



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

Ilesha 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