



South Hill Campus, Room 114

Zoom Link for those who cannot attend in person:

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

Wednesday, April 9, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 5:20 p.m.

Regular Meeting Agenda

4:00	Call to Order, Flag Salute, Land and Labor Acknowledgement, Introductions	Jesus Villegas Rivera	
	Adoption of Agenda	Jesus Villegas Rivera	
	<i>Action</i>		
	Approval of the Meeting Minutes of March 12, 2025.....	Jesus Villegas Rivera	Tab 1
	<i>Action</i>		
4:10	Public Comments	Jesus Villegas Rivera	
4:15	President’s Report	Dr. Joyce Loveday	
	<ul style="list-style-type: none"> • Student Success • Miscellaneous <ul style="list-style-type: none"> ○ President’s Evaluation ○ Board Self-Evaluation 		
4:30	College Reports or Highlights		
	<u>CAAB Report.....</u>	Elias Dzul	Tab 2
	<u>Overview of Aviation</u>	Dr. Claire Korschinowski and Greg Doyon	Tab 3
5:00	Chair’s Report.....	Jesus Villegas Rivera	
5:05	Board Reports and/or Remarks	All	
5:10	New Business	Jesus Villegas Rivera	
	None		

5:15 Executive Session Jesus Villegas Rivera

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act. Legal purposes include, to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for executive session and the time when the executive session is expected to conclude.

None

5:20 Adjournment Jesus Villegas Rivera



Board of Trustees Meeting

Rotunda, Building 3

Zoom Link for those who cannot attend in person:

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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 Cart 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

CAAB REPORT APRIL 2025

WINTER QUARTER BY THE NUMBERS



2,622
POUNDS OF FOOD DISTRIBUTED



266
FITNESS CENTER VISITS



130
NEW BUS PASSES
DISTRIBUTED



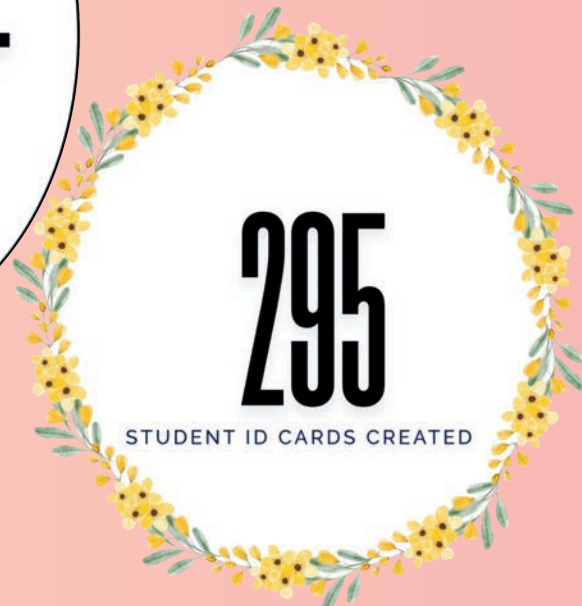
426
EVENT ATTENDEES



2,115+
HOURS OF WORK



1,105
SLSC VISITS



295
STUDENT ID CARDS CREATED

South Hill Campus CPTC Aviation Center

Welcome!

Aviation Programs at SHC

- Avionics – Two Quarter Certificate Program
 - Learning in basics of electronics and wiring with an aviation slant.
 - Completing students can sit for FCC General Radiotelephone Operators License (**GROL**), and/or National Center for Aerospace & Transportation Technologies Aircraft Electronics Technician (ASTM **NCATT AET**). These are common industry certifications.
 - Typically 10 to 18 students

Aviation Programs at SHC

- Aviation Maintenance Technician Program (Since 1942)
 - 8-quarter AAS-T, or AAT Degree, or
 - Two 5-quarter Certificate Programs
- Learning in Aircraft maintenance, inspection, and repair per FAA standards
- Successful students can test for FAA Airframe Mechanic and/or FAA Powerplant Mechanic certification (A&P 'License').
- Typically 95+ students in program

Aviation Programs at SHC

- Professional Pilot Program
 - 8-quarter AAS-T, or AAT Degree, or
 - 'Stackable' certificates
- Instruction given for obtaining Private Pilot, Instrument Pilot and Commercial Pilot FAA certificates for the AAS-T or AAT Degree.
- Add-on certificate training is also offered for Certified Flight Instructor (CFI), Instrument Flight Instructor (CFII), Multi-Engine Pilot, and Multi-Engine Flight Instructor (MEI). In addition, graduates qualify for a reduced hour-requirement for airlines needing a Airline Transport Pilot (ATP) rating because training was done at an accredited 'Institute of Higher Learning,' such as CPTC.
- Typically 45-60 students in program
- Looking forward to six new Cessna 172s to help update our aging fleet! (2026 deliveries)

Partnership with Pierce County leads to Electric Aircraft Propulsion Trainer at CPTC

- Partnership was spearheaded by Councilmember Dave Morell (District 1) and Dr. Joyce Loveday to develop an electric aircraft propulsion demonstrator/trainer under an allocation from the Pierce County Council. The partnership is an element of the county's *Next Generation Airports Initiative* to, in part, "prepare our airports and workforce for a more sustainable, technologically advanced future." (Dave Morell)
- A further partnering with Alpine Vertical (an electric aircraft developer) resulted in CPTC accepting delivery of a first-in-class AET-80 training/demonstrator device, with documentation and support.
- The AET-80 will be used in the Avionics program to introduce students to this cutting edge technology.

AET-80 by Alpine Vertical



Some strategic planning considerations for sustaining critical aviation programs:

- The AMT program is in need of replacement aircraft engines used by students for disassembly, inspection and reassembly. These engines are then mounted on run stands, then started and tested in test cells by students.
 - The engines currently being used are in excess of 40 years old, and have been disassembled and reassembled hundreds of times by inexperienced students. The engines have been completely worn out by the process, and are of a model that is outdated and not supported by the engine manufacturer anymore, so parts are not available.
 - A solution would be 10 used or new engines of a model type that is supported. Supply-chain issues are still a constant in aviation world, and used engines are simply not available, as they have all been 'bought up' by others.
 - New engines, purchased outright could be possible, with 2-year + lead times. \$900k- 1M+
 - Overhauled engines, purchased outright, would be cheaper, with a 26 month lead time. However, outright sales have been severely restricted by businesses, as 'cores' are needed. Not really available.
 - Engines assembled using non-certified parts (meant for owner-built experimental aircraft) could be used, as the design and dimensions of those engine parts are identical to Certified engines. \$700k

Some strategic planning considerations for sustaining critical aviation programs:

- Professional Pilot Program, asset protection:
 - New aircraft will be arriving with expensive and advanced technology deserving protection from the weather. Open 'T-Hangers,' or at least a cover over existing tie-down areas would offer this protection, as well as allow immediate use of aircraft on frosty or cold mornings.

Some strategic planning considerations for sustaining critical aviation programs:

- Professional Pilot Program, sustainability and reduction of operating cost to student:
 - Replacement, larger aviation fuel storage/dispensing system. The current system is about 30 years old, and was transported from the Lakewood campus. The small 5,000 gallon capacity requires program to purchase frequent and expensive 'partial loads' from supplier, as a premium is added to less than 10,000 gallon loads. A system capable of approximately 13,000 gallons would allow for less interruption of student training caused by delays in deliveries of fuel, and result in a substantial reduction in cost of aviation fuel as 'full' loads could now be used.

Some strategic planning considerations for sustaining critical aviation programs:

- Professional Pilot Program, sustainability and access to students:
 - Spare engine(s) 'in stock.' Overhauled engines need to be ordered over two years from projected time of need, because of continuing supply chain issues. A replacement engine on hand would allow for rapid continued use of an aircraft by students in the event of a unforeseen need or an accelerated student use of aircraft because of good weather.

Some strategic planning considerations for sustaining critical aviation programs:

- Professional Pilot Program, sustainability/expansion:
 - Remote operations site:
 - Pierce County Airport is projected to be closed within 2 years for up to 4 months. An additional remote location at another airport will allow for continued program operation during that time, and could allow for additional students in program.

Some strategic planning considerations for sustaining critical aviation programs:

- All programs:
 - Increased parking. Currently there are 116 'general use' (student) parking spots for use by over 170 students. Plans have been considered in past for parking lot extension to area by Fire Station driveway.