



**Board of Trustees Regular Meeting**

Rotunda, Building 3

Wednesday, February 13, 2019

Study Session: 3:00-4:00 p.m.

Regular Meeting: 4:00-5:15 p.m.

Minutes

**Study Session**

**Call to Order:** Chair Withrow called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on February 13, 2019, at 3:01 p.m.

**Board of Trustees Present:**

Wayne Withrow, Chair  
Bruce Lachney

Mark Martinez  
Eli Taylor

**College President:** Dr. Joyce Loveday

**Assistant Attorney General (AAG):** Justin Kjolseth

**Excused Absences:** Lua Pritchard, Trustee

**Other Attendees:**

Larry Clark, VP, Finance & Admin.  
Dr. Tawny Dotson, VP, Strategic Devel.  
Mabel Edmonds, VP, Instruction  
Scott Latiolais, VP, Student Success  
Lisa Beach, Dir., Compliance  
Samantha Dana, Dir., Inst. Research & Grants  
Sam Hardy, ASG President  
Pamela Jeter, Dir., IT  
John Kaniss, Dir., Facilities Services

Dr. Claire Korschinowski, Dean  
Christian Kroiss, Mgr., Security  
Dr. Brian Lee, Proj. Mgr., ctcLink  
Cindy Mowry, Assoc. Dean, Student Success/  
Registrar  
Cherie Steele, Exec. Asst. to the President  
Jeffrey Turner, CNISS Instructor  
Kirk Walker, Dir., Human Resources

**Open Government Training (Tab 1)**

AAG Kjolseth presented an update on Open Government Training. New Trustees receive required training within 90 days of appointment, and all Trustees receive refresher training every four years.

**ctcLink Update (Tab 2)**

Dr. Lee and Mr. Clark offered the attached update on the ctcLink Project.

**General Discussion**

No general discussion.

**Adjournment**

Chair Withrow adjourned the Study Session at 4:06 p.m.

## Regular Meeting

**Call to Order:** Chair Withrow called the Board of Trustees Meeting for Clover Park Technical College (CPTC) to order on February 13, 2019, at 4:12 p.m.

**Board of Trustees Present:**

Wayne Withrow, Chair  
Bruce Lachney

Mark Martinez  
Eli Taylor

**College President:** Dr. Joyce Loveday

**Assistant Attorney General (AAG):** Justin Kjolseth

**Excused Absences:** Lua Pritchard, Trustee

**Other Attendees:**

Larry Clark, VP, Finance & Admin.  
Dr. Tawny Dotson, VP, Strategic Devel.  
Mabel Edmonds, VP, Instruction  
Scott Latiolais, VP, Student Success  
Lisa Beach, Dir., Compliance  
Dr. Chris Chen-Mahoney, Assoc. Dean  
Cristeen Crouchet, Dir., Workforce Dev.  
Samantha Dana, Dir., Inst. Research & Grants  
Loren Davis, Dir., NWCTHS  
Sam Hardy, ASG President  
Michelle Hillesland, Dean  
Pamela Jeter, Dir., IT  
Wendy Joseph, Dir., Student Aid & Scholarships  
John Kaniss, Dir., Facilities Services

Dean Kelly, Dean, Student Success  
Dr. Claire Korschinowski, Dean  
Christian Kroiss, Mgr., Security  
Dr. Brian Lee, Proj. Mgr., ctcLink  
Dr. Judy Loveless-Morris, Dean  
Cindy Mowry, Assoc. Dean, Student Success/  
Registrar  
Kaylani Pangelinan, Student Speaker  
Brandon Rogers, Associate Dean  
Tyler Scott, Sr. Creative Comm. Mgr.  
Cherie Steele, Exec. Asst. to the President  
Jeffrey Turner, CNISS Instructor  
Kirk Walker, Dir., Human Resources  
Julie Watts, Interior Design Inst.

**Adoption of the Agenda**

**MOTION:**

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

**Approval of Minutes (Tab 3)**

**MOTION:**

Motion to approve the minutes of the Regular Board meeting of January 9, 2019, was made by Trustee Martinez, and seconded by Trustee Lachney. Motion was approved unanimously.

**President's Report**

Student Success Speaker

Kaylani Pangelinan was born and raised in Guam, came to the States at age 15, and had a difficult time adjusting to the culture change. She had to drop out of Running Start, returned this year, and will complete the Health Unit Coordinator certificate soon. Ms. Pangelinan is a wife and mother of four; she is on the Vice President's List; and she credits her instructors, faculty, and staff for preparing her for a better financial future.

ACT Legislative Winter Conference, January 21-22, Olympia Red Lion

Chair Withrow and Trustee Taylor attended the first day of the ACT Legislative Winter Conference, which provided an orientation for new trustees.

Guided pathways

There were 15 attendees from CPTC at the Guided Pathways Conference in Vancouver, WA. The College has a five-year grant through the State and College Spark to support Guided Pathways. The purpose is to focus on removing systemic barriers to success and providing a clear, effective pathway for students to accomplish their educational goals.

Miscellaneous

*Weather Impact on CPTC*

With all the snow the last couple of weeks, the College had three closures and four days with late start or early closure.

*Board Self-Evaluation*

A hard copy of the Board Self-Evaluation form was mailed to Trustees. They were asked to complete the evaluation and return it to Ms. Steele by March 1, so there is time to compile the responses and create a report for the March 15 Board of Trustees Retreat.

Bachelor of Applied Science Degree in Interior Design

President Loveday, Dr. Korschinowski, Dr. Mahoney, and Interior Design Instructor Julie Watts, met with the SBCTC regarding a proposal to offer a Bachelor of Applied Science Degree in Interior Design. The BAS in Interior Design was approved, and it was celebrated for being the 100<sup>th</sup> BAS degree approved in the SBCTC system.

**College Reports or Highlights**

ASG Report (Tab 4)

Ms. Hardy, ASG President, gave the attached report.

Waiver – Ability to Benefit (Tab 5)

Ms. Mowry explained the benefits, limitations, and purpose of the above waiver.

FY 2018-19 2<sup>nd</sup> Quarter Budget Report and One-Time Funding Update (Tab 6)

Ms. Wolcott was out ill, so Mr. Clark offered the attached 2<sup>nd</sup> Quarter Budget Report and One-Time Funding Update.

Authorization of Local Government Investment Program (LGIP) (Tab 7)

The State Treasurer requested that CPTC update its Resolution granting authorization to VP Larry Clark to use Local Government Investment Program (LGIP) funds for investment of a portion of cash reserves and to authorize him to make wire transfers.

BAS Program Development (Attachment 1)

Dr. Korschinowski, Dr. Mahoney, Ms. Watts, and Mr. Turner presented information on two new Bachelor of Applied Science degrees under development at CPTC. The BAS in Interior Design is expected to be ready to offer fall quarter 2019, and the BAS in Cybersecurity will be available for students in 2020. Board members expressed support for both of these programs to be offered at CPTC.

Instruction Report (Tab 8)

Dr. Loveless-Morris presented the attached report on Academics and Transitional Studies.

**Chair's Report**

No Chair's report.

**Board Reports and/or Remarks**

No Board reports or remarks.

**Public Comments**

No public comments.

**New Business**

Approval of Resolution 19-02-96 Authorizing Investment of CPTC Monies in the Local Government Investment Pool (Tab 7)

**MOTION:**

Motion to approve Resolution 19-02-96, Authorizing Investment of CPTC Monies in the Local Government Investment Pool, was made by Trustee Martinez, and seconded by Trustee Lachney. Motion was approved unanimously.

**Executive Session**

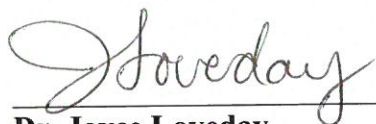
No Executive Session.

**Next Meeting**

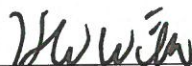
March 13, 2019, on the Lakewood campus.

**Adjournment**

Chair Withrow adjourned the Regular Meeting at 5:35 p.m.



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**Dr. Joyce Loveday**  
**President**  
**College District Twenty-Nine**



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**Wayne Withrow**  
**Chair, Board of Trustees**  
**College District Twenty-Nine**