



Board of Trustees Meeting

Virtual, Via Zoom

Wednesday, May 11, 2022

Regular Meeting: 4:00-5:55 p.m.

Meeting Minutes

Call to Order: Chair Mitchell called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on May 11, 2022, at 4:01 p.m.

Board of Trustees Present:

Carol Mitchell, Chair

Mark Martinez

Eli Taylor

Tong Zhu

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Sharon English

Excused Absences: Alice Phillips, Vice Chair

Executive Team:

Dr. Tom Broxson, VP, Instruction

Dr. Scott Latiolais, VP, Student Success

Samantha Dana, Assoc. VP, Institutional Effectiveness

Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion

Lisa Wolcott, Int. 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 on April 13, 2022, as presented, was made by Trustee Martinez and seconded by Trustee Taylor. Motion was approved unanimously.

President's Report

Student Success Story

No student success story.

Trustee Recognition

President Loveday stated that Lua Pritchard served on CPTC's Board of Trustees from 2011-2022 and honored Trustee Pritchard with a plaque and read a Resolution in recognition of her service. Trustee Pritchard served on committees, at graduations, and as Chair/Vice Chair for four years, and also connected the College with the Asia and Pacific Islander community.

On May 2, Governor Inslee appointed Tong Zhu as CPTC's newest Trustee. Trustee Tong is the Chief Commercial Officer and Chief Strategy Officer for the NW Seaport Alliance.

ctcLink "Go Live"

CPTC experienced "Go Live" with the new ctcLink system on April 25. Overall, it went quite well. There have been some challenges that staff is working to resolve. President Loveday expressed her gratitude for the tremendous work people have done across campus to get to this point. She thanked Dr. Lee, the Project Manager; the Business Analysts who added a layer of troubleshooting and support, Pillar Leads, and the subject matter experts (SME's).

Miscellaneous

The CPTC Foundation Scholarship Celebration fundraising event will be held virtually, May 16-20. More information is available on the CPTC website.

College Reports or Highlights

ASG Report (Tab 2)

Tucker Yowell is in the third quarter of the Digital Entertainment and Design Production Program and has been a student leader and the Chair for the Health and Wellness Committee for the past two quarters. Mr. Yowell presented the attached report, and no questions followed.

Pillar Lead Report (ctcLink) (Tab 3)

Dr. Lee, Mr. Walker, Ms. Mowry, Ms. Wolcott, and Ms. Pollock provided an update on the status of the ctcLink Project. Trustee Martinez asked what type of experience other colleges had when they converted to ctcLink. Also, were there any audit findings as a result of changing to a new system. Mr. Walker noted there were problems with the first paychecks, and some employees did not receive their full base pay. As a result from lessons learned from other institutions and at the request of the SBCTC, CPTC is making very detailed notes on each transaction and then making updates in ctcLink. The biggest factor will happen in January when tax information Finance and Payroll anticipate many updates in January, due to taxes. Ms. Wolcott added that auditors coached CPTC on how to document when conversion files are corrected and what the auditors will look for.

Chair Mitchell noted that she and Trustee Zhu went through structural change when they worked at the Port of Tacoma. It is very disruptive, and the people side is both important and complicated.

FY 2021-22 3rd Quarter Budget Report (Tab 4)

Ms. Wolcott presented the FY 2021-22 3rd Quarter Budget Report.

Union Update

The Union Update was postponed to the next meeting.

Instruction Report – Palmer Scholars (Tabs 5A and 5B)

Dean Rogers introduced Jonathan Jackson, Executive Director and Christina Rupp, Director of Postsecondary Pathways, from Palmer Scholars. They provided information about Palmer Pathways, a recognized pre-apprenticeship program, that is offered at CPTC (Tabs 5A and 5B). Ms. Rupp acknowledged that without Trustee Martinez' guidance at the beginning of the process to seek state recognition, Palmer Pathways would not be where it is today.

Chair's Report

Chair Mitchell invited everyone to the 2nd Annual Freedom Summer Symposium. It's the Institute of Black Justice's second year of hosting this intergenerational dialogue. It will be held May 19-20, at Pacific Lutheran University, the cost is free, but one does need to register.

Board Reports and/or Remarks

No Board reports or remarks.

Public Comments

No public comments.

New Business

2022-23 Nominations for Chair and Vice Chair

Trustee Taylor nominated Alice Phillips for the position of Board Chair for the July 1, 2022, – June 30, 2023 term. There were no further nominations.

2022-23 Nominations for Chair and Vice Chair

Trustee Taylor nominated Tong Zhu for the position of Board Vice Chair for the July 1, 2022, – June 30, 2023 term. There were no further nominations.

MOTION:

Motion to accept the slate of nominees for election at the June Board of Trustees Meeting was made by Trustee Taylor and seconded by Trustee Martinez. Motion was approved unanimously.

Voting will occur at the June 8, 2022, Board of Trustees meeting.

MOTION:

Approval of Resolution 22-05-105, Lua Pritchard, Recognition of Service (Tab 6)

Motion to approve Resolution 22-05-105, Lua Pritchard, Recognition of Service, was made by Trustee Martinez and seconded by Trustee Taylor. Motion was approved unanimously.

Executive Session

At 5:31 p.m., Chair Mitchell 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.

Chair Mitchell reconvened the Regular Meeting at 6:03 p.m. and asked if there were any action items as a result of Executive Session. There were none.

Next Meeting

June 8, 2022, details to follow.

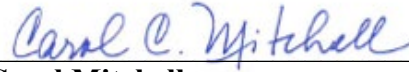
Adjournment

MOTION:

Motion to adjourn the meeting at 6:03 p.m. was made by Trustee Martinez, and seconded by Trustee Taylor. Motion was approved unanimously.



Dr. Joyce Loveday
President
College District Twenty-Nine



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