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, 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
Iesha 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.

J Loveday
Dr. Joyce Loveday
President
College District Twenty-Nine

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