



**District #29  
Board of Trustees  
Rotunda, Building 3  
September 14, 2011**

**Minutes**

**Study Session**

**Call to Order: Chair Lenigan called the Board of Trustees study session to order on September 14, 2011, at 3:00 p.m.**

**Board of Trustees and Cabinet:**

Robert Lenigan, Chair  
Bruce Lachney  
Mark Martinez  
Mary Moss

John Walstrum, President  
Amy Goings, VP for Operations & College Relations  
Kathy Yost, VP for Finance

**Excused Absences:** Shauna Weatherby, Trustee

**Other Attendees:**

Gina Hughes, Technology Technician  
Joyce Loveday, Assistant Vice President for Instruction  
Cynthia Requa, Coordinator of Institutional Research & Planning  
Cherie Steele, Executive Assistant to the President

**Discuss 2012 Board of Trustees Meeting Calendar (Tab 1)**

Board members discussed the proposed Board of Trustees meeting calendar for 2012 and will adopt the schedule at the October Board meeting.

**Discuss Date, Time, and Agenda Items for Board of Trustees Retreat**

There was discussion on when and where to hold a Board of Trustees retreat. No decisions were made.

**FY 2011-12 Budget Update**

The September Revenue Forecast was significantly less than anticipated, and revenue in the state could be down as much as 30 percent, or \$2 billion. The K-12 system budget is protected to 82 percent; however, higher education is not protected at all.

If the State Board for Community and Technical Colleges (SBCTC) budget is cut by 30 percent, it would be \$200 million, which would translate to approximately \$5 million for each two-year college. The Board thanked President Walstrum for keeping them informed.

**Accreditation Update (Tabs 2 & 3)**

Dr. Loveday explained that the accreditation process was changed in 2010 and has a renewed emphasis on assessment, planning, and continuous improvement. The College was asked to identify three core themes tied to the mission statement. During the 2010-15 accreditation cycle, the College will identify objectives and indicators of achievement and then determine if the institution is meeting the mission.

An inclusive team from the College identified three core themes:

- Workforce Preparation
- Student Success
- Community Engagement

Discussion on the process, concerns, and possible outcomes followed.

Chair Lenigan adjourned the study session at 3:50 p.m.

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**Regular Meeting**

**Call to Order: Chair Lenigan called the Board of Trustees regular meeting to order on September 14, 2011, at 4:02 p.m.**

**Board of Trustees and Cabinet:**

Robert Lenigan, Chair  
Bruce Lachney  
Mark Martinez  
Mary Moss

John Walstrum, President  
Lori Banaszak, VP for Instruction  
Amy Goings, VP for Operations & College Relations  
Kathy Yost, VP for Finance

**Assistant Attorney General:** Terry Ryan

**Excused Absences:** Shauna Weatherby, Trustee; June Stacey-Clemons, VP for Student Services

**Other Attendees:**

Andrew Bird, Dean of Technology, Engineering, Transportation, and Trades Division  
Mabel Edmonds, Dean of Workforce Development  
Steven Ellis, Dean for Business, Hospitality, Design, and Personal Services  
Gina Hughes, Technology Technician  
Shawn Jennison, Director of Marketing and Communications  
Joyce Loveday, Associate Vice President for Instruction  
LaRita Mandley, Dean for Health and Human Services  
Deborah Ranniger, Executive Director, Resource Development  
Cynthia Requa, Coordinator of Institutional Research & Planning  
Cherie Steele, Executive Assistant to the President  
Jim Tuttle, Chief Human Resources and Legal Affairs Officer  
Ron Wright, Coordinator of Services for New Students

**Adoption of the Agenda** (Tab 4)

**MOTION:**

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

**Approval of Minutes** (Tab 5)

**MOTION:**

**Motion to approve the Minutes of the Regular Board Meeting of July 13, 2011**, made by Mark Martinez, seconded by Mary Moss. **Approved** unanimously.

**President's Report**

**EPA Press Conference re: Environmental Training Grant Award**

A press conference was held in the McGavick Conference Center to announce that the city of Tacoma received a \$500,000 grant from the Environmental Protection Agency (EPA), which included Clover Park Technical College, to train 200 students for environmental jobs.

The program will consist of eight training cycles focusing on four tracks, which include training in remediation, green-collar work, and weatherization. The Metropolitan Development Council will manage recruitment, focusing on disadvantaged residents. CPTC and the City of Tacoma have previously partnered on the EPA-funded Brownfields Grants.

**CPTC Head Start & the Hayes Child Development End-of-the-Year Celebration**

The Hayes Child Development Center held their annual end-of-the-year celebration. The theme was "Under the Sea," and the staff and children did a great job of decorating and showcasing their classrooms and program.

**International Education Opportunities (China)**

The College continues to explore possibilities with international education. Recently, President Walstrum and Vice President Banaszak met with two representatives of the People's Republic of China (PRC), who would like to partner with CPTC to train more pilots from China through the College's Professional Pilot degree program. Vice President Banaszak prepared a concept paper for Elobal.

Additionally, five new students arrived last week from the PRC to study in the College's Aviation Maintenance Technician Program.

**Smoke-Free Webinar/Tour of Smoking Shelter Sites on Lakewood Campus**

Over the past few years, the Wellness Committee and Associated Student Government (ASG) have discussed having designated smoking areas on campus. To that end, President Walstrum, Vice President Goings, and ASG students toured the Lakewood campus to determine where the six smoking shelters, purchased by ASG, should be placed.

On a related matter, Cabinet members viewed a webinar on becoming a smoke-free campus. At this point, the College does not intend to go smoke-free but is expected to have designated smoking areas.

### Special Program Graduations: Cosmetology Graduation at Purdy, RN Pinning Ceremony, and LPN Pinning Ceremony

President Walstrum, Vice President Banaszak, and Dean Ellis attended an inspirational graduation ceremony of Cosmetology students residing at the Purdy Women's Correctional Facility. The President publicly thanked the vice president, dean, and faculty member for their efforts in making this program so successful.

The Registered Nurse and Licensed Practical Nurse Programs held their Pinning Ceremonies, the culmination of the graduates' hard work, and they are excited about their career choices.

### Story Corps Event (with NW Public Radio)

National Public Radio (NPR) launched a StoryCorps event in downtown Tacoma that was attended by community members and stakeholders, WSU's Edward R. Murrow College of Communication, Dean Lawrence Pintak, and Station Manager, Kerry Swanson; President Walstrum, Vice President Goings, Dr. Ranniger, and other representatives from Clover Park Technical College. StoryCorps is a national nonprofit that records the stories of everyday people and preserves them at the Library of Congress. StoryCorps staff will be traveling in Tacoma during the month of September to record stories of local residents.

### New Faculty Institute in McGavick Conference Center

The New Faculty Institute was once again held in the McGavick Conference Center, attended by approximately 70 new faculty members from around the state.

### Lakewood Career Academy Grand Opening

The Lakewood Career Academy (LCA) was formerly known as the Alternatives for Individuals (AI) High School in the Clover Park School District (CPSD). Through an agreement with CPSD, the Lakewood Career Academy is now located on CPTC's Lakewood campus, with the Northwest Career and Technical High School (NWCTHS). In a successful collaboration between the two high schools, the LCA serves 9<sup>th</sup> and 10<sup>th</sup> grade students and the NWCTHS serves 11<sup>th</sup> and 12<sup>th</sup> graders. Trustee Moss, Vice President Banaszak, and several others from CPTC attended the grand opening.

A year ago, the AI High School had a dropout rate of 47-52 percent. This past year, 30 students from the AI High School matriculated into the NWCTHS, and the dropout at the AI High School rate dropped to 16 percent.

### State Board Annual Retreat

As Chair of the WACTC Educational Services Committee, President Walstrum was one of four presidents invited to attend the State Board for Community and Technical Colleges Annual Retreat. The main topic was the supplemental budget and its impact on the state's 34 community and technical colleges.

### College Reports

#### **Resource Development Report (Tabs 6 & 7)**

Dr. Ranniger reported on the schedule for the Achieving the Dream (ATD) Rollout on September 22-23, the Foundation's golf tournament, and the Health Sciences Building capital

campaign (Tabs 6 & 7). Since the report was prepared, the final golf tally has come in: the tournament raised a net total of \$26,245, which is only \$200 less than the peak year in 2008, with 48 fewer golfers.

Chair Lenigan attended the informative Foundation Board of Directors Retreat and thanked Dr. Ranniger and the directors for all they do.

**2010-11 Fourth Quarter Budget Report (Tabs 8 & 9)**

Vice President Yost presented the 2010-11 Fourth Quarter Budget Report (Tabs 8 & 9). Questions and discussion followed.

**Additional Budget Reductions for 2011-12**

Vice President Yost reported that as a result of state revenue reductions, Governor Gregoire has asked state agencies to submit plans for mid-year reductions of five and ten percent. The College took a \$2 million cut in the FY 2011-13 biennial budget at the beginning of July, which resulted in closing six programs and four sections of programs. Those savings will cover an additional five percent reduction. If the reduction is ten percent or higher, more drastic measures will need to be taken. The revenue forecast comes out tomorrow.

The State Board for Community and Technical Colleges (SBCTC) did approve a resolution to allow local colleges to declare a financial emergency, if necessary.

**Instruction Report (Tab 10)**

Vice President Banaszak related that Dean Bird currently serves as chief administrator for science/ engineering, technology, and transportation programs. He has been involved in helping develop a relationship with the Boeing Fredrickson Plant and starting the successful Materials Science: Composites Program. The College has become so involved in the aerospace industry that Dean Bird will take a one-year, half-time assignment as the College's Aerospace Liaison. A one-year Assistant Dean position will be advertised to help Dean Bird with his regular division duties.

Dean Bird shared the highlights of the College's aerospace involvement (Tab 10). He also played a video that aired on KPCQ-13 about the Composites Program that highlighted students from Clover Park Technical College. Discussion followed.

**Chair's Report**

Chair Lenigan presented a gavel to past Chair Martinez in recognition of his service as Board Chair for the 2010-11 fiscal year.

**Board Reports and/or Remarks**

No report.

**Public Comments**

No public comments.

**New Business** (Tab 3)

**Motion to adopt the College's Core Themes for the Accreditation 2011-14 Cycle as presented** made by Bruce Lachney, seconded by Mark Martinez. **Approved** unanimously.

**Executive Session**


No Executive Session.

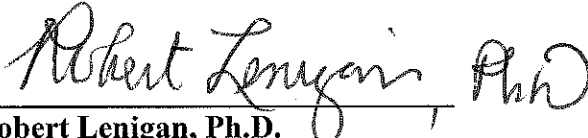
**Next Meeting:**

October 12, 2011.

**Adjournment:**

Chair Lenigan adjourned the Regular Meeting at 5:30 p.m.

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

  
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**Robert Lenigan, Ph.D.**  
**Chair, Board of Trustees**  
**College District Twenty-Nine**