Call to Order

Jim Groves, Chair, called the regular meeting to order at 9:04 a.m.

Roll Call

Trustees present: Jim Groves, Jim Cunningham, Debbie Ahl and Lisa Woo

Approval of Minutes of Previous Meeting

3.1 Jim Cunningham’s motion to approve the minutes of the April 17, 2014 regular meeting as amended, carried unanimously. Debbie Ahl abstained.

Proposed Agenda Changes

Ryan Chapman, ASBTC Vice President and Samual Davis, ASBTC Director of Legislation briefly reviewed the ASBTC Budget Status Report as of 4.13.2014.

Bellingham Technical College Staff Present

Patricia McKeown, President; Ronda Laughlin, Assistant to the President; Kerena Higgins, Assistant Attorney General. Also present were Debra Jones, Carol Lager, Linda Fossen, Dean Fulton, Liz Cunningham and Tami Willett. Patti McConnell was present representing BEST; Tony Kuphaldt Instrumentation and Control instructor and Mike Massey, Computer Network Technology instructor were present representing BEA.

Introduction of Special Guests

None.

Recommendation for Action of the Board

None.

Communications and President’s Report

President McKeown updated the Trustees on the recent K-12 Educational Summit that took place at BTC 5.12.2014. Attendees included Superintendents and HS Principles from most local Whatcom County Districts including a representative from the Lummi schools. The purpose of the meeting was to express BTC’s willingness to improve collaboration with K-12 and to discuss strategies that work for both K12 and BTC. Also discussed was Dual Credit options and with our new Direct Transfer agreements. Linda Fossen, VP of Student Services, is on the Washington Student Achievement Council Dual Credit Workgroup whose
purpose is to streamline and expand opportunities for high school students to earn college credits by increase high school student enrollment in dual credit courses and increasing the amount of college credit awarded to high school students.

Bellingham Technical College is waiting to hear a response from the SBCTC regarding its recent request for Aerospace FTE. A “Program Approval Request” (PAR) was submitted to the SBCTC requesting 50 FTE to support the Engineering Technology (AAS-T) degree cluster which incorporates mechanical engineering, electromechanical engineering, and composites. In addition, a request for 30 FTE was made to support Precision Machining/composites. Also submitted was a proposal for Aerospace Special Projects funds to support program equipment needs.

A Program Approval Request (PAR) submitted by WCC to offer a Transfer Degree Program in Engineering, which is supported by the Major Related Programs (MRP/DTA) of study in mechanical/civil/aeronautical/industrial/materials science/pre-engineering (other engineering) was signed by BTC. It was noted that this is exactly the same MRP/DTA that BTC is offering (see attached).

Bellingham Technical College is part of a community/technical college consortium that will apply for a DOL grant. Consortium colleges include: Lake Washington Technical College, Renton Technical College, Everett Community College (Lead), Edmonds Community College and Skagit Valley College.

The Operating Funds Budget Status Report, as of April 30, 2014, reflects the approved revised 2013-14 budget. Tuition revenue continues to be lower as a percent YTD due to lower enrollment. Currently (as of 4.21.14) State FTE down -6.2%; all FTE is down -5.3%; program headcount down -0.1%; and all headcount down -8.0%. BTC estimates it will be +4% above the state target by the end of the year. Salary expenditures are lower YTD due to a number of vacant positions and retirements; project budget purchases are still in process, however, there is a chance the Board may be asked to carry forward approximately $20,000 for a project that may not be completed by June 30.

The department updates included in the Board packet were briefly reviewed, no additional clarification was needed.

Faculty/BEA update:

- A number of companies have been to campus to recruit students in programs including Instrumentation and Control Technology.
- The annual Summer Educator’s Institute will take place in June and features a number of programs and instructors from locally as well as Canada.

Comments from Individual Members of the Board of Trustees

Jim Cunningham recently served 2014-15 Washington State Executive Leadership Academy (WELA) Board of Directors. WELA is a one-year program designed to help current college exempt employees compete for, and succeed in, vice-president and president positions in Washington State. Although candidates are expected to have a minimum of three years mid to upper level administrative experience, Jim Cunningham felt the pool of candidates was lacking in the breadth of experience needed to be a successful president. This is an area he feels needs to be considered more extensively in the future.
Comments from the Audience

None.

Unscheduled Business

None.

Date of Next Regular Board Meeting

The next regular Board of Trustees meeting for Bellingham Technical College is scheduled for Thursday, June 19, 2014; a Study Session will begin at 8:15.

Executive Session

In keeping with RCW 42.30.110, the Board recessed into executive session at 11:20 a.m. for approximately one hour to discuss personnel issues (RCW 42.30.110(1)(g)). No action was taken. The Executive Session adjourned at 12:01 p.m.

Adjournment

Mr. Groves officially adjourned the May 14, 2014 meeting of the Bellingham Technical College Board of Trustees at 12:02 p.m.

______________________________  ______________________________
Jim Groves, Chair                  Patricia McKeown, Secretary
Board of Trustees                   Board of Trustees