



ASSOCIATED STUDENTS OF BELLINGHAM TECHNICAL COLLEGE STRIVING FOR STUDENT SUCCESS
CAMPUS CENTER 300
ASBTC@BTC.EDU (360) 752-8357

S&A MEETING MINUTES

S&A MEETING

DATE: 02-23-2026

TIME: 3:00PM

LOCATION: CS215

Call to Order

Meeting called to order by Ann Butma at 3:17PM

Attendance

Ann Butma – Chair

Sammy Jurenka – Director of Administrative Affairs

Ashley Misanes – Program Office Coordinator

Lizbeth Gaspar Gonzalez – Interim Student Life Director

Chad Stiteler – Vice President of Administrative Services

Michele Waltz – Vice President of Student Services

Dan Beeson – Auto-Technology Instructor

Ray Baker – Electrician Student

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Chelsea Stickle – Vet Tech Student

Quorum?

Yes

Reading and Approval of Minutes

Minutes from 02-09-2026 : Minutes Passed

Chelsea Stickle Motioned : Ann Butma Seconded : Vote [6 , 1 , 0]

Unused Funds – Topic 1

- Talked to the team on policies and procedures for unused funds.
- As a committee we had a discussion on new funding requests brought up during this meeting.
- There are 31 new Funding Requests the S&A Committee is working to approve or deny for the upcoming year.
- If any committee member has questions or concerns on funding requests, reach out to the person or department that sent in the funding request.
- Unallocated or Unspent funds will be sent back to the contingency pot and with a budget mod, can be reallocated to spend.

Bundled Requests – Topic 2

- Committee shared thoughts on Single Funding Requests and on Bundled Requests.
- We as a committee can approve pieces of a funding request as well as reject certain parts. In other words, partially approve or reject.

Funding Requests – Topic 3

- Vet Tech Program \$600 Woodland Park Zoo in the Spring of 2027. 13 Students from the Vet Tech Program are planning to go to the Woodland Park Zoo to talk with staff about policies and procedures for caring for animals in the zoo.

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- Vet Tech Program \$6000 PNW Vet Conference. 13 Students from the Vet Tech Program are planning to go to a Veterinary Conference and requesting funds for transportation, lodging and food.
- Food Pantry at Bellingham Technical College is requesting \$780 for shopping bags. 550 Bio-Bags and Paper bags were requested.
- The Auto Collision and Diesel programs at Bellingham Technical College is requesting \$2500 for an opportunity to tour the King County Metro rebuilding facility. They are requesting these funds for transportation and food.
- Radiology Program is requesting \$6000 for the WRST Annual Conference. Dates and Place are TBD. This conference is for the entire program with 60-72 students planning to attend.
- Radiology Program is requesting \$6000 for the ASSERT Annual Conference.
- Radiology Program is requesting \$700 for Framed Graduation Pictures for 32 students.
- Radiology Program is requesting \$700 for program T-Shirts to wear at an annual conference.
- The Student Nursing Organization (SNO) is requesting \$8800 for hosting a food clinic and helping students that are un-insured with health care.

Open Floor

Michele Waltz will not be able to attend an S&A Meeting on March 16th.

Adjournment

Meeting has been adjourned at 4:23PM by Ann Butma

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