



Board of Trustees Meeting

Building 3, Rotunda

Wednesday, December 14, 2022

Study Session: CANCELED

Regular Meeting: 4:00- 6:00 p.m.

Agenda

4:00	Call to Order, Flag Salute, Introductions	Alice Phillips	
	Adoption of Agenda	Alice Phillips	
	<i>Action</i>		
	Approval of the Regular Minutes of November 9, 2022	Alice Phillips	Tab 1
	<i>Action</i>		
4:05	President’s Report	Joyce Loveday	
	<ul style="list-style-type: none">• Student Success Story• End of Quarter Highlights• Miscellaneous		
4:20	College Reports or Highlights		
	<u>ASG Report</u>	Jacob Katz	Tab 2
	<u>EDI Report</u>	Iesha Valencia	Tab 3
4:35	Chair’s Report	Alice Phillips	Tab 4
	<u>Discuss Trustee Committee Assignments for 2022-23</u>		
4:45	Board Reports and/or Remarks	All	
5:00	Public Comments	Alice Phillips	
5:05	New Business	Alice Phillips	

5:05 Convene Executive Session for approximately 45 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

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.

5:50 Action Items as a Result of Executive Session.....Alice Phillips
Shannon Feist Professional Pilot
Amelia Rojas Welding

6:00 AdjournmentAlice Phillips



Board of Trustees Meeting

Virtual, Via Zoom

Wednesday, November 9, 2022

Study Session: Canceled

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

Meeting Minutes

Call to Order: Chair Phillips called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on November 9, 2022, at 4:00 p.m.

Board of Trustees Present:

Alice Phillips, Chair
Tong Zhu, Vice Chair
Carol Mitchell
Eli Taylor

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Sharon English

Excused Absences: Mark Martinez, Trustee

Executive Team:

Dr. Tom Broxton, VP, Instruction
Samantha Dana, Assoc. VP, Institutional Effectiveness
Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion
Lisa Beach, Interim VP, Finance & Administration
Dean Kelly, Interim VP, Student Success

Adoption of the Agenda

MOTION:

Motion to adopt the agenda, as presented, was made by Trustee Taylor 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 held on August 10, 2022, as presented, was made by Trustee Taylor and seconded by Trustee Mitchell. Motion was approved unanimously.

Approval of Minutes (Tab 2)

MOTION:

Motion to approve the minutes of the Special Board meeting held on October 26, 2022, as presented, was made by Trustee Taylor and seconded by Trustee Mitchell. Motion was approved unanimously.

President's Report

Student Success Story

The student was unable to attend the meeting today.

Fall Program Expo

The Fall Program Expo was held in the McGavick Center on October 26 where all of CPTC's programs were present to greet and share information with potential students. 150 interested community members attended.

President Loveday thanked Trustee Phillips for attending. While they walked around the Expo, CPTC's HVAC and Electrician-Low Voltage faculty had an immediate connection with Trustee Phillips when they saw the 483 emblem on her shirt, connecting her with the International Brotherhood of Electrical Workers.

Miscellaneous

December Board of Trustees Meeting

Since Governor Inslee has rescinded the Emergency Proclamation, President Loveday suggested that the December 14 Board of Trustees meeting be held in person. Trustees agreed.

Welding Program

Instructor Amelia Riojas engaged her students in creating a frame for a light display this year at Fantasy Lights in Spanaway Park. For many years, CPTC students created a light display for this event. With instructor changes and the pandemic, it has been a few years since CPTC students have been involved. This year's students created a frame for a Zamboni, in a little over a week. This will help bring attention to the CPTC Welding Program. People can purchase admission tickets online before arriving at Fantasy Lights.

School of Advanced Manufacturing (Manufacturing Engineering Technology and Mechatronics) Faculty from Manufacturing Engineering Technology and Mechatronics Dean Korschinowski organized a workshop about Sustainable Industry 4.0 that people across Pierce County are being invited to attend on December 7 or 8. Faculty have educated themselves on the direction of industry, received training, and toured colleges in the southeastern United States. Pierce County legislators were also invited, because they all voted for House Bill 1170: Building Economic Strength Through Manufacturing, which sets a goal to double the state's manufacturing employment base, the number of small manufacturing businesses, and the number of women and minority-owned manufacturing businesses.

Policy 4.18 – Program Specific Policies

Policy 4.18 addresses programs that may have policies specific to their program. It is a new policy, it went through a development process for several months and went through the shared governance process, and it is now ready for the Board Chair to review and sign.

ACT 2022 Fall Conference

The ACT 2022 Fall Conference will be held at Seatac on November 18. Trustee Mitchell and President Loveday will attend.

PCCC Annual Legislative Breakfast

The Pierce County Coordinating Council (PCCC) consists of two Trustees from each Pierce County two-year college, the Chancellor and Presidents, and Public Information Officers (PIO); and the UW-T Chancellor and PIO. PCCC meets quarterly, with a Legislative Breakfast in December. It will be Thursday, December 8, 7:30-9:00 a.m., details to follow. The breakfast is an opportunity to meet with legislators and share community and technical college (CTC) priorities.

Strategic Plan Update (Tab 3)

President Loveday gave an update on the CPTC Strategic Plan (Tab 3). It should be ready in early 2023 for the Board of Trustees to vote on the new plan.

Questions and comments followed. Trustee Mitchell said this is a really strong start, and she looks forward to hearing about the tactics of how it will work. She requested to see a document with Tactics and Strategies side by side with the End Results. Trustee Zhu agrees with Trustee Mitchell's comments and would also like to see a Desired Outcomes associated with those strategies. Trustee Taylor added, if there's going to be a Board action for this, he would like to see a grading rubric to measure progress and make any necessary course corrections.

College Reports or Highlights

ASG Report (Tab 4)

Jacob Katz, Chair, ASG Civic Engagement Committee, provided the attached report.

Enrollment Update (Tab 5)

Dean Kelly and Dr. Broxson presented the attached Enrollment Report, Fall 2022. Questions and discussion followed. Trustee Taylor is thankful for the work being done to help enrollment. He believes CPTC will see an increase in enrollment next year in late spring, as this recession is happening slowly. He asked if other technical colleges have successful enrollments now. Dr. Broxson noted we do not have current data, yet it does seem Bates Technical College is up a little, while other enrollments are similar to ours.

Trustee Mitchell is excited about the creativity being done around enrollment, and retention is a big part of that. She would like the College to delve into reasons for early departure. Satellite locations may help, because people in outlying areas have to take at least two buses to get to CPTC. Transportation and child care seem to be two major obstacles for students.

Chair Phillips agreed. Dr. Broxson added that Instruction is doing a good job of keeping some programs hybrid, some online, and offering classes out in the community.

FY 2021-22 Academic Year Review (Tab 6)

Ms. Dana gave the attached FY 2021-22 Academic Year Review report. No discussion followed.

Trustee Zhu asked if it is known what is driving Bates' performance. Ms. Dana explained we won't know until February or March next year, after data is provided to the State Board for Community and Technical Colleges, and a report is created.

Chair's Report (Tab 7)

Chair Phillips attended the Fall Expo; it was amazing. She spoke with deans, instructors, and students; had her blood pressure and pulse taken by a student, and had conversations at many of the program tables. Instructors and students were very excited to share about their programs.

Chair Phillips was also glad she was able to attend Cherie Steele's retirement celebration.

Discuss the 2023 Board of Trustees Meeting Schedule

There are a couple of conflicts with the regularly scheduled Board of Trustees Meeting on the second Wednesday of each month. One is February, and Trustees prefer to change that meeting date to February 15. The other is October, and Trustees prefer to change that meeting date to October 4. The meeting schedule will be voted on at the December 14 Board meeting.

Board Reports and/or Remarks

Trustee Mitchell:

- Acknowledged all veterans and their families for their service – Happy Veterans Day!
- Encouraged everyone to take some time for self-reflection and education during Native American month, especially the Coast Salish Tribe in Washington.

Trustees expressed their appreciation and thanked Ms. Steele for her service and helpfulness to the Board and wished her a happy retirement.

Public Comments

No public comments.

New Business

No new business.

Executive Session

No Executive Session.

Next Meeting

December 14, 2022, details to follow.

Adjournment

MOTION:

Motion to adjourn the meeting at 5:23 p.m. was made by Trustee Taylor, and seconded by Trustee Mitchell. Motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Alice Phillips
Chair, Board of Trustees
College District Twenty-Nine

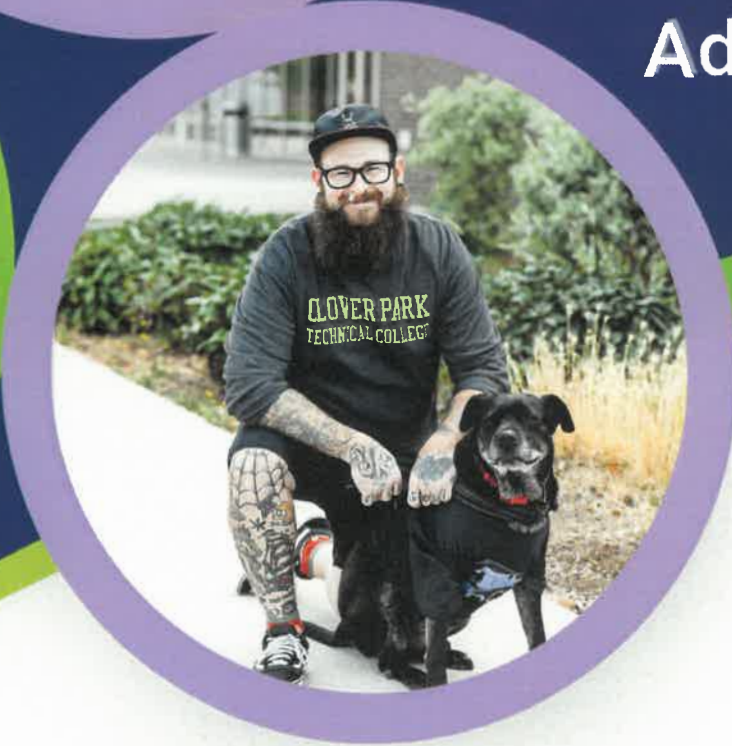
ASSOCIATED STUDENT GOVERNMENT REPORT

DECEMBER 2022

Tab 2



Highlights
Partnerships
Student
Advocacy



A Year In Review: Office of Equity, Diversity, & Inclusion at CPTC

PRESENTED BY: IESHA VALENCIA, ASSOCIATE VICE PRESIDENT FOR EDI

PRESENTED TO: BOARD OF TRUSTEES

DECEMBER 2022 UPDATE

Leading with racial equity, our colleges maximize student potential and transform lives within a culture of belonging that advances racial, social, and economic justice in service to our diverse communities.

**STATE BOARD FOR COMMUNITY AND TECHNICAL
COLLEGES VISION**

CPTC will cultivate an inclusive institutional culture and campus climate by valuing diversity and promoting equitable opportunities for all.

CPTC CORE THEME: EQUITY

“Our mission is to lead the incorporation of EDI into all that we do and who we are as an institution, through campus-wide education, awareness, understanding and application of the value of diversity, an inclusive campus climate, and the importance of equitable outcomes for all.”

-OFFICE OF EQUITY, DIVERSITY, AND INCLUSION

EDI Strategic Priorities 2020-2025

▶ 1 - Inclusive Culture and Campus Climate

- ▶ Cultivate and foster an inclusive environment, where all feel welcome, safe, and a sense of belonging.
- ▶ Promote opportunities for the college community to weigh in on and stay informed about policy and programming decisions.
- ▶ Implement a People of Color (POC) caucus, to create a safe and inclusive space where faculty and staff can build affinity and collectively use their voice.
- ▶ Provide continuous in-depth Culturally Responsive, Unconscious Bias and Racial Equity training, as a mandatory College-wide effort.
- ▶ Provide workshops and professional development opportunities for team building, crucial conversations, and dismantling inappropriate conversations, teaching practices, and culturally insensitive remarks.

EDI Strategic Priorities 2020-2025

▶ 2 - Equity, Access, and Engagement

- ▶ Actively seek to dismantle systemic inequities and close the opportunity/achievement gap.
- ▶ Identify and remedy barriers contributing to lower retention rates for historically marginalized groups. Collaboratively develop best practice strategies for increasing retention and completion of underrepresented students.
- ▶ Provide support in implementing EDI goals in every division to improve student outcomes.
- ▶ **Develop an Equity Tool to help guide and inform institutional decision-making processes, policy creation, policy review, programming, and interventions.**
- ▶ Develop and embed EDI into curriculum and instructional practices (e.g., diversity designation policy and inclusive pedagogy)

EDI Strategic Priorities 2020-2025

▶ 3 - Faculty and Staff Diversity

- ▶ **Increase and retain a diverse workforce that reflects our college's student body and surrounding communities.**
- ▶ Embed EDI competencies into the hiring process, criteria, evaluation of applicants, onboarding, and retention.
- ▶ Implement mandatory Inclusive Hiring Practices training for hiring committees and managers.
- ▶ Implement Employee Resource Groups to build workforce engagement.
- ▶ Strengthen partnerships with community-based organizations that provide services to underrepresented populations within our service area.

2022 Spotlight – Our Team

- ▶ **Capacity Building:** To better address EDI strategic priorities, building our staffing capacity is critical. This year we hired AVP of EDI, Manager for Student Diversity Programs, and 2 MOSAIC Navigators (student peer mentors).
- ▶ **Relationship & Trust Building:** As a small team, two out of three O-EDI staff members are new to CPTC and we have prioritized understanding and being in relationship with our campus community.
- ▶ **Multicultural Office for Student Access, Inclusion, and Community (MOSAIC) Center Grand Opening:** A student centered space that prides itself to educate, advocate, and celebrate cultures, identities, and lived experiences. The center offers programming and mentorship that prepares our students to enter the workforce with an equity, diversity, and inclusion mindset.
- ▶ **O-EDI Presence:** Visibility is vital. O-EDI presented at area retreats, staff meetings, in-services, and classroom visits.

2022 Spotlight – Our Campus Community

- ▶ **Ongoing Professional Development:** Providing transparent access to annual opportunities such as Students of Color Conference, Faculty & Staff of Color Conference, & NW Equity Conference.
- ▶ **Inaugural Year for Equity Council Shared Governance:** Providing oversight to the EDI work of the College, including initiatives, strategic plans, and priorities. The Equity Council emerged in the redesigned shared governance model at CPTC that centers equity. Shared Governance at CPTC is the set of practices that provide opportunity for students, faculty, staff, and administrators to be informed of and have input into decisions that affect them. Membership of the Equity Council is intentionally designed to maximize broad and diverse participation across all divisions and embody representation in institutional decision making.
- ▶ **Inaugural Year for Racial Affinity & Accountability Groups:** Spaces for people to work within their own racial/ethnic groups. For BIPOC, these are spaces to collaborate with peers around healing, liberation, and unpacking their experiences of racism. For white people, these spaces provide an opportunity to work explicitly on understanding and critically analyzing white culture and white privilege while putting the onus on white people to teach each other rather than exploiting BIPOC knowledges and experiences (as often occurs in integrated spaces).
- ▶ **CPTC Conducts Campus Climate Assessment:** SB 5227 requires community and technical colleges (CTCs) to assess the learning, working, and living environment on campus that students, faculty, and staff experience to better understand the current state of diversity, equity, and inclusion in the learning, working, and living environment on campus for students, faculty, and staff.

2022 Spotlight – Our Community Champions

- ▶ **Regional Equity Lab (REL):** REL is building strategies and equitable access to pathways of success through CTE & STEM programs focused on our historically marginalized community. It has been a great way for us to connect with community leaders and industry partners who are committed to increasing racial representation with their industry. As an aspiring economic vitality ecosystem of education, workforce development and employment, REL seeks to address access at the local level. CPTC is engaged in in the Lakewood and Puyallup REL.
- ▶ **Dignified Access to Food Justice:** O-EDI has partnered with Northwest Harvest who engage in collective collaboration at the local level to lower barriers for people accessing food. Northwest Harvest is dedicated to fighting food insecurity by partnering with various access points closest to their communities. The goal is to cover a wider demographic group most impacted by food insecurity but may not normally access food pantries. This year, O-EDI has generously received a donation of \$22,300 in \$50 gift cards denominations and has distributed them to CPTC students.

2023 Preview

- ▶ **MOSAIC Center Open Houses:** Offered at the beginning of each quarter.
- ▶ **Antiracism, equity, diversity, and inclusion professional development offered to all staff, faculty, and degree seeking students:**
 - ▶ March 3, 2023: Faculty & Staff In-service
 - ▶ Students – in development
- ▶ **Narrative Inquiry:** Campus climate assessment data will inform topics for focus groups & listening sessions, and expanded offerings for affinity and accountability groups.
- ▶ **Strategic Planning:** Transform the existing EDI strategic priorities into an updated diversity, equity, and inclusion strategic plan which will align with the 2023-2027 timeline of college strategic plan.
- ▶ **EDI Curriculum Modules:** Enhance EDI foundational curriculum for all College Success 102 courses.
- ▶ **Strengthening Sense of Belonging:** A focused effort on developing programs for BIPOC populations, with special emphasis on Black/African American students.



**Board of Trustees Committee Assignments
2021-22**

ACT Board of Directors

Carol Mitchell, Chair

ACT Legislative Steering Committee

Alice Phillips

Lua Pritchard, Alternate

Pierce County Coordinating Council (PCCC)

Eli Taylor, Former Chair

Carol Mitchell, Trustee Chair

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
2022-23**

ACT Board of Directors

Alice Phillips, Chair

ACT Legislative Steering Committee

Tong Zhu

_____, Alternate

Pierce County Coordinating Council (PCCC)

Alice Phillips, Chair

Tong Zhu, Vice Chair

All members are welcome (non-voting)

Foundation Board Liaison

CEO Evaluation Committee

Board Self-Assessment Committee

International Programs Liaison
