



Board of Trustees Meeting

Rotunda, Building 3

Zoom Link for those who cannot attend in person:

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

Wednesday, July 8, 2026

Study Session: 3:00 – 3:50 p.m.

Regular Meeting: 4:00 – 4:55 p.m.

Study Session Agenda

- 3:00 Call to Order, IntroductionsAdria Buchanan
- 3:05 Eastside Training Center (Tab 1)Dr. Joyce Loveday
Supporting Documents (Tab 2)
- 3:50 AdjournmentAdria Buchanan

Regular Meeting Agenda

- 4:00 Call to Order, Flag Salute, Land Acknowledgement.....Adria Buchanan
- Adoption of AgendaAdria Buchanan
Action
- Approval of the Meeting Minutes of June 9, 2026 (Tab 3)Adria Buchanan
Action
- 4:10 Public Comments.....Adria Buchanan
- 4:15 President’s Report.....Dr. Joyce Loveday

4:25 College Reports or Highlights

Basic Needs Supports ([Tab 4](#)) Christeen Crouchet

4:35 Chair’s ReportAdria Buchanan

4:40 Board Reports and/or Remarks All

4:45 New Business.....Adria Buchanan

Affirmation of Eastside Training Center Action Plan

4:50 Executive SessionAdria Buchanan

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

4:55 AdjournmentAdria Buchanan



Eastside Training Center

Board of Trustees Study Session

Dr. Joyce Loveday, Amelia Grayson, Lester Burkes

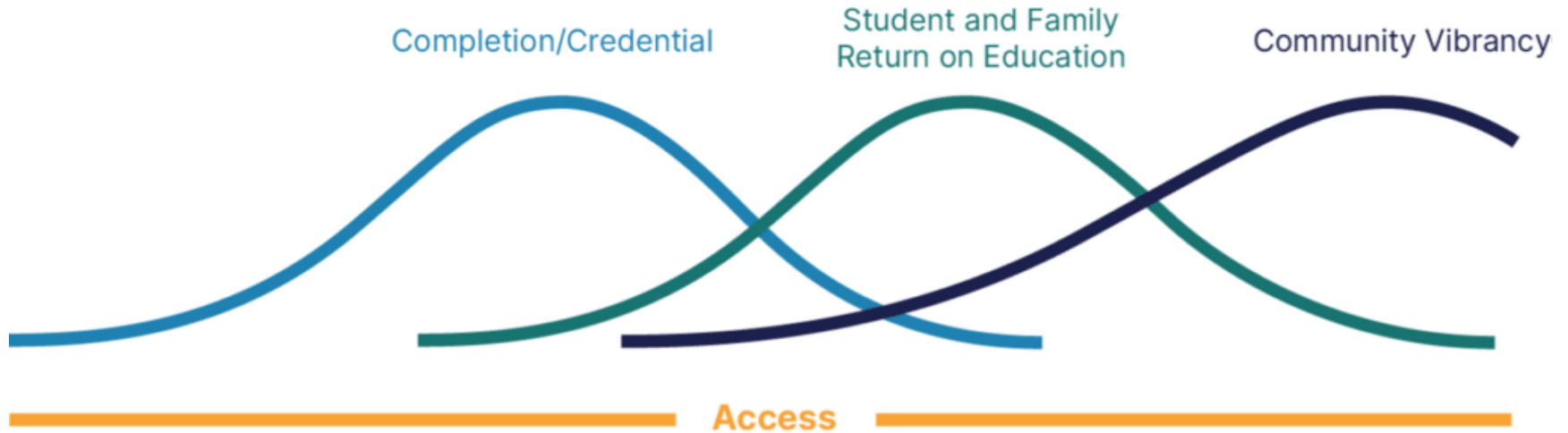
Requested Action Following Today's Presentation

- Conversation regarding the Eastside Training Center
- Affirmation of plans to initiate a Capital Campaign in FY 27
- Affirmation to begin facility acquisition through a Certificate of Participation (CoP)

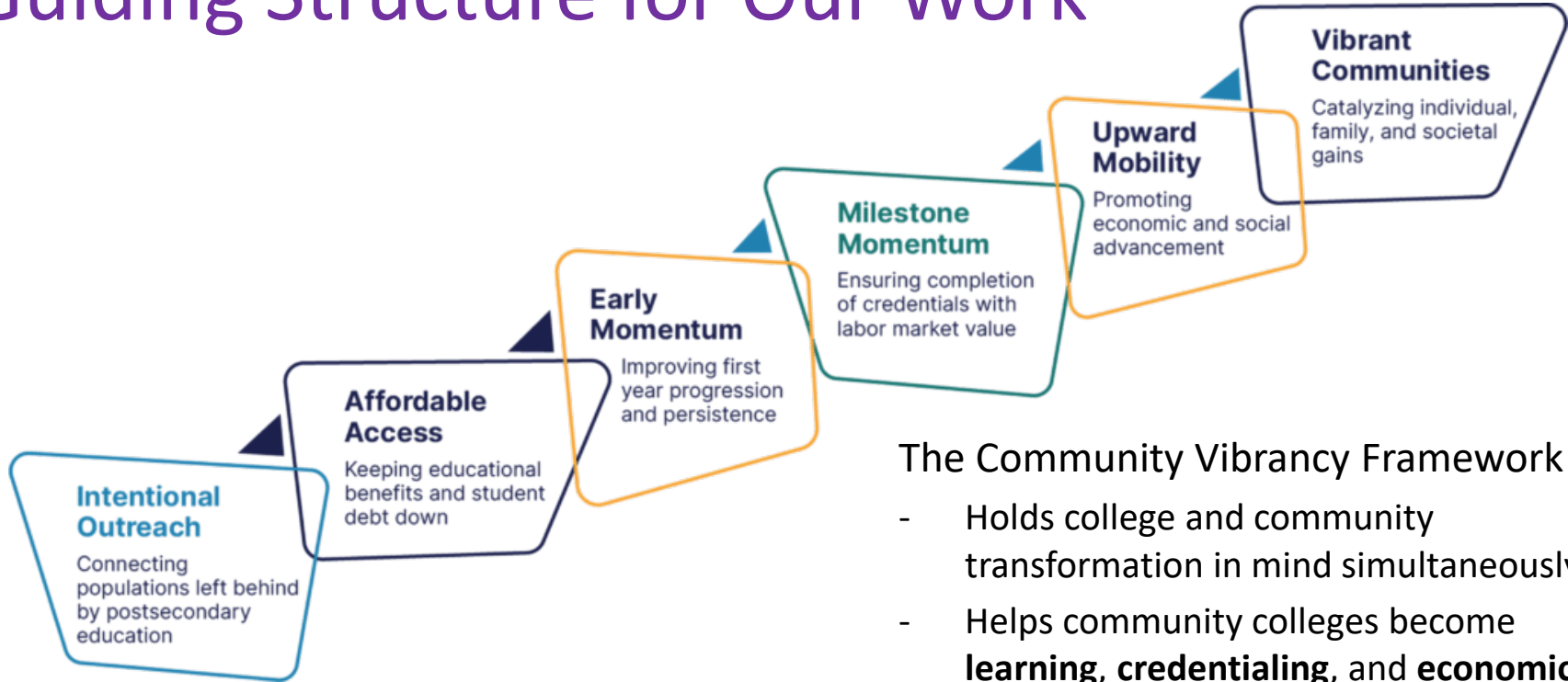
Commitment to Community Vibrancy and Economic Mobility

- End Results Policy
 - Enable graduates to afford to thrive in Pierce County
 - Easy to access, responsive, and inclusive; especially for people of color, low income, and second-language learners
- Strategic Plan
 - **Access** – Increase access and enrollment among historically marginalized populations who have not equally benefited from the rewards of higher education.
 - **Employment** – Prepare a skilled workforce, increase graduate employment rates, and reduce inequities in wages and employment, particularly for populations who are historically underemployed.
 - **Sustainability** – Achieve economic vitality, social equity, and environmental sustainability within our institution and community.

Higher Education Is Evolving



Guiding Structure for Our Work

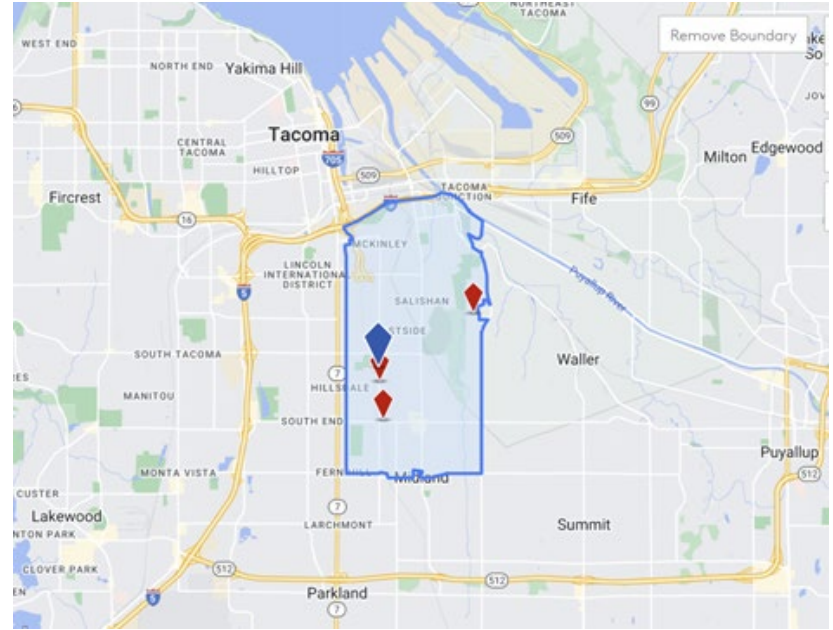


The Community Vibrancy Framework

- Holds college and community transformation in mind simultaneously
- Helps community colleges become **learning, credentialing, and economic mobility** hubs to eliminate inequities in college and workforce outcomes.

Why Tacoma's Eastside?

- The 98404 Need
 - In a geographic study, CPTC found that very few students coming to CPTC from the 98404 zip code.
 - We discovered that public transit did not provide reasonable access to the Lakewood campus.
 - There are no public higher education options in the zip code.



Why Tacoma's Eastside?

Category	Eastside	City of Tacoma
Poverty Rate	14.4% \$66,023 median household income	12.4% \$81,503 median household income
Educational Attainment	21.1% bachelor degree or higher 84.2% high school diploma	30.2% bachelor degree or higher 91% high school diploma
Unemployment	5.5%	5.3%
Median Household Income	\$66,023	\$81,503
ALICE threshold (Asset Limited Income Constrained Employed)	52% below ALICE threshold	44% below ALICE threshold

Why this Building Specifically?

- There are very few suitable buildings in the area we want to serve.
- This building became available due to the closure of a company that had occupied the site previously.
- The type of structure is adaptable to our use.



Site Considerations

- Services Extensions

- Student Success
- Operations
- Information Technology
- General Education
- Marketing



- Site improvements required

- Parking/Transit

- 21 stalls and 22 rented from a local bar for morning hours only, limited street and other parking is available – we are working on other options.
- Bus routes are misaligned to class schedules and some routes drop students 15-20 minutes away.

Site Growth

- Enrollment

- Spring 2025 – 14 students
- Winter 2026 – 236 students

- Programs

- At its opening (Spring 2025) ETC offered Low Voltage Electrical and HVAC only.
- Currently ETC offers Low Voltage Electrical, HVAC, Construction, ESL, and High School Plus (taught in English and Spanish) with multiple cohorts per day. (We just received a grant to allow us to add an evening construction cohort.)

Financial Picture -- Current

Fiscal Year 2026 (July 1, 2025 - June 30, 2026)	
Revenue	\$ 2,587,850
Expenses	
Instruction	1,001,371
Rent	471,232
Other Operations	279,390
Total Expenses	\$ 1,751,993
Net Profit	\$ 835,857

Financial Projection -- Assumptions

- Capital Improvements of \$ 620,000 FY27
- Growth 5% FY27 and 3% thereafter
- Rent increase to \$780,000 FY27

Financial Picture -- Projections

	Projected FY27	Projected FY28	Projected FY29
Revenue	\$ 2,717,242	\$ 2,798,759	\$ 2,882,722
Expenses			
Instruction	1,061,453	1,125,140	1,192,648
Rent	780,000	780,000	780,000
Capital Improvements	620,000		
Other Operations	277,274	299,011	306,151
Total Expenses	\$ 2,738,727	\$ 2,204,151	\$ 2,278,800
Net Profit	\$ (21,485)	\$ 594,609	\$ 603,922

CoP Impact

- Expense increase of \$359,741 each year
 - \$ 15 million CoP
 - Annual Interest of 4.51% (pessimistic projection)
 - 20 year period
- Opportunities to offset increased costs
 - Sublease
 - Program Expansion

Benefit of Purchase in FY 2027

- Climbing price of real estate
- Proximity to building investments
- State minor works and major renovations funding available after 6 years (major renovations fundable after 20 years)
- Expands opportunity for further growth or partnerships
- Community message – committed, permanent, stable

Capital Campaign

- 6.5 million dollar target
 - Guided by James Plourde and Teri Moore
- October Funders Forum
- Partners
 - Government / Municipal
 - Local Community Organizations
 - Workforce Central
 - Others (possible naming rights)

Discussion

- What are your thoughts regarding continued support and development of the Eastside Training Center?
- What are your thoughts regarding initiation of a \$6.5M Capital Campaign in FY27?
- What are your thoughts regarding facility acquisition through a \$15M Certificate of Participation in February 2027

Next Steps

- Capital Campaign Affirmation
 - Motion to affirm initiation of a Capital Campaign to support acquisition of the facility
- Purchase Affirmation
 - Resolution 24-10-111 authorized a request for a CoP for up to \$15M
 - Motion to affirm Board Interest to Purchase
- Certificate of Participation
 - Funding to be received in February or June of 2027

Trustee “End Results” Policy

CPTC exists to equitably prepare an increasingly diverse community with credentials, knowledge, and skills that enable graduates to afford to thrive in Pierce County. This is done in an environment of belonging and in a manner that demonstrates sustainable stewardship of resources.

- 1) An increasing number of students complete degrees and obtain industry-recognized credentials on time and at equivalent rates across demographic groups.
- 2) Employees are equity-minded and equipped to serve a diverse student body.
- 3) CPTC is easy to access, responsive, and inclusive; especially for people of color, low income, and second-language learners.
- 4) Students are “held tightly” from the moment they enroll and are supported until they have reached their goal.
- 5) A culture and environment exist where community dialogue, transformation, and reconciliation occur.
- 6) Staff, faculty, and administration reflect the demographics of the students we serve.
- 7) Graduates experience a positive and equitable return on their educational investment.
- 8) Emerging workforce needs are met through nimble, responsive industry partnerships.

(See definitions on the next page)

Definitions

- **Afford to thrive** – Students gain economic mobility and have a path to employment that pays a living wage (<https://livingwage.mit.edu/metros/42660>).
- **Easy to access** – Community members find CPTC to be a place that is easy to enroll, attend, and complete a credential on time.
- **Equitably prepare** – BIPOC students will enroll in, complete, and gain employment in high-wage, high-demand programs at a rate that increases over time.
- **Equity minded** – Equity mindedness involves being attentive to patterns of inequity in student outcomes; being willing to critically examine personal and institutional practices; and taking responsibility for the success of students, particularly for marginalized communities. It includes being race-conscious and aware of the social and historical context of exclusionary practices in American Higher Education.
- **Equivalent rates** – Parity exists in high-wage program selection, completion, employment, and wages for underrepresented minorities.
- **Return on investment** – Completion of a certificate or degree increases the graduate's annual earning potential by more than the opportunity cost of attending college. Students graduate with minimal to no debt.
- **Inclusive** – An environment that embraces and celebrates differences in culture, experience, background, and ways of thinking. Student voices and talents are amplified.
- **Reconciliation** – A restorative process where people or groups in a conflict agree to make amends and restore a positive relationship.
- **Responsive** – Reacting quickly and positively to individual and community needs.
- **Transformation** – The process of change in individual and institutionalized relationships, norms, values, and hierarchies over time.

Our Goals

Five strategic goals provide guidance as we work to achieve our mission of Educating Tomorrow's Workforce. Together, the strategic goals will enable the College to realize gains within our EDI work, advance the End Results developed by CPTC's Board of Trustees, and support the State Board's strategic plan for Washington's community and technical colleges. Collectively, achievement of these goals will lead to fulfillment of CPTC's mission of educating tomorrow's workforce.

The five goals are organized to form the acronym **CARES**.

C ommunity of Care

Goal: Achieve an environment in which students and staff experience belonging, support, and the opportunity to reach their full potential.

We want people to love working and learning at CPTC, and to experience a sense of belonging important for personal health and success.

A ccess

Goal: 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.

Barriers within higher education have led to inequitable access and outcomes. This goal is to make access to high-demand technical skills and lucrative employment significantly more accessible to individuals, particularly those who have been the most marginalized.

R etention and Completion

Goal: Improve institutional performance in retention and completion for all students, with a focus on students who have been historically underserved by CPTC.

Achieving this goal requires that systems be in place to provide a welcoming and supportive environment for community members not currently attending or succeeding at CPTC. We will seek out and change systems that have perpetuated inequitable outcomes and hold ourselves accountable for the results we want to see.

E mployment

Goal: Work with stakeholders to prepare a skilled workforce, increase graduate employment rates, and reduce inequities in wages and employment, particularly for populations who are historically underemployed.

CPTC will strengthen industry connections and expand opportunity for students to gain industry experience during their program. We want to see students of color equally represented in programs that result in sought-after skills and higher wages.

S ustainability

Goal: Achieve economic vitality, social equity, and environmental sustainability within our institution and community.

We will generate economic vitality within our community and institution by prioritizing decisions which are ecologically just and sustainable over the long term, are consistent with social values, and encourage grassroots participation in the development process.



Board of Trustees Meeting

Tacoma Dome, Locker Room C

Wednesday, June 9, 2026

Study Session: Cancelled

Special Meeting: 3:30 – 5:05 p.m.

Special Meeting Minutes

Call to Order: Vice Chair Buchanan called to order the Special Meeting of the Board of Trustees for Clover Park Technical College (CPTC) on June 9, 2026, at 3:33 p.m., followed by the land acknowledgement, and introductions.

Board of Trustees Present:

Adria Buchanan, Vice Chair

Jesus Villegas Rivera

Tong Zhu

College President:

Dr. Joyce Loveday

AAG:

Kasi Walker, AAG

Excused Absences:

Justin Kjolseth, AAG

Eli Taylor, Chair

Alice Phillips

Executive Team:

Dean Kelly, VP for Student Success

Amelia Grayson, VP for Finance and Administration

Ilesha Valencia, Associate VP for Equity, Diversity, and Inclusion

Dr. James Neblett, Associate VP for Human Resources and Culture

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication

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 May 13, 2026 (Tab 1)**MOTION:**

Motion to adopt the minutes of the May 13, 2026 regular Board meeting as presented was made by Trustee Villegas Rivera and seconded by Trustee Zhu. The motion was approved unanimously.

Approval of the Minutes of May 20, 2026 (Tab 2)**MOTION:**

Motion to adopt the minutes of the May 20, 2026 Special 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 stated this is a special evening due to two factors: the presentation of tenure candidates (Tracey Gardner and Elizabeth Stewart), and the commencement ceremony later this evening, which represents the culmination of all of our work. Last year CPTC graduated 802 students. There are 1167 graduates this year. There are 775 registered for the commencement ceremony, and more may arrive. Graduate ages range from 17 to 70. The average age is 31 (Last year's average age was 30). The median age is 27. This year's graduating class is 54% female (down from 61% last year). Graduating students of color represent 65%, up 2% from last year. Graduating students with prior higher education experience is at 35%, which is up 3% from last year.

The report section of this evening's agenda focuses primarily on financial matters. The Board will consider Resolution 26-06-116, which extends the 2025–26 operating budget. This annual extension is necessary because the college does not have a complete fiscal picture until after the new fiscal year begins; similar resolutions are common across the SBCTC system. Although the extension runs through October, we anticipate bringing a final budget forward for Board action at the August meeting. In addition, the Board will receive the third-quarter financial report and vote on next year's Student Activities budget.

The end of the academic year has brought many campus activities, including Spring Fest, the Student Awards Ceremony, and CPTC's Multicultural Milestones Celebration.

In closing, Dr. Loveday commented on the large effort required to produce the commencement ceremony and expressed appreciation for the work of Jessica Wallack to oversee this large

event. There are 40 people supporting the smooth implementation of tonight's event. She encouraged all to thank Jessica and others who work to make it happen.

College Reports or Highlights

Third Quarter Financial Report (Tab 3)

Amelia Grayson presented the Third Quarter Financial Report as of April 30 of this year. She noted that revenue is higher than projected for this time of year. Expenses are also higher than projected. A large factor in the increased expenses is the cost of benefits, which was much higher than projected. She also noted that the Scholarships and Aid as well as the Building and Innovation Fees are significantly higher than expected, but this is an effect of higher enrollment, so it should not be seen as negative.

Trustee Buchanan asked what the increased revenue under contracts came from. Amelia offered to send out a breakdown.

Student Activities Budget (Tab 4)

Dean Kelly presented the Student Activities budget for Fiscal Year 2027. The presented budget is larger than last year due to enrollment growth and a legislated increase in the amount that can be charged to students for student activities. In the budget process, students submit requests for funding. This year all requests were funded in the presented budget. In addition, some returning items in the budget saw an increase this year.

Trustee Buchanan asked what happens when actual expenses differ from the budgeted amounts. Mr. Kelly replied that any unspent funds go to reserves that are held for future overspending in Student Activities budget items.

Chair's Report

Vice Chair Buchanan stated that she had nothing to report.

Board Reports and/or Remarks

There were also no reports from other trustees.

New Business

Election of Board Officers

Trustee Zhu moved to nominate Adria Buchanan as Board Chair for academic year 2026-2027. Trustee Villegas Rivera seconded the motion. The motion was approved unanimously.

Trustee Zhu moved to nominate Alice Phillips as Board Vice Chair for academic year 2026-2027. Trustee Villegas Rivera seconded the motion. The motion was approved unanimously.

Approval of Resolution 25-06-116, Extension of 2025-26 Operating Budget (Tab 5)

Motion to approve the resolution as presented, was made by Trustee Zhu and seconded by Trustee Villegas Rivera. The motion was approved unanimously.

Approval of S&A Budget for 2026-27 (Tab 4)

Motion to approve the budget as presented, was made by Trustee Zhu and seconded by Trustee Villegas Rivera. The motion was approved unanimously.

Executive Session

At 4:03 p.m., Vice Chair Buchanan stated that in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 20 minutes for the purpose of reviewing and evaluating the performance of public employees.

Action Items as a Result of Executive Session

Vice Chair Buchanan reconvened the meeting at 4:41 p.m. and asked if there were any action items as a result of Executive Session. There were.

Trustee Villegas Rivera 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 Tracey Gardner at Clover Park Technical College. The motion was seconded by Trustee Zhu. The motion was approved unanimously.

Trustee Villegas Rivera 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 Elizabeth Stewart at Clover Park Technical College. The motion was seconded by Trustee Zhu. The motion was approved unanimously.

Adjournment

MOTION:

Motion to adjourn the meeting at 4:44 was made by Trustee Zhu and seconded by Trustee Villegas Rivera. The motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Adria Buchanan
Chair, Board of Trustees
College District Twenty-Nine

BASIC NEED *SUPPORTS*



An Overview

Cristeen Crouchet, Dean of Student Success

WHAT WE *DO*



- Student Emergency Assistance Grant (SEAG)
- Supporting Students Experiencing Homelessness (SSEH)
- Basic Need Navigation
- Food Security and Hygiene initiatives
- Bus Pass Program
- And more!

EMERGENCY *SUPPORTS*

SEAG

Year	Total Funding	Individuals Served
2022-2023	\$112,800	192
2023-2024	\$171,310	230
2024-2025	\$151,442	273
2025-2026	\$157,800	176

- SEAG funds housing, utilities, technology, books, transportation, and more.
- The strongest evidence of need across multiple years is housing resources.
- SEAG is an additional referral opportunity that makes it a gateway to broader student support.

SSEH

Year	Total Funding	Individuals Served
2024-2025	\$101,550	30
2025-2026	\$103,000	33

- SSEH is used for the highest-risk housing situation including:
 - Eviction risk
 - Foreclosure-
 - Move-in barriers
 - Housing loss
 - Unstable housing conditions

BASIC NEEDS *NAVIGATION*

- **Food insecurity is the top need (~58%)**- both campus and community food resources are heavily utilized
- **Students rely on both campus and community supports** - strong partnerships are essential
- **Mental health and housing are critical secondary needs** - often tied to basic needs challenges
- **Navigation matters** - high use of referral systems shows students need help accessing and coordinating services

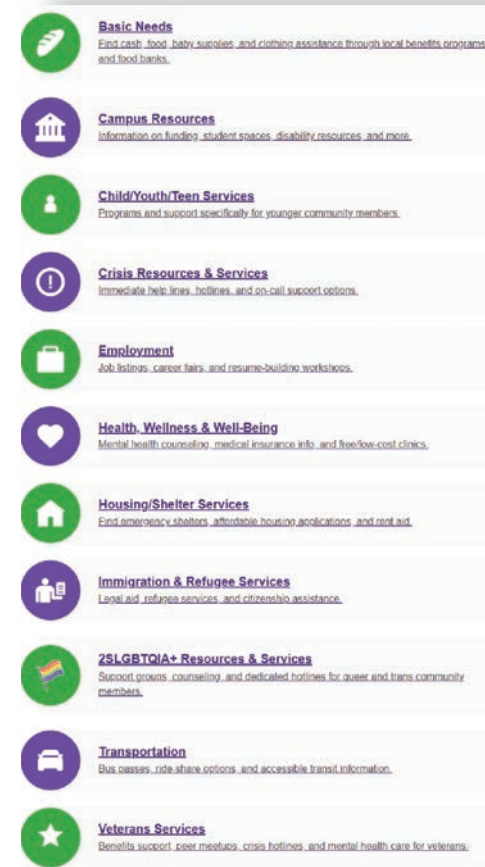
Category	Referrals Made
Community Food bank/pantry	789
Campus Food Pantry	751
Mental Health Services	236
Housing Authority	169
211/Access Pierce	142
WorkSource	141
United Way	109
WA Connection	99
Domestic Violence	66
DSHS	65
Community Youth Provider	43
SSEH	25
Passport	16

FOOD, HYGIENE, AND TRANSPORTATION INITIATIVES

Programs/Metrics		Summer 25	Fall 25	Winter 25	Spring 26	Total
Food Pantry	<i># of Students</i>	87	194	80	253	614
	<i>Pounds of food</i>	1,133.652	2,850.214	1,180.08	1605.639	6,769.58
Hospitality Station (Snacks)	<i># of Students</i>	593	654	412	548	2,207
Bus Pass Program	<i># of bus Passes Distributed</i>	103	168	90	201	562
Personal Care Pantry	<i>Estimated average is 12 students per week. SLSC does not count how many people use the Personal Care Pantry.</i>					\$1,901.27
Veteran Resource Programs				Students served		
Clothing Closet				23		
Food Pantry				8		

INCREASING ACCESS

- Redesigned webpage to help students more easily navigate and access available resources
- Now featured on the CPTC homepage to improve visibility and ensure convenient access for all users.



BASIC NEED *SUPPORTS*

Supports Provided by
Career & Community Services
Student Life
Veterans Resource Center



QUESTIONS?