



Board of Trustees Meeting

Virtual, Via Zoom:

Zoom Link: <https://cptc-edu.zoom.us/j/82667864457?pwd=V1FLRjVjU2xjRFpCWjNZeS9UT3g5UT09>
Passcode: BOTMeeting

Wednesday, August 11, 2021
Study Session: 3:00-4:00 p.m.
Regular Meeting: 4:00-5:20 p.m.

Study Session Agenda

- 3:00 Call to Order, Introductions** Carol Mitchell
- 3:05 Review End Results that Arose from the Retreat** Joyce Loveday **Tab 1**
- 3:35 FY 2020-21 4th Quarter Budget Report** Lisa Wolcott **Tab 2**
- 3:55 General Discussion** Carol Mitchell
- 3:55 Adjournment** Carol Mitchell

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Regular Meeting Agenda

- 4:00 Call to Order, Introductions** Carol Mitchell
- Adoption of Agenda** Carol Mitchell
Action
- Approval of the Regular Meeting Minutes of June 9, 2021** Carol Mitchell **Tab 3**
Action
- 4:05 President’s Report** Joyce Loveday
 - COVID Response Update
 - WACTC Retreat
 - Miscellaneous

4:20 College Reports or Highlights

<u>Accreditation Update</u>	Samantha Dana	
<u>Core Theme Presentation – Workforce Preparation</u>	Samantha Dana/Tom Broxson	Tab 4
<u>Summary Enrollment Update</u>	Scott Latiolais/Samantha Dana	Tab 5
<u>FY 2021-22 Operating Budget</u>	Lisa Wolcott	Tab 6
5:00 Chair’s Report	Carol Mitchell	
5:05 Board Reports and/or Remarks	All	
5:10 Public Comments	Carol Mitchell	
5:15 New Business	Carol Mitchell	
<u>Approval of the FY 2021-22 Operating Budget</u> <i>Action</i>		Tab 6
5:20 Executive Session	Carol Mitchell	
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.		
5:20 Adjournment	Carol Mitchell	

Draft Trustee “End Results” Policy

CPTC exists to equitably prepare an increasingly diverse community with credentials, knowledge, and skills that enable graduates to afford to thrive in Pierce County. This is done in an environment of belonging and in a manner that demonstrates wise and sustainable stewardship of resources.

- 1) An increasing number of students complete degrees and obtain industry recognized credentials on time and at equitable rates across demographic groups.
- 2) Employees are equity-minded and equipped to serve a diverse student body.
- 3) CPTC is easy to access, responsive, and inclusive; especially for people of color, low income, and second-language learners.
- 4) Students are “held tightly” from the moment they enroll and are supported until they have reached their goal.
- 5) A culture and environment exist where community dialogue, transformation, and reconciliation occur.
- 6) Staff, faculty, and administration reflect the demographics of the students we serve.
- 7) Graduates experience a positive and equitable return on their educational investment.

Create definition page:

- Equitable rates
- Equity-minded
- Held tightly
- Transformation
- reconciliation



FY2020-2021

4th Quarter

Period Ending

June 30, 2021

**Prepared by:
Finance Department**

Clover Park Technical College
Statement of Revenue and Expenditure by Fund Source
FY2020-21 Period Ending June 30, 2021

Cumulative beginning July 1, 2020

Revenues						Expenditures				Net
Fund	Description	Budget	YTD	Balance	% Received	Budget	YTD	Balance	% Expended	to Date
001	State Allocations	21,568,161	21,227,627	340,534	98%	21,568,161	21,227,627	340,534	98%	-
060	Capital Debt	2,514,750	2,464,476	50,274	98%	2,514,750	2,464,476	50,274	98%	-
08A	Education Legacy Trust	2,174,778	1,953,065	221,713	90%	2,174,778	1,953,065	221,713	90%	-
489	Pension Funding	999,601	999,601	-	100%	999,601	999,601	-	100%	-
24J	WorkForce Acct	2,858,689	2,583,862	274,827	90%	2,858,689	2,583,862	274,827	90%	-
149	Operating Fees/Tuition	6,535,102	7,618,163	(1,083,061)	117%	6,535,102	4,699,690	1,835,412	72%	2,918,473
Operating Subtotal		36,651,081	36,846,794	(195,713)	101%	36,651,081	33,928,321	2,722,760	93%	2,918,473
145	Grants and Contracts	12,174,530	8,082,518	4,092,012	66%	11,616,073	7,580,990	4,035,083	65%	501,528
146	Local Contracts	415,000	652,707	(237,707)	157%	420,368	189,324	231,044	45%	463,383
147	Plant	250,401	212,923	37,478	85%	250,401	212,923	37,478	85%	(0)
148	Local Dedicated	2,223,624	2,246,363	(22,739)	101%	2,218,900	1,092,576	1,126,324	49%	1,153,787
522	Associated Students	1,233,095	468,024	765,071	38%	1,233,095	664,769	568,326	54%	(196,745)
528	Parking	140,000	117,916	22,084	84%	139,998	153,472	(13,474)	110%	(35,556)
561	Innovation Fund	231,350	226,299	5,051	98%	231,350	226,250	5,100	98%	50
570	Hayes Child Development Ctr	599,000	414,574	184,426	69%	571,162	410,079	161,083	72%	4,495
570	Event Services	134,000	111,926	22,074	84%	134,000	61,861	72,139	46%	50,065
570	Bookstore Commissions	110,000	316,632	(206,632)	288%	40,000	183,065	(143,065)	458%	133,567
846	Grants in Aid	18,131,176	10,843,428	7,287,748	60%	18,131,176	10,649,168	7,482,008	59%	194,260
849	Student Loan	4,370,000	2,226,377	2,143,623	51%	4,370,000	2,226,378	2,143,622	51%	(1)
850	Work Study	229,138	16,036	213,102	7%	229,138	18,335	210,803	8%	(2,299)
860	CPTC Financial Aid	398,447	320,384	78,063	80%	398,447	218,613	179,834	55%	101,771
Other Subtotal		40,639,761	26,256,107	14,383,654	65%	39,984,108	23,887,803	16,096,305	60%	2,368,305
057	State Capital Projects	1,484,929	1,055,323	429,606	71%	1,484,929	1,055,323	429,606	71%	-
060	Capital Projects	1,329,975	1,254,092	75,883	94%	1,329,975	1,254,092	75,883	94%	-
Capital Subtotal		2,814,904	2,309,414	505,490	82%	2,814,904	2,309,414	505,490	82%	-
Total		80,105,746	65,412,316	14,693,430	82%	79,450,093	60,125,538	19,324,555	76%	5,286,778

Prior Year (2019-20)	Budget	YTD	Balance	%Rec	Budget	YTD	Balance	%Exp	Net to Date
Operating	36,495,242	36,059,750	435,492	99%	36,495,242	33,197,681	3,297,561	91%	2,862,069
Other Subtotal	30,787,846	28,676,706	2,111,140	93%	30,691,167	28,744,491	1,946,676	94%	(67,785)
Capital Subtotal	3,606,300	1,170,932	2,435,368	32%	3,606,300	1,170,932	2,435,368	32%	-
Total	70,889,388	65,907,388	4,982,000	93%	70,792,709	63,113,104	7,679,605	89%	2,794,284

As a percent of this year 88% 101% 89% 105%

Clover Park Technical College
Statement of Expenditures
FY2020-21 Period Ending June 30, 2021
Cumulative beginning July 1, 2020

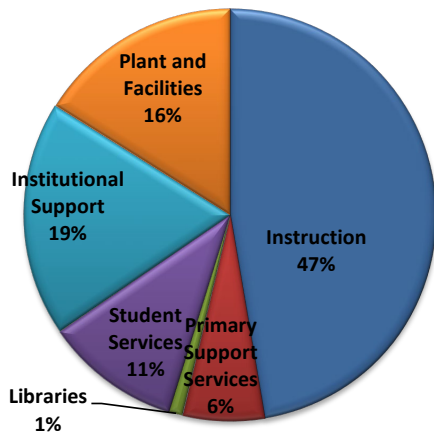
By Program

Program Index	Budget	YTD	Balance	% Expended	2019-2020	% of LYTD
010 Instruction	17,349,809	14,823,676	2,526,133	85.4%	13,480,227	110%
040 Primary Support Services	2,332,281	2,231,949	100,332	95.7%	2,366,411	94%
050 Libraries	398,079	395,924	2,155	99.5%	412,944	96%
060 Student Services	3,899,832	3,800,462	99,370	97.5%	4,182,444	91%
080 Institutional Support	6,764,282	6,787,160	(22,878)	100.3%	6,537,259	104%
090 Plant and Facilities	5,906,798	5,889,150	17,648	99.7%	6,218,395	95%
Total	36,651,081	33,928,321	2,722,760	92.6%	33,197,681	102.2%

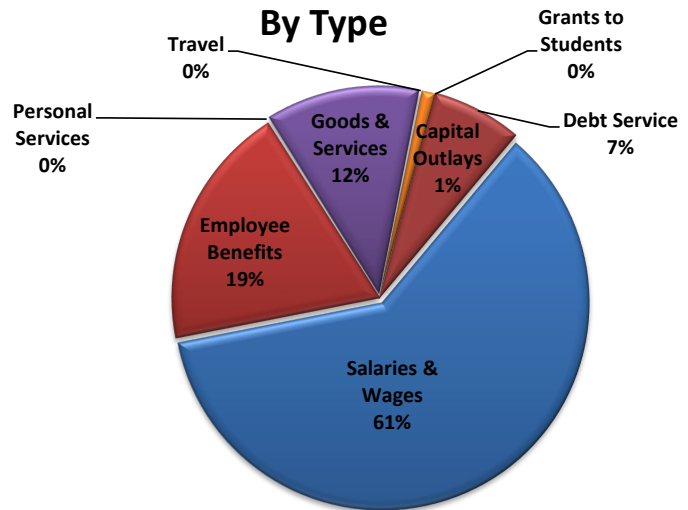
By Type

Expense Type	Budget	YTD	Balance	% Expended	2019-2020	% of LYTD
A Salaries & Wages	22,364,631	19,998,464	2,366,167	89.4%	19,044,795	105%
B Employee Benefits	7,008,535	6,773,577	234,958	96.6%	6,646,487	102%
C Personal Services	65,695	61,429	4,266	93.5%	152,413	40%
E Goods & Services	4,395,005	4,292,624	102,381	97.7%	4,881,151	88%
G Travel	22,263	14,258	8,005	64.0%	77,287	18%
J Capital Outlays	381,347	353,827	27,520	92.8%	1,050,341	34%
N Grants to Students	28,405	25,525	2,880	89.9%	20,908	122%
P Debt Service	2,514,750	2,464,476	50,274	98.0%	2,514,750	98%
S Interagency Reimbursement	(188,027)	(178,190)	(9,837)	94.8%	(158,506)	112%
T Transfers	58,477	122,330	(63,853)	209.2%	(1,031,944)	-12%
Total	36,651,081	33,928,321	2,722,760	92.6%	33,197,681	102.2%

By Program



By Type



Clover Park Technical College
Statement of Expenditures
Excludes CAMT Debt Service
FY2020-21 Period Ending June 30, 2021
Cumulative beginning July 1, 2020

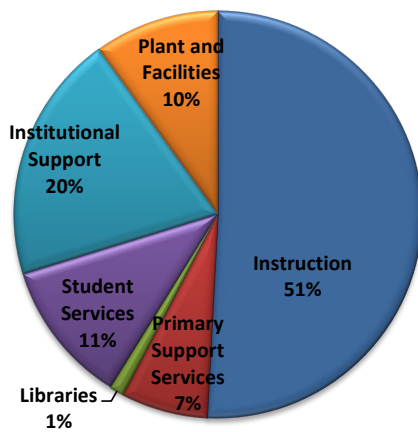
By Program

Program Index	Budget	YTD	Balance	% Expended	2019-2020	% of LYTD
010 Instruction	17,349,809	14,823,676	2,526,133	85.4%	13,480,227	110%
040 Primary Support Services	2,332,281	2,231,949	100,332	95.7%	2,366,411	94%
050 Libraries	398,079	395,924	2,155	99.5%	412,944	96%
060 Student Services	3,899,832	3,800,462	99,370	97.5%	4,182,444	91%
080 Institutional Support	6,764,282	6,787,160	(22,878)	100.3%	6,537,259	104%
090 Plant and Facilities	3,392,048	3,424,674	(32,626)	101.0%	3,703,645	92%
Total	34,136,331	31,463,845	2,672,486	92.2%	30,682,931	102.5%

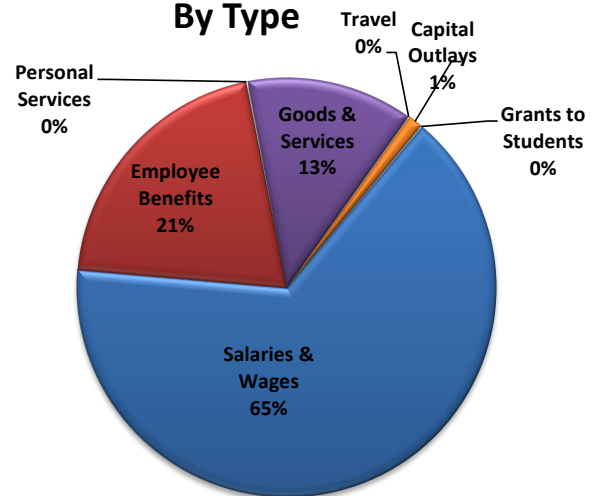
By Type

Expense Type	Budget	YTD	Balance	% Expended	2019-2020	% of LYTD
A Salaries & Wages	22,364,631	19,998,464	2,366,167	89.4%	19,044,795	105%
B Employee Benefits	7,008,535	6,773,577	234,958	96.6%	6,646,487	102%
C Personal Services	65,695	61,429	4,266	93.5%	152,413	40%
E Goods & Services	4,395,005	4,292,624	102,381	97.7%	4,881,151	88%
G Travel	22,263	14,258	8,005	64.0%	77,287	18%
J Capital Outlays	381,347	353,827	27,520	92.8%	1,050,341	34%
N Grants to Students	28,405	25,525	2,880	89.9%	20,908	122%
S Interagency Reimbursement	(188,027)	(178,190)	(9,837)	94.8%	(158,506)	112%
T Transfers	58,477	122,330	(63,853)	209.2%	(1,031,944)	-12%
Total	34,136,331	31,463,845	2,672,486	92.2%	30,682,931	102.5%

By Program



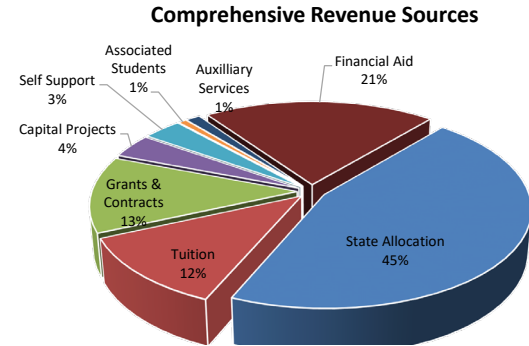
By Type



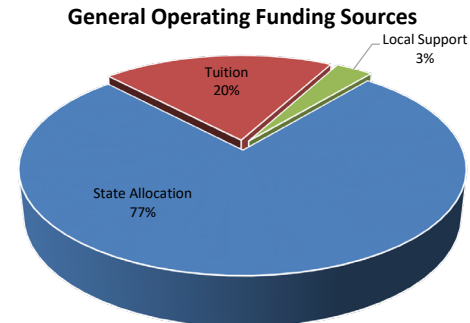
Clover Park Technical College
Statement of Earmarks, Reserves and Proportionate Operational Revenues
FY2020-21 Period Ending June 30, 2021
Cumulative beginning July 1, 2020

Revenues						Expenditures				Net to Date
Fund	Description	Budget	YTD	Balance	% Received	Budget	YTD	Balance	% Expended	
149	90 Operating	9,037,770	9,037,770	0	100%	9,037,770	-	9,037,770	0%	9,037,770
149	Unrestricted		6,412,863	(6,412,863)	N/A		1,048,490	(1,048,490)	N/A	5,364,373
148	Debt Service (Student Union COP)	3,586,307	4,457,432	(871,125)	124%	3,586,307	871,125	2,715,182	24%	3,586,307
148	Litigation	949,064	949,064	-	100%	949,064	61,425	887,639	6%	887,639
148	Local Capital	1,000,000	1,058,797	(58,797)	106%	1,000,000	218,200	781,800	22%	840,597
	Reserves Subtotal	14,573,141	21,915,926	(7,283,988)	150%	14,573,141	2,199,240	12,373,901	15%	19,716,686
148	ctLink	410,006	1,141,625	(731,619)	278%	410,006	276,250	133,756	67%	865,375
148	Tuition Installment Plan	73,080	67,359	5,721	92%	73,080	71,932	1,148	98%	(4,573)
149	Childcare Support	-	-	-	N/A	-	-	-	N/A	-
	Earmark Subtotal	483,086	1,208,984	(725,898)	250%	483,086	348,182	134,904	72%	860,802
	Total	15,056,227	23,124,910	(8,009,886)		15,056,227	2,547,422	12,508,805		20,577,488

College Comprehensive Funding Sources			
Source	Budget	YTD	YTD %
State Allocation	30,115,979	29,228,631	45%
Tuition	6,535,102	7,618,163	12%
Grants & Contracts	12,174,530	8,082,518	13%
Capital Projects	3,065,305	2,522,337	4%
Self Support	2,223,624	2,246,363	3%
Associated Students	1,233,095	468,024	1%
Auxilliary Services	1,214,350	843,132	1%
Financial Aid	23,128,761	13,406,225	21%
	79,690,746	64,415,393	100%



General Operating Funding Sources			
Source	Budget	YTD	YTD %
State Allocation	30,115,979	29,228,631	77%
Tuition	6,535,102	7,618,163	20%
Local Support	1,382,933	1,224,247	3%
	38,034,014	38,071,041	100%



**Clover Park Technical College
ProRated Tuition Collection
FY2020-21 Period Ending June 30, 2021
Cumulative beginning July 1, 2020**

Fund	Description	% Projected	Projected Budget	Actuals	+/- Change
C011	SUMMER	40%	2,414,041	2,662,391	248,350
C012	FALL	25%	1,508,776	2,047,571	538,796
C013	WINTER	27%	1,629,478	1,872,036	242,558
C014	SPRING	8%	482,808	526,965	44,157
		100%	6,035,102	7,108,963	1,029,704





Board of Trustees Meeting

Virtual, Via Zoom

Wednesday, June 9, 2021

Study Session: Canceled

Special Meeting: 3:00-5:30 p.m.

Minutes

Call to Order: Chair Taylor called the Board of Trustees Special Meeting for Clover Park Technical College (CPTC) to order on June 9, 2021, at 3:00 p.m.

Board of Trustees Present:

Eli Taylor, Chair

Alice Phillips

Carol Mitchell

Lua Pritchard

Mark Martinez

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Executive Team:

Dr. Thomas Broxson, VP, Instruction

Dr. Scott Latiolais, VP, Student Success

Samantha Dana, Assoc. VP, Institutional Effectiveness

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 Mitchell. Motion was approved unanimously.

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting of May 12, 2021, as presented, was made by Trustee Martinez and seconded by Trustee Mitchell. Motion was approved unanimously.

President's Report

Shared Governance Update

The College has been in the process of changing its shared governance model from Cabinet and College Assembly to a modified model. There are two key elements to the new structure:

- It is comprised of five councils that will engage people from across campus in work related to policies/ practices impacting our College:
 - College Council
 - Learning Council
 - Student Success Council
 - EDI Council
 - Sustainability Council
- Faculty and Staff Senates
 - Advice and consent bodies, broadly comprised of faculty or staff
 - Discuss matters of importance that do not fall under union categories

Upcoming Events

Strengthening Community Zoom meeting on June 10

- One item will be the culmination of the CPTC Foundation's Giving Campaign. The winner of the CPTC 500 Race will be revealed. Racing legend Derek Cope was part of the campaign.
- The Annual Faculty and Staff Excellence Awards will be presented.

Drive-by Graduation Recognition

- Tuesday, June 22, from 4-6 p.m. on the Lakewood campus.

Miscellaneous

Policy 3.28. Some of the language has been updated, there was no change in substance, and it will be given to Chair Taylor for signature.

WACTC Meeting

ctcLink Funding

- As a result of COVID, enrollment across the state has experienced a decline. Reduced tuition collection at the colleges has resulted in a shortfall of ctcLink funding as well. Colleges will be assessed on July 1 for a part of the loss, and CPTC's amount will be \$183,000.
- It was also determined that Running Start and International students will be included in future calculations for the funding returned to the SBCTC to cover the cost of ctcLink staffing. CPTC's annual portion is estimated to be \$18,000.

Capital Projects Submission

All colleges will have an opportunity to submit a new capital project request this December.

Congratulations

President Loveday congratulated Cal Erwin-Svoboda, who was selected as Vice President for Student Services at Grays Harbor College. He has done great work for CPTC in the Student Life Department for the last eight years.

College Reports or Highlights

ASG Report (Tab 2)

Becky White, who serves on the ASG Events and Activities Committee, gave the attached report. After the report, Chair Taylor thanked the team of ASG officers for keeping the Board and college community apprised of programs, ASG business, advocacy, civic action, and

fostering a sense of belonging amongst students, especially during COVID times. The Board honored them with a token of appreciation. The outgoing committee chairs are:

- Becky White, Events and Activities
- Melanie Stone, Diversity and Inclusion
- Owen Zhu, Health & Wellness
- Shannon Mathis, Student Success
- Payton Tarver, Civic Engagement

Instruction Report – HVAC/R (Tab 3)

Dr. Korschinowski introduced two HVAC/Refrigeration faculty members, Tom Bean and Richard Barton. In 2019, a team took advantage of a funding opportunity, Career Launch. The goal is to grow the program by 25 FTEs. The program moved to a larger lab and hired additional faculty. The faculty talked about how the funding was implemented and gave a virtual tour of the facilities and new equipment.

Trustee Mitchell asked if the College had thought about partnerships with low-income households that might use the services of CPTC students. Mr. Barton said they would be interested in considering partnering with a non-profit to provide services to low-income individuals who could not afford the services otherwise.

Chair's Report

- Chair Taylor thanked Mr. Erwin-Svoboda for all he has done for students at CPTC. It's nice when faculty and staff have good things to say about an employee, but it is so much more impactful when students are a testament to you. Congratulations, again.
- Chair Taylor needed to call a repairman for his home. The technician was a former CPTC student, and he had amazing things to say about CPTC and the campus. It reminded Chair Taylor why he serves on the Board, the great team at CPTC, how we made it through a trying year, and he thanked all the front-line workers for all they do for students.

Board Reports and/or Remarks

Trustee Mitchell:

- Congratulated the College on a new shared governance system and noted that it can be perfected as it is used.
- Said she went to high school with Derek Cope, and he is an amazing individual.
- Wants to attend the Drive-by Graduation Celebration.
- Thanked Mr. Erwin-Svoboda for all he has done and stated he is leaving big shoes to fill.
- Invited everyone to the Freedom Summer Symposium, June 28-30. More information is available at: FREEDOM SUMMER SYMPOSIUM (instituteforblackjustice.org). The point is to generate excitement among 18-35 year olds about leading the social justice movement.

Trustee Phillips:

- Is still learning about CPTC and is overly impressed with everyone in the organization.
- Has experience with the simulators (discussed in the HVAC/R presentation), on the power side. It is such an amazing tool and will give students an advantage in the trade. The simulators are immeasurable in their ability to teach real-life situations.

Public Comments

No public comments.

New Business

New Tenure-Track Faculty Introductions (Tab 4)

Dr. Broxson introduced the new faculty member, Anne Wheatley.

Anne Wheatley

Nursing LPN

3rd Quarter

Approval of ASG Service & Activities Budget for 2021-22 (Tab 5)

MOTION:

Motion to approve the ASG Service & Activities Budget for 2021-22 as presented, was made by Trustee Martinez and seconded by Trustee Mitchell. Discussion: Trustee Martinez thanked ASG for continuing to subsidize the Hayes Child Development Center. He thinks it is one of the best services on campus, and it helps students stay in college. The staff at the Center does great work. Motion was approved unanimously.

Approval of Resolution 21-06-104, Extension of 2020-2021 Operating Budget (Tab 6)

MOTION:

Motion to approve Resolution 21-06-104, Extension of the 2020-2021 Operating Budget, was made by Trustee Mitchell, and seconded by Trustee Martinez. Motion was approved unanimously.

Election of Officers

MOTION:

Motion to elect Carol Mitchell to the position of Chair of the Board of Trustees for the term July 1, 2021, to June 30, 2022, was made by Trustee Martinez and seconded by Trustee Phillips. Discussion: Chair Taylor commented he couldn't think of a better candidate, is thankful for what Trustee Mitchell has brought to the Board, and appreciates her thoughtful remarks. Motion was approved unanimously.

MOTION:

Motion to elect Alice Phillips to the position of Vice Chair of the Board of Trustees for the term July 1, 2021, to June 30, 2022, was made by Trustee Martinez and seconded by Trustee Mitchell. Motion was approved unanimously.

Executive Session

At 3:53 p.m., Chair Taylor stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 60 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

Chair Taylor reconvened the Special Meeting at 4:57 p.m. and asked if there were any action items as a result of Executive Session. There were.

MOTIONS:

Trustee Pritchard 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 Dustin Cooper at Clover Park Technical College, seconded by Trustee Martinez. No discussion. 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 Tracy Irish at Clover Park Technical College, seconded by Trustee Pritchard. No discussion. Motion was approved unanimously.

Trustee Martinez 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 Michael Mullins at Clover Park Technical College, seconded by Trustee Mitchell. No discussion. Motion was approved unanimously.

Trustee Pritchard 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 Julie Watts at Clover Park Technical College, seconded by Trustee Martinez. No discussion. Motion was approved unanimously.

Executive Session

At 5:08 p.m., Chair Taylor stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 20 minutes for the purpose of reviewing the performance of a public employee.

At 5:32 p.m., Ms. Steele announced that the Executive Session would last approximately ten more minutes.

Chair Taylor reconvened the Special Meeting at 5:45 p.m. and asked if there were any action items as a result of Executive Session. There were.

MOTION:

Trustee Martinez moved that President Loveday's contract be renewed for the period of July 1, 2021-June 30, 2023 and that her salary be increased to \$219,164.40 (a five percent raise), seconded by Trustee Pritchard. Motion was approved unanimously.

Next Meeting

July 14, 2021, details to follow.

Adjournment

MOTION:

Motion to adjourn was made by Trustee Martinez at 5:47 p.m., seconded by Trustee Mitchell. Motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Eli Taylor
Chair, Board of Trustees
College District Twenty-Nine

Core Theme Report

Workforce Preparation



Quarterly Reporting on Core Themes

- NWCCU mandates regular assessment by the College of progress towards fulfilling its mission
- CPTC is doing this two ways:
 - Annual publication of the College Scorecard
 - Quarterly in-depth review of progress on one Core Theme
- Core Theme Reporting Schedule:
 - January – Student Success
 - May – Equity
 - July – Workforce Preparation
 - October – Institutional Sustainability

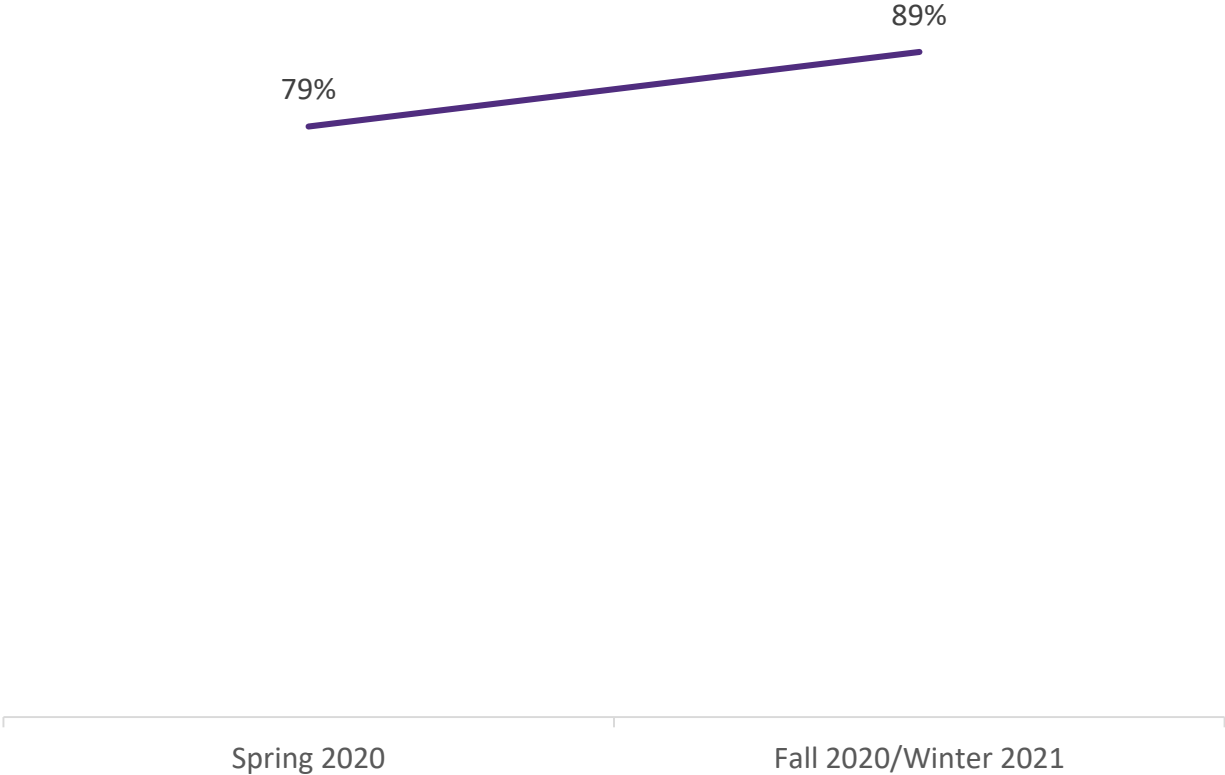


Core Theme: Workforce Preparation

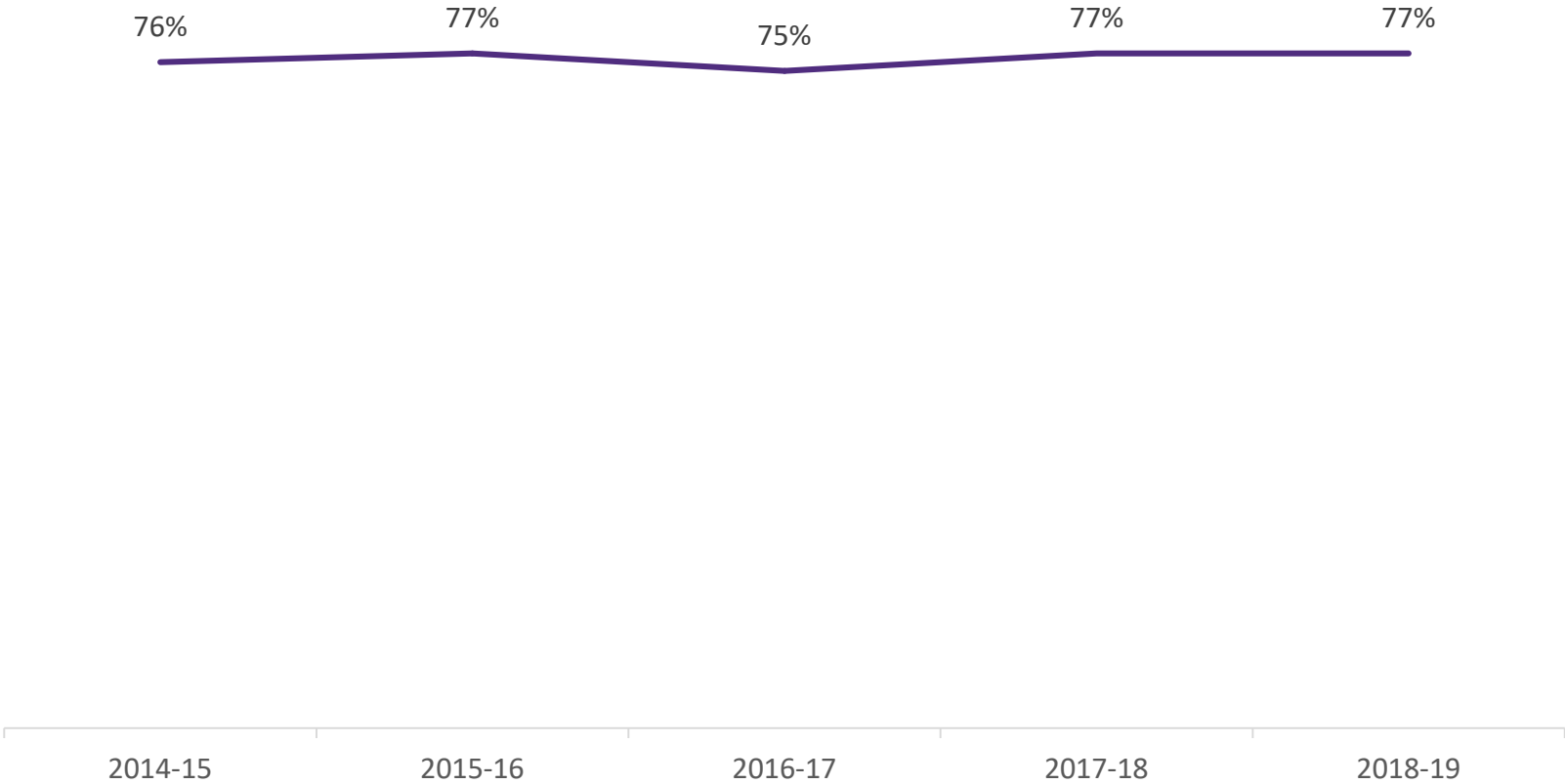
Students will demonstrate the knowledge and skills necessary to access employment in their chosen industry.



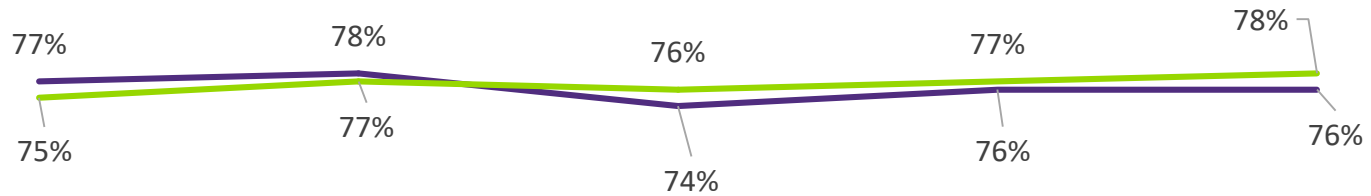
Core Metric: Students demonstrating proficiency of program learning outcomes



Core Metric: Students Placed in Employment and/or Further Education



Placement Rate Equity



2014-15

2015-16

2016-17

2017-18

2018-19

— Students of Color — White



Core Metric: Students Passing Licensing Exams

90.5%

2017-2021





Dr. Scott J. Latiolais
Vice President
Student Success

Sam Dana
Associate Vice President
Institutional Effectiveness

CLOVER PARK TECHNICAL COLLEGE BOARD OF TRUSTEES MEETING

ENROLLMENT REPORT SUMMER 2021

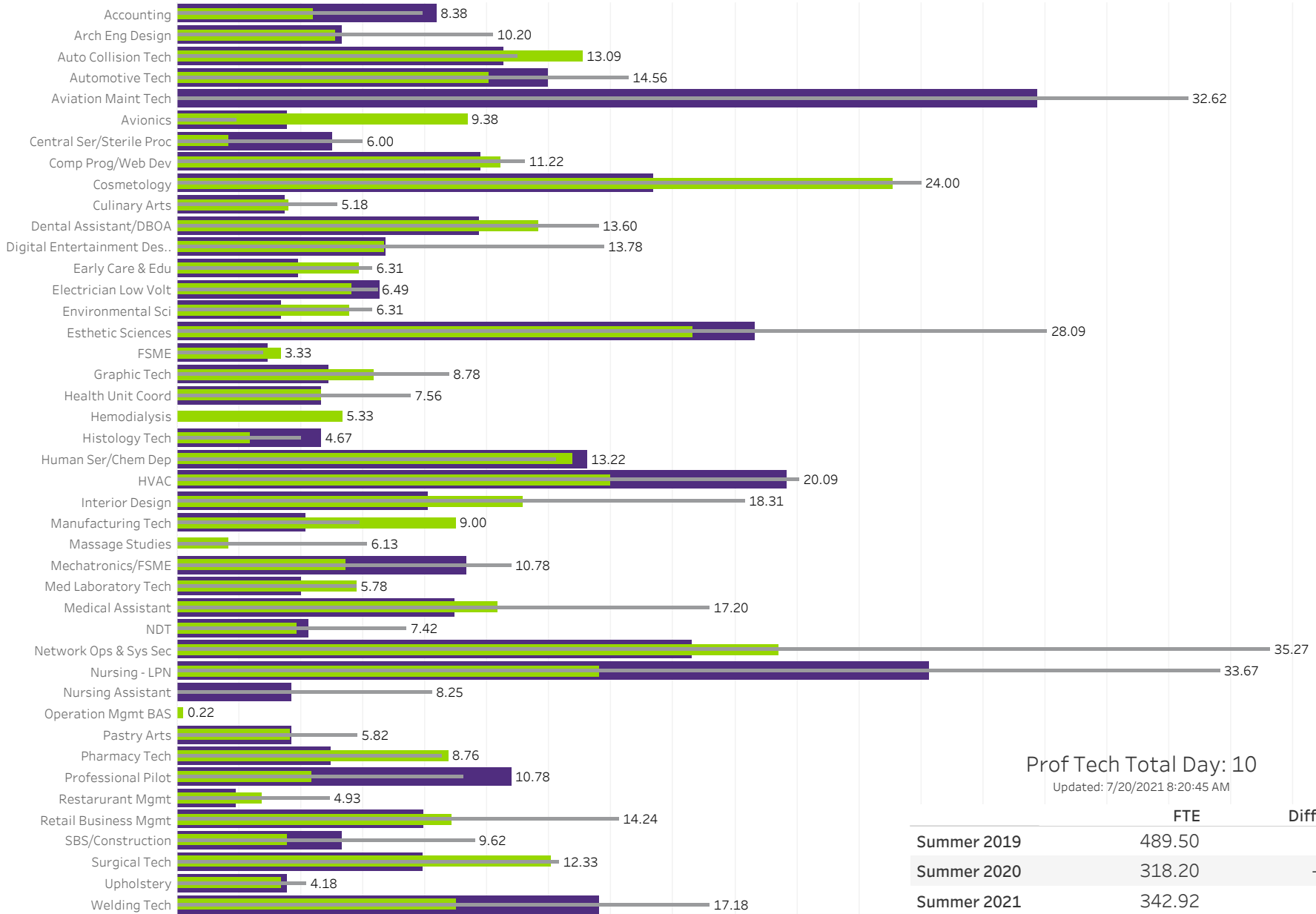




State-Funded Winter Quarter Enrollment FTE for Technical Programs



■ Summer 2019 ■ Summer 2020 ■ Summer 2021



Prof Tech Total Day: 10

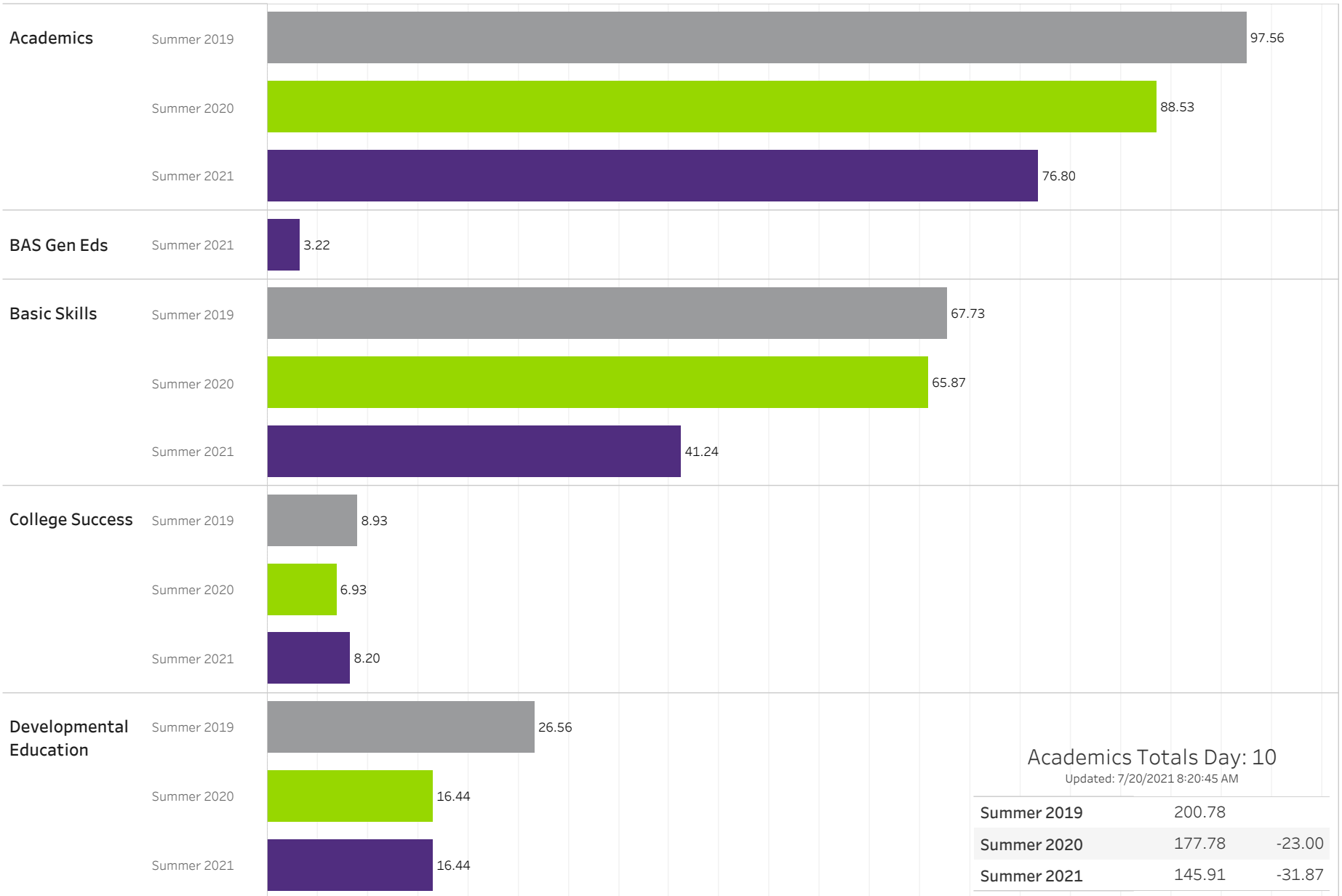
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	FTE	Difference
Summer 2019	489.50	
Summer 2020	318.20	-171.3
Summer 2021	342.92	24.7



State-Funded Spring Quarter Enrollment FTE for Academics and Developmental Education

■ Summer 2019
 ■ Summer 2020
 ■ Summer 2021



Academics Totals Day: 10

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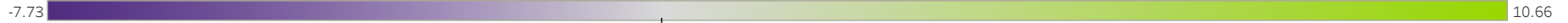
Summer 2019	200.78	
Summer 2020	177.78	-23.00
Summer 2021	145.91	-31.87



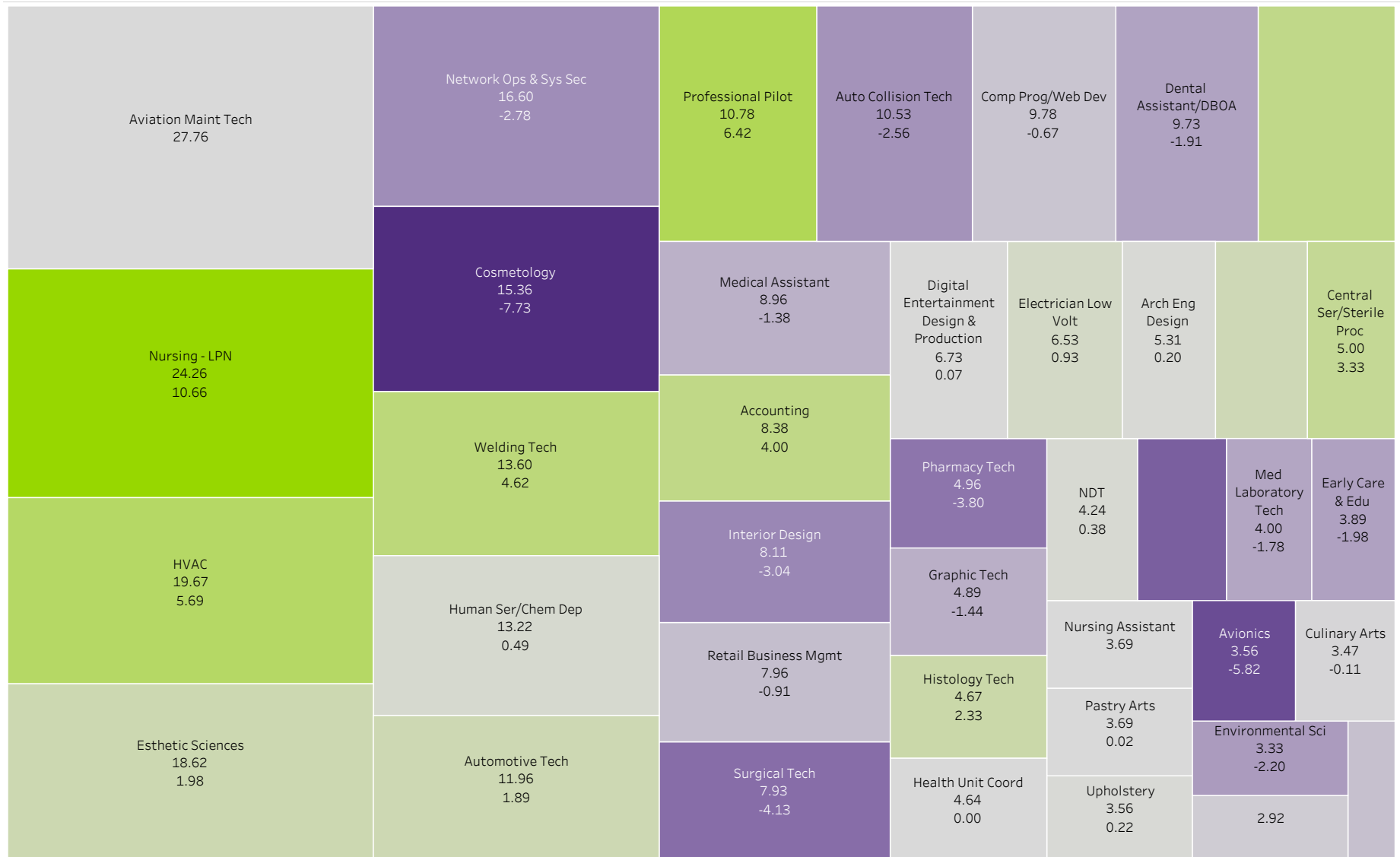
Summer 2021 Program Tree Map

School
All

Difference in FTE

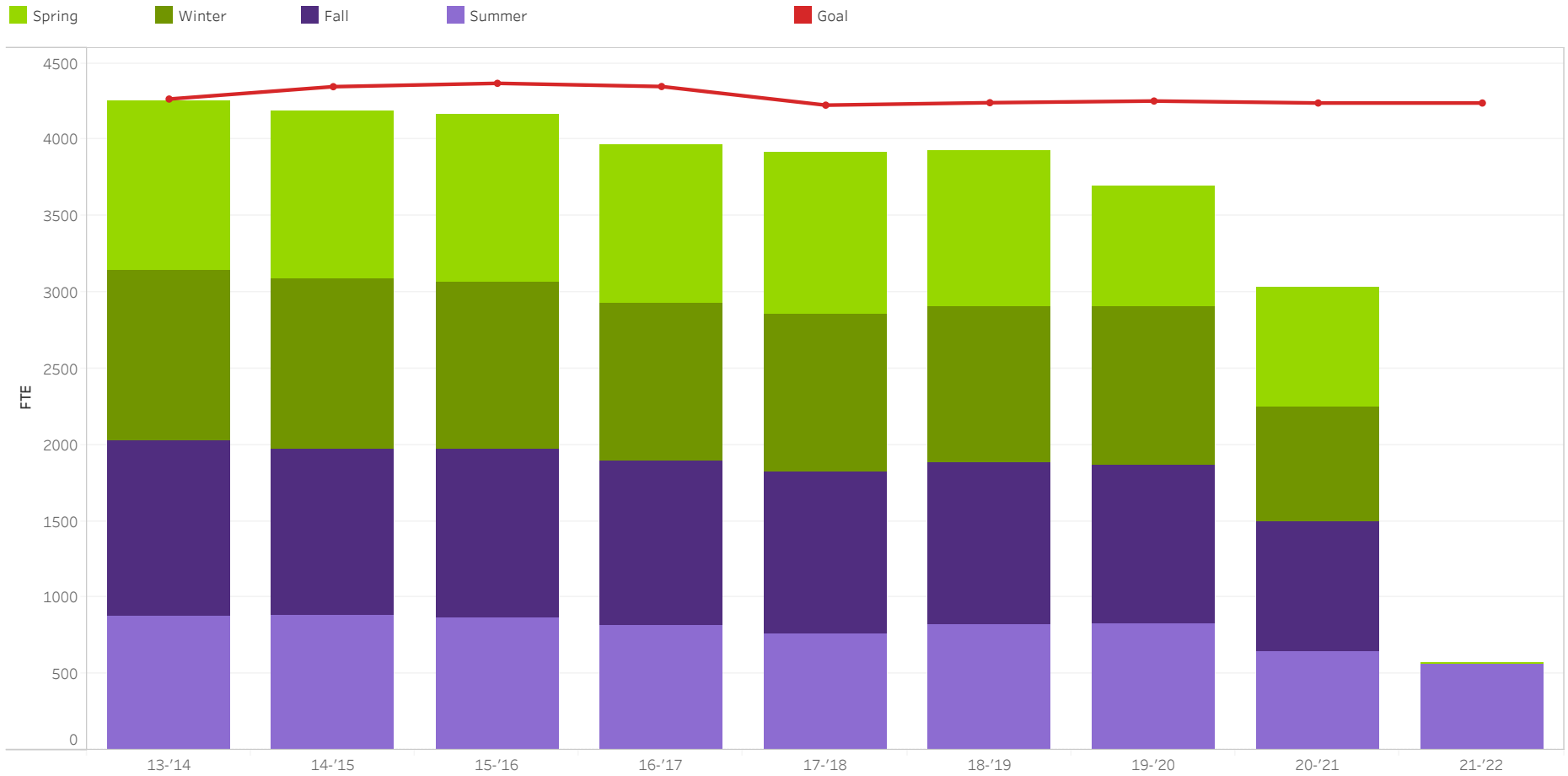


Summer 2021





Clover Park Technical College Annual & Quarterly State Funded Full-Time Equivalent Students (FTES) With State Allocation Goal



■ Behind Pace





EQUITY.

RESPECT.

DIVERSITY.

EXCELLENCE.

INNOVATION.

STUDENT SUCCESS.

LIFELONG LEARNING.

SOCIAL RESPONSIBILITY.

DR. SCOTT J. LATIOLAIS
VICE PRESIDENT FOR STUDENT SUCCESS

SAM DANA
ASSOCIATE VICE PRESIDENT FOR INSTITUTIONAL EFFECTIVENESS

CLOVER PARK TECHNICAL COLLEGE
4500 STEILACOOM BOULEVARD SOUTHWEST

LAKESWOOD, WASHINGTON
WWW.CPTC.EDU





**FY 21-22
CLOVER PARK TECHNICAL COLLEGE
BUDGET**

**CLOVER PARK TECHNICAL COLLEGE
2021-2022 BUDGET**

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
BUDGET OVERVIEW	1
TUITION SCHEDULE	2
TUITION WAIVERS	3
SPECIAL COURSE AND LAB FEES	4,5
GENERAL OPERATING BUDGET BY FUND SOURCE	6
SUMMARY BY DIVISION AND OBJECT	7
OTHER FUNDS	8
RESERVES	9

CLOVER PARK TECHNICAL COLLEGE 2021-2022 BUDGET OVERVIEW

This budget document, submitted to the Board of Trustees for their consideration represents the 2021-2022 budget for the State General Operating Fund, Self Support, Student Activities, Parking, Childcare Center, Conference Services and the Northwest Career and Technical High School.

In approving this budget, the Board of Trustees authorizes the transfer from the unobligated fund balance in the General Fund, or other funds, to eliminate any cash deficit as required by RCW 43.88.260, to provide working capital and to support approved projects and activities.

The budgets being submitted in this document will be updated and reported to the Board of Trustees on a quarterly basis. Reports will include:

- * Allocation amendments received from the State Board of Community and Technical Colleges
- * Distribution of income and expenses appropriated by the legislature
- * Unanticipated budgetary changes resulting from executive orders and/or other policy and operational changes

2021-2022 Tuition

	Lower Division	
	2021-2022 <u>Resident</u>	2021-2022 <u>Non-Resident</u>
<u>QUARTERLY FOR 15 CREDITS</u>		
Building	\$ 145.65	\$ 301.85
Operating	\$ 1,148.20	\$ 2,860.00
S&A (Maximum)	\$ 105.00	\$ 105.00
Total	\$ 1,398.85	\$ 3,266.85
 <u>PER CREDIT UP TO 10 CREDITS</u>		
Building	\$ 12.38	\$ 27.60
Operating	\$ 91.74	\$ 259.59
S&A (Maximum)	\$ 10.50	\$ 10.50
Total	\$ 114.62	\$ 297.69
 <u>PER CREDIT SURCHARGE 11-18 CREDITS</u>		
Building	\$ 4.37	\$ 5.17
Operating	\$ 46.16	\$ 52.82
S&A (Maximum)	\$ -	\$ -
Total	\$ 50.53	\$ 57.99
 <u>EXCESS CREDIT SURCHARGE 19 CREDITS AND OVER</u>		
Operating Fee Only	\$ 104.12	\$ 287.19
	Upper Division	
	2021-2022 <u>Resident</u>	2021-2022 <u>Non-Resident</u>
<u>QUARTERLY FOR 15 CREDITS</u>		
Building	\$ 145.65	\$ 301.85
Operating	\$ 2,022.20	\$ 5,978.20
S&A (Maximum)	\$ 105.00	\$ 105.00
Total	\$ 2,272.85	\$ 6,385.05
 <u>PER CREDIT UP TO 10 CREDITS</u>		
Building	\$ 12.38	\$ 27.60
Operating	\$ 202.22	\$ 597.82
S&A (Maximum)	\$ 10.50	\$ 10.50
Total	\$ 225.10	\$ 635.92
 <u>PER CREDIT SURCHARGE 11-18 CREDITS</u>		
Building	\$ 4.37	\$ 5.17
Operating	\$ -	\$ -
S&A (Maximum)	\$ -	\$ -
Total	\$ 4.37	\$ 5.17
 <u>EXCESS CREDIT SURCHARGE 19 CREDITS AND OVER</u>		
Operating Fee Only	\$ 214.60	\$ 625.42

2021-2022 TUITION WAIVERS

Waivers are calculated based on 2021-2022 resident tuition of \$114.62 per credit or \$1,398.85 per quarter.

All waivers are effective Fall Quarter 2021.

Statutorily Mandatory Waivers

Children/Spouse of Totally Disabled or POW/MIA or Deceased Eligible Veterans or National Guard Members	No Tuition or Fees
Children/Spouses of Deceased or Disabled Law Enforcement Officers or Firefighters	No Tuition or Fees
Wrongfully Convicted Person	No Tuition or Fees

SBCTC Mandatory Waivers

ABE/ESL/GED	Operating Fee only - \$25/Student (100% waiver available based on need)
Apprenticeship	50% of Tuition Waived

Optional Waivers Granted by Clover Park Technical College

High School Completion	50% of Tuition Waived
DOD TA BldgSA (Active Duty)	100% Building and Student Activities Fees
Public Employees	\$20/Credit up to 10 Credits
Refugee	Waives Non-resident Operating Differential
Non-Resident Operating	Waives Non-resident Operating Differential
Ability to Benefit	No Tuition or Fees, 6 Credits Maximum
Senior Citizen Audit	\$5 per Quarter not to exceed 2 Courses/Quarter
Senior Citizen Credit	No Tuition or Fees, not to exceed 2 Courses/Quarter

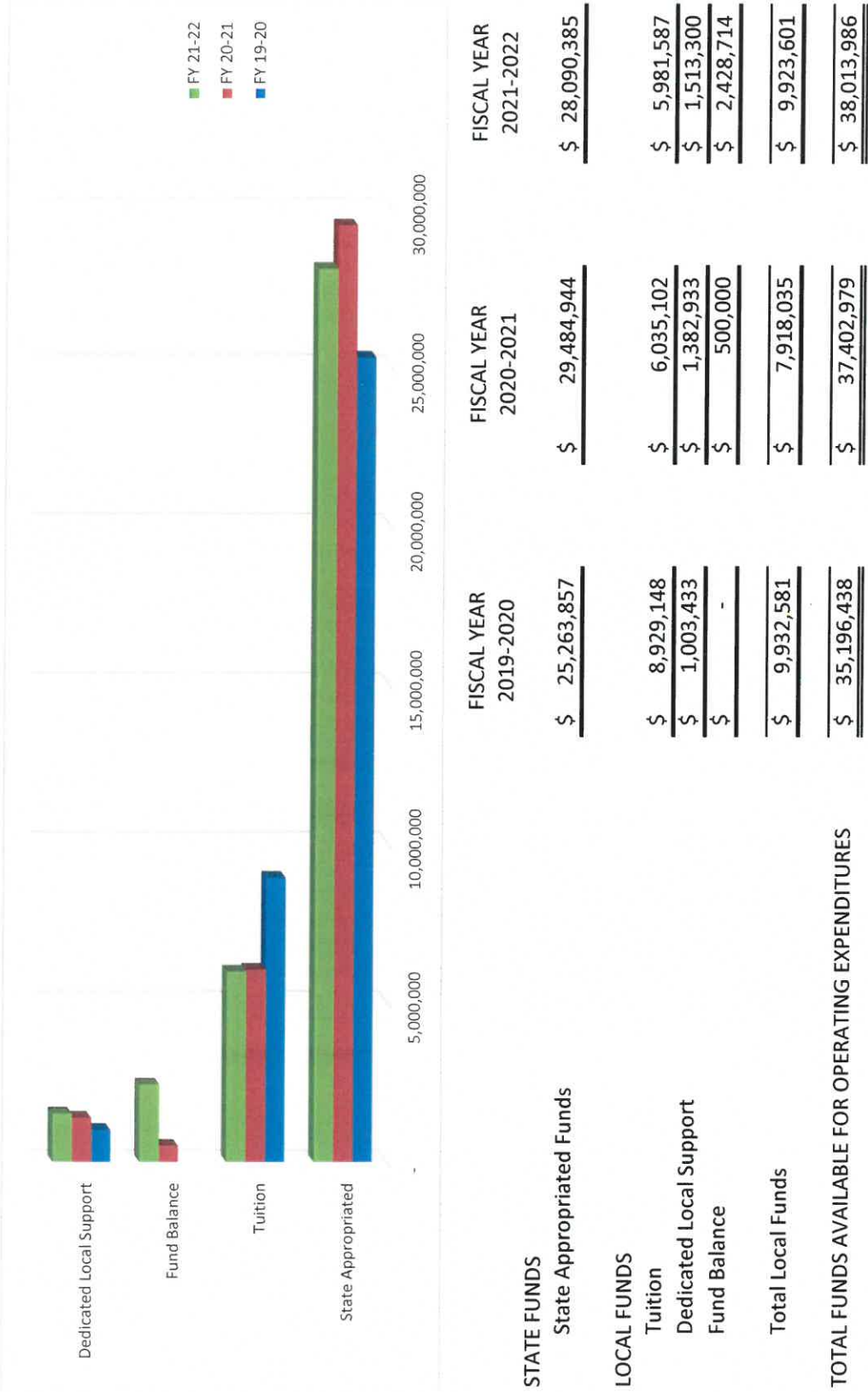
2021-2022 FEES

<u>FEE CD</u>	<u>TITLE</u>	<u>FY 21-22 RATES</u>
51	PROFESSIONAL PILOT	\$ 2,500.00
70	ESTHETICS REPLACE CARD	\$ 5.00
95	NURSING APP FEE	\$ 80.00
AC	AUTOMOTIVE COLLISIO	\$ 34.15
AE	ARCHITEC ENGRNG LAB	\$ 30.65
AF	AUTOMOTIVE TECH	\$ 34.15
AM	AVIATION MAINTENANCE	\$ 50.00
AR	AUTOCORE	\$ 52.95
AV	AVIONICS	\$ 50.00
BC	BACKGROUND CHECK	\$ 110.75
BE	PROG SCREEN MGMT	\$ 21.98
BI	BIOLOGY LAB FEE	\$ 30.00
CB	CONSTRUC/BLDG MATERIAL	\$ 34.15
CF	CSGF FEE	\$ 5.50
CG	ACAD COMP USE FEE	\$ 4.90
CH	CHEMISTRY LAB FEE	\$ 33.80
CK	TRADE/TECH COMP FEE	\$ 4.90
CL	CENTRAL SERVICES	\$ 47.00
CN	CNISS LAB FEE	\$ 55.05
CO	COSMETOLOGY MATERIAL F	\$ 99.25
CP	ADVANCED COMPOSITES	\$ 52.00
CR	HEALTH/CLNT COMP FEE	\$ 4.90
CU	CULINARY ARTS LAB FEE	\$ 156.55
DE	DIGITAL ENT. DESIGN	\$ 25.00
EC	ECS 125 RESOURCE RM	\$ 10.00
EF	ESTHETICS EXAM FEE	\$ 33.00
EL	ENVIRON SC CHEMISTRY	\$ 28.90
ET	ESTHETICS MATERIAL FEE	\$ 76.70
FC	FSME CREDENTIALS	\$ 150.00
FD	HVAC EPA CERT TEST FEE	\$ 44.00
FE	FSME	\$ 29.05
FM	FORD MLR PROGRAM FEE	\$ 150.00
GP	GRAPHIC DESIGN MAT FEE	\$ 64.00
HL	HISTOLOGY LAB FEE	\$ 50.85
HR	HEALTH RECORD SUBSCR	\$ 83.65
HV	HVAC LAB FEE	\$ 42.35
ID	ID BADGES	\$ 5.00
IF	BLACKBRD FEE/DIST LRNG	\$ 40.00
IN	INTERIOR DESIGN FEE	\$ 50.00
IP	TIP APPLICATION FEE	\$ 25.00
IT	MYITLAB FEES	\$ 20.00
KF	KAPLAN FEE	\$ 103.03
LF	LATE REGISTRATION FEE	\$ 30.00
LP	LPN MASTERY SERIES FEE	\$ 18.30

2021-2022 FEES

<u>FEE CD</u>	<u>TITLE</u>	<u>FY 21-22 RATES</u>
LT	TIP LATE PAYMENT FEE	\$ 30.00
LV	ELECTRONIC LOW VOLTAGE	\$ 27.80
M6	PL COURSE FEE	\$ 20.00
M7	INT APPLICATION FEE	\$ 70.00
MA	MEDICAL ASSISTING FEE	\$ 31.70
MG	MASSAGE MATERIAL FEE	\$ 77.30
MH	MECHATRONICS	\$ 20.00
MK	MEDICAL LAB TECH FEE	\$ 32.95
MN	MANUFACTURING MATERIAL	\$ 42.90
MS	NON DESTRUCT TESTING	\$ 45.00
MT	TRANSCRIPT FEES	\$ 10.00
N1	NAC TESTING	\$ 132.20
NA	NURSING ASST LAB FEE	\$ 42.35
NC	NURSING CONSORTIUM	\$ 100.00
ND	NDT CLASSROOM	\$ 1,634.20
NL	COURSE MANAGEMENT FEE	\$ 25.00
NW	WABO EXAM IND WELDER	\$ 180.00
PA	PASTRY ARTS FEE	\$ 125.15
PE	PHARM TECH TEST FEE	\$ 142.00
PH	PHLEBOTOMY FEE	\$ 92.55
PO	PHARMACY TECH LAB FEE	\$ 112.00
PP	PROXY CARD REPLACEMENT	\$ 3.00
PT	PROCTOR TEST	\$ 5.25
RE	NURSING RE ENTRY FEE	\$ 50.00
RF	FINES-LIBRARY	\$ 5.00
RN	RN MASTERY SERIES FEE	\$ 156.10
SF	SIMULATION FEE	\$ 25.00
ST	SURGICAL TECH FEE	\$ 17.95
SW	WABO EXAM REG STUDENT	\$ 120.00
UP	UPHOLSTERY	\$ 45.00
WA	DENTAL ASST TEST FEE	\$ 296.70
WB	MASSAGE EXAMINER FEE	\$ 36.40
WC	SURGICAL TECH TEST FEE	\$ 265.00
WE	MANNEQUIN DEPOSIT	\$ 50.00
WM	WELDING MATERIAL FEE	\$ 126.40
WS	STUDENT BACKGRND CK	\$ 11.00
WT	WELDING CERT TEST FEE	\$ 150.00

**CLOVER PARK TECHNICAL COLLEGE
2021-2022 GENERAL OPERATING BUDGET
SUMMARY BY SOURCE**



**CLOVER PARK TECHNICAL COLLEGE
2020-2021 GENERAL OPERATING BUDGET
SUMMARY BY DIVISION & OBJECT**

BY DIVISION	FY 20-21 PERMANENT	% TOTAL
Instruction	17,081,903	44.94%
Instructional Support	2,936,812	7.73%
Learning Resources	434,968	1.14%
Student Success	4,403,538	11.58%
General Administration	5,152,521	13.55%
Equity, Diversity and Incusion	285,554	0.75%
Strategic Development	1,288,570	3.39%
Plant Operation & Maintenance	6,430,120	16.92%
	<u>38,013,986</u>	<u>100.00%</u>

BY OBJECT	PERMANENT	% TOTAL
A - Salary & Wages	22,518,631	59.24%
B - Benefits	7,206,311	18.96%
C - Personal Services	59,466	0.16%
E - Goods & Services	4,562,697	12.00%
G - Travel	114,386	0.30%
J - Capital Outlays	286,970	0.75%
N - Grants & Subsidies	7,350	0.02%
P - Debt Service	2,517,750	6.62%
T- Tuition Assistance	740,425	1.95%
	<u>38,013,986</u>	<u>100.00%</u>

**CLOVER PARK TECHNICAL COLLEGE
2021-2022 BUDGET
OTHER FUNDS**

FUND	PROGRAM	REVENUE	EXPENSE	BALANCE
146	Running Start	550,000	550,000	-
148	Self Support	2,216,283	2,144,404	71,879
522	Student Activities	689,173	693,910	(4,737)
528	Parking	140,861	140,861	-
570	Childcare Center	622,400	668,745	(46,345)
570	Conference Center	183,000	183,000	-
145	NWCTHS	<u>1,720,000</u>	<u>1,412,713</u>	<u>307,287</u>
		<u><u>5,571,717</u></u>	<u><u>5,243,633</u></u>	<u><u>328,084</u></u>

2021-2022 RESERVES

90 Operating	9,497,988
FY 21-22 Recovery funding	2,428,714
FY 22-23 Recovery Funding	1,000,000
FY 21-22 One-Time Funds	500,000
Debt Service (Student Union COP)	3,586,307
Litigation	887,639
Local Capital	1,282,200
Tuition Installment Plan Program	66,796
FY 19-20 Hayes Center Support	46,345
Total Restricted Reserves	<u>19,295,989</u>
Total Unrestricted Reserves	<u>4,965,544</u>
Total Reserves	<u>24,261,533</u>