

## **MINUTES – REGULAR MEETING**

### **Bates Technical College | Virtual Meeting Space**

Chair Moss called the study session to order at 2:04pm.

#### **I. Executive Session**

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.

##### **A. Tenure Consideration – Jose Suchite**

Chair Moss called the executive session to begin at 2:05pm and reconvened the study session to move to recess at 2:32pm until the start of the regular meeting at 3:00pm

## **MINUTES – REGULAR MEETING**

### **Bates Technical College | Virtual Meeting Space**

#### **I. Call to Order/Determination of a Quorum**

X Chair, Heather Moss

X Vice Chair, Florence Chang

X Trustee, Layne Bladow

X Trustee, Christina Blocker

X Assistant Attorney General, Justin Kjolseth

Chair Moss called the regular meeting to order at 3:00 p.m. Roll was called and a quorum was determined.

#### **II. General Matters**

##### **A. Approval of Board Meeting Agenda**

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

##### **B. Approval of Board Minutes**

###### **a. January 25, 2021**

Trustee Bladow moved to approve the minutes as written. Vice Chair Chang seconded the motion and all were in favor. The motion carried.

##### **C. Citizen Remarks**

###### **a. None**

**III. Faculty Union AFT Local 4184 Updates**

Kathy Brock, Faculty Union Vice President, shared that faculty are wrapping up this quarter. Faculty are working with Valerie Martinez, Vice President of Instruction, to work on issues sent from the eBoard and sessions have been scheduled with her to work through these. Additionally, getting ready for the next negotiations session.

Chair Moss shared a thank you for the recent letter sent to the Board and a joint response from the Board was sent back.

**IV. Tenure Consideration Approval**

A. Jose Suchite – Electrical Engineering Instructor

MaryAnn Keith, Tenure Committee Chair, introduced Dr. Suchite and shared that he has become an integral part of the college along with his service to the country and the students adore him. It has been her pleasure, as chair to work with and learn about him.

Dr. Suchite shared a thank you for this opportunity and that it was an excellent experience to go thru this process.

Trustee Bladow moved to approve tenure for Dr. Suchite. Vice Chair Chang seconded the motion and all were in favor. The motion carried.

**V. Tenure Introductions**

A. Liberty Olson – Welding Instructor

Steve MacKay, Tenure Committee Chair, introduced Mr. Olson and shared that he is doing an excellent job. He has become a true leader for his program and is at the tail end of his second year.

Mr. Olson introduced himself providing education and work history. This process has been great and has seen great transition in welding for the good. He has had positive interactions with students and has been a great process. Has now taken on certified welding inspector role and thankful that Bates supported that.

Chair Moss shared that we appreciate your work being done and especially since welding is not work that lends itself well to online class work.

**VI. Pierce County Parks Fantasy Lights presentation**

Jen Spane, Pierce County Parks, presented the plaque to acknowledge Bates Technical College sponsorship and extended a thank you for the continued assistance from the welding program with the prior year's Fantasy Lights display.

**VII. President's Report**

President Lin Zhou shared that she attended the National Legislative Summit and the highlights are focusing on the funding expenditures and increased Broadband access; not only for students but for staff.

President Zhou thanked the Board for the work and approval on the Guiding Principles for the DEI Task Force work. First meeting will be held soon and updates will be presented as an added agenda item at this meeting. College is working with a consultant to write a Title III grant application. The contract included that the consultant will not be paid until the grant is received. IT has been working hard to move all of the items from the old server to the new server and the new server is almost done. Kudo's to Agnes Figueroa, CIO/Executive Director of IT, and her team for working tirelessly on this project. President Zhou shared a positive improvement on campus. The Financial Aid office historically would get a lot of complaints with lack of response. Now there is great leadership under Steve Ashpole, VP of Student Services, and Kimberly Uphold, Director of Financial Aid which has resulted in timely responses to student inquiries and complaints have diminished.

#### A. Delivering Teaching and Learning Updates

Valerie Martinez, Vice President of Instruction, shared that the Board report exemplifies the team effort it takes to move the needle at our college toward success. Recognition that we are becoming a culture of data as we now have an institutional researcher that is making data available college side and performing confirmation of accuracy. Ms. Martinez highlighted the transitional education had 144% increase in basic skills since Fall 2019. We have direct evidence that we are moving toward our goals.

#### B. Student Services Updates

Steve Ashpole, Vice President of Student Services, shared that enrollment is pretty static for winter quarter just waiting for numbers from apprenticeship and just starting for spring enrollment. Three key areas we're working thru as a college are: Guided Pathways, Degree audit and CRM. Ms. Martinez and her team are working on launching Watermark that will help with the catalog. For Accreditation work College Council has taken a huge role of communication and coordination.

Chair Moss asked for confirmation that the accreditation deadline was previously extended and where we stand in the timeline?

Mr. Ashpole confirmed that the deadline for our first draft is mid-March and the final submission is due for presentation one year from now. 2023 is when we actually have our onsite visits from accreditation agency staff.

President Zhou provided that the request to delay was due to the cyber-attack and that biggest visit will be spring 2023. Dr. Jeff Wagnitz has been hired to lead this work. At this time the Board does not need to be involved, but in Fall 2022 the Board will review prior to the final submission to NWCCU.

Trustee Bladow inquired about feedback for ctcLink?

Mr. Ashpole shared that The Seattle colleges went live this weekend. The feedback is that improvements have been made and it is not as bad as prior

rounds. Staff is engaging and diving into that work but as a smaller school it is more difficult because we can't spread that work out as larger schools. The staff is also spending time to learn how to use it.

President Zhou added that we are not behind in schedule as we are the last cohort. Agnes Figueroa and Beth Cummings are leading this project and we have a website of where the progress is tracked.

Chair Moss asked if we are looking at bringing more students to campus as we move thru the phases of COVID recovery.

Mr. Ashpole shared that the task force is looking at all options and ideas and sited that Dee Nelons, COVID-19 Task Force Chair, can provide an additional update.

#### C. Admin Services Update

Nicholas Lutes, Vice President of Finance and Admin Services, shared that they are working on the two year audit. One year will be completed and then right into the next year. Thank you to Jenifer Hoviland and her team for their work. Working with the Budget Committee and looking at equipment requests that total \$800K. Currently in the process of prioritizing them and then will begin annual budget development work. There is no decision by the legislature on budget. Mr. Lutes also updated that finalization of the high demand faculty stipends is near completion and explained the process of how this was determined.

Chair Moss asked what the funding source for the high demand stipend was.

Mr. Lutes replied it was the Workforce Education account that legislation passed two years ago.

Chair Moss as for confirmation if it is \$500K for our college alone?

Mr. Lutes confirmed it is.

Chair Moss asked for confirmation if there is progress for child care and the first option outside of our Ecap program.

Mr. Lutes confirmed in the affirmative.

#### D. Diversity, Equity and Inclusion Task Force Updates

Chair Moss stated that this is a new recurring agenda item to shine a light and pay attention to this.

Dee Nelons, Task Force Chair, first spoke to earlier question about the Task Force work on bringing students back to campus. Looking at a phase approached as is being done for the Governor's office of K-12. The task Force has always been wanting to mirror the Governor's office work so working on phases and what that will look like.

Mr. Nelons shared that the goal of the DEI task force is to promote diversity thru out the college and with the students. Specifically focusing on students of color to enroll and support them in success. Completed the selection of 16 members

to have great cross section of the college including Faculty, PTE, Administrators, and two students.

Chair Moss expressed it was great for Mr. Nelons stepping up to take on this leadership role and asked what the end goal of the task force was?

Mr. Nelons relayed that buy in and participation is critical so it is important to have the task force members be a part of the strategic plan and goal setting from the beginning. The progress will be shared with the Board and President Zhou throughout. The end goal is to bring enlightenment to the Bates community and then increasing the success and graduation rates of our students of color. Identifying the gaps for our educators to know what will help those students being successful.

Trustee Blocker expressed a thank you to Mr. Nelons and President Zhou and asked will the strategic plan will be developed when the task force is going?

Mr. Nelons confirmed yes, and this will allow their buy in and leverage the experience of the members and to utilize what they are bringing to this work. Trustee Blocker asked what will be the end result or the takeaways to provide to the community in the work being done.

Mr. Nelons replied that there must be liaisons to take the ideas back to college and in turn this will allow for feedback/ideas to be sent back to the task force. There is also be the development of a website to report the work being done.

#### E. General Discussion

Chair Moss shared that the National Legislative Summit was held. The State Board organized the discussions with Rep. Kilmer and Sen. Cantwell. This discussion was high level and staff and legislators are supportive. First Lady Jill Biden spoke about the pandemic recovery for the community and tech college system and shared that there will be support by this administration.

Chair Moss has recently asked for a tour by the Board of the new Allied Health building that will be scheduled soon.

The State Board is working on a DEI statement that should be shared soon.

Chair Moss and Trustee Blocker represent Bates on the DEI committee of the State Board.

Trustee Bladow shared that there is a great caliber of instructors at Bates, as shown today, in the tenure process and the selection process makes him proud.

### VIII. Board Member Discussion / Remarks

#### A. Legislative Action Committee (LAC of the ACT)

Trustee Bladow reported no update.

#### B. Pierce County Coordinating Council (PCCC)

No meeting has occurred.

#### C. College Council (Policy Review)

Trustee Bladow reported that the hard work on accreditation and policies are continuing.

**IX. Executive Session**

Chair Moss called the Executive Session to order at 4:15pm and reconvened the general meeting at 4:44pm to move to adjournment.

**X. Adjournment**

Trustee Blocker moved to adjourn the meeting. Vice Chair Chang seconded the motion and all were in favor. Chair Moss adjourned the meeting at 4:44pm.