



Board of Trustees Meeting

Virtual, Via Zoom:

<https://cptc-edu.zoom.us/j/84708914712?pwd=L0JEZkpFQVUyUkp6UGF3dTU2UytwZz09>

Passcode: BOTMeeting

AND in Bldg. 17, Room 260

Wednesday, December 9, 2020

Study Session: CANCELED

Regular Meeting: 4:00-5:30 p.m.

Agenda

4:00 Call to Order, Introductions Eli Taylor

Adoption of Agenda Eli Taylor
Action

Approval of the Regular Meeting Minutes of..... Eli Taylor **Tab 1**
November 18, 2020
Action

4:05 President’s Report Joyce Loveday

- Transforming Lives Nominee
- Tentative Classified Bargaining Agreement
- Miscellaneous

4:20 College Reports or Highlights

ASG Report.....Chelsie Boyd **Tab 2**

Student Success Report – Veterans.....Brenda McKinney **Tab 3**

Towards a Data Driven Instructional Culture of..... Tom Broxson **Tab 4**
Continuous Improvement

4:35 Chair’s Report..... Eli Taylor

4:40 Board Reports and/or Remarks All

4:45 Public Comments Eli Taylor

4:50 New Business Eli Taylor
New Tenure Track Faculty Introductions Thomas Broxson **Tab 5**
 Shannon Feist Professional Pilot 2nd Quarter

Adoption of the 2021 Board of Trustees Meeting Schedule **Tab 6**
Action

5:00 Convene Executive Session for approximately 20 minutes for the purpose of reviewing, evaluating, and interviewing a faculty probationer for tenure award.

5:00 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.

5:20 Action Items as a Result of Executive Session..... Eli Taylor
 Christain Griffin Central Service Sterile Processing

5:25 Adjournment Eli Taylor



Board of Trustees Meeting

Virtual, Via Zoom

AND in Bldg. 17, Room 260

Wednesday, November 18, 2020

Study Session: Canceled

Regular Meeting: 4:00-5:45 p.m.

Agenda

Call to Order: Chair Taylor called the Board of Trustees Regular Meeting for Clover Park Technical College (CPTC) to order on November 18, 2020, at 4:00 p.m.

Board of Trustees Present:

Eli Taylor, Chair
Mark Martinez
Lua Pritchard
Wayne Withrow

College President: Dr. Joyce Loveday

Assistant Attorney General (AAG): Justin Kjolseth

Excused Absences: Carol Mitchell, Trustee

Executive Team:

Dr. Thomas Broxson, VP, Instruction
Scott Latiolais, VP, Student Success

Samantha Dana, Assoc. VP, Institutional
Effectiveness

Lisa Wolcott, Exec. Dir., Budget & Finance

Adoption of the Agenda

MOTION:

Motion to adopt the agenda, as presented, was made by Trustee Withrow and seconded by Trustee Martinez. Motion was approved unanimously.

Approval of Minutes (Tab 1)

MOTION:

Motion to approve the minutes of the Regular Board meeting of October 14, 2020, as presented, was made by Trustee Martinez and seconded by Trustee Pritchard. Motion was approved unanimously.

President's Report

Virtual Scholarship Celebration Update

The annual Scholarship Celebration was held virtually this year, from October 13-20. The goal was to raise \$50,000, and total event proceeds came in at \$53,288.

Special thanks go to all the sponsors and Foundation staff Janet Holm and Rae Baghirov.

PCCC Updates

On October 19, Trustees, Presidents, and student representatives from Pierce County Colleges, Bates, CPTC, Pierce, Tacoma, and UWT, participated in conversations with six democrat candidates from the Washington legislature. Trustee Pritchard, student Melanie Stone, and President Loveday represented CPTC and shared Pierce County colleges' priorities for the upcoming legislative session. A separate session was scheduled for Republican and Independent candidates, but none were able to participate.

The annual PCCC Legislative Breakfast will be held via Zoom on December 10, 8-9:30 a.m. All trustees are encouraged to attend.

Miscellaneous

Last week, Washington's Association of College Trustees (ACT) held the ACT Legislative Action Committee meeting and the ACT Fall Conference, both via Zoom. It was well structured to inform Trustees. Trustee Mitchell attended the Fall Conference.

College Reports or Highlights

ASG Report (Tab 2)

Melanie Stone, Chair of ASG Civic Engagement, gave the attached ASG Report.

Core Theme Presentation – Sustainability (Tab 3)

Ms. Dana provided the quarterly Core Theme Presentation, on Sustainability.

Outsmart 2020 Campaign Results (Tab 4)

Ms. Adrien presented the attached report. Chair Taylor asked if the Geofencing of students' addresses is to a zip code or pinpointing the exact address. Ms. Adrien replied that it is their physical address. Chair Taylor then inquired if there is the ability to filter the data obtained down to certain demographics, such as age groups, and the answer is yes.

FY 2020-21 1st Quarter Budget Report (Tab 5)

Ms. Wolcott gave the FY 2020-21 1st Quarter Budget Report.

Chair's Report

Discuss the 2021 Board of Trustees Meeting Schedule (Tab 6)

Chair Taylor noted the meeting dates in 2021 that are not on the second Wednesday of the month and the reasons behind the proposed meeting dates. The Board will vote on the 2021 Meeting Calendar at the December Board meeting.

Trustee Pritchard noted that she would like to attend the ACCT Leadership Congress, October 13-16, 2021.

Board Reports and/or Remarks

There were no Board reports or remarks.

Public Comments

Diane Follett, English Language Acquisition Instructor, applauded Dr. Loveday and the Administration for their response to the stress that employees, faculty, and staff were experiencing around the election. Ms. Follett was proud to hear Dr. Loveday state unequivocally that racial

equity and LBGTQ Plus rights are not a political issue, and she looks forward to the College vocalizing and acting on that commitment.

New Business

There was no New Business.

Executive Session

At 4:59 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 considering the acquisition or sale of real estate.

Chair Taylor reconvened the Regular Meeting at 5:34 p.m. and asked if there were any action items as a result of the Executive Session. There were none.

Next Meeting

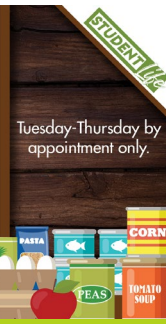
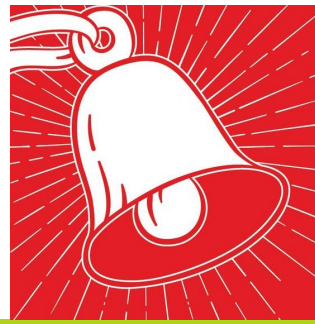
December 9, 2020, details to follow.

Adjournment**MOTION:**

Motion to adjourn was made by Trustee Martinez, and seconded by Trustee Pritchard. Motion was approved unanimously.

Dr. Joyce Loveday
President
College District Twenty-Nine

Eli Taylor
Chair, Board of Trustees
College District Twenty-Nine



Highlights

To close out the fall quarter and celebrate the holiday season, the Associated Student Government (ASG) invites students, employees, and board members to participate in a seasonal favorite: decorating a gingerbread house. All you have to do is register by emailing involvement@cptc.edu and picking up your kit at the Student Leadership & Service Center between December 1–16 during normal business hours.

Increasing Student Advocacy

ASG representatives are participating in the process to develop a legislative action agenda that will represent the priorities of CTC students during the 2021 legislative session. The two legislative platforms that were submitted for by the ASG are developing tech equity and on-campus mental health services and resources.

Melanie Stone, ASG diversity committee chair, co-presented at the 12/02 SBCTC Fall Meeting as part of the CTC student civic engagement update about the student legislative agenda development and 2021 legislative session.

In early January, students will secure virtual appointments with legislators in advance of the Community & Technical College Legislative Advocacy Week, February 1–5, 2021.

Partnership Highlights

100 harvest baskets were distributed to CPTC students. This year’s process required additional coordination and planning to ensure proper social distancing and zero contact. Thanks to the students, employees, and departments who donated items, promoted this initiative, and assisted with the process. This is the fourth year the ASG has sponsored this food security initiative.

Proposed revisions to the governing documents of the ASG will be formally submitted to the Student Government on 12/10 with a public review process to kick-off in early 2021. Since Fall 2019 the ASG has been participating in a pilot project aimed at improving the continuity of governance and student leadership experience.

Student Governance

The final meeting of the Student Government this quarter is Thursday, December 10, at 3 p.m. To find out more about how to access the virtual meeting and winter quarter meeting schedule, please visit www.cptc.edu/asg.

2020-2021 Services & Activities (S&A) budget request packets will be available in late December. More information about S&A fees are available at www.cptc.edu/budgetcommittee. The deadline to submit a budget packet will be mid-February 2021.

By The Numbers

- 100** Harvest baskets distributed
- 40** 5K jingle bell run registrations
- 250** Hours worked by student leaders
- 201** Days until 2021 Commencement

Upcoming Events

- Jingle Bell Dash – Virtual 5K Series**
Run anytime between December 12–26
- Decorate a Gingerbread House**
Pick up a kit between December 1–16
- Winter Start - New Student Experience**
December 17 – find out more at cptc.edu/orientation

Between December 17 – 31 the Associated Student Government and Student Leadership & Service Center will be closed. Have a safe and socially distant holiday season. We'll see you in 2021.

Veterans' Services



Veterans Business Office (VBO)

Essential Functions

- Keeping well-informed of changes and updates in GI Bill/VA requirements
- Quarterly individual file review
- Quarterly course certifications
- Monitor changes in class credits, tuition, fees

➤ Number of direct services – **2,885**

➤ E-mails – **16,911**

➤ Phone calls – **4,454**

Veterans Business Office (VBO)

Highlights

- Gained a permanent 40% time School Certifying Official at South Hill
- Established a monitoring system to better track documents and actions taken with students
- Transitioned from taking documents manually to online
- Improved accessibility
- Aligned VBO with Student Aid
- 159 Veterans and/or dependents graduated with a certificate or degree, or both

Veterans Resource Center (VRC)

Essential Functions

- Computer Lab and study space
 - Quarterly activities and workshops
 - Support of campus events
 - Faculty/staff training
 - Annual Honor Cord & Coin Presentation
 - Outreach to community
 - Alliance with WDVA/Vet Corps for support of position of CPTC's Veteran Navigator
-
- Number of visits to VRC for resources, study sessions, & more - **4,332**
 - Miscellaneous services - **451**

Veterans Resource Center (VRC)

Highlights

- Reinstated CPTC's chapter status with Student Veterans of America and affiliation with SALUTE (Veterans National Honor Society)
- Established free Soup Tuesdays and free popcorn/scone Thursdays
- Transitioned to Zoom/online services and mentoring
- Established stronger connections with off-campus communities and resources for students
- Provided 9,328 pounds of food to students and veterans in the community

Next Steps

- ★ Develop improved linkages with JBLM and community organizations serving Veterans.
- ★ Implementation of the 8 Keys to Veteran Success
- ★ Update the VBO and VRC web pages and virtual services
- ★ Coordinate future events/activities with on and off campus partners
- ★ Assess processes/systems for continuous improvement

Towards a Data Driven Instructional Culture of Continuous Improvement

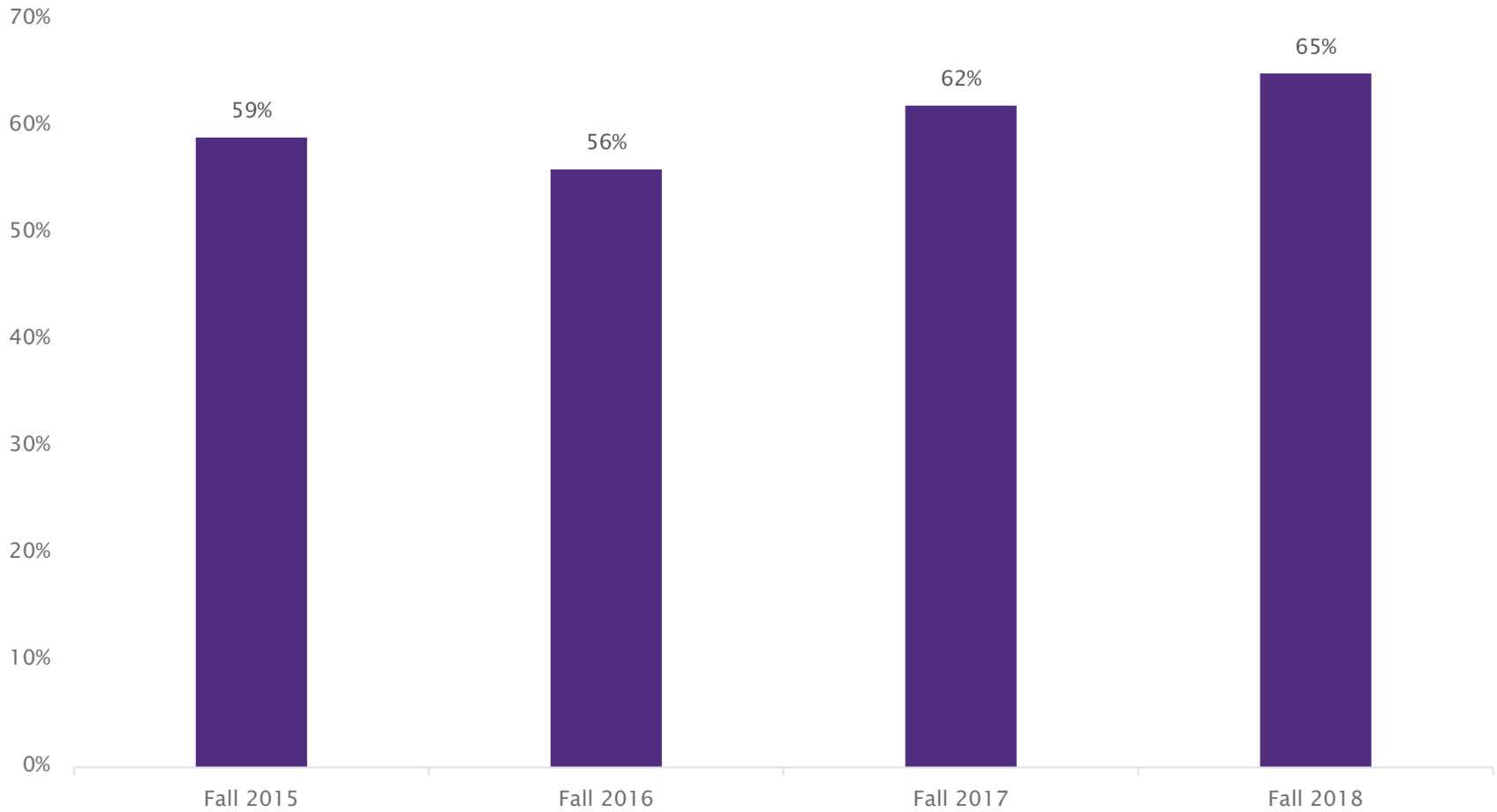
A night sky with the Milky Way galaxy visible, set against a dark background. Below the sky, the silhouette of a mountain range is visible. The text is overlaid on the sky.

**Who dares to teach must
never cease to learn.**

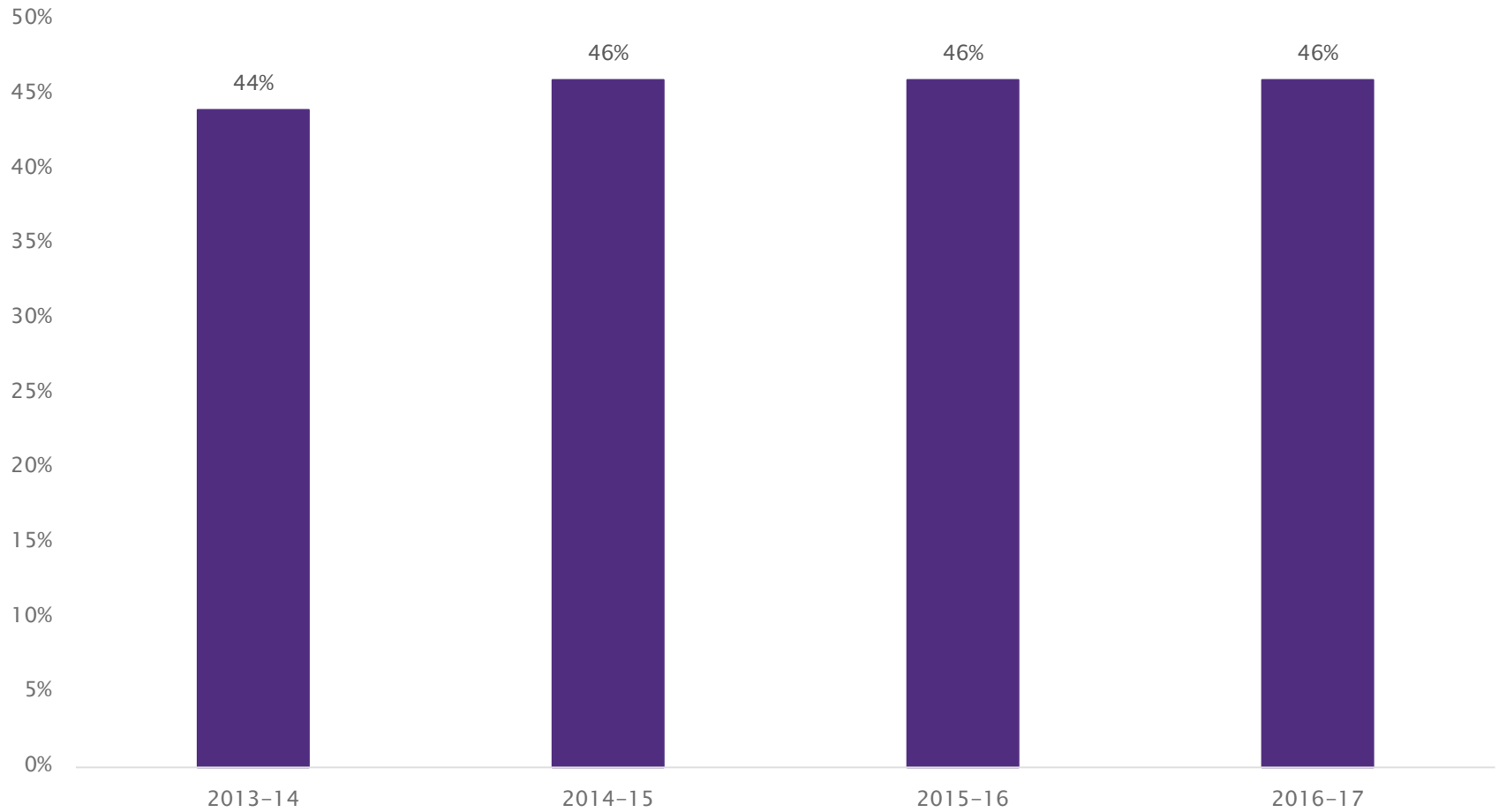
John Cotton Dana

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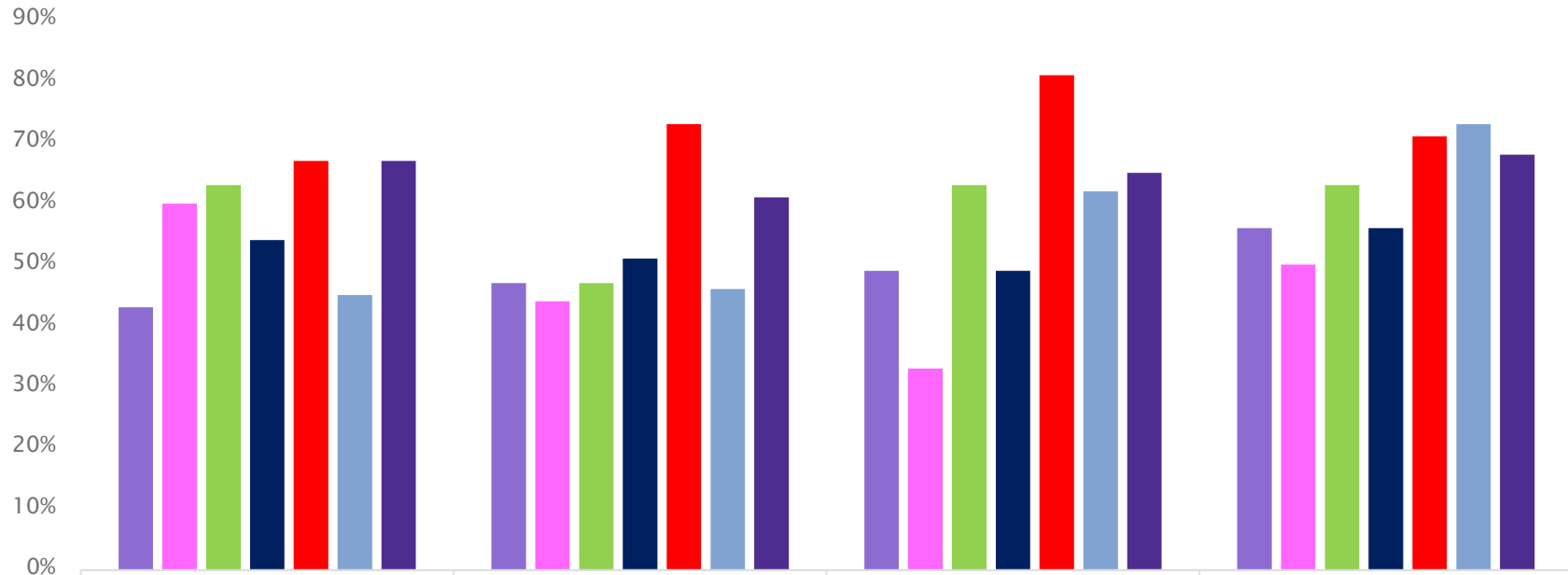
Retention Rate



Completion Rate



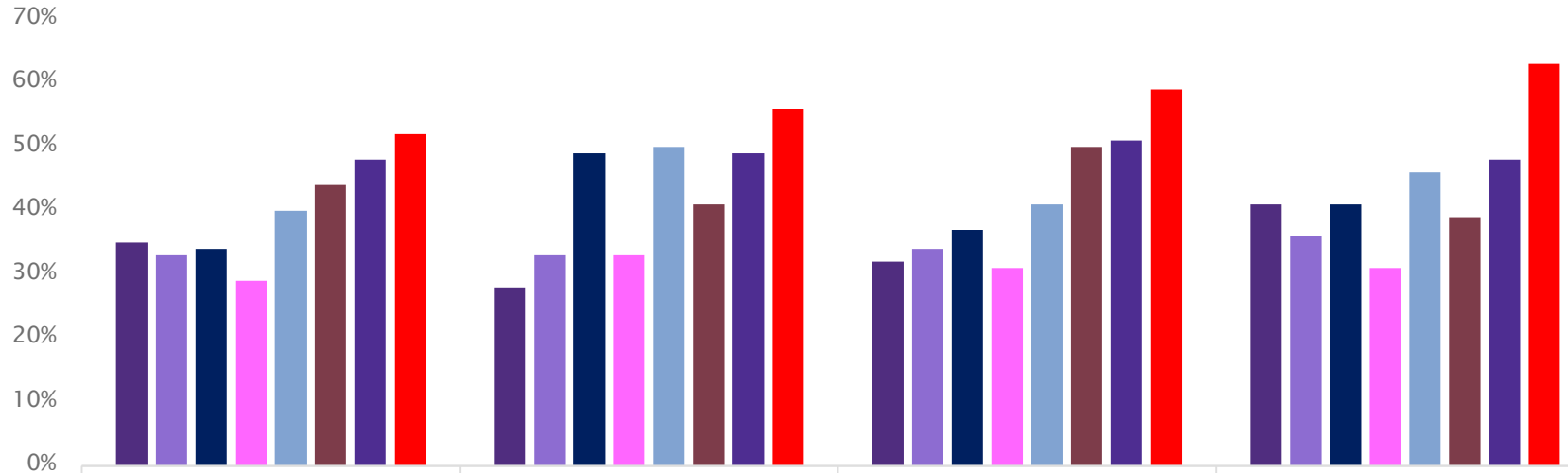
Retention Rate



	Fall 2015	Fall 2016	Fall 2017	Fall 2018
African-American	43%	47%	49%	56%
Native American	60%	44%	33%	50%
Hispanic	63%	47%	63%	63%
Multi-Racial	54%	51%	49%	56%
Asian/PI	67%	73%	81%	71%
Unreported	45%	46%	62%	73%
White	67%	61%	65%	68%

■ African-American
 ■ Native American
 ■ Hispanic
 ■ Multi-Racial
 ■ Asian/PI
 ■ Unreported
 ■ White

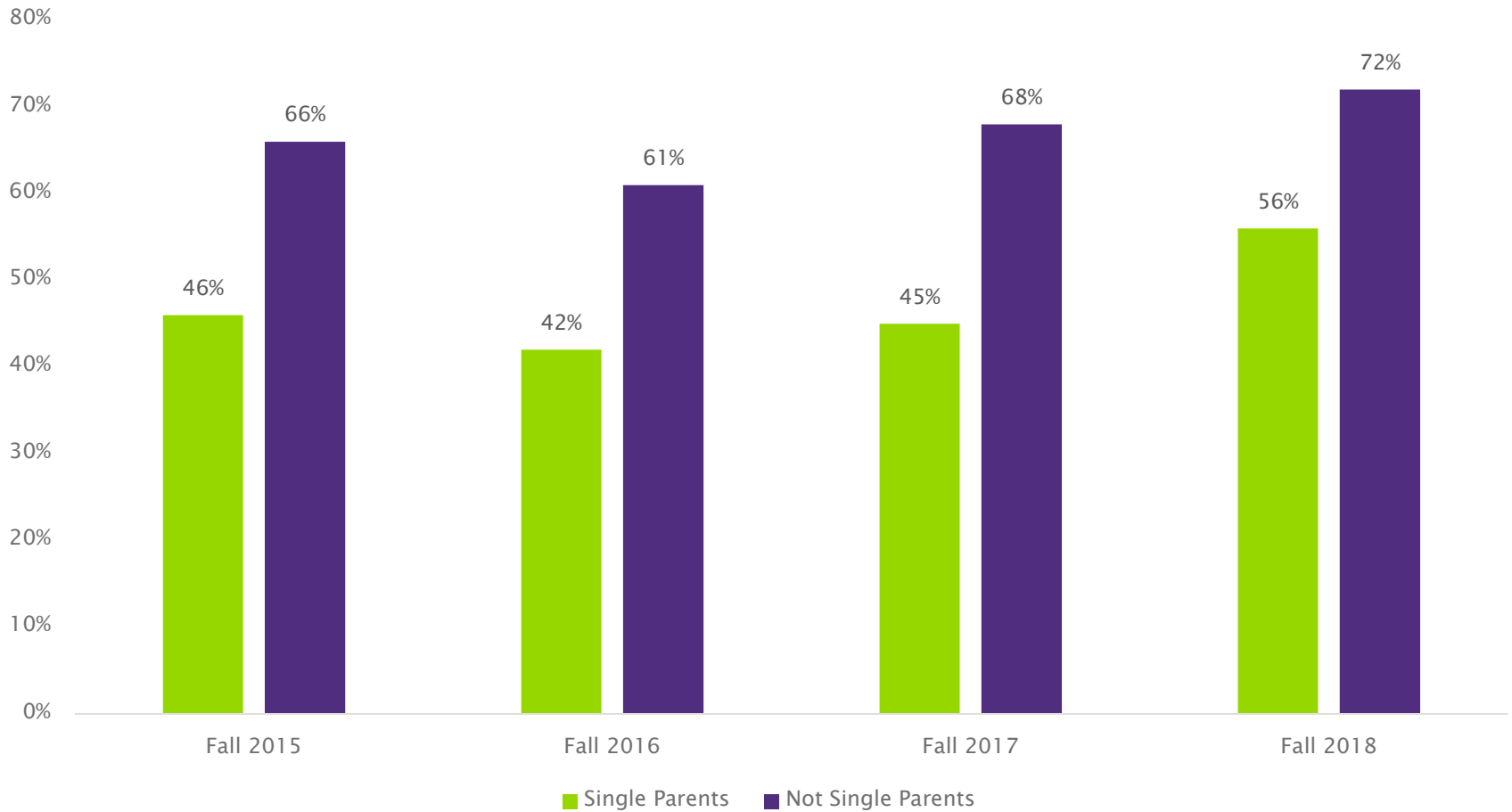
Completion Rate



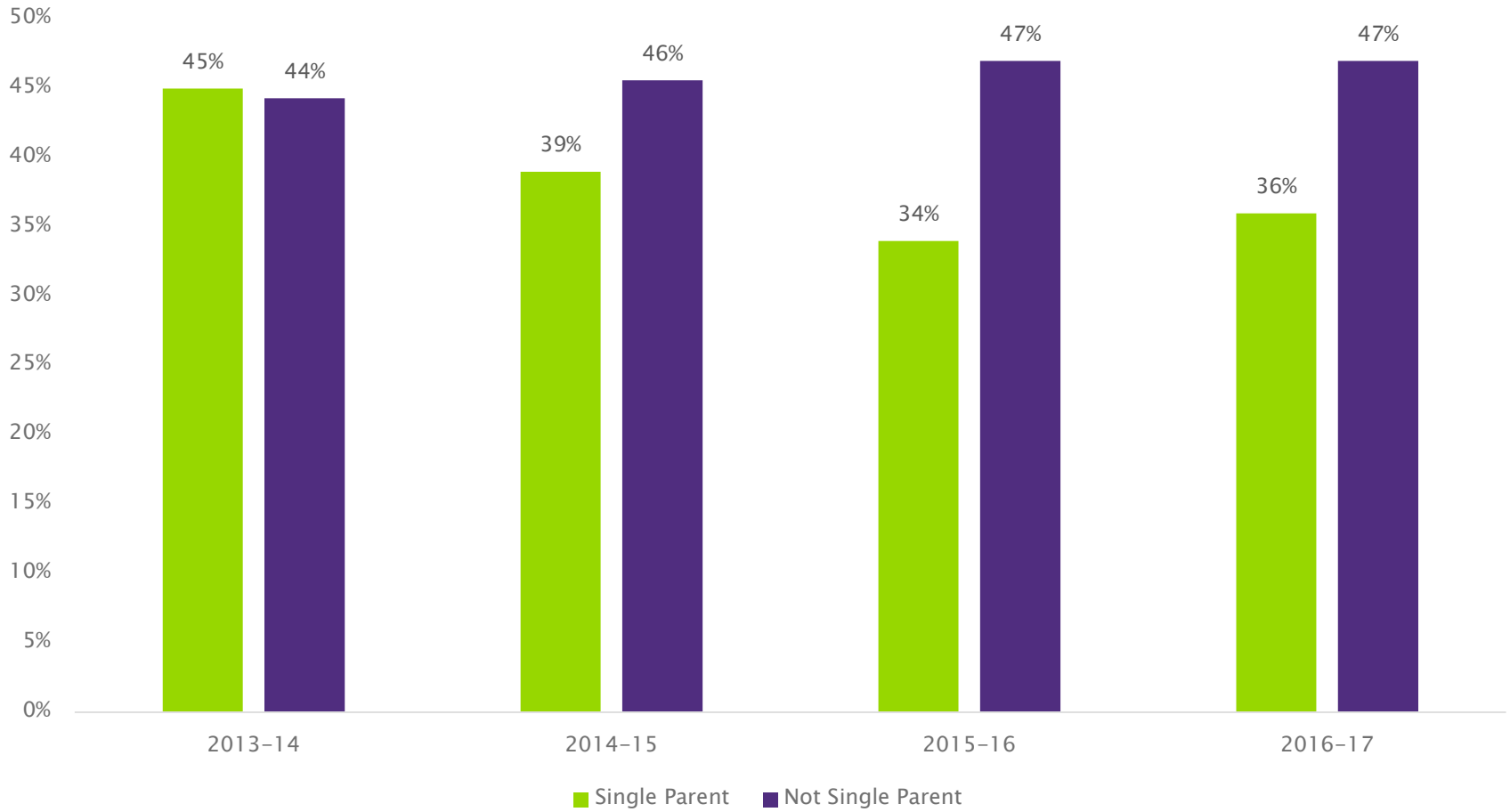
	2013-14	2014-15	2015-16	2016-17
Hawaiian/PI	35%	28%	32.00%	41%
African-American	33.00%	33.00%	34.00%	36%
Multi-Racial	34.00%	49.00%	37%	41%
AI/AN	29.00%	33.00%	31.00%	31%
Other/NA	40.00%	50%	41%	46%
Hispanic	44.00%	41.00%	50%	39%
White	48.00%	49.00%	51.00%	48%
Asian	52%	56.00%	59.00%	63%

■ Hawaiian/PI
 ■ African-American
 ■ Multi-Racial
 ■ AI/AN
 ■ Other/NA
 ■ Hispanic
 ■ White
 ■ Asian

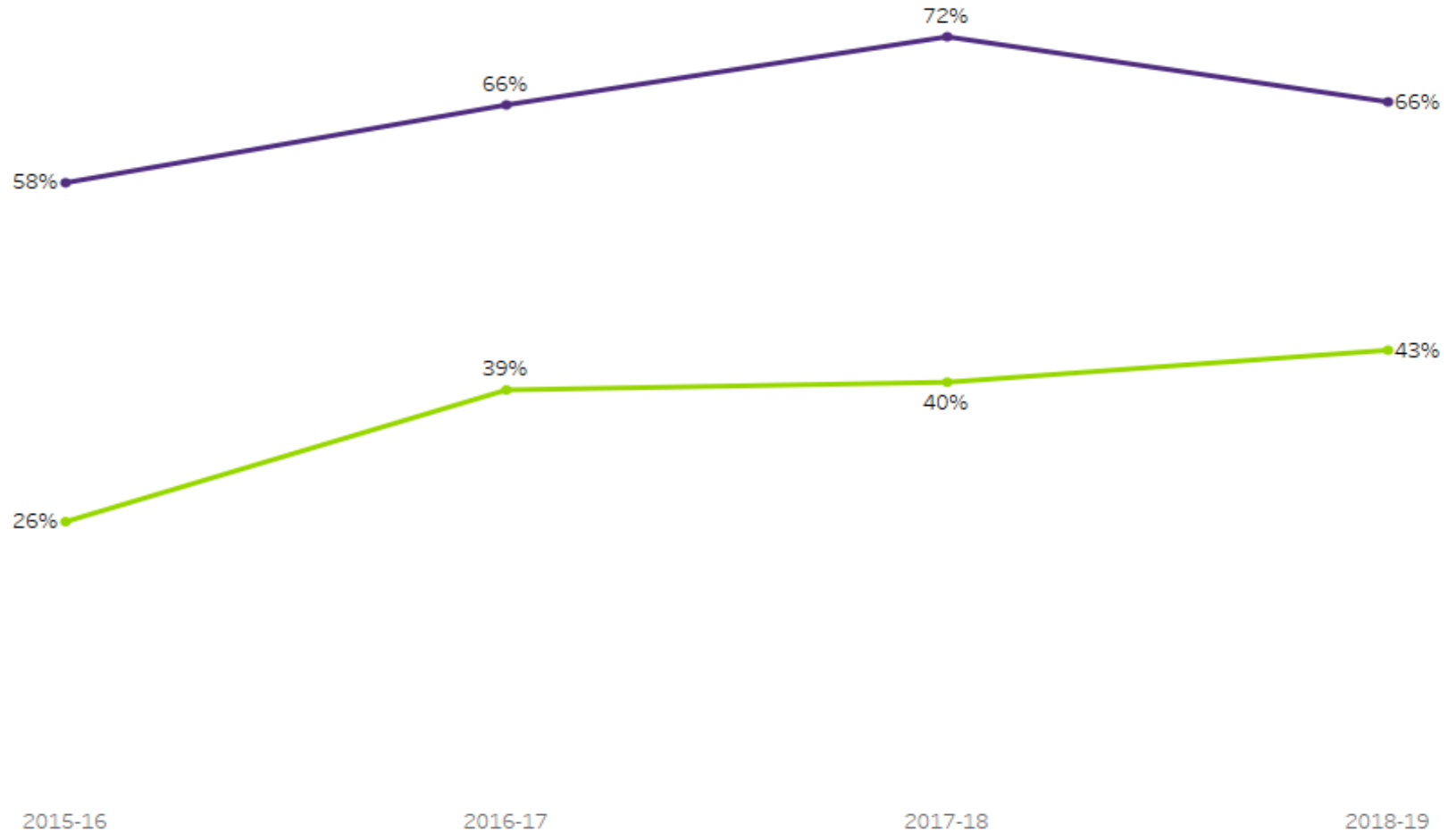
Retention Rate



Completion Rate



Retention and Persistence Computer Programing



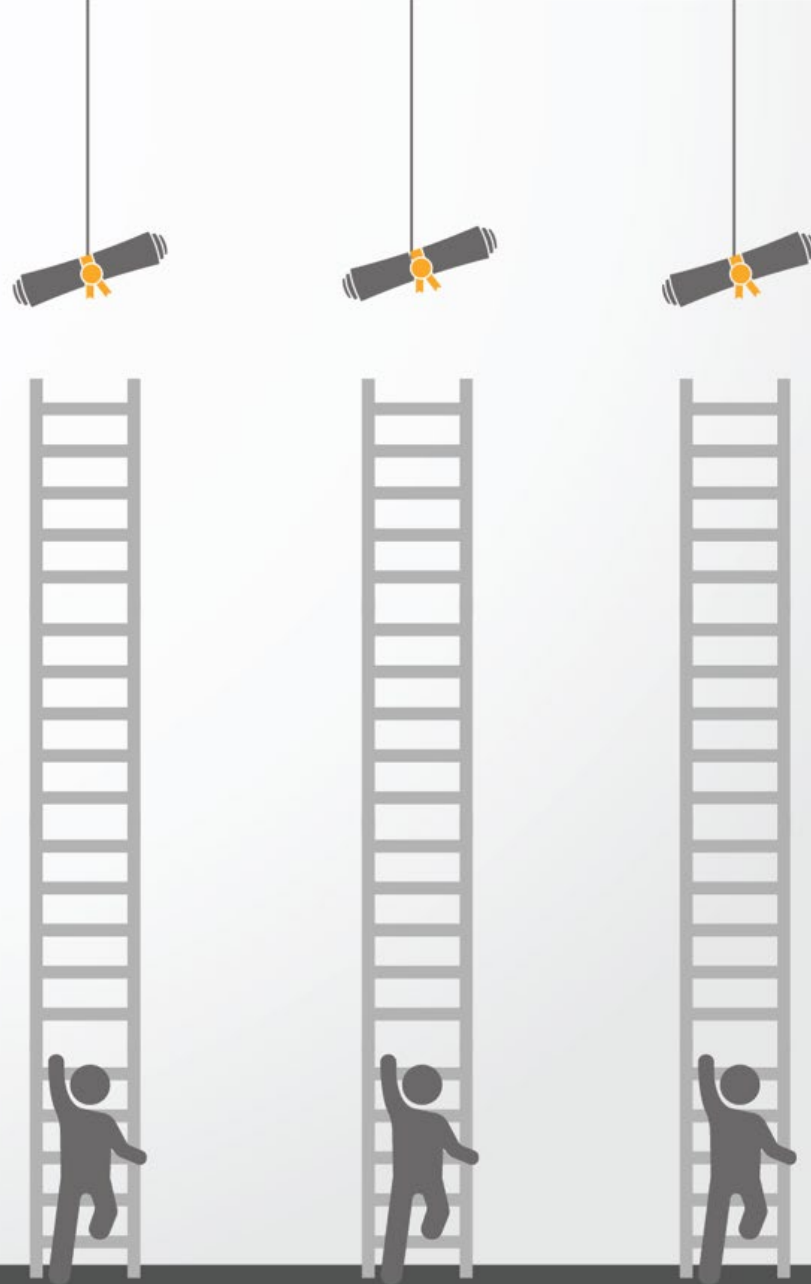
EQUALITY

imagines an
equal world.

*"I care about all
students equally"*



CENTER *for* URBAN
EDUCATION



But the world
ISN'T EQUAL.

Equity is treating
students according to
need



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EDUCATION



Teaching is about continuously learning and improving

- ▶ Learning and improvement in teaching never stops.
- ▶ Four steps:
 1. Critically examining what is working and what is not
 2. Identifying areas to improve
 3. Trying something new
 4. Seeing if it worked and reflecting on why it did or did not



Shannon Feist

Professional Pilot Assistant Chief Flight Instructor

Thank you very much for taking the time to read my biography. I look forward to meeting with you and answering any questions you may have.

I grew up the second oldest of four brothers. Technically, I have five brothers, but I only met two of them five years ago. My mother gave birth to six boys but after the third she really wanted a girl. Thus, I was named Shannon and my younger brothers are Shawn and Shyenne.

My grandfather built an auto garage when my dad was 12. My father worked in the garage and in the auto repair industry all his life. When I was young, I would go to the garage and clean parts in the parts washer. I bought my first small gas engine when I was 12. It was a 9.9 hp outboard. I repaired it and sold it for 100% profit. When I was 14 I bought two Volkswagen Beetles from my cousin. I used one for parts and got the other one running. I sold the running car to my brother for 200% profit and sold the other for parts.

In high school I was very involved in Auto Shop. So after high school, my first job was in auto paint delivery. The company I delivered for also had a tool division. I transferred to the tool division of the company and did very well. I really enjoyed selling tools but I couldn't make enough money to go to college and pay my bills. I decided to join the military to earn money for college. I spent four years in the 82nd Airborne in North Carolina as a Forward Observer. I left as a Sergeant and went to college at Whatcom Community College. During my last quarter of college, my unit in the Washington State National Guard was alerted to go to Iraq. I was stationed in Bagdad for one year in 2003-2004. After coming home, I finished my Associate's degree with Pierce College.

After college I started working with my brother making boxes in a small warehouse in Sumner. After that, I worked as a material handler with the Local 66 Sheet Metal Union; then I built elevators with Local 19. In 2009, I was laid off and started doing odd jobs including playing bass guitar in a country band and working on people's cars. After four years, I decided to use my remaining VA benefits to go to Clover Park Technical College's world class Professional Pilot program.

After graduating, I got a job with a flight school out of California. A year later I was made lead flight instructor. I managed the training of 50 students and oversaw nine flight instructors. However, it was always a dream to come home to the school where I was trained and work with the greatest aviators with whom I'd ever flown. I am married with two children – ages 3 and 5. It is important to me to be there for them. Working at CPTC allows me the time to help them grow. My hobbies are binge watching Netflix, fishing, gaming, and working on cars and engines. I also love flying airplanes.



**District #29
Board of Trustees Meetings**

2021 Meeting Calendar

January 13, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
February 17, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
March 10, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
April 7, 2021	Study Session	3 p.m.	South Hill Campus
	Business Agenda	4 p.m.	South Hill Campus
May 12, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
June 9, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
July 14, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
August 11, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
September 2021	<i>No Meeting</i>		
October 6, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
November 10, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3
December 8, 2021	Study Session	3 p.m.	Rotunda, Bldg. 3
	Business Agenda	4 p.m.	Rotunda, Bldg. 3

ACCT National Legislative Summit, Washington, DC
 WA ACT Winter Conference, Olympia, WA
 AACC Annual Convention, Nashville, TN
 WA ACT Spring Convention, Edmonds CC
 CPTC Graduation, Tacoma Dome
 ACCT Leadership Congress, San Diego, CA
 CPTC Board of Trustees Annual Retreat

February 7-10, 2021
 January 25, 2021
 April 11-14, 2021
 TBD
 June 22, 2021
 October 13-16, 2021
 TBD