



Board of Trustees Meeting

Rotunda, Building 3

Zoom Link for those who cannot attend in person:

<https://cptc-edu.zoom.us/j/83543974093>

Wednesday, March 12, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 6:10 p.m.

Regular Meeting Minutes

Call to Order, Land and Labor Acknowledgement, Introductions: Trustee Taylor called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on March 12, 2025, at 4:02 p.m. followed by the flag salute, the land acknowledgement, and the labor acknowledgement.

Board of Trustees Present:

Adria Buchanan
Tong Zhu
Eli Taylor – via Zoom
Alice Phillips

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): John D. Clark – via Zoom

Excused Absences: Jesus Villegas Rivera

Executive Team:

Dr. Tom Broxson, VP for Instruction
Dean Kelly, VP for Student Success
Amelia Grayson, VP for Finance and Administration – via Zoom
Samantha Dana, Associate VP for Institutional Effectiveness
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion – via Zoom
Dr. James Neblett, Associate VP for Human Resources and Culture

Adoption of the Agenda

MOTION:

Motion to adopt the agenda as presented, was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously.

Approval of the Minutes (Tab 1)

MOTION:

Motion to adopt the minutes of the February 12, 2025 Board meeting as presented, was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously.

Public Comments

None

President's Report

Dr. Loveday announced that tonight four tenure candidates will be brought before the Board for consideration of tenure awards. They are: Bryan Watts, Hana Greer, Celiana Tupua, and Bruce Callahan. She offered her congratulations to all of them for reaching this point in the tenure process. She also noted that three second-quarter tenure track faculty will be introduced: Gretchen Boyt, Christopher Saucedo, and Jim Quinlan.

Dr. Loveday went on to discuss the in-service day the college held February 28. The theme of the event was Meeting the Moment, Maintaining our Momentum. This is the 3rd annual all employee equity, diversity, and inclusion in-service day meeting the state's expectation for EDI training. The event has a significant impact to whole college. This year there were 22 workshops held throughout the day. Dr. Loveday thanked those who presented including staff, faculty, and external subject experts. She also commended the many staff who organized the event, especially the staff of the college's Office of Equity, Diversity, and Inclusion: Iesha Valencia, Tolu Taiwo, Jovan McCoy, Luke Ruiz, and Sheli Sledge.

Dr. Loveday gave an update on the college's accreditation. CPTC is accredited by the Northwest Commission on College and Universities (NWCCU). This is an independent organization that also provides accreditation to the Washington state universities, and all of the other community and technical colleges in the state. Last October we were visited by NWCCU evaluators for our mid-cycle review. Evaluators were here to look for quality and alignment with NWCCU standards. They were particularly interested in two areas that had previously been noted as areas for improvement at CPTC -- collaborative planning, and learning outcomes. In January 2025, NWCCU Commissioners reviewed the report provided by our evaluators and re-affirmed our accreditation status and changed the status of our learning outcomes recommendation to "fulfilled." Dr. Loveday offered thanks to all who have been working on our accreditation, particularly Samantha Dana, who worked with individuals and departments across the college, and Snowy Zhang for her leadership on learning outcomes.

Finally, Dr. Loveday noted that every three years the college reviews its policies. This is now in process across campus. A few of the policies are board policies so she will be requesting two trustees work with her on the review of those policies.

College Reports or Highlights

CAAB Report (Tab 2)

Leilani Up and Tanner Jarvis provided a report from the Campus Activities and Advocacy Board (CAAB). The report included three areas of activities:

- 1) A Mario Kart competition was conducted where finishers won Mario themed prizes.

- 2) CAAB worked with Bloodworks Northwest for one of their quarterly campus blood drives. Before the event, there were 28 donors registered. At the event there were 32 total donors, and of these, 16 were first time blood donors.
- 3) CAAB is currently growing its student advocacy team.

Foundation Report (Tab 3)

Cathy Purcella presented a report about the Clover Park Technical College Foundation.

Ms. Purcella noted that the Foundation has been around since the 1990s. It was created because, as a part of the state of Washington, the college itself is unable to accept donations. The staff of the Foundation is a small team but they are able to achieve much. As part of the Foundation's agreement with CPTC, there is a quid pro quo required of \$235,000 to ensure that the Foundation is paying for itself. This year the Foundation is projected to exceed the quid pro quo and provide nearly \$400,000 to the College.

The quarterly scholarships provided to students are based upon applications which are reviewed by community members. There is a growing number of scholarships available.

Emergency Assistance provides extra support for students and is supported by many contributors.

Program support provides both direct support in the form of tools, materials, and equipment. It also provides hosting funds to support greater college involvement in the wider community.

Emerging needs support assists the development and expansion of programs. Recent uses for these funds include the following two initiatives:

- Cooking classes for food-insecure students where they are taught how to stretch food dollars, given cooking tools, and go home with food they have prepared in class.
- Student hygiene kits for distribution across campus, not just in student center.

Going forward, the Foundation has plans to grow. Alumni are now being contacted to help build engagement as well as to serve on advisory boards. New Foundation committees are being developed, and there are efforts to diversify the board of the Foundation.

Trustee Buchanan asked if tool kits purchased by the Foundation stay with the program, or go to the students. Ms. Purcella responded that they currently stay in program, but the Foundation would like to get to the point where they could be given to the students to keep.

Trustee Zhu asked about the size of the Foundation's scholarships. Ms. Purcella stated that they range from \$600 to \$2500. Although that may seem small, due to the low cost of education at CPTC, those scholarships are quite impactful.

Trustee Zhu also asked if Board members need to be Pierce County residents, Ms. Purcella said she would have to look into that.

Ms. Zhu also asked if the Foundation gave out awards as a way of attracting donors. Ms. Purcella replied that it does a few.

Trustee Phillips noted that the Foundation scholarship banquet is a great event and highly encouraged attendance. Trustee Taylor echoed Trustee Phillips and noted that many donors at the event are prior recipients of scholarships.

Chair's Report

Vice Chair Taylor stated that he had nothing to report.

Board Reports and/or Remarks

Trustee Buchanan reported that March 3, she was able to join Dr. Loveday for a tour of the college including the South Hill campus. She was impressed with what she saw, and found it rewarding to speak with instructors where she gained first-hand experience of their passion for their work.

New Business

New Faculty

Dr. Broxson introduced the topic and called all of the new faculty members forward with their deans and committee chairs asking the deans and chairs of tenure committees to make introductions.

Chris Mahoney introduced:

- Gretchen Boyt, Interior Design – She is a graduate of CPTC and since graduating has been a successful designer and business owner. She is a native of the Pacific Northwest and has also lived in Boston. She conducts design work bi-coastally. She has two children, one of whom is a special needs child. This has led to her membership on the Mary Bridge brigade. Because she ran a coffee shop for ten years, she has insight into restaurant design.

Lester Burkes introduced:

- Christopher Saucedo, Construction Technology – He is a long-time instructor at CPTC and has written curriculum for several programs. His tenure committee chair noted that he has an ease of being in the classroom and captivates students in classes. Mr. Saucedo noted that he is a graduate of this program at CPTC. He is always trying to improve teaching and outcomes, and is looking forward to tenure process.
- Jim Quinlan – Plumbing program as well as a liaison to college in the high school. Mr. Quinlan is also a long-term employee and worked on getting the current curriculum adopted. He is easy to work with, frequently collaborating with Mr. Saucedo. He makes special efforts to stay relevant with current standards and materials.

Trustee Zhu asked if these faculty have the opportunity to bring students into the field. The faculty said that they do, often working for elderly or disabled clients to improve their physical environments.

She also asked if the construction program has a connection with the Foundation. The faculty replied that they did not have one yet.

Executive Session

At 4:55 p.m., Vice Chair Taylor stated that in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 50 minutes for the purpose of reviewing the performance of public employees.

Vice Chair Taylor reconvened the meeting at 6:07 p.m. and asked if there were any action items as a result of Executive Session. There were.

Trustee Zhu moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Bryan Watts at Clover Park Technical College. Seconded by Trustee Buchanan, the motion was approved unanimously.


Trustee Buchanan moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Hana Greer at Clover Park Technical College. Seconded by Trustee Phillips, the motion was approved unanimously.


Trustee Phillips moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Celiana Tupua at Clover Park Technical College. Seconded by Trustee Buchanan, the motion was approved unanimously.

Trustee Phillips moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Bruce Callahan at Clover Park Technical College. Seconded by Trustee Buchanan, the motion was approved unanimously.

Adjournment

Motion to adjourn the meeting at 6:12 was made by Trustee Buchanan and seconded by Trustee Phillips. The motion was approved unanimously.


Dr. Joyce Loveday
President
College District Twenty-Nine


Jesus Villegas Rivera
Chair, Board of Trustees
College District Twenty-Nine