



College Assembly Meeting Minutes

Bldg. 21, Rm. 107

Tuesday, January 27, 2015

PRESENT

Kezia Clark, Matthew Dahl, Tawny Dotson, Elaine Holster, Dr. Lonnie Howard, Denise Klug, Jason Kruse, Cris-Jon Lindsay, Kristin Martindale, John Moyer (Communications), Roger Nix, Trent Reid, Loreta Sandoval, Kathryn Smith (Chair), Tanya Sorenson, Katie Stock, Kate Wendland, Kelson Williams, and Mary McCune (note taker)

ABSENT

Kandi Bauman, Li Li Cutler, Debra Ewald, Lisa Fortson, Patricia Lange, Josie Meyer, Linda Rick, Charles Sawyer, and Maureen Sparks

CALL TO ORDER

Chair Kathryn Smith called the meeting to order at 3:05 p.m.

PREVIOUS MEETING NOTES

Chair Smith asked for questions or comments on minutes from the November 25, 2014, meeting. None were noted. A motion to approve the minutes of the College Assembly's November 25, 2014, meeting was made by Denise Klug, seconded by Elaine Holster, and approved unanimously.

BUSINESS

Communication Improvement

Tawny Dotson shared a list of ideas and suggestions (see handout) to improve communication at CPTC, which was obtained from attendees at the January 20, 2015, Keeping Connected meeting. She said the list was submitted to the President's Cabinet at its last meeting. The Cabinet suggested a smaller group be formed to review the raw data and break it down into themes. She asked for volunteers from the College Assembly, and Cris-Jon Lindsay volunteered.

College Assembly's Role in Mission Fulfillment

Chair Smith acknowledged the College Assembly has had difficulty defining its role and purpose at CPTC. She expressed frustration because, although the College Assembly has met frequently over the past several months, nothing has been accomplished. She explained the College Assembly is supposed to develop a process of assessment with a timeline to determine if CPTC has or has not achieved its Mission Fulfillment involving the three Core Themes, which are Workforce Preparation, Student Success, and Institutional Excellence. She asked for Administration's advice and guidance to help the College Assembly successfully complete this task.

Dr. Lonnie Howard expressed his feelings that the College Assembly should not be an administration-lead entity, although he is more than willing to provide it with guidance. He wants the College Assembly to have responsibilities that will enhance CPTC's shared governance improvements. He discussed CPTC's organizational model. Dr. Howard offered to provide the College Assembly with a framework and other suggestions that it may find helpful and agreed to report back to the College Assembly at its next meeting.

Jason Kruse shared that, per the College Assembly Bylaws, one of the main roles of the College Assembly is to advise the College President. Dr. Howard listed a handful of current topics on which he would like the College Assembly's input and recommendations:

- Commencement Speaker Selection
- Common Hour Concept
- Smoke Free Campus

Bylaws Update

Mr. Kruse said the College Assembly Bylaws have not been approved by the President's Cabinet. Ms. Dotson reported the President's Cabinet had questions on the document and is waiting for a representative from the College Assembly to attend a Cabinet meeting. Discussion followed. Mr. Kruse suggested the College Assembly resubmit the current version of the College Assembly Bylaws to the President's Cabinet and start the approval process over again. Mr. Kruse agreed to email Dr. Howard and Ms. Dotson the latest version of the College Assembly's Bylaws. Ms. Dotson said the College Assembly's Bylaws will be reviewed by the President's Cabinet at their February 23, 2015, meeting.

GOOD OF THE ORDER

College Assembly Member Roster

Chair Smith discussed the College Assembly roster. She compared the roster to meeting attendance records. She announced Lisa Beach and Ellessea Shelby resigned from the College Assembly. New members include Kezia Clark, Debra Ewald, Josie Meyer, and Tanya Sorenson.

President's Cabinet Meeting Report

Chair Smith said although Lisa Beach has resigned from the College Assembly, she will provide a written report. Chair Smith asked for a volunteer to attend future President's Cabinet meetings on a regular basis and report back to the College Assembly. Mr. Kruse volunteered to represent the College Assembly at the President's Cabinet meetings. Chair Smith will join Mr. Kruse at the February 23, 2015, Cabinet meeting at which the latest version of the College Assembly Bylaws will be reviewed.

Vice Chair Position Election

Chair Smith explained the election for the vacant Vice Chair position will take place at the next College Assembly meeting on February 24, 2015.

Miscellaneous

Dr. Howard gave an overview of the improvements CPTC is making and said the College should be very proud of these accomplishments. He cited CPTC's new Bachelor of Applied Science in Manufacturing Operations (BASMO) degree, which is not only CPTC's first bachelor's degree but is also the first bachelor's degree offered by a two-year college in Pierce County. In addition, he cited the Department Chair pilot program which is currently underway.

Dr. Howard asked if he can attend the College Assembly meetings and the consensus from the College Assembly members was yes.

The College Assembly's online page on CPTC's website needs to be updated to accurately reflect the current membership roster and the correct meeting location.

The next College Assembly meeting will take place on Tuesday, February 24, 2015, at 3:00 p.m., in Building 21, Room 107.

Meeting was adjourned at 4:20 p.m.