



CLOVER PARK TECHNICAL COLLEGE

District #29

Board of Trustees

Minutes of the Board Meeting

April 14, 2010

Study Session

Call to Order: Chair Weatherby called the Board of Trustees study session to order on April 14, 2010, at 3:16 p.m.

Chair Weatherby asked for introductions.

Board of Trustees and Cabinet:

Shauna Weatherby, Chair

Robert Lenigan

Mark Martinez

Mary Moss

John Walstrum, President

Cherie Steele, Executive Assistant

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Robert Erntson, Network Engineer

Jim Tuttle, Chief Human Resources and Legal Affairs Officer

TACTC Spring Meeting

The TACTC Spring meeting conflicts with the CPTC Foundation's Annual Scholarship Banquet; no trustees plan to attend the TACTC meeting.

CEO's Evaluation – Details and Schedule

All trustees returned their CEO evaluation forms and Board self-assessment to Justin Sanders at ACCT. Mr. Sanders should submit summary reports to the trustees by May 1. The Board will then conduct President Walstrum's evaluation at the May 12 meeting in executive session.

Follow-Up Discussion, re: Public Comments at March 10, 2010, Board Meeting

Vicky Buford, a classified staff member in Advising and Counseling, spoke under the public comments section of the March Board of Trustees meeting. She wanted to apply for an opening in Financial Aid; however, in order to take the position, her pay would drop. Ms. Buford stated it would be a promotion with a demotion in pay. In her opinion, the rule that a person cannot start higher than Step 3 is not fair. She also believes that hiring from within would benefit the College.

Jim Tuttle, Chief HR and Legal Affairs Officer, believes there were two issues raised: 1) whether there are merits to the issue she raised concerning an employee who applies for another position within the College, and 2) wanting to make sure there is a good understanding as to how the Board of Trustees would like President Walstrum to handle employee complaints. The College

does have a process through the labor unions, and Mr. Tuttle thinks this situation is a labor-management issue.

Mr. Tuttle said Ms. Buford was not selected for the open position and so the concern did not end up actually applying to her. The rule stating a new hire may not begin above Step 3 did affect another employee, who took a different position and her hourly wage was lowered. The Human Resources Department had already been reviewing this policy, and the union decided to change their bargaining agreement.

After discussion, the Board agreed that employee complaints should be filed as grievances through the bargaining units, as defined in each agreement.

Chair Weatherby adjourned the Study Session at 3:53 p.m.

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Regular Meeting Minutes

Call to Order: Chair Weatherby called the Board of Trustees Regular meeting to order on April 14, 2010, at 4:05 p.m.

Board of Trustees and Cabinet:

Shauna Weatherby, Chair
Robert Lenigan
Mark Martinez
Mary Moss

John Walstrum, President
Amy Goings, VP for Operations & College Relations
Cherie Steele, Executive Assistant

Assistant Attorney General: Terry Ryan

Excused Absences: Bruce Lachney, Trustee

Other Attendees:

Andy Bird, Dean for Technology, Engineering, Transportation, and Trades Division
Greg Doyon, Aviation Maintenance Technician Instructor
Steven Ellis, Dean for Business, Hospitality, Design, and Personal Services
Josh Erickson, ASG Senator
Robert Erntson, Network Engineer
Shawn Jennison, Producer/Writer College Vision Channel
Joyce Loveday, Assistant Vice President for Instruction
Mike Potter, Adjunct Aviation Instructor
Brandon Rogers, Grant Development Coordinator
Michael Taylor, Director of Information Technology
Robert Thayer, ASG President
Jim Tuttle, Chief Human Resources and Legal Affairs Officer
Phil Vick, Aviation Instructor
Kathy Yost, Interim Vice President for Finance and Budget

Adoption of the Agenda (Tab 1) (Attachment #1)

MOTION:

Motion to adopt the Agenda as presented made by Mary Moss, seconded by Robert Lenigan. **Approved** unanimously.

Approval of Minutes (Tab 2) (Attachment #2)

MOTION:

Motion to approve the Minutes of the Regular Meeting of March 10, 2010, made by Mark Martinez, seconded by Robert Lenigan. **Approved** unanimously.

Executive Session

Chair Weatherby stated there was no need for an executive session at this time.

President's Report

Radio Station/Washington State University (WSU) Update

The closure of the radio station allowed WSU and CPTC to pursue a partnership. WSU will assume management of the station in June; CPTC will remain the owner of the station. It is hoped that this partnership will lead to more WSU related opportunities for our students.

Instructors Michael Bowman and Sunny Houser and their students held a successful Interior Design Portfolio Show where the students were able to showcase their work.

Boeing Executives Meeting

Boeing executives visited the College and discussed the Composites Program at the South Hill campus and to explore other partnership opportunities.

LPN Graduation

The LPN program held a graduation ceremony for 40 students. This program is a prerequisite of the Registered Nurse Program.

All Washington Academic Team Awardees

Two students, Martina O'Neil and Jennifer Vasquez, from the Environmental Sciences and Technology Program were selected as members of the All Washington Academic Team and received scholarships for their scholastic achievements and service to the College and community.

President's Special Report

2010-11 Budget Update

President Walstrum stated that the legislature has passed a budget; however, the State Board for Community and Technical Colleges (SBCTC) has not completed their draft budget and the amount of the budget cut that CPTC will have to take. It is believe CPTC's cut will be approximately \$1.3 million. Last year the College took a \$1.4 million cut, and an \$800,000 cut the year before. Cabinet is working to determine where more cuts can be taken.

Interim Vice President for Finance and Budget Kathy Yost has identified \$700,000 of CPTC's \$1.3 million cut, which are mostly vacant positions. There is a also the possibility of a state-mandated furlough for College employees.

CPTC did receive \$1.5 million in Capital Budget Minor Repair funds to repair Building 14.

Vice Presidents' Reports

Associated Student Government (ASG) Report (Attachment #3)

ASG President Robert Thayer reported:

- Mr. Thayer attended the AIPAC Policy Conference in Washington, D.C.
- ASG sanctioned a new club – the Multicultural Club.
- There are some student representatives on the Shared Governance Committee.
- ASG will have a takeover of McDonald's on April 21, and 20 percent of all purchases will be donated for CPTC student scholarships.
- ASG Vice President Jennifer Justice has worked hard on the Policies and Procedures Committee. As a result, there are two new student voting seats on that committee.
- ASG will take an official vote on the increase of student activity fees, from \$16.69 to \$45.00 per quarter.

Trustee Lenigan read that the most recent federal budget increased the limit for PELL Grants and asked if that information had been widely shared with the student body. Mr. Thayer will research this and report back at the May 2010 Board of Trustees meeting.

Instruction Report

Dean Andy Bird was pleased to have faculty report on the aviation programs. CPTC's aviation programs are well known in and out of the state for producing quality graduates. Faculty members maintain partnerships and relationships with others in the industry.

Instructor Phil Vick presented the history of aviation at CPTC, which began on main campus in 1942. The programs were moved to Thun Field and the South Hill Campus in 2001. The professional pilot programs teach private to commercial students, are nationally accredited, and are ranked high among schools across the country.

Instructor Greg Doyon reported on the Aviation Maintenance Technician programs. CPTC's maintenance programs are sought by students nationally and internationally. Students can obtain an AAS-T degree at CPTC, then transfer through an articulation agreement, and receive a BA degree, primarily through Embry-Riddle University. Graduates have also been hired for elevator and medical technician repairmen.

Chair's Report

Chair Weatherby thanked everyone for working hard and accomplishing incredible things in the midst of the budget crunch.

Board Reports and/or Remarks

No Board reports.

Public Comments:

No public comments.

New Business:

No new business.

Next Meeting:

May 12, 2010.

Adjournment:

Chair Weatherby adjourned the Regular meeting at 5:05 p.m.

John W. Walstrum, Ph.D.
President
College District Twenty-Nine

Shauna Weatherby
Chair, Board of Trustees
College District Twenty-Nine