

MINUTES – REGULAR MEETING

Bates Technical College | Virtual Meeting Space

I. Call to Order/Determination of a Quorum/General Matters

- 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 3:01 p.m. Roll was called and a quorum was determined.

A. Approval of Board Meeting Agenda

Trustee Blocker 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. Retreat - October 12, 2020
- b. Meeting - October 26, 2020

Trustee Bladow moved to approve the both the October 12, 2020 and October 26, 2020 minutes as written. Trustee Blocker seconded the motion and all were in favor. The motion carried.

B. Citizen Remarks

- a. None

II. Introduction of Transforming Lives Nominee

A. Abigail Gover

Juliette Kern shared information in regards to the Transforming Lives awards and introduced Abigail Gover.

Ms. Gover introduced herself and shared excerpts from her essay and personal story.

Ms. Kern explained that usually there is a dinner held by the State Board but due to COVID unsure what will occur this year.

Trustees expressed congratulations.

III. WAC Preapproval

- A. WAC 495A-108 Practices and Procedures (Revise)
- B. WAC 495A-310 Grievance Procedures – Handicapped (Repeal): to be replaced with a college policy.

Jean Hernandez, Special Assistant to the President, shared that 108 will come back before the board in March for final approval and then will be effective May 1.

Chair Moss inquired what will happen in the meantime with 310.

Dr. Lin Zhou, President, explained that until the new policy is enacted the current WAC will be in effect. Ms. Hernandez confirmed this.

Chair Moss asked if it would include a grievance policy.

Ms. Hernandez explained that the idea of splitting the staff and faculty policies is being considered.

Steve Ashpole, Vice President of Student Services, ensured that it would make certain to match with the student rights and responsibilities policy.

Ms. Hernandez requested a vote by the board on this matter.

Trustee Bladow moved to approve moving forward with the revision of 108 and repeal of 310 as presented. Vice Chair Chang seconded the motion and there was no discussion. All were in favor and the motion carried.

IV. WAC Approval

A. WAC 495A-115 Title IX Student Conduct Procedures

B. WAC 495A-121 Student Rights and Responsibilities

Trustee Blocker asked about 121.043.02 if it can be more explicit about the impact by being specific.

Justin Kjolseth, Assistant Attorney General, gave synopsis of direction and guidance.

Trustee Blocker asked if language referencing our diversity, equity and inclusion statement can be included.

Mr. Kjolseth shared that depending upon the wording it would be doable. It would need to be nondiscriminatory to all groups.

Ms. Zhou relayed the status of the Guiding Principles for the DEI statement as the draft was sent to the Trustees in the morning.

Jim Androy, Faculty Union President, questioned if page 64 is a new addition.

Mr. Ashpole explained the change to new one day language.

Mr. Kjolseth explained this is due process language.

C. WAC 495A-300 Title IX Grievance Procedures

Ms. Hernandez requested a vote by the board for approval of the WAC's as presented.

Trustee Bladow moved to approve the WAC's as presented. Trustee Blocker seconded the motion and there was no discussion. All were in favor and the motion carried.

V. Faculty Union AFT Local 4184 Updates

Mr. Androy shared that the WAC topics are necessary to be talked about and reviewed. He explained that they are a 104 member local and introduced PTE

Union President Jannica Scott. The two group represent over 2/3 of the college employees. He asked that the board support their continued work. Chair Moss shared that this standing agenda item was removed due to lack of attendance by the presenters but now has been added back and looking forward to these updates.

VI. President's Report

Dr. Lin Zhou, President, reviewed study session schedule draft and calendar of Tenure Review Oversight Committee (TROC) candidate considerations.

Chair Moss requested a list with the TROC chairs and remove student detailed information.

Dr. Zhou reviewed the list of local legislative election results. She shared that the National Legislature Summit will be virtual this year and registration is upcoming. Requested that the board notify President's office to confirm attendance.

Reminder that the State Board Trustee Tuesday is scheduled for December 22 at 8am.

Chair Moss reviewed the intent of returning to include the study sessions and schedule.

A. Delivering Teaching and Learning Updates

No updates provided.

B. Student Services Updates

Steve Ashpole, Vice President of Student Services, shared additions to the updates in BOT packet. Moving forward on the process of ctcLink and the staff are training as well as cleaning up data in preparation. For Guided Pathways working thru and making good progress. Leveraging funding for payment of certain items such as CRM and Watermark programs. This will be used for student survey to come this spring. Math and English boot camp being used for placing students in classes and built out quarterly intervention schedule to touch base with students.

Final enrollment numbers for fall quarter are still waiting on a chunk of enrollments from apprenticeship and child studies. Winter enrollment is currently happening. Doing student steps to enrollment sessions and averaging 17 students per session.

Chair Moss asked if Mr. Ashpole is in contact with other colleges to see how we are on trend with their enrollment numbers.

Mr. Ashpole reported that amongst his counterparts he is hearing 10-15% decline. We're running at about 12% decline and for career training we're about the same.

Trustee Blocker share that at the ACCT Leadership conference, with other trustees from across the country, similar numbers were reported.

C. Admin Services Update

Nicholas Lutes, Vice President of Admin Services, shared that the lower enrollment numbers is showing in our tuition collection. While we have lessened our spending by about 6% we are down tuition revenue by about 4%. Hopefully the planning will get us thru June 2021 and be able to prepare for fiscal year 2021-2022. Dr. Zhou shared that when we lose our number of FTE's we lose our allocation (revenue) and that is a huge concern. During this time we need to provide even more high quality customer service as it is more important than ever.

Mr. Lutes shared a capital update that the five floors and rooftop are in place on the new Allied Health addition. Starting to proceed with budgets for furniture and finishes. Also, the punch thru for the connection to the established building will be made soon.

Chair Moss asked for confirmation of spending the Pierce County CARES funds. Mr. Lutes and Mr. Ashpole confirmed that there is about \$40K remaining.

D. General Discussion

Chair Moss spotlighted the calendar of study sessions and asked the trustees to review for additions or revisions. Provided a reminder to look at the DEI guiding principles document. She shared that herself and Trustee Blocker are working on the DEI task force for the ACT. The ACT will be compiling a general overarching DEI statement and then each college should create their own statement.

Trustee Blocker shared that we have the opportunity to continue to build on these things, as they set the floor and we can continue to do very good work in this area

VII. Board Member Discussion / Remarks

A. Legislative Action Committee (LAC of the ACT)

The LAC met on November 12 via Zoom with 91 attendees. Resounding echo of \$4.2 billion budget shortfall across all colleges. National level, Ed. Secretary DeVos will be replaced with the new administration. For local legislators had recent elections. Important to reach out and continue to create those relationships with local legislators as Trustees, as well as students which is even more effective. Continue to share how COVID-19 is effecting our student body. Trustee Bladow share about the Carver Policy governance model that we follow as Trustees. Speak differences, say our peace, and then move forward as one voice.

B. Pierce County Coordinating Council (PCCC)

No meeting since last meeting discussed and no breakfast this year.

C. College Council (Policy Review)

Trustee Bladow reported the most recent meeting was held on November 12. Council consists of 24 members and meet quorum regularly. The committee works very hard on the college policies and also focus on accreditation.

VIII. Executive Session

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

IX. Adjournment

Chair Moss adjourned the meeting at 4:35pm.