



**Board of Trustees Special Meeting**

**Tacoma Dome, Locker Room C**

**Wednesday, June 10, 2025**

Study Session: Cancelled

Special Meeting: 3:00 – 5:00 p.m.

**Special Meeting Minutes**

**Call to Order, Land and Labor Acknowledgement, Introductions:** Trustee Villegas Rivera called the Special Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on April 9, 2025, at 3:07 p.m. followed by the land and labor acknowledgement.

**Board of Trustees Present:**

Adria Buchanan  
Jesus Villegas Rivera  
Alice Phillips

**College President:** Dr. Joyce Loveday

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

**Excused Absences:**

Eli Taylor  
Tong Zhu

**Executive Team:**

Dr. Tom Broxson, VP for Instruction  
Dean Kelly, VP for Student Success  
Amelia Grayson, VP for Finance and Administration  
Dr. James Neblett, Associate VP for Human Resources and Culture  
Dr. Samantha Dana, Associate VP for Institutional Effectiveness  
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion

**Adoption of the Agenda**

**MOTION:**

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

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

### **MOTION:**

Motion to adopt the minutes of the May 14, 2025 Board meeting as presented, was made by Trustee Phillips and seconded by Trustee Buchanan. The motion was approved unanimously.

### **Public Comments**

None

### **President's Report**

Dr. Loveday provided background on the proposed continuing resolution 25-06-112 to extend authority for fiscal expenditures, noting that this occurs annually due to timing of legislative decisions and college end-of-year closing activities.

She also provided the following updates for the Board.

Samantha Dana our Associate Vice President for Institutional Effectiveness has accepted the position of Vice President of Instruction at Yuba College in California. She has been a tremendous contributor to CPTC. July 3 is her last day at CPTC. Dr. Loveday also noted that Dr. Dana has just finished her doctoral degree and will be wearing her doctoral regalia for the first time during today's commencement.

An accreditation review for our Pharmacy Technician Program was held last week. The reviewers gave high accolades to our program and faculty, stating at one point, "This is among the best Pharmacy Technician programs in the country."

The Washington State Board for Community and Technical Colleges has a new Executive Director. His name is Nate Humphrey. He worked at SBCTC before, and we are excited to have him back. His first day will be August 1, 2025.

Trustee Buchanan went to the ACT retreat in Spokane earlier this month.

The classified union contract was ratified on Monday. Dr. Loveday expressed thanks to all involved, especially the bargaining teams, Dr. Dana who led the negotiation process, and Dr. Neblett. Both sides of the negotiations said that it was an amiable experience.

The state budget has passed and the community and technical colleges experienced some cuts, but not as severe as other areas of the state. Colleges are not required to return funding in 2025 from the mistaken over payment to the CTC system, but the amount will be removed from our base budget over the next two years and will be a permanent decrease. There will be no furloughs for employees. A 3% cost of living increase will be given to state employees, but funded at only 79% for higher education, leaving 21% to be covered by the college.

Federal changes are also impacting us. We are working with both democratic and republican congress persons, describing the impact the current "big beautiful bill" will have on our institution and higher education more broadly.

## **College Reports or Highlights**

### **S&A Budget (Tab 2)**

Dean Kelly presented the S&A budget highlighting a few items: The budget is funded by \$13.57 per credit paid by students for students. Our conservative estimate is that the fees will total \$826,000 next year. All of the programs that applied were funded at some level. No programs appealed the decisions by the student committee. New budgets include funding for our peer mentor center, food pantry, and emergency fund.

Trustee Buchanan asked if there are trends in the funded programs. Mr. Kelly replied that food security is an increasing need, and noted that the peer mentor center is a new addition.

## **Chair's Report**

Chair Villegas Rivera stated that he had no report to give.

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

Trustee Buchanan reported that she enjoyed the ACT meeting and looked forward to working with them in the future.

Trustee Phillips voiced support for immigrant students and families who live and work as a part of our community. She asked that we all support these kind, hard-working people. She also thanked CPTC for continuing our DEI work. She stated that food, shelter, healthcare, and education are human rights, not handouts. She said that she will do everything in her power to ensure everyone has those human rights.

## **New Business**

Election of Board Officers ..... Jesus Villegas Rivera

Trustee Phillips moved to nominate Eli Taylor as Board Chair. Trustee Buchanan seconded the motion. The motion was approved unanimously.

Trustee Phillips moved to nominate Adria Buchanan as Board Vice Chair. Trustee Villegas Rivera seconded the motion. The motion was approved unanimously.

Approval of Resolution 25-06-112, Extension of 2024-25 ..... Jesus Villegas Rivera **Tab 3**

### **Operating Budget**

Dr. Loveday introduced the resolution, noting that this is the same resolution brought to the Board each year because the college does not know the whole fiscal picture until later after the start of the new fiscal year. These resolutions are common throughout the SBCTC system.

Motion to approve the resolution as presented, was made by Trustee Phillips and seconded by Trustee Buchanan. The motion was approved unanimously.

Approval of S&A Budget for 2025-26 ..... Jesus Villegas Rivera **Tab 2**

Motion to approve the budget as presented, was made by Trustee Phillips. and seconded by Trustee Buchanan. The motion was approved unanimously.

**Executive Session**

At 3:34 p.m., Chair Villegas Rivera stated that in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 30 minutes for the purpose of reviewing, evaluating, and interviewing faculty probationers for tenure award.

Chair Villegas Rivera reconvened the meeting at 4:25 p.m. and asked if there were any action items as a result of Executive Session. There were.

Trustee Phillips moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Nate Baker at Clover Park Technical College, seconded by Trustee Buchanan. The motion was approved unanimously.

Trustee Buchanan read statements from Mr. Baker's tenure materials. One writer commented that they are grateful that he has found a place at CPTC. Another noted that he is clearly well suited to teach here, having good interaction with students. Students appreciate being helped to put themselves in an engineer's mind-set.

Trustee Phillips noted that she was impressed with way that Mr. Baker has used setbacks to learn and grow.

Trustee Phillips moved that the Board of Trustees, after having given reasonable consideration to the recommendations of the Tenure Review Committee and the President, grant tenure to Eric Stokes at Clover Park Technical College, seconded by Trustee Buchanan. The motion was approved unanimously.

Trustee Buchanan read statements from Mr. Stokes' tenure materials. She also noted that we are happy to have you as a tenured faculty after years working as an adjunct. The tenure materials emphasized Mr. Stokes' enthusiasm for his subject. Students praised his ability to make chemistry accessible. Additionally, he appears to know each student by name. One student said that he makes the subject fun, making it one of their favorite classes.

Trustee Phillips offered that when we have an instructor that can make a difficult class fun, it becomes easier and that is a valuable resource – hats off.

**Tenure Celebration**

Chair Villegas Rivera congratulated the tenure recipients and the attendees enjoyed a short celebration.

**Executive Session**

At 4:35 p.m., Chair Villegas Rivera stated that in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 15 minutes for the purpose of reviewing the performance of a public employee.

Chair Villegas Rivera reconvened the meeting at 5:04 p.m. and asked if there was an action as a result of Executive Session. There was.


Motion to renew President Loveday's contract for the period of July 1, 2025, through June 30, 2027, and to increase her annual salary to \$ 290,739.00, for purposes of retention with cost of living increases as legislated, or voted on by this Board of Trustees, was made by Trustee Phillips and seconded by Trustee Buchanan. The Motion was approved unanimously.

Trustee Phillips noted that this brings Dr. Loveday's salary to the median of presidential salaries in the SBCTC system. She noted that the trustees want to make sure she stays at CPTC. She also noted that the board encouraged Dr. Loveday to take her full paid time off to ensure a good work-life balance.

Chair Villegas Rivera noted that Dr. Loveday has more tenure than most SBCTC presidents and has led CPTC through both covid and difficult political climates to good effect.


#### **Adjournment**

Motion to adjourn the meeting at 5:09 was made by Trustee Phillips and seconded by Trustee Buchanan. The motion was approved unanimously.



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



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**Eli Taylor**  
**Chair, Board of Trustees**  
**College District Twenty-Nine**