



**Board of Trustees Meeting**  
**Building 3, Rotunda and via Zoom**

Wednesday, January 10, 2024

Study Session CANCELLED  
Regular Meeting: 4:00-6:00 p.m.

**Regular Meeting Minutes**

**Call to Order:** Chair Zhu called the Board of Trustees Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on January 10, 2024, at 4:02 p.m., followed by the flag salute, land acknowledgement, and labor acknowledgement

**Board of Trustees Present:**

Tong Zhu, Chair  
Jesus Villegas Rivera, Vice Chair  
Eli Taylor – on line  
Carol Mitchell

**College President:** Dr. Joyce Loveday

**Excused Absences:**

Alice Phillips  
Justin Kjolseth, Assistant Attorney General

**Executive Team:**

Dean Kelly, VP for Student Success  
Samantha Dana, Associate VP for Institutional Effectiveness  
Dr. Tom Broxson, VP for Instruction  
Amelia Grayson, VP for Finance and Administration  
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion -- on-line

**Adoption of the Agenda**

**MOTION:**

Motion to adopt the agenda, as presented, was made by Trustee Villegas Rivera and seconded by Trustee Mitchell. The motion was approved unanimously.

## **Approval of Minutes (Tab 1)**

### **MOTION:**

Motion to approve the minutes of the Regular Board meeting held on December 13, 2023, as presented was made by Trustee Villegas Rivera and seconded by Trustee Mitchell. The motion was approved unanimously.

### **Public Comments**

none

### **President's Report**

#### College Updates

Dr. Loveday announced that as of this day, enrollment was up seven percent from last year. This is equal to our enrollment two years ago.

Dr. James Neblett will be starting as our new Associate Vice President for Human Resources and Culture next Tuesday. Dr. Loveday thanked the college community for input on the top four candidates. She also expressed gratitude for the hard work of the selection committee, our recruiting consultant, and Amelia Grayson, who led the college's search efforts.

We are now in the second week of the legislative session. Dr. Loveday is beginning to schedule times to go to Olympia, where she hopes to be joined by students, faculty, and trustees. This year's operating budget will include improved funding for computer science and climate solutions. We especially want to thank legislators for their support of improved faculty pay during the last legislative session.

Finally, Dr. Loveday wanted to acknowledge that this is Dr. Brian Lee's last board meeting. He will be going to the Pierce County Library system. We look forward to working with him both as a part time employee for CPTC and in his new role as the CIO for the library system.

### **College Reports or Highlights**

#### ASG Report (Tab 2)

Riley Maker and Irelynn Hardin presented the ASG Report. They noted that the format of this report is different than previous reports as it is very early in the year. They described the following ASG sponsored events from 2023 and the first quarter of 2024:

- 3,348 students visited the student service center
- 542 id cards provided
- 176 orca cards provided
- 1605 pounds of food distributed
- 198 visits to the fitness center
- 24 events sponsored
- 939 attendees at the sponsored events
- 1928 student leader hours worked in the first quarter of 2024

#### Airplane Purchase (Tab 3)

Dr. Broxson, Wes Prater, and Amelia Grayson provided an update on purchasing airplanes for the college. In addition to the figures provided, Mr. Prater noted that the college will be able to defray the cost of new airplanes by an estimate of 1.2 million dollars from sale of current airplanes. A \$240,000 initial deposit is required, followed by two more at \$120,000, for a total of

\$480,000 in deposits, which will need to be taken from college reserves. The remaining 3.78 million dollars will be due upon deliver (in 2027). This will be financed through a Certificate of Participation (CoP) program through the state treasurer. The CoP is to be paid back over six years at a rate that will be set in 2027 (estimated at 3.45 to 4.45%).

Trustee Mitchell spoke in support of moving forward with this plan.

#### LPN to RN Program Update

Dr. Broxson introduced Tiffany Smith-Fromm to provide an update on the college's LPN to RN program. He noted that this is a new program which will create a more equitable pathway into nursing careers and will improve our enrollment.

Ms. Smith-Fromm introduced two LPN to RN students, Melissa Kelly and Christina Johnson, who she brought to provide testimony of their experiences. She noted that there have not been many programs like this but there is high demand. We received 80 applications for first round for the five-quarter program. 138 students have applied for the 24 spots open in the spring quarter. Equity, Diversity, and Inclusion were integrated into the content and structure of the program from the beginning. The program is tailored to students who are breadwinners for their families. Classes are taught evenings and weekends so that they can be taken while the students are working full time. The curriculum has been approved by the Washington Board of Nursing. The national board will vote in February and it is expected to be approved as no additional information was requested after the application was submitted.

Melissa Kelly introduced herself and noted that this will be her third credential earned at CPTC. She received her LPN at Bates, but wanted to earn a higher degree – she eventually wants to be a nurse practitioner. She is very thankful for program. Demonstrating her commitment, she stayed at the college with Christina over-night so that they could be one of the first applicants to fill out the manual application on the opening day (applications are now accepted electronically).

Christina Johnson started that she has also received multiple degrees at CPTC, starting with certified nurse and associate degree in pre-nursing. She eventually wants to get a bachelor of nursing and master's degree. While she is in the program, she and Ms. Kelly work full time at Western State Hospital. She sees her academic achievement as providing a good example for her children. She stated that she would not be able to enroll in the program if it was only available in the day.

#### **Chair's Report**

Trustee Zhu wished a happy new year to all and expressed that the college is going to accomplish great things.

#### **Board Reports and/or Remarks**

Trustee Mitchell encouraged all to participate in the Dr. Martin Luther King, Jr. celebration Sunday, January 14, from 2:00 to 4:00 p.m. at Evergreen College's Tacoma Campus

#### **New Business**

##### Approval of Airplane Acquisition

Trustee Mitchell made a motion to approve the acquisition of airplanes as presented in the last two board meetings (\$4.2 million total cost with \$480,000 funded from reserves and the

remainder financed with a Certificate of Participation). The motion was seconded by Trustee Taylor. The motion was approved unanimously.

#### New Tenure Track Faculty Introductions

Dr. Thomas Broxson introduced two new tenure track faculty members.

Tarlochan Mann – Teaches in the Operations Management BAS program. Mr. Mann is the college’s first full time faculty member in charge of this program. With 22 years of experience in the field, Mr. Mann has great credentials. Mr. Mann stated that he enjoys being able to give back to the community.

Mike Mayor – Teaches Mechatronics. He came to the program as a student from California, and is current getting a BAS in Mechatronics here. He was attracted here because this is one of the few programs with a multidisciplinary focus. After completing his associates degree, Mr. Mayor started as program assistant and transition to remote teaching during the Covid crisis. He enjoys the position and is excited by finding new and better ways to engage students.

#### **Executive Session**

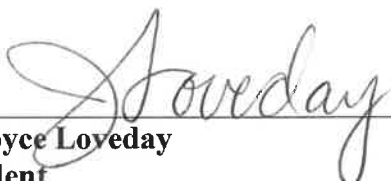
Chair Zhu stated there was no need for an executive session.

#### **Next Meeting**

Wednesday, February 14, 2024, details to follow.

#### **Adjournment**

Motion to adjourn the meeting at 4:50 was made by Trustee Villegas Rivera, and seconded by Trustee Mitchell. The motion was approved unanimously.

  
\_\_\_\_\_  
**Dr. Joyce Loveday**  
**President**  
**College District Twenty-Nine**

  
\_\_\_\_\_  
**Tong Zhu**  
**Chair, Board of Trustees**  
**College District Twenty-Nine**