



Rotunda, Building 3

Zoom Link for those who cannot attend in person:

<https://cptc-edu.zoom.us/j/83543974093>

Tuesday, July 10, 2024

Study Session: Cancelled

Regular Meeting: 4:00 – 5:30 p.m.

Regular Meeting Minutes

4:00 Call to Order, Land and Labor Acknowledgement, Introductions: Trustee Villegas Rivera called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on July 10, 2024 at 4:02 p.m. followed by the land acknowledgement, and labor acknowledgement.

Board of Trustees Present:

Jesus Villegas Rivera, Chair

Alice Phillips

Carol Mitchell – on line

Tong Zhu

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth -- on-line

Excused Absences:

Eli Taylor, Vice Chair

Executive Team:

Dr. Tom Broxson, VP for Instruction

Amelia Grayson, VP for Finance and Administration

Dean Kelly, VP for Student Success

Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion

James Neblett, Associate VP for Human Resources and Culture

Samantha Dana, Associate VP for Institutional Effectiveness

Adoption of the Agenda

MOTION:

Motion to adopt the agenda, as presented, was made by Trustee Zhu and seconded by Trustee Mitchell. The motion was approved unanimously.

Approval of the Minutes (Tab 1)

MOTION:

Motion to adopt the minutes, as presented, was made by Trustee Mitchell and seconded by Trustee Zhu. The motion was approved unanimously.

Public Comments

None

President's Report

Dr. Loveday reported that enrollment is 22 percent above last year even though we don't have the Vadis FTEs that we had last year. We may have some students drop due to financial aid delays so we don't really know the final figures yet.

Dr. Loveday noted that she is very proud of our financial aid team. They have provided excellent service during the FAFSA changes. CPTC is a leader statewide in adapting to the changes. The communication to students has been excellent and has helped to avoiding alarm.

Dr. Loveday is excited about the new First Bridge program through the MEC. High school students of color not previously identified as college enrollees are being recruited for this program to help them consider higher education, and assist them in entering the system.

We are also working closely with Palmer Pathways. Palmer focuses on education for young adults 17-26 entering the construction industry. We have had them on campus for a while, and will be expanding the space available to them soon so they can bring their whole organization on campus and enroll their students as CPTC students. Beginning this summer, students are considered both Palmer students and CPTC students, receiving benefit and support from both organizations.

We also co-wrote a grant application with Palmer Pathways that was submitted to the City of Tacoma. We were jointly awarded the grant, which will allow us to provide special outreach through the end of 2024 to the 98404 zip code. We are targeting the zip code as it is an underserved area with low income and a high number of immigrants. We are excited to be seeing this program get started and are looking for a physical space right now and have an opportunity for a site where the owner is a supporter of technical education.

Trustee Villegas Rivera asked when we will know the location. Dr. Loveday said that we are currently working with the Washington Department of Enterprise Services and she would invite him to come look at it the site once we get it established.

Finally, Dr. Loveday noted that the Board will be voting to approve a revision of our Title IX policy and procedures to help us maintain compliance with the updated Federal standards.

College Reports or Highlights

Pre-College Pathways (Tab 2)

Jenna Pollack presented a report on CPTC's Pre-College Pathways program. Unlike other deans at CPTC, her area is identified by who is served, not what is being taught. Today she was speaking about two separate programs she oversees.

The first is the Northwest Career and Technical High School (NWCTHS). This program serves students aged 16 through 21. They come to CPTC tuition free and we provide wrap-around support to help get them through. Because they are high school students, the Washington Office of the Superintendent of Public Instruction (OSPI) pays their tuition.

This area is growing a great deal. There were over 500 students this last year. This means that our revenue has also increased.

There are a number of programs in Washington that blend high school and college in some way. NWCTHS brings high school students to the college full time and integrates them within our technical programs. This is only available in technical colleges in Washington and is uncommon in the nation. The increase in enrollment has been due to students who are interested in advancement in a career path, as opposed to academic transfer students, who have actually declined a little.

Basic Education for Adults is the second program offered through the Transitional Studies department that Jenna discussed. This program is for English as a second language students (who are not international students) as they work toward a diploma or GED, and students who want to refresh their English skills, although they have a diploma or GED.

The program has grown enormously since 2021-2022. Much of this is due to the CPTC providing classes at locations out in the community, including programs for justice involved students. Transitional Studies currently provides services in seven languages.

The demography of transitional studies is 28 percent white (mostly Ukrainian). This compares to college level programs at CPTC where 47 percent are white.

A large portion of CPTC's increase in FTE is due to Transitional Studies' rise in enrollment. Jenna has pursued state grants to support basic education training at CPTC, which supports much of the department's infrastructure. Nearly all (93%) of the department's institutional funding is spent on adjunct faculty salaries. Grants and contracts support most staff and student materials. Trustee Mitchell noted that this investment in education for youth is money well spent. She commended Ms. Pollack for taking education out into the community.

Financial Aid Update

Cristeen Crouchet provided an update on the financial aid status at CPTC. We are faring better than anticipated. 5600 individual financial aid records have been entered into ctcLink. Because of problems with FAFSA, many students had to submit multiple applications which means that 3100 of the financial aid records are unduplicated. The financial aid office was able to complete 426 files the week prior to the beginning of the quarter. Last week for the first time, the office was able to complete two fully disbursed federal student aid packets. Going forward, the office will be disbursing twice per week. Progress is slow, but steady.

Ms. Crouchet commended her remarkable team who has largely figured out the system without help from SBCTC.

Consistent messaging to students has been key. Other student support departments have been a huge help in providing alternative funding.

Model Sex Discrimination Codes (Tab 3)

Dr. James Neblett and Dean Kelly presented a report on the new Title IX sex discrimination regulations that apply to both staff and students. The new federal standards that extend protections and provide better definition on training and investigations will begin August 1. Once final Title IX procedures are drafted at the state level, staff will submit the final procedures for WAC revisions and official approval through the State.

Grievances and complaints made before the end of July will be run on old rules. As of August 1, they will be run through the new rules. The timeline will not be affected.

Training will be provided to all employees.

Chair's Report

Trustee Villegas Rivera stated that he had nothing to report.

Board Reports and/or Remarks

Trustee Mitchell Thanked Dr. Loveday for coming to the Freedom Summer Symposium. Dr. Loveday noted there was a sense of deep attention, commitment, and learning at the event.

Trustee Phillips noted an error on the calendar provided to the Board of Trustees. The retreat scheduled for August 16 is a Friday, not a Tuesday.

New Business

Approval of Model Sex Discrimination Codes Updates

Trustee Phillips moved to rescind the current Title IX procedures as of July 31, 2024, including Human Resources and Student Code of Conduct. Trustee Zhu seconded the motion. The motion was approved unanimously.

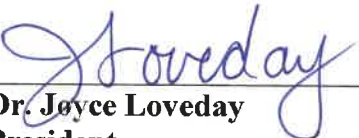
Trustee Phillips moved to adopt the new Title IX procedures as finalized by the Washington state attorney general's office as of August 1, 2024, including Human Resources and Student Code of Conduct. Trustee Zhu seconded the motion. The motion was approved unanimously.

Executive Session


None.

Adjournment

Motion to adjourn the meeting at 5:00 was made by Trustee Phillips and seconded by Trustee Zhu. The motion was approved unanimously



Dr. Joyce Loveday
President
College District Twenty-Nine



Jesus Villegas Rivera
Chair, Board of Trustees
College District Twenty-Nine