

## Draft

Baccalaureate Leadership Council

### 2022 Winter Quarter Meeting

Jan. 18, 2022

Zoom

## General Meeting

- I. Welcome & introductions
- II. Discussions & Announcements
  - a. Graduate Survey
    - i. Question- What are best practices for sending out the graduate survey, what has worked well in maximizing responses.
    - ii. Survey was created by a workgroup, located on the BLC website.
      - Each institution uses it or doesn't and this isn't tracked.
      - Usually sent out 6 months after graduation.

What was the original purpose.

- How is the info being used?
  - How long has it been around, (4yrs.) when/how to determine if it needs to be updated.
  - How is it being maintained? Appropriate platform to streamline maintenance.
  - Will the dashboard make this redundant?
  - Survey fatigue-how to incentives
  - Partnerships with industry to elevate/align with larger needs.
  - Workgroup disbanded; do we need another workgroup?
  - Are institutions sending this out or moved to a different survey.
  - Connie will follow-up with Char on items identified.
- b. COVID
    - i. Institutions are doing different things, based on direction from State and health departments.
      - HI flex, allows for students to choose
      - Enrollment vs. retention
      - Remote and then reassessing after two weeks
      - Cohort groups that are staggered
      - Some are remote through winter
      - Some are face to face
      - Issues around reduced funding for VA students
  - c. Cohort Modeling
    - i. Feel for who uses the cohort, if so, what format how do they use.
      - Non-cohort easy to recruit, better for PLA and allows some flexibility.
      - Many are cohort modeled, allows for planning and stronger retention-good results. Can build strong network in cohort. Also easier for managing.

- Mix part-time & Full-time. Strict advisement is important to ensure they are completing their gen. ed.
  - d. Conference
    - i. Spring Conference
      - Some are visiting CCBA and getting professional development.
        - a. Could those who attend CCBA provide a share out at our spring meeting.
      - How do we gather professional development opportunities?
        - a. Share to BLC list serve.
        - b. Build off what Lenaya did.
        - c. Dan Ferguson will reach out to Rita Karam at the Rand corporation, presentation on the Importance of working with industry to update and bring back to the group.
          - i. Challenges around maintaining and sustaining these relationships.
          - ii. Could this be a presentation for our Day 2 of the spring meeting.
          - iii. Also, how do we not overtax the same partners.
          - iv. Specific questions around advisory boards for this conversation. Create a questionnaire for members to go out before the registration.
      - Reality of spring conference, how is everyone feeling
        - a. This is a space to do something different.
        - b. Take a moment to recalibrate, and conversations around professional development and program changes.
        - c. If we skip spring, then we can focus on energy for a fall conference, maybe a smaller more focused event.
        - d. Consider a summer conference based on the activity groups.
          - i. Ea. Group presents and/or has a speaker on the subject.
          - ii. Allows alignment of work being done is topic relevant to the work currently underway.
- e. BAS Abbreviated Approval Process
  - i. Developing an abbreviated process for those programs that were a track/or have evolved past what the original proposal held and are becoming a standalone degree without any substantial changes.
  - ii. Programs in technology-Computer Sciences, Cyber Security, IT having to put together a proposal that is the same as a new program, for these programs this is a long, frustrating process for an already approved degree.
  - iii. Scott will make a recommendation to the person coming into his position and recommends we propose this to I.C.

- iv. We should lead and create the proposal. Rebecca Cory and Cindy Walker volunteered to work on this proposal, Scott will support, and Connie is going to share and make connections offline to get this moving. (Ad Hoc activity group).
- f. Proposed Bylaw Change
  - i. Term extensions change to allow more than one year in each position.
  - ii. Do we keep the past chair position and if so then does this become a 6yr position, also addressing the continuity of people in these positions, people come and go?
  - iii. Scott has indicated many other councils are going to longer terms.
  - iv. Concern raised about lack of diversity on the board and how longer terms may exacerbate.
  - v. Decided to open the nominations for this year, and then if bylaws change those coming in would fall under the longer terms.
  - vi. Sunaina will update the bylaw, we will send this out for a vote in spring.

### III. Activity Group Report Out

#### a. **Promote BAS Programs Statewide** (Lead: Christie Crawford)

- i. Focus on a highlighted item, question about highlighted item and if it was new: **Report on number of articulation agreements statewide and local to IC in spring 22, survey membership**
- ii. This was not on the fall workplan-if it is highlighted it directly links to an ask from Instructional Committee (IC), other items are things we want to do. This allows her to report back to them on those items.
- iii. Is the ask for this activity group to create a survey to members about articulations-
- iv. Scott-the use of 'articulation' to masters' programs is a challenge, most use different language. WGU is the only institution with a formal signed articulation, other institutions do not have this to their masters' programs. Articulations are a type of guarantee that you will take my student and it is unlikely that this would be happening at the graduate level, this seems to be language from the two- to four-year agreements.
- v. Connie will go back to IC and ask if they are specifically looking for signed agreements between institutions or are they looking to see which institutions will take our students.
- vi. Christie asking for clarification, it seems that this work is already being done by the Pathways workgroup. Maybe this is the better fit.
  - Alison (Pathways group) let group know they have met as a subgroup and drafted some questions for a survey they are putting together and could add/ask this in the survey.
  - Could ask two questions
  - Do you have an official articulation or MOU?
  - Do you have places where students are accepted into masters?
- vii. Other than the question around the new item this group discussed the rest of their workplan and identified action items, they need some more group members. They will be meeting as a sub-group to create outcomes on the identified action items.

- b. **Improve Pathways into and through BAS degrees** (Lead: Chris Chen Mahoney)
- i. Looking at best practices and creating the survey.
  - ii. Thinking about two surveys-one that is broad, one that is specific to program questions.
  - iii. Question to group, preferred to share out method for the survey, BLC List-serv or other?
- c. **Enhance practices in reducing equity gaps within BAS programs** (Lead: Ron May)
- i. Mary-Jane will connect with research folks specifically Summer (SBCTC) about using the dashboards to look at demographics: BAS at the- state level, college level and program level. Compare to the prof/tech associate degree demographics; with intent to identify programs that are showing equity and contact them about their best processes.
  - ii. From this create an equity toolkit for marketing, admissions, application, orientation, retention and how do we launch BAS students into employment or a graduate program.
  - iii. Question: how would this toolkit be distributed to faculty/programs?
    - Model what is done for the prof/tech boot camp for BAS faculty.
    - Al la cart platform, with videos, examples/templates.
    - Establish a statewide faculty community of practice, where they can communicate with each other.
    - Need multiple ways to contact the faculty.
    - Connie-this looks to have the potential to get faculty more involved in BLC, meetings, conferences, workshops etc.
- d. **Develop guidelines for BAS program management** (Lead: Shannon Reedy)
- i. Katie has uploaded "Welcome Kit" document it will go out to team members for adjustments and additions, then it will be forwarded for approval.
  - ii. Determining 10 questions new people have, conversation about combining these questions into one of the other surveys.
  - iii. The hope is to take the legacy information that we all have into a formalized format and location.
  - iv. Suggestion made: Send surveys to Connie first, if there are multiple surveys exec. team can track and determine if some should be combined, remove duplications, or stagger-help prevent survey fatigue and confusion.
- e. **Modify the annual conference due to COVID-10 and provide alternative options for professional development** (Lead:)
- i. This activity group did not meet due to the earlier conversation to skip the spring conference and revisit for a fall event during the spring meeting.

**Draft**

Baccalaureate Leadership Council  
**2022 Winter Quarter Meeting**

Jan. 19, 2022  
Zoom

- I. Introductions
- II. Voting Items
  - a. Approval of Fall General and Business Meeting Minutes
    - i. Motion to approve: Sunaina Virendra
    - ii. Second: Mary Jane Oberhofer
    - iii. Motion passes
  - b. No additional items.
- III. Executive Committee Reports
  - a. Chair: Connie Smejkal
    - i. Presentation of the proposed Gen. Ed. Changes to IC will move forward in Feb.
    - ii. Feedback from IC's preliminary meeting:
      - Concern expressed to ensure the reputation we have built as being valid and rigorous baccalaureate programs was not hurt by a change to change to general education.
      - Largest number of questions around allowing students to obtain a bachelor's degree without a Natural Science.
    - iii. Recap of proposed Gen. Ed. changes & process asked:
      - New proposal
        - a. Communication & math does not change.
        - b. An additional 30 cr. Gen. Ed. a total of 45 that would carry distribution, an additional 30 credits could be added, any combination of distribution, with one more, 15 cr. Of elective that may or may not carry distribution.
        - c. Ensuring the intent is still aligned with masters' programs for students in programs that want to move onto masters.
        - d. Allows programs more freedom to have Gen. Eds. that make sense for their programs and would not require change for programs who do not want.
      - Attendance to IC voting meeting in Feb, after approval, implementation-most likely for 2023.
      - Discussion on effective date of implementation
        - a. Should it only affect new students or go in effect now.
        - b. Could a student choose to jump to the new catalog?
        - c. Make it consistent to a program change at the institution. Agreement that this language should be added.
        - d. Note made about need to change AAR.
    - iv. Decision made to hold spring meeting virtually.
  - b. Treasurer: Sunaina Virendra
    - i. No update due to ctcLink go live at Skagit Valley College.
    - ii. If you are using your P-card, please let the cashier know who you are/who you are paying dues for and which institution it is for.

Current year revenue	\$
Current year expenses	\$ 0
Prior Year Carry-Over	\$ 8,259.43
Current Balance	\$8,434.43
Outstanding dues	\$

c. SBCTC: Scott Copeland

- i. Finalist identified for Director of Transfer, with new person in place quickly.
- ii. Five statements of need and two proposals submitted.
  - Statements:
    - a. Everett -Accounting
    - b. South Puget - Craft Brewing
    - c. Spokane Falls- Integrative Behavioral Health
    - d. Seattle Central- Teacher Ed
    - e. North Seattle, representing the three districts- Computer Science
- iii. Legislative updates, nothing that will specifically affect us, mostly clean-up.
- iv. Discussion around tuition waiver
  - Written to allow colleges to write their own policy.
  - Statute written to allow an institution to emphasize own employees and/or exclude BAS.
  - Make sure that the policy is not general, each institution needs to have a clear policy about if they accept BAS.
  - It is a course limit not a credit limit-two courses.
  - Cannot add spaces to accommodate individuals using the waiver.

d. Proposed Bylaw Changes

- i. Longer discussion captured on the business meeting.
- ii. Extension of Executive position terms to two years, the treasurer stays at three years. This is to create continuity.
- iii. Bylaw language change will be circulated for review and a vote in spring.
- iv. We will re-open positions for nomination, new nominations & current exec. team can put in nomination, and pending bylaw change new exec. members would fill new term of two years.

IV. Commission Liaison Reports

- a. Articulation & Transfer Council (ATC) Chris Chen
  - i. ATC has not met this quarter so no report out.
- b. Instructional Commission (IC) Emily Lardner
  - i. IC does not meet until Feb., no update.
- c. Workforce Education Council (WEC) (New liaison needs to be identified)
  - i. No update.
- d. Research and Planning Commission (RPC) Jason Engle
  - i. RPC liaison not present, no update.
- e. Library Leadership Council (LLC) Julie Nurse
  - i. Lynn Deekin also present and included in response.
  - ii. They are running behind due to COVID.
  - iii. Group is beginning to update the information literacy rubric, aligning to baccalaureate programs. Plan to get back to this work by end of winter quarter.
  - iv. Ask for feedback on information literacy at institutions.

- What's happening at your institution?
  - What would you like to see?
- v. This has not been worked on in a while, should look at better integration. How are we using the rubric to guide our decisions? Discuss with small group (expedited proposal group) on how/get a feel from folks what or how they are using the rubric for proposals.
- vi. Needs a new home on the web, and a revision to complete rebuild.
- vii. Connie will keep them updated for inclusion in the discussion.
- f. Centers of Excellence (COE) Dan Ferguson
  - i. New executive director of Aerospace and Advanced Manufacturing, Jason Petrait.
  - ii. 10 out of 11 centers have access to a new demand data/economic forecasting tool, Chrmura (jobsEQ). Centers can provide a report in a variety of sectors to help with program development.
  - iii. Even if your program/sector doesn't align with an industry a center covers you should still put out a request about particular jobs or occupations, contact Dan and he will get it going. [dferguson@yvcc.edu](mailto:dferguson@yvcc.edu)
  - iv. Examples of report elements:
    - Occupation snapshot
    - Employment by industry
    - Wages
    - Occupation demographics
    - Education profile
    - Post-secondary programs, linked to the occupation
    - Job listings
    - Skill & occupational gaps
    - Certification gaps
    - Geographical distribution
    - Regional map
  - v. Rita Karam with Rand is available for April to provide updated presentation on community partnerships with community colleges.
  - vi. Dan will be meeting with Senator Murray this afternoon, topic is internet bandwidth, asked committee-How much of this is a barrier to educational attainment.
    - This is of a major issue; many students are accessing their education through library/school parking lots. Anyone in a non-urban setting is facing issues with connectivity, this a barrier not just to BAS but also to the 'pipeline' students.
    - In urban areas, it is less of an issue of connectivity but cannot afford the equipment or internet at home-have to choose between internet and a cell phone plan. Also, no way to know who has self-selected out because these considerations make education out of reach.
    - Many students are using a phone, which creates another set of problems. Not just access to internet, but also access to equipment. Server and software within the institution also brought-up, if you do not have strong servers to push the data creates another set of problems.
    - This is also affecting K-12, K-college. We did our best, but there are gaps that will impact the educational system for years.

- Dan- The self-selection out of education is very impactful and will be articulated at the meeting and appreciates the input, it is very helpful.

V. Topics of Interest

a. No one scheduled, so opened the floor for “Hot Topics”

i. How is enrollment looking for BAS programs?

- Lower enrollment, particularly Associate degree areas-what does this mean for the pipeline?
- Nationally enrollment is down by 1million 2021 compared to 2019.
- BAS seems the least impacted, new programs are filling.
- ‘High touch’ on BAS programs with students helps.
- Discussion on barriers &/or barriers that can be removed.

VI. Meeting Adjourned

Upcoming Meetings

Spring BLC

April 19-20, 2022

Zoom

Summer BLC

July 19, 2022

TBD