

MINUTES – STUDY SESSION

April 27, 2020

Bates Technical College | Virtual Meeting Space

I. Call to Order / Determination of a Quorum

- X Chair, Christina Blocker
- X Vice Chair, Heather Moss
- X Trustee, Layne Bladow
- X Trustee, Florence Chang
- X Assistant Attorney General, Justin Kjolseth

Chair Blocker called the study session to order at 2:00 p.m. Roll was called and a quorum was determined.

II. Executive Session

Chair Blocker read the following language into record:

“The Board will go into Executive Session for the purpose of discussing items provided for in RCW 42.30.110(1):

(g) To evaluate the qualifications of an applicant for public employment or to review the performance of a public employee...;

No action will be taken during Executive Session.

The Executive Session began at 2:04 p.m.

Chair Blocker reconvened the study session at moved into the regular meeting agenda at 3:10 p.m.

MINUTES – REGULAR MEETING

Downtown Campus, 1101 S. Yakima Ave., Tacoma WA 98405 | Clyde Hupp Board Room

I. General Matters / Introductions

A. Approval of Board Agenda

Vice Chair Moss moved to approve the board agenda. Trustee Chang seconded the motion and all were in favor. The motion carried.

B. Approval of Board Minutes

a. March 23, 2020

Trustee Bladow moved to approve the board minutes. Vice Chair Moss seconded the motion and all were in favor. The motion carried.

C. Citizen Remarks

a. None

II. Tenure Candidates

- A. Alicia Lancaster
- B. Andrew Min
- C. Dana Mcnutt
- D. Marge Luthman

Chair Blocker read each name

Tenure review committee Chair Sharon Netter recommended Chief Chuck Kahler.

Chair Blocker thanked the candidates for their dedication to Bates Technical College and asked if there was a motion to approve tenure for candidates Alicia Lancaster, Andrew Min, Dana Mcnutt and Marge Luthman.

Trustee Moss moved to move forward with the motion as stated.

Trustee Chang seconded the motion and all were in favor. The motion carried.

Vice President of Instruction Valerie Martinez and Executive Assistant to VP of Instruction Jenifer Keltto gave a talk and congratulatory power point presentation.

III. President's Report

President Lin Zhou asked General Manger, DeAnne Hamilton to give update on KBTC. Ms. Hamilton share that the Community Engagement Team have given out 600 grab and go meals, including learning activities, in four different communities in Tacoma to school age children. This is in partnership with Tacoma Housing Authority, Peace Lutheran Church and Little Library. Launched a multicast channel: Learning at Home, in partnership with State of Washington Director of Education and colleagues in Public Broadcasting on TVW from 9am-2pm consisting of learning based content aimed at 6-12th graders.

President Zhou worked with the API Advocate Center in Washington D.C. to secure laptops shipped directly to 31 students. ASG and Foundation are working to purchase 100 laptops of which 27 have been received today. All of these will be kept by the library and checked out to students. To date there have been 19 requests from students to check these out.

President Zhou has asked special assistant to the President Bill Thomas and Vice President Rob'n T. Lewis to provide a budget training presentation for the Cabinet and Deans last week. Vice Chair Moss was able to attend and it went well.

President Zhou has not received the confirmed word from state board but need to be prepared for Governor to announce the opening for lab instruction on May 5th. Lectures will remain online for spring and summer quarter. Lab instruction will be 1:5 teacher to student max ratio. Director of Campus Safety, Dee Nelons will be leading the recovery/reentry plan. Plastic shields will be installed at customer service counters, gloves and masks being ordered to be used in labs and any on campus workers. Work on campus will still be limited to only special circumstances.

A. Delivering Teaching and Learning Updates

Valerie Martinez, Vice President of Instruction, stated that clinics have been closed as well as all food services. Ms. Martinez shared the process for bringing learning to an online model. Including a boot camp hosted by the e-learning team. Some faculty preparing for the potential to return to on campus learning using social distancing practices and appropriate PPE's on May 5th.

B. Supporting Teaching and Learning Updates

Steve Ashpole, Vice President of Student Services, shared the summary of enrollment is down 8% overall for Fall, Winter and Spring quarters. Apprenticeship numbers are still coming in. High school enrollment numbers increase, averaging 350 each term of 19-20 versus 300 in 18-19 and looking at opportunities to grow this. Mr. Ashpole stated that they are looking at virtual recruitment. Lots of work being done with the CARES Act funds disbursement. The application should be up later in the day. Campus Life to present the 20-21 budget at May Board of Trustees meeting. They approved funds to purchase laptops for students, including providing monies to the Bates Foundation for this work. Mr. Ashpole announced that Bob Traufler has been hired as the new Registrar; moving from the former advisor at Central Campus. Commencement has moved to a virtual ceremony and planning is taking place.

C. Administrative Services Report

Rob'n T. Lewis, Vice President of Finance and Administrative Services, shared that the Accountability Audit was reviewed again and was updated as a clean audit, as the cyberattack was not in our control. Ms. Lewis shared that campus safety is doing well in manning our campus to keep it safe and secure. The bookstore has been taking appointments for the start of spring quarter. 20-21 funds could be cut from 5-20% has been the messaging from the State Board in preparation for the effects of this current pandemic. There are funds available from the CARES Act and FEMA relief and the reentry/recovery task force plan will be taking steps in reopening the campus. Ms. Lewis shared she will be working with the Deans and the Planning/Budgeting Committee will be put back in place to work through the budget process.

Vice Chair Moss followed up on the suggested cuts of up to 20%. Ms. Lewis shared the state board wanted everyone to go through this exercise since the final cuts are still unknown.

President Zhou shared that any FMS errors will be corrected and that a 10% funds cut would be \$2 million and not allowable. We need to develop new programs for additional resources of funding.

Vice Chair Moss stated that if the cut is 10% or 20% then it will pivot it will turn into advocacy by the Board members and President Zhou can turn to the Trustees for that purpose.

D. General Discussion

Vice Chair Moss shared a thank you to the four tenure candidates, particularly Marge Luthman and her role in social justice which reinforces the role Bates plays in the educational system in Pierce County.

III. Board Member Discussion / Remarks

A. Legislative Action Committee (ACT)

Trustee Bladow shared there was no meeting, no action, and no report.

B. Pierce County Coordinating Council

Chair Blocker shared there was no meeting, no action and no report.

C. College Council (Policy Review)

Trustee Bladow shared that the recent meeting was on Thursday, April 23, 2020 but he was unable to attend due to being on duty.

V. Executive Session

The Board determined no executive session was necessary at this time.

VI. Adjournment

Trustee Bladow moved to adjourn the meeting at 3:51 p.m. Trustee Chang seconded the motion and all were in favor. Meeting adjourned.