



## **Board of Trustees Meeting**

Virtual, Via Zoom

Wednesday, October 6, 2021

Study Session: CANCELED

Regular Meeting: 4:00-5:25 p.m.

## **Study Session Minutes**

**Call to Order:** Chair Mitchell called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on October 6, 2021, at 4:00 p.m.

### **Board of Trustees Present:**

Carol Mitchell, Chair

Mark Martinez

Alice Phillips

Lua Pritchard

Eli Taylor

**College President:** Dr. Joyce Loveday

**Assistant Attorney General (AAG):** Justin Kjolseth

### **Executive Team:**

Dr. Thomas Broxson, VP, Instruction

Dr. Scott Latiolais, VP, Student Success

Samantha Dana, Assoc. VP, Institutional Effectiveness

Lisa Wolcott, Int. VP, Finance & Administration

### **Adoption of the Agenda**

#### **MOTION:**

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

### **Approval of Minutes (Tab 1)**

#### **MOTION:**

Motion to approve the minutes of the Regular Board meeting of August 11, 2021, as presented, was made by Trustee Pritchard and seconded by Trustee Phillips. Motion was approved unanimously.

### **President's Report**

#### Opening Day

Opening Day is one of two days each year that all employees of the college come together to hear what's happening at the institution. It was held virtually this year, with custodial staff and a few others attending from the McGavick Center. The agenda included highlights of 2020-21 accomplishments, themes from the Trustees' End Results, a glimpse of the CPTCMe project led

by the Diversity Committee, a ctcLink demonstration and updates, introduction of new employees, and a celebration of employee milestone anniversaries (in 5-year increments).

### Vaccination Status

Of the 466 employees who have attested to either the vaccination or exemption request, 34 have requested an exemption for religious or medical reasons. The vaccination rate among employees who have responded to date is 93 percent. HR is following up with those who have not yet responded.

Many students (76 percent) enrolled for fall quarter have attested to the vaccine or an exemption. There are still just over 500 students not yet attested, and the goal is to put students on the path toward vaccination. Students cannot register for winter quarter without being vaccinated or requesting an exemption by November 12. To help the process, CPTC has scheduled vaccination events, held a calling campaign, and sent emails.

### Miscellaneous

#### *Policies*

Policy 2.4, Drug-free Workplace, was updated, content previously in the procedure was moved to the policy, and the verbiage was updated. The College remains committed to providing a drug-free, healthy, safe, and secure work and educational environment.

### **College Reports or Highlights**

#### ASG Report (Tab 2)

Dean Kelly introduced Mel Stone, ASG Chair of Equity, Diversity, and Inclusion, and she presented the attached report.

#### Fall Enrollment Update (Attachment 1)

Dr. Latiolais shared the attached fall 2021 Enrollment Report. Questions followed. Chair Mitchell asked if she heard correctly that some enrollment decline is due to not having in-person classes. President Loveday acknowledged that reduced in-person learning opportunities is likely to account for some of the enrollment decline at CPTC and other state institutions. Some students don't do as well in an online learning environment. Because of CPTC's technical focus, the college does have more in-person classes than community colleges. CPTC now has in-person services for students Monday-Thursday.

#### Union Update – International Union of Operating Engineers (IUOE)

David Benton, Chair of the IUOE, was ill and asked to be excused from giving the report this month.

President Loveday shared that the membership of the IUOE union voted to ratify their contract. Teams from the union and college have been working on this since spring, and President Loveday thanked all who worked on the contract.

There have also been a Memorandum of Understanding developed between CPTC and the Unions around the impact of Governor Inslee's vaccination mandate. Conversations are still occurring around additional considerations.

### Human Resources Report (Tab 3)

Mr. Walker gave the attached Human Resources Report. Chair Mitchell thanked Mr. Walker for the comprehensive report; there are many good things happening in HR and the Equity, Diversity, and Inclusion realm. Trustee Phillips just talked with her staff today and encouraged them to go and have those difficult conversations with people from a perspective of understanding, not to be understood. She thinks we won't progress with these programs until we sit down and talk human being to human being. Just because it's different doesn't mean people have to argue about it.

### Marketing & Communications Report (Tab 4)

Ms. Adrien presented the attached Marketing & Communication Report. Trustee Pritchard said, congratulations. It looks like a lot of work.

### ctcLink Update (Tab 5)

Dr. Lee offered the attached ctcLink Update.

### **Chair's Report**

1. The State's Accountability Audit has started. I participated in both a Risk Assessment and an Entrance Conference. We are looking forward to a clean audit.
2. On October 25, the Northwest Commission on Colleges and Universities (NWCCU) site visit begins, and Trustees will meet with the site visit team.
3. Chair Mitchell encouraged everyone to celebrate Hispanic Latinx Heritage Month – read a book or an article, go to a movie, visit an art exhibit, and celebrate Hispanic culture.

### **Board Reports and/or Remarks**

Trustee Pritchard gave a “great work” shout out to Dr. Loveday and the CPTC faculty/staff for all that's been accomplished in response to the Governor's mandate and the changing conditions around COVID and ctcLink.

### **Public Comments**

Susan Hoppe, President, Federation of Classified Employees Local 4789, said they working with other campus unions on a Memorandum of Understanding regarding vaccine mandates. They want to bargain, since the vaccine mandate from the Governor is a condition of employment. Some progress has been made, but there is a stalemate regarding extra pay for extra work and more telework opportunities. The Union has been heard but not understood.

Katherine Smith, Vice President of the Federation of Teachers Local 3913, stated she was there to support the Classified and Aft-Prof Unions. Those members are dealing with a large workload, fear from working with people they don't know, some may not have the option to telework, they are exhausted, and some are looking for work elsewhere.

Lisa Fortson, President of American Federation of Teachers Professional Staff, Local 6431, noted appreciation for Aft-Prof colleagues supporting them in solidarity. Administration said they have heard the Union, yet the Union would like to be listened to and understood. This unit is overworked from being short-staffed in some areas and feeling stressed with additional work. She requests that leadership come to a common understanding of value for all employees.

Diane Follett, President of the Clover Park Federation of Teachers, Local 3913, echoed the concerns of the previous speakers. It is important to have trust between administration and

employees. The overtime exempt situation isn't fair, and they would like an agreement where employees who work over a certain number of hours are eligible for overtime. Since the College is coming to a time when no one will be allowed to take personal or vacation days, this is a reasonable request.

**New Business**

No new business.

**Executive Session**

No Executive Session.

**Next Meeting**

November 10, 2021, details to follow.

**Adjournment****MOTION:**

Motion to adjourn was made by Trustee Pritchard at 5:37 p.m. and seconded by Trustee Phillips. Motion was approved unanimously.



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**Dr. Joyce Loveday**  
**President**  
**College District Twenty-Nine**



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**Carol Mitchell**  
**Chair, Board of Trustees**  
**College District Twenty-Nine**