Call to Order

Jim Groves, Chair, called the regular meeting to order at 9:07 a.m.

Roll Call

Trustees present: Jim Groves, Jim Cunningham, Lisa Woo and Kelly Espinoza.

Approval of Minutes of Previous Meeting

3.1 Jim Cunningham's motion to approve the minutes of the June 19, 2014 study session as presented, carried unanimously.
3.2 Jim Cunningham's motion to approve the minutes of the June 19, 2014 regular meeting as presented, carried unanimously.
3.3 Jim Cunningham's motion to approve the minutes of the August 27, 2014 special meeting as presented, carried unanimously.

Proposed Agenda Changes

Due to a scheduled retreat for nursing staff, Mary Curran requested to give her faculty/BEA update at this time. As co-president of BEA, Mary is working to strengthen the BEA by focusing on communication and positive leadership; planning regular BEA attendance at monthly Board meetings; and, collaborating with Frank Powers, VP of Instruction, to involve faculty in planning/participation of faculty meetings, and to strengthen the tenure process. In addition:

- On October 27th the Nursing program is planning an Open House of the new Simm Lab. Invitations will be sent to Trustees as well as local community members.
- The BTC marketing department recently completed a revised program cluster brochure highlighting health programs.

Bellingham Technical College Staff Present

Patricia McKeown, President; Ronda Laughlin, Assistant to the President; Kerena Higgins, Assistant Attorney General. Also present were Chad Stiteler, Frank Powers, Linda Fossen, Dean Fulton, Darren Greeno and Marni Saling Mayer. Marry Curran, Nursing instructor was present representing BEA.

Introduction of Special Guests

None.

Recommendation for Action of the Board

None.
Communications and President’s Report

Chad Stiteler, VP of Administrative Services, distributed the updated 2014-15 Operating Budget which now includes the Aerospace budget adjustment of $858,901 approved by Trustees at the August 27, 2014 Retreat. Enrollment for fall is showing and increase over last year; currently (as of September 12, 2014) State FTE is up +4.5%; all FTE is up +4.6%; program headcount is up +7.4%; and all headcount up +0.6%.

A brief update was given to the ESCO Energy grant project. Water savings for May-July equaled approximately $7000.00; power savings will be verified by McKinstry at the end of October.

The All College Opening Day was held on Tuesday, September 16th. Topics reviewed included Accreditation, annual college highlights and staff changes. Jim Cunningham welcomed staff back on behalf of the Board of Trustees. Fall quarter begins Tuesday, September 23.

BTC is currently exploring a Nonresident-Operating Fees only tuition waiver. Colleges in the system may waive all or part of the nonresident operating fee differential; but not the building fee differential. Once thoroughly researched, more information will be brought to Trustees for Board consideration.

President McKeown recently attended the Northwest Washington Higher Education Coalition meeting. This coalition consists of Presidents from Western Washington University, Bellingham Technical College, Everett Community College, Whatcom Community College, Skagit Valley College, NorthWest Indian College, Edmonds Community College, Peninsula College and Olympic College. The purpose is to create a coalition that fosters regional partnerships to serve better the educational needs of the region and Washington state. The area of discussion at the recent meeting focused on legislation.

On Friday, September 19, Bellingham Technical College will be hosting a delegation from China representing Beijing Vocational College. The China delegation is visiting Bates Technical College, who has taken them to visit Clover Park Technical College and Renton Technical College.

The Port of Bellingham and BTC have been working on coordinating a National Manufacturing Day event scheduled for October 3. The event involves tours of four local manufacturers (Woodstone, Oxbo International, TriVan, and SMC Gear) for high schools students, parents, high school teachers and counselors, and other interested administrators. In addition, BTC is also promoting women in manufacturing careers through a variety of mechanisms.

The Accreditation Site Visit is scheduled for October 21-23. BTC Trustees are invited to attend the following:

- Tuesday, October 21: Opening Breakfast, 8:30-9:30 at the Café Culinaire
- Tuesday, October 21: Trustee Evaluator Interview, 9:30-10:30, Campus Center 233
- Thursday, October 23: Exit Meeting, 9:00-10:00, Lindbergh Avenue Deli & Grill

Dean Fulton reminded Trustee of the following upcoming Foundation sponsored events:

- Foundation Board Social: Friday, September 19, 5:00 p.m.
- Scholarship Celebration Breakfast: Thursday, October 2, 7:00 a.m. – Settlemyer Hall
- Champions of Industry Advisory Committee Reception: Friday, November 7, 5:00 p.m. – Settlemyer Hall

Trustees will notify Dean once a decision is made on who will give closing remarks at the Advisory Committee Reception.
The 9th annual Governor’s Aerospace Summit is being held this year on September 30 & October 1 at the Comcast Arena in Everett. This event typically draws around 250 - 300 aerospace/advanced manufacturing suppliers from across the state. The summit is organized by the Aerospace Futures Alliance (AFA). One of the major topics for this summit will be advanced manufacturing/workforce training/higher education. BTC – along with other higher education institutions (2 & 4 year) is hosting the first day conference reception (4:30 - 6:00 pm). The summit provides an opportunity to share some of the successes with key decision-makers (legislators, company CEO’s, other funding sources) in the areas of aerospace and advance manufacturing programs.

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

**Comments from Individual Members of the Board of Trustees**

None.

**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, October 16, 2014; a study session will be held at 8:15.

**Executive Session**

In keeping with RCW 42.30.110, the Board recessed into executive session at 10:10 a.m. for approximately thirty minutes to discuss personnel issues (RCW 42.30.110(1)(g)). No action was taken. The Executive Session adjourned at 10:57 a.m.

**Adjournment**

Mr. Groves officially adjourned the September 18, 2014 meeting of the Bellingham Technical College Board of Trustees at 10:59 a.m.

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