



Virtual, Via Zoom

Zoom Link: <https://cptc-edu.zoom.us/j/83479083735?pwd=RXdjNVE5bjlld2h2NU9HQWUyWE9rUT09>
Passcode: BOTMeeting

AND in Bldg. 17, Room 260

Wednesday, July 13, 2022

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

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

Study Session

- 3:00 Call to Order, Introductions**Alice Phillips
- 3:05 Environmental Scan**..... Samantha Dana/RTI International
- 3:55 General Discussion**.....Alice Phillips
- 4:00 Adjournment**Alice Phillips



Regular Meeting Agenda

- 4:00 Call to Order, Introductions**Alice Phillips
- Adoption of Agenda**Alice Phillips
Action
- Approval of the Regular Minutes of May 11, 2022**.....Alice Phillips **Tab 1**
and the Special Minutes of June 10, 2022 **Tab 2**
Action
- 4:05 President’s Report** Joyce Loveday
 - Transitions
 - ctcLink Update
 - Miscellaneous

4:20 College Reports or HighlightsUnion Report..... Union LeadersEnrollment Update Scott LatiolaisInstruction Report Kristin Copeland
Tutoring/Learning Center**4:40 Chair's Report**..... Alice Phillips2022-23 Trustee Committee Assignments**Tab 3****4:45 Board Reports and/or Remarks** All**4:50 Public Comments** Alice Phillips**4:55 New Business** Alice Phillips**5:00 Executive Session** Alice Phillips

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.

5:00 Adjournment Alice Phillips



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



Board of Trustees Meeting

Virtual, Via Zoom
Friday, June 10, 2022
Special Meeting: 11:00-11:45 a.m.

Meeting Minutes

Call to Order: Vice Chair Phillips called the Board of Trustees Special Meeting for Clover Park Technical College (CPTC) to order on June 10, 2022, at 11:00 a.m.

Board of Trustees Present:

Vice Chair Alice Phillips
Mark Martinez
Eli Taylor
Tong Zhu

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Linda Sullivan-Colglazier

Excused Absences: Carol Mitchell, Chair

Executive Team:

Lisa Beach, Co-Interim VP, Finance & Administration
Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion

Miscellaneous

Virtual Meeting Statement

Because we are still in a declared state of emergency regarding the COVID pandemic, and the Trustees determined to meet virtually through the month of June due to climbing case rates in both Pierce County and at Clover Park Technical College (CPTC), we are holding this meeting without a physical location.

A change in public meeting requirements will require us to have a physical presence from this point forward, unless there's a safety reason not to include that option. The College may still choose to have the primary connection be virtual.

After discussion, Trustees decided that, due to an uptick in COVID cases and on the side caution, Board of Trustees meetings will remain mostly virtual for the July and August meetings. There will be an in-person presence for those who prefer it.

ASG Services and Activities Budget for 2022-23 (Tab 1)

Jessica Wallack provided an overview of the ASG Services and Activities Budget 2022-23.

Resolution 22-06-106, Extension of 2021-22 Operating Budget (Tab 2)

President Loveday explained this is a frequently used process that allows the State Board for Community and Technical Colleges to finalize allocation amounts for the coming year and for the college to complete the end-of-year fiscal transactions. The resolution allows the College to continue operations at the rate of the 2021-22 Operating Budget until the new budget is approved in August.

Public Comments

There were no public comments.

New Business

Approval of ASG Service & Activities Budget for 2022-23 (Tab 1)

MOTION:

Motion to approve the ASG Service & Activities Budget for 2022-23 as presented, was made by Trustee Martinez and seconded by Trustee Taylor. Discussion: Trustee Martinez thanked ASG for continuing to support students by subsidizing the Hayes Child Development Center. He is glad the students see the real necessity for childcare. Motion was approved unanimously.

Approval of Resolution 22-06-106, Extension of 2021-22 Operating Budget (Tab 2)

MOTION:

Motion to approve Resolution 22-06-106, Extension of the 2021-22 Operating Budget, was made by Trustee Martinez, and seconded by Trustee Taylor. Motion was approved unanimously.

Election of Officers

MOTION:

Motion to elect Alice Phillips to the position of Chair of the Board of Trustees for the term July 1, 2022, to June 30, 2023, was made by Trustee Taylor and seconded by Trustee Martinez. Motion was approved unanimously.

MOTION:

Motion to elect Tong Zhu to the position of Vice Chair of the Board of Trustees for the term July 1, 2022, to June 30, 2023, was made by Trustee Martinez and seconded by Trustee Taylor. Motion was approved unanimously.

Executive Session

At 11:15 a.m., Vice Chair Phillips stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 15 minutes for the purpose of considering the lease of public property.

Vice Chair Phillips reconvened the Special Meeting at 11:41 a.m. and announced there were no actions as a result of the Executive Session.

Next Meeting

July 13, 2022, details to follow.

Adjournment**MOTION:**

Motion to adjourn was made by Trustee Martinez at 11:41a.m., 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



**Board of Trustees Committee Assignments
2021-2022**

ACT Board of Directors

Carol Mitchell, Chair

ACT Legislative Steering Committee

Alice Phillips, Vice Chair

Lua Pritchard, Alternate

Pierce County Coordinating Council (PCCC)

Eli Taylor, Former Chair

Carol Mitchell, Chair of Trustees

All members are welcome (non-voting)

Foundation Board Liaison

Eli Taylor

CEO Evaluation Committee

Mark Martinez

Alice Phillips

Board Self-Assessment Committee

Mark Martinez

Lua Pritchard

International Programs Liaison

Eli Taylor

Lua Pritchard

ACCT Annual Charles Kennedy Equity Awards Committee (2021-2022)

Carol Mitchell



**Board of Trustees Committee Assignments
2022-2023**

ACT Board of Directors

Alice Phillips, Chair

ACT Legislative Steering Committee

Tong Zhu, Vice Chair

_____, Alternate

Pierce County Coordinating Council (PCCC)

Alice Phillips, Chair

Tong Zhu, Vice Chair

All members are welcome (non-voting)

Foundation Board Liaison

Eli Taylor

CEO Evaluation Committee

Board Self-Assessment Committee

International Programs Liaison

