Draft

<u>Baccalaureate Leadership Council</u>
2024 Winter Meeting
Friday, February 9th, 2024
Zoom

<u>General Meeting</u>

I.   Welcome & introductions
   a.   Welcome and Introductions.

II.   Hot Topics:
   a.   Upcoming spring meeting at Columbia Basin (Pasco).
      i.   The meeting will be held the same week as the Instruction Commission.
      ii.   An email will be sent to VPIs encouraging them to allow BLC members to attend the spring meeting in person.
      iii.   Costco Planetarium will host a special showing during the spring meeting for attendees.
   b.   Upper-level certificates.
      i.   The group discussed the possibility of offering upper division certificates in Washington State, focusing on filling gaps in existing programs and serving unserved student populations.
         ●   Interest in specific certificates.
            a.   Business management, accounting, and adding endorsements to teaching certificates.
         ●   Interest in exploring policy changes to allow for additional endorsements without integrating them into a program.
            a.   Concerns about potential pushback from other college partners and challenges in offering endorsements and certificates outside of BAS degrees.
         ●   Discussed the potential benefits of collaborative articulation agreements between their respective colleges to facilitate seamless student transfer.
            a.   There are several schools currently providing co-enrollment, but it is very challenging for the students and administrators to align schedules, grading, financial aid, etc.
            b.   Course sharing and faculty sharing may be a better option for institutions.
      ii.   The Gen. Ed. requirement was revised two years ago. Who did this, and how did it go?
         ●   Discussion included:
            a.   It is working and allowing for more robust courses in specific degrees.
            b.   Difficulties for students who change their degree track later on and how to manage prerequisites for financial aid.
               i.   Experiences with rolling admissions, conditional acceptance, and the need for additional summer courses.
            c.   Some institutions haven't had the time/bandwidth to make the changes.
      iii.   Equity issues around tuition rates.
         ●   Discount rate between 10 and 15 cr.
         ●   Financial burden faced by working adults in online education who can only attend part-time.
         ●   Significant barrier to students.
         ●   Added to the Equity workgroup agenda for additional discussion.
III.   Dashboard presentation by Summer who emphasized the importance of analyzing higher education data to gain valuable insights.
   a.   Navigation presentation provided.

b. If interested in individual program outcomes, email Summer. We cannot compare other institutions, but can drill down into our programs.
c. Cohort-based dashboard.
    i. Student progression and completion data can be accessed. More detailed information can be requested.
    ii. Crosswalk usage.
        ● Many crosswalks are unavailable for BAS programs due to quickly decreasing numbers and blank results. In these cases, request information by email.
    iii. Some items are unavailable in a dashboard but can be pulled into a report.
        ● Ex.
            a. What programs are students from (including other schools)?
            b. Dual enrollment, CIP code.
    iv. A highly recommended best practice is to keep a record of what filters you are using; the dashboard can reset if left idle, and it can be challenging to remember/navigate back to the information you want.
    v. Employment career cluster.
        ● How are students in your program doing compared to other institutions in the system?
IV. Activity Groups:

a. **Standing Policy:**
    i. Ways to simplify the BAS approval process.
        ● Focused on ways to simplify the BAS approval process. Currently, a three-step process.
            a. Idea stage, a statement of need, and the entire proposal.
            b. How can we consolidate and eliminate unnecessary steps while ensuring collaboration between the colleges?
            c. IC meets once a month to create an outline to bring to the Spring meeting.
            d. Continue to look at upper-division credit requirements and how to create consistency.
                i. Either by rules or best practices for the number of upper-division credits required for a BAS, BS or BSN degree.
b. **Advisory Committees:**
    i. Questions during group discussion:
        ● What should an advisory committee for BAS programs look like?
            a. Structured differently than for AAS degrees, possibly different membership.
            b. Keeping interest and engagement up.
        ● Should they be required, the group is in consensus that they should be.
        ● Possibility of sending a survey to find what works and what does not with current committees.
        ● Training currently no training for committees.

c. **Articulation and Marketing:**
    i. The group discussed the importance of articulation agreements and program mapping to facilitate seamless transfer between institutions.
        ● The importance of a consistent template.
        ● Creating a repository of existing articulations, for example.
        ● Follow-up on survey results and examples of current agreements.
        ● Create time at the spring meeting for attendees to add information about their articulations to a spreadsheet. A reminder email will be sent out before the spring meeting so attendees will be prepared.
    ii. Discussed ways to improve marketing communication for programs, including creating a centralized location for marketing materials.

- Moving the BLC Canvas site to SBCTC.
- Creating 'one pager' and FAQ examples with unique selling points, program highlights, and entry requirements.
    iii. The BAS page on the SBCTC website has outdated program names and questions about who is the contact to have this updated.
  d. **Equity:**
    i. Today's dashboard presentation included items from the fall meeting list.
    ii. Will investigate the tuition discrepancy and report back in the Spring.
    iii. This group will have a meeting on March 15th, and plan to report on findings.
V. Adjourn for lunch

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Business Meeting

I. Introductions
    a. Quorum present
    b. Announcement of open positions:
        i. Vice-chair open after winter meeting
        ii. Chair, Tanya's term ends in spring
        iii. Treasurer, currently open
        iv. Member at large
    c. Treasurer's report:
        i. Current budget &16,710.37
        ii. A small amount of funds was used for the Fall meeting.
    d. Discussion about dues and invoicing:
        i. Should dues be collected this year?
            - The current ledger is large; it has been decided we can hold invoicing for this year.
            - Need for new treasurer and institution with business office willing to take this on. Columbia Basin is willing to continue for the near future; further discussion will be at the spring meeting.
II. Voting Items
    a. Approval of Fall general and business meeting minutes
        i. Motion to approve fall meeting minutes: Wendy (Olympic College)
        ii. Seconded by Viki
        iii. Motion passes
    b. Prompt for the treasurer position
        i. No one steps forward.
III. Executive Committee Reports
    a. Chair: Tanya Knight
        i. No update.
IV. Treasurer: Steven Danver
    a. No new revenue.
    b. Balance: $16,710.37
    c. Invoices for dues will be sent out soon

V. SBCTC: Val Sundby
    a. Short session for the legislature this year.
        i. 9 million on resourcing BSCS and looking at expansion and startup support.
        ii. Funds for ORE, which had been reallocated, have been refunded through a Dept. of Education grant and the Climate Solutions work.

      iii. Work looking at updating Workforce programs to prepare students for the greener economy and better engagement with Tribal partners and Tribal stewards' curriculum was deprioritized. Still, as a result of advocacy groups, it has been added to the Governor's budget, which then put it back into the operating budget.

      iv. The capital budget shifted due to carbon emission reduction standards and emergent needs for three colleges to meet this legislative requirement.

      v. 161 approved programs at 33 colleges, including 11 Bachelor of Science in Computer Science (BSCS).

      vi. Val encouraged those interested in following legislative updates. If you want to follow legislature news, sign up for [Legislative News](#).

  b. Student Success Software:

      i. Request from the President's group to develop a Request for Proposals (RFP) for new student success software.
- Currently approx. 22 colleges are using a student success platform. Which only have one-way integration into CTClink.
- Determined it is critical for two-way integration with these platforms.
- A single platform will have to be chosen.
- RFP will take about 18 mo. Followed by an implementation process.
- Will be an 'opt-in' for colleges.

      ii. Enrollment update:
- Fall enrollment is up, with a 7% increase from Fall 2022.
- Our CTC Bachelor's programs are slightly above the national average. Also, graduates are slightly above the nation's average wage.
- Close to 40% of WA. Residents have a Bachelor's degree
- New proposals continue to trend in technology, behavioral health, and education.

      iii. Highlight of the Student Success Center and upcoming conference.
- There is a calendar with activities, assessments, and the teaching and learning conference.

      iv. Questions:
- Can Perkins funding be used for Bachelor's programs? No, they cannot.
- Any updates on Computer Science funding? optimistic. Currently fully funded at the 9 million dollars, but that can always change. There is strong advocacy.
- Any thought of having other platforms ex. Curriculum management goes through a process similar to the current RFP for student success software. No, not that Val has heard.

VI. Liaison Reports:

  a. Centers of Excellence: Dan Ferguson.

      i. Funds are available for faculty's professional development and can be used for conference registrations, workshops, certifications, materials, short courses, etc. Maximum awards up to $2,500.00.

      ii. Several upcoming conferences.
- First-ever conference for BAS program coordinators. March 7-8, in Tukwila.
- The Washington State Behavioral Care Health conference in Kennewick will be on June 14th.
  - a. Several directors will be presenting.
- Centers are hosting quarterly webinars

  b. Instruction Committee (IC): Connie Smejkal

  c. Workforce Education Council (WEC): Trish Newbold – Not Present

      i. Steve spoke about the meeting he and Tanya had with WEC. Topics discussed:
- Possibility of collaboration and/or, at a minimum, having the BLC and WEC meetings align on date and location. This is attractive as reps who attend both will not have to make separate travel plans.

- Additional discussion/planning is needed on this with the hope to begin next year.

d. Articulation and Transfer Council (ATC): Chris Chen is not present.
   i. Val provided some updates on two voting items.
      - Common course numbering and updating antiquated titles will be going to IC.
      - Sending forward recommendations about two new AP exams to IC: AP exam for precalculus and an AP exam for African American Studies. The scores for these exams will be hitting campuses this summer.

e. Research and Planning Council (RPC): Jason Engle is not present.

f. Library Leadership Council (LLC): Christie Flynn
   i. Library rubric for BAS programs.
      - Currently attached to old NWCCU standards, work is underway to crosswalk old standards to the new standards and then update the rubric.
      - There is a hope from the LLC to have the rubric 'baked' into the BAS approval process.
      - How to navigate the standards and rubric for programs that have moved or are created online.
      - How to ensure that as a program continues, the resources in the library stay up to date with changes in the industry, technology, etc. What are the 'touch points' between the library and the programs?

VII. Good of the Order:
   a. Spring meeting in Pasco at Columbia Basin College.
   b. Spring meeting is aligned with WEC, which will also be in Pasco.

VIII. Adjourn 11:25

Upcoming Meetings

Spring 2024 BLC
April 15-16
Columbia Basin College

Summer BLC
TBD