



Board of Trustees Regular Meeting

Rotunda, Building 3

Wednesday, May 8, 2019

Study Session: 3:00-4:00 p.m.

Regular Meeting: 4:00-6:10 p.m.

Minutes

Study Session

Call to Order: Vice Chair Martinez called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on May 8, 2019, at 3:00 p.m.

Board of Trustees Present:

Mark Martinez, Vice Chair
Lua Pritchard

Eli Taylor
Wayne Withrow, Chair

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Larry Clark, VP, Finance & Admin.
Dr. Tawny Dotson, VP, Strategic Devel.
Mabel Edmonds, VP, Instruction
Scott Latiolais, VP, Student Success
Samantha Dana, Dir., Inst. Research & Grants
Cal Erwin-Svoboda, Dir., Student Life
Janet Holm, Development Mgr.
Pamela Jeter, Dir., IT

John Kaniss, Dir., Facilities Svcs.
Cindy Mowry, Assoc. Dean/Registrar
Tanya Petrov, Foundation/Grant Acct. Fiscal Analyst III
Tyler Scott, Sr. Creative Comm. Mgr.
Cherie Steele, Exec. Asst. to the President
Lisa Wolcott, Dir., Budget & Finance

Retreat Follow-up

President Loveday noted there are some follow-up items from the Annual Board Retreat:

1. Two forms were condensed into one. The top portion of the form is the BOT Meeting Reimbursement Form. The bottom portion is a CPTC Foundation Payroll Deduction Request, and Trustees may donate a portion of their paycheck or make a one-time payment. This was done strictly for convenience.
2. A draft for Trustee committee assignments during FY 2019-20 was completed. Trustees were asked to review the draft list and let the Chair know if any changes need to be made.
3. Trustees and leadership discussed adding a fourth Core Theme to add equity for measuring equity with retaining students. This will be voted on during the regular meeting.
4. The Board of Trustee policies are scheduled to be reviewed by October 2019.

Overview of Enrollment Services (Tab 1)

Ms. Mowry presented the attached report.

High School Graduation Credit Waiver (Tab 2)

Mr. Davis explained why this waiver is being proposed. It will be voted on during the regular session.

Foundation Update (Tab 3)

Dr. Dotson and Ms. Holm offered the attached update on the CPTC Foundation.

2019-20 Nominations for Chair and Vice Chair Discussion

Motion to nominate Mark Martinez for the position of Board Chair for the July 1, 2019 – June 30, 2020 term was made by Trustee Pritchard.

MOTION:

Motion to nominate Eli Taylor for the position of Board Vice Chair for the July 1, 2019 – June 30, 2020 term was made by Trustee Pritchard.

MOTION:

Motion to accept the slate of nominees for election at the June Board of Trustees meeting was made by Trustee Withrow, seconded by Trustee Pritchard. Approved unanimously.

Adjournment

Vice Chair Martinez adjourned the Study Session at 3:52 p.m.

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Regular Meeting Agenda

Call to Order: Vice Chair Martinez called the Board of Trustees Meeting for Clover Park Technical College (CPTC) to order on May 8, 2019, at 4:00 p.m.

Board of Trustees Present:

Mark Martinez, Vice Chair
Lia Pritchard

Eli Taylor
Wayne Withrow, Chair

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Larry Clark, VP, Finance & Admin.
Dr. Tawny Dotson, VP, Strategic Devel.
Mabel Edmonds, VP, Instruction
Scott Latiolais, VP, Student Success
Robert Carver, Nursing LPN Inst.
Vivian Castillanes, Student
Dustin Cooper, Avionic Inst.
Cristeen Crouchet, Dir., Workforce Devel.
Samantha Dana, Dir., Inst. Research & Grants
Loren Davis, NWCTHS Director
Lucy Dorum, Accounting Inst.

Cal Erwin-Svoboda, Dir., Student Life
Diane Follett, Eng. Lang. Inst.
Lisa Fortson, Asst. Dir., SAS
Kurt Freeman, Automotive Inst.
Bill Hamilton, Former Trustee
Cathy Hamilton-Wissmer, Alumni
Michelle Hillesland, Dean
Janet Holm, Development Mgr.
Tracy Irish, Elect. Low Voltage Fire
Security Inst.
Pamela Jeter, Dir., IT

John Kaniss, Dir., Facilities Svcs.
 Dr. Brian Lee, ctcLink Proj. Mgr.
 Alexzsandra Lopez, ASG Student
 Dr. Judy Loveless-Morris, Dean
 Dr. Chris Chen Mahoney, Assoc. Dean
 Cindy Mowry, Assoc. Dean/Registrar
 Michael Mullins, Automotive Inst.
 Tanya Petrov, Foundation/Grant Acct. Fiscal
 Analyst III
 Jenna Pollock, Assoc. Dean
 Brandon Rogers, Assoc. Dean

LaVerta Schmeling, Math Instructor
 Tyler Scott, Sr. Creative Comm. Mgr.
 Kathryn Smith, Env. Sci. Inst.
 Jennifer Spane, Guest
 Cherie Steele, Exec. Asst. to the President
 Dr. Neil Sweerus, Math Instructor
 Chris Wansley, Guest
 Geoff Waits, Alumni
 Kirk Walker, Dir., Human Resources
 Julie Watts, Interior Design Inst.
 Lisa Wolcott, Dir., Budget & Finance

Adoption of the Agenda

MOTION:

Motion to adopt the agenda as presented was made by Trustee Withrow, and seconded by Trustee Taylor. Motion was approved unanimously.

Approval of Minutes (Tab 4)

MOTION:

Motion to approve the minutes of the Regular Board meeting of March 13, 2019, was made by Trustee Withrow, and seconded by Trustee Taylor. Motion was approved unanimously.

President's Report

Student Success Speaker

Alexandra Haley graduated in winter quarter from the Dental Assistant Program with Honors and an AAT degree. She also convinced her mother and daughter to attend CPTC – her mother is in the Dental Assistant Program, and her daughter is in the Running Start Program.

When her husband had a stroke and she needed a job, she decided to go back to college. She chose CPTC because she was greeted by happy people who looked as if they liked their jobs. Ms. Haley said everyone was amazing and helpful, especially while she was going through an emotional time. She also worked on the Student Council and accompanied President Loveday to meet with legislators. Her plan is to take the Dental Hygienist Program at Pierce College.

New Century Scholar

Alexandra Haley was selected to be one of four CPTC students nominated for the All-USA Academic Team. As a result of that nomination, she was selected at the national level as the 2019 New Century Workforce Pathway Scholar, representing the state of Washington, awarded by the Coca-Cola Foundation and Phi Theta Kappa Honor Society. The selection was based on academic accomplishments, leadership activities, and how students extend their intellectual talents beyond the classroom. Over 2,000 students were nominated from more than 1,200 college campuses across the country, and only one New Century Workforce Pathway Scholar was selected from each state. Ms. Haley will receive a \$1,250 scholarship that will apply to the next step of her educational journey.

Alumni of Distinction (Attachment 1)

Alumni of Distinction Awards are provided to alumni who have contributed to the College and/or the Pierce County community in which we live and work. Nominees are selected for professional or personal achievements, community service through active involvement in civic and/or charitable organizations, or service on a CPTC advisory board or as a student mentor or advocate. 2019 awardees are listed below, and nomination summaries are attached:

- Adam Carollo
- Cathy Hamilton-Wissmer
- Kellie Kirkpatrick-Jacobs
- Geoff Waits

Fantasy Lights Participation Recognition

Jennifer Spane, Recreation Supervisor, Pierce County Parks Department, said she has the task of overseeing Fantasy Lights. She was excited that CPTC was able to participate again and provide a turtle display. Parks Department workers gave CPTC's welding program high praise for the quality work they did. Ms. Spane thanked CPTC and presented two plaques, one to the Board of Trustees and one to the program instructor.

New Core Theme (Tab 5)

CPTC currently has three core themes and is proposing a fourth – Equity. Equity is central to the work we are doing with Guided Pathways and with what we are doing in the community. It will become part of the key results that CPTC reports on each year. President Loveday asked Trustees to consider adding “Equity” as a new core theme.

Miscellaneous

None.

College Reports or Highlights

ASG Report (Tab 6)

Ms. Sandra Lopez presented the attached report.

FY 2018-19 3rd Quarter Budget Report (Tab 7)

Ms. Wolcott gave the FY 2018-19 3rd Quarter Budget Report.

Chair's Report

No Chair's report.

Board Reports and/or Remarks

No Board reports or remarks.

Public Comments

No public comments.

New Business

New Tenure-Track Faculty Introductions (Tab 8)

Ms. Edmonds asked the new tenure-track faculty members to introduce themselves to the Board of Trustees.

Dustin Cooper	Avionics Instructor	2 nd Quarter
Tracy Irish	Electrician Low Voltage Fire/Security Instructor	2 nd Quarter
Michael Mullins	Automotive Instructor	2 nd Quarter
Julie Watts	Interior Design Instructor	2 nd Quarter

Approval of 4th Core Theme (Tab 5)

MOTION:

Motion to adopt a new fourth Core Theme, Ethics, was made by Trustee Taylor and seconded by Trustee Withrow. Motion was approved unanimously.

Approval of Resolution 19-05-97 Requesting Temporary Waiver from High School Graduation Requirements (Tab 9)

MOTION:

Motion to approve Resolution 19-05-97, Requesting Temporary Waiver from High School Graduation Requirements, was made by Trustee Withrow and seconded by Trustee Taylor. Motion was approved unanimously.

Executive Session

At 4:53 p.m., Vice Chair Martinez stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 20 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

Vice Chair Martinez reconvened the Regular Meeting at 5:16 p.m. and asked if there were any action items as a result of Executive Session. There were.

MOTION:

Trustee Pritchard 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 Diane Follett at Clover Park Technical College, seconded by Trustee Taylor. No discussion. Motion was approved unanimously.

Executive Session

At 5:20 p.m., Vice Chair Martinez stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 30 minutes for the purpose of reviewing the performance of a public employee.

Vice Chair Martinez reconvened the Regular Meeting at 5:37 p.m. and asked if there were any action items as a result of Executive Session. There were none.

Next Meeting

June 12, 2019, at the Lakewood campus.

Adjournment

Vice Chair Martinez adjourned the Regular Meeting at 5:37 p.m.



Dr. Joyce Loveday
President
College District Twenty-Nine



Mark Martinez
Vice Chair, Board of Trustees
College District Twenty-Nine