



Board of Trustees Meeting

Lakewood Campus, Rotunda, Building 3

Zoom Link for those who cannot attend in person:

<https://cptc-edu.zoom.us/j/85206670127>

Wednesday, October 8, 2025

Study Session: Cancelled

Regular Meeting: 4:00 – 6:05 p.m.

Regular Meeting Agenda

4:00	Call to Order, Flag Salute, and Land Acknowledgement	Eli Taylor	
	Adoption of Agenda	Eli Taylor	
	<i>Action</i>		
	Approval of the Meeting Minutes of August 13, 2025	Eli Taylor	Tab 1
	<i>Action</i>		
	Approval of the Special Meeting Minutes of August 25, 2025	Eli Taylor	Tab 2
	<i>Action</i>		
4:10	Public Comments	Eli Taylor	
4:25	President's Report	Dr. Joyce Loveday	
	<ul style="list-style-type: none">Holiday House		
	Sheli Sledge and Maria Ott		Tab 3
	<ul style="list-style-type: none">Out-of-State WaiversMiscellaneous		
4:40	College Reports or Highlights		
	<u>CAAB Report</u>	Cecilia Hernandez	Tab 4
	<u>Fiscal Year 2025 Final</u>	Amelia Grayson	Tab 5
	<u>Fiscal Year 2026 Budget</u>	Amelia Grayson	Tab 6

	<u>Union Update</u>	
Jason Kruse – Classified; Demetrius Bell – IUOE; Kathryn Smith -- Faculty	
	<u>Student Success Update – Outreach and Entry Services</u>	Brandon Dawley Tab 7
5:15	Chair’s Report	Eli Taylor
5:20	Board Reports and/or Remarks	All
5:25	New Business	Eli Taylor
	Approval of FY 2025-2026 Operating Budget	Tab 6
	<i>Action</i>	
	Approval of Resolution 25-10-113 Out-of-State Operating Fee Differential Waiver	Tab 8
	<i>Action</i>	
5:35	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.	
6:05	Adjournment	Eli Taylor



Board of Trustees Meeting
Building 3, Rotunda and via Zoom
Wednesday, August 13, 2025

Study Session: 3:00-4:00 p.m.
Regular Meeting: 4:00-5:35 p.m.

Study Session Minutes

Call to Order: Chair Taylor called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on August 13, 2025 at 3:04 p.m.

Board of Trustees Present:

Eli Taylor, Chair
Adria Buchanan, Vice Chair
Jesus Villegas Rivera
Alice Phillips

College President: Dr. Joyce Loveday

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

Excused Absences: Tong Zhu

Executive Team:

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication
Dr. Tom Broxson, VP for Instruction
Amelia Grayson, VP for Finance and Administration
Dr. James Neblett, Associate VP for Human Resources and Culture
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion

PACE Survey Results (Tab 1)

Dr. James Neblett provided a presentation of the results of last fall's PACE Employee Survey. The results were compared against all other PACE survey results, PACE surveys conducted in the state of Washington, and PACE surveys conducted at all other small colleges.

PACE noted that institutional structure is commonly an issue at all institutions as it is at ours.

Generally, our scores are good, but there are some areas where improvement is possible.

Dr. Neblett Noted that flexible work arrangements have improved employee experience.

Dr. Neblett and Ms. Grayson will be chairing the Institutional Sustainability Council – working through shared governance to address problems in decision-making processes. Specific planned actions for improvement were reviewed.

Dr. Neblett recommended that surveys be done more frequently (the last PACE survey was done in 2008).

Trustee Buchanan asked if the survey questions are quantitative or qualitative. Dr. Neblett stated that they are all Likert scale responses. Trustee Buchanan noted that this kind of responses can be difficult to assess, especially when participants choose the neutral “3” which is where a lot of the college’s survey results lie. She saw that the administrative burden is high due to limitations of the PACE survey. She noted that she would also be interested in differences based on employee longevity.

Trustee Villegas-Rivera asked how many community and technical colleges in Washington use PACE. Dr. Neblett replied that most do.

Trustee Phillips asked how many surveys are conducted among staff and students per year? Dr. Neblett replied that he is not sure as areas other than HR conduct surveys, but departments do try to stagger them to avoid survey fatigue.

Trustee Taylor noted that it is important that employees see the college acting upon survey results. Dr. Neblett replied that about two years should be expected between the survey and development of responsive programs.

Dr. Loveday reflected that to her, the most valuable information from the survey was the need to work on administration pain points. The college is working to address these concerns through improvements to the shared governance structure.

Adjournment

Motion to adjourn the study session was made at 3:55 p.m. by Trustee Buchanan and seconded by Trustee Villegas Rivera. The motion was approved unanimously.

Regular Meeting Minutes

Call to Order: Chair Taylor called the Board of Trustees Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on August 13, 2025 at 4:03, followed by the flag salute and land acknowledgement.

Board of Trustees Present:

Eli Taylor, Chair
Adria Buchanan, Vice Chair
Tong Zhu
Jesus Villegas Rivera
Alice Phillips

College President: Dr. Joyce Loveday

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

Excused Absences:

None

Executive Team:

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication
Dr. Tom Broxson, VP for Instruction
Amelia Grayson, VP for Finance and Administration
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 Minutes (Tab 2)**MOTION:**

Motion to approve the minutes of the Regular Board meeting held on July 9, 2025, as presented, was made by Trustee Phillips and seconded by Trustee Zhu. Trustee Villegas Rivera requested an amendment to remove his name from the minutes as he was not present. The motion was approved unanimously as amended.

Public Comments

None

President's Report

Dr. Loveday introduced Alisha Brown as a student success speaker.

She completed a 16-week Dreamworks program at CPTC May 25th. During the program she was placed to work at a counseling center called Thoughtful Counseling Group. In the fall she will begin the Human Services program at CPTC. She wants to become a counsellor. Bella Crouchet was her life coach in the Dreamworks program. Ms. Brown chose to come back to CPTC for the Human Services program due to the flexibility of the program and the college's supportive atmosphere. She expressed special thanks to Beth who was her teacher.

She had not completed high school because of many personal challenges. Becoming a mother helped her understand the importance of education. She believes that her diploma will be a foundation for a fresh future.

Dreamworks was a turning point for her. It helped her overcome her difficulties and learn confidence.

Trustee Buchanan asked how Ms. Brown found the Dreamworks program. Ms. Brown said that she found it through the Step by Step program she was in at a homeless shelter.

Ms. Buchanan asked about the reaction of Ms. Brown's five children. She said that they are very proud of her. They see her growth. She pointed to a text from her daughter which said, "I saw my mom struggling, but never saw her give up". That text motivate her to complete the program.

Trustee Phillips asked what drew her to counselling. She replied that she had suffered from abuse, depression, and suicidal thoughts. In the Dreamworks program she found she loved working at a counseling center where she found a passion for helping others.

Continuing her report, Dr. Loveday congratulated Cathy Purcella for her newly accepted position – Senior Executive Director of Advancement and Strategic Communication. The newly restructured Advancement Division encompasses the Foundation, marketing and communications, and grant development. Institutional research and accreditation have been moved to the Instruction division. Cathy reminded Trustees of the Foundation's Golf Tournament fund raiser on August 16.

Dr. Loveday went on to point out recent college activities:

- Career and Community Services hosted a resource fair today at the McGavick Center.
- Today also saw an open house at the Eastside Training Center hosted by Student Success.

The Eastside Training Center is moving forward and gaining attention. We expect close to 70 students there for Fall 2025. In the Winter two additional cohorts will begin, supported by a partnership grant submitted by Katie Condit at Workforce Central. Dr. Loveday offered Kudos to Dean Burkes and Interim Director Amy Robertson-Bullen for the site's energy and excitement. Marketing and Communications has also contributed, eliciting articles in the Tacoma News Tribune, Seattle Times, and Daily Journal of Commerce.

Dr. Loveday recognized the Workforce Development team which has exceeded the worker retaining FTE goal for fiscal year 2025 by 16 full time equivalents. They also hit the WorkFirst target for fiscal year 2025. This means we will be able to maintain the current level of funding support for both Student Success and Instruction.

Finally, Dr. Loveday announced that our partnership with VOLTA (Vocational Outside Line Training Academy) is coming to fruition after a two-year process. Trustee Phillips originally identified the need for this type of training in our region and facilitated conversation between CPTC and IBEW 483. On August 26th there will be a ground breaking for a pole yard in the empty lot at the corner of Steilacoom Boulevard and Lakewood Drive. Through the college's new Lineman and Arboriculture Associate of Applied Technology degree, students will be eligible for financial aid including VA benefits. The synergy of the industry organizations working on this project has been very productive. She offered thanks to Dean Burkes and his team for their help getting the program started.

College Reports or Highlights

Summer Running Start (Tab 3)

Dr. Broxson provided a presentation about running start and this summer's pilot partnership program with Clover Park School District (CPSD). This the result of ongoing work with the district. Dual enrollment like running start is growing everywhere. At CPTC we have four different types. Some colleges in Washington have up to 30 percent Running Start enrollment on their campuses. CPTC's dual enrollment started small, but is growing fast.

Washington state has the goal of 70 percent of Washington students to earning a post-high school credential by age 26. Pierce County is currently at about 40 percent. To reach the 70 percent goal, we need to create more coherent pathways to help students achieve post-secondary credentials. To that end CPSD and CPTC have been working together to increase dual enrollment. This type of program boosts the odds of an individual achieving post-high school credentials by 10 percent.

This is only the second year that running start has been available in the Summer quarter. To encourage more use of this resource, CPTC identified four specific pathways for certification this Summer. CPSD went to every classroom in the district to promote this pilot program. Recruitment also included helping enroll students at high schools and bring them to CPTC's Lakewood campus to introduce them to campus environment. The end result was 58 students enrolled this summer. The school district also provided ongoing supports during the Summer. The college covered the cost for any credits over the 10 credits covered by running start.

Our efforts have sparked interest from other school districts and many of the participating students have expressed interested in coming back for more credentialling.

Looking forward, dual enrollments can be expanded in several ways: such as expanded field offerings, and use of college in the high school to start students as early as the 8th and 9th grades. Blurring the line between high school and college helps to increase credentialling in line with the state goal.

Trustee Buchanan asked if dual enrolled students are in class with other college students and if this cause problems. Dr. Broxson responded that he saw some concerns about running start students being ready for college but found the running start students are frequently the most successful. Statistically it is the 20-to-24-year-olds who experience the lowest success rates. He

also noted that the average age in community and technical colleges is slowly dropping due to the availability and popularity of dual enrollment.

Summer Launch (Tab 4)

Jovan McCoy and Dr. Tolu Taiwo provided a presentation about CPTC's 2025 Summer Launch program at the MEC.

The MEC, open to all students, provides academic and non-academic supports to improve successful completions. Since its opening, 45 students have been served, equaling 17 percent of the African American males at CPTC. The program is based on similar programs at various colleges around the country. The idea is to help students be prepared for success. Statistics have shown that the primary factor for success is one-on-one peer mentoring.

Summer Launch students were recruited from area high schools, especially Mount Tahoma High School. Specifically targeted were students who had no apparent plan for the future.

By the end of Summer Launch, all of the participating students were enrolled at CPTC and had funding plans as well.

Trustee Buchanan asked if participants were paid, and if support was provided to faculty to encourage that they act as mentors. The program is free to students but the college was not able to pay the students for their time. Mr. McCoy noted that students were hard to recruit due to the large investment of time by students and the loss of potential pay. In addition, a student from Mt. Tahoma High School was killed in near the end of the year, and that may have negatively impacted recruitment. The good news is that this year's students are now recruiting others to the program for future years. Mr. McCoy is working to create support for greater faculty participation.

4th Quarter Preliminary Financial Report

Amelia Grayson provided a preliminary report on the college's fourth quarter finances. She distributed a sheet with preliminary figures (Appendix A). She was not able to provide this in time for it to be included in the Board packet because she had to wait for SBCTC to provide final figures.

Although there is a net loss, it is much less than anticipated. This is partially due to changes in state allocations, but also enrollment was better than anticipated, providing higher revenue. Dual enrollment has been growing particularly fast. We are anticipating this will continue.

On the negative side, auxiliary revenue was lower than anticipated, lowering the overall revenue. Also, increased enrollment resulted in some increased costs.

Trustee Taylor asked how the budget can be predicted given the many unknowns. Ms. Grayson said that predictions are based on historical expectations tempered by the college's growth plans. She also works to budget conservatively to protect the college.

The August 29 Board retreat will provide an opportunity to delve deeper into college finances.

Chair's Report

Chair Taylor stated that he had no report.

Board Reports and/or Remarks

Trustee Phillips commended the CPTC Facebook posts. She said that they are easy to share as a way to promote the college. She also appreciated the student success stories, finding them inspirational.

She wondered if the college is continuing our work on student food insecurity and housing.

New Business

None

Executive Session

None

Adjournment

Motion to adjourn the meeting at 5:35 was made by Trustee Phillips, and seconded by Trustee Zhu. The motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

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

Appendix A

Clover Park Technical College
FY 2024-25, Year End Budget to Actuals
As of June 30, 2025
Non-GAAP Budgetary Basis Reporting
UNAUDITED

			100% of Fiscal Year Completed
	Budget	Actual	Actuals as Percent of Budget
REVENUE			
Net tuition and Fees	13,410,140	16,232,023	121.0%
Running Start	1,350,000	1,647,235	122.0%
NWCTHS Support	2,750,000	3,250,602	118.2%
Total Student Revenue	17,510,140	21,129,860	120.7%
State Operating Appropriation	36,944,483	36,944,483	100.0%
State Capital Appropriation	6,427,452	6,427,452	100.0%
Grants and Contracts	6,176,387	6,176,387	100.0%
Corporate Education	1,873,803	1,873,803	100.0%
Other Operating Revenue	421,800	770,866	182.8%
Investment Income	1,000,000	1,879,648	188.0%
Total Other Operating Revenue	52,843,925	54,072,639	102.3%
Bookstore	753,750	889,315	118.0%
Event Services	551,000	435,112	79.0%
Hayes Development Center	1,178,250	511,258	43.4%
Total Auxiliary Revenue	2,483,000	1,835,685	73.9%
Total Revenue	72,837,065	77,038,185	106%
EXPENSES			
Salaries and Wages	35,331,198	36,803,945	104.2%
Employee Benefits	11,970,018	11,680,165	97.6%
Capital Outlay	1,919,133	2,032,752	105.9%
Goods and Services	8,897,978	11,814,369	132.8%
Repairs and Maintenance	5,438,825	5,717,095	105.1%
Travel	319,117	371,391	116.4%
Utilities	1,104,127	1,176,218	106.5%
Scholarships and Aid	2,130,404	2,837,086	133.2%
Debt Service	3,507,250	3,507,250	100.0%
Building and Innovation	1,365,390	1,433,359	105.0%
Total Operating Expenses	71,983,440	77,373,630	107.5%
Net Income (Loss)	853,625	(335,445)	



Board of Trustees Meeting

Virtual, Via Zoom

Monday, August 25, 2025

Special Meeting: 9:00 – 9:30 a.m.

Special Meeting Minutes

Call to Order: Vice Chair Buchanan called the Board of Trustees Special Meeting for Clover Park Technical College (CPTC) to order on August 25, 2025, at 9:03 a.m.

Board of Trustees Present:

Adria Buchanan, Vice Chair
Alice Phillips
Jesus Villegas Rivera
Tong Zhu

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences

Eli Taylor, Chair

Executive Team

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication
Amelia Grayson, VP for Finance and Administration
Iesha Valencia, Associate VP for Equity, Diversity, and Inclusion
Dr. James Neblett, Associate VP for Human Resources and Culture
Dean Kelly, VP for Student Success

Adoption of the Agenda

MOTION:

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

Public Comments

None.

New Business

Review of judicial recommendation regarding employee dismissal upon program closure

President Loveday provided a description of the circumstances around closure of the Medical Assistant program and resulting reduction in force. She noted that the decision to close the program was difficult. Due to multiple factors including the loss of program accreditation, Dr. Loveday made the decision in May 2025 to close the program. As the only faculty member in the program, Ms. Jones was notified that her position would be eliminated. She appealed, and the appeal was brought before an administrative law judge. Following a hearing, the administrative law judge ruled in favor of the college's decision.

Mr. Kjolseth noted that reductions in force (RIFs) are not common. The Board must now take action on the recommendation by the administrative law judge.

MOTION:

Motion to accept the administrative law judge's findings and terminate the employment of Michele Jones upon closure of the medical assistant program, pursuant to the Clover Park Technical College bargaining agreement 2024-2027 Article 12.11.C, as discussed, was made by Trustee Phillips and seconded by Trustee Villegas Rivera.

Trustee Zhu asked how many employees are impacted by the program closure. The answer is that only Ms. Jones is affected as it is a single instructor program. Students are being taught out through summer quarter.

Trustee Phillips commented that these decisions are difficult, and the Board and President do not take these actions lightly.

The Motion was approved unanimously.

Next Meeting

Board Retreat on August 29, 2025, in Building 17, Room 260, 8:15 a.m. to 3:00 p.m.

Adjournment

Motion to adjourn the meeting at was made at 9:15 a.m. by trustee Phillips and seconded by trustee Zhu. The motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

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

Holiday House

a CPTC annual holiday tradition



Tab 3

1986 – 2024

Holiday House is a non-denominational volunteer sponsorship program that provides; clothes, toys &/or gift cards to the children of eligible CPTC students for the winter holidays, allowing students to focus on their studies rather than how to afford gifts for the holidays.

Since 1986, HH has sponsored over 2,367 families, with 98 families last year.

To date 4,497 children have benefited with 229 children supported last year.



Holiday House Needs Support

Over the years, student need has grown so much that we regularly have more families who apply for assistance than we have volunteers to sponsor them.

To cover families not sponsored, Holiday House Committee organizes a Gift Basket Raffle Fundraiser each year in October

Anyone can donate a basket or prize to help - Baskets due 10/20/25





Many Ways to Help This Year

1. Donate a Basket/Prize to be raffled off
2. Donate cash, books or new children's clothes to the CPTC HH Foundation Office
3. Click to [Sponsor a CPTC Child or Family](#)
4. Volunteer at the big Holiday House event December 2nd distributing gifts, cookies, hot chocolate & of course selfies with Santa & his elves!

Thank you!
Any Questions?

-Santa & the Elves



CAMPUS ACTIVITIES & ADVOCACY BOARD REPORT

OCTOBER 2025

Tab 4



Clover Park Technical College
FY 2024-25, Year End Budget to Actuals
As of June 30, 2025
Non-GAAP Budgetary Basis Reporting
UNAUDITED

REVENUE	100% of Fiscal Year Completed		
	Budget	Actual	Actuals as Percent of Budget
Net tuition and Fees	13,410,140	16,232,023	121.0%
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Grants and Contracts	6,176,387	6,176,387	100.0%
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Other Operating Revenue	421,800	759,305	180.0%
Investment Income	1,000,000	1,879,648	188.0%
Total Other Operating Revenue	52,843,925	54,061,078	102.3%
Bookstore	753,750	889,315	118.0%
Event Services	551,000	461,673	83.8%
Hayes Development Center	1,178,250	496,258	42.1%
Total Auxiliary Revenue	2,483,000	1,847,246	74.4%
Total Revenue	72,837,065	77,038,185	106%
EXPENSES			
Salaries and Wages	35,331,198	36,803,945	104.2%
Employee Benefits	11,970,018	11,680,165	97.6%
Capital Outlay	1,919,133	2,032,752	105.9%
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Debt Service	3,507,250	3,507,250	100.0%
Building and Innovation	1,365,390	1,433,359	105.0%
Total Operating Expenses	71,983,440	77,313,244	107.4%
Net Income (Loss)	853,625	(275,059)	



CLOVER PARK TECHNICAL COLLEGE
BUDGET: FY 2025-2026

Clover Park Technical College

2025-2026 Budget Overview

This budget document, submitted to the Board of Trustees for their consideration represent the 2025-2026 budget for the State General Operating Fund.

In approving this budget, the Board of Trustees authorizes the transfer from the unobligated fund balance in the General Fund, or other funds, to eliminate any cash deficit as required by RCW 43.88.260, to provide working capital and to support approved projects and activities.

The budget being submitted in this document will be updated and reported to the Board of Trustees on a quarterly basis.

2025-26 Tuition

Lower Division

RESIDENTS

NONRESIDENTS

		<i>Assumes 15 Credits per Quarter</i>	
ANNUAL	Operating Fee	\$3,865.50	\$9,628.35
	Building Fee	\$544.80	\$1,129.35
	Maximum S & A Fee	<u>\$407.10</u>	<u>\$407.10</u>
	Tuition and Fees	\$4,817.40	\$11,164.80
QUARTERLY	Operating Fee	\$1,288.50	\$3,209.45
	Building Fee	\$181.60	\$376.45
	Maximum S & A Fee	<u>\$135.70</u>	<u>\$135.70</u>
	Tuition and Fees	\$1,605.80	\$3,721.60
		<i>1-10 Credits</i>	
PER CREDIT	Operating Fee	\$102.95	\$291.31
	Building Fee	\$15.44	\$34.42
	Maximum S & A Fee	<u>\$13.57</u>	<u>\$13.57</u>
	Tuition and Fees	\$131.96	\$339.30
		<i>Credit between 11 and 18</i>	
PER CREDIT	Operating Fee	\$51.80	\$59.27
	Building Fee	\$5.44	\$6.45
	Maximum S & A Fee	<u>\$7.85</u>	<u>\$7.85</u>
	Tuition and Fees	\$65.09	\$73.57
EXCESS CREDIT SURCHARGE		<i>19+ Credits</i>	
	Operating Fee Only	\$118.39	\$325.73

2025-26 Tuition

Upper Division

		<u>RESIDENTS</u>	<u>NONRESIDENTS</u>
		<i>Assumes 15 Credits per Quarter</i>	
ANNUAL	Operating Fee	\$6,807.90	\$20,126.70
	Building Fee	\$544.80	\$1,129.35
	Maximum S & A Fee	<u>\$407.10</u>	<u>\$407.10</u>
	Tuition and Fees	\$7,759.80	\$21,663.15
QUARTERLY	Operating Fee	\$2,269.30	\$6,708.90
	Building Fee	\$181.60	\$376.45
	Maximum S & A Fee	<u>\$135.70</u>	<u>\$135.70</u>
	Tuition and Fees	\$2,586.60	\$7,221.05
		<i>1-10 Credits</i>	
PER CREDIT	Operating Fee	\$226.93	\$670.89
	Building Fee	\$15.44	\$34.42
	Maximum S & A Fee	<u>\$13.57</u>	<u>\$13.57</u>
	Tuition and Fees	\$255.94	\$718.88
		<i>Credit between 11 and 18</i>	
PER CREDIT	Operating Fee	\$0.00	\$0.00
	Building Fee	\$5.44	\$6.45
	Maximum S & A Fee	<u>\$7.85</u>	<u>\$7.85</u>
	Tuition and Fees	\$13.29	\$14.30
EXCESS CREDIT SURCHARGE		<i>19+ Credits</i>	
	Operating Fee Only	\$242.37	\$705.31

2025-2026 Tuition Waivers

Waivers are calculated on 2025-2026 resident tuition of \$131.96 per

Credit or \$1,605.80 per 15 Credits per Quarter.

All waivers are effective Fall Quarter 2025

Statutorily Mandatory Waivers

Children/Spouse of Totally Disabled or
POW/MIA or Deceased Eligible Veterans
or National Guard Members.

No Tuition or Fees

Children/Spouses of Deceased or Disabled Law
Enforcement Officers or Firefighters

No Tuition or Fees

Wrongfully Convicted Person

No Tuition or Fees

SBCTC Mandatory Waivers

ABE/ESL/GED

Operating Fee only - \$25/Student
(100% - waiver available based on need)

Apprenticeship

50% Tuition Waived

Operational Waivers granted by CPTC

High School Completion

100% First six Credits - 50% of Tuition
Waived Seven Credits and above

DOD (Active Duty)

100% Building and Student Activities Fees

Public Employees

\$20/Credit up to 10 Credits

Refugee

Waives Non-Resident Operating Differential

Non-Resident Operating

Waives Non-Resident Operating Differential

Senior Citizen Audit

\$5 per quarter, not to exceed 2 classes

Apprenticeship Minus Local Fee

50% Tuition Waived, 100% ASG & SGR waived.

2025-2026 Course Fees				
Description	Amt/credit	Flat Amt	Max Amt	Logic
ACAD Tech Fee	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
Tech Fee AV	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
AMT Course Fee	\$56.15		\$224.60	\$56.15/course w/ 224.60max
Application Fee Int'l		\$75.00		
Apprenticeship	\$119.13			\$119/credit w/ no max
Architectural Engineering Fee		\$34.69	\$34.69	\$34.69/course w/ \$34.69 max
ASG Building Fee	\$4.52		\$54.24	\$4.25/crdt w/ \$54.24 max
Auto & Trade Lab Fee	\$10.00			\$10/credit w/ no max
Auto Tech Course Fee		\$30.00		\$30/course w/ no max
Autocore Fee		\$30.00		\$30/course w/ no max
Automotive Collision Fee		\$40.80	\$81.60	\$40.80/course w/ \$81.60 max
Avionics Course Fee		\$52.90	\$105.80	\$52.90/course w/ \$105.80 max
Barbering Course Fee		\$65.00	\$65.00	\$65/course w/ \$65 max
Biology Course Fee		\$33.94	\$33.94	\$33.94/course w/ \$33.94 max
Central Services Course Fee		\$53.21	\$159.63	\$53.21/course w/ \$159.63 max
Chemistry Lab Fee		\$38.25	\$38.25	\$38.25/course w/ \$38.25 max
Construction & Building Fee		\$40.00		\$40/course w/ no max
Cosmetology Material Fee		\$111.73	\$111.73	\$111.73/course w/ \$111.73 max
CSGF FEE	\$6.91		\$103.65	\$6.91/crdt w/ \$103.65 max
Culinary Arts Course Fee		\$187.28	\$187.28	\$187.28/course w/ \$187.28 max
Dental Assistant Test Fee		\$296.70	\$296.70	\$296.70/course w/ \$296.70 max
Dental Lab Fee		\$169.19		Additional Course Fee: DAS 114 \$169.19 w/ no max
Dental Lab Fee		\$169.19		Additional Course Fee: DAS 123 \$169.19 w/ no max
Dental Lab Fee		\$169.19		Additional Course Fee: DAS 209 \$169.19 w/ no max
Digital Entertainment Design		\$28.31	\$28.31	\$28.31/course w/ \$28.31 max
Electronic Low Voltage Fee		\$50.00		\$50.00/course w/ no max
Environmental Science course Fee		\$28.90	\$57.80	\$28.90/course w/ \$57.80 max
Esthetics Course Fee		\$42.56	\$170.24	\$42.56/course w/ \$170.24 max
GED TESTING		\$120.00		\$120.00 Per GED
Graphic Design Mat Fee		\$50.00	\$50.00	\$50/course w/ \$50 max
Health Tech Fee	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
Health Course Fee		\$89.01		Additional Course Fee: HUC 114 \$89.01 w/ no max
Health/CInt Tech Fee	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
Histology Lab Fee		\$61.14	\$61.14	\$61.14/course w/ \$61.14 max
HVAC Course Fee		\$40.00		\$40/course w/ no max
ID Card Replacement		\$5.00		\$5.00 per ID
Interior Design Fee		\$56.61	\$56.61	\$56.61/course w/ 56.61 max
Massage Course Fee		\$100.00	\$100.00	\$100/course w/ \$100 max
Mechatronics Course Fee		\$23.89	\$95.56	\$23.89/course w/ \$95.56 max
Medical Assisting Fee		\$40.31	\$40.31	\$40.31/course w/ \$40.31 max
Medical Tech Course Fee		\$41.89	\$209.45	\$41.89/course w/ \$209.45 max
MET Course Fee		\$48.20	\$192.80	\$48.20/course w \$192.80 max
NAC CPR Fee		\$90.45	\$90.45	Additional Course Fee: NAC 111 \$90.45 w/ \$90.45 max
NAC Lab Course Fee		\$24.00	\$48.00	\$24/course w/ \$48 max
NDT Course Fee List		\$50.55	\$50.55	\$50.55/course w/ \$50.55 max
NOS Course Fee		\$65.81	\$131.62	\$65.81/course w/ \$131.62 max
Nursing Tech Fee	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
Nursing Course List Fee	\$78.00			\$78/credit w/ no max
Pastry Arts Fee		\$148.97	\$148.97	\$148.97/course w/ \$148.97 max
Pharmacy Tech Lab Fee		\$142.55	\$142.55	\$142.55/course w/ \$142.55 max
Pharmacy Tech Test Fee		\$160.45	\$160.45	\$160.45/course w/ \$160.45 max
Physics Lab Fee	\$8.00		\$48.00	Additional Course Fee: PHYS& 114 \$8 per credit w/ \$48 max
Physics Lab Fee	\$8.00		\$48.00	Additional Course Fee: PHYS& 221 \$8 per credit w/ \$48 max
Physics Lab Fee	\$8.00		\$48.00	Additional Course Fee: PHYS& 222 \$8 per credit w/ \$48 max
Prior Learning Assessment		\$75.00		\$75.00 Per Assessment
SMSCP Level I Exam Fee		\$150.00	\$150.00	\$150/course w/ \$150 max
SMSCP Level I Exam Fee		\$150.00	\$150.00	\$150/course w/ \$150 max
SMSCP Level II Exam Fee		\$150.00	\$150.00	\$150/course w/ \$150 max
Student Malpractice Insur Fee		\$14.00		\$14/course w/ no max
Surgical Tech Fee		\$22.81	\$45.62	\$22.81/course w/ 45.62 max
Surgical Tech Test Fee		\$280.00	\$280.00	Additional Course Fee: SURG 212 \$280 w/ \$280 max
Trades Tech Fee	\$5.53		\$66.36	\$5.53/credit w/ \$66.36 max
Transcript Fee		\$15.00		\$15 per Transcript
Upholstery Course Fee		\$50.72	\$50.72	\$50.72/course w/ 50.72 max
Welding Fee		\$200.00		\$200/course w/ no max

Note: The amounts listed are estimates. Some courses may require multiple fees.

**Clover Park Technical College
FY26 Budget**

REVENUE	Budget FY26
Net tuition and Fees	16,329,255
Running Start	1,650,000
NWCTHS Support	4,250,000
Total Student Revenue	22,229,255
State Operating Appropriation	36,194,433
State Capital Appropriation	4,958,248
Grants and Contracts	13,838,713
Corporate Education	800,000
Other Operating Revenue	619,996
Investment Income	1,000,000
Total Other Operating Revenue	57,411,390
Bookstore	825,000
Event Services	530,000
Hayes Development Center	750,000
Total Auxiliary Revenue	2,105,000
Total Revenue	81,745,645
EXPENSES	
Salaries and Wages	39,065,841
Employee Benefits	12,472,089
Capital Outlay	8,500
Goods and Services	6,951,014
Other Expenses	3,782,361
Travel	310,568
Utilities	1,120,889
Scholarships and Aid	10,721,226
Debt Service	3,513,750
Building and Innovation	1,424,000
Capital Projects - State	4,574,948
	-
Total Operating Expenses	83,945,186
Net Income (Loss)	(2,199,541)

FY26 Operating Reserves

	FY26
90 Days Operating Expenses	15,762,450
Local Dedicated	3,086,234
Operating Budget Shortfall	2,200,000
Program Recovery	400,000
Debt Service-Student Union COP	997,500
Litigation	850,000
HR Audit and Recovery	100,000
Local Capital	850,000
CPTC 3.5% Tuition Set Aside	1,406,566
Aircraft	3,346,000
Total Restricted Reserves	<u>28,998,750</u>
Total Unrestricted Reserves	<u>152,050</u>
Total Operating Reserves	<u><u>29,150,800</u></u>

OUTREACH & ENTRY *SERVICES*



A Comprehensive Overview
Brandon Lee Dawley, Director

WHO WE *ARE*

Ben Kastenbaum
Entry Coordinator



Keishawna Smith
Entry Coordinator



Evelyn Murphy
Entry Coordinator



Beverly Burr
Program Assistant



Ericka Lynch
Manger of Outreach and
Engagement



WE ARE THE *WELCOME CENTER*

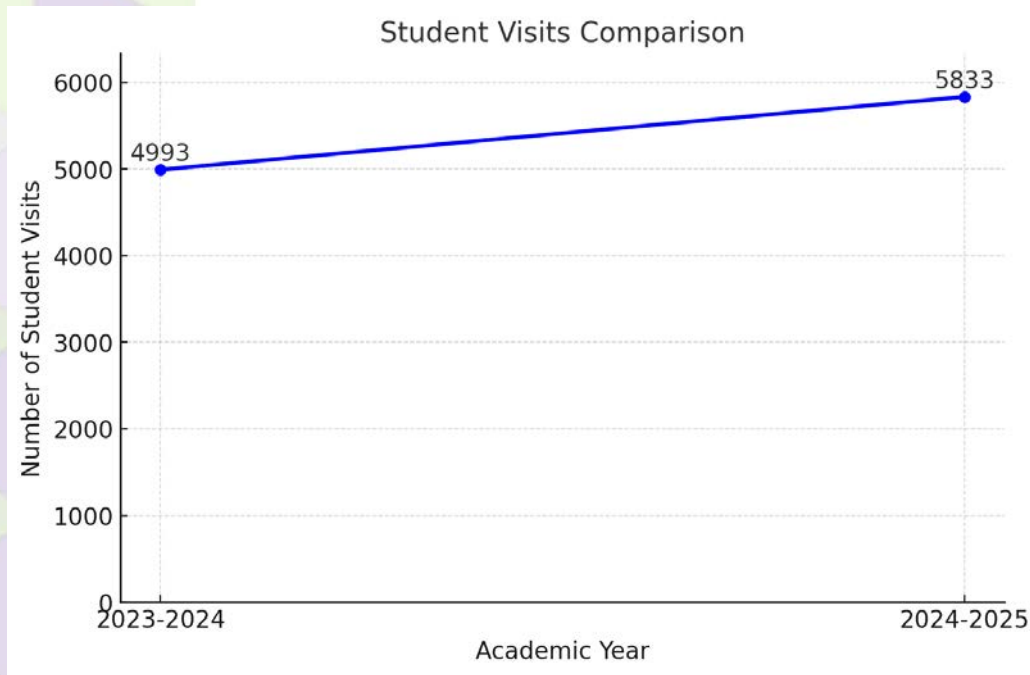


WHAT WE *DO*



- Admissions Advising
- Registration Assistance
- Academic Planning (1st Term)
- Funding Information
- Precheck Transcript Reviews
- Admissions Workshops
- College Recruiting
- Community Events
- Annual Career Conference
- Bi-Annual Program Expos

WHAT WE'VE *DONE*



16.8% Increase in student traffic from last year.

- Developed 'Group Intake' Admissions workshops (every Wednesday).
- Expanded our services to the Eastside Training Facility.
- We've seen a dramatic increase in student traffic due to the public's general interest in affordable technical programs. .
- Expanded our use of our CRM Element 451.
- Collaborated with Student Success stakeholders to host the inaugural ETC Open House.

WHAT WE'VE *DONE*

- Reintegrated Online options to include virtual appointments.
- Developed new appointment system.
- Overhauled website and have included our new AI Chatbot Bonnie.
- Developed new waiting area lobby.
- Partnered with Marketing and Green Rubino to target META leads.

BONNIE THE CHATBOT

**Have questions about anything?
Don't have time to wait?**

**Speak with Bonnie,
your CPTC personal assistant!**

Life as a new college student can be tough. If you have questions about the admissions steps, how to apply for FAFSA, or simply need guidance on what to do, connect with Bonnie—your new CPTC AI personal assistant!





**Scan the QR code
to chat with
Bonnie now!**



BY THE *NUMBERS*

- 5833 visits from July 1st 2024- June 30th 2025.
- 3611 First Visits
- 2222 Follow Up Appointments
- 1458 students visits per Entry Coordinator.
- Each visit is approximately 30-60 minutes in length.
- 197 'Group Intake' Admissions Workshop attendees (4 weeks).
- 135 Outreach Events (Sept.2024-Sept.2025).
- 1,431 Career Conference Attendees

- 504 Program Expo Attendees
- 933 Program Information Session Registrations
- Event Registration Up 226% from last year.
- 157 ETC Open House Attendees.
- 445 Meta Leads
- 893 Chatbot Conversations
- 49,540 automated emails delivered.
- 2655 Student Interest Forms completed (up 128.26% from last year)

WHERE WE'RE *GOING*

- Further expand upon our college's mission of creating a 'One Stop Entry Model'.
- We are working diligently to increase our Running Start and CIHS populations.
- Continue to contribute to the colleges overall FTE and headcount growth.
- Collaborating with Marketing to develop more strategic messaging campaign.
- Build on increasing our conversion rate (currently 58.91%)
- Career Exploration

- We are working on improving our relationships with school districts in rural areas of Pierce County and develop an outreach strategy to accommodate those communities.
- Expand our services to the Eastside Training Facility
- Build on our 'Group Intake' Admissions Workshop.
- Further our connection with our faculty partners.
- Expand our waiting area lobby.

COME VISIT US!

We are located in building 17 of our Lakewood Campus room 101

Walk-In hours: Monday, Tuesday and Thursday from 10:00pm-4:30pm
Wednesdays 10:00am-6:00pm and Fridays 7:30am-12:00pm.

Appointments: Monday through Thursday from 7:30am-10:00am





RESOLUTION 25-10-113

Out-of-State Operating Fee Differential Waiver

WHEREAS, RCW 28B.15.915 and Washington State Board for Community and Technical Colleges policy provide the Clover Park Technical College with the discretion to waive the operating fee differential between resident and non-resident students; and

NOW, THEREFORE, BE IT RESOLVED the Board of Trustees hereby waives the operating fee differential for all domestic non-resident students.

ADOPTED by the Board of Trustees at its regular meeting on October 8, 2025.

Attested by:

Dr. Joyce Loveday
President
College District Twenty-Nine

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