



4500 Stellacoom Blvd. SW, Lakewood, WA 98499-4098

**Board of Trustees Regular Meeting
Bldg. 3, Rotunda
Wednesday, March 12, 2014**

Minutes

Study Session

Call to Order: Chair Pritchard called the Board of Trustees study session to order on March 12, 2014, at 3:01 p.m.

Board of Trustees Present:

Lua Pritchard, Chair
Bruce Lachney
Dr. Robert Lenigan
Mark Martinez
Mary Moss
Dr. Lonnie Howard

Assistant Attorney General: Derek Edwards

Other Attendees:

Dr. Steve Addison, Dir. of Bachelor Degrees &
New Program Development
Lisa Beach, Budget & Compliance Off./Exempt
Union President
Ted Broussard, Dir. of Advising/Counseling
Bill Coyner, Int. Dean, Division III
Tawny Dotson, Chief Communications Off.
Mabel Edmonds, Associate Vice President
Cal Erwin-Svoboda, Dir. of Student Programs &
Conference Center
Elaine Holster, Faculty Librarian
Claire Korschinowski, Assoc. Dean/Div. I & III
Jason Kruse, Comp. & Spt. Tech./Classified
Union President

Dr. Joyce Loveday, VP, Instruction
Linda Schoonmaker, VP, Finance & Admin
Services
Maureen Sparks, Pharmacy Tech.
Instructor/Faculty Union President
Cherie Steele, Exec. Asst. to the President
Valerie Sundby-Thorp, Dean, Division I
Michael Taylor, Director of Information Tech.
Shawn Thomas, Library Technology Tech.
Jim Tuttle, Chief Human Resources/Legal
Affairs Officer
Ron Wright, Coord. of Services for New
Students

Overview of ACCT

Trustee Moss said she, Trustee Martinez, and Dr. Howard attended the ACCT National Legislative Summit in Washington, D.C., which was held February 10-13. Due to the threat of a severe storm, they had to return home early.

While in Washington D.C., they were able to meet with Congressman Derek Kilmer, who understands and is supportive of the concerns unique to the community and technical colleges in Washington State.

General Updates

Accreditation

Dr. Howard offered an update on accreditation. The College's accrediting body is the Northwest Commission on Colleges and Universities (NWCCU), and a group of five to eight evaluators will perform a site visit October 13-15. The evaluators will talk with faculty and staff about three core themes:

- Workforce Preparation
- Student Success
- Institutional Excellence

The goal of the evaluators is to measure the level of mission fulfillment. To prepare for this visit, part of the leadership team attended an accreditation workshop in Seattle last week. In addition, the College has contracted with ACCT to direct, oversee, coordinate, and review the accreditation report; to provide a mock site visit in June; and to facilitate a Board of Trustees retreat. After discussing dates, the Trustees have decided to hold a Board Retreat on Wednesday, April 23.

Possibility of Changing Some Dates of Board Meetings

There was discussion about changing the date of the May 14 Board of Trustees Meeting to May 7 to allow for travel to Yakima for the TACTC Spring Convention that begins the next morning. There was also discussion on whether or not to hold the Study Session on June 18, just prior to graduation.

Code of Student Conduct (Weapons Policy) (Tab 1)

Mr. Broussard, Tuttle, and Wright explained the major changes in the College's proposed Code of Student Conduct revision (Tab 1). There are three reasons to update the Code of Student Conduct: (1) the current code was implemented in 1991 and a couple minor revisions in 2001 and 2002, (2) the Title IX initiative is requiring all colleges to include specific information about sexual misconduct complaints and how they are handled, and (3) the Attorney General's Office has been working with all colleges to help devise a general model that all colleges in the state of Washington could use to have a more consistent approach.

One major change is the general prohibition on possessing weapons on campus, even with a concealed weapons permit, that is currently allowed. AAG Edwards stated that the Supreme Court has decided that government agencies can restrict firearms in sensitive places, e.g., schools and government buildings; but there needs to be a regulation in place to do so. Approximately 80% of all colleges and universities prohibit weapons on campus.

Other proposed changes are highlighted in Tab 1. Questions and discussion followed. Mr. Tuttle asked Ms. Steele to email the first draft to Trustees on March 16 and to return any comments to her.

General Discussion

No general discussion.

Chair Pritchard adjourned the meeting at 3:40 p.m.

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Regular Meeting

Call to Order: Chair Pritchard called the Board of Trustees regular meeting to order on March 12, 2014, at 4:00 p.m.

Board of Trustees Present:

Lua Pritchard, Chair
 Bruce Lachney
 Dr. Robert Lenigan
 Mark Martinez
 Mary Moss
 Dr. Lonnie Howard

Assistant Attorney General: Derek Edwards

Other Attendees:

Dr. Steve Addison, Dir. of Bachelor Degrees &
 New Program Development
 Lisa Beach, Budget & Compliance Off./Exempt
 Union President
 Wayne Bridges, Automotive Technician
 Instructor
 Ted Broussard, Dir. of Advising/Counseling
 Lisa Colombini-Hyke, Early Care & Education
 Instructor
 Bill Coyner, Int. Dean, Division III
 Daniel Creech, Aviation Maintenance Tech.
 Instructor
 Tawny Dotson, Chief Communications Off.
 Rory Douglas, Webmaster
 Mabel Edmonds, Associate Vice President
 Rebecca Edmondson, Early Care & Education
 Instructor
 Jennifer Errigo, Esthetics Instructor
 Cal Erwin-Svoboda, Dir. of Student Programs &
 Conference Center
 Michelle Hillesland, Dean, Division II

Elaine Holster, Faculty Librarian
 Claire Korschinowski, Assoc. Dean/Div. I & III
 Dr. Joyce Loveday, VP, Instruction
 Kathi Medcalf, Associate Dean, Div. II & V
 Elnora Medley, Community Member
 Jim Medley, Community Member
 Carrie Muir, Architectural Engineering Design
 Lisa Plair, ASG President
 Linda Schoonmaker, VP, Finance & Admin
 Services
 Maureen Sparks, Pharmacy Tech.
 Instructor/Faculty Union President
 Cherie Steele, Exec. Asst. to the President
 Valerie Sundby-Thorp, Dean, Division I
 Michael Taylor, Director of Information Tech.
 Shawn Thomas, Library Technology Tech.
 Jim Tuttle, Chief Human Resources/Legal
 Affairs Officer
 Cathy Westberry, Practical Nurse Instructor
 Ron Wright, Coord. of Services for New
 Students

Adoption of the Agenda (Tab 2)

MOTION:

Motion to adopt the Agenda as presented made by Bruce Lachney, seconded by Mark Martinez.
 Approved unanimously.

Approval of Minutes (Tab 3)

MOTION:

Motion to approve the Minutes of the Regular Board Meeting of February 5, 2014, made by Mark Martinez, seconded by Robert Lenigan. Approved unanimously.

President's Report

2014 League of Innovations Conference

Dr. Howard attended the 2014 League of Innovations Conference, March 1-4. It was a great conference and he gleaned two takeaways, (1) it reinforced his desire to help CPTC reach the next level, and (2) it reinforced his humanistic leadership approach.

The College has a great Board, faculty, and leadership team; everything is in place to make magic happen. As the College moves forward, Dr. Howard will challenge the Board of Trustees to take the institution to the next level and become benchmarked, both nationally and internationally.

Begin to Introduce the President's Unsung Hero at BoT Meetings

Just after his arrival at CPTC, Dr. Howard instituted the "Unsung Hero" award for employees who show support of his three strategic directives to be presented at the Keeping Connected Meetings. In January, the award went to the Cosmetology Department and an individual from the community, Ms. Elnora Medley, who is 94 years old. Dr. Howard introduced Ms. Medley to the Board. She has supported the Cosmetology Department for over 50 years by serving as a model when students took their Board Exams, and she still comes bi-weekly to have her hair done.

Vice President of Student Services Search

The last search attempt to fill the Vice President for Student Services (VPSS) position has been unsuccessful. Dr. Howard noted that Ted Broussard is filling in as Interim VPSS; he is doing a great job and adds chemistry to the team. This will allow the College to take the time to hire the right person for the job.

BAS in Manufacturing Operations

A conversation about offering a Bachelors Degree began three years ago. With the hiring of Dr. Steve Addison in September 2013, the process has moved forward. The College submitted a BAS proposal in Manufacturing Operations in December 2013 to the SBCTC. In February, we received a response suggesting some minor changes. The final proposal will be presented to the SBCTC for formal approval on March 27. The next steps will be to obtain approval from the NWCCU and the Department of Education. It is expected the degree program will begin in Fall 2014.

Invista (Preliminary)

It was requested at last month's Board Meeting to have an overview of Invista. This information is preliminary. The business officers from the three respective colleges are reviewing the Invista agreement at this time. Dr. Howard shared what he knows.

The original contract will expire in September 2014, and the College must give a 90-day notice of non-renewal, which would be due in May. If the College does renew, it will no longer be required to make the \$200K annual contribution. To date, the three colleges have invested \$1.8M and may not realize any return on investment until 2019. Discussion and questions followed.

College Reports

Associated Student Government (ASG) (Tab 4)

Mr. Erwin Cal stated that ASG has been very busy this quarter, and there has been a substantial and systemic inward look at the mission of ASG.

Lisa Plair, ASG President, said the role of ASG is to address emerging student needs by providing a voice for the students in the legislature and campus governance and providing a sense of community for students. Ms. Plair highlighted happenings from the attached report (Tab 4).

Trustee Martinez was in Olympia when CPTC students attended the student rally, and he said they did an excellent job. Trustees Moss and Pritchard asked if ASG reaches out to high schools, especially those students who do not have a mindset for college. At this time, ASG focus is students on campus.

Legislative Update (Tab 5)

Ms. Dotson provided Trustees with an abbreviated version of the most recent Bill Watch List. The all-encompassing version contained 35 bills, most of which are no longer active. There are nine bills on the way to the Governor and one had an amendment still being considered by the Senate. The SBCTC legislative agenda included seven points and Ms. Dotson provided an update on the results on each point:

- Increase high-demand enrollments.
- Deliver ongoing performance funding.
- Preserve opportunities for under-represented students.
- Provide faculty increments.
- Ensure equity in possible salary increase.
- Support capital priorities.
- Provide critical corrections education.

Dr. Howard and Ms. Dotson will continue to work with legislators on the PCCC strategy for the next legislative session. They hope to participate in planning events with our U.S. Congressional delegation and to re-engage with Pierce County Legislators on campus.

Chair's Report

Chair Pritchard said she continues to make more connections between CPTC and JBLM. She is attempting to schedule a meeting for Dr. Howard and some key staff members to showcase what the College has to offer.

Board Reports and/or Remarks

PCCC Meeting

Trustee Moss attended the PCCC meeting, as Chair Pritchard was ill. A summary:

- UW-T has pathway programs with local high schools and community colleges, and they hope to grow their headcount to 7,000 in the next seven years, by 2020. This would require a gain between 7.5% and 8.5% each year for 7 years to reach.
- At a reception in Olympia, Dr. Michele Johnson and Dr. Lonnie Howard spoke with Sen. Steve Conway about the annual Pierce County Coordinating Council Legislative Breakfast. Sen. Conway "echoed" what Dr. Howard has previously been saying that, it

might be more effective for a smaller group of people to meet with local legislators when the session ends to discuss strategy on the agenda and how to roll it out.

After discussion, the consensus for the future was to try to meet with our Congressional delegation off-session, perhaps during the early summer as an addition to our continued work with the state legislators.

- Dr. Ron Langrell touched on how Bates is going through the clock hours to credit process and it has required them to re-work the way they report FTE's. He noted that Bates might ask for an extended period of grace.

Trustee Lachney will be unavailable during the month of July.

Public Comments

No public comments.

New Business

MOTION:

Motion to change the May 14, 2014, Board of Trustees meeting to May 7, 2014, to allow for the Trustees and President to travel to Yakima for the TACTC Spring Convention, was made by Mark Martinez, seconded by Mary Moss. Approved unanimously.

MOTION:

Motion to cancel the June 18, 2014, Study Session from 3-4 p.m. was made by Robert Lenigan, seconded by Mark Martinez. Approved unanimously.

New Tenure Track Faculty Introductions (Tab 6)

Vice President Loveday asked Dean Sundby-Thorp and Tenure Chair Bridges to introduce the first-year tenure track faculty (Tab 6).

Executive Session

At 4:48 p.m., Chair Pritchard stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately one hour for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

Chair Pritchard reconvened the Regular Meeting at 5:27 p.m. and asked if there were any action items as a result of Executive Session.

MOTION:

Trustee Mark Martinez moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Daniel Creech at Clover Park Technical College, seconded by Robert Lenigan. No discussion. Approved unanimously.

MOTION:

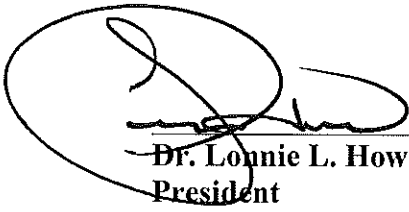
Trustee Mary Moss moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Rebecca Edmondson at Clover Park Technical College, seconded by Bruce Lachney. No discussion. Approved unanimously.

Next Meeting

April 9, 2014, at the South Hill campus.

Adjournment

Chair Pritchard adjourned the Regular Meeting at 5:29 p.m.



Dr. Lonnie L. Howard
President
College District Twenty-Nine

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Lisa Pritchard
Chair, Board of Trustees
College District Twenty-Nine

