



Board of Trustees Regular Meeting

Rotunda, Building 3

Wednesday, December 12, 2018

Study Session: 3:00-4:00 p.m.

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

Study Session Agenda

3:00	Call to Order, Introductions	Wayne Withrow	
3:05	Scheduling the Annual Trustee Retreat	Wayne Withrow	
3:10	Wrestling Follow up (Seeking Green Light)	Cal Erwin-Svoboda	
3:30	Land Use Discussion	Larry Clark	Tab 1
3:50	General Discussion	Wayne Withrow	
4:00	Adjournment	Wayne Withrow	



Regular Meeting Agenda

4:00	Call to Order, Flag Salute, Introductions	Wayne Withrow	
	Adoption of Agenda	Wayne Withrow	
	<i>Action</i>		
	Approval of the Regular Meeting Minutes of	Wayne Withrow	Tab 2
	November 14, 2018		
	<i>Action</i>		
4:05	President's Report	Joyce Loveday	
	• Student Success Speaker		
	• PCCC Meeting		
	• Miscellaneous		
4:20	Other College Reports or Highlights:		
	• ASG Report.....	Sam Hardy	Tab 3
	• Senior Waiver	Cindy Mowry	Tab 4
	• Accessible Technology	Jessica Carey, Pam Jeter, and Kelly Meeusen	Tab 5

4:45 Chair’s Report..... Wayne Withrow

4:50 Board Reports and/or Remarks All

- **Proposal for Naming the CAMT Building**..... Bruce Lachney **Tab 6**

4:55 Public Comments Wayne Withrow

5:00 New Business Wayne Withrow

- **Consideration of Space Available Waiver for Senior Citizens**
Action
- **Approval of Resolution 18-12-95, Mary Moss,** Wayne Withrow **Tab 7**
Recognition of Service

5:05 Executive Session Wayne Withrow

Convene Executive Session for approximately thirty minutes for the purpose of reviewing, evaluating, and interviewing a faculty probationer for tenure award and reviewing the performance of a public employee.

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..... Wayne Withrow

Poppy Bushnell Architectural Engineering Design Instructor

5:25 Adjournment Wayne Withrow

All Board meetings will be recorded.

Flett Creek Summary

History

1992 – In June of 1992, the college completed a capital budget request to purchase 160 acres of property. At that time, the selling price had not been decided. The request was based on an informal letter of appraisal of more than 3 million dollars.

1993 – The college proposed the use of Pierce County conservation futures as a method of funding. In April, the Foundation borrowed \$50,000 from Bill Hamilton (90 days, no interest) as earnest money for the property. In September the college received a \$2.7 million legislative appropriation to purchase 106 acres to be used as an education center and outdoor lab. The deed to this parcel indicates that the Fuchs Foundation was paid \$2,692,664.96.

1994 – The Foundation received a grant from the Fuchs Foundation for \$37,000. These funds were spent on property reviews, boundary markings, a tree survey, maps, a fence, blueprints, and a tax assessment.

2000 – The college purchased 5.8 acres from Bill Hamilton for \$270,003.16. It appears that the college used a grant from the interagency Committee for Outdoor Recreation in the amount of \$485,593 to purchase this property. During 2000, Bill Hamilton donated an adjacent 1.68 acres to the college.

Zoning

Large tracks of the property are encumbered by wetland setbacks of 165 feet from the boundaries of the wetland. Pierce County and the City of Tacoma impose significant restrictions on any use of this property. Two tiny parcels are designated Single Family Residential but listed as critical area buffer zones. The 5.8 donated parcel is designated as Single Family Residential, but most of it is encumbered by the wetland setback.

The largest parcel is zoned by the City of Lakewood as Open Space Recreation 1 property. The portion of this parcel, which is not encumbered by the wetland setback (most of the property along Steilacoom Blvd.) is limited in use as described below under the Lakewood Municipal Code 18A.20.400:

H. *Outdoor Recreation.* Recreational areas and recreation facilities which primarily are owned or operated by public or non-profit entities for the use and enjoyment of the general public. Examples include neighborhood parks, community parks, regional parks, waterfront parks, open space, arboretums, small or special landscaped areas, community and "pea patch" gardens, fairgrounds, zoos, and swimming pools. In some cases, such areas and facilities may be incidental to private development, such as open space set-asides necessary for environmental mitigation and children's play areas ("tot lots") within a subdivision; are intended to be principally used by a finite group; and may constitute private property.

Level 1: Natural open space and passive recreation. Protected open space areas in a natural state, together with low-impact passive recreational facilities including single-track hiking trails, beaches, viewing areas, interpretive signage, and fences.

Assessor-Treasurer electronic Property Information Profile

Parcel Map for 0220362020

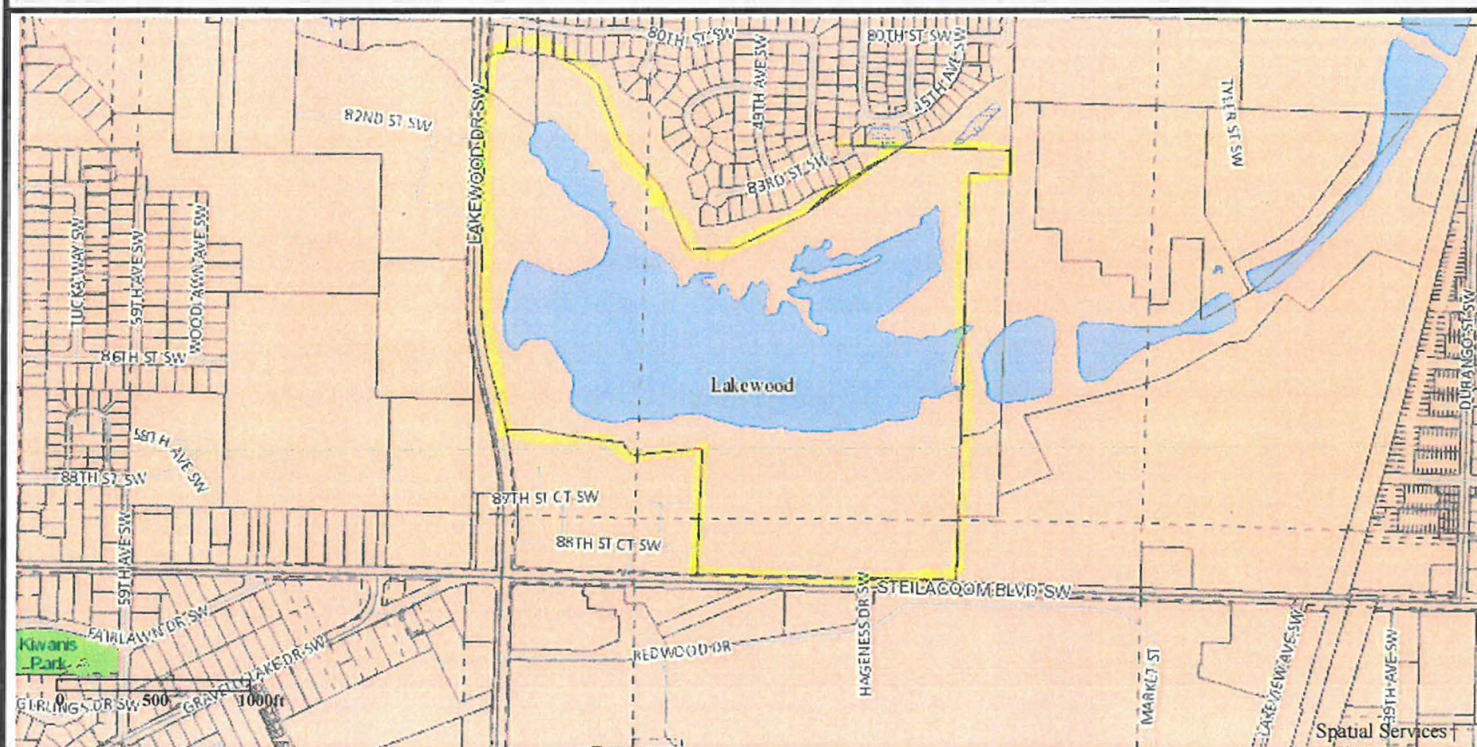
11/26/2018 10:15 AM

**Property Details**

Parcel Number: 0220362020
Site Address: XXX 83RD ST SW
Account Type: Real Property
Category: Land and Improvements
Use Code: 9170-COMM VAC LAND

Taxpayer Details

Taxpayer Name: STATE OF WASHINGTON
Mailing Address: CLOVER PARK TECHNICAL COLLEGE
 4500 STEILACOOM BLVD SW
 TACOMA WA 98499-4004

For additional mapping options, visit [Public GIS](#)RTSQ Maps: [Normal \(200 Scale\)](#) | [Detailed \(100 Scale\)](#)

I acknowledge and agree to the prohibitions listed in RCW 42.56.070(9) against releasing and/or using lists of individuals for commercial purposes. Neither Pierce County nor the Assessor-Treasurer warrants the accuracy, reliability or timeliness of any information in this system, and shall not be held liable for losses caused by using this information. Portions of this information may not be current or accurate. Any person or entity who relies on any information obtained from this system does so at their own risk. **All critical information should be independently verified.**

Pierce County Assessor-Treasurer**Mike Lonergan**

2401 South 35th St Room 142

Tacoma, Washington 98409

(253)798-6111 or Fax (253)798-3142

www.piercecountywa.org/atr

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Assessor-Treasurer electronic Property Information Profile

Parcel Map for 4001441100

11/26/2018 10:17 AM



Property Details Parcel Number: 4001441100 Site Address: XXX 81ST ST SW Account Type: Real Property Category: Land and Improvements Use Code: 7630-GRNBELT COMMON AREAS	Taxpayer Details Taxpayer Name: CLOVER PARK TECHNICAL COLLEGE Mailing Address: 4500 STEILACOOM BLVD SW LAKEWOOD WA 98499-4004
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For additional mapping options, visit [Public GIS](#)

RTSQ Maps: [Normal \(200 Scale\)](#) | [Detailed \(100 Scale\)](#)

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Assessor-Treasurer electronic Property Information Profile

Parcel Map for 4001441120

11/26/2018 10:18 AM



<p>Property Details</p> <p>Parcel Number: 4001441120 Site Address: XXX 83RD ST SW Account Type: Real Property Category: Land and Improvements Use Code: 7630-GRNBELT COMMON AREAS</p>	<p>Taxpayer Details</p> <p>Taxpayer Name: CLOVER PARK TECHNICAL COLLEGE Mailing Address: 4500 STEILACOOM BLVD SW LAKEWOOD WA 98499-4004</p>
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Tony Depaul, Pierce County Assessor-Treasurer's Office |

For additional mapping options, visit [Public GIS](#)

RTSQ Maps: Normal (200 Scale) | Detailed (100 Scale)

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Assessor-Treasurer electronic Property Information Profile

Parcel Map for 4001340081

11/26/2018 10:16 AM

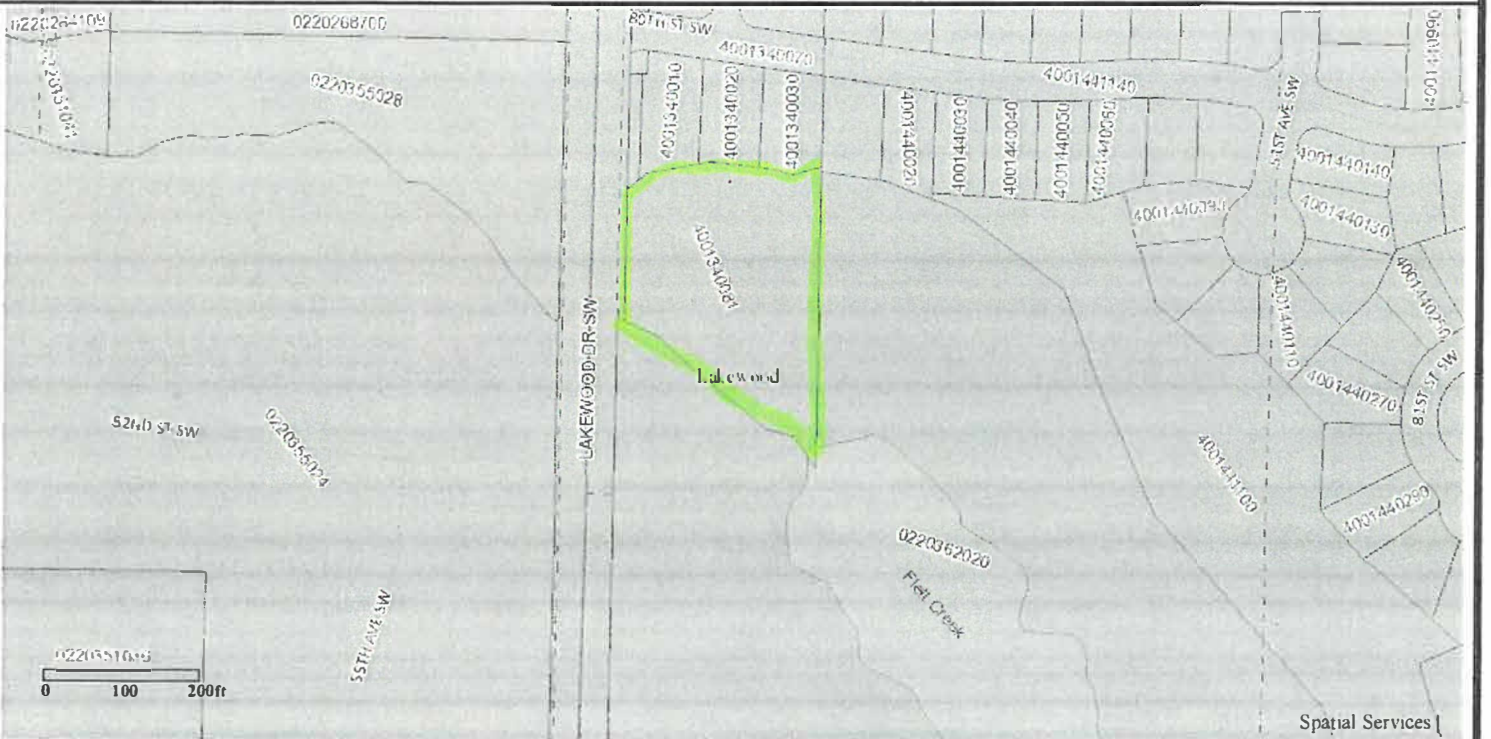


Property Details

Parcel Number: 4001340081
Site Address: XXX LAKEWOOD DR SW
Account Type: Real Property
Category: Land and Improvements
Use Code: 9112-WETLANDS RECORDED

Taxpayer Details

Taxpayer Name: CLOVER PARK TECHNICAL COLLEGE
Mailing Address: 4500 STEILACOOM BLVD SW
 LAKEWOOD WA 98499-4004



For additional mapping options, visit [Public GIS](#)

RTSQ Maps: [Normal \(200 Scale\)](#) | [Detailed \(100 Scale\)](#)

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TACOMA

5

5

South Tacoma Way

S 74th St

South Verde Street

Flett Dairy

COUNTRY PLACE
SINGLE-FAMILY
DEVELOPMENT

City of Tacoma
Pierce County

Lakewood Drive

Stoney Creek Apartments

Stevenson Blvd

Gravelly Lake Dr





4500 Steilacoom Blvd SW, Lakewood, WA 98499-4004

Board of Trustees Meeting
South Hill Campus, Room 119
Wednesday, November 14, 2018

Minutes

Study Session

Call to Order: Chair Withrow called the Board of Trustees Study Session for Clover Park Technical College (CPTC) to order on November 14, 2018, at 3:08 p.m.

Board of Trustees Present:

Wayne Withrow, Chair
Bruce Lachney
Mark Martinez

Mary Moss
Lua Pritchard

College President: Dr. Joyce Loveday

Assistant Attorney General: David Stolier

Other Attendees:

Larry Clark, VP, Finance & Admin.
Dr. Tawny Dotson, VP, Strategic Devel.
Scott Latiolais, VP, Student Success
Lisa Beach, Dir., Compliance
Jessica Carey, Mgr., Web Content
Max Carter, Student
Greg Doyon, AMT Instructor
Cal Erwin-Svoboda, Dir., Student Life
Michelle Hillesland, Dean
Pamela Jeter, Dir., IT
Wendy Joseph, Dir., Student Aid &

Scholarships
John Kaniss, Dir., Facilities Services
Dean Kelly, Dean, Student Success
Christian Kroiss, Mgr., Security
Dr. Judy Loveless-Morris, Dean
Cindy Mowry, Dir., Enrollment Svcs.
Tyler Scott, Sr. Creative Comm. Mgr.
Cherie Steele, Exec. Asst. to the President
Phil Vick, Aviation Instructor
Lisa Wolcott, Dir., Budget & Finance

Naming Practices (Attachment 1)

Dr. Dotson presented the attached. Comments followed. Trustee Lachney noted that he has worked with many administrators over the last 40 years, and Dr. John Walstrum was one of the most effective. During the recession, 12 programs and 72 people were cut. It was incredibly difficult, and Dr. Walstrum did it in an empathetic, compassionate way. Trustee Martinez added that it was a challenging time, Dr. Walstrum's leadership was amazing, and he would also like to name a building after him. Trustee Lachney will work with staff to bring a proposal forward during the December Board meeting.

Enrollment Information

President Loveday provided some background information to frame the Wrestling conversation. All colleges are having enrollment challenges. With the adjustments CPTC has made to our intake processes and retention efforts, college enrollment is increasing at CPTC, though the

increase is slow. Even with this increase, the college is projected to be approximately 250 below our state target for the year. The need has also been identified to make changes to our VADIS program which is expected to have a negative impact on FTE. Over the next couple of years, we anticipate a potential gap of approximately 600 FTE if multiple ideas are not implemented. One of the things we are considering is implementation of a wrestling program, which Cal is going to talk about today. Grays Harbor College, Big Bend Community College, and Northwest Technical College (in Kansas) demonstrate the positive FTE generation that can result from such a program.

Wrestling (Tab 1)

Mr. Erwin-Svoboda provided the attached report. Questions followed.

- Chair Withrow asked how housing would be handled. Currently, Pierce College has extra rooms in the housing they provide to their students, and CPTC is looking to partner with them. Mr. Latiolais noted the housing would also be used for international students.
- Trustee Martinez asked at what tier level this potential wrestling team would start. Tier 3, probably club level. And how many meets are local? The team would travel to tournaments approximately ten times and there might be three multi- or dual-meets.
- What other sports are you exploring? Soccer, cardio, running, track, or cross-country. Trustee Martinez suggested field sports, e.g., soccer, rugby, and lacrosse.
- Trustee Lachney expressed concern about students who might want to wrestle but not study, and he does not want “mission creep” or the metrics we are measured by, completion rates and employment, to suffer, because CPTC’s mission is “Educating tomorrow’s workforce.” He asked for a deeper analysis before further discussion.
- Trustee Lachney would rather fund VADIS or a substitute program and doesn’t want a program that will cost the College. Mr. Clark said he did a cost analysis, and roughly a quarter of the revenue is costs.
- Trustee Pritchard is excited about the possibility of a sports team to attract students, and would also like more information.

General Discussion

No general discussion.

Adjournment

Chair Withrow adjourned the Study Session at 4:03 p.m.

Regular Meeting

Call to Order: Chair Withrow called the Board of Trustees Meeting for Clover Park Technical College (CPTC) to order on November 14, 2018, at 4:10 p.m.

Board of Trustees Present:

Wayne Withrow, Chair
Bruce Lachney

Mark Martinez
Lua Pritchard

College President: Dr. Joyce Loveday

Assistant Attorney General: David Stolier, Senior AAG

Excused Absences: Mary Moss, Trustee; Justin Kjolseth, AAG

Other Attendees:

Larry Clark, VP, Finance & Admin.	Scholarships
Dr. Tawny Dotson, VP, Strategic Devel.	John Kaniss, Dir., Facilities Services
Scott Latiolais, VP, Student Success	Dean Kelly, Dean, Student Success
Lisa Beach, Dir., Compliance	Kevin Kildun, Running Start Counselor
Jessica Carey, Mgr., Web Content	Christian Kroiss, Mgr., Security
Max Carter, Student	Dr. Judy Loveless-Morris, Dean
Loren Davis, Dir., NWCTHS	Cindy Mowry, Dir., Enrollment Svcs.
Greg Doyon, AMT Instructor	Tyler Scott, Sr. Creative Comm. Mgr.
Cal Erwin-Svoboda, Dir., Student Life	Cherie Steele, Exec. Asst. to the President
Michelle Hillesland, Dean	Phil Vick, Aviation Instructor
Pamela Jeter, Dir., IT	Kirk Walker, Dir., Human Resources
Wendy Joseph, Dir., Student Aid &	Lisa Wolcott, Dir., Budget & Finance

Adoption of the Agenda

MOTION:

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

Approval of Minutes (Tab 2)

MOTION:

Motion to approve the minutes of the Regular Board meeting of October 10, 2018, was made by Trustee Martinez, and seconded by Trustee Pritchard. Motion was approved unanimously.

President's Report

Student Success Story

Max Carter is a 17-year-old Running Start student in the Architectural Program, in his 5th quarter, has a 4.0 GPA, and will graduate after winter quarter 2019 with an AAST degree. He will also receive his high school diploma and associate's degree at the same time. Max chose CPTC over other local colleges, because of the articulation agreement with WSU. The program has been fun, enjoyable, and the instructor is knowledgeable. Mr. Carter plans to complete a BA at WSU in an accelerated program, get his Master's Degree when he is 21 or 22, become a licensed architect, and start his own firm.

Samoa Trip

Two people from CPTC's outreach team, Micalah Pieper, Manager for Outreach and Entry Services; and Kiko Salas, Entry Services Specialist; joined President Loveday in an education trip to American Samoa and Western Samoa, November 5-13, 2018. The trip was initiated by Superintendent of Tacoma School District Carla Santorno and organized by Lua Pritchard of the Asia Pacific Cultural Center. Dan Pritchard also worked specifically with our college team to assure our goals were met and that we had an opportunity to connect with potential partners.

During the trip our team visited with three grade schools, spoke with students at two high schools, met with the President and staff of Samoa Community College (American Samoa) and the National University of Samoa (Western Samoa). We also met with the Governor of American Samoa and several of his staff, as well as representatives of the Prime Minister's Cabinet in Western Samoa.

Part of the value received from this trip results from the connections made with Carla Santorno and her staff. The friendships developed with two principals from local high schools (John Jones - Oakland High School; and David McColgan – Mt. Tahoma High School) will be particularly beneficial for future recruitment opportunities.

Trustee Pritchard thanked President Loveday for attending all activities of a packed agenda. The visiting contingent was also an item on the news. Trustee Pritchard noted that Samoa has a large presence on JBLM and with the military, and many of those individuals have heard about Pierce and Tacoma Community Colleges, but not CPTC. She was glad to spread the word about CPTC.

Miscellaneous

No miscellaneous reports.

College Reports or Highlights

ASG Report (Tab 3)

In Sam Hardy's absence, Mr. Erwin-Svoboda offered the attached ASG Report.

FY 2018-19 1st Quarter Budget Report (Tab 4)

Ms. Wolcott noted highlights on the attached report.

Instruction Report (Tab 5)

Aviation Maintenance Technician Program

Mr. Doyon gave an update on the program (Tab 5). AMT has the second highest enrollment, behind Computer Networking & Information Systems Security (CNISS).

Chair's Report

Chair Withrow attended the ACCT Leadership Congress in New York City. It was awesome, had hundreds of workshops, and he chose ones that focused on partnerships between schools and industry. Trustee Martinez also attended and presented at a workshop with the Washington State Labor Council, titled "Labor and Washington State Community & Technical College System: A Powerful Team". It was well done and contained a large amount of information.

Board Reports and/or Remarks

Trustee Martinez reported that the theme of the ACCT Congress was "Partnerships." He thanked his fellow Trustees for their camaraderie and how well they get along; it is not that way in some parts of the country. Another difference in Washington State is that technical colleges are required to have a Labor Representative on the Board of Trustees, and his presentation was well received. Trustee Martinez attended a pre-congress workshop on advocacy of college trustees.

Public Comments

No public comments.

New Business

Adoption of the 2019 Board of Trustees Meeting Schedule (Tab 6)

MOTION:

Motion to adopt the 2019 Board of Trustees Meeting Schedule, was made by Trustee Lachney, and seconded by Trustee Pritchard. Motion was approved unanimously.

Executive Session

At 5:15 p.m., Chair Withrow stated that, in accordance with RCW 42.30.110, the Board would recess to go into Executive Session for approximately 15 minutes for the purpose of reviewing the performance of a public employee.

Chair Withrow reconvened the Regular Meeting at 5:20 p.m. and asked if there were any action items as a result of Executive Session. There were none.

Next Meeting

January 9, 2019, at the Lakewood campus.

Adjournment

Chair Withrow adjourned the Regular Meeting at 5:21 p.m.

Dr. Joyce Loveday
President
College District Twenty-Nine

Wayne Withrow
Chair, Board of Trustees
College District Twenty-Nine



Associated Student Government - December 2018

Highlights

The Associated Student Government (ASG) has been busy with many signature events to close out fall quarter - ice skating, Zoo nights, a blood drive, and a seasonal Winter Wonderfeast celebration for student employees and invited guests. De-stress fest featured a hot breakfast, 10-minute massages, pet play date and donuts/coffee at South Hill Campus. The ASG is preparing for an exciting winter quarter of events and activities for the campus community. The winter quarter Week of Welcome is set for January 2-4 on the Lakewood & South Hill campuses.

Increasing Student Advocacy

The ASG attended the 2018 Legislative Academy hosted by the Council for Unions and Student Programs. The academy focused on advocacy and legislative processes to prepare students for the legislative session. The 2019 Community & Technical College Advocacy Day is scheduled for Thursday, January 24, 2019. On this day, CPTC students will be meeting with legislators and attending committee meetings and hearings relevant to their legislative priorities and the Washington State Community and Technical College Student Association.

Partnership Highlights

102 Thanksgiving baskets were distributed to CPTC students. Thanks to the volunteers, faculty, and staff who donated items and/or helped promote this program. Feedback from participants has been positive. Program data will be gathered and presented to the Student Council in winter quarter.

The ASG, in partnership with Student Life and the Washington State Food Truck Association, has hosted a food truck on campus Monday-Thursday, outside Building 23 between 11 a.m.-1 p.m. The last day of food truck service for the quarter will be December 10, with the program set to resume on Monday, January 7. *This aligns with the student priorities paper, Access to Affordable, Accessible & Expanded Food Options.*

Shared Governance

Student Council has met bi-weekly since the start of fall quarter. Student Council sanctioned one new group (Cosmetology) this quarter and re-sanctioned CyberTech, Linux, OOPS, Dental Assistants, and the Nursing Club. It is anticipated that during winter quarter, Student Council meetings will be held on Mondays in the afternoon.

2019-2020 Services & Activities Budget Request Packets will be available in mid-December. More information will be available at www.cptc.edu/involvement/budgetcommittee. The deadline to submit a budget packet will be mid-February.

By The Numbers

27	Donors participated in the blood drive
577	Bus passes issued Fall quarter
102	Thanksgiving baskets gifted
2,299	PBJs distributed between September-December

Upcoming Events

- New Student Orientation, December 17**
McGavick Conference Center, 9 a.m.-12 p.m.
- Winter Quarter Week of Welcome, January 2-4**
Lakewood & South Hill Campuses, time varies
- Want to Know More About Upcoming Events?**
Be sure to visit cptc.presenc.io for details
- The Associated Student Government will be closed during*

Senior Citizens Waiver

Waiver Purpose

Waiver for qualified students 60 years or older (audit and credit).

Fee pay status: Audit 10; Credit: 56

– Collapse All

– Waiver Summary

Community and technical colleges may waive tuition (operating and building fees) and services and activities fees for students 60 years or older who are enrolled for credit. The waiver is not available to students using the course credits for increasing credentials or salary schedule increases.

For students enrolled on an audit basis, a nominal fee, not to exceed five dollars per quarter, is to be charged.

Students enrolling under this waiver shall register for no more than two courses per quarter. Students shall be enrolled on a space available basis and must be Washington state residents.

These students are not to be included in-state enrollment counting.

– Waiver Authority

RCW 28B.15.540 (<http://app.leg.wa.gov/RCW/default.aspx?cite=28B.15.540>) – Waiver of tuition and fees for residents sixty years of age or older – Limitations.

WAC 131-28-02501 (<http://app.leg.wa.gov/wac/default.aspx?cite=131-28-02501>) – Waivers.

RCW 28B.15.540

Waiver of tuition and fees for residents sixty years of age or older—Limitations.

Consistent with the regulations and procedures established by the governing boards of the state universities, the regional universities, and The Evergreen State College and the state board for community and technical colleges, each institution may for Washington residents who are sixty years of age or older:

(1) Waive, in whole or in part, the tuition and services and activities fees for students who qualify under this section and who are enrolled for credit, and

(2) Waive, in whole or in part, the tuition and services and activities fees for students who qualify under this section, but charge a nominal fee not to exceed five dollars per quarter, or semester, as the case may be, for such students who are enrolled on an audit basis: PROVIDED, That residents enrolling with fee exemptions under this section shall register for not more than two quarter or semester courses at one time on a space available basis, and no new course sections shall be created as a direct result of such registration: PROVIDED FURTHER, That such waivers shall not be available to students who plan to use the course credits gained thereby for increasing credentials or salary schedule increases: PROVIDED FURTHER, That enrollment information concerning fee exemptions awarded under this section shall be maintained separately from other enrollment information but shall not be included in official enrollment reports: PROVIDED, That persons who enroll pursuant to provisions of this section shall not be considered for any purpose in determining student-teacher ratio, nor for any purpose relating to enrollment totals, nor any other statistic which would affect budgetary determinations. Persons enrolling under the provisions of this section shall have, in equal with all other students, access to course counseling services and shall be subject to all course prerequisite requirements.

[1992 c 231 § 16; 1985 c 390 § 29; 1975 1st ex.s. c 157 § 2.]

NOTES:

Effective date—1992 c 231: See note following RCW 28B.10.016.

Purpose—1975 1st ex.s. c 157: "In recognition of the worthwhile goal of making education a lifelong process, it is the declared desire of the legislature to promote the availability of postsecondary education for the state's older residents." [1975 1st ex.s. c 157 § 1.]



What is Accessible Technology?

“Accessible’ means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally, and independently as a person without a disability.”

-DoJ, OCR Resolutions

A Brief History of Accessible Technology ...

- **Section 504, Rehabilitation Act of 1973**

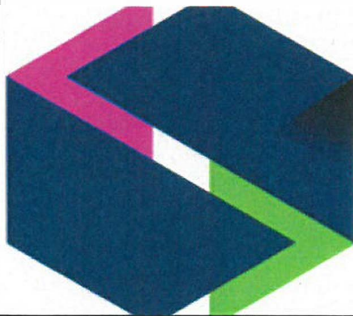
“No otherwise qualified individual with a disability in the United States, as defined in [section 705 \(20\)](#) of this title, shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance or under any program or activity conducted by any Executive agency or by the United States Postal Service.”

- **The Americans with Disabilities Act**

The Department of Justice (DOJ) published the Americans with Disabilities Act (ADA) Standards for Accessible Design in September 2010. These standards state that all electronic and information technology must be accessible to people with disabilities.

This policy establishes the expectation for state agencies that people with disabilities have access to and use of information and data and be provided access to the same services and content that is available to persons without disabilities unless providing direct access is not possible due to technical or legal limitations.

Washington Policy #188



Washington State · Office of the

Chief Information Officer



Policy #188 Covered Technology

- Websites
- Web Applications
- Software Applications
- Electronic Documents
- E-Learning Materials
- Multimedia
- Programmable User Interfaces

This includes interacting with the technology, access, and content.

Accessible Technology Committee

What has been completed so far ...

- [Policy 3.8 Accessibility Compliance](#)
- Accessibility 101 Canvas Course
- Implementation of ALLY in Canvas
- Complete redesign and redevelopment of our main website
- Software procurement guidelines
- Received the Access360 Grant (SBCTC)
- Built up our ATC membership from 5 to 19 members
- New ATC report-out system to inform and engage campus

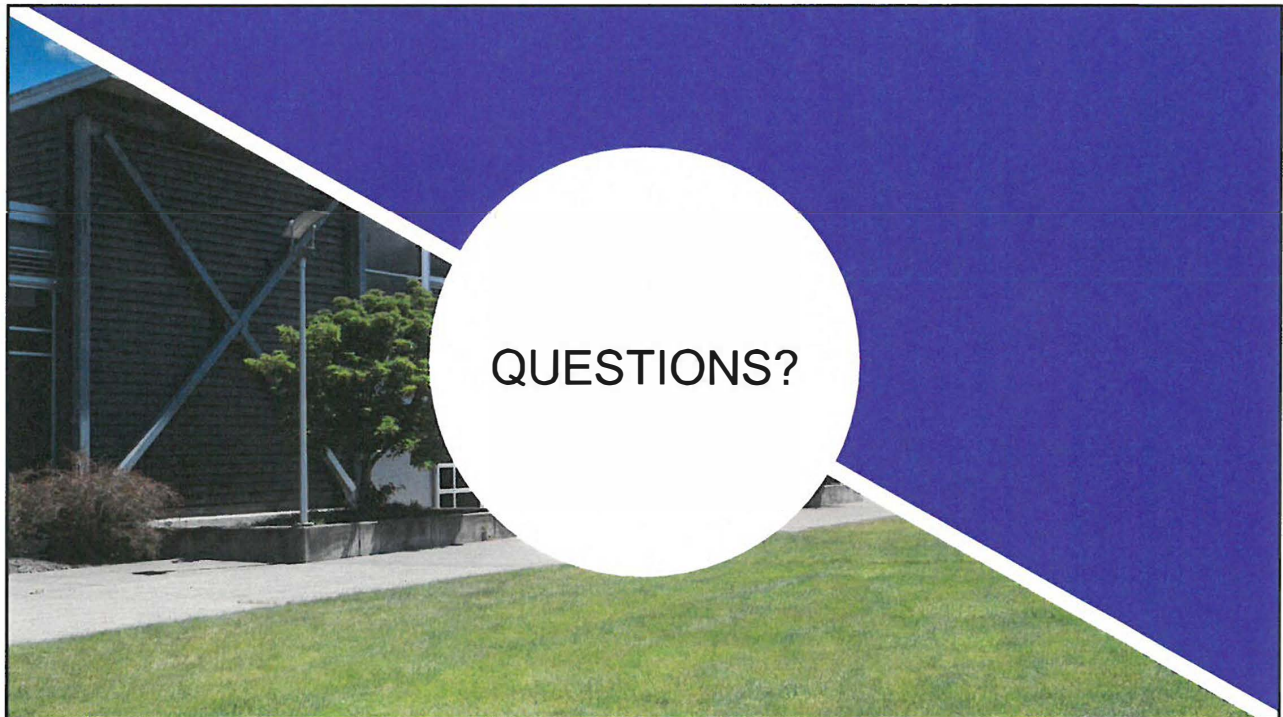




Accessible Technology Committee

What we are working on this year ...

- Procedure to go with Policy 3.8
- Accessible Technology language in HR Job Descriptions
- Accessible Technology resources in new employee packets
- Accessible Technology sections on our main and staff intranet websites (resources, complaints, feedback, contact info)
- Campus-wide training (in-person and online)
- Caption Hub account creation and process for captioning instructional videos



**Proposal to the CPTC Board of Trustees for Naming the new
Center for Advanced Manufacturing after Dr. John Walstrum**

Dr. John W. Walstrum served as president of Clover Park Technical College from October 1, 2006, through September 30, 2013. During that time, Dr. Walstrum moved our college forward as an institution, helping us to become more refined in our practices and to broaden the realm of our experiences. A few of the key contributions made under his leadership are listed in Attachment 1.

Input from the college community collected through a fall 2018 survey indicated support for naming a college property in honor of Dr. Walstrum. Out of the 64 responses received, 40 indicated they would like to see a building named after him.

I believe Dr. Walstrum's distinguished service at Clover Park Technical College meets the criteria required for "Naming of College Property," as stated in CPTC's Board Policy 1.5 (Attachment 2). Therefore, I respectfully submit this Proposal to the CPTC Board of Trustees for Naming the new Center for Advanced Manufacturing after Dr. John Walstrum. Some potential name options are as follows:

- The John Walstrum Center for Advanced Manufacturing
- The John W. Walstrum Center for Advanced Manufacturing Technology
- Dr. John Walstrum Center for Advanced Manufacturing Technology
- President John Walstrum Manufacturing Technology Building

Bruce Lachney
Trustee, 2009-Present

**Key Contributions Made under Dr. John Walstrum's Leadership
2006-2013**

- Added several new programs in fields such as Composites and Non-destructive Testing.
- Built a new Health Science Building to house our medical certificate and degree programs.
- Became an Achieving the Dream College where we explored best practices developed at other colleges across the nation and implemented initiatives to improve student retention and completion.
- Dr. Walstrum provided a new emphasis on professional development which resulted in increased degree completion among our faculty and staff.
- Transitioned the college from a clock-hour institution to a credit-based institution, bringing us up to the standard necessary for the future of our college.
- Increased public access to our institution by building and strengthening partnerships with the K-12 system, growing online education, and reducing the cost of student learning through open educational resources.
- Dr. Walstrum expanded our horizon by engaging Clover Park with the community and technical college system on the national level. He not only participated on the national level himself, he also encouraged and enabled other college leaders, staff, and faculty to attend national conferences, lead workshops, and become engaged with national organizations.
- Was named a 2010 MetLife Community College Excellence Award Winner.
- With great care and compassion, Dr. Walstrum also led Clover Park through the great recession that began in 2008, which significantly diminished revenue and resulted in the reduction of 70 positions at our college.

Criteria for Naming of College Property

I believe Dr. Walstrum's distinguished service at Clover Park Technical College meets the criteria required for "Naming of College Property," as stated in CPTC Board Policy 1.5:

- Authority: The Board of Trustees has the authority to name College property for a person, either directly or by delegating that authority to the President. For purposes of this Procedure, a "person" includes a natural person, a legal entity such as a corporation, a business, or an organization.
- Bases for naming: As further specified below, the naming of College property for a particular person is based on **distinguished service**, a major financial contribution, or a sponsorship contribution.
- Property for naming: As further specified below, any College building, facility, location, real property improvement, fixture, or personal property may be named under this Procedure. However, the naming of a building, or a room or larger space in a building, will ordinarily be based on distinguished service or a major financial contribution.
- Distinguished service: Naming based on distinguished service requires exemplary personal character and accomplishments plus contributions of services and skills that have had a major beneficial impact on the institution over an extended period of years. For a College officer or employee, such naming may occur no sooner than one year following that person's separation from College service or death.
- Distinguished service or major contribution--**Proposal**: Naming based on distinguished service or major financial contribution may be proposed by anyone. A proposal should be delivered or routed to the President's office. The proposal should include the proponent's name and contact information, the name designation requested, information about that person, and supporting documentation which clearly shows the appropriateness of the proposed naming.
- Distinguished service or major contribution—**Review of proposal**: A proposal for naming based on distinguished service or major financial contribution will be reviewed by the President (and/or the President's designee) and/or by any other person(s) designated by the Board of Trustees. Such review may include obtaining input from other persons, such as College employees. When appropriate, such review may include obtaining a background check report (with any applicable authorization or consent from the named person).
- Distinguished service or major contribution—**Decision**: After the review, the President shall make the naming decision (if the Board of Trustees has delegated this authority to the President), or the President and/or other reviewer(s) shall make a recommendation on that decision to the Board of Trustees.



College District Twenty-Nine
BOARD OF TRUSTEES

RESOLUTION 18-12-95

Mary Moss

Recognition of Service

WHEREAS, the members of the Board of Trustees wish to commend Mary Moss for outstanding performance while serving as a member of the Board of Trustees of Clover Park Technical College, District Twenty Nine; and

WHEREAS, Trustee Moss faithfully participated in meetings and activities in her role as a Trustee from 2006-2018, and served as Chair of the Board of Trustees during 2008-09 and 2014-15; and

WHEREAS, Trustee Moss generously volunteered her time representing the College and participating in strategic College initiatives;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees of College District Twenty-Nine hereby recognizes and acknowledges Mary Moss's contributions to Clover Park Technical College.

December 12, 2018

Attested by:

Approved by:

Dr. Joyce Loveday
President
College District Twenty-Nine

Wayne Withrow
Chair, Board of Trustees
College District Twenty-Nine