

MINUTES – STUDY SESSION

Chair Heather Moss called the study session to order at 2:02pm.

I. Budget

Nick Lutes, Vice President Finance and Administrative Services, presented a PowerPoint titled Budget Study Session 2021 - Review State Allocation.

Mr. Lutes outlined the State tuition and budgeted funds using a formula that was updated 7 years ago from a version initially created in the 90's. It was made current and rebased. Mr. Lutes reviewed the District Enrollment Allocation Base (DEAB) numbers that drive funding used to support enrollment that we count toward our FTE.

IV. Executive Session

The Board determined no executive session was to be held.

MINUTES – REGULAR MEETING

I. Call to Order/Determination of a Quorum

- Chair, Heather Moss
- Vice Chair, Florence Chang
- Trustee, Layne Bladow
- Trustee, Christina Blocker
- Assistant Attorney General, Elizabeth McAmis

Chair Moss called the regular meeting to order at 3:01pm. 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. Trustee Blocker seconded the motion and all were in favor. The motion carried.

B. Approval of Board Minutes

a. April 26, 2021

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

C. Citizen Remarks

a. None

III. Faculty Union Local 4184 AFT Updates

Jim Androy, President of AFT Local 4184, shared teaching faculty are busy with finals and non-teaching faculty are registering. He also noted that the union is in the middle of negotiations and it is going well. There were two grievances in the last month, but he believes they are resolved.

IV. All WA Academic Team Honorees

Juliette Kern, Assistant Director Student Activities, introduced two Bates students who were nominated for the All Washington Academic Team.

Bree Rohde, who is currently in the CNC machinist program and plans on attending Auto Body Tech for tool and die.

Ian Karnas is currently in Civil Engineering. His future plans include a Master's Degree and eventually a Doctorate.

Both students were recognized by the overseeing committee and were awarded a scholarship.

Chair Moss congratulated the students and thanked them for representing Bates.

V. S&A Fee Budget approval

Juliette Kern, Assistant Director Student Activities, presented the 2021-2022 S&A proposed fee budget for approval. Discussion focused on the decrease in vending machine revenue due to students not being on campus. They plan on making cuts elsewhere so they will not need to raise prices.

Chair Moss inquired about the impact of the food subsidy cut.

Ms. Kern shared that prior to COVID they were working on building a brick and mortar pantry and the contract has since been pulled and she is unable to get a response from the vendor despite several attempts. Students will still need food and they are working on putting together lunch bags for students that will be delivered to classrooms.

Trustee Bladow moved to approve the 2021-2022 S&A budget as proposed.

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

VI. Board Approval of Revised Board Policies

Dr. Jean Hernandez, Special Assistant to the President, provided a reminder of the revisions made last month and noted that some formatting changes were made since the prior Board of Trustees meeting. Dr. Hernandez discussed the minor formatting and clarifying changes that were made on each policy. All changes were made with track changes turned on and all policies are now up to date.

A. BP1140 – Board Governance, no changes

B. BP1170 – Board Evaluation, minor changes to 1170.3

C. BP1210 – Authority of the Board, minor formatting changes

- D. BP1230 – Mission, Vision, Goals and Values, minor formatting changes
- E. BP1240 – Monitoring and Planning, addition of wording that “score card will be available on the website” versus using an actual URL. Removed the table and added statement “President will establish annual monitoring schedules for the Board and the College”.
- F. BP1330 & BP1330PR – Board Fiscal Accountability, terminology and language was updated

Trustee Bladow moved to approve the revised Board Policies. Trustee Blocker seconded the motion and all were in favor. The motion carried.

VII. President’s Report

Dr. Lin Zhou, President, shared that on May 14 the Downtown campus had a power outage. Kimberly Uphold, Director of Financial Aid, and Ray Richardson, Campus Public Safety Officer Sergeant, demonstrated strong leadership by helping close the campus. Chelsea Lindquist, Public Information Officer, put the message out to the college community quickly. Two Custodial Maintenance staff members, Ivan Pashkovskiy and Yuriy Afichuk, with Kevin Loveland, System Network Specialist, were able to reset the servers over the weekend after the power was restored. The Fire Services program had a test over the weekend, but Dean Lori Keller and the Instructor were able to get a hot spot and iPads to allow them to finish. She is very thankful for our team that are always willing to help and put student success as the priority.

President Zhou shared that the KBTC breakfast on May 20 raised \$12,450 though individual gifts, KBTC Board sponsorships and donated door prizes. They also received an additional \$1,000 for the Dale Comer Memorial Scholarship which is given to a Bates Technical College Student each year. Commencement is scheduled for June 7. Mr. Ashpole shared that Kimberly Towne, Executive Assistant to the VP of Student Services, Bob Traufler Registrar and Juliette Kern, Assistant Director of Student Services, have been working hard on this two part event. It will be both a drive through at south campus with professional photos and the virtual speaking parts that closed captioning is being completed right now. Trustee Bladow is unable to attend commencement but the rest of the Board will be in attendance.

Chair Moss asked if a decision has been made regarding a college wide requirement for student vaccinations.

President Zhou shared that the Presidents of the entire system have been discussing this and would like to make a decision to follow together. Because there are so many things to consider a final determination has not been made.

- A. Delivering Teaching and Learning Updates

Valerie Martinez, Vice President of Instruction, referred to the written report that shares student success stories for both academic and job seeking success. Ms. Martinez provided that the BAS degree that was recently submitted for consideration was considered premature for Washington but not for the country. Programmatic accreditors will eventually require a clinical doctorate in Occupational Therapy, so there will be a time for it. The provided feedback is they believe the enrollment stream was insufficient and there they pulled the application. They encouraged Bates to look at the other three baccalaureate degree submissions and review the enrollment streams and sustainability. Dr. Hu will carry forward with the other state board notices of intent.

B. Student Services Updates

Steve Ashpole, Vice President of Student Services, shared that enrollment for summer quarter looks strong and spring quarter career FTE numbers were up 10%. We are above average in our rebound from the effects of COVID. Student Services is now open in person two days a week. He looks forward to giving larger and more in depth reporting of Guided pathways at the Board retreat. The annual report was turned in to state with the four areas of focus identified.

Mr. Ashpole provided positive words for Chelsea Lindquist in Marketing getting the connections flyer out to Pierce County in early June along with their digital marketing; College Council for what they have been doing with WAC's and Policies; Juliette Kern, Assistant Director Student Activities and Jamie Whitman, ASG Secretary, for their work on creating the ASG budget. Finally, commendation to Valerie Martinez on her last meeting and positive words for her retirement and amazing partnership as a colleague.

C. Admin Services Update

Nicholas Lutes, Vice President of Finance and Admin Services, referred to his written report and to the upcoming Board retreat discussion. Share that the discussions for child care converting one of the portables on south campus to provide more slots far exceeds the allotted budget. Trying to find availability of slots by mixing funding sources for our students that need childcare. Wendy Newby, ECEAP and Childcare Director, is looking at other options and partnerships to provide options and new equipment as well.

Mr. Lutes shared that June will be very busy for his department in closing of the fiscal year and completing audits for the prior two fiscal years.

D. Diversity, Equity and Inclusion Task Force Updates

Marcus Harvey, Task Force Co-Chair, shared that the mission statement has been moved forward to President Zhou for approval. The Task Force is a diverse group of members who could benefit from common understanding and

training. We have been approved for the What Diversity Is and Why it Matters training module. Also, establishing a communication line between Guided Pathways and College Council and looking for other touchpoints across the college community. A planned retreat has been approved for the near future. Expectations for the Task Force were established including courage, psychological and physical safety for students and staff are key, change management is an important approach, being an open individual, and being uncomfortable leads to change.

E. General Discussion

Chair Moss shared that the ACT had their annual meeting. Trustee Blocker was recognized for her work on the budget committee. Both Trustee Blocker and Chair Moss participated in the DEI committee work and Chair Moss with the Audit committee. Encouraged her fellow Board members to review the new subcommittee volunteer ask for the next year.

Trustee Bladow thanked Ms. Martinez for her time and appreciates the work and hope she enjoys her time in what she does next.

VIII. Board Committee Reports / Remarks

A. Legislative Action Committee (LAC of the ACT)

Trustee Bladow provided no report for LAC. Will be unable to attend this weeks

B. College Council (Policy Review)

Trustee Bladow will be unable to attend the next meeting.

C. Pierce County Coordinating Council (PCCC)

Chair Moss stated there was no meeting has occurred.

IX. Executive Session

The Board determined no executive session was to be held.

X. Adjournment

Correction to the meeting packet as the next meeting will be June 28 rather than June 27 as printed.

Chair Moss adjourned the meeting with no objection at 4:05pm.