



Board of Trustees Meeting
Virtual, Via Zoom
Wednesday, August 10, 2022
Study Session: Canceled
Regular Meeting: 4:00-5:00 p.m.

Meeting Minutes

Call to Order: Vice Chair Tsu called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on August 10, 2022, at 4:00 p.m.

Board of Trustees Present:

Tong Zhu, Vice Chair
Mark Martinez
Carol Mitchell
Eli Taylor

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences: Alice Phillips, Board Chair

Executive Team:

Dr. Tom Broxton, VP, Instruction
Samantha Dana, Assoc. VP, Institutional Effectiveness
Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion
Lisa Beach, Interim VP, Finance & Administration

Adoption of the Agenda

MOTION:

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

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting held on July 13, 2022, as presented, was made by Trustee Martinez and seconded by Trustee Taylor. Motion was approved unanimously.

President's Report

ctcLink

Some areas have experienced substantial delays, due to the launching of ctcLink, and it has had an impact on employees, students, and the college.

- *Human Resources/Payroll Office*
 - Work continues on correcting time/leave reporting with manual calculations, individual withholding, health care corrections, and union dues.
- *Finance Office*
 - Year-end closing of FY 2022 is still in progress. Deadlines have been extended to accommodate the 15 colleges that have gone live in ctcLink in the past nine months. The impact:
 - 4th Quarter Financial Report not ready
 - No clear picture of the impact the close has on current fiscal year
 - A budget was developed for FY 22-23, but there were errors in transition, and entries need to be adjusted
 - Focus has been on closing the year and making necessary corrections for the FY 22-23 budget
- *Student Financial Aid* – a major challenge that has impacted enrollment
 - Students are not receiving Financial Aid in a timely manner
 - Students who submitted applications for summer quarter will begin receiving their aid
 - Students for fall quarter likely won't receive aid until the end of fall quarter
 - Directing students to alternate sources of funding when possible

Pierce County CTC Collaboration

During the 2022 Washington legislature session, \$2.72M (\$80,000 to each of the 34 colleges) was allocated for colleges to contract with community-based organizations to assist with financial aid access and support in communities. The five Pierce County community and technical colleges (CTCs) are collaborating together on this work and will pool their \$800,000. They are initiating a Request for Proposal (RFP) and will let Trustees know when it is posted, so they can invite community organizations to submit a proposal.

SBCTC Executive Director

Dr. Jan Yoshiwara, Executive Director of the State Board of Community and Technical Colleges (SBCTC) for the past six years, has retired. Ms. Yoshiwara gave over 40 years of service in other areas of the CTC system, was highly respected, and accomplished a great deal. The new SBCTC Executive Director is Paul Francis. For the past nine years, he served as the Executive Director of the Council of Presidents, an association in Washington's six public baccalaureate degree-granting colleges and universities.

Miscellaneous

This is likely Trustee Mark Martinez' last Board meeting, as his term ends on September 30. He served in that role for 13 years, has been an advocate of apprenticeships and workforce programs across the state, was an active participant in many CPTC events/activities, and served on several Trustee committees. President Loveday presented Trustee Martinez with a Resolution, a wall plaque, and a Hiker's Survival Kit.

College Reports or Highlights

Core Theme Report – Equity (Tab 2)

Ms. Dana and Ms. Valencia presented the attached report. Trustee Mitchell appreciates that the College will research the data further to question what it really means and the narrative behind why the Hispanic population feels less satisfied. One point was made that CPTC wants the faculty and staff population to look like Pierce County. Trustee Mitchell thinks it should also look like the student body.

Trustee Taylor added that many organizations today want their faculty and staff to reflect their communities, and that often means what they look like. The desire is to have cultural authenticity to come with them and to bring their authentic selves to the workplace. CPTC has to be prepared for what that means. The second piece is that there are phenomenal external partners to use and leverage to help – the Urban League, Central Latino, and the Asia Pacific Cultural Center. The College needs to act as a convener, as well, when recruiting talent and students, and making sure they have a voice.

Ms. Valencia agreed and stated the college needs to engage in the question of whether they are ready for diversity. It's expected to be the center of everything we do, but the question is, "Is CPTC doing the work to receive it respectfully and authentically"? Our work is to engage that question and be honest. Training, development, conversations, and relationship-building need to take place as the College moves forward. She thinks we are at a good starting point.

Instruction Report (Attachment 1)

Advanced Manufacturing

Dean Korschinowski introduced the Mechatronics and Manufacturing program faculty Carl Wenngren, Jason Sawatzki, Nathan Baker, Keith Schultz, and Michael Mavor who gave the attached presentation. These programs are high-demand, high-tech, and cutting-edge. Trustee Martinez stated what the faculty are doing is impressive and what he has been working toward at the College – get students interested, on board, and then a job. Get them on a pathway with continuous learning that makes that job better and more rewarding as they progress in their career.

Trustee Mitchell congratulated faculty on the endorsements and accreditation. She asked when the College will hear if they have received the Strengthening Community Colleges (SCC) Grant. It will be late August.

Vice Chair Zhu noted this was one of the best presentations she had seen in a long time.

Chair's Report

Vice Chair Zhu mentioned she had a tour of CPTC's Lakewood Campus with Dr. Loveday. She is very impressed with the assets and the caliber of the staff she met. It's an honor to serve as a Trustee at CPTC.

Board Reports and/or Remarks

Trustee Martinez remarked that he has served on many boards, and this will be a sad parting. Some highlights and insights:

- The Trustees have worked through some challenging times, respected one another, found solutions, and always kept the students at the forefront of their decisions.
- He learned a lot during his terms, and he recommends that others serve on the Board of a two- or four-year college. Trustees and the college form the future by giving students the skills necessary for them to become successful.
- Trustee Martinez suggested one reason students might leave college early is because they got the skills they required to get a salary increase. Even though they didn't receive a degree, it's a win for the student and the economy.
- Bottom line, it's all about the students.

Trustee Taylor thanked everyone at the institution for championing and powering through this conversion with ctcLink. It is hard work, and the Trustees see and appreciate it.

Public Comments

No public comments.

New Business

MOTION:

Approval of Resolution 22-08-107, Mark Martinez, Recognition of Service (Tab 3)

Motion to approve Resolution 22-08-107, Mark Martinez, Recognition of Service, was made by Trustee Mitchell and seconded by Trustee Taylor. Motion was approved unanimously.

Next Meeting

October 12, 2022, details to follow.


Adjournment

MOTION:

Motion to adjourn the meeting at 5:26 p.m. was made by Trustee Martinez, and seconded by Trustee Mitchell. Motion was approved unanimously.



Dr. Joyce Loveday
President
College District Twenty-Nine



Alice Phillips
Chair, Board of Trustees
College District Twenty-Nine