

Draft Minutes of the Board of Trustees Meeting  
Washington State Community College District 17  
Special Meeting

May 12, 2014 ♦ 8 a.m. – 11:30 a.m.  
SIERR Building at McKinstry Station  
850 E. Spokane Falls Blvd., Spokane, WA

Attendees: Bridget Piper, Jan Wigen, Mike Wilson, and Christine Johnson, Janet Gullickson, Scott Morgan, Lisa Hjaltalin, John Huffstutter, David O'Neill, Greg Stevens, Nancy Szofran, Beth Thew, Anne Tucker, and Linda Graham (recorder)

**CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL**

The Board of Trustees of Washington State Community College District 17 held a special meeting on Monday, May 12, 2014. Chairwoman Piper called the meeting to order at 8 a.m., and announced that the special meeting was open to the public and that no final action would be taken.

**OPERATING BUDGET**

Community Colleges of Spokane Chancellor Dr. Christine Johnson showed a PowerPoint presentation highlighting external forces, internal challenges and new strategic markets that need to be considered when developing the budgets. It was noted that the State Board for Community and Technical Colleges (SBCTC) has established a taskforce to review its allocation formula. Community Colleges of Spokane currently receives the least state funding per FTE. Spokane Community College (SCC) President Mr. Scott Morgan noted that the current formula was implemented more than 20 years ago and was based on the economies of scale.

District Director of Budget and Administrative Services Mr. John Huffstutter continued by distributing reference material (copy is on file), presenting an overview of the format of the meeting, the topic of which was budget development for 2014-15, and showing a PowerPoint presentation highlighting:

- general operating budget principles;
- legislative session review;
- operating budget sources;
- special allocations;
- district managed costs;
- district initiatives;
- and board designated reserves.

**BREAK**

The meeting recessed at 9:25 a.m., and reconvened at 9:35 a.m.

**OPERATING BUDGET - CONTINUED**

Following the break, Spokane Falls Community College President Dr. Janet Gullickson presented information regarding college priorities and the budget development process. Similar reports were made by Mr. Morgan. Dr. Johnson, Acting Chief Financial Officer Lisa Hjaltalin, Provost Nancy Fair-Szofran, Chief Information Officer David

O'Neill, and Chief Administration Officer Greg Stevens reported on the current budget situation and development processes to be used for district administration and the facilities department.

Discussion with the board took place regarding the above reports.

### **TUITION AND FEES**

Mr. Huffstutter continued the presentation by reviewing proposed 2014-15 tuition rates if a 7.5 percent increase of the 15-credit S&A fee rate is approved by CCS students. It was noted that the proposed rate is one of the lowest in the state. It was noted that the Board received an email from SCC student government representatives expressing concerns about the S&A process. Revisions to the S&A process, which has been used for several years, will be considered.

Proposed technology, administrative and lab and course fees were reviewed. The Proposed tuition and fee schedule was also discussed.

### **BOARD DISCUSSION, CLARIFICATION AND DIRECTION**

Dr. Johnson noted that the Board will be asked to take action on the proposed budgets during the June regular meeting and asked if there were any additional questions and/or recommendations.

Trustee Wigen requested a reference sheet explaining the programs such as STEM, College in the High School, and Running Start.

Since adjustments to the proposed budget are likely, Trustee Wilson requested that changes be clearly identified with an asterisk or color highlight.

Chairwoman Piper noted that the proposed budget reflects the strategic plan and focuses on student success. Trustee Thew thanked CCS for training session and recognized the budget office for their work. .

### **ADJOURNMENT**

Being no other business, the meeting adjourned at 11 a.m.