



## Student Council for Clover Park Technical College

### Meeting Minutes

May 11, 2015

#### Call to Order

The regular meeting of the Student Council for Clover Park Technical College was called to order at 3:31 pm on May 11, 2015 in Bldg. 23 Room 209 by President Katie Stock.

#### Roll Call & Audience Introductions

President	Katie Stock	
Vice President of Student Council	Matthew Dahl	
Administrative Officer	Linda Rick	<i>Absent</i>
Clubs Officer	Charles Sawyer	
Legislative Officer	Trent Reid	
Advisors	Cal Erwin	

#### Approval of May 11, 2015 Agenda

Charles Sawyer moved to approve the agenda.  
Matthew Dahl – 2<sup>nd</sup>  
Agenda Approved Unanimously.

#### Approval of the Minutes from April 27, 2015

Charles Sawyer moved to approve the minutes.  
Matthew Dahl – 2<sup>nd</sup>  
Minutes Tabled Approved Unanimously.

#### Reports from Officers and Committees

##### President - Katie Stock

- Legislative Voice Academy
- Written BoT Report

**Vice President of Student Council – Matthew Dahl**

- Application review for Selection – Student Council and CAB
- Legislative Voice Academy

**Administrative Officer – Linda Rick**

- Absent

**Clubs Officer – Charles Sawyer**

- Co-Chair of Spring Fest Committee
- Chair of Student Spaces Committee
- On the Food Options Task Force
- Legislative Voice Academy

**Legislative Officer - Trent Reid**

- Legislative Voice Academy
- WACTCSA meeting at Legislative Voice Academy

**Advisor – Cal Erwin**

- Passing down a transition document to Council
- Career Conference on Thursday, 4,000 people on campus, Council members please wear Ask Me shirts.
- Email Task Force designed sticker signage, will go up next week.

**Gallery**

Tawny Dotson – Chief of Staff

Lyman Gifford – Executive Director of the Foundation

**Public Comment**

Lyman Gifford moved to the Good of the Order

## New Business

### a. Shared Governance – Tawny Dotson

Shared Governance is about providing a framework for decision making and input from the entire college community. Purpose of it is to have input from the 30,000 foot level for basic policy and procedure. It does not mean telling top tier directors how to specifically carry out the duties and responsibilities of their job. If the director making a policy decision that would change the spirit or intent of Clover Park that would be something that could possibly be brought to shared governance. A shared governance framework is a requirement of accreditation, and a clear and equitable process to hear all voices here at Clover Park had not yet been fully implemented. Over the last year Tawny Dotson has been facilitating a pilot program to establish that framework with input from Student Council, the President's Cabinet and College Assembly as three equal and interactive units that gather input from across the college community.

Discussion:

*Katie Stock: How would you like to see us prepare?*

Tawny Dotson: If there are key issues that have happened over the past year as it relates to shared governance and you would like to see an increased student voice, that can be addressed at the meeting. Things such as equity, diversity, inclusion and security, not increased hours of a building or things such as that. We are trying establish roles and responsibilities and if there are roles within ASG that you do not want to see go away, keep those in mind.

*Matthew Dahl: Does the tenure process fall in line with shared governance?*

Tawny Dotson: It does not. The tenure process has to do with the faculty's bargaining agreement and an employment agreement or personnel issues are things shared governance will never address.

ASG is one of three main players of shared governance so continuing to make sure you have equitable access to voice. ASG already has that members-in-common established whereas College Assembly still struggles with that and President's Cabinet only on a basic level. Refinement is in progress.

## Good of the Order

Lyman Gifford – Executive Director of the Foundation

The role of The Foundation is to provide the mechanism for people to make contributions to the college. On the first day of employment Lyman met with Dr. Howard to review a \$2.5 million capital campaign to finish the Health & Sciences Building as well as the upgrades to the Learning Resource Center. In fall of last Dr. Howard had suspended the campaign as he saw some things about the campaign that concerned him and the school was in the middle of a transition.

He asked Lyman Gifford to take a look at it and is here to provide feedback. There were several things he found concerning, in the preceding two years , they had only raised \$950 thousand of the \$2.5 million dollars. Here a few critical concerns and things needed to move forward:

- The feasibility study showed the Foundation has a very low profile in the community and Clover Park Technical College is relatively unknown outside of the Lakewood community and beyond.
- Questionable capacity to raise the money without the contacts and resources available in the community.
- Large donors were not identified up front.
- Donors that were identified were only committing to smaller donations around the \$500 thousand level.
- Clover Park was not considered to be a top charity of choice.
- Staff structure is extremely lean with only two people.
- Instead of hiring experience people to run the campaign, they sent people to class to learn how to run the campaign.
- Large disconnect between the Foundation and the finance department as to accounting of gifts and expenses. Things are now in writing in place of verbal agreements.

Things needed to move forward:

- Of the \$987 thousand the college has raised, the college has spent \$754 thousand in support of the campaign. Consultants, staff, materials and equipment.
- College has identified critical purchases needed for the success of the College at around \$200 thousand and identified another \$250 thousand for items deemed important but not critical.
- Recommendations are to adjust the total campaign goal to \$1.2 million which puts the college just shy of \$215 thousand and launch the final stage of the campaign with 45 days.
- Wrap by September 2015 with no more than \$250 thousand
- Today is 45 days and approval has come through to proceed and Dr. Howard has extended the date to December 2015.
- Switch to smaller need based campaigns instead of capital campaigns which the college is ill prepared for.
- Put together a two to three list of need based items and ask the college to identify a few items that is important for the college as a whole.

### **Adjournment**

Matthew Dahl - moved to Adjourn.

Charles Sawyer – 2<sup>nd</sup>

Adjourned at 4:40 pm April 13, 2015

**Minutes submitted by:** Linda Rick, Administrative Officer

**Approved by:** Katie Stock, President, Associated Student Government