



College Assembly Meeting Minutes

Bldg. 21, Rm. 214

Tuesday, September 30, 2014

PRESENT

Dr. Joyce Loveday, Roger Nix (Chair), Lisa Beach (Vice Chair), Maureen Sparks (Communications), Courtney Akinniyi, Kandi Bauman, Li Li Cutler, Matthew Dahl (ASG Vice President), Rory Douglas, Lisa Fortson, Janet Holm, Elaine Holster, Denise Klug, Jason Kruse, Cris-Jon Lindsay, Kristin Martindale, John Moyer, Tanya Sorenson, Katie Stock (ASG President), and Mary McCune (note taker)

ABSENT

Patricia Lange, Loreta Sandoval, Ellessea Shelby, Kathryn Smith, and Kate Wendland

CALL TO ORDER

Chair Nix called the meeting to order at 3:07 p.m.

PREVIOUS MEETING NOTES

Chair Nix asked for questions or comments on minutes from the August 26, 2014, meeting. None were noted. A motion to approve the minutes of the College Assembly's August 26, 2014 meeting was made by Jason Kruse, seconded by John Moyer, and approved unanimously.

OLD BUSINESS

Chair Nix opened discussion on the College Assembly Bylaws. Jason Kruse reported the Bylaws Subcommittee will meet as soon as possible. Members of the Bylaws Subcommittee include Jason Kruse, Kathryn Smith, and John Moyer. Jason will send Dr. Loveday a copy of the most up-to-date version of the College Assembly Bylaws.

Chair Nix introduced guest speaker Dr. Joyce Loveday. Dr. Loveday provided an update on the Northwest Commission on Colleges and Universities (NWCCU) Year Seven Accreditation evaluation, scheduled to take place at CPTC October 13-15, 2014. The NWCCU accreditation team will meet separately with students, faculty, general staff, and administrators to allow an opportunity for members of the groups to speak without their respective supervisors' presence at the meeting. On the last day of their visit, the NWCCU team will present their initial findings. Dr. Loveday said the findings will identify areas to be improved upon by the College, hence strengthening the College. Dr. Loveday will share the meeting schedule once it is finalized.

Dr. Loveday noted the three Core Theme Teams need representation from the College Assembly. Chair Nix asked for volunteers. Kristin Martindale volunteered to join the Workforce Preparation

Team. Elaine Holster and Roger Nix volunteered to join the Student Success Team, and Cris-Jon Lindsay volunteered to join the Institutional Excellence Team.

Dr. Loveday inquired if the College Assembly's meeting minutes have been submitted to the Webmaster to be published on the College's website. Maureen Sparks will submit them as soon as possible.

NEW BUSINESS

Chair Nix introduced guest speakers Janet Holm and Courtney Akinniyi, representing the College Relations Department, who discussed CPTC's 2014-2015 Recruiting Plan. They stated the Recruiting Plan was built using data and opportunities identified in CPTC's 2013-2018 Strategic Plan and those found in national trends. Ms. Holm noted this is the first time CPTC has implemented an official Recruitment Plan. Ongoing improvements to CPTC's data collection efforts will result in more meaningful and targeted recruiting by implementing a prioritized data-driven Recruitment Plan that's adjustable based on how well the College meets its Strategic Plan initiatives. A recent addition to their staff will allow for proactive recruiting efforts and consistent follow-up with potential recruits, rather than just responding to inquiries or invitations.

Chair Nix introduced guest speaker Rory Douglas, CPTC's Webmaster. Mr. Douglas presented and discussed several design changes that are forthcoming to the College's website.

Vice Chair Beach gave a brief overview of the biweekly President's Cabinet meetings, at which she represents the College Assembly. She will forward copies of meeting recaps to College Assembly members.

Dr. Loveday confirmed the next Faculty In-Service Day is scheduled for October 24, 2014.

Dr. Loveday shared the news that the U.S. Department of Labor announced Clover Park Technical College will receive nearly \$2.5 million in funds which will go toward CPTC's Mechatronics Technician Program. The purpose of the grant is to create specialized certificates to fill projected employment gaps in high-demand careers. Targeted recipients will include long-term unemployed, incumbent workers, and military veterans.

ACTION

The following items were identified as tasks to be completed:

- Jason Kruse will coordinate a meeting of the Bylaws Subcommittee, and he will provide Dr. Loveday with a copy of the most current College Assembly Bylaws.
- College Assembly members who volunteered to serve on the Core Theme Teams will inquire as to the dates and times of the next Core Theme Teams' meetings.
- Maureen Sparks will submit records of the College Assembly's meeting minutes to CPTC's Webmaster for publishing on the College website.
- Dr. Loveday will share the NWCCU meeting schedule once it is finalized

The next College Assembly meeting will take place on Tuesday, October 28, 2014 at 3:00 p.m. in Building 21, Room 107.

The meeting was adjourned at 4:27 p.m.