CALL TO ORDER

Jim Groves, Chair, called the regular meeting to order at 10:02 a.m.

ROLL CALL

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

APPROVAL OF MINUTES OF PREVIOUS MEETING

3.1 Debbie Ahl’s motion to approve the minutes of the October 17, 2013 regular meeting as presented, carried unanimously.

PROPOSED AGENDA CHANGES

None.

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, Marni Saling Mayer and Linda Crawford. Mary Curran, Nursing instructor was present representing BEA; Melissa Mejia was present representing BEST.

INTRODUCTION OF SPECIAL GUESTS

Marlon Jennings, ASBTC President introduced the 2013-14 ASBTC Officers. Nicole Piscopo was also introduced as the new ASBTC Advisor. At the December 18th regular Board meeting, the ASBTC will present their proposed 2013-14 Budget for Board review and approval.

Christine Vowles, Graphic Designer was introduced. Christine is instrumental in publication designs for the College. BTC was most recently recognized both nationally and regionally: 2013 Medallion Awards included: Website Redesign (Gold); Promotional Video-Program/Campus Tour (Gold); Your Career Starts Here - Brochure Series (Gold); Fisheries Campaign Brochure (Silver); and University and College. BTC also received two Designers Associate Awards of Excellence for both the Road Less Gravelled and Precision Machining Program videos.

Linda Crawford, Parenting Education Coordinator, shared that BTC is participating in the 75th anniversary of parenting education programs in Washington State. Governor Inslee has proclaimed the week of November 18-22, 2013 to be Parenting Education Week.
Recommendation for Action of the Board

None.

Communications and President’s Report

The Operating Funds Budget Status Report ending October 31, 2013 was briefly reviewed. The accounting department is currently doing research to determine why tuition revenue has increased while at the same time enrollment has decreased. Currently, enrollment for Fall quarter (as of 11/9/13) shows overall FTE down -5.5%; all FTE is down -7.5%; program headcount down -1.9%; and all headcount down -8.2%. Other revenue line items are at expected levels; expenditures in the Other line item are lower due to the significantly decrease in HEET grant funds.

The department updates included in the Board packet were briefly reviewed. Debra Jones noted that the ESCO project is currently exceeding projected energy savings; she also briefly reviewed the Campus Architect Selection process. BTC and WCC are working collaboratively with a group of three firms designated as Campus Architects for use throughout the biennium on various projects.

President McKeown distributed a handout that highlights the State/regional population trends and projections for the CTC system.

Highlights
- Key college age populations (15-44 years) will increase 12% between 2011 and 2030. 15-19 year olds will grow by 8%, while 20-44 year olds will increase by 13%. Population growth will be smaller than what occurred in the preceding 20 year period (1991-2010) with marked differences in the growth within age groups.
- If current college participation rates are maintained, population growth will mean 10% growth in state and Running Start enrollments by 2030, substantially less growth than occurred between 1991-2010.
- There are regional differences for population growth, educational attainment, race/ethnicity, and limited English.
- Future skill requirements needed for employment will demand substantial growth in long certificates and 2 year degrees.

Some Implications
- Much slower enrollment growth, especially among new high school graduates. Increasing competition for young adult students, including with universities?
- Most growth by people of color and 35-44 year olds. Impact on outreach and access strategies?
- Growing gap between employment demand and CTC supply (10% enrollment growth, 53% employment growth). Can’t meet economic demand with population growth. Improve access for placebound, working adults without college credentials, basic skills needs?
- Greatest growth needed in basic skills and workforce training. Impact on mission mix and funding?
- More older students. Focus on acceleration and competencies?
- Focus on retention and student completions?
- Enrollment accountability or student achievement accountability?
Kelly Espinoza, Vice President of Patient Care Services/Chief Nursing Officer at PeaceHealth St. Joseph's Medical Center, has been appointed as a Trustee to replace Mark Asmundson.

A “Manufacturing Summit” is being planned for March 4, 2014. Jennifer McNelly, President of The Manufacturing Institute, will be a featured speaker; the AWB, Port and Northwest Workforce Council have all been contacted and asked to play a role in this summit.

Comments from Individual Members of the Board of Trustees

Jim Groves complemented the Foundation on the success of its recent events: Gala Dinner/Auction, Perry Center Grand Opening, and today’s Scholarship Breakfast. Dean Fulton noted that as of this morning, the Foundation has met and exceeded its annual scholarship goal of $100,000.

Comments from the Audience

Mary Curran reported the new Nursing Simulation Lab is making good progress and the students are pleased and excited to have the opportunity for realistic training. Based on her personal experience, she expressed the nursing program was excited Kelly Espinoza was appointed to the BTC Board of Trustees.

Unscheduled Business

None.

Date of Next Regular Board Meeting

The next regular Board of Trustees meeting for Bellingham Technical College is scheduled for Wednesday, December 18, 2013 at 9:00; a study session will be held from 8:15-9:00 a.m.

Executive Session

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

Adjournment

Mr. Groves officially adjourned the November 21, 2013 meeting of the Bellingham Technical College Board of Trustees at 12:12 p.m.

Jim Groves, Chair
Board of Trustees

Patricia McKeown, Secretary
Board of Trustees