

MINUTES – STUDY SESSION

I. Budget Review

Nick Lutes, Vice President Finance and Administrative Services, presented the 2022-23 projected operating budget. Bates currently has a budget of over 34 million that is a combination of state allocation, local revenues, tuition & fees, and other revenues. Mr. Lutes outlined the state tuition and budgeted funds minus programs such as KBTC, childcare facilities, and grant programs that are not reflected as of yet but will be provided later in the year.

MINUTES – REGULAR MEETING

I. Call to Order/Determination of a Quorum

Chair, Florence Chang

Vice Chair, Layne Bladow

Trustee, Christina Blocker

Trustee, Tom George

Trustee, Heather Moss

Assistant Attorney General, Justin Kjolseth

Chair Bladow called the regular meeting to order at 3:04pm. 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. May 23, 2022

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 that there are currently 90 faculty members. He is expecting to increase the numbers with the upcoming open positions. Mr. Androy reported that the union sent a survey to all campuses to gauge the climate of the college as a whole as well as at each

separate campus. The results of that survey will be shared with the Board once completed.

IV. Approval of Budget

Trustee George moved to approve the 2022-23 budget. Trustee Moss seconded the motion and all were in favor. The motion carried.

V. President's Report

Dr. Lin Zhou, President, identified Marcus Harvey, Dean of Instruction, as the first DEI officer for the college. Dr. Zhou felt the need to address discrimination complaints around campus by forming a position that will be specific to addressing DEI related work. This new position will report to Kameil Borders, Executive Director of HR, and will focus on strategic planning for DEI, reviewing policies to include a DEI perspective, and working with faculty on student learning outcomes. President Zhou acknowledged KBTC for raising \$25,000 at a recent fundraiser. She also shared that the Bates Foundation received \$20,000 from the Puyallup Tribe of the Indians to help Bates students with emergency assistance.

A. Delivering Teaching and Learning Updates

Johnny Hu, Vice President of Instruction, expressed his excitement for Dean Marcus Harvey in his new role as DEI Officer and clarified that the transition isn't immediate. Dr. Hu will be reaching out to the Union to start the process to fill the vacant position while Dean Harvey transitions into his new role. At the last Board meeting, Dr. Hu shared that Bates now has a phlebotomy partnership with Multi-care. The first cohort for this program just completed and the second will begin this summer. In addition to Phlebotomy, there is an interest for both Virginia Mason and Multi-care to start a program for Certified Nursing Assisting.

The Instruction Department recently hired Dorali Mitre, Database Analyst, for the Title III grant. Dorali Mitre will report to Jon Bolas, Director of IR, to provide training on data literacy.

B. Student Services Updates

Steve Ashpole, Vice President of Student Services, shared that enrollments for spring quarter have dropped eight percent compared to winter quarter. However, comparing to last spring quarter, there has been no increase or decrease. High School has an increased by 24 percent. Throughout the summer, Student Services will focus on community-based outreach and the work to attract high school students.

Mr. Ashpole shared that the InsideTrack Student Coaching trainings for the three new Title III positions commenced with a cohort of 20 people. That

group hosted their first student orientation for summer quarter which was a success. They are now preparing for fall.

Mr. Ashpole expressed his excitement in hiring Niraj Swami, Director of Student Outreach, Advising, and Conduct.

The college was using a company called Safe Colleges for all required training, however, the state signed a new contract with another company called Get Inclusive. Student Services and HR are working together to implement the new trainings with a major focus on anti-hazing due to a recent bill passed by legislators.

Mr. Ashpole shared that the department is getting organized for accreditation with a deadline at the beginning of September that Mr. Ashpole expects to meet.

Trustee Blocker asked what the college could be doing over the summer to bring awareness to Bates as we prepare for a recession. Mr. Ashpole explained that the department has been focused on making connections with community-based organizations that are hubs for resources. Also, Chelsea Lindquist, Public Information Officer, has been doing a great job at marketing and pushing communication to the community.

C. Admin Services Update

Nicholas Lutes, Vice President of Finance and Admin Services, shared that the Finance department has been working on getting the business processes set up for ctLink and gaining understanding of each person's new role in the system. Due to the hold during ctLink implementation, the department is currently catching up on the backlog of payments.

Mr. Lutes shared that the current focus is the fiscal year end. Closing the books is proving to be difficult due to the new accounting system. However, the department is working diligently to conclude the fiscal year.

D. Diversity, Equity and Inclusion Updates

Marcus Harvey, DEI Officer, shared that they have just completed the last inclusive training and participation was lower than expected, however, participation has been decent throughout the entire 6 months of training. A survey was sent out to get feedback on what the college faculty would like to see with the training going forward. Also, they have submitted their draft full report and received a deadline of July 1st for a campus climate survey. They have extracted data from previous surveys and are working with Jon Bolas, Director of IR, to prepare the data for the State Board.

Mr. Harvey provided a brief explanation of his background with equal opportunity work that has prepared him for the role as the DEI Officer. He thanked Dr. Zhou and the Board of Trustees for the opportunity.

E. General Discussion

Trustee Blocker discussed the 2022 Governance conference she recently attended. After hearing other colleges speak at the conference, she realized how much Washington State is doing to be inclusive compared to other states. It was good to connect and learn about the different experiences of other colleges.

President Zhou thanked Trustee Blocker for representing Bates Technical College at the Governance conference.

VI. Board Committee Reports / Remarks

A. Legislative Action Committee (LAC of the ACT)

Trustee Bladow stated there is no report.

B. College Council (Policy Review)

Trustee Bladow will attend upcoming meeting.

C. Pierce County Coordinating Council (PCCC)

Vice Chair Bladow stated that meeting was cancelled.

VII. Board Chair/ Vice Chair Election

Trustee George motioned to elect Layne Bladow as Chair and Christina Blocker as Vice Chair. Trustee Blocker seconded motion. The motion carried

VIII. Executive Session

The Board determined no executive session was to be held.

IX. Adjournment

Trustee Blocker motioned to adjourn. Trustee George seconded the motion. Meeting was adjourned with no objection at 4:04pm.