



Board of Trustees Meeting

Rotunda, Building 3

Zoom Link for those who cannot attend in person:

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

Wednesday, February 4, 2026

Study Session: 3:00 – 4:00 p.m.

Regular Meeting: 4:00 – 5:20 p.m.

Study Session Agenda

- 3:00 Call to Order, IntroductionsEli Taylor
- 3:00 Retention and Completion Presentation ([Tab 1](#)) Dr. Tom Broxson, Dean Kelly
- 3:50 AdjournmentEli Taylor

Regular Meeting Agenda

- 4:00 Call to Order, Flag Salute, Land Acknowledgement.....Eli Taylor
- Adoption of AgendaEli Taylor
- Action
- Approval of the Meeting Minutes of January 14, 2026 ([Tab 2](#)).....Eli Taylor
- Action
- 4:10 Public Comments.....Eli Taylor
- 4:25 President's Report.....Dr. Joyce Loveday
- 4:35 College Reports or Highlights
- CAAB Report ([Tab 3](#)) Emma Horn and Glester Ibanez

	<u>2nd Quarter Financial Report (Tab 4)</u>	Amelia Grayson
	<u>Automotive and Trades Presentation (Tab 5)</u>	Lester Burkes
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

Institutional Effectiveness Update

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Retention and Completion

E

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Wednesday, Feb 4,



CLOVER PARK
TECHNICAL COLLEGE

Who We Are & What We Do

▶ Institutional Effectiveness Committee (IEC)

- Chairs: Tom Broxson, Derek McFarland, Snowy Zang
- Members: Celva Boon, Julie Watts, Jay Lanphier, Tiffany Smith, Chris Mahoney

- ▶ IEC Purpose– Monitors progress toward CPTC's mission through the Strategic Plan and CARES goals; develops/maintains institutional metrics; ensures outcomes are disaggregated and equity-centered; promotes a culture of evidence, accountability, and continuous improvement.
- ▶ IEC Charge– Create and maintain measures of success, monitor strategic progress, report to governance and leadership, engage stakeholders in using data to identify barriers and recommend strategies, and ensure transparency and alignment with the mission of Educating Tomorrow's Workforce.

Mission, Vision, Values

Mission: Educating Tomorrow's Workforce.

Vision: Strengthening our community through responsive education and services.

Vision for Change: CPTC will be a profoundly accessible center of learning and credentialing that provides economic mobility and eliminates inequities in students' educational and workforce outcomes

Values: Access, Collaboration, Diversity, Equity, Inclusion, Excellence, Innovation, Respect.



CARES Goals (Strategic Plan 2023–2028)

Community of Care: Belonging and support for students and staff.

Access: Increase enrollment/access for historically marginalized populations.

Retention & Completion: Improve retention and completion for all students, with focus on the historically underserved.

Employment: Boost graduate employment and wage outcomes; reduce inequities.

Sustainability: Economic vitality, social equity, environmental sustainability.



Equity-Centered Approach

Align with SBCTC equity-driven goals for access, completion, workforce responsiveness, and financial resiliency.

Disaggregate every metric (race/ethnicity, income, veteran status, gender, etc.).

Use findings to identify barriers and recommend changes (policy, practice, resource alignment).



Today's Update

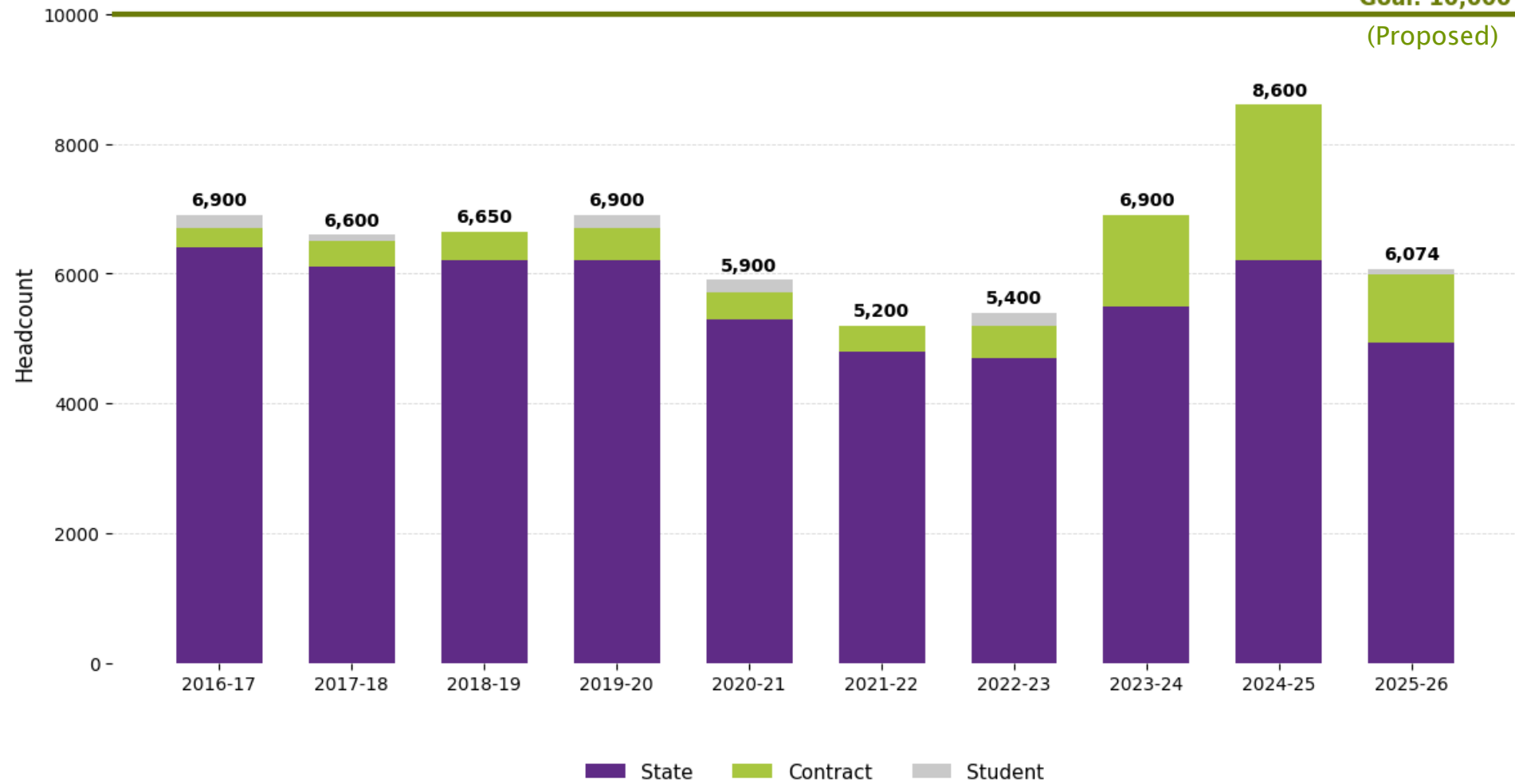
Retention (Fall→Winter; Fall→Fall)

Completion (3-year)

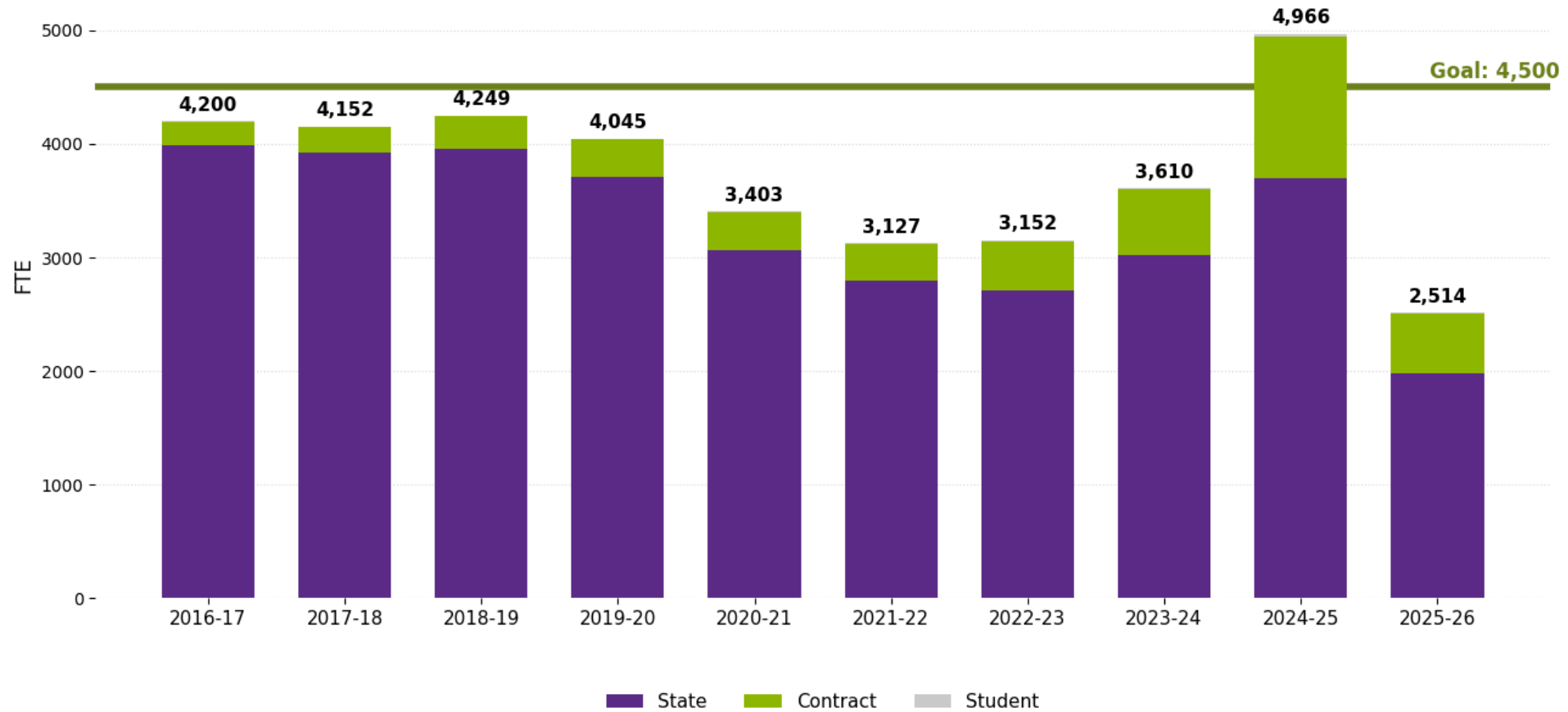
Where we're on track, where gaps persist, and actions underway.

Enrollment - Headcount by Funding Source (2015-16 to 2024-25)

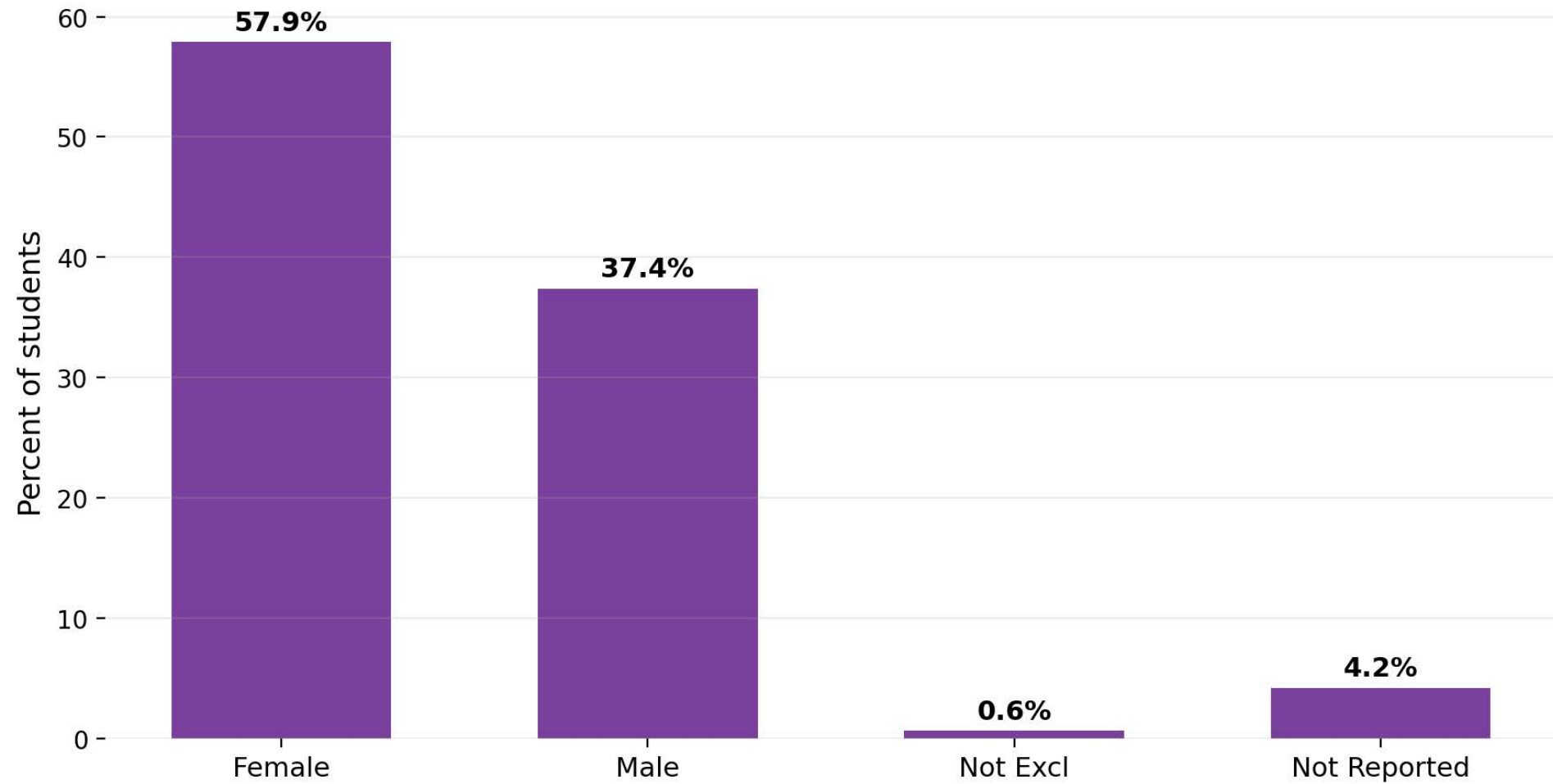
Goal: 10,000
(Proposed)



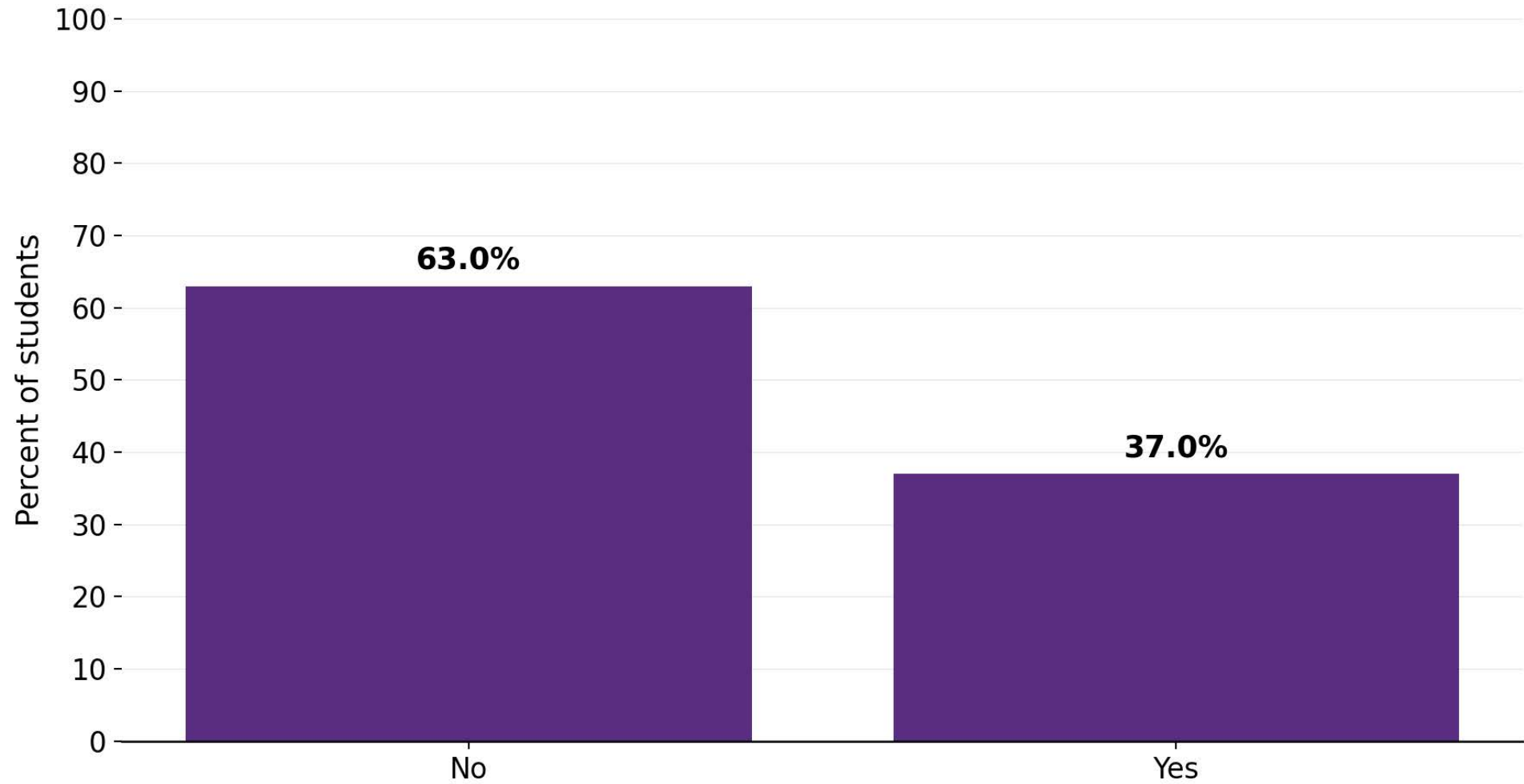
Enrollment - Total FTE by Funding Source (2016-17 to 2025-26)



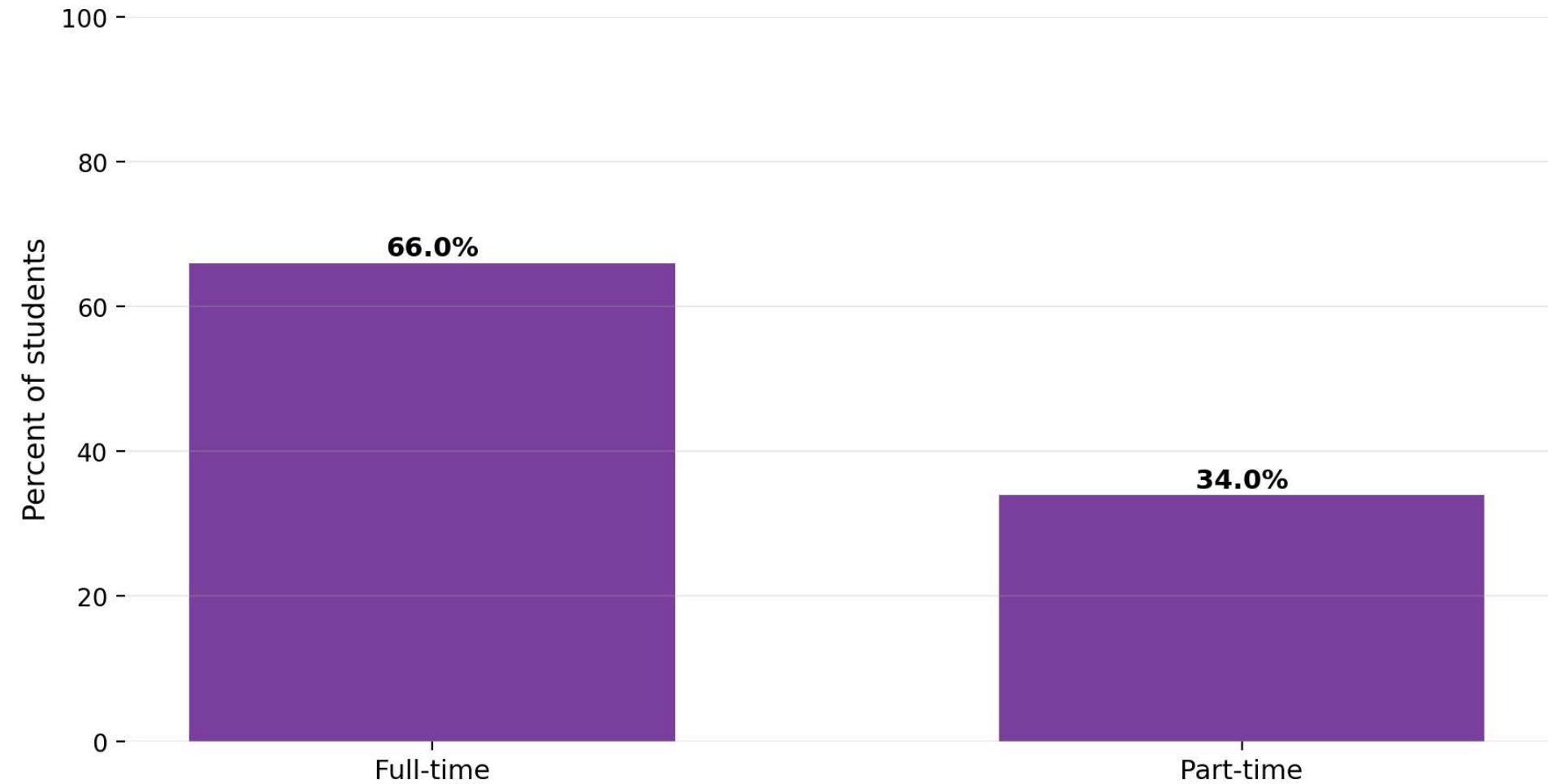
Enrollment - Gender



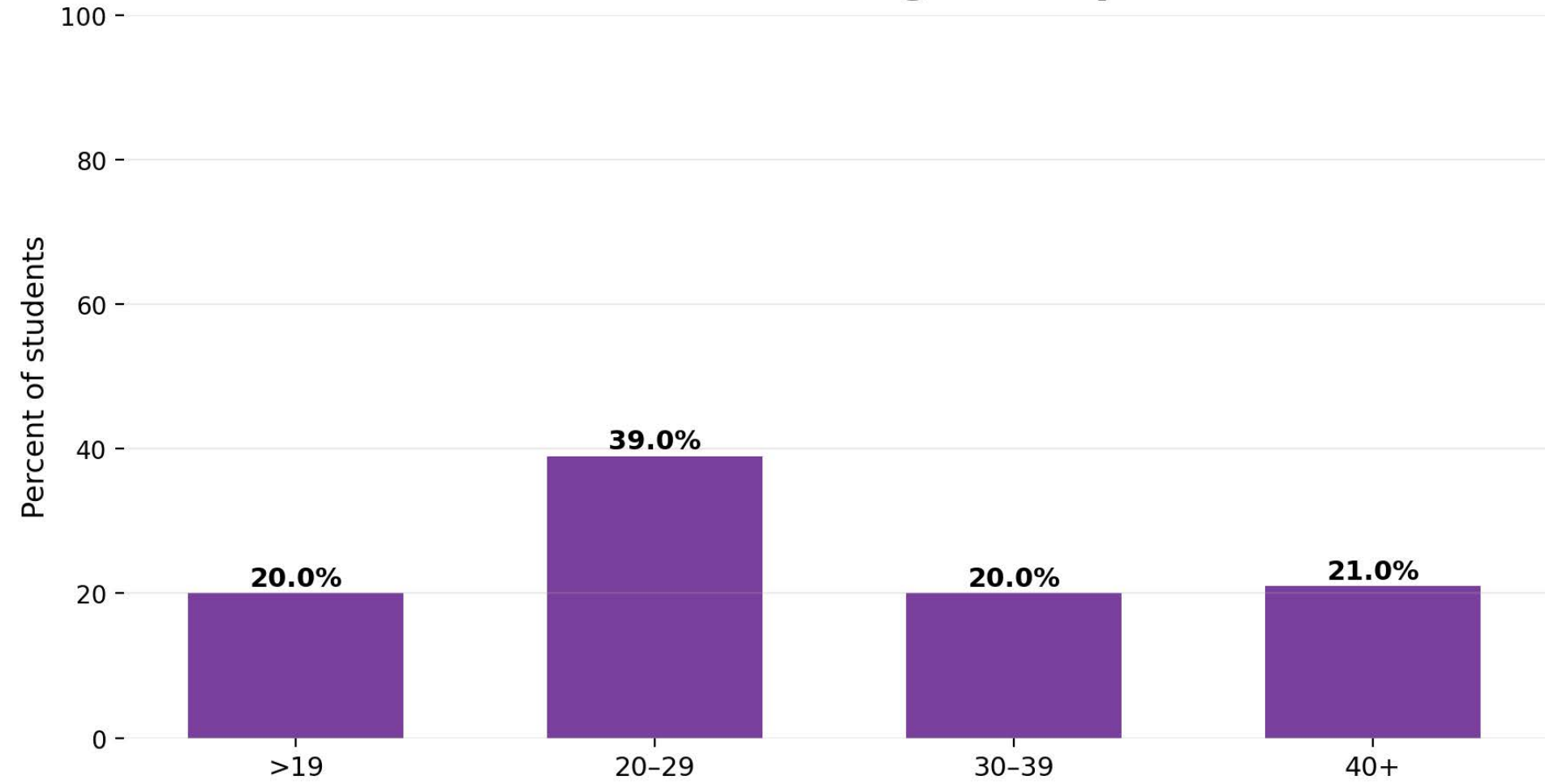
Enrollment - Low Income



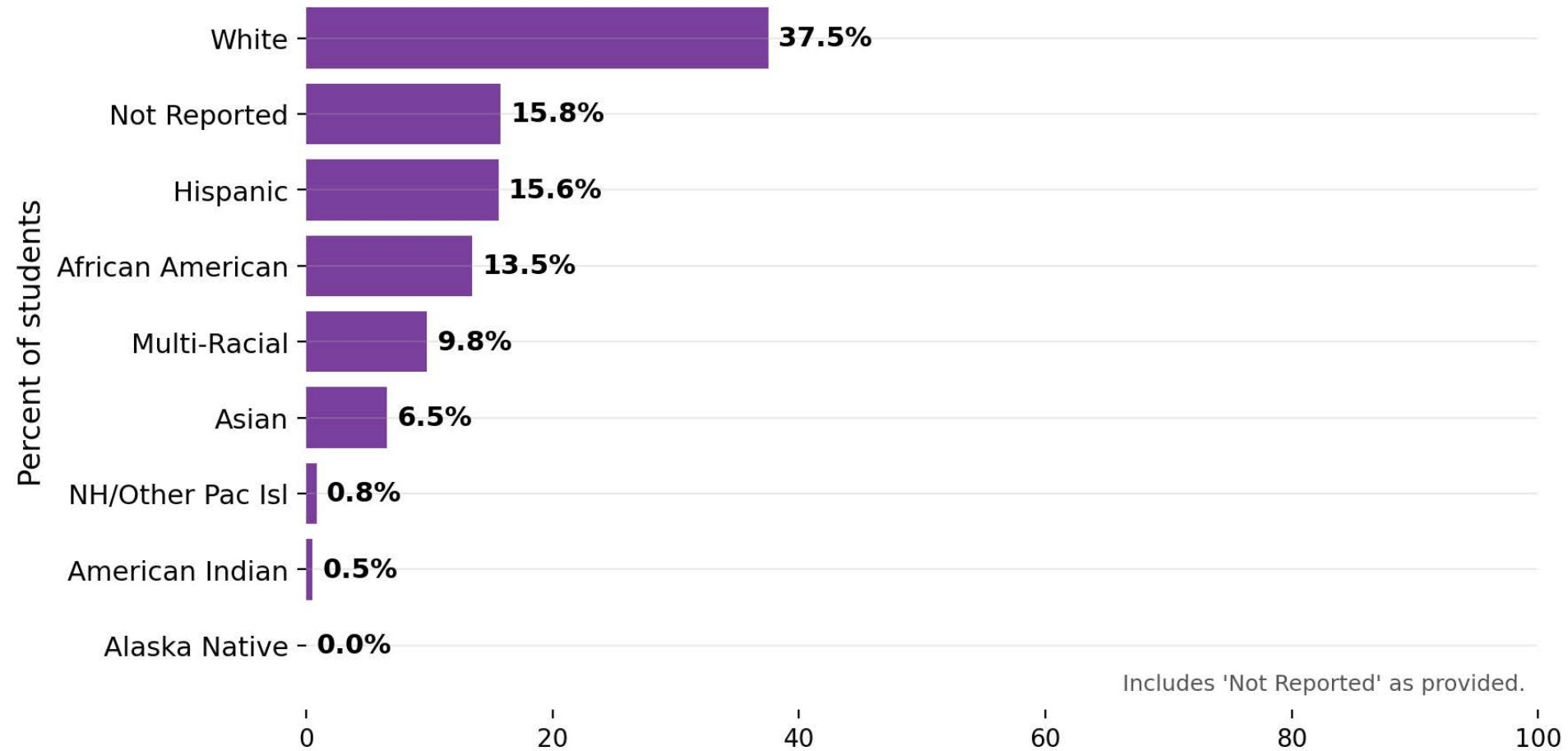
Enrollment Status - Full/Part Time



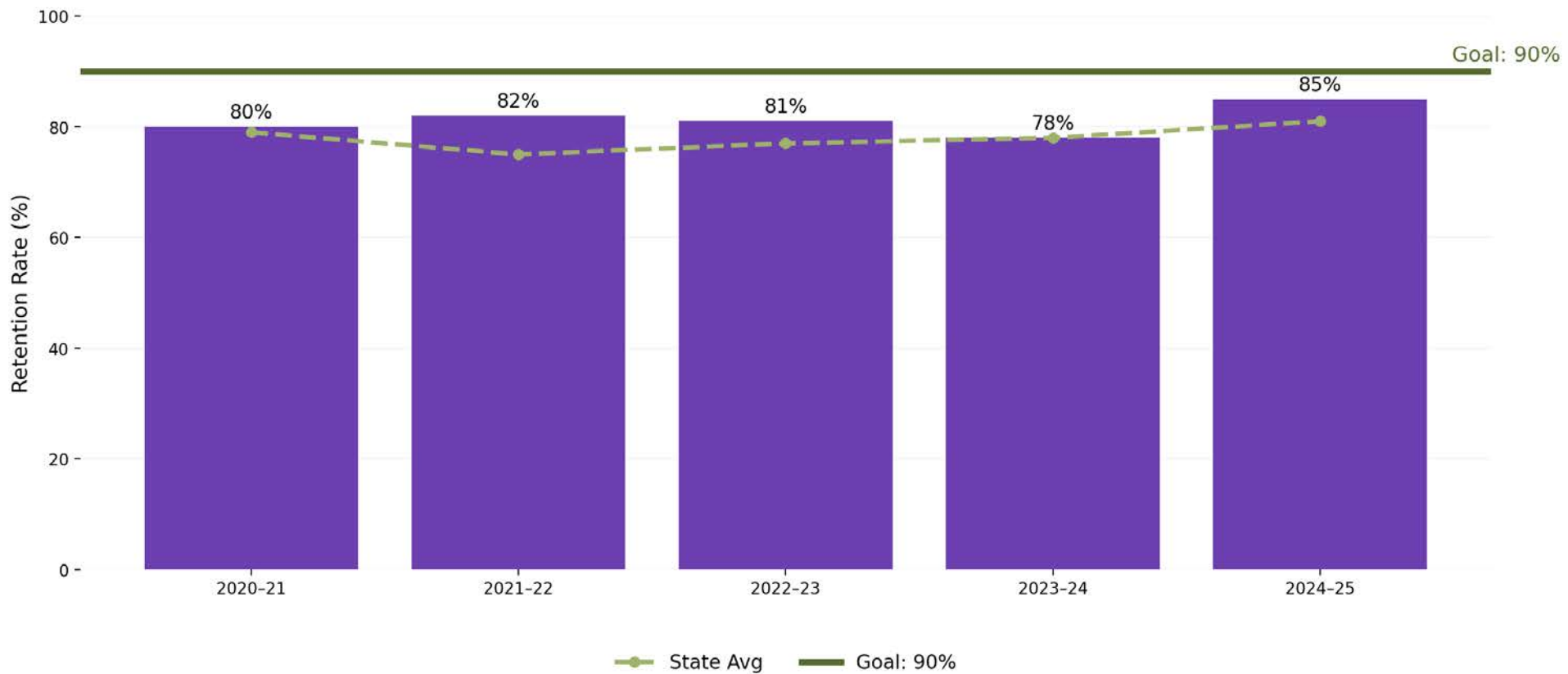
Enrollment - Age Group



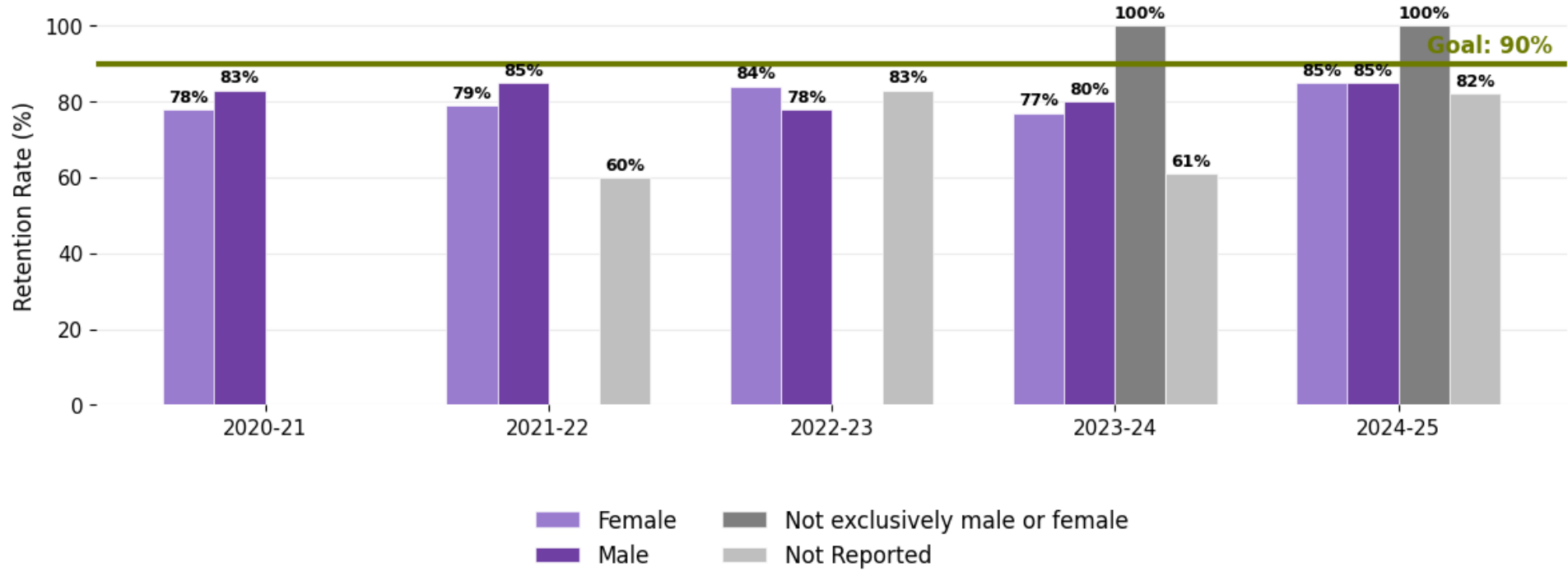
Enrollment - Race/Ethnicity



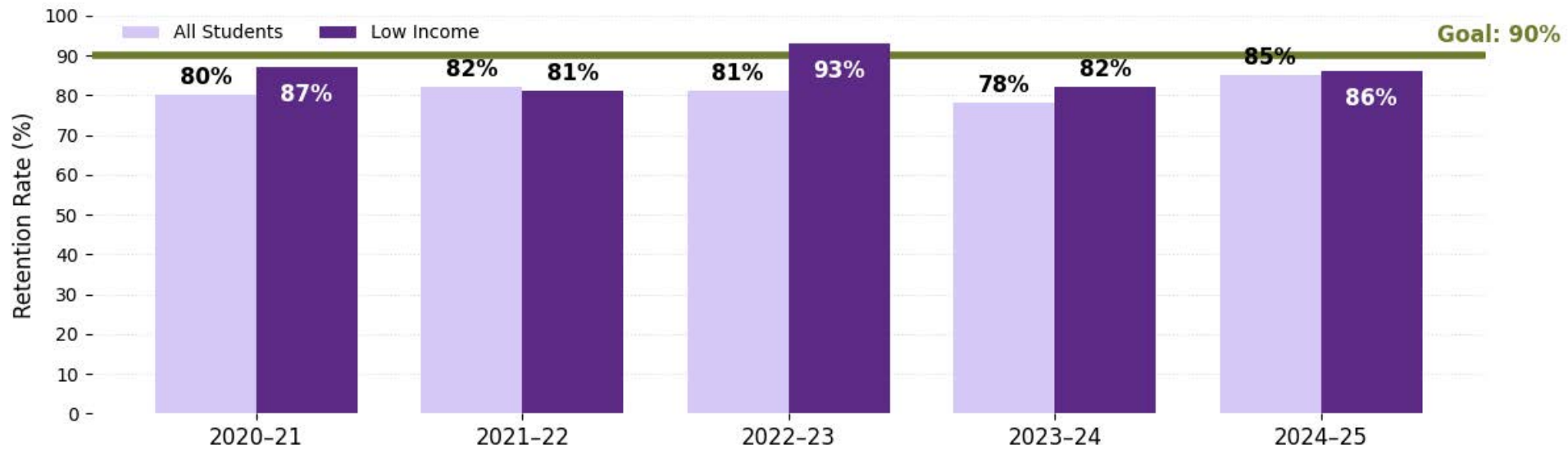
Fall-to-Winter Retention - Overall (with State Average)



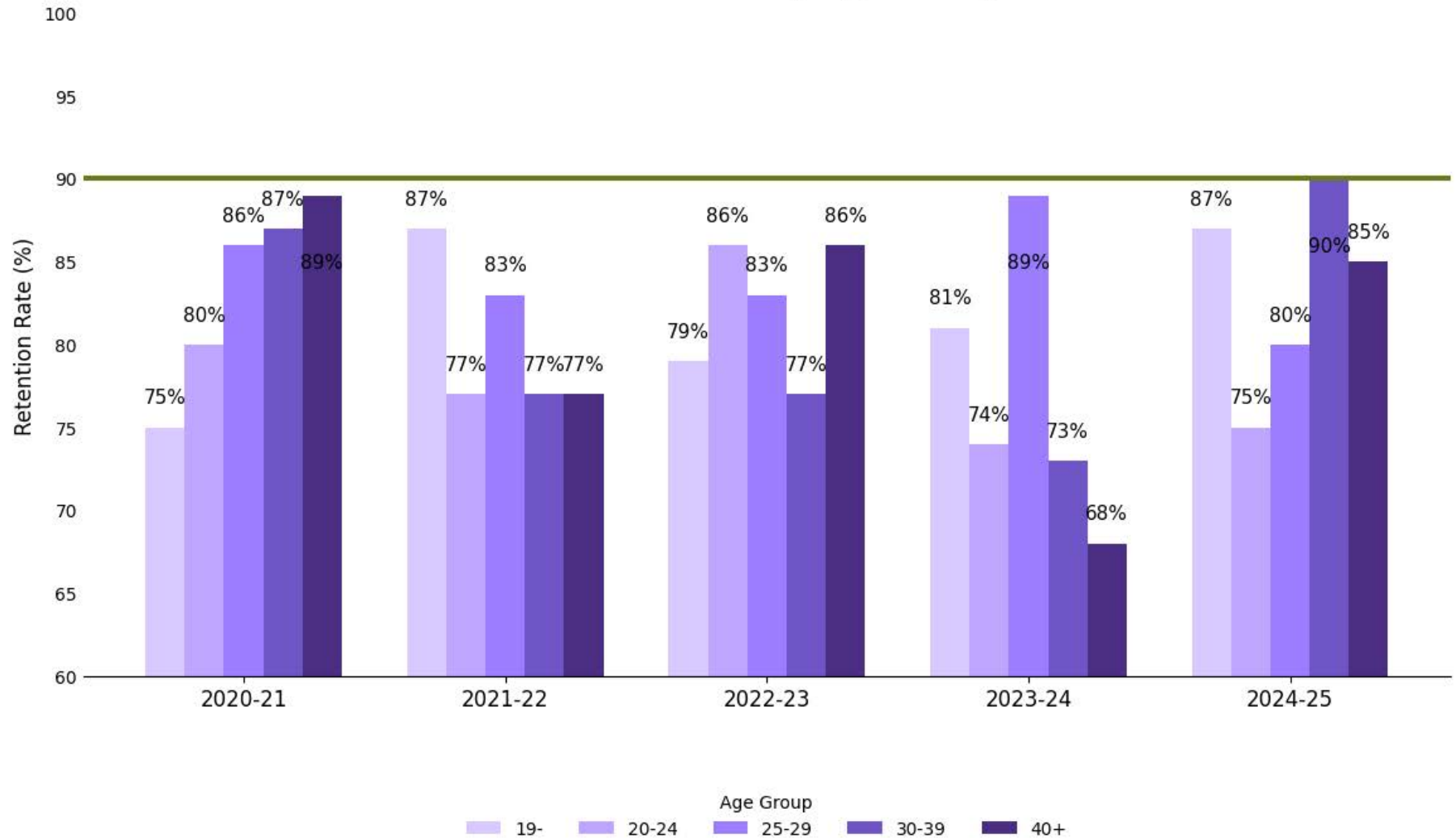
Fall-to-Winter Retention - by Gender (2020-2025)



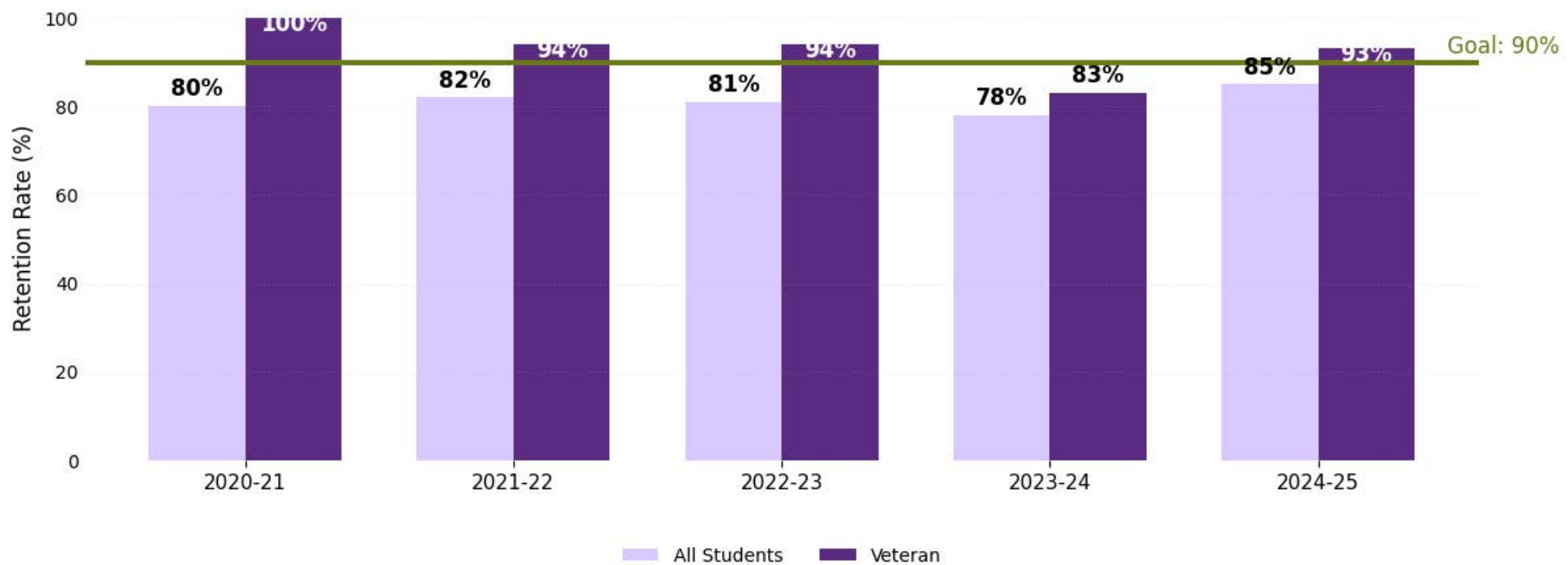
Fall-to-Winter Retention - Low Income vs All Students (2021-2025)



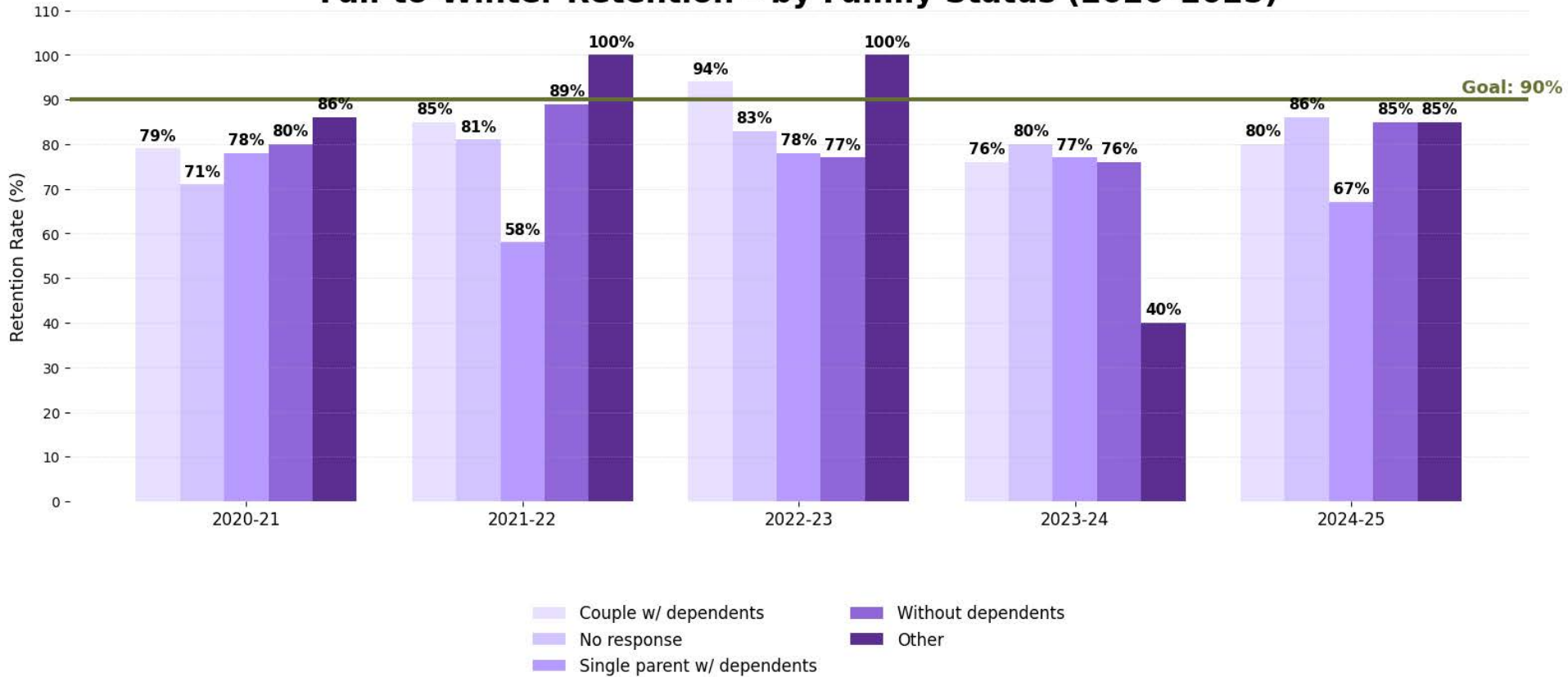
Fall-to-Winter Retention - by Age Group (2020-2025)



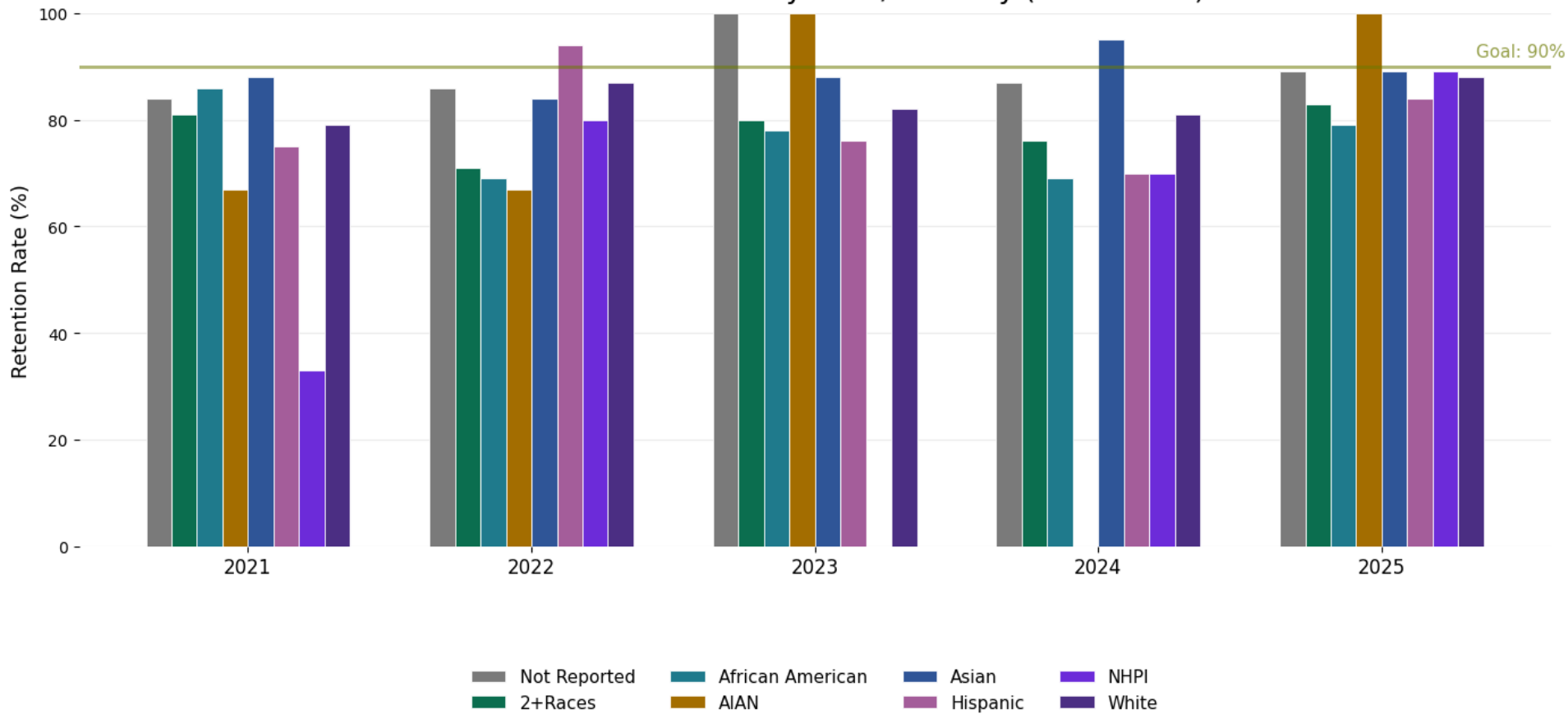
Fall-to-Winter Retention - Veteran vs All Students (2020-21 to 2024-25)



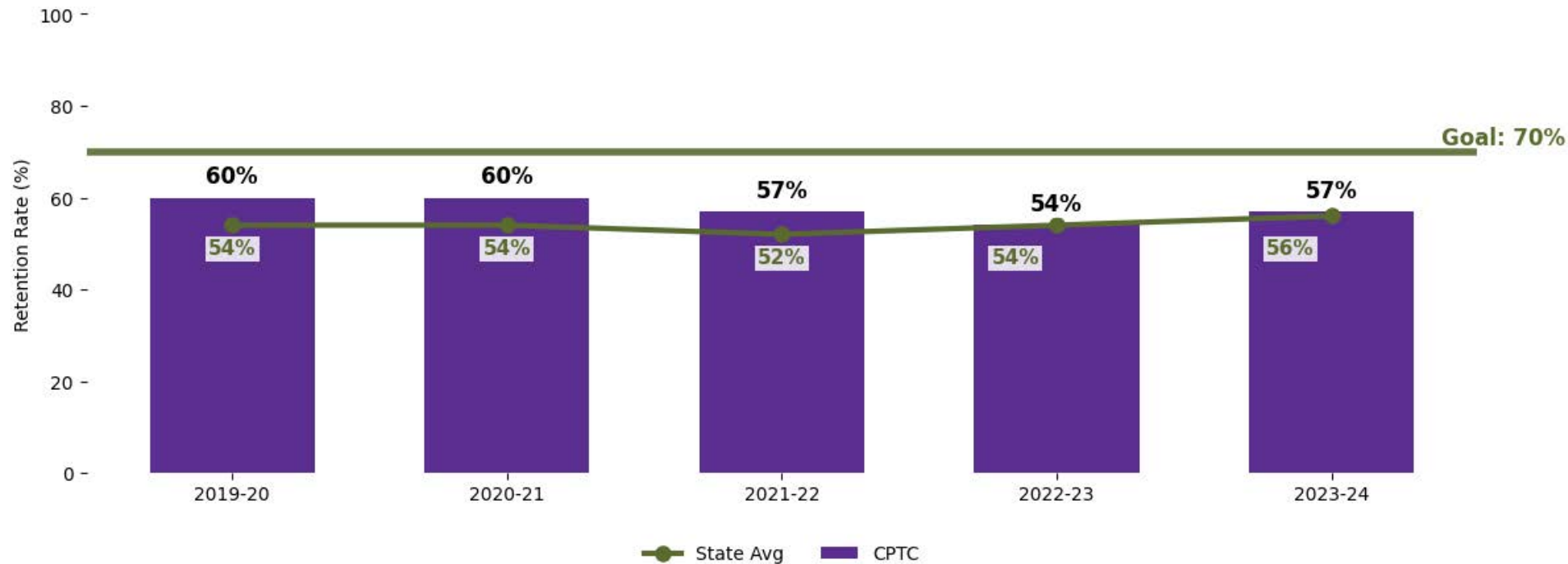
Fall-to-Winter Retention - by Family Status (2020-2025)



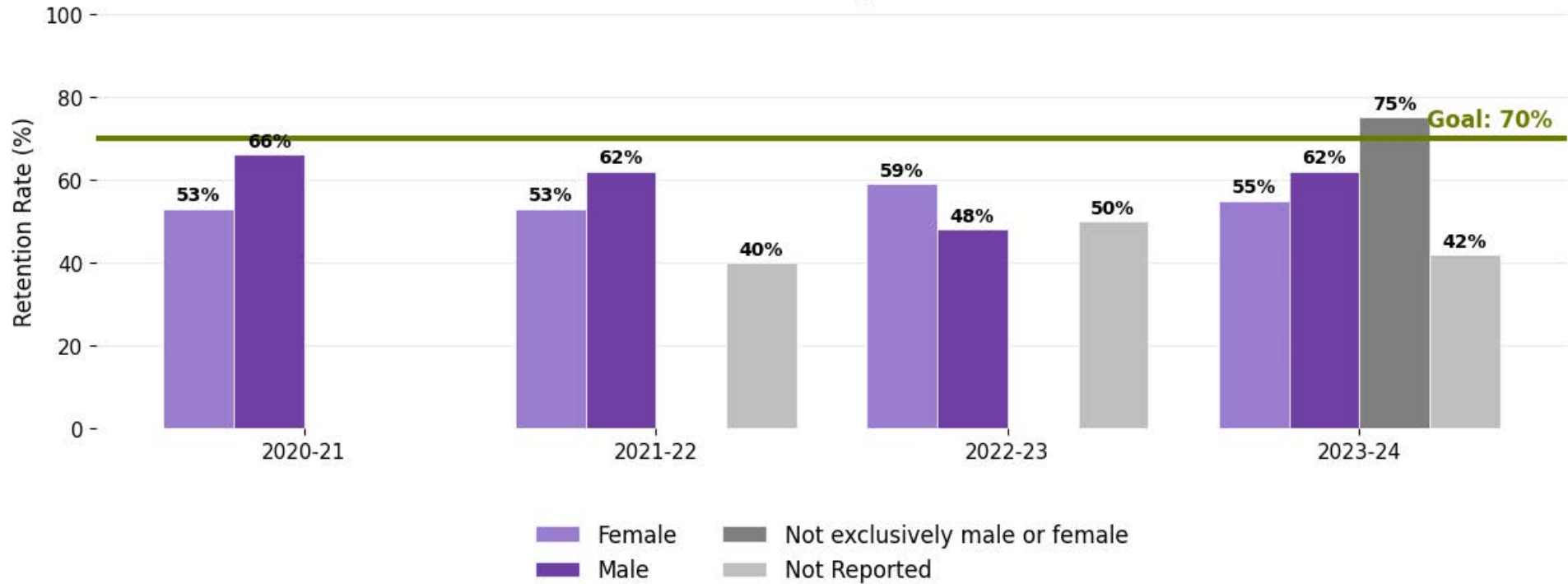
Fall-to-Winter Retention by Race/Ethnicity (2021-2025)



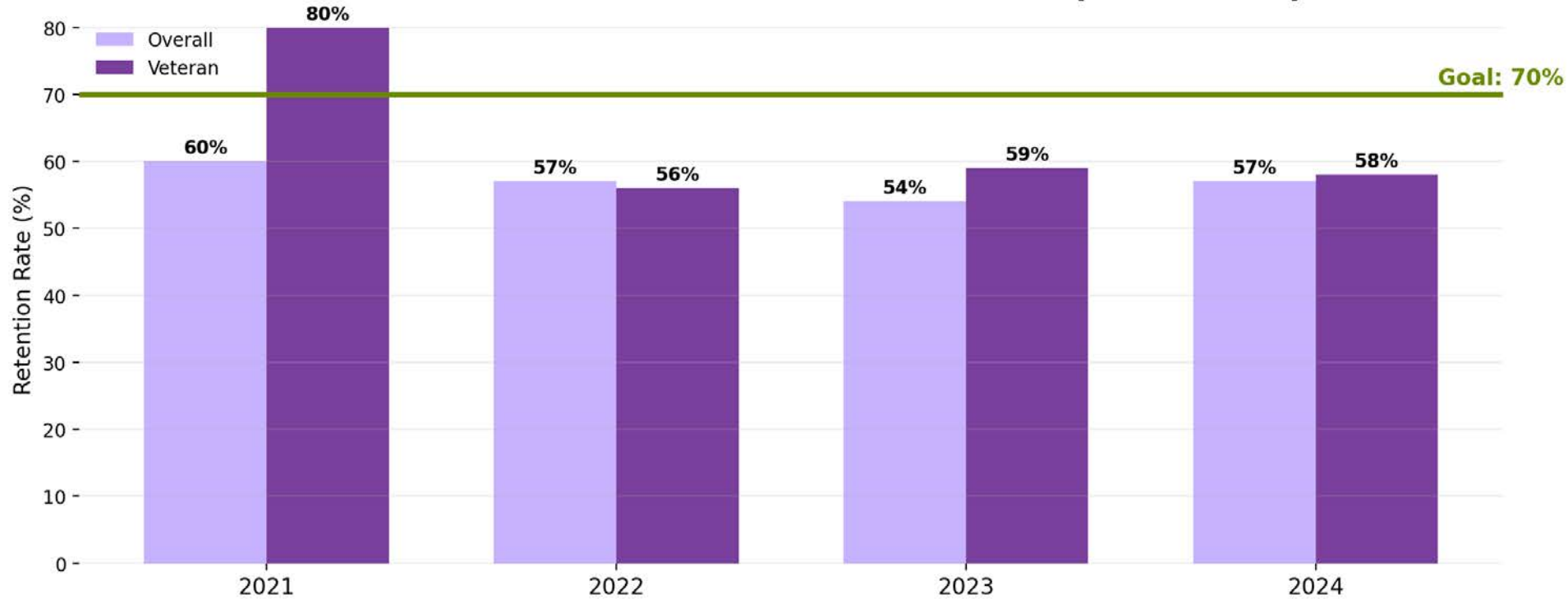
Fall-to-Fall Retention - CPTC vs State Average (2019-2024)



Fall-to-Fall Retention - by Gender (2020-2024)

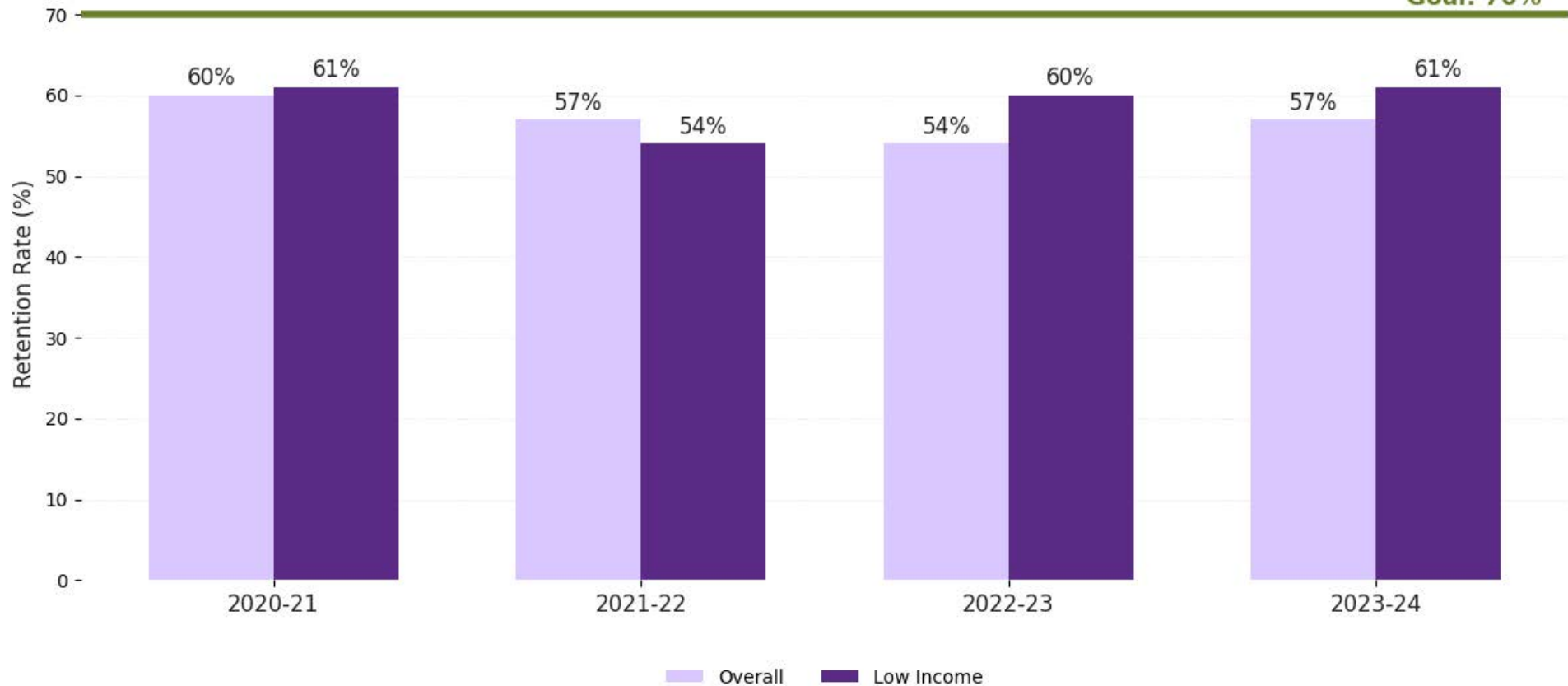


Fall-to-Fall Retention - Veteran vs Overall (2021-2024)

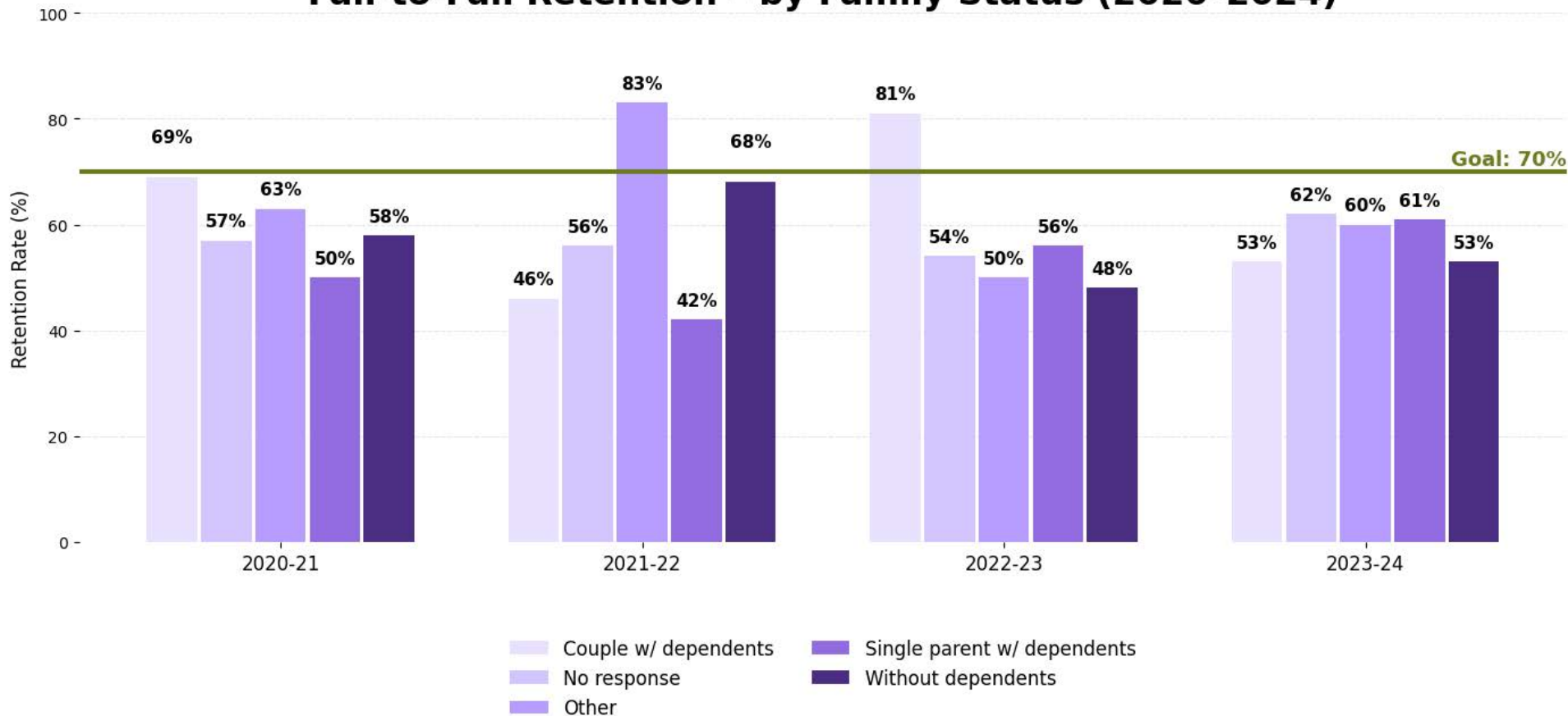


Fall-to-Fall Retention - Low Income vs Overall (2021-2024)

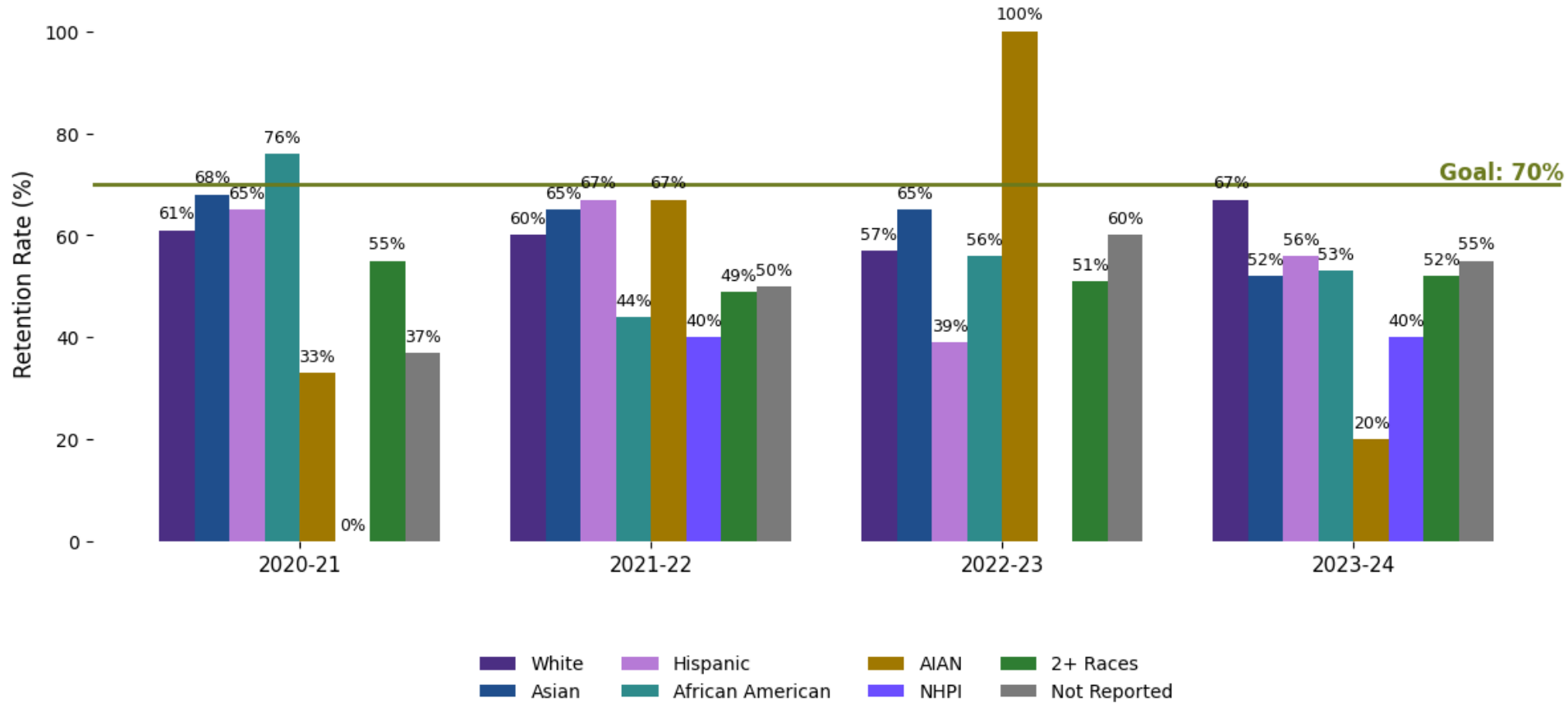
Goal: 70%



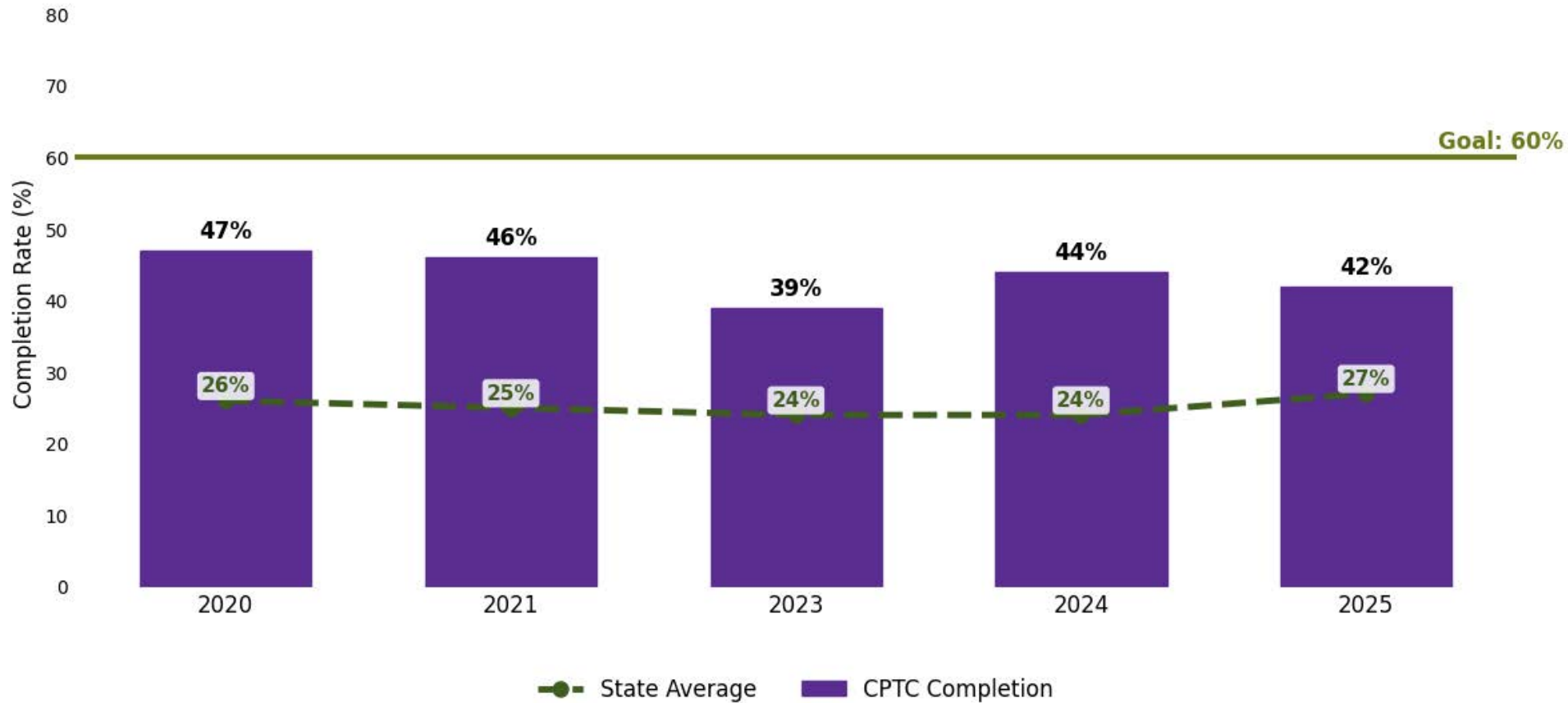
Fall-to-Fall Retention - by Family Status (2020-2024)



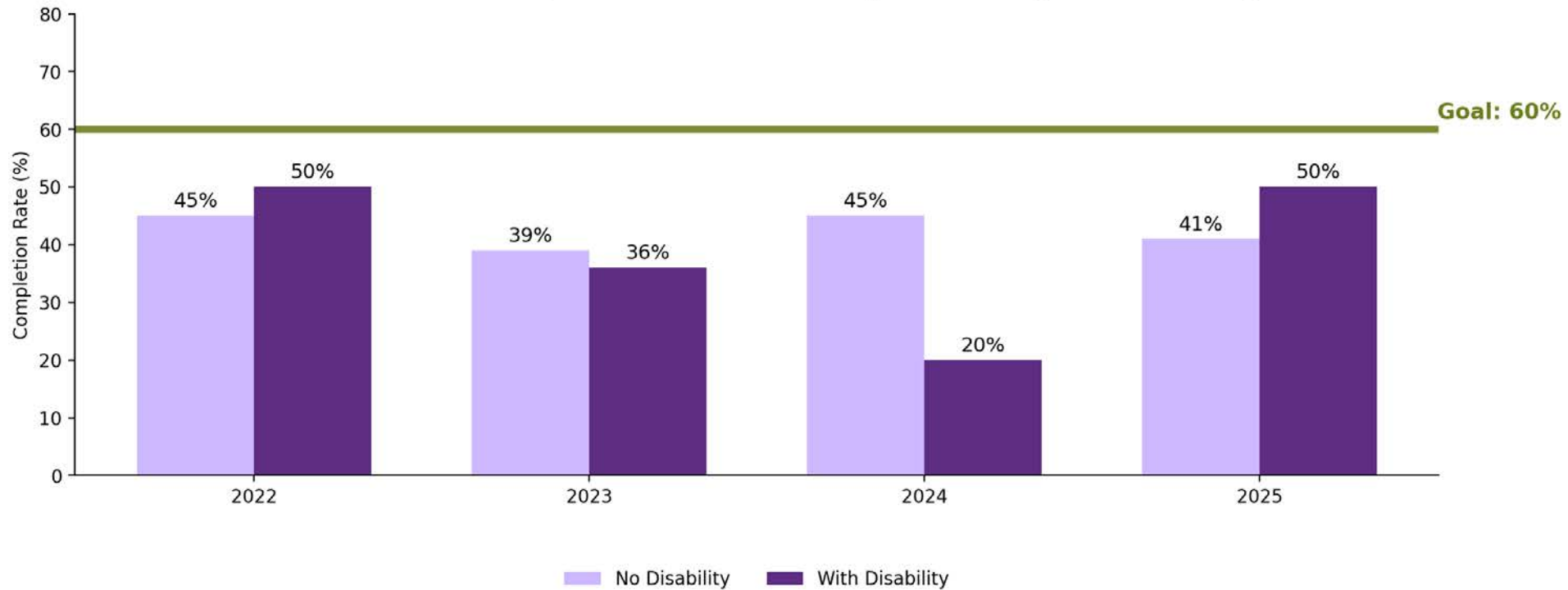
Fall-to-Fall Retention - by Race/Ethnicity (2020-2024)



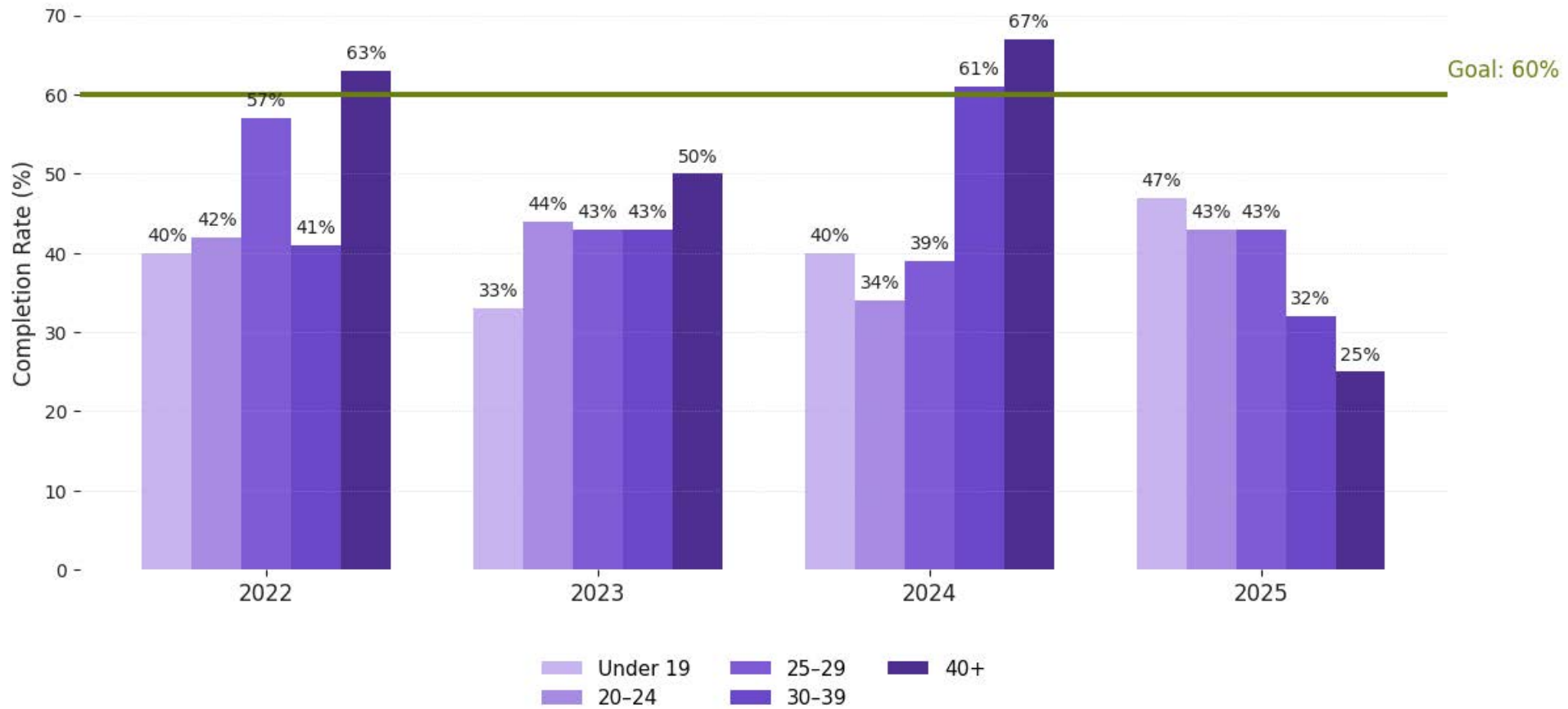
Three-Year Completion - Overall (2020-2025)



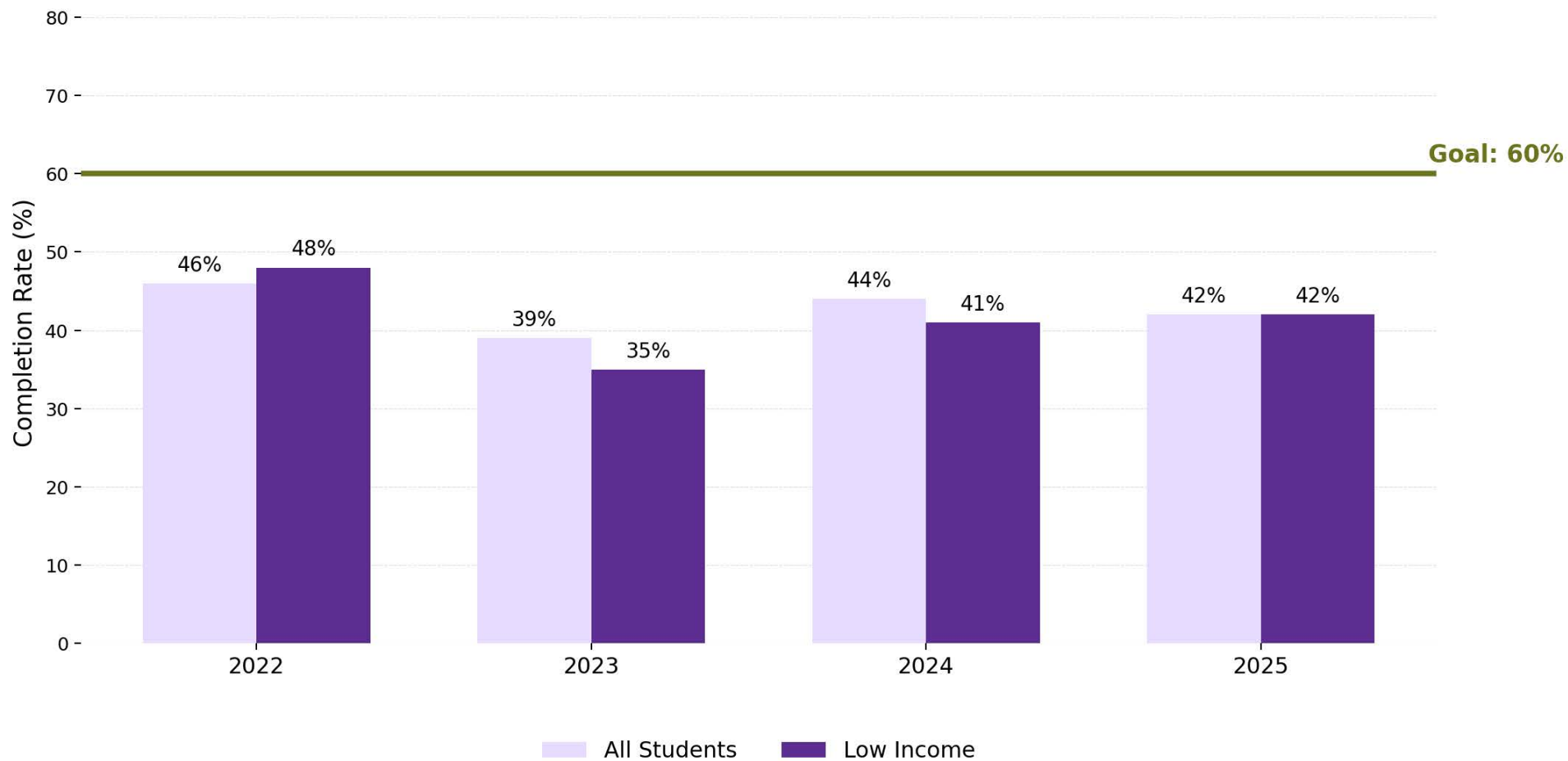
Three-Year Completion - Disability Status (2022-2025)



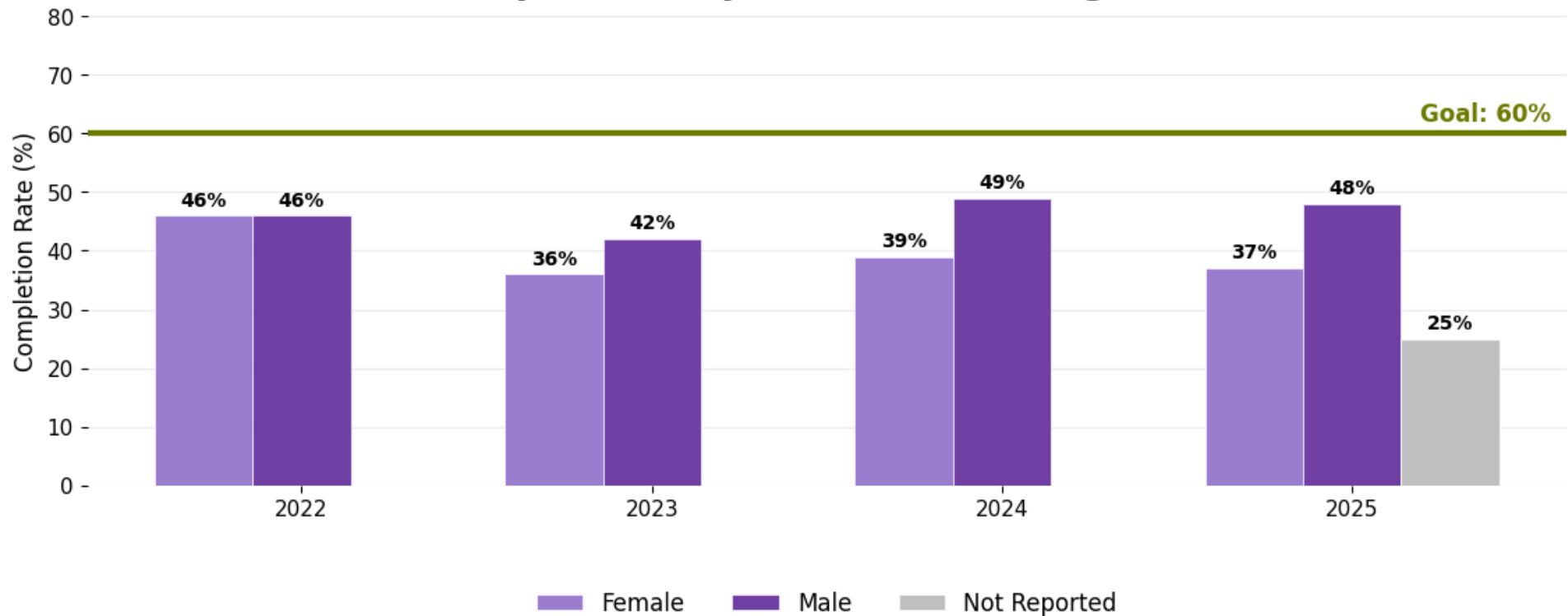
Three-Year Completion - by Age Group (2022-2025)



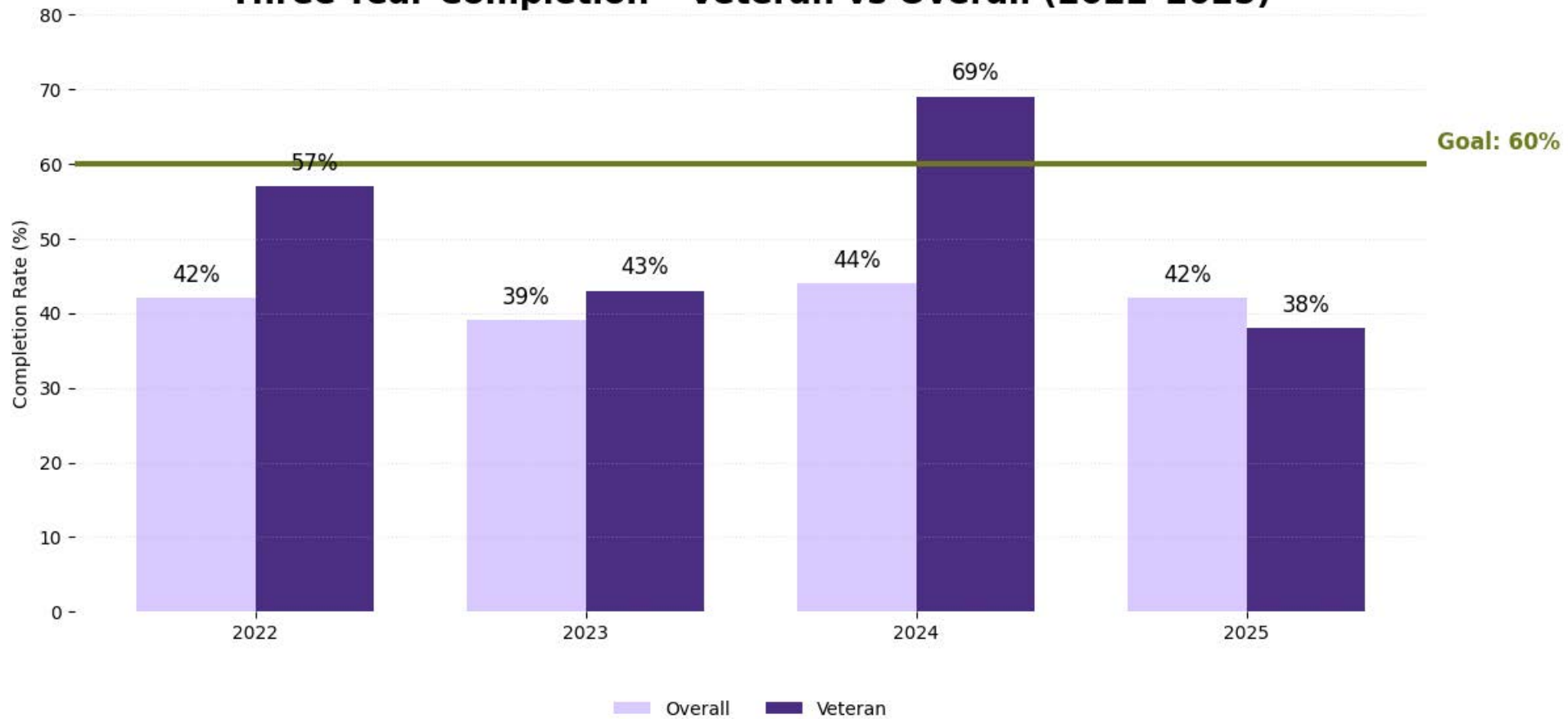
Three-Year Completion - Low Income vs All Students (2022-2025)



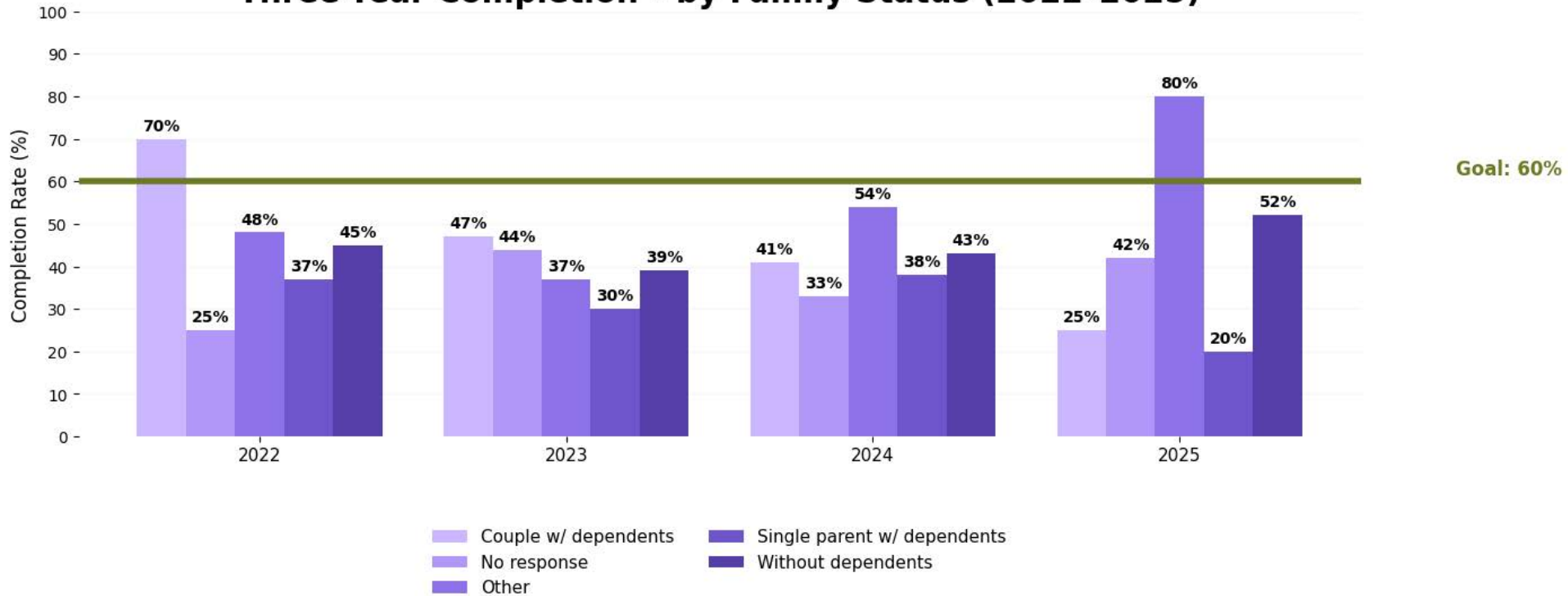
Three-Year Completion - by Gender (Finishing Year 2022-2025)



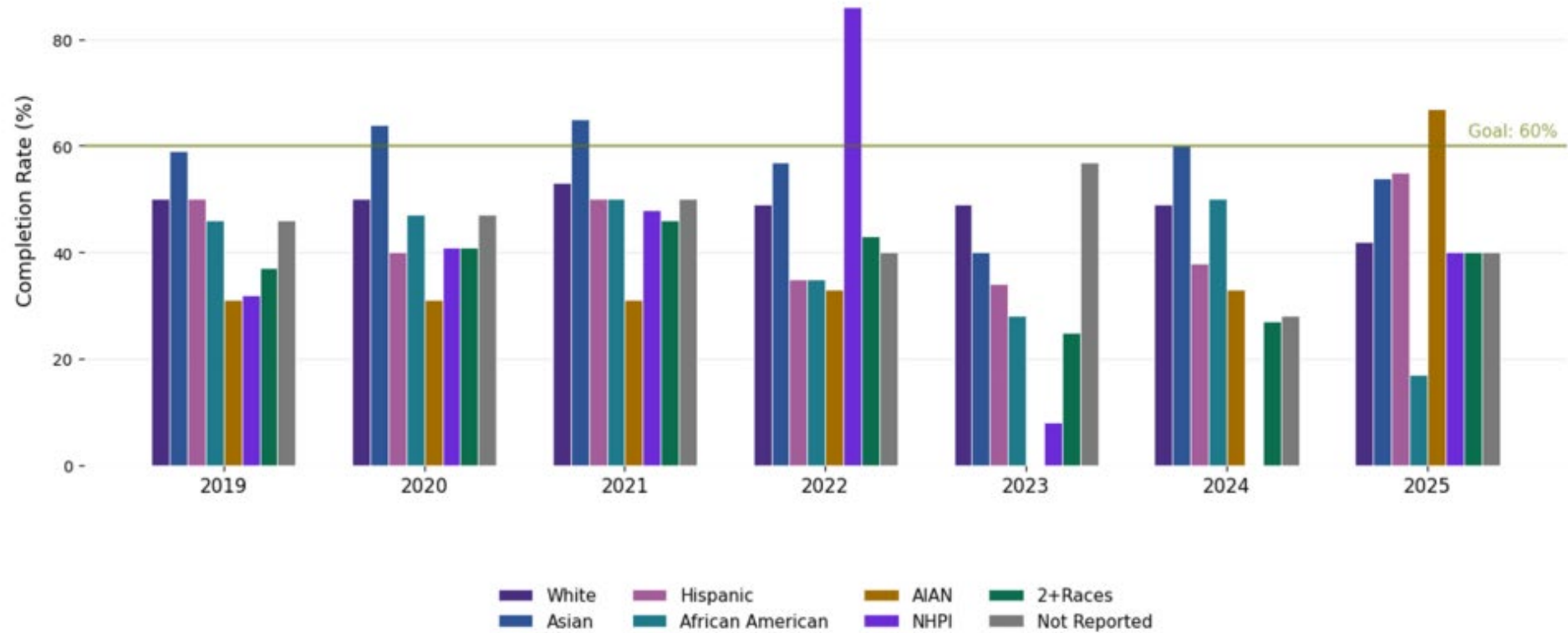
Three-Year Completion - Veteran vs Overall (2022-2025)



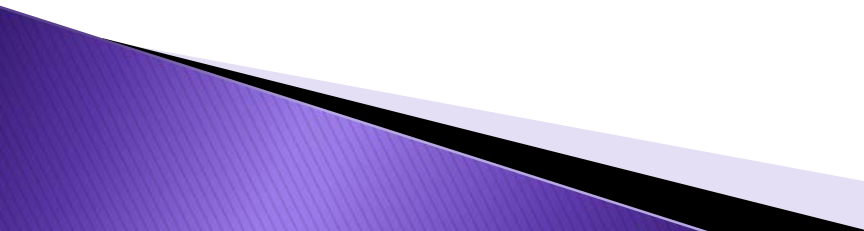
Three-Year Completion - by Family Status (2022-2025)



Three-Year Completion by Race/Ethnicity (2019-2025)



Major Efforts to Improve Retention and Completion

- ▶ Achieving the Dream in 2011– present
 - ▶ Guided Pathways 2017– present
 - ▶ Office of Equity Diversity and Inclusion Established 2019
 - ▶ Outcomes and Assessment Day 2021– present
 - ▶ **The (MOSAIC) Center 2022**
 - ▶ Building Capacity for Change– 2022
 - ▶ Racial Equity Leadership Academy– 2023
 - ▶ College Wide Learning Outcomes–2024
 - ▶ **The Male Engagement Center– 2024**
 - ▶ **The Peer Mentoring Center–2025**
 - ▶ Sheeo Credit for Prior Learning– 2025
 - ▶ Aspen Unlocking Opportunity– 2025
- 



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, January 14, 2026

Study Session: Cancelled

Regular Meeting: 4:00 – 5:40 p.m.

Regular Meeting Minutes

Call to Order: Chair Taylor called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on January 14, 2026 at 4:02 p.m., followed by the flag salute, land acknowledgement, and introductions.

Board of Trustees Present:

Eli Taylor

Adria Buchanan, Vice Chair – on line

Jesus Villegas Rivera

Tong Zhu

College President: Dr. Joyce Loveday

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

Excused Absences:

Alice Phillips

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

Dean Kelly, VP for Student Success

Adoption of the Agenda

MOTION:

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

Approval of the Minutes of December 10, 2025 (Tab 1)

MOTION:

Motion to adopt the minutes of the December 10, 2025, Board meeting as presented was made by Trustee Villegas Rivera and seconded by Trustee Zhu. The motion was approved unanimously.

Public Comments

None

President's Report

Dr. Loveday introduced Jenny Nguyen as a student success speaker. Ms. Nguyen is a construction major at the Eastside Training Center (ETC) and is three quarters in.

Ms. Nguyen started at CPTC in 2022 in the culinary program. She completed the program and became a line cook, but has found that the hours required are not good for raising children. Her children are proud that she builds things. She hopes to build for women and children who could not otherwise afford a home. She wants to be independent and serve as an example for her children. Her mother originally thought that construction is a man's job, but Jenny won her over. She thanked her instructor, who has been very supportive. She also wanted to thank CPTC generally for the opportunities that have been made available to her. She feels this is the way to a better life for herself and kids.

Trustee Taylor recommended that she contact One Drop to help her get started as a contractor.

Ms. Nguyen reminded Trustee Zhu of her mother who was a ground-breaker, training as a civil engineer. She also offered to help Ms. Nguyen with contacts to get started.

Dr. Loveday followed up with her own report. She noted that enrollment for Winter quarter is currently about ten percent up from last Winter. During Summer and Fall quarters we increased faster than any other college in the system (up 14 percent in state FTE, and 17 percent in total FTE). The system average for the same period was four percent. She noted that our current budget projected a 15 percent increase, so the college is a little behind its goal.

At the Eastside Training Center (ETC) enrollment has risen from two students last Winter, to 252 this Winter. The students are well engaged in their programs. The instruction team is excellent, and new equipment has been put in to support the programs there (with more to come). Lester Burkes has done great work coordinating these achievements. Amy Robertson-Bullen has been serving as the interim manager at the site and has helped develop community partnerships. Chas Gardner has managed logistics and relationships to provide food for

students through donations from Panera and other organizations. Michelle Barr has helped to get funding for two cohorts of 20 students each so that the tuition and fees for those students is nothing.

Trustee Taylor encouraged CPTC to reach out to the foundation at his place of employment for funding for ETC.

Dr. Loveday made a special note about the schedules of the next two board meetings:

- The next meeting is **February fourth**, which is the first week of the month, not the second.
- The March 11 meeting will begin at 3:00 p.m. because of the large number of tenure candidates being reviewed.

Trustee Zhu suggested publicizing our enrollment success.

College Reports or Highlights

Campus Activities and Advocacy Board (CAAB) Report (Tab 2)

Tabby Basweti, a 4th quarter student in the pre-nursing program, provided a report regarding CAAB activities.

CAAB offered a Week of Welcome for the new quarter and is providing a new event every week such as:

- Drinks available for free
- Cookies provided by alumni
- A rubber ducky scavenger hunt

CAAB is developing community partnerships with the MOSAIC center to provide cultural and women's events to enrich student life.

Finally, Ms. Basweti reminded the board about CAAB's fentanyl awareness campaign supported by a grant from the Department of Health.

College Communications Report (Tab 3)

Jenn Adrien presented a report on the college's marketing and communications. She shared that the college follows a multifaceted approach, integrating marketing, communications, and public relations.

This last year, CPTC has worked with the Green Rubino advertising agency. This is the first year we have maintained a consistent relationship with a professional agency. The result is higher efficiency and a higher level of productivity. We work very closely with them to assure we are responsive to changes.

The effect of the work can be seen in enrollment growth, but it also makes us more visible to legislators. They like having good news to talk about.

Going forward, Marketing and Communications plans to focus on student stories using images from our own campuses.

Our exit survey helps us learn, and we will be tracking what brings students to the college. Marketing and Communications also works with specific departments to help increase their enrollment.

Trustee Zhu asked if Green Rubino is local – Ms. Adrien replied that they were chosen from the state-contracted agency pool, and that they are based in Seattle. Ms. Zhu also asked how many staff Ms. Adrien has. She replied that there are three full time staff including herself, and some contracted blog writers. The department has an annual budget of \$100,000.

Trustee Buchanan suggested conducting early surveys of students as they come in to determine how they learned about CPTC. She also suggested employing on-campus activities in coordination with CAAB to provide organic content for marketing.

Grants Environment (Tab 4)

Emily English presented a report on the current grants environment. She discussed the changes:

- A significant reduction in federal timelines
- A decline in federal sources
- Changes in how funding is structured
- New types of requirements in some grants
- Reduction of the allowed indirect cost rate

Ms. English is working to create a “library” of fundable projects and developing infrastructure and cooperation between departments to allow more nimble movement. We have gotten faster and have submitted more applications in the first six months of this fiscal year than the same period last year.

Ms. English listed some areas where grant funding has had a significant impact on our students and noted that growing our grant capabilities also grows our community relationships.

Trustee Buchanan asked who builds the “library”. Ms. English replied that she does, and already has a database sortable by various factors. She plans to enlarge the listings.

Trustee Taylor spoke about non-traditional grant funds such as family foundations, which will require outreach. He stated that networking with other organizations will help. He also asked if grants go to the Foundation or the College. Ms. English replied that both receive funding, depending on funder needs and requirements.

Chair’s Report

Chair Taylor noted that many organizations will be honoring Martin Luther King this weekend and encouraged all to participate.

Board Reports and/or Remarks

None

New Business

None

Executive Session

At 5:10 p.m., Chair Taylor 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, the performance of college employees.

Chair Taylor reconvened the meeting at 5:55 p.m. and noted there were no action items as a result of Executive Session.

Adjournment**MOTION:**

Motion to adjourn the meeting at 5:57 was made by Trustee Villegas Rivera 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

CAMPUS ACTIVITIES & ADVOCACY BOARD REPORT

FEBRUARY 2026

Tab 3

EMPLOYMENT & RESOURCE FAIR

FEB 25, 10 AM - 1 PM
MCGAVICK CENTER
LAKEWOOD, WA 98499

SOURCES AVAILABLE

- Healthcare
- Basic Needs
- Employers ready to



Highlights
Partnerships
Student
Advocacy



Clover Park Technical College
FY 2025-26, Year End Budget to Actuals
As of December 31, 2025
Non-GAAP Budgetary Basis Reporting
UNAUDITED

REVENUE	50% of Fiscal Year Completed		
	FY26 Budget	Actual	Actuals as Percent of Budget
Net tuition and Fees	17,083,380	12,337,139	72.2%
Running Start	1,650,000	895,245	54.3%
NWCTHS Support	4,250,000	1,914,624	45.0%
Total Student Revenue	22,983,380	15,147,008	65.9%
State Operating Appropriation	36,226,429	16,269,183	44.9%
State Capital Appropriation	7,421,153	27,076	0.4%
Contracts	1,358,700	591,585	43.5%
Corporate Education	800,000	621,916	77.7%
Other Operating Revenue	619,996	434,440	70.1%
Investment Income	1,000,000	483,571	48.4%
Federal and Local Grants	1,178,782	1,178,782	100.0%
Total Other Operating Revenue	48,605,060	19,606,553	
Bookstore	825,000	475,416	57.6%
Event Services	530,000	195,852	37.0%
Hayes Development Center	750,000	160,005	21.3%
Total Auxiliary Revenue	2,105,000	831,273	39.5%
Total Revenue	73,693,440	35,584,835	48.3%
EXPENSES			
Salaries and Wages	39,352,332	19,699,570	50.1%
Employee Benefits	10,993,484	6,618,574	60.2%
Capital Outlay	8,500	401,557	4724.2%
Goods and Services	6,115,731	1,761,229	28.8%
Other Expenses	2,308,089	1,483,814	64.3%
Travel	317,473	70,863	22.3%
Utilities	1,117,589	520,047	46.5%
Scholarships and Aid	2,582,686	1,421,265	55.0%
Debt Service	3,513,750	614,375	17.5%
Building and Innovation Fees	1,424,000	800,837	56.2%
State Capital Projects	7,041,153	-	0.0%
Federal and Local Grants	1,300,259	1,300,259	100.0%
Total Operating Expenses	76,075,046	34,692,389	45.6%
Net Income (Loss)	(2,381,606)	892,445	

Automotive & Trades

By: Lester Burkes

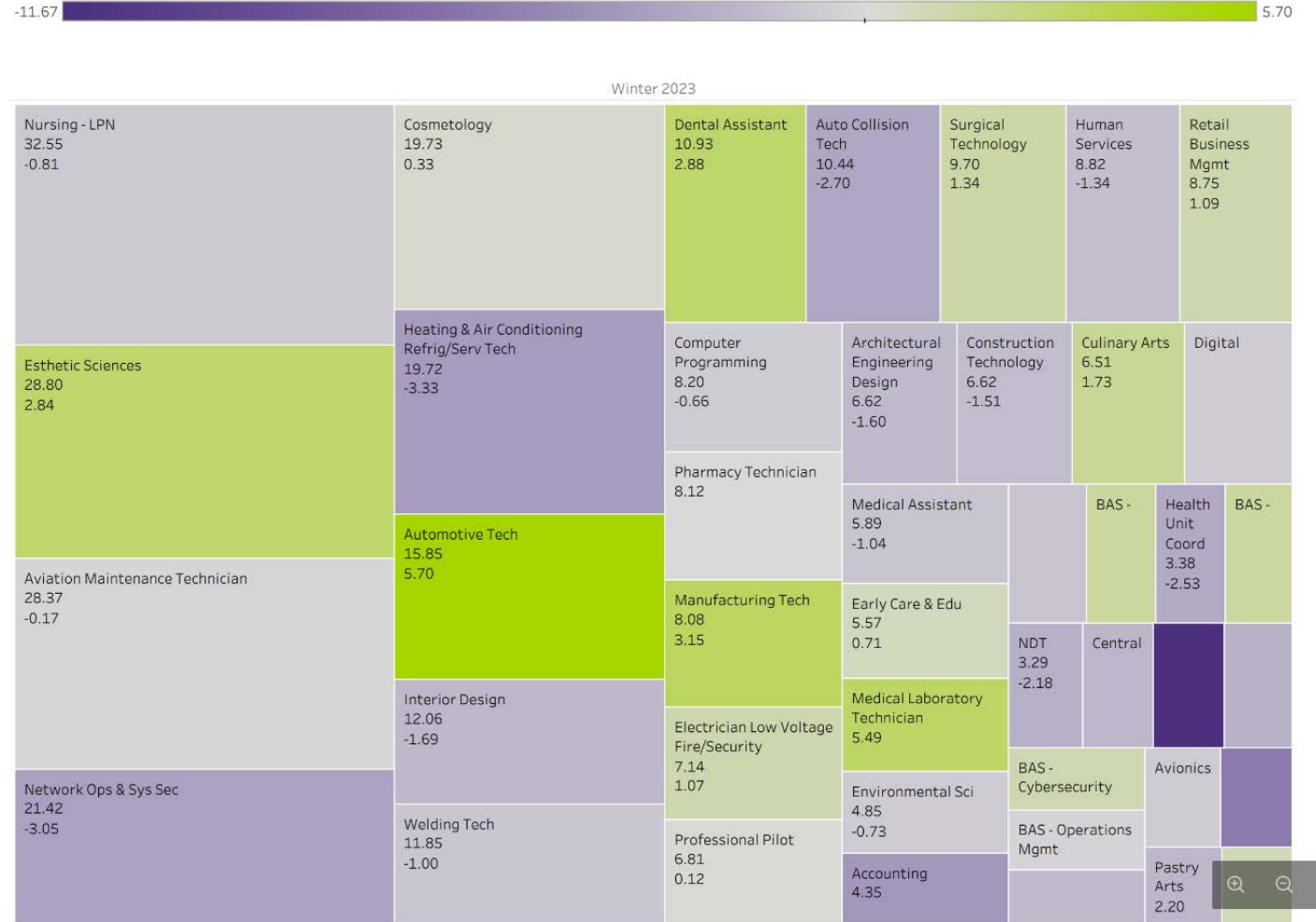
Auto & Trades Winter 2023

- 72 FTE
- Post Covid Attrition
- 3 of 10 largest programs
- 10.9% of Colleges quarterly FTE



Program Tree Map

Treemap is arranged by size and color. The box size is based on current FTE. Color is based on change of FTE from previous year





Program Tree Map

Treemap is arranged by size and color. The box size is based on current FTE. Color is based on change of FTE from previous year

-9.22 17.91

Winter 2026

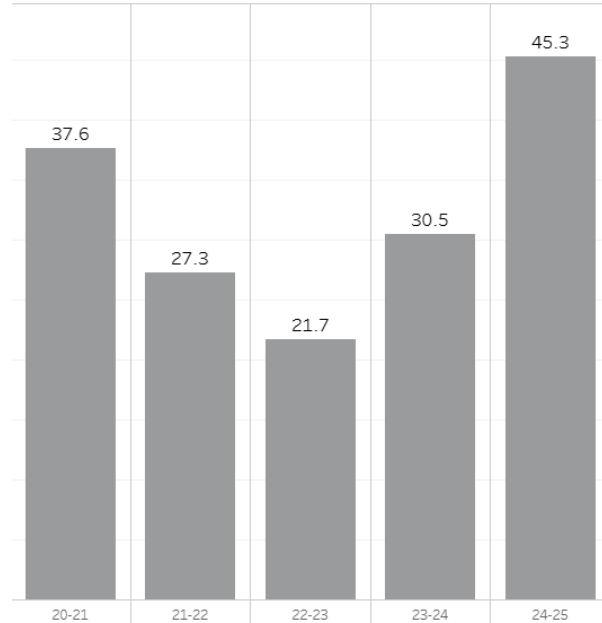


Auto and Trades

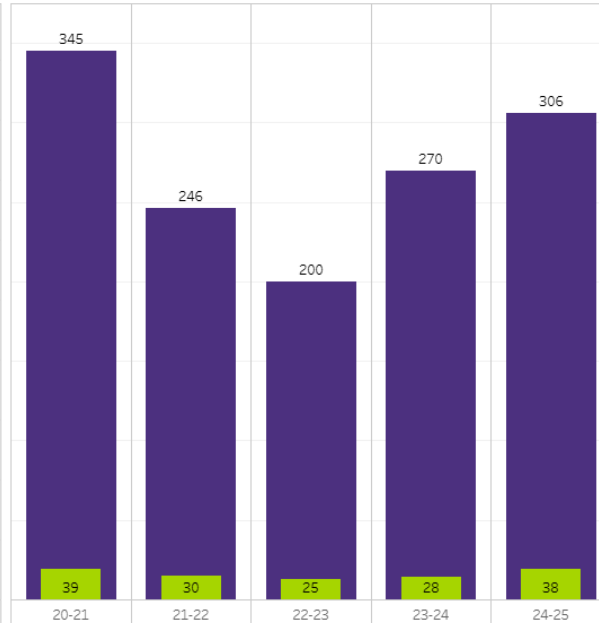
- 5 of the 10 largest CTE Programs at the college
- 3 of Fastest growing programs at the college
- 185 FTE Representing 157% Growth in 3 Years
- 17.9% of Colleges Quarterly FTE

Auto Collision

Total FTE

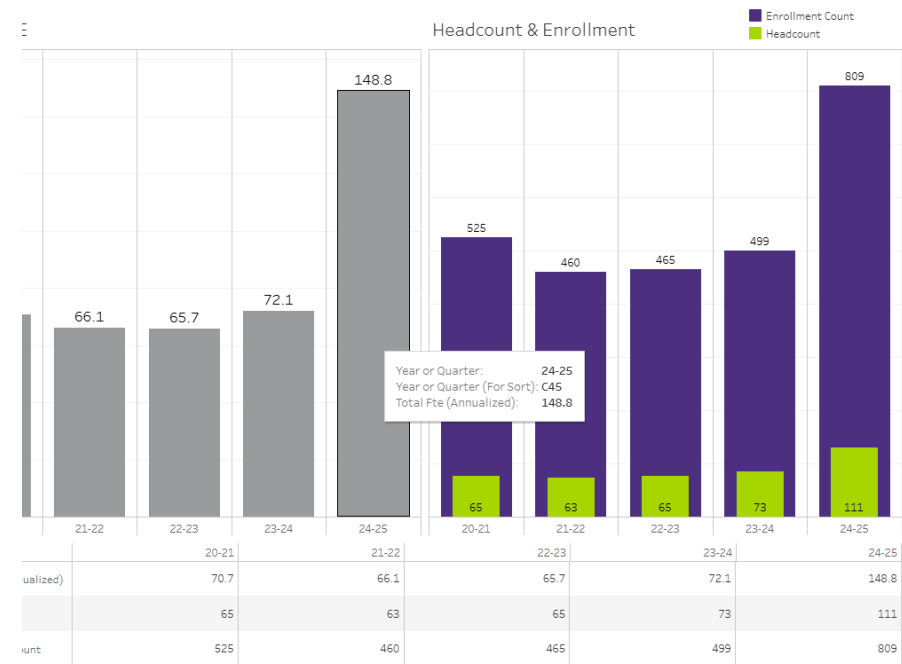


Headcount & Enrollment

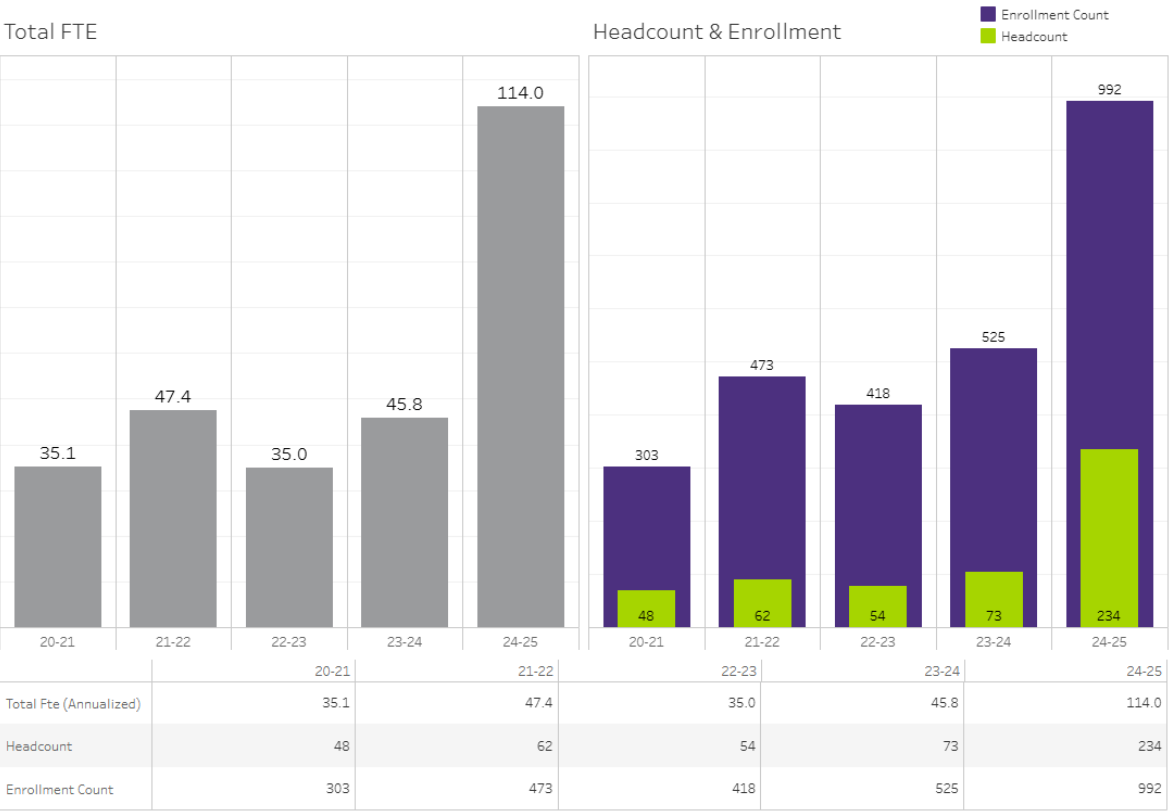


	20-21	21-22	22-23	23-24	24-25
Total Fte (Annualized)	37.6	27.3	21.7	30.5	45.3
Headcount	39	30	25	28	38
Enrollment Count	345	246	200	270	306





Automotive Technology



Construction

Enrollment Information - Electrician Low Voltage Fire/Security

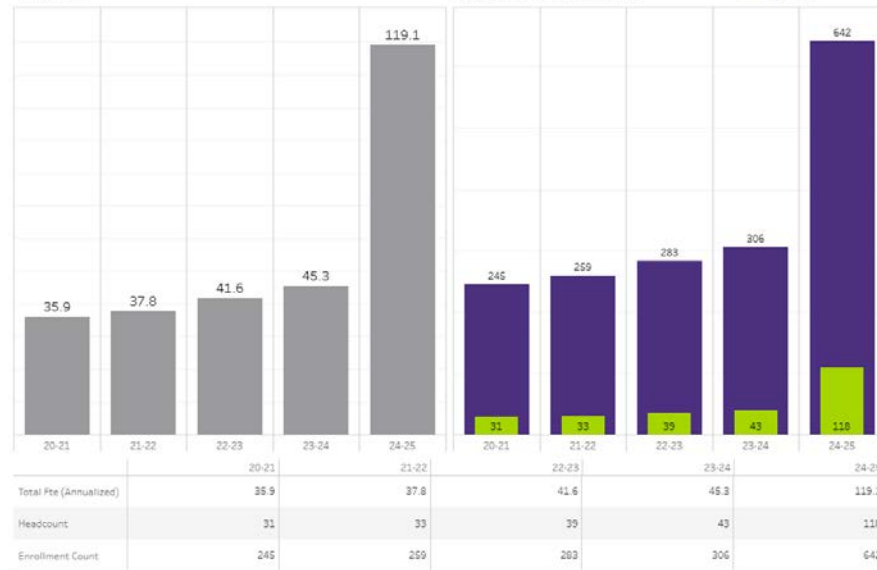
Year or Quarter

Year

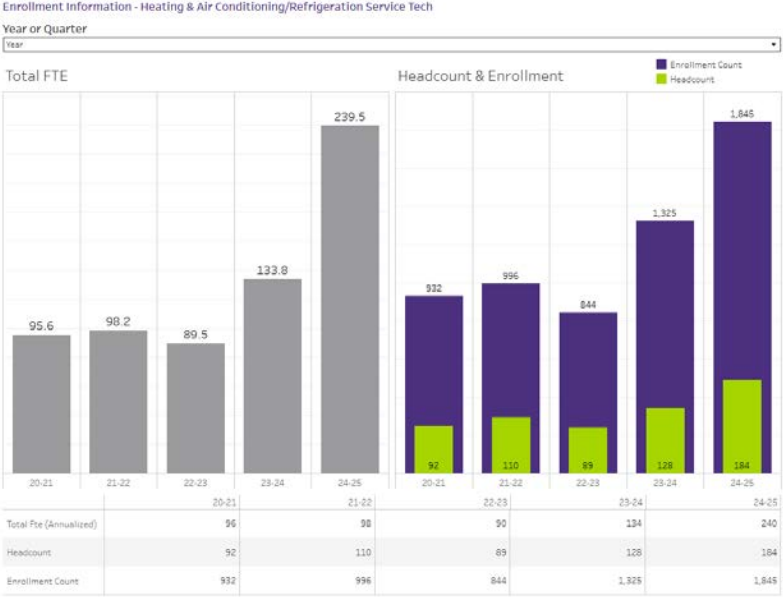
Total FTE

Headcount & Enrollment

Enrollment Count
Headcount



Low Voltage Electrician Program



HVAC

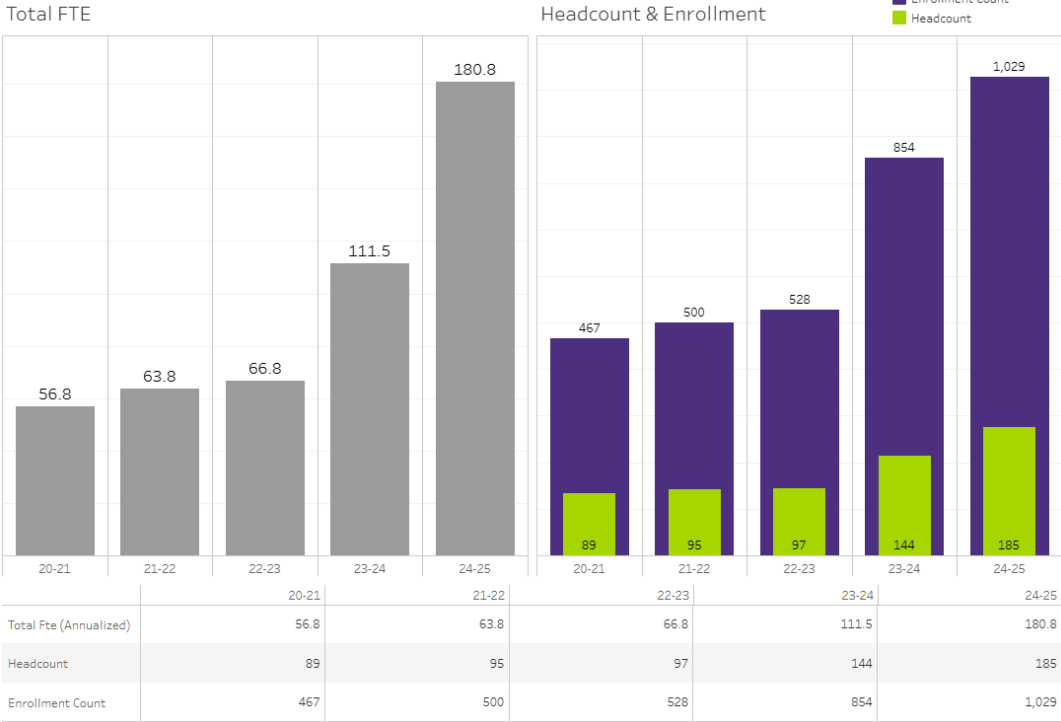




Upholstery

Year or Quarter

Year



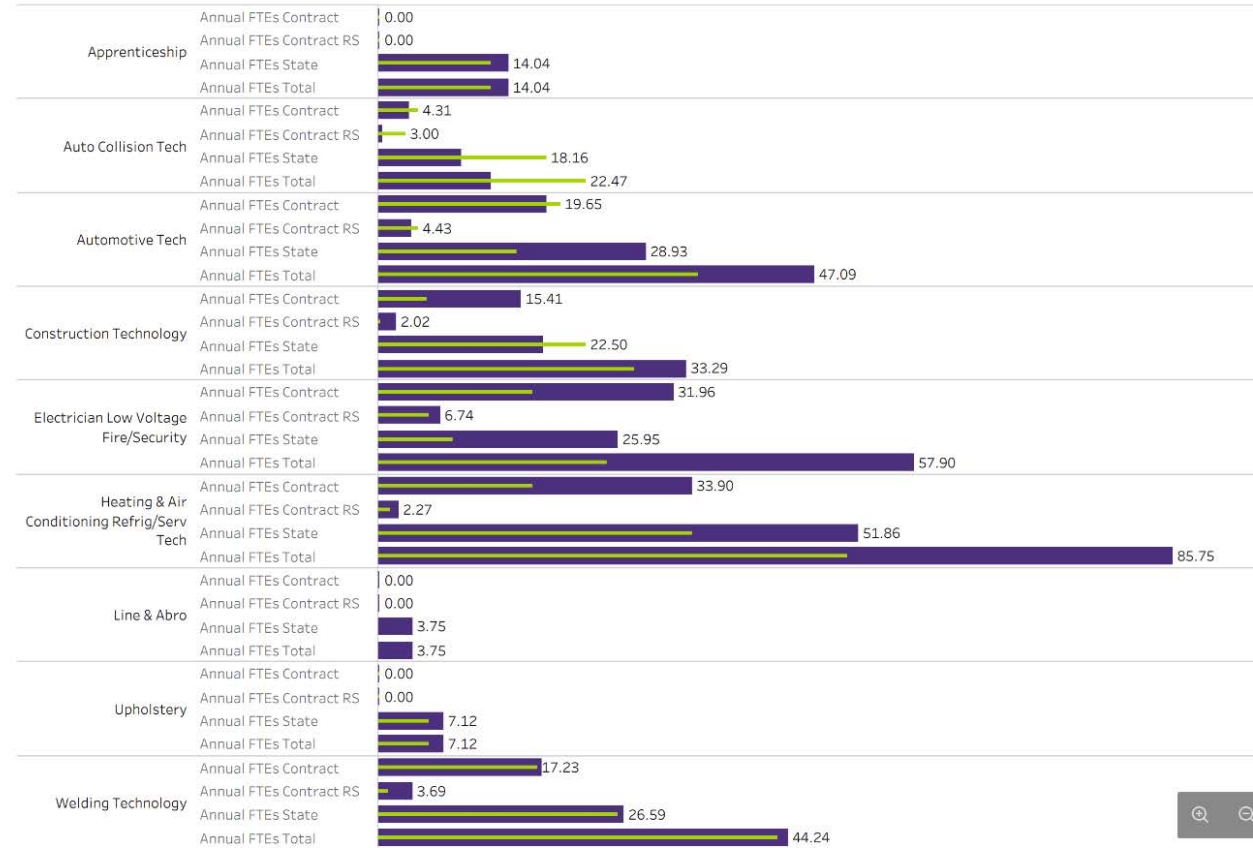
Welding

High School Enrollments



■ Winter 2025 ■ Winter 2026

FTE for Auto & Trades





Pre Apprenticeship

Apprenticeship





Future of Auto and Trades

Eastside Training Center & Line and Arboriculture Program



Questions