5 Star Consortium Meeting Minutes

November 18, 2010

Present:

David Beyer Sandra Fowler-Hill

Jack Ohara Dennis Long

Sharon McGavick Marty Cavalluzzi

Lee Lambert Daryl Campbell

Eric Murray Sunny Burns

David Beyer opened the meeting with introductions.

David provided the group with an update on the Efficiency Study Steering Committee’s most recent meeting. David sent each of the 5-Star presidents a copy of the draft Efficiency Study Report to the legislature. Lee and Eric felt strongly that, where possible, an estimate of the savings created by specific efficiencies should be included in the report. Several of the presidents felt the big cost savings the college system has achieved (significantly more enrollments at a time budgets are being cut) was not featured as a highlight in the report. David indicated the committee was seeking input on the report before it is presented for adoption at the State Board meeting on December 1.

The group discussed some faculty concerns over not being included in efficiency discussions on the campuses. The colleges have held forums and implemented surveys to solicit faculty and staff input. As work progresses, faculty will be asked to contribute to discussions and planning efforts.

Dennis Long representing Student Services presented a description of four projects that would improve student access and mobility among the five colleges.

* Universal student ID and records system.
* Crosswalk for assessment placement scores.
* Common and consistent interpretation and application of Washington residency regulation.
* Common and consistent interpretation and application of military veterans’ waivers, regulations and eligibility.

Full descriptions of each project are attached.

Sandra Fowler Hill and Marty Cavalluzzi discussed seven ideas put forward by the VPs of Instruction, after working with faculty and staff on their campuses, that if implemented would create further efficiencies and improve effectiveness at the colleges.

* Find an alternative to the HP-3000 in a timely manner.
* Utilize a common placement tests and cut-off scores.
* Publish an annual calendar for all five colleges.
* Eliminate residency requirements for degree completion at the five colleges.
* Publish an annual schedule of classes at all five colleges.
* Leverage purchasing power as a consortium to negotiate significant savings with textbook publishers.
* Create an umbrella system for professional development.

The ideas put forward by the VPs of Instruction are attached.

Daryl Campbell, representing the VPs of Administration provided the group with the six top projects from their group including a work plan and an initial cost reduction analysis for their highest priority idea.

* Implementation of a virtual desktop interface.
* Shared development and implementation of IT applications.
* Common “on-call” architect for management of small capital projects.
* Sharing graphic designer or functions at all five colleges.
* Centralize print shop functions to serve all five colleges.
* Maintain a centralized warehouse for reusable college office equipment.

The VPs of Administration have connected with all five of the IT directors. They will be meeting together within the next couple of weeks. A more complete description of the work accomplished by the college administration group is attached.

Jack Oharah discussed Edmonds Community College’s work with a consultant to apply Lean Six-Sigma processes to specific college operations. The college has had to eliminate 43 positions with the recent budget cuts and remaining staff are killing themselves trying to get the work done. College leadership felt there has to be a better way to do things. Edmonds is evaluating two major processes:

1. How students get into the college (admissions and financial aid)
2. Quarterly class schedules

Already college administrators and staff are seeing results. The staff is highly engaged in the process. The evaluation will also provide the college with other processes that may be good areas to review for cost-savings and potential revenue opportunities.

The 5-Star Consortium will meet with representatives from each of the Boards of Trustees on Thursday, December 16th at 9:30 at Shoreline Community College. Representatives from Instruction, Administration, and Student Services will present the highest priority idea and work plan from each area. The presidents also discussed inviting representatives from Human Resources to attend the meeting.