



Board of Trustees Meeting

Virtual, Via Zoom

Wednesday, November 9, 2022

Study Session: Canceled

Regular Meeting: 4:00-5:15 p.m.

Meeting Minutes

Call to Order: Chair Phillips called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on November 9, 2022, at 4:00 p.m.

Board of Trustees Present:

Alice Phillips, Chair
Tong Zhu, Vice Chair
Carol Mitchell
Eli Taylor

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Sharon English

Excused Absences: Mark Martinez, Trustee

Executive Team:

Dr. Tom Broxton, VP, Instruction
Samantha Dana, Assoc. VP, Institutional Effectiveness
Iesha Valencia, Assoc. VP, Equity, Diversity & Inclusion
Lisa Beach, Interim VP, Finance & Administration
Dean Kelly, Interim VP, Student Success

Adoption of the Agenda

MOTION:

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

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting held on August 10, 2022, as presented, was made by Trustee Taylor and seconded by Trustee Mitchell. Motion was approved unanimously.

Approval of Minutes (Tab 2)

MOTION:

Motion to approve the minutes of the Special Board meeting held on October 26, 2022, as presented, was made by Trustee Taylor and seconded by Trustee Mitchell. Motion was approved unanimously.

President's Report

Student Success Story

The student was unable to attend the meeting today.

Fall Program Expo

The Fall Program Expo was held in the McGavick Center on October 26 where all of CPTC's programs were present to greet and share information with potential students. 150 interested community members attended.

President Loveday thanked Trustee Phillips for attending. While they walked around the Expo, CPTC's HVAC and Electrician-Low Voltage faculty had an immediate connection with Trustee Phillips when they saw the 483 emblem on her shirt, connecting her with the International Brotherhood of Electrical Workers.

Miscellaneous

December Board of Trustees Meeting

Since Governor Inslee has rescinded the Emergency Proclamation, President Loveday suggested that the December 14 Board of Trustees meeting be held in person. Trustees agreed.

Welding Program

Instructor Amelia Riojas engaged her students in creating a frame for a light display this year at Fantasy Lights in Spanaway Park. For many years, CPTC students created a light display for this event. With instructor changes and the pandemic, it has been a few years since CPTC students have been involved. This year's students created a frame for a Zamboni, in a little over a week. This will help bring attention to the CPTC Welding Program. People can purchase admission tickets online before arriving at Fantasy Lights.

School of Advanced Manufacturing (Manufacturing Engineering Technology and Mechatronics) Faculty from Manufacturing Engineering Technology and Mechatronics Dean Korschinowski organized a workshop about Sustainable Industry 4.0 that people across Pierce County are being invited to attend on December 7 or 8. Faculty have educated themselves on the direction of industry, received training, and toured colleges in the southeastern United States. Pierce County legislators were also invited, because they all voted for House Bill 1170: Building Economic Strength Through Manufacturing, which sets a goal to double the state's manufacturing employment base, the number of small manufacturing businesses, and the number of women and minority-owned manufacturing businesses.

Policy 4.18 – Program Specific Policies

Policy 4.18 addresses programs that may have policies specific to their program. It is a new policy, it went through a development process for several months and went through the shared governance process, and it is now ready for the Board Chair to review and sign.

ACT 2022 Fall Conference

The ACT 2022 Fall Conference will be held at Seatac on November 18. Trustee Mitchell and President Loveday will attend.

PCCC Annual Legislative Breakfast

The Pierce County Coordinating Council (PCCC) consists of two Trustees from each Pierce County two-year college, the Chancellor and Presidents, and Public Information Officers (PIO); and the UW-T Chancellor and PIO. PCCC meets quarterly, with a Legislative Breakfast in December. It will be Thursday, December 8, 7:30-9:00 a.m., details to follow. The breakfast is an opportunity to meet with legislators and share community and technical college (CTC) priorities.

Strategic Plan Update (Tab 3)

President Loveday gave an update on the CPTC Strategic Plan (Tab 3). It should be ready in early 2023 for the Board of Trustees to vote on the new plan.

Questions and comments followed. Trustee Mitchell said this is a really strong start, and she looks forward to hearing about the tactics of how it will work. She requested to see a document with Tactics and Strategies side by side with the End Results. Trustee Zhu agrees with Trustee Mitchell's comments and would also like to see a Desired Outcomes associated with those strategies. Trustee Taylor added, if there's going to be a Board action for this, he would like to see a grading rubric to measure progress and make any necessary course corrections.

College Reports or Highlights

ASG Report (Tab 4)

Jacob Katz, Chair, ASG Civic Engagement Committee, provided the attached report.

Enrollment Update (Tab 5)

Dean Kelly and Dr. Broxson presented the attached Enrollment Report, Fall 2022. Questions and discussion followed. Trustee Taylor is thankful for the work being done to help enrollment. He believes CPTC will see an increase in enrollment next year in late spring, as this recession is happening slowly. He asked if other technical colleges have successful enrollments now. Dr. Broxson noted we do not have current data, yet it does seem Bates Technical College is up a little, while other enrollments are similar to ours.

Trustee Mitchell is excited about the creativity being done around enrollment, and retention is a big part of that. She would like the College to delve into reasons for early departure. Satellite locations may help, because people in outlying areas have to take at least two buses to get to CPTC. Transportation and child care seem to be two major obstacles for students.

Chair Phillips agreed. Dr. Broxson added that Instruction is doing a good job of keeping some programs hybrid, some online, and offering classes out in the community.

FY 2021-22 Academic Year Review (Tab 6)

Ms. Dana gave the attached FY 2021-22 Academic Year Review report. No discussion followed.

Trustee Zhu asked if it is known what is driving Bates' performance. Ms. Dana explained we won't know until February or March next year, after data is provided to the State Board for Community and Technical Colleges, and a report is created.

Chair's Report (Tab 7)

Chair Phillips attended the Fall Expo; it was amazing. She spoke with deans, instructors, and students; had her blood pressure and pulse taken by a student, and had conversations at many of the program tables. Instructors and students were very excited to share about their programs.

Chair Phillips was also glad she was able to attend Cherie Steele's retirement celebration.

Discuss the 2023 Board of Trustees Meeting Schedule

There are a couple of conflicts with the regularly scheduled Board of Trustees Meeting on the second Wednesday of each month. One is February, and Trustees prefer to change that meeting date to February 15. The other is October, and Trustees prefer to change that meeting date to October 4. The meeting schedule will be voted on at the December 14 Board meeting.

Board Reports and/or Remarks

Trustee Mitchell:

- Acknowledged all veterans and their families for their service – Happy Veterans Day!
- Encouraged everyone to take some time for self-reflection and education during Native American month, especially the Coast Salish Tribe in Washington.

Trustees expressed their appreciation and thanked Ms. Steele for her service and helpfulness to the Board and wished her a happy retirement.

Public Comments

No public comments.

New Business

No new business.

Executive Session

No Executive Session.

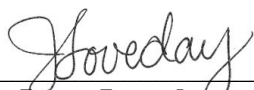
Next Meeting

December 14, 2022, details to follow.

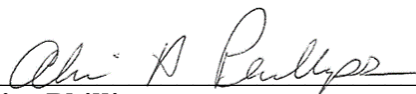
Adjournment

MOTION:

Motion to adjourn the meeting at 5:23 p.m. was made by Trustee Taylor, and seconded by Trustee Mitchell. Motion was approved unanimously.



Dr. Joyce Loveday
President
College District Twenty-Nine



Alice Phillips
Chair, Board of Trustees
College District Twenty-Nine