



Board of Trustees Regular Meeting

Rotunda, Building 3
Wednesday, June 12, 2019

Study Session: Cancelled
Regular Meeting: 4:00-6:10 p.m.

Minutes

Call to Order: Chair Withrow called the Board of Trustees Meeting for Clover Park Technical College (CPTC) to order on June 12, 2019, at 4:00 p.m.

Board of Trustees Present:

Wayne Withrow, Chair
Bruce Lachney

Mark Martinez
Eli Taylor

College President: Dr. Joyce Loveday

Excused Absences: Lua Pritchard, Trustee; Justin Kjolseth, Assistant Attorney General

Other Attendees:

Larry Clark, VP, Finance & Admin.
Mabel Edmonds, VP, Instruction
Scott Latiolais, VP, Student Success
Lisa Beach, Dir. of Compliance
Cristeen Crouchet, Dir., Workforce Devel.
Samantha Dana, Dir., Inst. Research & Grants
Loren Davis, NWCTHS Director
Cal Erwin-Svoboda, Dir., Student Life
Sam Hardy, ASG President
Pamela Jeter, Dir., IT

Dean Kelly, Dean
Derek Kim, ASG Peer Ambassador
Dr. Claire Korschinowski, Dean
Dr. Brian Lee, ctcLink Proj. Mgr.
Cindy Mowry, Assoc. Dean/Registrar
Tyler Scott, Sr. Creative Comm. Mgr.
Cherie Steele, Exec. Asst. to the President
Kirk Walker, Dir., Human Resources
Julie Watts, Interior Design Inst.
Lisa Wolcott, Dir., Budget & Finance

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 of May 8, 2019, was made by Trustee Martinez, and seconded by Trustee Taylor. Motion was approved unanimously.

President's Report (Attachment 1)

Student Success Speaker

Sam Hardy, ASG President, is now a Certified Pharmacy Technician. Before coming to CPTC, she took culinary and psychology classes at other colleges. Since she was young, Sam thought about a career in pharmacy. She chose CPTC when visiting various school websites, because

CPTC had a shorter program and she could obtain an associate degree along with a certificate. Ms. Hardy attributes her success to faculty, advisors, and staff at CPTC. Her next step is to take Biochemistry at WSU, as she wants to be a pharmacy scientist to make healthier and less expensive medicine.

President Loveday's report also included these topics: Legislative Update, Student and Staff Awards, Ability to Benefit Waiver for First 6 Credits, Graduation Ceremony, Extension of 2018-19 Operating Budget, and ctcLink. Details are listed in Attachment 1.

College Reports or Highlights

ASG Report (Tab 2)

Ms. Hardy gave the attached report. Chair Withrow recognized Ms. Hardy for her role in keeping the College community, students, and Board of Trustees apprised of student-funded programs, initiatives, and ASG business. Chair Withrow then presented Ms. Hardy with a small token of appreciation from the Board and wished her well in the future.

ASG S&A Budget Overview for 2019-20 (Tab 3)

Mr. Erwin-Svoboda presented the attached, proposed ASG S&A Budget. Questions followed. Trustee Lachney thinks subsidizing childcare costs for those who qualify is an exceptional use of funds to help break down barriers for students. Does that decrease the operating budget deficit for the Hayes Center? Mr. Clark said the deficit is running around \$100,000.

Overview/Update on Institutional Research (IR) Office (Tab 4)

Ms. Dana gave an overview/update on Institutional Research. Questions and discussion followed.

- Trustee Taylor said sometimes the data is more quantitative versus qualitative. How will you measure the emotional quotient (EQ)? How are students feeling about being able to succeed at CPTC? How will you measure that data? Ms. Dana replied that is one of the reasons the National Acceptance of Student Experience (NASE) was used; it is a quick snapshot of how students are doing and what CPTC can do better. There are also focus groups working on the data. Trustee Taylor would like to see the information via a dashboard, broken down by ethnic groups.
- Trustee Lachney asked after the dashboard data collection aggregation is parsed out, how will it be embedded into decision making? Decision making works well when you have all the information. This is part of the toolbox. President Loveday responded that discussions are occurring about what to regularly monitor, assess, and measure. Ms. Dana's office is creating a scorecard that will be used to track the trends.
- Once the College has aggregated that data and done some type of decision making, he suggested that future boards understand the methodology used and that it creates some validity to the numbers.
- In regards to the dashboards, how does it fit with the commonality of SBCTC and other colleges? Are they going to be using the same type of dashboards, and will colleges be able to communicate via ctcLink? Ms. Dana said the majority of community and technical colleges (CTCs) use Tableau. The SBCTC also allows colleges to house information on its server, and CPTC would have the ability to pull up the SBCTC dashboards to check for differences between their CPTC numbers and CPTC's numbers.

- Trustee Lachney suggested a publication of the lexicon that CPTC is using, as there is value in understanding the vocabulary.

Chair's Report

No Chair's Report.

Board Reports and/or Remarks

Trustee Martinez reported that he attended the 2019 Washington State Association of College Trustees (ACT) Spring Conference in Walla Walla. The conference had informative sessions and the hosts were gracious. He attended a tour of their winery – the students plant the grapes, harvest them, and then produce wine. Kristy Snow, SBCTC, gave a ctcLink Update, and Trustee Martinez is now hopeful about the project.

Trustee Martinez thanked everyone who wrote or visited legislators this session, as higher education fared well with this budget. It was a team effort with a unified message from the CTCs.

Public Comments

No public comments.

New Business

Approval of ASG Service & Activities Budget for 2019-20 (Tab 3)

MOTION:

Motion to approve the ASG Service & Activities Budget for 2019-20 as presented, was made by Trustee Lachney, and seconded by Trustee Martinez. Motion was approved unanimously.

Approval of Ability to Benefit Waiver (Tab 5)

MOTION:

Motion to approve and grant implementation of the Ability to Benefit Waiver as allowed by the state of Washington under Statute RCW 28B.15.012 and 28B.15.013, was made by Trustee Lachney, and seconded by Trustee Martinez. Motion was approved unanimously.

Approval of Resolution 19-06-98 (Tab 6)

MOTION:

Motion to approve Resolution 19-06-98, Extension of the 2018-19 Operating Budget, was made by Trustee Martinez, and seconded by Trustee Taylor. Motion was approved unanimously.

Election of Officers

MOTION:

Motion to elect Mark Martinez to the position of Chair of the Board of Trustees for the term July 1, 2019, to June 30, 2020, was made by Trustee Taylor, and seconded by Trustee Lachney. Motion was approved unanimously.

MOTION:

Motion to elect Eli Taylor to the position of Vice Chair of the Board of Trustees for the term July 1, 2019, to June 30, 2020, was made by Trustee Lachney, and seconded by Trustee Martinez. Motion was approved unanimously.

Executive Session

At 5:07 p.m., Chair Withrow stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 30 minutes for reviewing the performance of a public employee.

Chair Withrow reconvened the Regular Meeting at 5:23 p.m. and asked if there were any action items as a result of Executive Session. There was an action item.

MOTION

Motion to renew President Joyce Loveday's contract for the period of July 1, 2019 through June 30, 2021, with all other terms and conditions remaining the same, was made by Trustee Martinez, and seconded by Trustee Lachney. Motion was approved unanimously.

Next Meeting

July 10, 2019, at the Lakewood campus.

Adjournment

Chair Withrow adjourned the Regular Meeting at 5:24 p.m.



Dr. Joyce Loveday
President
College District Twenty-Nine



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