



College Council

January 26, 2021 | 3:00pm – 5:00pm | Zoom

MINUTES

Members Present:

| | | |
|---|---|--|
| <input checked="" type="checkbox"/> Branstad, Jenni | <input checked="" type="checkbox"/> Lane, Bradley | <input checked="" type="checkbox"/> Thomas, Carey |
| <input checked="" type="checkbox"/> Bukair, Sara | <input checked="" type="checkbox"/> Lipscomb, La Shonda | <input checked="" type="checkbox"/> Thurston, Emily |
| <input checked="" type="checkbox"/> Chin, Jacob | <input checked="" type="checkbox"/> Nakamura, Gina | <input checked="" type="checkbox"/> Whitsitt, Joni |
| <input checked="" type="checkbox"/> Dwyer, Johnny | <input checked="" type="checkbox"/> Relatado, Blaine | <input checked="" type="checkbox"/> Wilkie, Dawnelle |
| <input checked="" type="checkbox"/> Edgar, Christine | <input checked="" type="checkbox"/> Roque, Alex | <input checked="" type="checkbox"/> Williams, Willie |
| <input checked="" type="checkbox"/> Edwards Lange, Sheila | <input checked="" type="checkbox"/> Rutherford, Kay | <input type="checkbox"/> Yazici, Ton |
| <input checked="" type="checkbox"/> Ferris, Lincoln | <input type="checkbox"/> Ryan, Julia | |
| <input checked="" type="checkbox"/> Harden, Yoshiko | <input checked="" type="checkbox"/> Selfe, Robert | |
| <input checked="" type="checkbox"/> Harris, Adria | <input checked="" type="checkbox"/> Tang, Alexander | |

Agenda Items:

Zoom Etiquette

Carey Thomas

Land Acknowledgment

Carey Thomas

Welcome & Opening Activity

Approve College Council minutes from December 3, 2020 meeting

Approved by 11

Council Bylaws

AH-Co-Chair Update

In June of last year, the decision was made to make an adjusting to the timing of when the co-chair would start. The following items were also updated:

- Removed Seattle Vocational Institute
- Nomination for co-chair in April for following academic year
- Vice chair will be appointed by President in June
- Vice chair will serve from October to June
- Council meeting will take place at least twice a quarter

The changes were approved.

District College Council

AH-It has been proposed to have a district wide college council to have a connection to Chancellor's office for information sharing, a greater voice and transparency. This council will be comprised of students, faculty and staff.

Structure-South proposed that current council members from the all the colleges join the district or others from the campus community. Having the current council chairs as members with a total of 15 members. The main concern of using current council members is bandwidth, however, a district council that doesn't include current member may cause a disconnection between campus council and the district council.

Next step is to meet with North and South chairs and share feedback from college council meetings.

Budget 101- Understanding the Budget

BL-The college is a public state agency with a budget that has different pots of money. Those pots of money cannot mix. In the operating budget is the core of the spending-instruction, students services and admin services as well as the management of the college. Money must be used as it was designated. If you receive money for student scholarships you cannot use it for salaries. This academic year the operating budget is 57.2 million. Approximately a third of that is from state funding.

A major trend in the budget is the decline in international student enrollment. Starting in 2017-2018 we were seeing about a 15% reduction each year that caused financial pressure on the college. This year International enrollment fell almost 50% based on geopolitics in the US and the pandemic.

With the decrease in international student population the college had to start spending more cash to balance the budget at the end of every year. There were more expenses than revenue. For more than a decade the college balanced its budget using local funds which included a lot of International Student dollars. The local funds were like a savings account at the College and 3 million dollars were spent in 2017-2018 and 2018-2019 to balance the operating budget. By the end of 2017-2018 cash wasn't being saved and more was being spent.

Because steeper cuts weren't made in previous years and the decline in international enrollment the President announced a 6-million-dollar budget gap in the 2020-2021 budget. There was only 7 million in the savings account. This was before COVID hit and the changes in enrollment that happened because of the pandemic. This year's budget is very fluid and from Fall up to the December, the President and the Vice presidents identified about 3 million in cuts and stopped.

In March, with major changes to college operations because of COVID and the economic downturn the Governor instructed agencies to hold back 15% of the money received to give back to the state. Now the district will continue to hold about 3% of it back and the college will be able to move about 7% of that money back into our budgets.

The college also received several instances of federal funding related to COVID. Last year the college received 1.6 million in CARES dollars that was roughly half money was used for the institution and half money for student aid. The 1.775 million in GEERS dollars from Washington state used for institutional support, loss tuition and emergency funds for students of color. The 5 million in CCRSA funding from the federal for institutional support and additional 1.6 million for student aid. The college is calculating exactly how much of this federal funding can use to balance this year's budget to avoid so other cuts or use the cash reserve.

Budgets

- Operating
- Self-Support & Enterprise
- Foundation
- Grant
- Capital

Operating Budget Breakdown

- 70% Instruction
- 13% Student Services
- 11% Plant Operations & Maintenance
- 6% Institutional Management

Operating Budget Spending

- 66.2% Salaries
- 22.8% Benefits
- 8.1% Goods & Services
- .2% Travel

Items from the Board of Trustees Meeting

SEL-Single Accreditation

The Chancellor and the President of North are giving presentation to the board about single accreditation in May. The granting of accreditation recognizes an institution performance with integrity and quality. Seattle Central is independently accredited and goes through this process with the Northwest Commission. The commission issued an accredited report with some recommendations. Each college in the district goes through the process. Each college is on a different timeline.

When considering one accreditation key questions are asked.

- Will it create a better student experience?
- Will it help reduce overhead?
- Will it provide an opportunity for growth?
- Will it minimize internal competition?

The board also asked to look at the number of senior leaders that we have in Seattle Colleges and how the colleges compare to others. The question is coming from faculty that believe the college has too many senior leaders. Seattle Colleges is not out of alignment with Spokane, which is only two colleges and they are separately accredited as well.

Steps for exploring one accreditation

- January 2021-hire a third-party consultant to conduct a feasibility study
- February-March 2021-engage stakeholders in gathering feedback
- April 2021-compile feedback
- May 2021-present findings to Board for review
- June 2021-Board makes final decision.

College Council Workgroup Updates

Critical Issues

YH-The committee is planning for the student experience focus series in Spring quarter. Shonda Lipscomb has agreed to serve as the co-chair of critical issues committee.

In previous years the groups were more pathways focused. This year the focus will be big themes around communication.

- How do you learn about resources?
- How instruction and teaching learning
- Feedback from online learning environment
- Student engagement

Next steps are training on finalizing the questions in the protocol, how do you facilitate the focus group. Other steps are the schedule for Spring quarter groups, marketing to the students and incentives for participation.

Resource Allocation

BL-The committee is in the process of updating the budget development principles to give to the executive team as they are building next year's budget.

After reviewing the 13 principles that were given to the executive team during last year's budget process and reviewing the principles district budget and strategic planning task force there is overlap between the two lists. During the next committee meeting we will chart the two lists to look at overlap and create a more manageable set of principles.

If the college continues to receive funding from the federal and local government that may have conditions on how the funding can be used. As the committee creates new principles for the executive team it will address the possible conditions that the college may face this year.

The committee will have a set of principles to consider and approve at the next College Council meeting.

Strategic Planning

LF- The committee is looking at existing operational plan, the college objectives on EDI and the district's three measurable objectives they want to see move or improve by 2022-2023.

Through a series of forums and a survey over the next two weeks people have an opportunity to participate in discussions around how to update the operational plan and then, more specifically, within the strategies which ones should be prioritize.

CtcLink Update

SEL-E-forms will shut down March 8th. Stipend pay will not happen until after that date. HR does not have the capacity to process. Some HR functions would be disabled January 15 through March 8. There are dates that are on the website that gives you deadlines on time leave reporting. HR will not have the ability to process emergency checks.

The state Board and the senior leadership met and said the district is in a position to go live on February 22.