

**MINUTES- STUDY SESSION**

**Bates Technical College | Downtown Campus Board Room**

2:03PM I. **Part II Marketing Recruitment and Outreach** Steve Ashpole  
Yifan Sun

Vice Chair George started the Study Session at 2:03 PM.

Vice President Ashpole shared the total enrollment for Summer by program and mentioned that it is accessible on the college-wide SharePoint dashboard.

VP Ashpole noted that Bates is the largest technical college in terms of FTES (Full-Time Equivalent Students).

Admissions applications were discussed with the year of 2022 saw 328 new students in the fall quarter, whereas Fall 2023, only 54 have applied thus far. Efforts are being made to increase applications, aiming to surpass 400 new students by the start of the Fall 2023 Quarter. Current outreach priorities include evening enrollment blitz sessions from 4:00PM to 7:00PM to cater to a different population. More community events and participation in events like Mosaic were mentioned. VP Ashpole highlighted recent improvements in lead distribution processes and introduced a new nursing application. He emphasized that the focus is not solely on numbers, and 46% of Fall 2023 seats have already been filled. Advisors and retention specialists are actively engaged in contacting students.

Dr. Hu introduced Oleksandr Burlakov as the Pre-College Pathways Director.

**II. Executive Session**

No executive Sessions were held.

**MINUTES – REGULAR MEETING**

**Bates Technical College | Downtown Campus Board Room**

**Action** 3:00PM I. **Call to Order/Determination of a Quorum**  
x\_\_\_ Chair, Christina Blocker  
x\_\_\_ Vice Chair, Tom George  
x\_\_\_ Trustee, Florence Chang  
x\_\_\_ Trustee, Heather Moss  
x\_\_\_ Trustee, Layne Bladow  
x\_\_\_ Assistant Attorney General, Anne Miller

Chair Blocker convened the meeting at 3:00 p.m.

All Trustees are present and there is a quorum.

3:00PM II. **General Matters**

**Action**

**A. Approval of Board Agenda**

Trustee Bladow shared his displeasure in not having the policy updates on the Board Agenda as it was one of the Board’s responsibilities and the process went well. Chair Blocker said we will pass policies soon but need to include more DEI-centered language. She continued that they will not get behind on approving policy updates. Trustee Chang asked when we will discuss, and Chair Blocker said at the upcoming retreat.

Trustee Chang motioned to approve the board meeting agenda. Vice Chair Tom seconded. All in favor, none against. The July 31, 2023, Board Agenda was approved.

**Action**

**B. Approval of June 20, 2023, Board of Trustees Meeting Minutes**

Trustee Moss moves to approve the minutes. Trustee Chang seconded. Trustee Moss noted that the minutes were adjusted grammatically but nothing else was changed. All voted in favor, none against. The June 20, 2023, minutes were approved.

**C. Citizen Remarks**

No citizen remarks

3:05PM

**III. Faculty Union AFT Local 4184 Updates**

Jim Androy

Jim Androy reported that there are 88 members currently, which is down from the all-time high of 118 in 2014. He congratulated Dr. Zhou and Trustee Bladow on their trip in China.

**Action**

3:10PM

**IV. KBTC Budget**

DeAnne Hamilton

KBTC Executive Director DeAnne Hamilton reviewed the KBTC Budget for the year 2023-2024.

Trustee Moss thanked KBTC for their efforts.

Chair Blocker asked if there was a motion to accept the KBTC budget. Trustee Moss motioned to accept the KBTC budget. Trustee Chang seconded. All in favor, none against. KBCTC Budget

passes.

3:20PM **V. President's Report**

Dr. Lin Zhou

**A. Report**

Dr. Zhou reported that we received applications from 20 students for the Rising Star program to China. There will be meetings with students and staff to ensure they obtain their visas from the Chinese Consulate in San Francisco. Upon their return, the plan is to have all students present on their experience.

Dr. Zhou stated that due to a scheduling conflict, the strategic retreat was rescheduled to the preceding week, on October 19-20.

Dr. Zhou expressed her sadness at bidding farewell to Foundation Director LeAnn Dreier, who provided invaluable support, making Dr. Zhou's job easier. Director Dreier will return as an hourly employee for a period to help out the Foundation. Trustee Moss spoke of Director Dreier's initial days and expressed interest in learning more about social services to assist students in need. Vice Chair George thanked Director Dreier for her service. Trustee Chang emphasized the significance of anyone dedicating two decades of their life to Bates. Chair Blocker thanked Director Dreier for her years of dedicated service.

**B. Instruction Updates**

Dr. Johnny Hu

Dr. Hu reported that the occupational therapy program had successfully completed its accreditation visit, known as ACOT (Accreditation Count of Occupational Therapy). He expressed gratitude to Occupational Therapy Director Andrew Min, who dedicated eight months of work to the process.

Baker Manufacturing recently visited the college to connect with Tim Bacon, the CNC machinist, and to highlight the college's networks. Additionally, a representative from MDM Electric visited and was impressed with the faculty's work.

Renee Phoenix will be assisting in guiding students into English classes, while a math boot camp will be implemented to support those who need placement into math courses. This boot camp will follow a similar model to the English boot camp.

Dr. Zhou mentioned that Congressman Derek Kilmer had reached out to Baker Manufacturing, indicating that our institution is now on the legislator's radar.

Chair Blocker thanked the Instruction department for achieving accreditation and facilitating meetings with external programs.

**C. Student Services Update**

Steve Ashpole

Vice President Ashpole shared a personal story about meeting Bates alumni at a local business that made him very proud.

Chair Blocker expressed appreciation to Student Services for their report, highlighting the

positive impact of Campus Life ASG assistant Natalia Giovengo's appointment and its contribution to increased inclusion. Chair Blocker also inquired about how student leadership roles are made inclusive for all individuals, especially diverse students. In response, VP Ashpole mentioned the presence of students on every campus, which has contributed to greater inclusivity. He also noted ASG assistant Giovengo's passion for supporting the LGBTQIA+ community. Dr. Hu added that ASG assistant Giovengo reached out to his executive assistant to explore ways to connect with faculty.

D. Finance and Admin Services Updates

Nicholas Lutes

VP Lutes informed the attendees that there is just one week remaining in the closing fiscal year. He introduced the new Facilities Director Daniel Timmons, who brings much experience from Pierce College, particularly in facilities management. Director Timmons expressed his enthusiasm about joining the team and shared that he had already visited all three campuses.

Trustee Moss asked about attendance at the WAC hearing meeting, to which VP Lutes responded that no one was there.

E. Diversity, Equity, and Inclusion Updates

Marcus Harvey

DEI (Diversity, Equity, and Inclusion) Officer Harvey provided an update on the campus climate survey, noting that the project timeline had been moved to September to encourage as many people as possible to participate. The coffee meetings have been successful, with each meeting seeing an increase in attendance, with nine participants in the latest meeting. The DEI Team now holds two meetings a month. DEI Officer Harvey also mentioned meeting with VP Lutes to discuss the budget.

Chair Christina Blocker expressed appreciation for moving the initiative to the fall to accommodate more students. Chair Blocker asked the reasons in increasing the attendance of the coffee meetings. DEI Officer Harvey explained that promotion comes from updates from Campus Life and various communication channels provided by Communications and Marketing Director Lindquist.

F. General Discussion

Trustee Moss reported that the playground project has been successfully completed and extended congratulations to Foundation Director LeAnn Dreier for her accomplishment. In response, Director Dreier mentioned that there are a few final tasks that Facilities Director Dan Timmons will be overseeing as she transitions out of her role.

Trustee Bladow then shared his recent trip to China with Dr. Zhou as part of the People-to-People program. He described it as a remarkable experience, highlighting the opportunity to interact with various business members. He thanked Dr. Zhou for the opportunity and expressed his impressiveness for Dr. Zhou's network and partnership with the people in China. Dr. Zhou

and Trustee Bladow also had productive meetings with representatives from different colleges and high-ranking individuals.

Dr. Zhou expressed her satisfaction with the opportunity, emphasizing Fuzhou's interest in fostering continued relationships with Bates Technical College.

Trustee Bladow discussed his meeting with two state auditors, focusing on the importance of transparency in their discussions.

In recognition of Trustee Bladow's past role as Chair, Dr. Zhou thanked him and presented the Board Chair plaque.

3:57PM **VI. Board Committee Reports/ Remarks**

A. Legislative Action Committee (ACT) Layne Bladow

Trustee Bladow reviewed July 14 legislative session with DEI being a big concern.

B. College Council (Policy Review) Layne Bladow

No meeting was held. No other updates at this time.

C. Pierce County Coordinating Council  
(PCCC) Christina Blocker

No updates at this time.

3:59PM **VII. Executive Session**

No executive session was held.

4:00PM **VIII. Adjournment**

At 4:00 p.m., Vice Chair George motioned to adjourn the meeting. Trustee Florence seconded. All voted in favor, none against. The meeting was approved.

**Next Board of Trustees Meeting date and location:**

August 10, 2023, Board of Trustees Retreat, Hyatt Regency Hotel

*Time listed are approximations. Agenda items may be addressed earlier or later than indicated.*