



4500 Steilacoom Blvd SW, Lakewood, WA 98499-4004

**Board of Trustees Regular Meeting
Rotunda, Building 3
Wednesday, July 12, 2017
Study Session CANCELLED
Regular Meeting: 4:00-5:20 p.m.**

Agenda

- 4:00 Call to Order, Flag Salute, Introductions** Lua Pritchard
- Adoption of Agenda** Lua Pritchard
Action
- Approval of the Regular Meeting Minutes of**..... Lua Pritchard **Tab 1**
June 20, 2017
Action
- 4:05 President’s Report** Joyce Loveday
- Student Success Story
 - Enrollment Update
 - Miscellaneous
- 4:20 College Reports or Highlights**
- Budget Update Larry Clark
- 4:25 Chair’s Report**..... Lua Pritchard
- 2017-18 Trustee Committee Assignments **Tab 2**
- 4:30 Board Reports and/or Remarks**
- 4:35 Public Comments** Lua Pritchard
- 4:40 New Business** Lua Pritchard
- New Tenure Track Faculty Introductions**..... Claire Korschinowski **Tab 3**
Diane Mendez English as a Second Language (ESL) Instructor 2nd Quarter

Convene Executive Session for approximately 30 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

4:45 Executive SessionLua Pritchard

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.

5:15 Action Items as a Result of Executive SessionLua Pritchard

- Charles Musson, Non-Destructive Testing

5:20 AdjournmentLua Pritchard

All Board meetings will be recorded.



4500 Steilacoom Blvd SW, Lakewood, WA 98499-4004

Board of Trustees Meeting
Tacoma Dome
Tuesday, June 20, 2017
Study Session Cancelled

Minutes

Call to Order: Chair Lachney called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on June 20, 2017, at 3:59 p.m.

Board of Trustees Present:

Bruce Lachney, Chair
Lua Pritchard

Mary Moss
Wayne Withrow

College President: Dr. Joyce Loveday

Excused Absences: Mark Martinez, Trustee; Justin Kjolseth, Assistant Attorney General

Other Attendees:

Larry Clark, VP, Finance & Admin.
Tawny Dotson, VP, Strategic Development
Mabel Edmonds, Int. VP, Instruction
Juanita Ricks, Int. VP, Student Success
Cal Erwin-Svoboda, Dir., Stud. Involvement/
Conf. Center Svcs.
Neal Grothe, Community Member
Ray Grothe, Community Member

Michelle Hillesland, Dean
Tyler Scott, Sr. Creative Comm. Mgr.
Tanya Sorenson, Dean
Cherie Steele, Exec. Asst. to the President
Sari Thach, Student, Human Services Program
Dr. Margie Tomsic, Exec. Dir., IR & Accred.
Dr. Paula Van Pul, Community Member

Adoption of the Agenda

MOTION:

Motion to adopt the agenda as presented was made by Trustee Withrow, seconded by Trustee Pritchard. Approved unanimously.

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting of May 10, 2017, made by Trustee Pritchard, seconded by Trustee Withrow. Approved unanimously.

President's Report

Student Success Story

Sari Thach was born in a refugee camp in Thailand and came to America with her family at 2 years old. Ms. Thach was the first to graduate high school in her family, and she started college that year. Due to unforeseen circumstances, she dropped out and began working at a mental health clinic.

In 2008, Ms. Thach enrolled in CPTC's Chemical Dependency Program. Through many difficulties, including a nearly fatal automobile accident, she had to withdraw. She later re-entered the program, continued to work at least one job, and will walk at graduation tonight. Ms. Thach's goal is to pursue both a bachelor's and master's degree as she progresses in her career.

Student Awards Ceremony

President Loveday commended Mr. Erwin-Svoboda and his team on a successful 5th Annual Student Awards Ceremony.

CPTC Evening Open House

Students, faculty, and staff were asked to invite friends and family to come and see what CPTC is all about. The number of attendees after 5 p.m. remains low. Of those who did attend, some registered and others gained information about financial aid.

2017 Graduation Update

Last-minute graduation details were discussed. This year, 1,010 students graduated, and 355 will walk during tonight's ceremony.

College Reduction in Force

Because state funding is limited, enrollments have been declining, a lower than expected collection of tuition revenue, an increase in the cost of health care, and other factors, it became clear that a reduction in force (RIF) was necessary due to a projected \$2.2 M operating budget shortfall for 2017-18. Ten individuals were directly impacted by the RIF, and three of those people were able to be moved into a vacant position deemed as essential.

Some of the other cost-saving measures being implemented:

- Administration will work with unions to pursue furlough days and COLA funding challenges.
- Limits will be placed on large mailings.
- The College's Pearson Vue Testing Center will be closed.
- Watering of lawns on campus will be limited/eliminated during the summer.

Miscellaneous:

- The Hayes Child Development Center held its annual end-of-the-year celebration which featured a silent auction that raised just over \$5,000.
- The Veteran Honor Cord Ceremony recognized the contributions of our veterans, giving them red, white, and blue honor cords to wear at tonight's graduation.
- A Phi Theta Kappa induction ceremony was held. Cal Erwin-Svoboda and Dominic Viola took over advising for CPTC's chapter of PTK to ensure this honor society continues at the College. PTK recognizes academic scholarship and provides opportunity for leadership, service, and fellowship, and 55 graduates this evening will be wearing the gold stole and cord.

Other College Reports or Highlights:

ASG Report (Tab 2)

Mr. Erwin-Svoboda presented the attached ASG report.

ASG S&A Budget (Tab 3)

Mr. Erwin-Svoboda presented the attached, proposed ASG S&A Budget. Questions followed.

Budget Update (Tab 4)

Vice President Clark discussed differences between the House and Senate proposed budgets, how the College addressed shortfalls in the 2016-17 budget, and the proposed Resolution that will allow CPTC to continue operating for one month if the state legislature does not finalize a budget by June 30, 2017.

Chair's Report

No Chair's report.

Board Reports and/or RemarksACT 2017 Spring Convention

Trustee Withrow and President Loveday attended the ACT 2017 Spring Convention. It was a good meeting that included Board Chair and Legislative Action Committee training, presentations and speed sessions centered on equity and diversity, drone demonstrations, and the annual ACT awards dinner.

Public Comments (Attachment 1)

Dr. Paula Van Pul, Mr. Neal Grothe, and Mr. Ray Grothe spoke about CPTC's Admission Policy. Dr. Van Pul is a psychologist who works with people who have a criminal history, many of whom were incarcerated as juveniles, and have no skills to find gainful employment when they are released. Her understanding of CPTC is that it gives one the possibility of a future. Mr. Neal Grothe was a student doing quite well when he made an error and was incarcerated again. He hopes to be allowed back into school to complete his degree. Presently, the Vice President for Student Success has the final say in these matters, Mr. Groethe has been denied re-admittance, and all three asked that the Board consider adding an appeal process for re-admittance.

ASG Services and Activities Budget for 2017-18 (Tab 3)**MOTION:**

Motion to approve the ASG Services and Activities Budget for 2017-18 was made by Trustee Withrow, and seconded by Trustee Moss. Motion was approved unanimously.

Resolution 17-06-93, Extension of 2016-17 Operating Budget (Tab 5)**MOTION:**

Motion to approve Resolution 17-06-93, Extension of 2016-17 Operating Budget, was made by Trustee Pritchard, and seconded by Trustee Withrow. Motion was approved unanimously.

Election of Officers**MOTION:**

Motion to elect Lua Pritchard to the position of Chair of the Board of Trustees for the term July 1, 2017, to June 30, 2018, was made by Trustee Withrow, and seconded by Trustee Moss. Motion was approved unanimously.

MOTION:

Motion to elect Wayne Withrow to the position of Vice Chair of the Board of Trustees for the term July 1, 2017, to June 30, 2018, was made by Trustee Withrow, and seconded by Trustee Moss. Motion was approved unanimously.

Next Meeting

July 12, 2017, at the Lakewood Campus.

Adjournment

Chair Lachney adjourned the Regular Meeting at 5:01 p.m.

Dr. Joyce Loveday**President****College District Twenty-Nine**

Bruce Lachney**Chair, Board of Trustees****College District Twenty-Nine**



**Board of Trustees Committee Assignments
2017-18**

ACT Board of Directors

Lua Pritchard, Chair

ACT Legislative Steering Committee

Wayne Withrow, Vice Chair

_____, Alternate

Pierce County Coordinating Council (PCCC)

Bruce Lachney, Chair of PCCC for 2017

Lua Pritchard, Board Chair

All members are welcome (non-voting)

Foundation Board Liaison

CEO Evaluation Committee

Board Self-Assessment Committee

International Programs Liaison



**Board of Trustees Committee Assignments
2016-17**

ACT Board of Directors

Bruce Lachney, Chair

ACT Legislative Steering Committee

Lua Pritchard, Vice Chair

Mary Moss, Alternate

Pierce County Coordinating Council (PCCC)

Bruce Lachney, Chair

Lua Pritchard, Vice Chair

All members are welcome (non-voting)

Foundation Board Liaison

Mary Moss

CEO Evaluation Committee

Bruce Lachney, Chair

Mark Martinez, Member

Board Self-Assessment Committee

Mark Martinez

Wayne Withrow

International Programs Liaison

Lua Pritchard

Bruce Lachney



DIANE MENDEZ BIOGRAPHY

Adult Basic Education/English Language Acquisition Instructor

I was born in Wisconsin, but I moved around as a child. We lived in Nevada for 9 years, Wisconsin again for 3 years, and finally in Ridgefield, Washington, where I went to middle and high school. In high school I studied the Russian language through Running Start. I was enamored with the language and culture and wanted to continue studying Russian and learn more about Eastern Europe. So after high school, I went to the University of Oregon, majoring in Russian and Eastern European studies. I transferred to The Evergreen State College my junior year, studied abroad in Russia for two months, and finished my undergraduate degree in Russian and Eastern European Studies.

During my senior year of college I began to think about my career path. I considered going back to the University of Oregon to get my masters in Russian and Eastern European Studies and perhaps seek a position as a researcher or professor. Although I was interested in teaching, I was not sure about the availability of jobs in those areas or whether I would enjoy that work. A roommate suggested that I begin volunteering to discover what kind of work I would like. Consequently, I volunteered with Tacoma Community House (TCH) as an ESL¹ classroom assistant. I got to use my Russian language to help newly-arrived immigrants, was exposed to a plethora of other languages and cultures, and got to see an experienced instructor in action. I fell in love with the dynamic nature of the learning environment and how appreciative the people were to learn and get acclimated to their new surroundings and culture.

After talking extensively with the TCH instructors, I realized that, in order to become an ESL instructor, I would need to continue on to obtain my master's degree. I applied to Seattle University's TESOL program, moved to Seattle, and began my masters. During summers I taught abroad at a forestry center in Spain. I had classes teaching Business English to professionals and conversational English to kids and families. After I finished my coursework, I moved to Spain and taught English in a middle school, tutored private students, and worked on my thesis. I finished my thesis, taught at a summer camp, and moved to Germany. I spent about six months traveling around Europe. I was expecting a child and decided to move back to the States. I applied for a job at Tacoma Community House and started teaching ESL for immigrants and refugees and Adult Basic Education for adults pursuing their high school completion.

I spent a year teaching at TCH and about three months teaching at Clover Park in the evenings. Eventually, I had enough classes at CPTC to move over and teach only in one place. I have been teaching at CPTC for the last 6 years. I have taught mainly the lowest level ESL classes, but have also taught the higher levels, international students, and math. Our department pioneered an "On-Ramp" program modeled after I-BEST (Integrated Basic Education and Skills Training) that has state-recognized gains in Student Achievement Points and Level Gains. As part of that team, I was able to develop and implement the curriculum. In 2015, we were awarded the I-DEA (Integrated Digital English Acceleration) grant which allowed the college to purchase laptops and wireless internet for a class of ESL students for a year. Since the time the funding ended for that program, we have been working to integrate the I-DEA curriculum into the On-Ramp curriculum. I have also become a CASAS Cadre member and Transitional Studies Advisory Team member.

In addition to my work inside the Transitional Studies department, I have become more involved with the college from year to year. I have served on the Diversity Sub-Committee that organizes the yearly Diversity Fair for two years. I also serve on the Faculty Handbook Revision Committee and was lucky enough to serve on the Hiring Committee for the Vice President of Student Success (VPSS).

¹ English as a Second Language