

MINUTES – STUDY SESSION
Bates Technical College | Clyde Hupp Board Room

I. Tour KBTC

The tour was cancelled.

II. KBTC Presentation

- a. Phil Kane, Director of Programing, gave an overview of new programing including Making Black America, The Lost Salmon, and Becoming Frederick Douglass. Mr. Kane shared there will be specific programing for Native American Heritage, Spanish American, Black, Asian Pacific, Woman’s and Pride months.
- b. KBTC is adding spots for government leaders and local celebrity spotlights.
- c. KBTC is working with Dr. Zhou and Chelsea Lindquist to promote enrollment at Bates.
- d. Steve Newsom, Chief Engineer, reported on the future of digital television. KBTC is preparing for the transition by making sure all new purchases are compatible. Current hardware and software have been updated to be compatible. The FCC has not yet mandated cable and satellite providers to transfer from ATSC 1 to ATSC 3 stream. There is hope that congress will help fund the transition.
- e. Sherri Stanton, Director of Development, reported on Kids and Education focusing on life skills for young adults, social and emotional learning, and created a QR code that youth would use to access media. There are also several in-person events including, Daniel Tiger Neighbor Day at South Campus.
- f. DeAnne Hamilton, Executive Director, shared that her staff has completed DEI training. She reminded all that they have American history content that is available, downloadable, and free.

Study Session concluded at 2:53pm.

AGENDA – REGULAR MEETING
Bates Technical College | Central Campus Studio

Action 3:00PM

I. Call to Order/Determination of a Quorum

Chair, Layne Bladow

Vice Chair, Christina Blocker

Trustee, Tom George

Trustee, Heather Moss, Via phone

Trustee, Florence Chang

Assistant Attorney General, Justin Kjolseth

Chair Bladow called the regular meeting to order at 3:01 pm. Roll was called and a quorum was determined.

II. General Matters

A. Approval of Board Agenda

Chair Bladow asked for a motion to approve the Board Agenda and add '10/24/21 Board meeting cancellation'.

Trustee George moved to approve the agenda with the addition. Trustee Moss seconded the motion and all were in favor. The motion carried.

B. Approval of July 20-22, 2022 Board of Trustee Retreat Minutes

Trustee George moved to approve the Board of Trustee Retreat Minutes.

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

C. Approval of July 25, 2022 Board of Trustees Meeting Minutes

Trustee Moss moved to approve the July 25, 2022 Board of Trustees Meeting Minutes.

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

D. Citizen Remarks

a. None

III. Faculty Union AFT Local 4184 Updates

Jim Androy

No report was given.

IV. President's Report

President Lin Zhou welcomed Anne Miller who will replace Justin Kjolseth as our new Assistant Attorney General. Justin was presented with a Bates Jacket to thank him for his service.

Ken Witkoe and Roland Brown from the Broadcasting and Video Production team presented on the two Emmy awards their program received. One for the 2021 pandemic graduation in editing and one for production at the Northwest Athletic volleyball conference. A photo of staff and students was taken.

Opening day was a success and in-person for the first time in three years.

An Apprenticeship Appreciation event will take place on October 13, 2022 from 5:00-7:30 pm. Paul Francis will be our keynote speaker along with faculty speakers. Culinary arts will provide food and drinks.

Dr. Zhou had lunch with approximately 45 new employees at new employee orientation last week.

The Faculty and Staff of color conference is coming up.

Dr. Zhou Introduced George Jones, Bates' new interim I.T. Director.

There is not a DEI update since there was no activity during summer break.

A. Delivering Teaching and Learning

Dr. Johnny Hu shared that today is the first day of fall quarter and that it is nice to have the students back on campus.

Dean Peter Speelmon has relocated to the Allied Health building to be more accessible to his faculty.

The Opening Day survey was sent to the college and so far, the response has been positive.

On September 6, 2022, Dr. Hu invited all of our apprenticeship leads to a 'get to know you' lunch. He plans on hosting this event quarterly.

Data for apprenticeship enrollment is in the board packet.

There will be three new tenure track faculty starting this fall.

The Culinary Arts kitchen is complete and will begin serving food starting tomorrow.

B. Student Services Updates

Steve Ashpole shared that ctclink and financial aid staff are working hard as financial aid has to be awarded manually instead of using the auto packet that was used in the past. In a few years we can go back to awarding it in June or July, but for now only enrolled students are awarded packages.

Bates has welcomed a new Director of Advising, Niraj Swami.

Title III Student Retention Specialists received training in July to help them work with students. Because of this training, the specialists decided to re-do the entire in-take system.

The Full Time Enrollment (FTE) total is up to about 400 for Fall 2022 compared to Fall 2021 and the Technical High School FTE is up to 70-90 students.

In 2021 we were at 61% of the allocation. In 2022 we were up to 71% allocation.

Trustee George asked how other schools feel about Bates taking their students. Steve responded that Bates has a really good relationships with the schools and councilors refer students to us if the student is interested in a trade.

Trustee Moss left the meeting at 3:30pm.

C. Finance and Admin Services Updates

Nicholas Lutes shared that his staff is continuing to normalize the new processes in ctclink. Purchase requisitions and purchase orders are being processed and staff is seeing outputs which help them to address the challenges. The staff is getting used to the new process.

The department has been reorganized back to model prior to ctclink implementation to provide better service to their customers.

Chair Bladow asked if Bates did anything better than other colleges during the implementation of ctclink. Vice President Lutes noted that survey would come from the state. Dr. Hu explained that ctclink is query based and as we use it more and find more queries, the reports will be much easier to find.

D. Diversity, Equity and Inclusion Task Force Updates

No report at this time.

E. Board Policy Updates: 1110- Board of Trustees Bylaws

Board policy 1110- Board of Trustees Bylaws is in the agenda. Dr. Zhou requested the Board of Trustees review the policy and send updates or additions to her office. She will review and present them to the board at the next meeting.

F. General Discussion

Chair Bladow said that KBTC is doing great with programing and he is always proud when he runs into Bates students at events and conferences.

He was happy to be at and speak during Opening Day and noted how many new employees we have. He was particularly proud of how many 30-year employees were honored.

He noted that other colleges evaluated Bates enrollment numbers and felt the reason our numbers are up is due to our faculty, staff, culture, and new buildings.

V. Board Committee Reports/ Remarks

A. Legislative Action Committee (ACT)

No report

B. College Council (Policy Review)

No report

C. Pierce County Coordinating Council (PCCC)

No report

VI. Executive Session

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complains or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for executive session and the time when the executive session is expected to conclude.

Due to Trustee Moss leaving the meeting, there was no longer a quorum. The members in attendance held a private discussion from 3:51pm to 4:12pm.

VII. Adjournment

No motion necessary as there is not a quorum.

Trustee George would like to have a meeting to discuss FTE, Enrollment, Apprenticeship and Funding. Afterwards, the Vice Presidents will present to the board.

Thank you again to Justin and welcome to Anne.

The meeting was adjourned at 4:16pm.

Next Board of Trustees meeting date and location:

December 12, 2022, Central Campus Community Studio, Bates Technical College