not to be awarded based on participation in intercollegiate athletics. The estimated gross collection of tuition and service and activities fees shall be based on budgeted, state supported, annual average enrollment, after deducting the portion of the gross amount which is attributed to the difference between resident and nonresident tuition and fees.

[Statutory Authority: Chapter 28B.15 RCW. WSR 16-02-087, § 131-28-045, filed 1/5/16, effective 2/5/16. Statutory Authority: Chapter 28.50 [28B.50] RCW. WSR 98-22-062, § 131-28-045, filed 11/2/98, effective 12/3/98. Statutory Authority: Chapters 28B.15 and 28B.50 RCW. WSR 95-13-070, § 131-28-045, filed 6/20/95, effective 7/21/95. Statutory Authority: RCW 28B.15.502. WSR 89-14-037 (Order 116, Resolution No. 89-16), § 131-28-045, filed 6/29/89. Statutory Authority: RCW 28B.15.740. WSR 86-22-026

(Order 110, Resolution No. 86-42), § 131-28-045, filed 10/30/86.
Statutory Authority: RCW 28B.15.502 and 28B.15.740. WSR 82-22-
023 (Order 94, Resolution No. 82-37), § 131-28-045, filed
10/26/82. Statutory Authority: RCW 28B.15.530. WSR 80-08-045
(Order 83, Resolution No. 80-29), § 131-28-045, filed 6/30/80.
Statutory Authority: RCW 28B.15.520, 28B.15.525, and 28B.15.530.
WSR 78-06-058 (Order 70, Resolution No. 78-24), § 131-28-045,
filed 5/24/78; Order 47, § 131-28-045, filed 9/12/75.]

WAC 131-28-026 Tuition charges for certain ungraded

courses. (1) The state board shall designate ungraded courses. These courses may be offered at tuition rates that differ from the standard rates set by WAC 131-28-025. Ungraded shall mean courses not categorized by level of instruction and may be assigned degree credit or letter grades.

(2) Ungraded courses shall meet the following qualifications:

(a) The course has a specialized purpose in that it is intended to meet the unique educational needs of a specific category or group of students.

(b) The course is offered for the purpose of providing the individual student with a discrete skill or basic body of knowledge that is intended to enhance potential for initial or continued employment, parenting skills or retirement.

(c) The course cannot be administered as a contract course pursuant to WAC 131-28-027, 131-32-010, or 131-32-020.

(d) The course is not one specifically or primarily intended to satisfy requirements for receiving a high school diploma.

(3) Colleges may establish the amount of waiver for the following ungraded courses:

(a) Farm management and small business management;

(b) Emergency medical technician and paramedic continuing education;

(c) Retirement;

(d) Industrial first aid offered to satisfy WISHA and approved by the department of labor and industries;

(e) Journeyperson training in cooperation with joint apprenticeship and training committees;

(f) Parenting education including, but not limited to, cooperative preschool programs.

(4) The waiver amounts for the following ungraded courses shall conform with the following schedule:

(a) Adult basic education, English ~~(as a second)~~ language ~~(acquisition)~~, ~~(GED preparation)~~ high school equivalency test: An amount to be established by the state board.

(b) Courses offered for the purpose of satisfying related or supplemental educational requirements for apprentices registered with the Washington state apprenticeship council or

- Commented [SC1]: Remove
- Commented [SC2]: New language added
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- Commented [SC4]: New language added

federal Bureau of Apprenticeship and Training: A college shall waive one-half of the standard per credit tuition and services and activities fee. The college may convert the credit hour charge to a rounded amount per clock hour. Colleges may deduct the tuition owed from training contracts with apprentice organizations.

(5) Students taking both regular and ungraded courses will be charged separately for the courses.

(6) Application of this section shall be subject to administrative procedures established by the state director with respect to maximum credit values of such ungraded courses, curriculum, or any unique circumstances related to enrollment in such courses.

(7) Ungraded course fees received pursuant to this section shall be accounted for and deposited in local college operating fee accounts established in RCW 28B.15.031.

(8) Ungraded course fees may be paid by the sponsoring entity rather than an individual student.

[Statutory Authority: Chapter 28B.15 RCW. WSR 16-02-087, § 131-28-026, filed 1/5/16, effective 2/5/16. Statutory Authority: RCW 28B.15.069. WSR 12-14-020, § 131-28-026, filed 6/22/12,

effective 7/23/12. Statutory Authority: Chapter 28B.50 RCW. WSR 05-14-070, § 131-28-026, filed 6/30/05, effective 7/31/05; WSR 04-11-027, § 131-28-026, filed 5/11/04, effective 6/11/04; WSR 03-19-050, § 131-28-026, filed 9/10/03, effective 10/11/03; WSR 98-22-062, § 131-28-026, filed 11/2/98, effective 12/3/98.

Statutory Authority: Chapters 28B.15 and 28B.50 RCW. WSR 96-03-049, § 131-28-026, filed 1/12/96, effective 1/12/96; WSR 95-13-070, § 131-28-026, filed 6/20/95, effective 7/21/95. Statutory Authority: RCW 28B.15.502 and 1992 c 231, 232 and 238. WSR 92-14-033 (Order 139, Resolution No. 92-06-39), § 131-28-026, filed 6/23/92, effective 7/24/92. Statutory Authority: RCW 28B.15.502. WSR 91-21-011 (Order 133, Resolution No. 91-49), § 131-28-026, filed 10/4/91, effective 11/4/91. Statutory Authority: RCW 28B.50.090 (7) (d) and (10), 28B.50.851, 28B.15.502(4), 28B.15.522, 28B.50.140(3) and 1990 c 29. WSR 90-20-009 (Order 122, Resolution Nos. 90-42 and 90-43), § 131-28-026, filed 9/20/90, effective 10/21/90. Statutory Authority: RCW 28B.15.502. WSR 89-14-037 (Order 116, Resolution No. 89-16), § 131-28-026, filed 6/29/89. Statutory Authority: RCW 28B.15.502 and 28B.15.740. WSR 82-22-023 (Order 94, Resolution No. 82-37), § 131-28-026, filed 10/26/82. Statutory Authority: RCW 28B.15.502. WSR 82-11-035 (Order 93, Resolution No. 82-16), § 131-28-026, filed 5/11/82. Statutory Authority: RCW 28B.15.500 as amended by chapter 257, Laws of 1981. WSR 81-19-060 (Order 89, Resolution No. 81-65), § 131-28-026, filed 9/14/81. Statutory Authority: Chapter 34.04 RCW and WAC 1-12-065. WSR 78-07-064 (Order 71, Resolution No. 78-29), § 131-28-026, filed

6/30/78; Order 63 and Emergency Order 64, § 131-28-026, filed
9/13/77, effective 9/13/77; Order 25, § 131-28-026, filed
4/22/74, effective 7/1/74.]

WAC 131-36-050 Definitions. For the purposes of chapter 131-36 WAC, the following definitions shall apply:

(1) "Fund" shall mean the institutional financial aid fund established by RCW 28B.15.820.

(2) "Current federal methodology" shall mean the method of determining financial need as prescribed by the United States Department of Education.

(3) "Loan guarantor" shall mean the Washington student loan guaranty association or its successor agency authorized to guarantee educational loans in Washington granted pursuant to 20 U.S. Code Section 1071.

(4) "Operational" shall mean that the institution has been approved as a lender and is eligible to provide loans guaranteed by the Washington student loan guaranty association successor agency.

(5) ~~"Needy student"~~ "Eligible student" is defined in RCW 28B.92.030(3).

(6) "Other institutional financial aid" shall be defined as locally administered, need-based institutional employment, tuition and fee scholarships, or grants.

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[Statutory Authority: RCW 28B.15.820. WSR 16-11-016, § 131-36-050, filed 5/6/16, effective 6/6/16; WSR 09-06-046, § 131-36-050, filed 2/25/09, effective 3/28/09. Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-012, § 131-36-050, filed 7/2/98, effective 8/2/98. Statutory Authority: 1981 c 257. WSR 81-19-113 (Order 90, Resolution 81-66), § 131-36-050, filed 9/23/81.]

WAC 131-36-055 Use of fund. Moneys in this fund shall be used for student financial aid:

- (1) Long-term loans;
- (2) Short-term loans; or
- (3) Locally administered need-based grants, tuition

scholarships and institutional employment programs for ~~needy,~~
resident students who demonstrate financial need, or a financial
aid program for high school students enrolled in a dual credit
program to cover expenses including, but not limited to,
tuition, fees, course materials, and transportation. The moneys
in this fund shall not be used for college operating expenses.
[Statutory Authority: RCW 28B.15.820. WSR 16-11-016, § 131-36-055, filed 5/6/16, effective 6/6/16; WSR 09-06-046, § 131-36-055, filed 2/25/09, effective 3/28/09. Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-012, § 131-36-055, filed 7/2/98, effective 8/2/98.]

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WAC 131-36-100 Eligibility. (1) Long-term loans and other institutional financial aid to ~~(needy)~~ students who demonstrate financial need shall be made only to students who qualify as residents for tuition purposes under RCW 28B.15.012 (2) (a) through (e) or to align with federal guidelines and are enrolled for at least three credit hours of instruction or the equivalent.

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Commented [SC6]: New language added

(2) Priorities for use of other institutional financial aid shall be given to:

(a) ~~Needy~~ ~~single~~ students who demonstrate financial need and have accumulated excessive educational loan burdens;

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(b) ~~Needy~~ ~~single~~ parents who are students with demonstrated financial need for educational expenses, including child care and transportation;

Commented [SC9]: Change to capital S

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(c) Other eligible ~~(needy)~~ students who demonstrate financial need; and

Commented [SC11]: Remove

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(d) ~~Needy dual credit~~ ~~enrolled dual~~ credit students who demonstrate financial need for tuition, fees, course materials, and transportation.

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(3) Short-term loans may be made to any student enrolled in the institution.

(4) For long-term and short-term loans, institutions must have ample evidence that students have the capability of repaying the loan within the time frame specified by the institution.

(5) No individual shall be eligible for long-term loans, short-term loans or other institutional financial aid for ~~needy~~ students who demonstrate financial need if currently in default or delinquent in the payment on any educational loan or who owes a repayment on any federal or state grant.

[Statutory Authority: RCW 28B.15.820. WSR 16-11-016, § 131-36-100, filed 5/6/16, effective 6/6/16; WSR 09-06-046, § 131-36-100, filed 2/25/09, effective 3/28/09. Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-012, § 131-36-100, filed 7/2/98, effective 8/2/98. Statutory Authority: 1981 c 257. WSR 81-19-113 (Order 90, Resolution 81-66), § 131-36-100, filed 9/23/81.]

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Commented [SC17]: New language added

~~Chapter 131-47 WAC~~
~~PROJECT EVEN START~~

Commented [SC1]: Repeal entire chapter

Last Update: 7/2/98

~~WAC~~

~~131-47-010 Authority.~~

~~131-47-015 Purpose.~~

~~131-47-020 Public policy goals of project even start.~~

~~131-47-025 Project even start Definition.~~

~~131-47-030 Child development knowledge Definition.~~

~~131-47-035 Other eligible program components Definition.~~

~~131-47-040 Eligible grantee Definition.~~

~~131-47-045 Eligible parents Definition.~~

~~131-47-050 Basic skills Definition.~~

~~131-47-055 Standardized test Definition.~~

~~131-47-060 Transportation Definition.~~

~~131-47-065 Child care Definition.~~

~~131-47-070 Directly necessary activities Definition.~~

~~131-47-075 Indirect expenditures Definition.~~

~~131-47-080 Assurance of nonsupplanting Program standard.~~

~~131-47-085 Assurance of cooperation with the department of social and health services regarding public assistance reports Program standard.~~

~~131-47-090 Assurance to submit annual evaluation report to the state board for community and technical colleges.~~

~~131-47-095 Reporting requirements.~~

~~131-47-100 Request for even start project grants to the state board for community and technical colleges.~~

~~131-47-105 Assurance of cooperation with state auditor.~~

~~131-47-110 Assurance of service to targeted groups.~~

~~131-47-125 Even start advisory committee.~~

~~131-47-130 Duties of even start advisory committee.~~

~~131-47-135 Preference for existing programs before developing new programs.~~

~~131-47-140 Coordination of programs.~~

~~131-47-145 Evaluation criteria for project even start.~~

~~131-47-150 Performance standards for project even start.~~

~~131-47-155 Administrative expenditures.~~

~~131-47-160 Liability insurance.~~

~~131-47-165 Bonding.)~~

Commented [SC2]: Repeal all chapter sections

~~**DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER**~~

~~131-47-115 Priority groups. [Statutory Authority: Chapters~~

~~28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-~~

~~19-079, § 131-47-115, filed 9/15/93, effective~~

~~10/16/93.] Repealed by WSR 98-15-003, filed 7/2/98,~~

~~effective 8/2/98. Statutory Authority: Chapter~~

~~28B.50 RCW.~~

~~131-47-120 Date of receipt of even start project proposals.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50~~

~~RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-120,~~

~~filed 9/15/93, effective 10/16/93.] Repealed by WSR~~

~~98-15-003, filed 7/2/98, effective 8/2/98. Statutory~~

~~Authority: Chapter 28B.50 RCW.~~

~~**WAC 131-47-010 Authority.** The authority for this chapter is chapter 28A.610 RCW which authorizes the state board for community and technical colleges to promulgate rules for the establishment and administration of project even start. [Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-010, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-015 Purpose.** The purpose of this chapter is to set forth policies and procedures for the administration of project even start, including the establishment of eligibility criteria for the award of grants to eligible grantees. [Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-015, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-020 Public policy goals of project even start.** The public policy goals of project even start are to:~~

- ~~(1) Recognize that parents can be the most effective teachers for their children.~~

~~(2) Provide parents with low literacy skills with opportunities to acquire basic skills and child development knowledge that will enhance their ability to assist and support their children in the learning process.~~

~~(3) Enhance children's learning experiences in the formal education environment by providing children with the motivation and positive home environment which contributes to enhanced academic performance.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-020, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-020, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-025 Project even start Definition.** As used in this chapter, the term "project even start" means a program primarily designed to provide parents with low literacy skills with basic skills instruction and which may include instruction in child development knowledge and other eligible program components as provided in WAC 392-315-030.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-025, filed 7/2/98, effective 8/2/98. Statutory Authority:~~

~~Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-025, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-030 Child development knowledge Definition.** As used in this chapter, the term "child development knowledge" means information about characteristics of child growth, including differences in development, and the role of child-parent interaction in supporting the developmental process. [Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-030, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-035 Other eligible program components**
Definition. As used in this chapter, the term "other eligible program components" means one or more of the following:~~

- ~~(1) Transportation.~~
- ~~(2) Child care.~~
- ~~(3) Other activities and/or resources determined by the state board for community and technical colleges to be directly necessary activities to accomplish the purpose of project even start.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-035, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-040 Eligible grantee Definition.** As used in this chapter, the term "eligible grantee" means any public agency or private nonsectarian program or organization.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-040, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-045 Eligible parents Definition.** As used in this chapter, the term "eligible parents" means one or more parents, which may be a biological or foster parent, a guardian, or a person with whom a child resides, and who meets the following two part test:~~

~~(1) Demonstrates low literacy skills, i.e., has less than a ninth grade ability in one or more basic skill areas.~~

~~(2) Has a child enrolled in one of the following programs:~~

~~(a) State early childhood education and assistance program.~~

~~(b) Federal head start program.~~

~~(c) State or federally funded elementary school i.e., grades K-8 basic skills program serving students who have scored below the national average of the basic skill areas of reading, language arts, or mathematics.~~

~~(d) A cooperative nursery e.g., preschool or day care at a community or technical college.~~

~~(e) A bilingual education/ESL program which includes children who are eligible for programs listed in (a) through (d) of this subsection.~~

~~(f) A program that serves children with special needs who are eligible for programs listed in (a) through (d) of this subsection.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-045, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-045, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-050 Basic skills Definition.** As used in this chapter, the term basic skills means the ability to read, write, and speak in English, compute, and solve problems at levels of proficiency necessary to function on the job and in society, to~~

achieve one's goals, and to develop one's knowledge and potential.

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-050, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-050, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-055 Standardized test Definition.** As used in this chapter, the term "standardized test" means any recognized test of adult basic skills and/or ESL that has received the prior approval of the state board for community and technical colleges and the adult education advisory council.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-055, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-055, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-060 Transportation Definition.** As used in this chapter, the term "transportation" means transport of the eligible parents or children thereof provided directly by the eligible grantee or reimbursed by such eligible grantee pursuant to the allowances provided in WAC 392-141-190(2).~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-060, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-065 Child care Definition.** As used in this chapter, the term "child care" means adult supervision of children of eligible parents provided directly by the eligible grantee or reimbursed by such eligible grantee pursuant to a written contract either with the provider of the day care or with the eligible parent.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-065, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-070 Directly necessary activities Definition.** As used in this chapter, the term "directly necessary activities" means reasonable services and activities that are needed to remove barriers that inhibit participation of eligible parents in the even start project.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-070, filed 9/15/93, effective 10/16/93.]~~

~~WAC 131-47-075 Indirect expenditures Definition.~~ As used in this chapter, "indirect expenditures" means those expenditures for administration of the organization as well as support service, fiscal support, and maintenance of facilities. [Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-075, filed 9/15/93, effective 10/16/93.]

~~WAC 131-47-080 Assurance of nonsupplanting Program standard.~~ No application for an even start project grant shall be approved by the state board for community and technical colleges unless the authorized agent of the eligible grantee provides assurance to the state board for community and technical colleges of compliance with RCW 28A.610.030(4) i.e., "State funds . . . shall be used solely to expand and complement, but not supplant, federal funds for adult literary programs." [Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-080, filed 9/15/93, effective 10/16/93.]

~~WAC 131-47-085 Assurance of cooperation with the department of social and health services regarding public assistance reports Program standard. No application for an even start project grant shall be approved by the state board for community and technical colleges unless the authorized agent of the eligible grantee agrees to assist eligible parents in any reporting requirement of the department of social and health services related to compliance with RCW 28A.610.030(3) i.e., "fulfillment of . . . work and training obligation for the receipt of public assistance."~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-085, filed 9/15/93, effective 10/16/93.]~~

~~WAC 131-47-090 Assurance to submit annual evaluation report to the state board for community and technical colleges. No application for an even start project grant shall be approved by the state board for community and technical colleges unless the authorized agent of the eligible grantee agrees to submit an annual evaluation report containing the information requested by~~

~~the state board for community and technical colleges as outlined in the request for proposals.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-090, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-090, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-095 Reporting requirements.** Successful applicants for project even start will be required to report fiscal, program, and client data to state board for community and technical colleges upon request.~~

~~At a minimum, applicants are required to ensure that:~~

~~(1) Financial systems allow for effective control and accountability for all program funds, property, and other assets, including use for authorized purposes only.~~

~~(2) Accounting systems will meet and comply with generally accepted accounting principles. Transactions will be supported by source documentation which identifies the source and use of the contract funds.~~

~~(3) The agency records management system provides for systematic accumulation, filing, retention of appropriate~~

~~records; all contract documentation of accountability and an inventory of nonexpendable items. Included are vouchers, receipts; materials and equipment cost; facilities usage; and, general indirect costs.~~

~~(4) Program and client data are available at a minimum on a quarterly basis. Attendance records are kept on all participants.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-095, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-095, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-100 Request for even start project grants to the state board for community and technical colleges.** Any eligible grantee may submit a request to the state board for community and technical colleges for an even start project grant. Such request must be reviewed and approved by the governing board of the requesting public or private agency and shall include the assurances required by WAC 392-315-075, 392-315-080, and 392-315-085.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-100, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-105 Assurance of cooperation with state**~~

~~auditor. No application for an even start project grant shall be approved by the state board for community and technical colleges unless the authorized agent or eligible grantee agrees to provide written assurance that an audit will be permitted if deemed appropriate by the state auditor.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-105, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-110 Assurance of service to targeted groups.**~~

~~No application for an even start project grant shall be approved by the state board of community and technical colleges unless the authorized agent or eligible grantee agrees to provide written assurance that even start programs will serve one or more of the following groups:~~

- ~~(1) Single heads of household.~~

~~(2) Parents of early childhood education assistance program (ECEAP) participants.~~

~~(3) Parents of federal head start program participants.~~

~~(4) Recipients of funds from the temporary assistance for needy families program.~~

~~(5) Ethnic minorities.~~

~~(6) Parents who are below the ninth grade literacy level.~~

~~(7) Parents of children with special needs.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-110, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-110, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-125 Even start advisory committee.** An advisory committee composed of at least ten representatives from citizens and groups within the state having an interest in family literacy shall make recommendations to the state board for community and technical colleges and the adult education advisory council on the administration and operation of project even start, including the need to change any statute or rule affecting family literacy programs.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-125, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-125, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-130 Duties of even start advisory committee.**~~

~~The even start advisory committee shall select subcommittees of not more than seven members of the committee, or individuals approved by the committee to:~~

~~(1) Evaluate requests for proposals and make recommendations for funding to the state board for community and technical colleges, including the need for the state board for community and technical colleges to negotiate the terms, conditions, or funding of any grant proposal. Members of the selection subcommittee will not be from commissions, agencies, organizations, or schools which have submitted even start proposals and must not personally benefit from the outcome of the selection process.~~

~~(2) Make recommendations to the state board for community and technical colleges and the adult education advisory council on the administration and operation of project even start,~~

~~including the need to change any statute or rule affecting family literacy programs.~~

~~(3) Develop the bylaws that govern the activities of the advisory committee.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-130, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-130, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-135 — Preference for existing programs before developing new programs.** In accordance with RCW 28A.610.040, "before developing and funding new adult literacy programs to carry out the purposes of project even start.", the state board for community and technical colleges shall fund the existing adult literacy programs and parent related programs which meet the conditions established in this chapter and are offered by the following agencies:~~

- ~~(1) Common schools.~~
- ~~(2) Community and technical colleges.~~
- ~~(3) Community based, nonprofit organizations.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-135, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-135, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-140 Coordination of programs.** Even start programs shall coordinate their services with programs that enroll the participants' children and programs that serve adult literacy. Such coordination is essential so that:~~

~~(1) Parents can practice and receive feedback and guidance on the ways they interact with their children.~~

~~(2) Parents can take advantage of the resources and services offered by both the children's program and the program.~~

~~(3) Parents can continue to gain support from adult and child programs after their period of active involvement in the even start program is completed.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-140, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-140, filed 9/15/93, effective 10/16/93.]~~

~~WAC 131-47-145 Evaluation criteria for project even start.~~

~~Proposals for even start funds shall be evaluated according to the following criteria:~~

~~(1) The applicant's likely success in meeting the goals of this program;~~

~~(2) The need for literacy, basic skills, and child development instruction for illiterate and semiliterate parents of young children in the geographical area served by the applicant. All proposals must contain data which identify the estimated number of males and females to be served, the estimate of limited English-speaking adults and ethnic minorities to be enrolled, the number of anticipated public assistance recipients to be served, and the number of anticipated percentage of participants with children enrolled in early childhood education and assistance programs (ECEAP) and head start programs;~~

~~(3) The applicant's plan for evaluating the effect of the program on both the parent participants and their preschool or school aged children;~~

~~(4) The cost-effectiveness of the program, and the reasonableness of the budget;~~

~~(5) The applicant's administrative capability; and~~

~~(6) The applicant's ability to meet the even start~~

~~indicators of program quality as approved by the even start advisory committee.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-145, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-145, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-150 Performance standards for project even**~~

~~**start.** Programs proposed under project even start shall:~~

~~(1) Reflect instructional methods, staffing patterns,~~

~~curricula, and utilization of resources which reflect current research in adult learning theory, first and second language literacy acquisition, the role of parents in the child's acquisition of language, and effective parenting skills;~~

~~(2) Be sensitive to the social, cultural, and ethnic~~

~~differences of the participants, and shall respond to those differences in the program design;~~

~~(3) Offer adult services at least ten hours per week for a minimum of ten weeks and for at least thirty weeks within a fifty-two week period;~~

~~(4) Meet the even start indicators of program quality as approved by the even start advisory committee.~~

~~[Statutory Authority: Chapter 28B.50 RCW. WSR 98-15-003, § 131-47-150, filed 7/2/98, effective 8/2/98. Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-150, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-155 Administrative expenditures.**~~

~~Administration expenditures (i.e., direct and indirect) for programs funded under project even start may not exceed ten percent of the total grant awarded.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-155, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-160 Liability insurance.**~~ The state board for

~~community and technical colleges assumes no liability with respect to bodily injury, illness, accident, theft, or any other damages or losses concerning persons or property, or involving~~

~~the applicant's equipment or vehicles. Successful applicants who are nonpublic entities shall have the responsibility of providing adequate insurance coverage to protect against legal liability arising out of activities.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-160, filed 9/15/93, effective 10/16/93.]~~

~~**WAC 131-47-165 Bonding.** Every officer, director, or employee of a nonpublic entity who is authorized to act on behalf of the applicant or any subcontractor for the purpose of receiving or depositing funds into program accounts or issuing financial documents, checks, or other instruments of payment for program costs will be bonded to provide protection against loss.~~

~~[Statutory Authority: Chapters 28A.610 and 28B.50 RCW and RCW 28B.50.915. WSR 93-19-079, § 131-47-165, filed 9/15/93, effective 10/16/93.]~~

Commented [SC3]: Repeal all chapter sections

~~Chapter 131-49 WAC~~

~~REGULATIONS FOR THE ADMINISTRATION OF THE DISPLACED
HOMEMAKER PROGRAM~~

~~(Formerly chapter 250-44 WAC)~~

Commented [SC1]: Repeal entire chapter

Last Update: 10/8/08

~~WAC~~

~~131-49-010 Purpose.~~

~~131-49-020 Program administration.~~

~~131-49-030 Advisory committee.~~

~~131-49-040 Definitions.~~

~~131-49-050 Utilization of available contract funds.~~

~~131-49-060 Eligibility to apply for contracts.~~

~~131-49-070 Calendar and closing dates for applications and
awards.~~

~~131-49-080 Content of application.~~

~~131-49-090 Standards to be met by applicants.~~

~~131-49-100 Required assurances.~~

~~131-49-110 Criteria for selection of contracts to be awarded.~~

~~131-49-120 Procedure for selection of contracts to be awarded.~~

~~131-49-130 Incorporation of applications in contracts.~~

~~131-49-140 Length of contract periods.~~

~~131-49-150 Amendment of contracts.~~

~~131-49-160 Eligible expenditures and matching requirements.~~

~~131-49-170 Payments under approved contracts.~~

~~131-49-180 Withholding of contract payments.~~

~~131-49-190 Accounting, reporting, and records retention requirements.~~

~~131-49-200 Program audits.)~~

Commented [SC2]: Repeal entire chapter

~~**WAC 131-49-010 Purpose.** The Displaced Homemaker Act, chapter 28B.04 RCW establishes guidelines under which the state board for community and technical colleges shall contract to establish both multipurpose service centers and programs of service to provide necessary training opportunities, counseling and services for displaced homemakers so that they may enjoy the independence and economic security vital to a productive life. This chapter is promulgated by the board to establish necessary regulations for the operation of the displaced homemaker program.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-010, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-010, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-010, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-010, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-010, filed 8/17/79.]~~

~~**WAC 131-49-020 Program administration.** Responsibility for all aspects of administration of the displaced homemaker program, subject to these regulations, shall be vested in the executive director of the board.~~

~~[WSR 07-23-089, recodified as § 131-49-020, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, § 250-44-020, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-020, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-020, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-020, filed 8/17/79.]~~

~~WAC 131-49-030 Advisory committee.~~ (1) The executive director shall establish an advisory committee, to be known as the displaced homemaker program advisory committee.

(2) The advisory committee shall be advisory to the executive director and staff of the board, and is intended to provide an effective and efficient means for the consultation required by sections 4 and 8 of the act.

(3) Members of the advisory committee shall include one person from each of the agencies listed in section 8 of the act, plus such other persons as the executive director deems necessary to provide adequate consultation and geographic and general public representation, but total advisory committee membership shall not exceed twenty-two persons. At least one member of the advisory committee shall either be or recently have been a displaced homemaker.

(4) Functions of the advisory committee shall be:

(a) To provide advice on all aspects of administration of the displaced homemaker program, including content of program rules, guidelines, and application procedures;

~~(b) To assist in coordination of activities under the act with related activities of other state and federal agencies, with particular emphasis on facilitation of coordinated funding. [WSR 07-23-089, recodified as § 131-49-030, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-030, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-030, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-030, filed 8/17/79.]~~

~~**WAC 131-49-040 Definitions.** Unless the context clearly requires otherwise, the definitions in this section apply throughout this chapter.~~

~~(1) "Act" means the Displaced Homemaker Act, chapter 28B.04 RCW, as amended.~~

~~(2) "Advisory committee" means the advisory committee established pursuant to WAC 131-49-030.~~

~~(3) "Appropriate job opportunities" means opportunities to be gainfully employed, as defined in subsection (9) of this section, in jobs which build upon all relevant skills and potential skills of the individual displaced homemaker,~~

~~including opportunities in jobs which in the past may not generally have been considered traditional for women.~~

~~(4) "Center" means a multipurpose service center as defined in subsection (10) of this section.~~

~~(5) "Board" means the state board for community and technical colleges.~~

~~(6) "Displaced homemaker" means an individual who:~~

~~(a) Has worked in the home for ten or more years providing unsalaried household services for family members on a full-time basis; and~~

~~(b) Is not gainfully employed;~~

~~(c) Needs assistance in securing employment; and~~

~~(d) Meets one of the following criteria;~~

~~(i) Has been dependent on the income of another family member but is no longer supported by that income; or~~

~~(ii) Has been dependent on federal assistance but is no longer eligible for that assistance; or~~

~~(iii) Is supported as the parent of minor children by public assistance or spousal support, but whose youngest child is within two years of reaching majority.~~

~~(7) "Executive director" means the executive director of the board.~~

~~(8) "Executive officer" of the sponsoring organization means the chief executive or senior officer of the organization.~~

~~(9) "Gainfully employed" means employed for salary or wages on a continuing basis and earning at least an amount equal to the standard of need established under RCW 74.04.770.~~

~~(10) "Multipurpose service center" means a center contracted for under the act, which either provides directly, or provides information about and referral to, each type of program of service as defined in subsection (14) of this section.~~

~~(11) "Objective" means a purpose of a program of service which can be quantified and for which objective measurements of performance can be established.~~

~~(12) "Displaced homemaker program" means the program of contracts for multipurpose service centers and programs of service for displaced homemakers authorized by the act.~~

~~(13) "Program" means a program of service as defined in subsection (14) of this section.~~

~~(14) "Program of service" means one of the specific services listed in subdivisions (a) through (g) of this subsection, and meeting the criteria set forth in the subdivision.~~

~~(a) Job counseling services, which shall:~~

~~(i) Be specifically designed for displaced homemakers;~~

~~(ii) Counsel displaced homemakers with respect to appropriate job opportunities (as defined in subsection (3) of this section); and~~

~~(iii) Take into account and build upon the skills and experience of a homemaker and emphasize job readiness as well as skill development.~~

~~(b) Job training and job placement services, which shall:~~

~~(i) Emphasize short-term training programs and programs which expand upon homemaking skills and volunteer experience and which prepare the displaced homemaker to be gainfully employed as defined in subsection (9) of this section;~~

~~(ii) Develop, through cooperation with state and local government agencies and private employers, model training and placement programs for jobs in the public and private sectors;~~

~~(iii) Assist displaced homemakers in gaining admission to existing public and private job training programs and opportunities, including vocational education and apprenticeship training programs; and~~

~~(iv) Assist in identifying community needs and creating new jobs in the public and private sectors.~~

~~(c) Health counseling services, including referral to existing health programs, which shall:~~

~~(i) Include general principles of preventative health care;~~

~~(ii) Include health care consumer education, particularly in the selection of physicians and health care services, including, but not limited to, health maintenance organizations and health insurance;~~

~~(iii) Include family health care and nutrition;~~

~~(iv) Include alcohol and drug abuse; and~~

~~(v) Include other related health care matters as appropriate.~~

~~(d) Financial management services, which shall:~~

~~(i) Provide information and assistance with respect to insurance, taxes, estate and probate problems, mortgages, loans and other related financial matters; and~~

~~(ii) Include referral, wherever feasible and appropriate, to public legal assistance programs staffed by attorneys.~~

~~(c) Educational services, which shall:~~

~~(i) Include outreach and information about courses offering credit through secondary or postsecondary education programs, and other reentry programs, including bilingual programming where appropriate; and~~

~~(ii) Include information about such other programs determined by the board to be of interest and benefit to displaced homemakers, and for which appropriate informational materials have been provided by the board.~~

~~(f) Legal counseling and referral services, which shall:~~

~~(i) Be limited to matters directly related to problems of displaced homemakers;~~

~~(ii) Be supplemental to financial management services as defined in subdivision (d) of this subsection; and~~

~~(iii) Emphasize referral, wherever feasible and appropriate, to public legal assistance programs staffed by attorneys.~~

~~(g) General outreach and information services with respect to federal and state employment, education, health, public assistance, and unemployment assistance programs which the board may determine to be of interest and benefit to displaced homemakers, and for which the board distributes appropriate informational materials.~~

~~(15) "Reaching majority" means reaching age eighteen.~~

~~(16) "Sponsoring organization" means a public institution, agency or governmental entity, or a chartered private nonprofit institution or organization which has legal authority to submit an application, enter into a contract, and provide the programs of service covered by the application, and which agrees to provide supervision and financial management to ensure compliance with the terms and conditions of the contract.~~

~~(17) "Training for service providers" means activities which provide training for persons serving the needs of displaced homemakers.~~

~~(18) "Statewide outreach and information services" means activities designed to make general outreach and information services for displaced homemakers available throughout Washington including but not limited to areas directly served by multipurpose service centers or other programs of service under the displaced homemaker program.~~

~~(19) "Subsistence" means support provided to, or paid to recipients for support services including all living expenses, child care, and transportation.~~

~~(20) "Performance indicators" means expected levels of services and outcomes as established by the executive director and made available in the application guidelines.~~

~~(21) "Initial contract" means a contract awarded based on a competitive process and the evaluation of an initial application.~~

~~(22) "Renewal contract" means a contract awarded to a current sponsoring organization for the ensuing biennium, based on the evaluation of a renewal application.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-040, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-040, filed 11/20/07, effective 11/20/07.]~~

~~Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, § 250-44-040, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-040, filed 7/31/87; WSR 85-10-022 (Order 1/85, Resolution No. 85-44), § 250-44-040, filed 4/23/85; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-040, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-040, filed 8/17/79.]~~

~~**WAC 131-49-050 Utilization of available contract funds.**~~

~~(1) The executive director shall issue contract application guidelines which shall establish criteria for specific utilization of available contract funds. The guidelines shall set forth:~~

~~(a) The maximum contract amount available for funding of a multipurpose service center.~~

~~(b) The maximum contract amount available for funding of a program or programs of service.~~

~~(c) A reservation of funds for contracts to provide statewide outreach and information services and/or training for service providers.~~

~~(2) At least two multipurpose service centers, each located in a highly populated area, shall be supported under the displaced homemaker program, provided adequate funds have been appropriated.~~

~~(3) Remaining funds shall be used for contracts selected to provide geographic dispersion of displaced homemaker multipurpose service centers and programs of service.~~

~~[WSR 07-23-089, recodified as § 131-49-050, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, § 250-44-050, filed 12/11/00, effective 1/11/01. Statutory Authority: RCW 28B.10.806 and chapter 28B.04 RCW as amended. WSR 95-07-087 (Order 95-02), § 250-44-050, filed 3/16/95, effective 4/16/95; WSR 93-07-061 (Resolution No. 93-8), § 250-44-050, filed 3/17/93, effective 4/17/93; WSR 91-14-009, § 250-44-050, filed 6/24/91, effective 7/25/91. Statutory Authority: Chapter 28B.04 RCW as amended. WSR 89-08-056 (Order 1-89, Resolution No. HECB 89-3), § 250-44-050, filed 3/31/89; WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-050, filed 7/31/87; WSR 85-10-022 (Order 1/85, Resolution No. 85-44), § 250-44-050, filed 4/23/85; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-050, filed 7/3/84; WSR 83-14-041 (Order 3/83, Resolution No. 83-66), § 250-44-050, filed 6/30/83; WSR 82-23-017 (Order 11/82, Resolution No. 83-21), § 250-44-050, filed 11/8/82; WSR 82-15-018 (Order 2-82, Resolution No. 82-54),~~

~~§ 250-44-050, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-050, filed 8/17/79.]~~

~~**WAC 131-49-060 Eligibility to apply for contracts.** Either an initial or renewal application for a contract to provide either a multipurpose service center or one or more programs of service for displaced homemakers or training for service providers may be submitted by a sponsoring organization, as defined in WAC 131-49-040(16).~~

~~(1) The board shall require appropriate documentation of the nonprofit status of an applicant that is nonpublic.~~

~~(2) Organizations that apply as a consortium shall submit a single application. The application shall be submitted by the sponsoring organization that will serve as fiscal agent for the consortium.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-060, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-060, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, § 250-44-060, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87,~~

~~Resolution No. 87-57), § 250-44-060, filed 7/31/87; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-060, filed 7/3/84. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-060, filed 8/17/79.]~~

~~**WAC 131-49-070 Calendar and closing dates for applications**~~

~~**and awards.** (1) Applications for both initial and renewal contracts to provide services to displaced homemakers shall be submitted by eligible organizations pursuant to WAC 131-49-040(16) by the date specified in the contract application guidelines.~~

~~(2) The executive director of the board shall approve awards of contracts, provided qualifying applications were received by the closing dates specified in the application guidelines.~~

~~(3) In the event that available funds for contracts under the act are not fully utilized after approval of contracts, the executive director shall either establish a new calendar for further consideration of applications and award of contracts, or award supplemental funds to existing centers and programs by~~

~~amendment of contracts in effect, or award supplemental funds for targeted displaced homemaker program initiatives.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-070, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-070, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-070, filed 12/11/00, effective 1/11/01. Statutory Authority: RCW 28B.10.806 and chapter 28B.04 RCW as amended. WSR 95-07-087 (Order 95-02), § 250-44-130, filed 3/16/95, effective 4/16/95; WSR 93-07-061 (Resolution No. 93-8), § 250-44-130, filed 3/17/93, effective 4/17/93; WSR 91-14-009, § 250-44-130, filed 6/24/91, effective 7/25/91. Statutory Authority: Chapter 28B.04 RCW as amended. WSR 89-08-056 (Order 1-89, Resolution No. HECB 89-3), § 250-44-130, filed 3/31/89; WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-130, filed 7/31/87; WSR 85-10-022 (Order 1/85, Resolution No. 85-44), § 250-44-130, filed 4/23/85; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-130, filed 7/3/84; WSR 83-14-041 (Order 3/83, Resolution No. 83-66), § 250-44-130, filed 6/30/83; WSR 82-23-017 (Order 11/82, Resolution No. 83-21), § 250-44-130, filed 11/8/82; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-130, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-130, filed 8/17/79.]~~

~~WAC 131-49-080 Content of application.~~ Both initial and renewal applications shall be submitted using the format and forms prescribed in the contract application guidelines.

~~[WSR 07-23-089, recodified as § 131-49-080, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-080, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-140, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-140, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-140, filed 8/17/79.]~~

~~WAC 131-49-090 Standards to be met by applicants.~~ In addition to eligibility as a public or nonprofit organization, each sponsoring organization shall be required to provide evidence of adequate staff or governing board provisions to provide administrative and financial management oversight services to ensure contract compliance.

~~[WSR 07-23-089, recodified as § 131-49-090, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-090, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04~~

~~RCW as amended. WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-070, filed 7/3/84. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-070, filed 8/17/79.]~~

~~**WAC 131-49-100 Required assurances.** No contract shall be awarded unless the sponsoring organization includes in its application the following assurances:~~

~~(1) No person in this state, on the grounds of sex, age, race, color, religion, national origin, or the presence of any sensory, mental, or physical handicap, shall be excluded from participating in, be denied the benefits of, or be subjected to discrimination under, any program or activity funded in whole or in part with funds made available under the act;~~

~~(2) The sponsoring organization shall actively seek to employ for all staff positions supported by funds provided under the act, and for all staff positions supported by matching funds under any contract, including supervisory, technical and administrative positions, persons who qualify as displaced homemakers;~~

~~(3) Services provided to displaced homemakers under the contract shall be provided without payment of any fees for the services: Provided, That the executive director may approve exceptions to this requirement upon determining that such exceptions would be in the best interest of displaced homemaker program objectives;~~

~~(4) First priority for all services provided under the contract shall be given to persons who qualify in all regards as displaced homemakers. Other persons in need of the services due to similar circumstances may be assisted if provision of such assistance shall not in any way interfere with the provision of services to displaced homemakers as defined in the act. The sponsoring organization shall include in its reports separate and distinct accountability for services to displaced homemakers and to other persons in need of the services;~~

~~(5) The sponsoring organization agrees to comply in full with the accounting and reporting requirements set forth in WAC 131-49-190 and such other accounting and reporting requirements as may be established by the executive director.~~

~~(6) The sponsoring organization agrees to participate in evaluation procedures, including the use of all specified uniform client classification forms for persons to whom services are provided, and specified uniform evaluation questionnaires;~~

~~(7) The sponsoring organization will actively seek to coordinate activities under the contract with related activities and services provided by other organizations;~~

~~(8) The sponsoring organization understands and agrees that payments from the board under the contract will be provided monthly or quarterly upon submission and approval of payment requests in a form and containing information specified by the executive director of the board, and that approval of payments shall be conditioned upon the executive director's determination that the sponsoring organization is in compliance with the terms of the contract and this chapter;~~

~~(9) The executive officer of the sponsoring organization has reviewed the application, including all assurances contained therein, and is authorized to submit the application and execute a contract in accordance with the application if it is approved by the board; and~~

~~(10) The executive director and staff of the board will be provided access to financial and other records pursuant to the contract.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-100, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-100, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-10-020, § 250-44-100, filed 4/23/01, effective 5/24/01; WSR 01-01-050, amended and recodified as § 250-44-100, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-090, filed 7/31/87; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-090, filed 7/3/84; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-090, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-090, filed 8/17/79.]~~

~~**WAC 131-49-110 Criteria for selection of contracts to be**~~

~~**awarded.** (1) Initial contracts. For each closing date established as specified in WAC 131-49-070, applications will be ranked competitively according to their performance with respect to:~~

~~(a) Size of the potential population to be served;~~

~~(b) Demonstrated need for the proposed services;~~

~~(c) Experience and capabilities of the sponsoring organization;~~

~~(d) Provisions for coordination of services with other organizations providing related services in the geographic area.~~

~~(2) The executive director shall develop a system for evaluating initial applications with respect to the above-stated criteria, and make available in the application guidelines a description of the system.~~

~~(3) Final selection of initial applications to be approved will be based upon both relative ranking on factors listed in subsection (1) of this section and appropriate geographic distribution.~~

~~(4) Renewal contracts. The sponsoring organization may be eligible to renew its contract for one ensuing biennium provided the sponsoring organization was in full compliance with the contract and performance indicators established by the executive director.~~

~~(5) The executive director shall develop a system for evaluating renewal applications and make available in the application guidelines a description of the system.~~
~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-110, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-110, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-10-020, § 250-44-110, filed 4/23/01, effective 5/24/01; WSR 01-01-050, amended and recodified as § 250-44-110, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-150, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-150, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-150, filed 8/17/79.]~~

~~**WAC 131-49-120 Procedure for selection of contracts to be awarded.** (1) Initial contracts. The following steps will be employed in screening and selection of applications to be approved for initial contracts:~~

~~(a) Applications will be screened for eligibility and completeness;~~

~~(b) A panel of application readers will be established, to consist of board staff members designated by the executive director, members of the advisory committee who are not members of the legislature or employees of sponsoring organizations, and such other persons as may be deemed appropriate by the executive director;~~

~~(c) Within each category of application as described in WAC 131-49-110(1), the panel of readers will evaluate and rank qualifying applications according to the system published in accordance with WAC 131-49-110(2);~~

~~(d) The advisory committee will consider evaluations prepared by the readers, and will develop a list of recommended approved applications to be awarded contracts;~~

~~(e) The list of recommended approved applications will be submitted to the executive director of the board for approval. Upon approval the executive director will award the contracts.~~

~~(2) Renewal contracts. The following steps will be employed in screening and selection of applications to be approved for renewal contracts:~~

~~(a) Applications will be screened for eligibility and completeness;~~

~~(b) In cooperation with the advisory committee, or a subset thereof, the board will evaluate qualifying applications in accordance with WAC 131-49-110(4) and develop a list of recommended approved renewal applications according to the system published in WAC 131-49-110(5);~~

~~(c) The list of recommended approved renewal applications shall be submitted to the executive director of the board for approval. Upon approval the executive director will award the renewal contracts.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-120, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-120, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-10-020, § 250-44-120, filed 4/23/01, effective 5/24/01; WSR 01-01-050, amended and recodified as § 250-44-120, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-160, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-160, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-160, filed 8/17/79.]~~

~~WAC 131-49-130 Incorporation of applications in contracts.~~

~~Each approved application will be incorporated into and made a part of the contract between the board and the sponsoring organization, to be signed by the executive director and the executive officer of the sponsoring organization.~~

~~[WSR 07-23-089, recodified as § 131-49-130, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, recodified as § 250-44-130, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-170, filed 7/31/87. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-170, filed 8/17/79.]~~

~~WAC 131-49-140 Length of contract periods. (1) Contract~~

~~periods for each contract awarded under the act shall be in accordance with each application proposal, subject to contract application guidelines issued by the executive director, but shall not begin before the starting date or extend beyond the end date of the upcoming biennium.~~

~~(2) An initial contract shall be awarded on a biennial basis.~~

~~(3) An initial contract may be renewed for one ensuing biennium provided the sponsoring organization was in full compliance with the contract and performance indicators established by the executive director.~~

~~[Statutory Authority: Chapter 28B.04 RCW. WSR 08-21-041, § 131-49-140, filed 10/8/08, effective 11/8/08. WSR 07-23-089, recodified as § 131-49-140, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-140, filed 12/11/00, effective 1/11/01. Statutory Authority: RCW 28B.10.806 and chapter 28B.04 RCW as amended. WSR 95-07-087 (Order 95-02), § 250-44-110, filed 3/16/95, effective 4/16/95; WSR 93-07-061 (Resolution No. 93-8), § 250-44-110, filed 3/17/93, effective 4/17/93; WSR 91-14-009, § 250-44-110, filed 6/24/91, effective 7/25/91. Statutory Authority: Chapter 28B.04 RCW as amended. WSR 89-08-056 (Order 1-89, Resolution No. HECB 89-3), § 250-44-110, filed 3/31/89; WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-110, filed 7/31/87; WSR 85-10-022 (Order 1/85, Resolution No. 85-44), § 250-44-110, filed 4/23/85; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-110, filed 7/3/84; WSR 83-14-041 (Order 3/83, Resolution No. 83-66), § 250-44-110, filed 6/30/83; WSR 82-23-017 (Order 11/82, Resolution No. 83-21), § 250-44-110, filed 11/8/82; WSR 82-15-018 (Order 2-82, Resolution No. 82-54),~~

~~§ 250-44-110, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-110, filed 8/17/79.]~~

~~**WAC 131-49-150 Amendment of contracts.** A contract may be amended by mutual agreement between the executive director and the executive officer of the sponsoring organization. [WSR 07-23-089, recodified as § 131-49-150, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, recodified as § 250-44-150, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-180, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-180, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-180, filed 8/17/79.]~~

~~**WAC 131-49-160 Eligible expenditures and matching requirements.** (1) Eligible expenditures include all operating expenses necessary to carry out the training, counseling, and referral services covered in the proposal, and to provide outreach activities related to the services, subject to the following limitations:~~

~~(a) No funds under the contract budgets shall be utilized to provide subsistence or stipends for recipients of the services provided.~~

~~(b) No funds under the contract budgets shall be utilized to pay for student tuition and fees for enrollment in education programs or courses except under specific prior approval by the executive director.~~

~~(c) All out-of-state travel or any subcontracts with other agencies or organizations, to be paid for with funds under contract budgets, must be specifically approved in advance by the executive director or the director's designee; and~~

~~(d) Formula allocations of overhead or other expenses of the sponsoring organization not directly related to the provision of the services covered by the contract shall not be included in the contract budget, but charges for direct services in support of the contract such as financial accounting services, printing services, transportation, etc., may be included.~~

~~(2) Although the contract budget shall not support subsistence, stipends, or tuition and fee payments (unless~~

~~approved in advance) for recipients of services under the contract, sponsoring organizations are encouraged wherever possible and appropriate to obtain and provide funds for such purposes from other sources.~~

~~(3) Matching requirements. At least thirty percent of the funding for each center or program supported by a contract under the act must be provided by the sponsoring organization, based on the original contract amount.~~

~~(a) Validation of the provision of required matching support shall be provided as required in each application.~~

~~(b) Matching may be provided either in the form of supplemental funds, from any source other than the contract under the act, to pay for services separately accounted for in carrying out the activities covered by the contract, or in the form of contributed services or contributions in kind also specifically and separately accounted for.~~

~~(c) Contributions in kind may include materials, supplies, chargeable services such as printing services or transportation, salaries and fringe benefit costs for paid employees of the sponsoring organization to the extent such employees work~~

~~directly in the provision of services under the contract or providing direct support such as secretarial or accounting support, and the equivalent value of contributed volunteer services on the same basis: Provided, That the dollar value of contributed volunteer services shall be calculated by determining the hourly rate for comparable paid positions for which the volunteer is fully qualified, and multiplying the hourly rate times the number of hours of service contributed.~~

~~[WSR 07-23-089, recodified as § 131-49-160, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-160, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-080, filed 7/31/87; WSR 84-14-084 (Order 2/84, Resolution No. 84-76), § 250-44-080, filed 7/3/84. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-080, filed 8/17/79.]~~

~~**WAC 131-49-170 Payments under approved contracts.**~~

~~Payments to sponsoring organizations under approved contracts for multipurpose service centers, programs of service, and~~

~~training for service providers shall be authorized and processed according to the following procedure:~~

~~(1) Payments will be made, one month at a time; unless less frequent payments are requested by the contractor.~~

~~(2) Sponsoring organizations will submit requests for payment on Invoice Voucher A 19-x form and to contain information specified by the executive director to include:~~

~~(a) Actual expenditures for request period;~~

~~(b) Expenditures listed by the following categories:~~

~~Personnel, travel, facilities, advertising, supplies/materials, communications, and other.~~

~~(3) Upon approval of the request for payment, and receipt of the quarterly report for the most recent completed quarter under the contract, the executive director will authorize disbursement of the funds.~~

~~(4) Requests for payments must be received in the board office at least two weeks prior to the requested payment date.~~

~~[WSR 07-23-089, recodified as § 131-49-170, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, recodified as § 250-44-170, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended.]~~

~~WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-120, filed 7/31/87; WSR 85-10-022 (Order 1/85, Resolution No. 85-44), § 250-44-120, filed 4/23/85; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-120, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution 80-4), § 250-44-120, filed 8/17/79.]~~

~~**WAC 131-49-180 Withholding of contract payments.** If the executive director determines that a sponsoring organization is not in compliance with contract provisions of this chapter, the executive director shall suspend payments under the contract and shall file a report with the board and with the sponsoring organization of the reason for suspension of payments. The sponsoring organization may correct the state of noncompliance or may appeal the executive director's determination to the board at its next regular meeting. If the executive director finds that any claimed expenditures under the contract are not eligible under this chapter, the executive director shall deduct such amounts from the next request for payment. The sponsoring organization may, through the executive director, request a~~

~~hearing on the executive director's decision before the board at its next regular meeting.~~

~~[WSR 07-23-089, recodified as § 131-49-180, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, amended and recodified as § 250-44-180, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-190, filed 7/31/87. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-190, filed 8/17/79.]~~

~~**WAC 131-49-190 Accounting, reporting, and records**~~

~~**retention requirements.** (1) Accounting. Sponsoring organizations shall maintain separate accounts for funds received under approved contracts and for matching funds expended and in-kind matching provided under such contracts. The accounting records shall include:~~

~~(a) Sufficient detail by object of expenditure to permit verification and reporting of expenditures according to object categories used in the budget format provided with the application; and~~

~~(b) Documentation of all expenditures charged to the contract or matching accounts, in the form of either;~~

~~(i) Direct charges supported by vouchers;~~

~~(ii) Journal vouchers for allocated portions of shared costs such as rental or communication costs, supported by explanations of allocation methods consistent with accounting practices generally used by the sponsoring organization; or~~

~~(iii) Records of actual time worked for persons not employed one hundred percent, but whose salary or wages are charged in part to the contract or matching account.~~

~~(2) Reporting. Sponsoring organizations shall:~~

~~(a) Provide quarterly reports to the executive director, in a format and containing information specified by the executive director, sufficient to provide:~~

~~(i) An evaluation of outreach and participation in the services provided under the contracts; and~~

~~(ii) An evaluation of performance under the contract.~~

~~(b) Maintain such records as are necessary to provide information contained in the reports.~~

~~(3) Records retention. Sponsoring organizations shall retain accounting and other supporting records until notified by the executive director of the completion of a program audit after the end of the contract period. This requirement is in addition to requirements of the state auditor's office applicable to public institutions and agencies.~~

~~[WSR 07-23-089, recodified as § 131-49-190, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW. WSR 01-01-050, recodified as § 250-44-190, filed 12/11/00, effective 1/11/01. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-100, filed 7/31/87. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-100, filed 8/17/79.]~~

~~**WAC 131-49-200 Program audits.** The executive director may arrange for a program audit, including review of accounts for expenditures under the contract, upon completion of the contract period. If any claimed expenditures are determined to be ineligible, the sponsoring organization shall be required to repay the amount of such ineligible expenditures.~~

~~[WSR 07-23-089, recodified as § 131-49-200, filed 11/20/07, effective 11/20/07. Statutory Authority: Chapter 28B.04 RCW, as amended. WSR 87-16-061 (Order 4-87, Resolution No. 87-57), § 250-44-200, filed 7/31/87; WSR 82-15-018 (Order 2-82, Resolution No. 82-54), § 250-44-200, filed 7/12/82. Statutory Authority: RCW 28B.10.806. WSR 79-09-042 (Order 7-79, Resolution No. 80-4), § 250-44-200, filed 8/17/79.]~~

Commented [SC3]: Repeal entire section

CONSENT AGENDA

May 6, 2021

Tab 6b

Washington Administrative Code Changes

Brief Description

Rule amendments are necessary to align with and meet recent statutory terminology changes and statutory repeals of certain title chapters. The Board will not be required to hold a public hearing on proposed changes to the Washington Administrative Code (WAC) rules as an expedited process can be applied under certain circumstances. (See **Attachment A** for proposed rule changes.) The Board will be asked to adopt the proposed rule changes allowing the removal of two chapters, terminology changes of “needy” student for financial aid eligibility purposes, the renaming of English as a second language, and the removal of a proprietary name, GED.

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

In June 2020, the State Board adopted its strategic plan, which focuses on three goals: achieve educational equity for students who are historically underrepresented in higher education; improve completion rates; and increase access and retention among populations who can benefit the most from college access. The three goals are supported by five strategies (and associated actions) to help the system achieve those goals. Updates to the State Board’s Washington Administrative Code supports the strategic plan by providing policy guidance to the system as they conduct their college decision-making efforts.

Background information and analysis

Periodic WAC chapter sections have been presented and approved as deemed necessary during the past several years. Recent updates and edits to the Policy Manual must reflect current titles and terminology in the Washington Administrative Code. Links between the rules and Policy Manual insure that colleges have the most up-to-date terminology language.

Accurate and up-to-date rules provide college and State Board staff with guidance for college operations, making fiscal decisions, and supporting student access and inclusion initiatives. A number of recent statutory changes are included in the update that will insure our colleges remain in compliance, both at the state and federal level, specifically with respect to amending outdated terminology.

The Board is asked to approve the removal of Title 131 WAC Community and Technical Colleges, Board for, Chapter 47, *Project even start* repealed and cited as expired August 1, 2015, pursuant to 2015 c 55 § 102 and Chapter 49, *Regulations for the administration of the displaced homemaker program* repealed and cited as expired August 1, 2015, pursuant to 2015 c 55 § 101. There are no impact nor changes to other existing rules resulting from the removal of either chapter.

WAC Title 131 Chapter 28-026 *Tuition charges for certain ungraded courses* is amended to align with WAC revisions submitted and adopted in 2013 as a result of Substitute House Bill 1686, removing the term GED, and replacing it with high school equivalency test. This chapter section also modifies *the English as a second language term to English language acquisition* as modified at the federal level. There are no impact nor changes to other existing rules.

The passage of Engrossed Second Substitute House Bill 2158 from the 2019 legislative session amends financial aid terminology in RCW 28B.92.030(2). Several sections of Chapter 28 and throughout most of Chapter 36, Title 131 WAC Community and Technical Colleges, Board for, must be amended to update the terminology. There are no anticipated effects to rules, other than terminology changes.

The Washington State Office of the Code Reviser requires all state agencies to file documentation pertaining to proposed changes to a Washington Administrative Code (WAC) providing the public the opportunity to review and comment on the proposed changes. A public hearing also is typically required prior to approval of changes to a WAC, but in some cases, an expedited process can be substituted. If approved by the Board, the new WAC becomes effective 31 days after the Board's official action and the filing of appropriate documentation.

Recommendation/preferred result

Adoption of the updated Washington Administrative Code sections as proposed.

Policy Manual Change Yes No

Prepared by: Scott A. Copeland, associate director, campus relations and policy guidance
360-704-4397, scopeland@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-13

A resolution to approve to remove WAC chapters 131-47 and 131-49 and implement changes to the statutory terminology as established in WAC 131-28-026; WAC 131-36-050, 131-36-055, and 131-36-100; WAC 131-28-030, 131-28-40, and 131-28-045.

WHEREAS, the State Board adopts rules changes as necessary; and

WHEREAS, consistent with the Washington State Legislature's requirement, the State Board developed objective criteria for the approval of community and technical college institutional financial aid fund and tuition waivers and Adult Basic Education programs; and

WHEREAS, the State Board for Community and Technical Colleges seeks to encourage and support the access to underserved students in the community and technical colleges,

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges approves terminology changes to WAC 131-28-026; WAC 131-36-050, 131-36-055, and 131-36-100; WAC 131-28-030, 131-28-40, and 131-28-045 and the removal of WAC chapters 131-47 and 131-49.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

STATE OF WASHINGTON

STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES

RESOLUTION 21-05-14

A resolution relating to Anne Fennessy's many years of service.

WHEREAS, Anne Fennessy has most effectively and graciously served as a member of the State Board for Community and Technical Colleges for ten years; and

WHEREAS, people who know and love Anne affectionately call her "Fen"; and

WHEREAS, Fen has demonstrated tireless devotion to students, the State Board and the entire college system; and

WHEREAS, during her tenure as chair of the State Board, Fen raised our system's advocacy and messaging efforts to new heights, resulting in greater legislative support for our students and colleges; and

WHEREAS, Fen's leadership in the area of advocacy grew from decades of service to elected officials and public relations work on behalf of high-profile civic causes; and

WHEREAS, Fen is appreciated throughout the community and technical college system for her strategic thinking, humor, candor and approachable manner that makes others feel welcome and heard; and

WHEREAS, Fen has shown true leadership on significant issues affecting the financial health and quality of education at community and technical colleges, including the Student Achievement Initiative, the system's allocation model; applied bachelor's degrees and Guided Pathways; and

WHEREAS, It is clear that Fen's favorite part of State Board meetings is hearing directly from students as they share their compelling stories of perseverance, progress and transformation; and

WHEREAS, Fen may have joined the State Board to become former Executive Director Charlie Earl's boss, along with his lifetime boss Joni Earl; and

WHEREAS, Fen's homemade cheeses have delighted the palates of her fellow State Board members and SBCTC staff, much to the credit of Seattle Central's culinary program; and

WHEREAS, Fen has graciously shared the companionship of her four-legged family member, Truman, at State Board retreats — oh, and her husband David Moseley too!

THEREFORE BE IT RESOLVED that the State Board for Community and Technical Colleges wishes Anne Fennessy — aka Fen — abundant happiness and prosperity during her retirement from Board duties, and

BE IT FURTHER RESOLVED that the Board members are forever grateful for Fen's ceaseless devotion to the community and technical college system and for her sincere compassion for each and every person in the community and technical college family.

APPROVED AND ADOPTED on May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

CONSENT ITEM (RESOLUTION 21-05-15)

May 6, 2021

Tab 6d

Centralia College local capital expenditure authority for a multi-purpose field complex

Brief Description

Centralia College is seeking authority to spend local funds for design and construction of a multi-purpose field complex.

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

This project will support student success and retention through increased student engagement.

Background information and analysis

Centralia College's facility master plan included the purchase of properties in preparation for expansion of the College athletic facilities. Recent State Board resolutions supporting the property acquisitions in the area designated for the new athletic facilities are in Attachment A.

The acquisition of property necessary to move forward with the development of the multi-purpose field complex as envisioned in the master plan has been completed. The location of the complex is illustrated on the master plan excerpt in Attachment B.

This facility will provide on-campus opportunities for physical education classes, adult continuing education, intramural programs, and intercollegiate sports that will help balance the rigor of academic and workforce programs with the overall wellness of the student. In addition, the college is limited in what sports can be offered due to a shortage of facilities in the district. This facility will allow the college to offer men's soccer, which is popular with the Latinx community in the district and provides an opportunity to increase enrollment in that community. The athletic programs are also geared to move athletes to the university system, and the college would become the bridge to those programs from the K12 system.

The project primarily consists of fencing, field lighting and an artificial turf surface. The site is currently construction ready.

In recognition of the value of physical education and athletics as part of an overall college experience the Associated Students of Centralia College have raised \$2,500,000 for the design and construction of the project. The students voted to use the funds for this purpose on November 7, 2016.

Centralia College's vice president of administrative services, with delegated authority by the Board of Trustees, approved this request on April 14, 2021.

Potential questions

Is the construction of the multi-purpose field complex consistent with the State Board's goal to advocate for resources that support college enrollment?

Recommendation/preferred result

Staff recommends approval of Resolution 21-05-15 giving Centralia College the authority to spend up to \$2,500,000 in local funds for design and construction of a multi-purpose field complex.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu

Recent acquisitions and associated State Board resolutions to support development of a new multi-purpose field complex at Centralia College:

Vacate sections of Ash and Walnut streets, and two mid-block alleys surrounded by college owned properties
Resolution 14-09-52

216 S Iron Street, Centralia
Parcel Number 000206000000
Resolution 17-05-24

214 South Iron Street, Centralia
Parcel Number 000202002000
Resolution 17-09-50

207 South Silver Street, Centralia
Parcel Number 000199000000
Resolution 18-02-05

311 West Walnut St, Centralia
Parcel Number 000208001000
Resolution 18-06-27

215 South Silver St, Centralia
Parcel Number 000205000000
Resolution 18-12-50

209 South Iron St, Centralia
Parcel Number 000395000000
Resolution 19-02-03

226 South Rock St, Centralia
Parcel Number 000402000000
Resolution 19-02-03

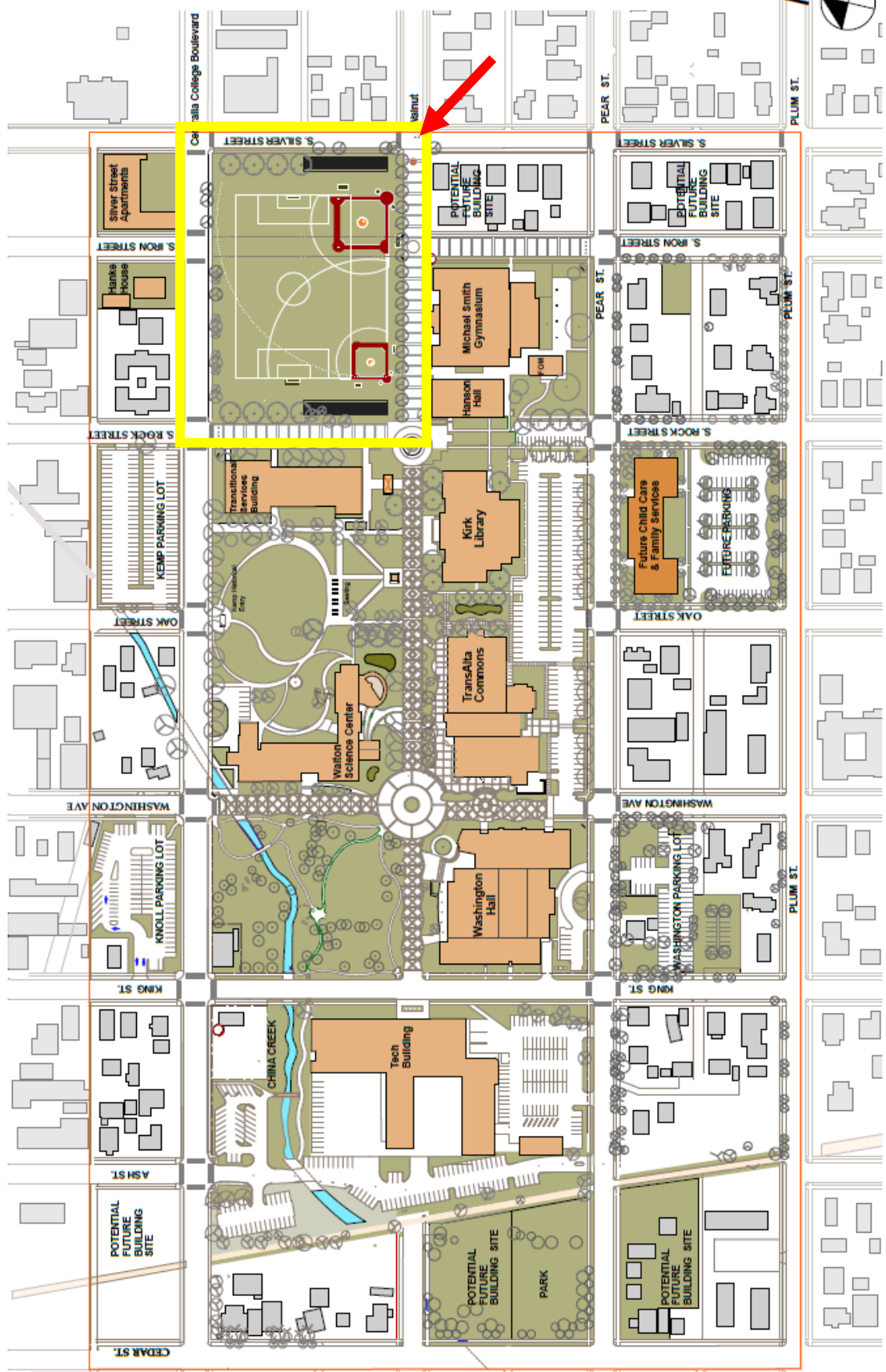
308 Centralia College Blvd, Centralia
Parcel Number 000200001000
Resolution 19-03-13

212 S Iron St, Centralia
Parcel Number 000202001000
Resolution 20-05-21

217 S Silver St, Centralia
Parcel Number 000203001000
Resolution 20-06-26

Vacated portion of South Iron and alley between South Iron and South Silver streets
Resolution 20-12-52

Centralia College Master Plan with proposed multi-purpose field complex



Master Plan 2017

**STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-15**

A resolution relating to Centralia College's request to spend up to \$2,500,000 in local funds to construct a multi-purpose field complex.

WHEREAS, the proposed complex is consistent with the Centralia College master plan; and

WHEREAS, the property necessary for the project has been acquired consistent with previous State Board resolutions; and

WHEREAS, the Associated Students of Centralia College have raised and dedicated \$2,500,000 for the design and construction of the project; and

WHEREAS, Centralia College's vice president of administrative services, with delegated authority by the Board of Trustees approved this request on April 14, 2021.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Centralia College to spend up to \$2,500,000 in local funds to construct a multi-purpose field complex; 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 05/06/2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

CONSENT ITEM (RESOLUTION 21-05-16)

May 6, 2021

Tab 6e

Highline College — increase local capital expenditure authority for building 12 renovations

Brief Description

Highline College seeks approval to spend up to an additional \$1,163,000 in local funds to renovate building 12.

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

This project supports enrollments and completions by using campus facilities efficiently.

Background information and analysis

Highline College is currently completing building system upgrades and renovating vacant classroom spaces in building 12. They are also in the process of relocating occupants from building 99. The college plans to move the Office of the President and the Human Resources department from building 99 to building 12.

The college received prior approval in State Board Resolution 20-08-39 to spend up to \$500,000 in local funds for building 12 energy upgrades. They are also using \$952,000 in state funds for classroom renovations. The total project cost is now estimated to be \$2,615,000.

Highline College’s vice president of administrative services, with delegated authority by the Board of Trustees, approved this request on March 19, 2021.

Potential questions

Is this project consistent with the State Board’s goal of increasing enrollment and completions?

Recommendation/preferred result

Staff recommends approval of Resolution 21-05-16 giving Highline College the authority to spend up to an additional \$1,163,000 in local funds to renovate vacant classrooms in building 12.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-16

A resolution relating to Highline College's request to spend up to an additional \$1,163,000 in local funds to complete renovations in building 12

WHEREAS, Highline College is currently completing building system upgrades and renovating building 12; and

WHEREAS, the college plans to move the Office of the President and Human Resources department from building 99 to building 12; and

WHEREAS, the college received prior approval to spend up to \$500,000 in local funds in State Board Resolution 20-08-39 and is using \$952,000 in state funds for classroom renovations and energy system upgrades; and

WHEREAS, the total estimated cost is now \$2,615,000; and

WHEREAS, Highline College's vice president of administrative services, with delegated authority by the Board of Trustees approved this request on March 19, 2021.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Highline College to spend up to an additional \$1,163,000 in local funds to renovate vacant classrooms in building 12; 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 05/06/2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

CONSENT ITEM (RESOLUTION 21-05-17)

May 6, 2021

Tab 6f

Highline College — local capital expenditure authority for building 25 renovations

Brief Description

Highline College seeks approval to spend up to \$1,097,000 in local funds to renovate the first and fifth floors of building 25.

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

This project supports enrollments and completions by providing convenient student services and administrative offices.

Background information and analysis

Highline College currently leases building 99 on the campus perimeter to house access services, Achieve program, finance, budget, and administrative offices. The college plans to vacate the leased building by moving these departments to building 25. This move benefits the students by bringing the services to a more centralized location on campus.

Two classrooms and library stack spaces have been identified on the first and fifth floors for this renovation project. The total estimated cost is \$1,097,000. The college expects to help offset these expenses by eliminating the building 99 lease payments.

Highline College's vice president of administrative services, with delegated authority by the Board of Trustees, approved this request on March 19, 2021.

Potential questions

Is this project consistent with the State Board's goal of increasing enrollment and completions?

Recommendation/preferred result

Staff recommends approval of Resolution 21-05-17 giving Highline College the authority to spend up to \$1,097,000 in local funds to renovate the first and fifth floors of building 25.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-17

A resolution relating to Highline College's request to spend up to \$1,097,000 in local funds to renovate the first and fifth floors of building 25

WHEREAS, Highline College leases building 99 on the campus perimeter for access services, Achieve program, finance, budget, and administrative offices; and

WHEREAS, the college plans to vacate building 99 and move all occupants to building 25 in order to eliminate the lease payments and provide more convenient services; and

WHEREAS, two classrooms and some library stack spaces have been identified on the first and fifth floors for this renovation project; and

WHEREAS, the total estimated cost is \$1,097,000; and

WHEREAS, Highline College's vice president of administrative services, with delegated authority by the Board of Trustees approved this request on March 19, 2021.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Highline College to spend up to \$1,097,000 in local funds to renovate the first and fifth floor of building 25; 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 05/06/2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

CONSENT ITEM (RESOLUTION 21-05-18)

May 6, 2021

Tab 6g

Skagit Valley College — increase local capital expenditure authority for Advanced Manufacturing Lab remodel

Brief Description

Skagit Valley College seeks approval to spend up to an additional \$160,000 in local funds to remodel its Advanced Manufacturing Lab.

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

This project supports increased enrollments and completions by using campus facilities more efficiently.

Background information and analysis

Skagit Valley College recently bid remodel work for the Advanced Manufacturing Lab in Reeves Hall on the main campus in Mount Vernon. This work will increase the instructional space and allow the college to further align its workforce programs with industry needs.

The project currently includes \$1,032,000 in State appropriated funding for minor program improvements and \$185,000 in local capital.

The low bid was more than previously budgeted for. The project is now expected to cost \$1,377,000. The college has identified an additional \$160,000 in local funds it would like to add to the project to close the funding gap.

Skagit Valley College’s vice president of administrative services, with delegated authority by the Board of Trustees, approved this request on March 29, 2021.

Potential questions

Is this project consistent with the State Board’s goal of increasing enrollment and completions?

Recommendation/preferred result

Staff recommends approval of Resolution 21-05-18 giving Skagit Valley College the authority to spend up to an additional \$160,000 in local funds to remodel its Advanced Manufacturing Lab in Reeves Hall.

Policy Manual Change Yes No

Prepared by: Wayne Doty, capital budget director
wdoty@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-18

A resolution relating to Skagit Valley College's request to spend up to an additional \$160,000 in local funds to remodel its Advanced Manufacturing Lab in Reeves Hall on the main campus in Mount Vernon.

WHEREAS, Skagit Valley College recently bid remodel work for the Advanced Manufacturing Lab in Reeves Hall on the main campus and the bids were higher than previously budgeted for; and

WHEREAS, the work will increase the instructional space and allow the college to further align its workforce programs with industry needs; and

WHEREAS, the college currently has \$1,032,000 in State and \$185,000 in local funds for the project; and

WHEREAS, the total estimated cost is now \$1,377,000; and

WHEREAS, Skagit Valley College's vice president of administrative services, with delegated authority by the Board of Trustees approved this request on March 29, 2021.

THEREFORE BE IT RESOLVED, that the State Board for Community and Technical Colleges authorizes Skagit Valley College to spend up to an additional \$160,000 in local funds to remodel its Advanced Manufacturing Lab in Reeves Hall; 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 05/06/2021

Attest

Jan Yoshiwara, secretary

Carol Landa McVicker, chair



STATE BOARD MEETING MINUTES

Wednesday, March 24, 2021

Board members

Carol Landa McVicker, chair // Jay Reich, vice chair // Anne Fennessy // Phyllis Gutierrez Kenney

Fred Whang // Ben Bagherpour // Crystal Donner // Chelsea Mason // Martin Valadez

Jan Yoshiwara, Executive Director // Beth Gordon, Executive Assistant

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

Call to order and adoption of agenda

Chair Carol Landa McVicker called the meeting to order at 12 p.m., welcomed those present, and requested a motion to adopt the agenda.

Motion: Moved by Crystal Donner, seconded by Phyllis Gutierrez Kenney, and unanimously approved by the Board the adoption of the February 4, 2021, meeting agenda as presented.

Introductions and recognitions

Chair Carol Landa McVicker introduced new Board member, Martin Valadez. She then recognized outgoing Board member, Wayne Martin, for his years of service and dedication to the Board.

Motion: Moved by Jay Reich to approve **Resolution 21-03-11**, honoring Wayne Martin, by acclamation of the Board. Motion approved.

Approval of Consent Agenda

- a. Columbia Basin College, property acquisition
Resolution 21-03-07
- b. Green River College, local expenditure authority
Resolution 21-03-08
- c. South Puget Sound Community College, expenditure increase
Resolution 21-03-09
- d. February 4, 2021, Meeting Minutes

Motion: Moved by Jay Reich seconded by Phyllis Gutierrez Kenney, and unanimously approved by the Board the adoption of the March 24, 2021, consent agenda.

Operating and Capital Budget Updates

The legislature is preparing to adopt the 2021-2023 biennial operating and capital budgets. The legislature has received the State Board's requests and the Governor's proposals. Primarily related to the capital budget, the State Treasurer has certified the State's capacity for new general obligation bonds.

Legislative proposals are expected to be released the last week of March and the final budgets will probably be voted on in the final hours of the current legislative session, scheduled to conclude on April 25, 2021. Updates will be provided at each step of the process and the Board will continue to receive updates from staff.

Legislative Session Update

The board was updated by staff and student legislative interns on the current 2021 legislative session.

ctcLink Project and Customer Support and Service Plan

This initial conversation on the community and technical college system's ctcLink system funding helped to prepare State Board members to act on funding recommendations anticipated to be made during the June 2021 Board meeting. This discussion provided background on near-term funding needs for the ctcLink project and ongoing funding needs for ctcLink customer support

North Seattle Ground Lease for Affordable Housing

North Seattle College is seeking approval to negotiate a lease of property rights to Bellwether Chief Seattle Club for construction, maintenance, and operation of affordable housing on the North Seattle College campus.

The plan is for the college to lease approximately three acres to Bellwether Chief Seattle Club to construct, maintain, and operate affordable housing focused on serving the local Native American community. In addition, Bellwether Chief Seattle Club will construct, maintain, and operate a Native American longhouse. Use of the longhouse will be shared with North Seattle College. Bellwether Chief Seattle Club will have sole responsibility for project financing.

Motion: Moved by Jay Reich and seconded by Phyllis Gutierrez Kenney to table the resolution to the May 2021 meeting.

Motion: Moved by Jay Reich and seconded by Phyllis Gutierrez Kenney amending the resolution allowing for ground lease negotiations to continue but for final lease negotiation approval to return to the State Board for final lease approval at a later meeting. Approved by eight Board members, one abstention.

Strategic Plan Strategy 1: Implement actions, policies and investments that produce equitable outcomes.

The presentation provided an overview of Strategic Plan - Strategy #1: *Implement actions, policies, and investments that produce equitable outcomes.*

A brief overview of system efforts provided context for the study session. The review was followed by a panel discussion comprised of representatives from:

- Association of College Trustees' diversity, equity, and inclusion committee;
- Washington Association of Community and Technical Colleges' equity committee;
- Diversity and Equity Officers Commission;
- Washington State Board for Community and Technical Colleges' Diversity Equity and Inclusion committee;
- Faculty and Staff of Color and Students of Color conference committees;
- Social Justice Leadership Institute, and
- Administrators and Faculty of Color mentoring programs.

The study session included breakout rooms to allow for deeper inquiry and considerations of each initiative.

WACTC Report

Eric Murray, WACTC Chair and Cascadia College President, gave an updated on current and potential future president and committee activities and actions.

ACT Report

Doug Mah, ACT President-Elect and South Puget Sound Community College Trustee, gave an update on current and upcoming trustee activities and actions.

Labor Report

Carolyn Brotherton, AFT, reported on the current legislative priorities, covid work, vaccine work.

Executive Director Report

Jan Yoshiwara, Executive Director, presented on her past months activities including:

- Covid mitigation activities
- Fall planning for colleges

Public Comment

- No public comment signups for the March 24, 2021, meeting.

Chair Report and Board Discussion

- Appointment of nominating committee for 2021-22 State Board Chair and Vice Chair: Jay Reich and Crystal Donner
- Appointment of evaluation committee: Ben Bagherpour and Phyllis Gutierrez Kenney

Adjournment/next meeting

There being no further business, the State Board adjourned its March 24, 2021, regular meeting at 5:15 p.m. The next regular meeting is scheduled for May 24, 2021, via Zoom.

Jan Yoshiwara, secretary

Carol Landa McVicker, chair

REGULAR ITEM (RESOLUTIONS 21-05-19 TO -23)

May 6, 2021

Tab 7

Applied baccalaureate degree program proposals

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. The final step in the approval process requires State Board action on the college's application to offer the proposed applied baccalaureate degree.

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

In June 2020, the State Board adopted its strategic plan which focuses on three goals: achieve educational equity for students who are historically underrepresented in higher education; improve completion rates; and increase access and retention among populations who can benefit the most from college access. Colleges offering applied baccalaureate degrees meet the needs of changing economies by increasing the number of skilled employees in the areas of greatest need. Through this, 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. The three goals are addressed through the approval process of applied baccalaureate degree programs:

- **Achieve educational equity for students who are historically underrepresented in higher education** by enrolling more diverse students of all ages and backgrounds in our colleges, increasing their access to higher levels of education, higher salaries and greater financial security.
- **Improve completion rates** by implementing research-based strategies that are proven to improve completion rates for all students. These strategies include Guided Pathways and Career Launch programs.
- **Increase access and retention among populations who can benefit the most** by implementing actions, policies, and investments that produce equitable outcomes.

Background information and analysis

7a) Centralia College - Proposed Baccalaureate in Behavioral Healthcare

Centralia College proposes the development of a Bachelor of Applied Science degree in Behavioral Healthcare. The college has two primary programs within the healthcare/social services pathway that align with the proposed program. These programs include the Associate in Technical Arts in Criminal Justice and the Associates of Applied Science in Substance Use Disorder Professional degrees. Students enrolled in the proposed degree program will learn to analyze behavioral health concepts; recognize institutional and social barriers that impede access, equity, and success for clients; and, demonstrate the ability to adhere to professional ethical standards, including confidentiality and sensitivity when working with diverse populations. Graduates will have the skills and knowledge to apply treatment principles and complete holistic biopsychosocial assessments to develop client-centered, person-first behavioral health plans. Graduates will also be prepared to work in a variety of human services occupations to include: social and community service managers, addiction counselors, social workers, and public health educators. This proposed degree would be Centralia College's fifth applied baccalaureate degree.

Centralia College presented a Statement of Need for a Bachelor of Applied Science in Behavioral Healthcare in February 2021. Since that time, the dean of healthcare programs and faculty from the science, social science, and chemical dependency departments have completed work in three areas: curriculum development; alignment of course, program, and industry outcome; and admissions requirements. Faculty have developed course descriptions and course outcomes for 15 upper-division courses totaling 75 credits. This coursework is specific to supporting the program outcomes for this degree and are included in the program proposal document. The course outcomes have been cross-walked to program outcomes and the Substance Abuse and Mental Health Services Administration standards. Finally, in alignment with existing selective admissions criteria for Bachelor of Applied Science programs at Centralia College, the admissions requirements and an entrance rubric for the Bachelor of Applied Science in Behavioral Healthcare degree have been developed.

7b) Edmonds College - Proposed Baccalaureate in Integrated Healthcare Management

Edmonds College proposes the development of a Bachelor of Applied Science degree in Integrated Healthcare Management beginning in Fall 2022. The degree builds upon the college's existing Associate of Applied Science - Transfer degree in Allied Health. The proposed applied baccalaureate degree also provides a pathway for a variety of certificate programs: Clinical Lab Assistant, Patient Care Technician, Pharmacy Technician, Phlebotomy Technician, EKG/Cardiac Monitoring Technician, and Nursing Assistant. Students can start on any one of the established certificate programs noted above, and move seamlessly into the Allied Health associates degree. Once students complete the two-year degree, they will be ready to pursue the proposed applied baccalaureate degree in Integrated Healthcare Management. In this degree program, students will learn to apply knowledge and principles of effective management and leadership in Allied Health and to assess and implement improvements in clinical care, customer service, and human resource planning in the healthcare industry. Graduates of the program will have the knowledge and skills to facilitate coordinated and comprehensive treatment outcomes; identify and describe the effects of health disparities on population health; conduct research and data analysis; and function as educators or

leaders in academic, clinical, or community healthcare. This proposed degree will be the college's fourth applied baccalaureate degree.

Edmonds College presented a Statement of Need for a Bachelor of Applied Science in Integrated Healthcare Management in October 2020. Since that time, the development team worked with the Edmonds College allied health faculty, the Allied Health Center of Excellence, and industry employers to assist in the development of the degree pathway. Using the skills and knowledge data gathered during the Statement of Need process, the development team created twenty courses, which are outlined in the proposal. During the proposal process, the development team determined course titles, course descriptions, course outcomes, and sequence of classes. The courses were mapped to the program-level-outcome to ensure alignment throughout the degree. The courses were presented to the allied health faculty, Allied Health Center of Excellence, and the Allied Health Advisory Committee for review and feedback. Finally, the individual courses and the proposed degree program were approved by the college's Curriculum Committee and Edmonds College's Board of Trustees.

7c) Lake Washington Institute of Technology - Proposed Baccalaureate in Physical Therapy Assistant

Lake Washington Institute of Technology proposes the development of a Bachelor of Applied Science degree in Physical Therapy Assistant beginning in Fall 2022. This proposed degree would be Lake Washington's twelfth applied baccalaureate degree. This degree, in particular, recognizes the changes in increased credentials required for physical therapists and creates a rare pathway for applied baccalaureate graduates to seek a doctoral degree. The Bachelor of Applied Science Physical Therapy Assistant program is intended for those students who have graduated from a Commission on Accreditation in Physical Therapy Education accredited physical therapy assistant program and have passed the National Physical Therapy Exam and professionals seeking to advance their careers. Graduates will have advanced leadership, and technical and evidence-based knowledge to progress in their current role in the physical therapy field or to pursue graduate education at the doctoral level from state or regional institutions.

Lake Washington Institute of Technology presented its Statement of Need for the Bachelor of Applied Science degree in Physical Therapy Assistant in February 2020. Since that time, the Program Director for the College's Associates of Arts in Physical Therapy Assistant program has worked with the multiple departments on campus as well as with Physical Therapy Assistant program faculty to refine the bachelor of applied science degree proposal. Collaboratively, college personnel have identified multiple pathway options and refined curriculum for the proposed degree. Based on that work, there are seven upper-division courses that will focus on technical and evidence-based knowledge and advanced leadership practices. Additional curriculum-focused work has included embedding courses from the institution's Bachelor of Applied Science degrees in Public Health and Behavioral Health. This provides inter-professional collaboration of students from all three disciplines. To support enrollment for the proposed degree, program faculty have started preliminary conversations about establishing articulation agreements with Green River Community College, Whatcom Community College, Olympic College, and Spokane Community College. Recognizing that graduates of the proposed degree may decide to seek advanced education or training; Lake Washington Institute of Technology has begun identifying pathway options for master's degree programs and clinical Doctoral of Physical Therapy degree program pathways.

7d) Renton Technical College - Proposed Baccalaureate in Manufacturing Engineering Technology

Renton Technical College proposes the development of a Bachelor of Applied Science degree in Manufacturing Engineering Technology beginning in Fall 2022. This proposed degree would be Renton Technical College's third applied baccalaureate degree. With this particular degree, the college recognizes that the manufacturing industry is a high demand sector with rapidly evolving disciplines. For example, manufacturing engineering represents a subset of industrial engineering. Industrial engineers need a bachelor degree, typically in industrial engineering. However, many industrial engineers have degrees in mechanical engineering, electrical engineering, manufacturing engineering, industrial engineering technology, or general engineering. Some industrial engineers, called manufacturing engineers, focus entirely on the automated aspects of manufacturing processes. Manufacturing engineers design manufacturing systems to optimize the use of computer networks, robots, and materials. This will be the only broad-based Bachelor of Applied Science degree in Manufacturing Engineering Technology in Washington State. Graduates will have advanced technical foundations, quantitative reasoning skills, extensive teamwork/collaboration experience, and direct job-related training.

Since presenting a Statement of Need for a Bachelor of Applied Science in Manufacturing Engineering Technology in May 2020, Renton Technical College has fully designed the curriculum pathway for the program. Based on that work, the degree program is now more readily accessible to not only associates of applied science degree graduates and incumbent manufacturing workers, but also to anyone with an earned associate's degree in the State Board and Community College system. Furthermore, Renton Technical College has secured commitments from fellow program directors at other two-year colleges with similar programs to help design the core curriculum and to support the program during its preliminary years of implementation. Renton Technical College has also requested and received administrative approval for the proposed program's five-year budget. Further, the college's administration has verified approval for key resources, including faculty release time in the development year of the program, faculty reallocation of teaching loads, and strategic allocation of funds to support implementation of the proposed degree.

7e) Skagit Valley College - Proposed Baccalaureate in Application Development

Skagit Valley College proposes the development of a Bachelor of Applied Science degree in Application Development beginning in Fall 2021. The proposed degree builds on a foundation of the college's current computer and information technology degree. The curriculum will be an extension of the content offered in the associates degrees, which include programming and project management. Curriculum will also focus on management skills such as infrastructure, innovation, leadership, problem solving, and integration. Students in the degree program will learn the technical, critical thinking, and project management skills necessary to grow and adapt to a constantly changing technological and economic environment. The degree will include an industry-based internship, where students will have the opportunity to apply what they have learned while working alongside industry professional mentors. This proposed degree would be Skagit Valley College's third applied baccalaureate degree.

Skagit Valley College presented its Statement of Need for a Bachelor of Applied Science degree in Application Development in October 2020. Since that time, significant work has been done to develop draft outcomes, determine course requirements, refine the budget, and seek internal college approvals. The Dean for Instruction Program Development and the Executive Dean for Instruction sent out a survey to industry members and convened an ad hoc committee of industry

representatives from the Application Development and Computer Science fields on December 17, 2020. The purpose of both the survey and committee meeting was to inform the scope of curriculum and make decisions on general education courses. Additionally, the committee discussed program outcomes and faculty expertise and background. The draft program course requirements and outcomes were presented to the Skagit Valley College Instruction Committee for approval on January 14, 2021. These were approved with minor revisions to the outcomes. The Program Proposal was then evaluated by subject matter experts from the University of Washington and Western Governor's University through the month of January. Based on this feedback, minor edits were made to the proposal and a course sequence was established. Concurrently, the budget and revenue projections were refined in alignment with the college's Operational Planning process. Finally, the most recent draft of the program outcomes, program concept, and degree requirements were presented to the Skagit Valley College Board of Trustees for consideration on February 9, and approved on March 9, 2021.

Potential questions

Do these degrees meet the criteria established by the State Board?

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 21-05-19 approving Centralia College - Proposed Baccalaureate in Behavioral Healthcare
- Resolution 21-05-20 approving Edmonds College - Proposed Baccalaureate in Integrated Healthcare Management
- Resolution 21-05-21 approving Lake Washington Institute of Technology - Proposed Baccalaureate in Physical Therapy Assistant
- Resolution 21-05-22 approving Renton Technical College - Proposed Baccalaureate in Manufacturing Engineering Technology
- Resolution 21-05-23 approving Skagit Valley College - Proposed Baccalaureate in Application Development

Policy Manual change Yes No

Prepared by: Jamilyn Penn, director, transfer education
360-704-4338, jpenn@sbctc.edu

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-19

A resolution to approve Centralia College's application to offer a Bachelor of Applied Science degree in Behavioral Healthcare upon recommendation of the State Board for Community and Technical Colleges 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 bachelor's 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 bachelor's degrees; and

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

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Centralia College's Bachelor of Applied Science degree in Behavioral Healthcare.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-20

A resolution to approve Edmonds College's application to offer a Bachelor of Applied Science degree in Integrated Healthcare Management upon recommendation of the State Board for Community and Technical Colleges 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 bachelor's 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 bachelor's degrees; and

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

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Edmonds College's Bachelor of Applied Science degree in Integrated Healthcare Management.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-21

A resolution to approve Lake Washington Institute of Technology's application to offer a Bachelor of Applied Science degree in Physical Therapy Assistant upon recommendation of the State Board for Community and Technical Colleges 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 bachelor's 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 bachelor's degrees; and

WHEREAS, the State Board for Community and Technical Colleges staff found that Lake Washington Institute of Technology's application provided evidence that met or exceeded all objective selection criteria and will expand bachelor degree capacity in the state;

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Lake Washington Institute of Technology's Bachelor of Applied Science degree in Physical Therapy Assistant.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

STATE OF WASHINGTON
STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES
RESOLUTION 21-05-22

A resolution to approve Renton Technical College's application to offer a Bachelor of Applied Science degree in Manufacturing Engineering Technology upon recommendation of the State Board for Community and Technical Colleges 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 bachelor's 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 bachelor's degrees; and

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

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Renton Technical College's Bachelor of Applied Science degree in Manufacturing Engineering Technology.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair

STATE OF WASHINGTON STATE BOARD FOR COMMUNITY AND TECHNICAL COLLEGES RESOLUTION 21-05-23

A resolution to approve Skagit Valley College's application to offer a Bachelor of Applied Science degree in Application Development upon recommendation of the State Board for Community and Technical Colleges 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 bachelor's 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 bachelor's degrees; and

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

THEREFORE, BE IT RESOLVED, that the State Board for Community and Technical Colleges approves the recommendation to authorize Skagit Valley College's Bachelor of Applied Science degree in Application Development.

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 May 6, 2021

Attest

Jan Yoshiwara, secretary

Carol Landa-McVicker, chair