



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

**Board of Trustees Regular Meeting
Bldg. 3, Rotunda
Wednesday, February 5, 2014**

Minutes

Study Session

Call to Order: Chair Pritchard called the Board of Trustees study session to order on February 5, 2014, at 3:01 p.m.

Board of Trustees Present:

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

Assistant Attorney General: Derek Edwards

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Dr. Steve Addison, Dir. of Bachelor Degrees & New Program Development
Ted Broussard, Dir. of Advising/Counseling
Larry Clark, Controller
Debbie Collins, Admin. Assistant, VP of Finance & Admin Services
Loren Davis, Director of NWCTHS
Tawny Dotson, Chief Communications Off.
Mabel Edmonds, Associate Vice President
Cal Erwin-Svoboda, Dir. of Student Programs & Conference Center
Aris Holcomb, IT Department
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.

ACCT National Legislative Summit, February 10-13, 2014

Dr. Howard said that he and Trustees Pritchard and Moss will attend the ACCT National Legislative Summit in Washington, D.C., February 10-13. The TACTC Office has scheduled meetings with legislators in Washington, D.C. Trustees Pritchard and Moss and Dr. Howard will meet with Representatives Derek Kilmer and Suzan DelBene on Tuesday, February 11. There will be an opportunity at TACTC to sign up for meetings with additional legislators.

Overview of TACTC

Chair Pritchard reported that, at the TACTC Winter Legislative Conference, there was a Transforming Lives Award Dinner to honor one student from each community and technical college whose life has been changed by attending one of the state's two-year colleges. CPTC's nominee was Rebekkah Powers; she was unable to attend and was not one of the five awardees who received \$500 from the TACTC Association.

On Monday, discussion topics included a system legislative update, special legislative speakers, and the keynote speaker was ACCT President and CEO, J. Noah Brown.

Summary of Vice President for Student Services Search

With the retirement of June Stacey-Clemons, the College is attempting to fill the Vice President for Student Services (VPSS) position. Dr. Howard noted there was a national search, which resulted in 40 candidates, three of whom were selected to come to campus for interviews. One candidate dropped out. After interviews with select groups on campus and an open forum, input from all attendees, the two remaining candidates were deemed not ideal candidates.

The College will repost the position and continue the search. In the interval, Ted Broussard, Director of Advising and Counseling, will serve as Interim VPSS.

President's Update (Tab 1)

Dr. Howard showed a picture of Ms. Elnora Medley and told the Trustees three things about her: (1) for over 50 years, she has supported the Cosmetology Program; (2) she has served as a model helping students pass their state board exams; and (3) at 94, she still comes in weekly to get her hair done.

At the January Keeping Connected meeting, Dr. Howard presented the "Unsung Hero" Award to Ms. Medley for her long-standing dedication and service to CPTC. The story was featured in *The News Tribune* on January 27.

Despite being a Peyton Manning fan, Dr. Howard donned his Seahawks gear on January 31. He and 170+ faculty, staff, and students congregated at the College Green and had a "12th Man" photo taken in celebration of the Seahawks going to the Super Bowl.

On February 21, 12:00-12:45 p.m., CPTC will participate in the Pierce County Coordinating Council's Annual Legislative Luncheon at the Capitol Building. CPTC has the opportunity to send two Trustee representatives, and Trustees Pritchard and Lenigan will accompany Dr. Howard to the luncheon.

General Discussion

Dr. Howard stated that Graduation will remain consistent with the past few years, and it will be held on Wednesday, June 18, at the Tacoma Dome. Moving forward, other options will be discussed.

Chair Pritchard adjourned the meeting at 3:13 p.m.

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Regular Meeting

Call to Order: Chair Pritchard called the Board of Trustees regular meeting to order on February 5, 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

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Dr. Steve Addison, Dir. of Bachelor Degrees & New Program Dev.
 Kandi Bauman, Student Engagement Coordinator
 Ted Broussard, Dir. of Advising/Counseling
 Larry Clark, Controller
 Debbie Collins, Admin. Assistant, Admin. Services
 Loren Davis, Director of NWCTHS
 Tawny Dotson, Chief Communications Off.
 Mabel Edmonds, Associate Vice President
 Cal Erwin-Svoboda, Director of Student Programs and Conference Center
 Michelle Hillesland, Dean, Division II
 Aris Holcomb, IT Department
 Dr. Joyce Loveday, VP, Instruction
 Kathi Medcalf, Associate Dean, Divisions II & V
 Lisa Plair, ASG President
 Linda Schoonmaker, VP, Admin. Services
 Valerie Sundby-Thorpe, Dean, Division I
 Cherie Steele, Exec. Asst. to the President
 Michael Taylor, Dir. of Information Tech.
 Jane Wagers, Central Svc./Sterile Processing Inst.

Adoption of the Agenda (Tab 2)

MOTION:

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

Approval of Minutes (Tab 3)

MOTION:

Motion to approve the Minutes of the Regular Board Meeting of January 8, 2014, made by Robert Lenigan, seconded by Mark Martinez. Approved unanimously.

President's Report

Instruction is busy preparing for the Fall 2014 Accreditation Site Visit; CPTC's last site visit was in 2004, and this visit is part of the 10-year cycle. With the conclusion of this visit, the College will move into the new 7-year cycle.

It has been recommended that the College hire ACCT as a consultant for accreditation. The scope of work would include updating the Board of Trustee policies, implemented in 1992 and updated only once in 1997; assistance with the self-study report; and a mock-study visit. The proposal is being evaluated and might be required to go out for a Request for Proposal (RFP).

On February 18, Dr. Howard will present to the Foundation Board of Directors the vision for the College, based on the 2013-18 Strategic Plan, and a brief snapshot of the next 12 months.

The CPTC Foundation will host the 8th Annual Scholarship Luncheon on Tuesday, April 15, 11:30 a.m.-1:30 p.m. in the McGavick Conference Center. Ms. Steele will send invitations to the trustees.

College Reports

Associated Student Government (ASG) (Tab 4)

ASG President Plair noted that the role of the ASG is to address emergent student needs by providing voice for the students in the legislature and campus governance and provide a sense of community for the students. To that end, Ms. Plair thanked Chair Pritchard for providing ASG with contact information of a local nonprofit group that we hope to partner with to help students in enrolling and answering questions regarding the Affordable Care Act. She continued with the attached report.

Trustee Martinez requested additional information about the "homeless initiative." Ms. Plair responded ASG hopes to identify the homeless population on campus and help them with services they might need to be successful at CPTC. Mr. Erwin-Svoboda stated that an ASG Student Advocate Senator inquired if the College has data on homeless students. Some students who have their children at the Hayes Child Care Center have self-identified as being homeless and are being assisted by the College.

Dr. Howard added that he and Trustees Pritchard and Moss attended a housing forum where Congressman Denny Heck spoke. Dr. Howard met people from the Tacoma Housing Authority who shared that there is a unique program for students enrolled full time, whereby their rent would be paid for, not just subsidized. When Dr. Howard met with ASG, he brought this up, because students might be embarrassed to admit being homeless to authorities, but they might open up to another student.

Trustee Lenigan has been concerned with how much tuition rates have risen with the recession, and it hasn't been discussed lately. Ms. Plair said some issues that students will highlight during the student rally in Olympia this week will be the high cost of tuition, the cost of textbooks, and financial aid issues.

SBCTC Agenda/Legislative Update (Tab 5)

Ms. Dotson provided an update on the SBCTC Agenda and a Legislative Update (attached). Discussion followed.

FY2013-14 2nd Quarter Budget Report (Tab 6)

Vice President Schoonmaker presented the attached 2nd Quarter Budget Report. Discussion followed.

Instruction Report on Central Service/Sterile Processing (Tab 7)

Vice President Loveday introduced Jane Wagers, who has taught this program for the past seven years. The program is popular, because there are no academic prerequisites.

Ms. Wagers explained that graduates of the program manage patient care equipment – distributing items, picking them up, and sterilizing them. With the progression of this industry, this job has become more difficult, not all instruments are metal, some are robotic and have plastic parts, some have lenses, and some have fiber optic lights. Graduates from CPTC learn all those processes and become valuable in the workplace. Discussion followed.

Chair's Report

No Chair's report.

Board Reports and/or Remarks

Trustee Moss thanked Chair Pritchard for her role in helping to secure a \$100,000 donation for the Health Sciences Building.

Public Comments

No public comments.

New Business

No new business.

Executive Session


No Executive Session.

Next Meeting


March 12, 2014, at the Lakewood campus.

Adjournment

Chair Pritchard adjourned the Regular Meeting at 4:51 p.m.



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



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

