



Board of Trustees Meeting

Lakewood Campus, Rotunda, Building 3

Zoom Link for those who cannot attend in person:

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

Wednesday, July 9, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 5:20 p.m.

Regular Meeting Agenda

4:00 Call to Order, Flag Salute, Land and Labor Acknowledgement, Introductions
..... Eli Taylor

Adoption of Agenda Eli Taylor
Action

Approval of the Meeting Minutes of June 10, 2025 Eli Taylor
Action

Tab 1

4:10 Public Comments Eli Taylor

4:15 President's Report Dr. Joyce Loveday
• Student Success – Oumar Abdulahi
• Miscellaneous

4:30 College Reports or Highlights

Student Success Report – Enrollment Update Dean Kelly, Jenna Pollock

Tab 2

Eastside Training Center Update Lester Burkes

Tab 3

5:00 Chair's Report..... Eli Taylor

5:05 Board Reports and/or Remarks All

5:10 New Business Eli Taylor
None

5:15 Executive Session Eli Taylor

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.

None

5:20 Adjournment Eli Taylor



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.

Dr. Joyce Loveday
President
College District Twenty-Nine

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

CPTC ENROLLMENT UPDATE

Spring 2025

Access

Strategic Plan (CARES)	Enrollment Mgmt Plan	Highlights
Increase access and enrollment among historically marginalized populations who have not equally benefited from the rewards of higher education and the skills and credentials we offer.	To increase enrollment to 3,800 FTE. (Baseline- 2,680)	<ul style="list-style-type: none">• Enrollment up 20%• FTE- 3,528• Biggest growth: Esthetics, HVAC, Manufacturing, Histology, Surg Tech• Career Day- 1,308 students• Open house- 275 attendees, 38% increase
	To increase access for historically marginalized students to 55%. (Baseline 51%)	<ul style="list-style-type: none">• Eastside Tacoma update• Juneteenth Fair• Growth in NWCTHS and Transitional Studies

ANNUAL & QUARTERLY FTE COMPARISON



PRE-COLLEGE PATHWAYS GROWTH

Program	2022-23	% prior year	2023-24	% prior year	2024-25	% prior year
Transitional Studies						
FTE	376	256%	538	143%	841	156%
Headcount	825	218%	1,242	151%	2,211	178%
NWCTHS						
FTE	230	No data	454	197%	629	139%
Headcount	379	No data	522	138%	647	124%

RETENTION/COMPLETION

Strategic Plan	Enrollment Mgmt Plan	Highlights
Improve institutional performance in retention and completion for all students, with a focus on students who have been historically underserved by CPTC.	Increase retention rate to 70%- (Baseline is 60%)	<ul style="list-style-type: none">• EAB growth• Registration labs
	Increase completion rate to 60%- (Baseline is 50%)	<ul style="list-style-type: none">• Career Services- Employer Engagement and Resource Fair• Auto awarding
	Eliminate equity gaps for students of color.	<ul style="list-style-type: none">• Summer Bridge program• Summer Running Start with Clover Park Schools District



JULY 9TH – BOARD OF
TRUSTEES MEETING

Project History & Mission and Vision



FACILITY IMPROVEMENTS

- Administrative Suite Updated
- Internet – Access Points/Wifi – New Computers
- Exterior Paint/Cosmetic Improvements
 - New Security System
- Additional Space Acquisition





STUDENT SUCCESS ENGAGEMENT

- Fridays 8-12
 - Funding & Enrollment Assistance
- Eastside Community Event Attendance
 - Juneteenth (6/19)
 - Community Evening Open House (8/13)
 - Kids Health & Safety Fair (8/23)
- Partner Outreach
 - Workforce Central community liaisons



INSTRUCTIONAL UPDATE & FORECAST

- Spring 2025 cohort – combined ELV/HVAC (13 high school students – 1 self-pay student)
- Summer 2025 – retained 85% (2 moved; 1 will return in fall)
- Summer 2025 – offering Construction, ELV, and HVAC
- Lab fully equipped
- Staff experimentation to find the right fit
- ANEW offered instruction throughout Spring quarter
- Offering College 102 and English 101



PARTNERSHIPS (CURRENT & DEVELOPING)

- Toolbox Learning Laboratories
- Black Brilliance Network
- Tacoma Ministerial Alliance
- Machinist Institute
- Eastside Community Police
Advisory Board
- Workforce Central
- Emerald Cities Collaborative



CHALLENGES & OPPORTUNITIES

