



**Board of Trustees Meeting**  
**South Hill Campus, Room 114 and via Zoom**

**Wednesday, April 10, 2024**

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

**Regular Meeting Minutes**

**Call to Order:** Trustee Phillips called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on April 10, 2024, at 4:01 p.m., followed by the flag salute, land acknowledgement, and labor acknowledgement.

**Board of Trustees Present:**

Jesus Villegas Rivera, Vice Chair  
Eli Taylor  
Carol Mitchell  
Alice Phillips

**College President:** Dr. Joyce Loveday

**Assistant Attorney General (AAG):** Justin Kjolseth -- on-line

**Excused Absences:**

Tong Zhu, Chair

**Executive Team:**

Amelia Grayson, VP for Finance and Administration  
Dean Kelly, VP for Student Success  
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion  
James Neblett, Associate VP for Human Resources and Culture

**Excused Absences:**

Dr. Tom Broxson, VP for Instruction  
Samantha Dana, Associate VP for Institutional Effectiveness

**Adoption of the Agenda**

**MOTION:**

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

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

**MOTION:**

Motion to adopt the minutes, as presented, was made by Trustee Mitchell and seconded by Trustee Taylor. The motion was approved unanimously.

## **Public Comments**

None

## **President's Report**

### Student Success -- Navid Niroomand

Dr. Loveday introduced Mr. Niroomand, who is in his final quarter of the aviation maintenance technician program at the South Hill Campus. Mr. Niroomand expressed thanks for the opportunity to share his journey that began 12 years ago when he and his family had to leave Iran for religious reasons, originally going to Turkey, then Los Angeles, and finally Tacoma. At CPTC Mr. Niroomand found a friendly welcome each day, and a dedicated staff and faculty to help him with his education. He praised Mr. Doyon for taking time after class to provide answers to his questions. Mr. Woodruff would use alternative explanations, not giving up until Mr. Niroomand understood a concept. Mr. Joy has helped Mr. Niroomand with his resume, and to make contacts with industry to facilitate getting a job when he graduates. He has had to work very hard, but has felt supported the whole way. He sees that the faculty provide the same care and service to all of their students.

He is nearing the completion of the aviation maintenance technician program. He has already passed the federal test with 99% and feels he will be an asset to anyone who hires him.

Trustee Mitchell asked Mr. Niroomand what he felt was the secret to his success. He replied hard work and good help. She commended Mr. Woodruff for his determination -- explaining to Mr. Niroomand until he understood.

Trustee Villegas Rivera commented that he understands the difficulties Mr. Niroomand experienced coming from another country as he is an immigrant himself. He noted that the trustees are happy to see him succeed.

### College Update

Dr. Loveday announced that Clover Park Technical College has two members of the All Washington Academic Team this year, Chas Gardner, and Marco Leon. The awards ceremony will be held April 25 at the Lacey campus of South Puget Sound Community College from 11:00 a.m. to 2:00 p.m. Dr. Loveday requested that trustees let her know if they would like to attend.

Dr. Loveday informed trustees of the college's work in response to implementation challenges occurring with the new federal financial aid form. She commended Celva Boon, Cristeen Crouchet, and our financial aid staff for being on top of this national issue and working to mitigate the impact students will experience. The delay of student FAFSA data is particularly impactful for CPTC for several reasons. The first is that CPTC is a "header" college, meaning our financial aid year begins July 1. A related factor is that students at CPTC attend four quarters a year, with summer quarter an essential part of their educational plan. The third issue involves translation of the new data format into ctcLink. We have been informed by the SBCTC that it will be no sooner than June 8 (3 weeks prior to summer quarter) before we receive student FAFSA data.

Our financial aid staff are working to do as much advance preparation as they can, including prioritizing existing students for processing when data is available. We will also refrain from dropping any students who are in the financial aid process until it is complete. Celva is working with the US Department of Education to get additional skilled financial aid personnel assigned to assist CPTC from June 1 through the summer.

Finally, Dr. Loveday spoke about commencement and the June Board meeting. Commencement is June 11, and the June meeting is scheduled for the 12<sup>th</sup> so we have been considering having the

board meeting at the Tacoma Dome on the 11<sup>th</sup> before commencement. She asked that trustees consider what they would like to do, and said we will poll them later.

### **College Reports or Highlights**

#### ASG Report (Tab 2)

Riley Maker and Jen Stroud presented the ASG Report. Although we are not far into the spring quarter, ASG has been active providing resources and fun. In the first week of the quarter, 60 to 70 breakfast bags were distributed to students around the Lakewood campus. At the South Hill campus, ASG sponsored a taco day, and at both campuses fun activities and prizes were provided to alleviate the stresses of the first week. ASG also sponsored the spring engagement fair during the first week of Spring. CPTC departments set up 13 booths to encourage students to take advantage of the resources they have to offer.

#### CPTC Foundation Report (Tab3)

Cathy Purcella, Director of the CPTC Foundation provided a presentation describing the history, structure, and functions of the organization.

Quarterly scholarships are distributed through a single application at various rates starting at \$600 per quarter. These amount to \$15,000 per year.

Emergency Assistance is paid directly to debtors for students at the rate of up to \$250 per quarter (\$500 per year). This is currently budgeted at \$32,000.

Program Support is used for areas of the college to support general college work (e.g., the MEC). Hosting funds can be used for activities that are not allowed under state rules (e.g., a barbeque mixer for our advisory boards).

Emerging Needs is for urgent and unplanned expenses.

The Foundation Scholarship dinner will be held May 10 in the McGavick Center. This year's program will feature women from our welding program and the Executive Director of the Tacoma Urban League. The meal is catered by our culinary program.

Scramble Fore Students Golf Tournament will be held August 17.

The employee giving campaign will start April 19

There are many smaller events and support activities planned throughout the year.

#### Instruction Report (Aviation Maintenance Technician)

Claire Korschinowski, introduced faculty members from the Aviation Maintenance Technician Program. She noted that this is one of the college's oldest programs, originating in the 1940s. It is also the source of its own faculty as many were originally trained at CPTC.

The program and its trainers are certified through the FAA, and it produces graduates who are capable of becoming certified by the FAA themselves. Due to the rigors of the field, the program is eight full quarters long, consisting of 40% classroom instruction, and 60% hands-on instruction.

Each of the faculty and staff were introduced with their credentials demonstrating the depth of experience in our instructors and support staff.

Program demographics were presented with a note that there is a goal to increase female students from the current ten percent representation.

The program is one of only five like it in Washington and ours is highly respected by the industry. Many industry companies have close partnerships with our program and they hire directly from our graduating classes. These are good paying jobs, starting at \$37.00 per hour and going up from there.

Trustee Taylor asked how students are recruited for the program. Greg Doyon noted that the program is part of many of the college's outreach activities, and the program currently includes running start and Northwest Technical High School students. It was noted that the program is currently at the maximum allowed by FAA per their student-faculty ratio requirements. Adding more would require creating more facilities to accommodate faculty and students.

Trustee Phillips asked where we are in the process of procuring new airplanes. Ms. Korschinowski reported that a bid has been accepted, and we anticipate new aircraft in 2027. The current aircraft will not be sold until the new ones arrive to prevent a decline in capacity.

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

Trustee Villegas Rivera thanked trustee Phillips for stepping in to lead the meeting, but had nothing further to report.

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

Trustee Mitchell reported that she is working to develop Ghanaian and Nigerian student education programs.

#### **New Business**

None

#### **Executive Session**

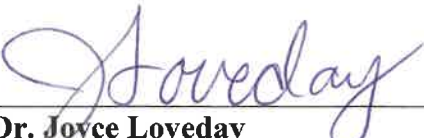
None

#### **Next Meeting**

Trustee Phillips announced that the next meeting of the Board of Trustees will be held Wednesday, May 8, 2024 in the Rotunda at the Lakewood campus -- Details to follow.

#### **Adjournment**

Motion to adjourn the meeting at 5:19 was made by Trustee Taylor and seconded by Trustee Mitchell. The motion was approved unanimously.

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

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