

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 3:06 p.m. Roll was called and a quorum was determined.

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. June 23, 2020

Chair Moss asked that the minutes be amended with the addition of the motion language for extending the probationary period of Lester Burkes.

Vice Chair Chang moved to approve the board minutes with the amendment. Trustee Blocker seconded the motion and all were in favor. The motion carried.

b. July 27, 2020

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

B. Citizen Remarks

a. None

II. WAC Preapproval

Jean Hernandez, Special Assistant to the President, shared the background for why these are being updated and the process for approval. All were presented to Assistant Attorney General Justin Kjolseth for review.

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

Ms. Hernandez explained this is a brand new WAC that addresses all of the changes to Title IX and the new federal regulations.

Steve Ashpole, Vice President of Student Services, shared that this narrows the scope as to what is considered a Title IX offense and a more structured process likened to a court hearing. The burden is much larger for the college.

Discussions across the state are happening in regards to setting up external resources on handling these hearings.

B. WAC 495A-121 Student Rights and Responsibilities

Ms. Hernandez explained this was updated due to removal of Title IX to another WAC and other changes.

C. WAC 495A-300 Title IX Grievance Procedures

Ms. Hernandez explained this is in regards to any employee that is accused of any Title IX action. Vice President of Admin Services Nicholas Lutes has reviewed.

Chair Moss asked for additional information regarding the external resources being discussed to handle the hearings.

Justin Kjolseth, Assistant Attorney General, shared that the changes make it more difficult for the college to carry out these hearings. His suggestion is due to the strict requirements and seeking outside specialist would be prudent. There could be other situations that fall outside of the Title IX jurisdiction but there are other remedies that can be used via state law or student responsibilities policies.

Ms. Hernandez asked for preapproval to continue the process of these three WAC's.

Trustee Bladow moved to approve the continuation of the process for the three WAC's. Trustee Blocker seconded the motion and there was no discussion. All were in favor and the motion carried.

III. WAC Final approval

Ms. Hernandez asked that all three WAC's be approved as presented. She explained that upon approval these WAC's will be sent to the state code reviser today and adoption will take place on October 6, 2020, 30 days after being implemented.

A. WAC 495A-105 College Seal

B. WAC 495A-280 FERPA

C. WAC 495A-325 SEPA

Trustee Bladow moved to approve all three WAC's. Vice Chair Chang seconded the motion and there was no discussion. All were in favor and the motion carried.

IV. President's Report

President Lin Zhou shared we had a successful opening day. Chair Moss joined and did a great job. Included were two key note speakers. One addressed Competency Based Learning, which Bates was a leader of in the past but we are happily moving back to this model. The second key note speaker talked about equity and inclusion. Lots of positive comments received about the conversation being inclusive. She will be brought back for the Professional Development Day in October. President Zhou commended Vice President of Instruction Valerie Martinez for being the MC and the hard work on this event. She attended breakout sessions held by Chief Information Officer Agnes Figueroa and Dean Josh Clearman with Dean Tiffany Williams. President Zhou learned that core connections is another name for customer service and that best practices can be implemented to provide top customer service for our students.

President Zhou shared she has been asked to participate in a Regional Economic Recovery Task Force being held in King County. She sees this as advantageous to look to find ways to provide training for displaced workers in King County.

The college has been able to make available 25 hotspots for employees and students to use if they do not have stable internet at home.

Thank you to KBTC who has been working with Communications to work on marketing efforts for our programs and the college.

President Zhou shared that she interviewed the HR Director candidate and an offer will be made. Hopefully, they will come on board in October.

The first issue of the President's Newsletter will be released this week.

Chair Moss asked when the HR Director is expected to begin.

President Zhou explained that the candidate relayed a start date of October 26, but has been asked to start a couple days a week to begin learning about the college to which they agreed.

A. Delivering Teaching and Learning Updates

Valerie Martinez, Vice President of Instruction, shared that this is the first day of instruction for Fall quarter. She shared about Opening Day where the focus was on competency based education in which we are on the forefront of developing pilot programs and the impact on systems and processes. Additionally, moving closer to meeting the accreditation requirements. Ms. Martinez reviewed the steps being taken to make changes to meet these requirements. She spoke to the hiring process for vacant positions as there has been several retirees and other vacancies. She is concerned of hiring for highly technologically specialized position replacements. We have filled several positions and several adjuncts that are awaiting cabinet approval to fill vacancies.

Chair Moss asked for video of Math Boot Camp that was mentioned in the Instruction report.

Ms. Martinez explained that Dean Lori Keller will provide it to the Board.

B. Student Services Updates

Mr. Ashpole shared that there was an 8% decline in enrollment for last year. Career training took a hit and apprenticeship maintained their numbers. Child Studies remained consistent. Currently for fall quarter: adult career down 13.5% and high school career training down 14%. Discussions are the average decline across the state is expected to be 10%. In the first couple of weeks these will adjust and at the next meeting will be able to provide more solid numbers. Mr. Ashpole shared a commendation to the Student Services team for working extremely hard to move to working online and still providing exemplary customer service. He also highlighted the new bus pass program and how that will help the students not only getting to campus when needed but in their daily life and the relief that can provide.

C. Admin Services Update

Nicholas Lutes, Vice President of Admin Services, reviewed the following updates. They have closed the fiscal year and ramping up for audits coming in Winter and Spring. Prep for ctLink transition. Child care centers working amazingly. Campus Safety have been doing almost single point of entry. Facilities on campus every day doing what have to happen to maintain the aging campus. Bookstore transitioning to an online exclusively venue. Brick and mortar for kits required for certain programs. Final year with Barnes & Noble so will be looking at an RFP for vendors that can provide kits as well. No longer a store front presence going forward. Predesign for the Fire Service Training Program complex and the design money to be released soon. This process is rather lengthy and requires a hands on approach from many stake holders. Additionally, the Allied Health building update is that negotiations resulted in final date of completion of August 25, 2021. Figuring which delays were caused by pandemic and which were permit related.

Chair Moss inquired about the discrepancy in contingency not being adequate for the Allied Health process.

Mr. Lutes shared that they will explore FEMA potential funding to allow for CARES Act funding match as well as researching relief from the state level. He also shared a brief summary of an update to the budget that will be shared in detail at the Board Retreat. As well as the Governor shared GEERS funding but the college will need to continue to tighten our belt.

D. General Discussion

Chair Moss shared that the Board of Trustees retreat on October 12 on campus in the Clyde Hupp Board Room. They will be discussion of supervision and oversight, strategic objectives for the college and budget approval.

Vice Chair Chang requested to see pics of the e-Sports lounge.

Ms. Martinez shared that Josh Clearman relayed it is in the drawing stage.

V. Board Member Discussion / Remarks

A. Legislative Action Committee (ACT)

Trustee Bladow shared a reminder that in 45 days everyone will get a mail in ballot.

B. Pierce County Coordinating Council

Chair Moss shared that the meeting in early September was discussing COVID-19 and the effects it has had on colleges.

C. College Council (Policy Review)

Trustee Bladow shared that the meeting was recently held and they also conducted a breakout session on Opening Day. This addressed who they are and the work they do.

President Zhou shared a reminder of the ACCT conference the following week that Chair Moss, Trustee Blocker and herself will be attending.

VI. Executive Session

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

VII. Adjournment

Chair Moss adjourned the meeting at 4:19pm.