



Board of Trustees Regular Meeting

Rotunda, Building 3

Wednesday, March 11, 2020

Study Session: CANCELED

Regular Meeting: 4:00-6:25 p.m.

Agenda

4:00	Call to Order, Flag Salute, Introductions	Mark Martinez	
	Adoption of Agenda	Mark Martinez	
	<i>Action</i>		
	Approval of the Regular Meeting Minutes of	Mark Martinez	Tab 1
	February 19, 2020		
	<i>Action</i>		
4:05	President’s Report	Joyce Loveday	
	• Student Success Speaker		
	• Coronavirus Impact and Response		
	• Latinx College Exploration Day		
	• Conference Presentations		
	• Miscellaneous		
4:20	Other College Reports or Highlights:		
	<u>ASG Report</u>	Brendan Simons	Tab 2
4:25	Chair’s Report	Mark Martinez	
4:30	Board Reports and/or Remarks	All	
4:35	Public Comments	Mark Martinez	
4:40	New Business	Mark Martinez	
	New Tenure Track Faculty Introductions	Mabel Edmonds	Tab 3
	Irada Dadashova Nursing LPN	2 nd Quarter	
	Curtis Guttromson Aviation Maintenance Technician	2 nd Quarter	
	Jaya Rose Interior Design	2 nd Quarter	

4:45 Convene Executive Session for approximately 90 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationer for tenure award.

4:45 Executive Session Mark Martinez

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.

6:15 Action Items as a Result of Executive Session..... Mark Martinez

- Richard Barton Heating, Ventilation, & Air Conditioning
- Kristin Copeland Communications/English
- Dionna Faherty English
- Michael Gilmore Nondestructive Testing
- Dwight McGhee Heating, Ventilation, & Air Conditioning
- Hannah Precour Dental Assistant

6:25 Adjournment Mark Martinez



**Board of Trustees Regular Meeting
Rotunda, Building 3**

Wednesday, February 19, 2020

Study Session: Canceled
Regular Meeting: 4:00-5:10 p.m.

Minutes

Call to Order: Chair Martinez called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on February 19, 2020, at 4:00 p.m.

Board of Trustees Present:

Mark Martinez, Chair
Carol Mitchell
Lua Pritchard

Eli Taylor
Wayne Withrow

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Other Attendees:

Larry Clark, VP, Finance & Admin.
Mabel Edmonds, VP, Instruction
Shareka Fortier, Exec. Dir., EDI
Jenn Adrien, Dir., MarComm
Lori Banaszak, President, Foundation
Lisa Beach, Dir., Compliance
Crystal Cox, ASG Student
Loren Davis, Dir., NWCTHS
Story Gilmore, Asst. Dir., Student Life
Michelle Hillesland, Dean

Janet Holm, Dir., Development
Pamela Jeter, Dir., IT
Dean Kelly, Dean, Student Success
Dr. Claire Korschinowski, Dean
Micalah Pieper, Dir., Outreach
Jenna Pollock, Assoc. Dean
Tracey Songao, Registrar
Cherie Steele, Exec. Asst. to the President
Kirk Walker, Dir., Human Resources
Lisa Wolcott, Dir., Budget/Finance

Adoption of the Agenda

MOTION:

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

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting of January 8, 2020, as presented, was made by Trustee Withrow and seconded by Trustee Pritchard. Motion was approved unanimously.

President's Report (Attachment 1)

Student Success Speaker

No student speaker this month.

President Loveday introduced CPTC's new Trustee, Carol Mitchell. Ms. Mitchell works for the Pierce County Executive's Office as the Senior Counsel for Justice Services, received her law degree from Seattle University School of Law, and is very committed to serving our community.

Trustee Mitchell said she hopes to build trust in the population she hopes to serve, East Pierce County. Her father was a military sergeant who expected his children to stay out of jail, go to college, and pay for it. She was the first African American Daffodil Queen, trying to get money for college, and will emcee this year's Daffodil Queen coronation.

President Loveday's report is attached (Attachment 1).

Other College Reports or Highlights

ASG Report (Tab 2)

Crystal Cox, ASG Civic Engagement Committee member, presented the attached ASG report.

CPTC Foundation Update (Tab 3)

Ms. Holm and Ms. Banaszak offered the attached Foundation Update. Ms. Banaszak is excited to serve as this year's Foundation Board President. The Foundation is all about student success and supporting students, and the Foundation Board helps the staff accomplish this.

Winter Quarter Enrollment Update (Tab 4)

Ms. Pieper and Ms. Songao discussed the attached Winter Quarter Enrollment Update. Overall, enrollment is up +9.25 FTEs, an increase of +0.9 percent.

FY19-20 2nd Quarter Budget Report (Tab 5)

Ms. Wolcott gave highlights of the attached FY19-20 2nd Quarter Budget Report.

Chair's Report

Chair Martinez said he appreciated being sent to the Association of Community College Trustees (ACCT) National Legislative Summit (NLS) in Washington, D.C. The best part of meeting with legislators was the students who attended from Tacoma Community College. The students told compelling narratives of why they are in school, some of the struggles they have, and barriers they encounter. For future Summits, Chair Martinez would like to rotate and take students from the other Pierce County two-year colleges, as he found it very impactful. He suggested that administration work with ASG to see about sharing the cost of sending students in an upcoming year.

Board Reports and/or Remarks

Trustee Taylor also attended the NLS and agreed that the students were great. The way they translate their message is much more profound and powerful than Trustees telling the student stories, and legislators paid close attention. Two of the most important pieces of legislation that Trustee Taylor heard were (1) the Second Chance Program, where someone reentering society after five years of incarceration can qualify for the PELL Grant; and (2) the Short-Term PELL for students in programs that are less than 600 hours in length, which will be important for CPTC students.

Trustee Mitchell was excited to attend the Transforming Lives Dinner and see students, primarily students of color, talking about the success CTCs allowed them to have. CPTC's student, Marla McCafferty, had an amazing story.

Part of Trustee Mitchell's daytime life is in justice service. She likes to say it is a governmental ministry for people who are under-represented, undesirable, incarcerated, and addicted. The good news is that persons with felony convictions can now have their rights restored, and she wants to ensure CPTC students who might have that as a barrier know they can register to vote.

Trustees Martinez, Mitchell, and Pritchard are involved with Census 2020. Trustee Mitchell distributed some fliers for appropriate staff members to ensure they let students know they should participate.

Public Comments

No public comments.

New Business

No New Business.

Executive Session

No Executive Session.

Next Meeting

March 11, 2020, at the Lakewood campus.

Adjournment

Chair Martinez adjourned the Regular Meeting at 5:06 p.m.

Dr. Joyce Loveday
President
College District Twenty-Nine

Mark Martinez
Chair, Board of Trustees
College District Twenty-Nine



Associated Student Government | March 2020

Highlights

The Health & Safety Fair featured vendors ranging in focus from personal safety, physical and mental health, to financial and cyber health and safety. A highlight of this year's fair was a human-powered smoothie machine; you had to pedal your way to a smoothie! All attendees received a reusable bag, safety whistle and mini-kettle bell. Thanks to all the college departments and programs that were onsite during this important event.

Increasing Student Advocacy

The Student Technology Fee Task Force produced a first-draft of the governing documents for this fee code. If approved, this voluntary fee will allow future students the ability to allocate one-time funds to technology projects and ongoing support for technologies that impact campus life, student success, and learning. Between, March 9-13, a student survey is being circulated to learn more about students' experience with technology on campus. This data will inform the next steps for the committee with a fully-developed fee proposal being presented to Student Government at the end of March with a special election, tentatively scheduled for May 11-13.

Partnership Highlights

This month marks the one-year anniversary of our partnership with Nourish Pierce County Mobile Food Bank who has been visiting the Lakewood campus every Wednesday from 1:00p-3:00p outside Building 5. Approximately 30-45 families representing 75-150 individuals are served each week.

The *Student Success Social* recognized the accomplishments and milestones of students on their journey toward graduation. The milestones are: completing 15 credits, or 45 credits, passing a Math 100 or English 100-level class.

Please consider being our special guest at the 8th annual *Student Awards Ceremony* on Wednesday, June 10. at 6:00 p.m. in the McGavick Conference Center. This ceremony serves to celebrate students who exemplify academic and community leadership. There will be appetizers, desserts, and entertainment, in addition to the ceremony.

Shared Governance

The Services and Activities (S&A) budget committee received and reviewed thirty-two (32) funding requests for the 2020-2021 academic year. The budget allocation projection from the finance office for the 2020-21 year is \$874,867. The proposed budget will be shared simultaneously with the Student Government and Vice President for Student Success on Monday, March 16. It is anticipated that this budget will be presented to the BOT in June.

The final Student Government meeting for the quarter will be held on Monday, March 16, at 3:00 p.m. in Building 23, Room 112, with the study session beginning promptly at 2:00 p.m.

By The Numbers

- 889** lbs. of food donated at Winterfest
- 301** Attendees at Winterfest
- 431** Bus passes distributed in winter qtr.
- 338** Fitness Center check-ins since January

Upcoming Events

Resume Workshop

March 10, 11 a.m.-1 p.m. – Building 23, Room 112

De-Stress Events

March 10-12, 11 a.m.-1 p.m. – Building 23, Various Locations

New Student Orientation

March 23. 11 a.m.-1 n.m. – Ballroom. 8:30 a.m.



Irada Dadashova Biography

Nursing Faculty

I meet many people in my profession and regularly get asked where I am from because of my accent. Originally, I am from Azerbaijan, a small independent country with a population of about two million people. I completed high school and was accepted in the National Academy of Aviation (I was fascinated with airplanes back then) where I received my Master's Degree in Economics. During that time, in 2003, I met my future husband online. We were in opposite parts of the world; I was in Baku, Azerbaijan and he lived in Bangalore. My dream was to travel and see other countries and cultures. After meeting my husband in Bangalore, I was able to see the rest of India. I was fascinated how different and culturally unique it was. I lived and worked in India for about two years.

A few years later we moved to Denmark because of my husband's job and there we had our first child. While in Denmark, we were able to explore the Nordic culture and visit other countries nearby (Germany, Sweden, and Austria). Sometime later, work opportunity brought our family to the United States. Thus far, I had been a stay-at-home mom for almost three years and I was ready to learn and work. Until this point in my life, I worked in different areas – airlines, oilfields, construction, and software – but my dream was to study medicine. My husband was very supportive and I decided to go back to school. I called one of the local technical colleges and asked, "Do you have any available spots in your Nursing program?" Looking back, I was so naïve; wait lists were long and I had to do my prerequisites. A few years later, I applied to the Practical Nursing (LPN) program, was not selected, and had to wait few months for CPTC to answer and that is when I got into LPN program. After completion of the program, I worked in Urgent Care for two years and really enjoyed it.

Later, I applied to RN program in RTC and was accepted into their LPN to RN Bridge. A year later, I was a Registered Nurse. I was very proud of my achievement and worked on the next step, which was to find a job. I really wanted to work in Emergency Department (ED) because I love the excitement of a fast-paced environment. However, I got an offer for the residency program in a progressive care unit before I interviewed in ED, so I had to choose between accepting already exiting offer or take a chance and wait for the interview in ED. With disappointment, I accepted the position on Progressive Care Unit. I worked as RN in Progressive

Care Unit for about 2 years and that is where I got my first student. I found myself enjoying teaching younger nurses a lot and at that time I made the decision to teach nursing.

Later, I received my Bachelor's Degree in Nursing from University of Washington in Tacoma and decided that it was a good time to apply again in Emergency Department. I was able to get a position in Emergency Department. I love being Emergency Department nurse, as every day is different and saving someone's loved one is truly rewarding. Even though I was disappointed in my first nursing RN position on Progressive Care Unit, it helped me to learn the fundamentals of nursing and make many lasting friendships along the way. It helped me to be a stronger nurse for Emergency Department. After working for about 7 years, I decided to apply in CPTC as a nursing instructor. This fall I started a full-time job as a teacher and I enjoy this role. Being able to share my knowledge and experience and see my students' successes, gives me feeling of fulfillment and pride. I am planning to continue with my education in Masters in Nursing Education.



Curtis Guttromson Biography

Aviation Faculty

My parents purchased a rundown 80-acre dairy farm between Graham and Thrift the week before I was born. I spent my years from infancy to adulthood living on this farm. My father worked a full time job outside of the farm. Our home became a hobby farm where my father could teach all of his children to work side-by-side with him learning the life skills that he thought were important. We spent several years building a new house in which I learned each process of the build. We also built most of our out buildings. When things broke down, we fixed them. We built fences, tended cattle and hand-raised calves, tended a large vegetable garden, etc. During this time, I learned a valuable work ethic. I also learned how to use all of my father's tools, how to solve the problems that we encountered along the way, and not be afraid to try a skill outside of my comfort zone.

After graduating high school, I had an interest in Christian missionary work as well as working with youth. To aid in what I expected would be a future career in a third world country, I attended the Aviation Maintenance course at Clover Park Vocational Technical Institute. After graduating and obtaining an FAA Airframe and Powerplant (A&P) license, I went to Fort Steilacoom Community College and obtained an Associates of Technology degree.

In order to gain experience working on the type of small aircraft that I expected to be around in my planned future, I obtained an A&P Mechanic position with the FAA repair station, Sky Services Incorporated, located in Auburn, Washington. I spent my first couple of years learning how to apply my newly acquired knowledge and gained skill in the field of aircraft maintenance and repair. After three years, I was elevated to the Lead Mechanic on the AIRPAC Airlines maintenance crew. During this time, I passed the test and obtained an Inspection Authorization rating from the FAA. For the next five years I worked as the Lead Mechanic of the Airframe Shop performing most of the technical troubleshooting and high-skill jobs that came along. I also trained the newer mechanics and helped them in the work challenges that they encountered.

In 1989, I left Sky Services after ten years at their facility. Sky Services' two owners split the partnership and one of the owners started Benair Aviation at the Renton Airport. The owner of Benair offered me a position in his new facility giving me the opportunity to become the Chief Inspector of this FAA repair station. As Chief Inspector, it was my duty to maintain a high standard of quality control. I worked closely with the FAA, the aircraft owners and all of the

maintenance technicians making sure that the Federal Aviation regulations, as well as Benair's quality standards were not compromised. During this time, I had to complete a rewrite of Benair's repair station manual, as well as incorporate the engine shop into the repair station. The process of the write and rewrite of the manual, FAA facilities inspection, and incorporating a new piece into the repair station gave me a deep insight into the FAA regulations world. When my time was not consumed by my Chief Inspector duties, I wrenched on aircraft. My goal was to be able to bill at least half of my working time.

After having spent 3½ years at Benair, I was offered the position of Airframe Shop Maintenance Manager in addition to my Chief Inspector duties. This increased my work load so that I was working about 60 to 70 hours a week and was no longer able to personally perform maintenance on aircraft. My increased duties included being the customer contact, scheduling aircraft work, scheduling work tasks for the maintenance staff, estimating repairs, invoicing completed repairs, performing Airworthiness Directive searches, solving maintenance staff problems, and training maintenance staff on new information and technology, etc. In addition to these duties, I also became the Assistant Director of Maintenance for AIRPAC Airlines, the Director of Maintenance for Sound Flight and the Director of Maintenance for Rivers Inlet Charters – all of which are FAA Part 135 air carriers.

During this time period, I stayed active in the church that I was attending. My wife and I spent these first 15 years as the church's junior and senior high Youth Group Directors. I gained an abundance of experience with relational issues both at the youth group and with my Benair staff.

At the end of 4½ years with Benair, the owner died of leukemia. The facility was shut down and liquidated. Because of this, I took a position as the Maintenance Manager at SpanaFlight, a small Cessna Service Center located at Pierce County Airport. For the next 20 years this facility grew and gained a high-level reputation in the industry. As the Maintenance Manager, my duties included the same as those that I previously held at Benair but without the Repair Station Certificated Chief Inspector role. My role still included quality control, scheduling, customer relations, estimating, FAA contact, invoicing, customer acquisition, and gaining FAA approvals, etc. These roles were now on a smaller scale than when with Benair. At SpanaFlight I was again able to twist wrenches with the goal of invoicing half my time. I was again the Lead Mechanic performing the difficult issues requiring complex troubleshooting, and I was again performing the difficult repairs in the shop. During the first five years at SpanaFlight, I was able to hire five A&P mechanics who, with the exception of one, stayed working for me for the next 15 years. The ownership of SpanaFlight had changed hands and I no longer shared the same business goals of the owner. I also knew that I needed to plan for a future retirement.

Seven years ago, in the summer of 2012, I was given the opportunity to join the staff of Clover Park Technical College as the Inspector and Mechanic performing flight school inspection and

maintenance. I accepted the staff position at Clover Park and have been very happy with my decision ever since. During my time here, not only have I been able to maintain the fleet to my standards, but I have also been given the opportunity to mentor students as I work with them. Opportunities have also come for being a guest speaker as well as substituting for the Aviation Maintenance Technician instructors. Three years ago I was asked to fill in for one quarter of Mr. Vick's Powerplant class. I took this opportunity and found that I thoroughly enjoyed the teaching role. I believe that the students also thought that their time in my class was irreplaceable.

When the position came open to teach Airframe 1 and Airframe 2, I was at a point where my arthritis was causing difficulty in maintaining the standards of my personal work ethic. The teaching position would allow me the opportunity to be in a position that I really enjoy, while at the same time not having to hold my hands over my head nor twist my body into odd positions to do my job. Needless to say, I accepted the AMT faculty position.

Teaching has allowed me to share the A&P maintenance experiences that I have gained over the past forty years and it is a joy for me to share this experience with the students.



Jaya Rose

Interior Design Faculty

Jaya Rose, MFA, NCIDQ, ASID, AKBD is a graduate of Eastern Michigan University's Interior Design Department and is an MFA Industrial Design graduate of the University of California, Los Angeles. Ms. Rose was formerly a lecturer at The University of Georgia and an Assistant Professor at East Carolina University in the Department of Interior Design and Merchandising. Rose was the NKBA (National Kitchen and Bath) Faculty Coordinator at both universities.

Ms. Rose is a Design Professional with over 42 years of professional experience, including ten years of classroom experience in higher education. Self-employed prior to entering academia, she has been involved in many facets of the profession including tenet improvement retail projects, commercial design projects for small, creative design firms, residential cabinetry, and furniture design, specializing in kitchen and bath design.

Research interests include the pedagogy of interior design, student learning techniques, ethics in interior design, and interior residential spaces that nurture human nature supporting mind, body, and spirit.