



Board of Trustees Meeting

Virtual, Via Zoom: <https://zoom.us/j/95859404961>

AND in Bldg. 23, Room 118

Wednesday, July 8, 2020

Study Session: CANCELED

Regular Meeting: 4:00-5:35 p.m.

Minutes

Call to Order: Vice Chair Mitchell called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on July 8, 2020, at 4:00 p.m.

Board of Trustees Present:

Carol Mitchell, Vice Chair

Lua Pritchard

Mark Martinez

Wayne Withrow

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences: Eli Taylor, Trustee

Executive Team:

Larry Clark, VP, Finance & Administration

Scott Latiolais, VP, Student Success

Samantha Dana, Int. VP, Strategic

Shareka Fortier, Exec. Dir., EDI

Development

Michelle Hillesland, Dean

Adoption of the Agenda

MOTION:

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

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting of June 10, 2020, as presented, was made by Trustee Martinez and seconded by Trustee Withrow. Motion was approved unanimously.

President's Report

Summer Quarter Update

- Classes:
 - There are many lab classes (available in varying degrees for 37 of our instructional programs) on campus. Opening required hiring, preparing, and placing signage; purchasing PPE/classroom disinfectant materials; training faculty/staff, and students; hiring building monitors; developing an attestation process; reporting expenses; arranging schedules; and a tremendous amount of oversight.

- Theory classes are still held primarily virtual.
- There are approximately 300-350 students on campus and 160-175 faculty/staff per day.
- Enrollment is down 30 percent from last year, partly due to:
 - Fewer credits offered in some programs, and limited new student starts due to social distancing.
 - In the health field, clinical sites are not yet taking students, so classes had to be canceled.
 - Some classes were canceled due to low enrollment.

Graduation Celebration

- On June 18, over 100 staff and faculty were on campus to cheer on CPTC's graduating students as over 400 of them drove on campus during a two-hour period to pick up their CPTC celebration boxes.
- Some came with families and friends, a few came alone. Some decorated their cars and others stood through the moon roofs of their vehicles.
- President Loveday appreciates all who attended and all who helped prepare for such a great celebration. There were two co-leaders of this event – Jenn Adrien and Cal Erwin-Svoboda.
- A short video can be found here: https://youtu.be/HD7OQV_YJDo

Miscellaneous

- Dr. Loveday said this is VP Clark's last Board meeting before his retirement from CPTC in early August. He has done a tremendous job of overseeing both the physical condition and the fiscal health of our institution. Under VP Clark's leadership, the John W. Walstrum Center for Advanced Manufacturing was built – on time, on budget, and Leed Silver; he caught CPTC up with a new accreditation decision that came out a few years ago requiring an audit by the State Auditor's Office within nine months of the end of the fiscal year; and the budget process has become more transparent and inclusive.

Lisa Wolcott, Lisa Beach, and Brian Lee will all assume additional responsibilities until a new VP for Finance and Administration is selected. The selection process will begin again in August.

- Three Policies are being brought forward today for your information and review/signature by Chair Taylor. They are:
 - Policy 5.9, Student Attendance
 - Policy 5.10, Grades & Grades Reporting
 - Policy 5.11, Credentials of Completion

Other College Reports or Highlights

Core Theme Report – Workforce Preparation (Tab 2)

Ms. Dana and Ms. Hillesland presented the attached Core Theme Report – Workforce Preparation. Trustee Martinez asked how CPTC's rate for "students placed in employment and/or further education" compares to other colleges. Ms. Dana replied that all technical colleges are in the mid to upper 70's percentile, and CPTC is in the lower portion. Trustee Mitchell asked how long students are tracked in that first employment placement. The SBCTC takes a snapshot six months after students graduate, and that is the only employment report on students.

Human Resources Report (Tab 3)

Mr. Walker offered the attached Human Resources Report. Trustee Mitchell asked if diversity data could be broken out by Faculty and Staff separately. Mr. Walker will provide that information to Ms. Steele, and she will forward it to Trustees.

Student Success Report (Tab 4)

Ms. Chartraw provided the attached report on International Programs. Questions followed. Trustee Martinez noted that the present federal administration announced they are not going to allow visas for international students to come to the United States if all their education is done online. How is that going to affect the students at CPTC? Ms. Chartraw responded that the programs CPTC international students are taking have some in-person component and/or lab classes. If there is a sudden spike in COVID-19 cases or all classes had to revert to all online, that would be a threat to CPTC international students. It would also affect students wanting to come to CPTC. It definitely causes anxiety for some students.

Trustee Pritchard asked if CPTC provides international students with housing and activities. Most international students live with host families who do provide activities. International students are also encouraged to participate in campus activities sponsored by Student Life. CPTC has partnered with Pierce College and CPTC's international students have access to their housing, if needed. Trustee Pritchard offered Asia Pacific Cultural Center (APCC) as a resource for students. Ms. Chartraw noted that some students have participated in APCC's New Year Celebration.

Chair's Report

On June 18, the Pierce County Council passed Resolution 20-20-43, asking all the Justice functions in the county as well as the Economic Development Department to review their best practices and to report on how well they are doing with respect to race and equity considerations in the way they do business. A copy can be found on the Pierce County Council website.

The Washington State Patrol is looking for community representation in Pierce County to sit on their independent investigation team as they investigate the death of Manuel Ellis.

Board Reports and/or Remarks

Trustee Martinez reported that the Washington College Grant is now funding apprenticeships for one program – Roofers. Finally, apprentices are going to be treated like college students and have access to grants that will help them with tuition, books, and other education costs. He asked that CPTC inform all their Apprentice Programs, to help students complete apprenticeships successfully and become educated Journey-level workers.

Public Comments

Several people asked to give Public Comments:

Kathryn Smith, Env. Sci. Instructor
 Diane Follett, English Inst. (speaking for the Union)
 Christopher Pearson, English Inst.
 Pam Munizza, ABE Instructor
 Jody Randall, Faculty Union Pres.
 Annemarie Solbrack, Counselor

Kevin Kildun, Running Start Counselor
 Taylor McGovern, Counselor
 Julie Lancour, Faculty Counselor
 Robert Welch, Human Services Inst.
 Peter Frisell, Eng. Lang. Acq. Inst. (wasn't on Zoom at time of comments)
 Rocky Sandoval, Eng. Lang. Acq./ABE Inst.

Summary of comments:

- CPTC faculty work more days than any college in the system.
- CPTC has the lowest pay/disparity between work and pay compared to other institutions.
- Incentivize instructors; pay parity should be a priority.
- Retention of instructors leads to better retention of students.
- CPTC has a smaller pool for hiring.
- A step system for adjuncts and increased pay, to have parity with other colleges.
- Faculty union appreciates administration for what has been improving – that faculty are valued and they look forward to being involved in decisions about budget cuts and in reinvigorating shared governance.
- There is increased fear due to constantly changing news at the state level.
- Non-monetary issues that would increase morale are addressing human dignity, anti-bullying, and anti-harassment policies.
- CPTC has four quarters, not three like other colleges. Adjuncts can't take time off in the summer to vacation with family, and they cannot earn benefits based on longevity.
- CPTC Faculty Union teamed up with other CPTC unions and created a joint MOU. Key points are:
 - Extra pay for extra work.
 - Course coding for adjuncts – like encouragement and incentive.
 - Hazard pay for instructors in close contact.
 - More PPE.
- Faculty counselors provide a vital service to our students. Counselors and librarians should not be singled out in union bargaining, and the number of days in their contracts should be consistent and equitable across all faculty, without being given additional duties.

New Business

Approval of Resolution 20-07-100, Condemning Xenophobia and Anti-Asian Bias in the Wake of the Covid-19 Pandemic (Tab 5)

Chair Mitchell asked President Loveday to read Resolution 20-07-100 into the record.

MOTION:

Motion to approve Resolution 20-07-100, Condemning Xenophobia and Anti-Asian Bias in the Wake of the Covid-19 Pandemic, was made by Trustee Martinez and seconded by Trustee Pritchard.

Approval of Resolution 20-07-101, Affirming the CPTC Board's Commitment to Black Communities (Tab 6)

Chair Mitchell asked President Loveday to read Resolution 20-07-101 into the record.

MOTION:

Motion to approve Resolution 20-07-101, Affirming the CPTC Board's Commitment to Black Communities, was made by Trustee Martinez and seconded by Trustee Pritchard.

Executive Session

At 5:47 p.m., Vice Chair Mitchell stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 15 minutes for reviewing the performance of an individual public employee.

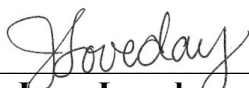
Vice Chair Mitchell reconvened the Regular Meeting at 6:18 p.m. and asked if there were any action items as a result of the Executive Session. There were none.

Next Meeting

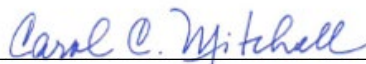
August 12, 2020, held via Zoom and in Building 17, Room 260.

Adjournment

Vice Chair Mitchell adjourned the Regular Meeting at 6:18 p.m.



Dr. Joyce Loveday
President
College District Twenty-Nine



Carol Mitchell
Vice Chair, Board of Trustees
College District Twenty-Nine