



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, July 8, 2026

Study Session: 3:00 – 4:00 p.m.

Regular Meeting: 4:00 – 5:45 p.m.

Study Session Minutes

Call to Order: Chair Buchanan called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on July 8, 2026, at 3:02 p.m.

Board of Trustees Present:

Adria Buchanan, Chair

Alice Phillips, Vice Chair

Jesus Villegas Rivera

Eli Taylor – on-line

College President:

Dr. Joyce Loveday

AAG:

Justin Kjolseth, AAG – on-line

Excused Absences:

Tong Zhu

Executive Team:

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication

Dr. Tom Broxson, VP for Instruction

Dean Kelly, VP for Student Success

Amelia Grayson, VP for Finance and Administration

Eastside Training Center (Tabs 1 & 2)

Dr. Joyce Loveday led an update on the Eastside Training Center (ETC) beginning with an introduction of herself, Amelia Grayson, Steve Evans, Chris Ridler, Lester Burkes, and Amy Robertson-Bullen. CPTC's presence in the 98404 zip code aligns with the College's commitment to community vibrancy and responds to significant access barriers in an under-served community. Very few students from 98404 have historically attended CPTC for a variety of reasons, including limited public transportation to the Lakewood campus.

The current ETC facility, made available after a business closure, offers a rare and adaptable structure suitable for CPTC's programs. It also expands the college's capacity to deliver high-wage trades training that is limited within existing Lakewood campus space. She added that despite statewide financial constraints, rising real-estate costs and ETC's rapid enrollment growth make this an opportune time to pursue acquisition.

Amelia Grayson and Steve Evans presented the financial overview, noting that ETC is already profitable in FY26. Evans and Lester Burkes explained that revenue projections are complex due to differing funding models for the student populations served.

Chris Ridler described required capital improvements. Trustee Phillips asked whether students would complete the improvement work. Ridler responded that students would not serve as primary labor, though state construction expectations will require internship opportunities to be available. Phillips also asked whether improvements would accrue to the college or the property. Ridler clarified that improvements become part of the building and would not be recoverable if CPTC did not purchase it.

Evans noted that purchasing the building would increase annual costs but still allow ETC to remain profitable beginning in FY28.

Trustee Buchanan asked whether constructing a new building had been considered. Dr. Loveday replied that new construction would be significantly more expensive and the approval process through our community and technical college system would take years before construction would receive approval and funding.

Trustee Taylor asked how the building valuation was determined. Ridler confirmed that a licensed commercial appraiser completed the assessment.

Trustee Phillips commented that East Tacoma lacks many essential services and expressed appreciation for ETC's impact. She encouraged outreach to Pierce Transit to improve route alignment with class schedules.

Adjournment

Chair Buchanan adjourned the meeting at 4:00.

Regular Meeting Minutes

Call to Order: Chair Buchanan called the Regular Meeting of the Board of Trustees for Clover Park Technical College (CPTC) to order on July 8, 2026, at 4:07 p.m., followed by the introductions, flag salute, and land acknowledgement.

Board of Trustees Present:

Adria Buchanan, Chair
Alice Phillips, Vice Chair
Jesus Villegas Rivera
Eli Taylor – on-line

College President:

Dr. Joyce Loveday

AAG:

Justin Kjolseth, AAG – on-line

Excused Absences:

Tong Zhu

Executive Team:

Catherine Purcella, Senior Executive Director of Advancement and Strategic Communication
Dr. Tom Broxson, VP for Instruction
Dean Kelly, VP for Student Success
Amelia Grayson, VP for Finance and Administration

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.

Approval of the Minutes of June 9, 2026 (Tab 2)

MOTION:

Motion to adopt the minutes of the June 9, 2026, Board meeting as presented was made by Trustee Phillips and seconded by Trustee Villegas Rivera. The motion was approved unanimously.

Public Comments

None.

President's Report

Dr. Loveday reported that a revised policy 3.34 Immigrant Rights and Non-discrimination policy would be signed by herself and Chair Buchanan on this date. The revisions involve adjustments to the process for notifications regarding immigration enforcement.

Dr. Loveday noted that as of today summer enrollment is up 15 percent. Although the numbers are still in flux, this is the fourth summer quarter where we have seen increases. Notably this is the first time that CPTC enrollment has been above the state target enrollment rate in over 15 years. She noted that the college's progress in strengthening programs and services reflects the dedication and hard work of CPTC staff. She expressed appreciation for the significant effort involved in advancing these initiatives and thanked employees for their continued commitment.

She also extended her gratitude to the members of the Budget Committee for their diligent work throughout this year's budget development process. This has been a challenging year due to statewide funding constraints and other external pressures. While approximately two million dollars in reductions have been identified, a remaining gap still requires resolution.

She noted that there are two special Board meetings coming up: July 23 is a special zoom meeting when the Board's Presidential Search Listening Committee will provide recommendations for next steps for the finding a new college president. Then on August 7 the Board will hold a retreat where budget and focus for the coming year will be the subjects.

College Reports or Highlights

Basic Needs Supports (Tab 4)

Christine Crouchet provided a report about basic needs supports provided at CPTC. These services have expanded since she began at CPTC. The expansion has been required to ensure student completions. Originally, the services were few and uncoordinated. Now they are more robust, and coordinated both internally and externally with community resources. Both emergency and long-term supports are provided through close coordination of multiple college departments.

SEAG resources have a very low barrier and provides diverse supports (although much of this is for housing). Those with greater need for housing are moved to SSEH where the process is more in depth. In addition, referrals are also made to other resources in the broader community. SEAG and SSEH are separate state grants that must be applied for each year.

Tim Guntle is our staff person who helps students get the resources they need. Ms. Crouchet noted that most of this is referral to food resources. Where warranted, CPTC provides a warm hand-off to outside agencies. This helps ensure students get the services they need.

Chair Buchanan asked where all of these services are housed. Ms. Crouchet stated that they are housed in Career and Community Services which is part of the Student Success division.

Ms. Crouchet said the population served is growing because word is spreading in the student body that the services are effective. She also noted that in addition to the programs listed in her presentation, there are services offered through CPTC's veterans services center.

Ms. Crouchet noted that CPTC does not wait for students to come in, but actively reaches out to make sure students are aware of available resources. Constantly analysis is performed to determine where there are needs and how needs are changing. Team members from across campus contribute to the resource allocation process.

One measure of success is the 86 percent retention rate for students served through SEAG.

Chair's Report

Chair Buchanan reported that she has been involved in conducting listening sessions regarding the presidential search and there are a few more sessions scheduled. Listening sessions will be culminating with recommendations to the full board at the July 23 special meeting.

Board Reports and/or Remarks

Trustee Phillips expressed thanks for the basic supports report. She said it is hard to see people struggling with basic needs and believes that this work changes our society for the better.

New Business

Trustee Phillips moved that the Board approve CPTC's use of a Certificate of Participation financing agreement of up to 15 million dollars, as authorized by the legislature, to proceed with the acquisition of the property located at 6002 East McKinley Ave., Tacoma, Washington, for the Eastside Training Center. Trustee Villegas Rivera seconded the motion. The motion was approved unanimously.

Trustee Phillips moved that the Board affirm its support for CPTC's engagement in a community capital campaign to raise funds in support of the acquisition and development of the Eastside Training Center at 6002 East McKinley Ave., Tacoma, Washington. Trustee Villegas Rivera seconded the motion. The motion was approved unanimously.

Executive Session

None.

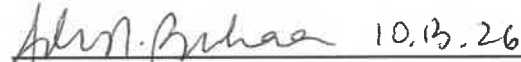
Adjournment

MOTION:

Motion to adjourn the meeting at 4:44 was made by Trustee Phillips 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