

**COMMUNITY COLLEGE DISTRICT TWELVE
BOARD OF TRUSTEES
Centralia College**

**Room 101
Centralia College East
Morton, Washington**

**Study Session/Regular Meeting
April 13, 2023
3:00 P.M.**

MINUTES

• **Study Session**

Centralia College East/Roxy Partnership

Fred Schwindt and April Doolittle gave a brief history of the collaboration between Centralia College East and the Fire Mountain Arts Council regarding the partnership between Centralia College East and the Roxy Theater.

Both of the entities benefit from their alliance as cited in a November 20, 2013 Letter of Understanding which stated that both organizations wish to more effectively serve their community by providing programs for personal and community enrichment and will work together when feasible.

The trustees participated in a tour of The Roxy Theater in Morton. Everyone present at the board meeting was invited to attend the summer production of *The Addams Family: A New Musical Comedy* in August 2023.

1. Call to Order

Board Chair Court Stanley called the meeting to order at 4:04 p.m.

2. Roll Call

Board members present:

Court Stanley
Pretrina Mullins
Mark Scheibmeir
Annalee Tobey
Doris Wood-Brumsickle (via WebEx)

3. Introductions/Presentations:

Kerry Urquizo, Dean of Instruction, Transitional Studies, and Centralia College East, introduced CC East staff.

Lynn Schinnell, Program Coordinator CC East, provided a brief review of the current enrollment at CC East and noted that campus numbers are not yet up to where they were prior to the COVID pandemic.

Monica Meyer, Office Aide CC East, gave a brief description of her educational journey. Monica began her journey by coming to CC East to earn her General

Educational Development (GED) credentials and has now started down the path to her associate's degree. Monica applied for and was offered a position as a student worker; she enjoys her job working at the college.

Mark Scheibmeir commended the CC East staff for hosting the 25-year anniversary celebration on March 2, 2023. It was a good event.

Open Forum

No one requested to speak in open forum.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Mark Scheibmeir THAT THE BOARD APPROVE THE REGULAR MINUTES OF MARCH 1, 2023 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported that the Institutional Effectiveness Committee reviewed the policies as listed on the April agenda. IE meets again on May 3, 2023.

5. Trustee Reports

Pretrina Mullins reported she attended the CC East Anniversary Celebration on March 2. Pretrina also attended the Trustee of Color Affinity Meeting on March 3 and the Black History dinner on March 9, 2023. The dinner was held at the Doubletree in Olympia. Pretrina noted that there were several people from Centralia and Chehalis in attendance.

Mark Scheibmeir reported that he attended the CC East Anniversary Celebration on March 2.

Court Stanley reported that he will attend a Government-to-Government meeting with SW Washington Tribal Leaders at Grays Harbor College with Dr. Mohrbacher on April 26, 2023.

Annalee Tobey reported she attended the Strategic Planning Steering Committee (SPSC) meeting on April 7. The process is going well. Currently, the SPSC is doing sub-committee work. Annalee expressed appreciation for the energy and the

collaboration with the sub-committees. The process has been straight forward and the goals rose to the top quickly.

Doris Wood-Brumsickle reported that she drove by the new field and the banners look good.

WA-ACT

Doris Wood-Brumsickle reported that the April 11, 2023 Trustee Tuesday was titled “Apprenticeship is more than a Journey-Man: Unlocking the mystery of why everyone says it’s so hard.” The presenters were State Board staff Marie Bruin, Director and Genevieve Howard, Policy Associate. They provided a background on apprenticeship, who the boss is for state approval, and how State Board staff contributes to the process.

Doris reminded the trustees who may be interested in attending the ACT Spring Conference in Walla Walla to read their e-mails from Kim Tanaka and get registered through the President’s Office. The event is May 15 and 16 and the hosts will be offering two tour options for the trustees to participate in.

ACCT

Doris Wood-Brumsickle reported that ACCT is already calling for presentations for the 2023 ACCT Leadership Congress.

CC Foundation

Doris Wood-Brumsickle reported the Foundation is doing amazing things; their annual planning session is Wednesday, May 17, 2023.

6. President’s Report

Dr. Mohrbacher reported the legislature will soon be concluding. Sine Die is April 23, 2023. Yesterday was the floor cut off; currently, the House and Senate are trying to reconcile the different budget proposals.

The primary issue has been Cost of Living Adjustment (COLA) funding. The Governor’s budget proposes funding 83% of the COLA, with the colleges picking up the other 17%. Initially, the Senate budget also proposed the same 83/17 fund split. However, the Senate has now added a \$20 million amendment for community and technical colleges, which would take the funding level for COLAs to about 92%. The House budget would fund general government COLAs at 83%; however, it would add \$36 million in flexible workforce funding, which could be used to cover COLA costs and would bring the total to 100% funding. These funds would come from the Workforce Education Investment Act (WEIA) account, the same account that funds Guided Pathways and faculty salary enhancements in high demand programs. Both the WEIA funds and the Senate’s \$20 million amendment are currently funded only for one biennium, so it is unclear what would happen in the future.

At the lowest level of capital funding (the House budget), \$350 million in funding would be needed in the following biennium to receive construction funds for the Teacher Education and Family Development Center. There are still some uncertainties: a

substantial recession could cause a reduction in the overall capital funds; in addition, the current House proposal would leave six projects that are currently in the design phase waiting for construction funds. Should inflation continue to be a factor, then price escalation for the designed projects could eat up a larger portion of funding.

Community college system-supported bills on dual credit, student basic needs, increasing nursing credential opportunities, and expansion of Running Start access all passed. Students will be funded up to 1.4 FTE instead of the current 1.2 FTE annually and allow Running Start participation during summer quarter.

The basic needs navigator position for students experiencing food insecurity, housing insecurity, or homelessness has also been funded.

The Department of Corrections (DOC) is cutting the college budget. It appears Centralia's two sites (and one other college) have had their budgets reduced. This is an additional 23% reduction in addition to a previous 12% cut. Currently, the college is meeting with DOC representatives regarding this issue. It is unsure whether the college will be able to continue operating because the funding is based on the FTEs the college produces. DOC has been shutting down classes due to COVID, insufficient correctional officers, and other issues subsequently resulting in low or non-existent enrollment which results in the funding being withdrawn. This situation impacts the college's ability to provide the educational services in those facilities. The State Board for Community and Technical Colleges (SBCTC) is taking these concerns to DOC to ask what is expected of the college in these circumstances.

Centralia College has been at Garrett Heyns since 1975; this most likely predates the SBCTC contract has with the DOC. Cedar Creek Corrections Center (CCCC) was adopted by Centralia College in 2011 when Pierce College no longer found it suitable to manage one small program.

The corrections graduation celebrations currently on the calendar for spring are now being proposed to be moved to the summer.

Dr. Mohrbacher will be attending a Tribal/College Leadership Summit on April 26, 2023 at Grays Harbor College. The meeting is for Southwest Washington colleges and tribes and it is hopeful that each college president and one board member will attend as well as tribal presidents and chairs. This will provide an opportunity for Dr. Mohrbacher to say a bit about the college, the college programs, and what is being offered at the Chehalis Tribal Center.

There is a cultural exchange on Monday, April 24 at 11:00 a.m. in the TransAlta Commons (TAC). This will provide an opportunity to learn about life in the east African nation of Malawi and the 20-year relationship between Centralia College and the University of Livingstonia. Dr. Mohrbacher invited the trustees to attend if possible.

Dr. Mohrbacher will be the moderator for a town hall with representative Marie Glusenkamp Perez on Wednesday, May 3, 2023.

The cost of reserved parking will be increased from \$75 to \$240 per year. This is in line with what other colleges charge and will be effective July 1, 2023 and collected fall of 2023. Additionally, the college is in the process of soliciting for a new security contract and the money generated from the reserved parking fees will go towards offsetting the increased expenses of the security contract.

The Request for Proposals (RFPs) for a new security contractor has yielded five bidders, including the current security contractor, Merchant Patrol. The new contract will cost more, due to increased service requests.

7. SAALT

No additional items reported.

8. Faculty

No report given.

9. Classified

No additional items reported.

10. Instruction

Dr. Joyce Hammer, Vice President Instruction, reported the Climate Solutions Summit will be hosted by Centralia College on April 20 and 21, 2023. The Summit will focus on energy, manufacturing, and transportation. Monica Brummer, Director for the Center of Excellence for Clean Energy, will be representing Centralia College.

Aman Gill, Professor of Mechanical Engineering and Meredith Tummeti, Information Literacy and Instruction Librarian, worked together to develop an Open Education Resource (OER) class for Trades 116. Career and technical education programs do not have many OER classes to choose from; the selection is limited.

Patrick Pringle, former earth sciences instructor, will be presenting at the May board meeting. He is looking forward to being on campus to give his presentation.

Tim Wright, Dean of Arts and Sciences, announced that Sharon Mitchler has been active with podcasting and her book. Sharon has published her book titled *Critical Rural Pedagogy: Connecting College Students with American Literature*. Sharon is quickly becoming an expert on rural teaching at a rural college.

Thursday, May 25th, the Kirk Library is hosting a faculty book series from 2:00 to 4:00 p.m. The college has five published authors to celebrate: Sharon Mitchler, Susanne Weil, Matt Young, Stephen Norton, and Pat Pringle.

Guided Pathways work is continuing. The committee is reviewing the areas of study, keeping faculty engaged, and reviewing what work is left to do. The committee may employ Georganne Copeland (original co-chair) to help during spring quarter as the committee evolves.

11. Public Information Office

Amanda Haines, Director of Public Relations, reported working on several events with marketing and promotional materials. A considerable amount of time is being spent currently just supporting the upcoming events.

12. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, reported she attended the President's Academy with Dr. Mohrbacher on March 23, 2023. It was in conjunction with the Diversity and Equity Officers Commission (DEOC) Commission.

The following week, Joy will attend a Creating and Crafting Culture Conference in San Diego. She hopes to return with new and exciting ideas.

The HR department has been reviewing hiring processes and procedures for onboarding and offboarding. These processes have also been identified as goals in the Strategic Planning Sessions.

13. Student Services

Dr. Robert Cox, Vice President Student Services, reported he attended the American Association of Community Colleges (AACC) Conference in Denver, Colorado with Phi Theta Kappa (PTK) President Ethan Myers, on April 3rd where Ethan was recognized as a New Century Scholar and All-USA Scholar. Dr. Cox was able to attend a few of the sessions that were offered at the event. He attended a summer bridge transition program which is similar to the work the college has done with the Chehalis Foundation. Centralia College is considerably more advanced than the example provided at the conference. The other session spoke to Pell Eligibility for incarcerated students. The session walked participants through the complexities of all of the systems. Centralia is a pilot school and has already worked through a lot of the problems and issues the workshop spoke about.

Centralia College has been experiencing some fraudulent student enrollment. Fraudulent students have tended to avoid applying to Centralia because the college does not offer student loans. When the stimulus money was awarded to colleges, there was an uptick in fraudulent applications. The SBCTC is working on a process to flag those "students" prior to them being awarded aid funds. Currently, no fraudulent students have duped Centralia College out of money. The Business Office still issues paper checks which get mailed to a fraudulent address and then returned to the college. If there is an upside to paper checks – this, is it!

Interviews are currently underway this week for a Director and Assistant Director of Food Services.

Susan Gordon, women's volleyball coach, has resigned. A navigator position with the volleyball coaching piece is being explored; it may be beneficial to tie these two positions together and provide permanency to the position.

Jonathan McMillian, Assistant Men's Basketball Coach, and Jason Moir, Head Men's Basketball Coach, have both resigned from these positions. Interviews for these positions will happen next week.

Doris Wood-Brumsickle commended Amanda Haines on posting the pictures of the college athletes on social media.

Dr. Cox reported that Casen Taggart on the men's baseball team has attracted the attention of professional scouts. Casen plays catcher and first base and is extremely talented; his skill level is amazing. Casen has signed to attend Washington State University and play for the Cougars.

The Twin Cities Corn Hole Club donated \$1,000 to help the college Corn Hole team. This Saturday, April 15, 2023, there will be a high school/college student showcase where any student with ID can come. Ten students have signed up for the tryouts; it is hopeful that there will be twice that number. There will be a cash prize offered at the event.

14. Administrative Services

Tariq Qureshi, Vice President of Finance and Administration, gave a brief update.

Work has started on the Fiscal Year (FY) 2024 budget. Currently, the Business Office is waiting on the numbers from the State Board for Community and Technical Colleges (SBCTC) for the allocations. The information from the revenue and expense side on the COLAs is also necessary. This will provide the information on a summary level and then the Business Office can begin building out details from that point forward.

The Business Office has been working with the state auditors. The audit has been running smoothly and the State Auditor's Office has provided good feedback. The auditor commended Centralia College for being one of the best colleges in the system to work with.

Dr. Mohrbacher added that Casey Schmidt, Chief Technology Officer, and Amanda Witt, Director of Purchasing, have begun collaborating on how to more efficiently update computers, software technology, and lower the annual costs of computer usage. They have a plan that could significantly lower the costs by buying in bulk rather than need-based acquisitions through departments.

Casey provided a brief update to the Atlona project. Despite a few amendments to the installation plan, the installation of the equipment and parts is going well. The installers are currently working in the Walton Science Center. Casey communicated the process schedule to ensure faculty knew they were fully supported and ready on the first day of spring quarter.

15. Foundation

Christine Fossett, Associate Vice President of Advancement, reported the Foundation recently received two Legacy gifts. One is a \$50,000 stock or retirement gift, and the other one is funding towards an endowed scholarship of \$150,000.

The scholarship applications are closing April 15, 2023. There are 400 completed applications and an additional 80 that are partially completed. If all applications are completed, there is the potential to award close to 500 scholarships.

Annie Oien, Marketing, Foundation, and Southwest Washington Flexible Training Center (SWFT) Specialist, has already scheduled five May events for the SWFT Center.

The Foundation will be hosting a reception and celebration from 4:00 to 6:00 pm in the TransAlta Commons (TAC) banquet rooms celebrating the 20-year relationship between Centralia College and the University of Livingstonia in the east African nation of Malawi.

The Foundation Night at the Theater is in May.

Outstanding Students, Exceptional Faculty, and Distinguished Alumni will be honored the night before commencement on Thursday, June 15, 2023. The Foundation is adding another award to the lineup as well; The Legacy Award will be awarded to

people who have been outstanding advocates or supporters of the college. The nominees need not be college alumni to be nominated for the Legacy Award.

The Annual planning meeting is Wednesday, May 17, 2023.

Dr. Mohrbacher found the college a billboard; the banner is completed and within the next couple of days will be sporting a Centralia College advertisement.

16. New Business

Centennial Committee

Dr. Mohrbacher stated that this committee should be implemented in the fall to start planning centennial events and celebrations. He requested the trustees consider:

- 1) What do you think the structure of this committee should be?
- 2) Who would like you to see represented? There should be broad representation, however, the bigger the committee, the more difficult it may become to get things done.
- 3) Should centennial celebrations be small events throughout the year or infrequent larger events?

Doris Wood-Brumsickle volunteered to help with the planning.

There was discussion regarding membership of the committee: community members, former employees, former trustees, and students.

It was suggested that former trustees, presidents, and student government leaders be invited to the kick-off event that marks 100 years.

It was suggested there be a robust social media campaign for the event and to focus on the history of the college. Other suggestions are to have the governor declare a Centralia College Day.

Dr. Mohrbacher suggested that the centennial event begin with commencement 2025 and a special event be held every quarter.

Room Rentals

Dr. Mohrbacher reported that this discussion be tabled. The policy did not pass at the April 5 Institutional Effectiveness (IE) Committee meeting. Changes are still being suggested to the policy on room rentals. Trustees are responsible for usage of college facilities and it is important to know the details of the room rental policy. Once it passes at IE, the policy will be brought to the trustees for review.

Facility Naming

Dr. Cox presented a resolution from Kollin Jurek, SAALT President for the 2022-23 academic year for the trustees to consider.

The student government voted to name the multipurpose field complex after Bob Peters, Athletic Director. The students listed several reasons for their selection:

- Bob Peters has served as Athletic Director for over 35 years
- Bob Peters has made an impact on hundreds of athletes and the athletic program through his tireless leadership

- The completion of the field complex is an enhancement to the campus and the athletic program

The students resolved that the field should be named in honor of Bob Peters and that an appropriate ceremony be held to mark the naming of the field complex.

It was MOVED BY Mark Scheibmeir THAT THE BOARD APPROVE THE NAMING OF THE MULTIPURPOSE FIELD COMPLEX IN HONOR OF ROBERT PETERS AS BROUGHT FORTH AS PRESENTED BY THE STUDENTS IN A RESOLUTION. THE MOTION CARRIED UNANIMOUSLY.

There was discussion following the motion. The trustees should consider former presidents and staff and how key individuals are recognized. It was determined that this action aligns with naming parameters in the past. It is also important to consider that the students brought this resolution forward. The trustees promised the students that their recommendations would receive due consideration when it came time to naming.

It was suggested that one of the trustees and Dr. Mohrbacher meet with Bob Peters to advise him of the students' nomination and the trustees' decision. The President's Office will arrange a meeting with Bob Peters as soon as possible to give him the news.

Sabbaticals

Dr. Joyce Hammer provided some of the criteria for awarding sabbaticals to faculty members. There is a sabbatical committee that met to review the applications. Three things are considered while reviewing:

- 1) the value of the proposed activity to the enhancement of the instructional programs of the college
- 2) the value of the activity to the professional growth of the applicant and
- 3) the past contribution of the applicant.

The faculty member fills out an application and provides the committee their focus, the length of time, their plan, and the benefits to themselves and how it benefits the college. They may also provide help on how their college responsibility will be covered. The president will ultimately decide on who is awarded a sabbatical.

There were three applicants:

Sharon Mitchler, Professor, English & Humanities, who stated she would like to continue to write her articles based on research from her recent book and travel which would enhance her humanities classes, in particular, her ethics and cultural classes. Her request is for one quarter (spring 2024).

Dan Taylor, Professor, Math, requested time to prepare for his dissertation in his doctoral program through American College and Education. Dan's request is also for one quarter (winter quarter 2024).

Tobey Avalos, Assistant Professor, Social and Cultural Anthropology, would like to continue his work in Taiwan anthropology and the cultural constructs that is involved in that work. Toby was not awarded the Fulbright scholarship. His request is for a one-year sabbatical.

All three sabbatical requests met the criteria and were forwarded to Dr. Mohrbacher.

Dr. Mohrbacher reported all three of the faculty members will be awarded their sabbatical requests. The sabbatical information is presented today for trustee approval and the opportunity to answer any questions the trustees may have. Funding for sabbaticals is from the adjunct faculty budget.

Honorary Degree

Dr. Joyce Hammer provided information regarding a nomination for an honorary degree. Amanda Haines, Director of College Relations, submitted the recommendation. One of the criteria is: "An exceptional student who has died before completing their degree." Based on this criterion, the Honorary Degree Committee recommends that Edward Riley receive an honorary Bachelor of Applied Science in Applied Management (BASM) degree per Washington state law (R.C.W. 28B.50.140 (12)). After working at Centralia College in 2014 and also attending The Evergreen State College where he was working towards completing a bachelor's degree in marketing, Edward got sick with a rare form of blood cancer. His health continued to decline until his death in July 2022 at just 59 years old and with only 22 credits left to go to earn a bachelor's degree. Another faculty member noted that Edward wrote an inspirational book titled, *Opening day; A big idea in a little book*, which included a forward written by one of the business department's advisory board member, Larry McGee.

It was MOVED BY Doris Wood-Brumsickle THAT THE BOARD APPROVE THE AWARDING OF AN HONORARY BACHELOR OF APPLIED SCIENCE BUSINESS MANAGEMENT (BASM) DEGREE TO EDWARD RILEY AT THE 2023 CENTRALIA COLLEGE GRADUATION. THE MOTION CARRIED UNANIMOUSLY.

17. Old Business

Strategic Planning

Dr. Mohrbacher, for Fia Eliasson-Creek, Executive Director of Institutional Research, reported that the Strategic Planning Steering Committee (SPSC) has formed three sub-committees. The **employee development and retention sub-committee** is currently looking at three draft goals:

- 1) Renew Centralia College as an environment where people want to work
 - 2) Develop an inclusive culture of engaged employees who are empowered to make decisions, embrace innovation and continually improve professionally and personally
 - 3) Invest in employees by providing access to clear channels of communication
- The committee is gathering feedback now and looking at objectives.

The **student support sub-committee** is currently reviewing five items:

- 1) Help students choose a pathway to careers and future education.
- 2) Help students adjust to life as a college student
- 3) Provide culturally responsive, inclusive, and accessible support that helps students achieve academic and career goals
- 4) Ensure equitable learning and achievement outcomes
- 5) Improve student transfer and employment outcomes

The **campus and community sub-team** are looking at four draft goals.

- 1) Expand and engage community partners
- 2) Increase effective internal and external communication
- 3) Improve and restore campus buildings and grounds
- 4) Ensure technology infrastructure and security.

This is what the sub-committees are currently working on; fine tuning those goals and developing objectives and implementation strategies.

Teacher Education and Family Development Center

Dr. Mohrbacher reported the project is in the last design phase. Now there must be a review of the project to determine if there are better or improved cost estimates. Rick Perkins, Director of Maintenance and Construction, is reviewing the mechanical and material estimates of the building. The college will need to increase the maximum allowable construction costs (MACC). Some of the original design items are now being considered alternates in the bid. Some local funding has been identified for this project.

Field Design

Dr. Mohrbacher announced that the athletic field is waiting for the scoreboard to be installed. The scoreboard has arrived and was scheduled for installation last week but additional support brackets are needed. The supports are currently being fabricated in South Dakota.

The athletic field had its first windshield accident. A car was pulling up to the stop sign on Silver Street when a foul softball crashed through its windshield. The college is in the process of working with a local shop to get these types of incidents repaired.

Tom Alderson, Awards West, designed and produced banners for the dugouts and the bullpens. The banners provide a nice buffer for them.

The social media surrounding the athletes is very positive. Amanda Haines has been hard at work on this aspect as well as greatly increasing other college social media presence.

18. Executive Session

Under RCW 42.30.110, the board may hold an executive session for the purpose of reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation or to review professional negotiations. At 6:10 pm board members moved into executive session for the purpose of reviewing the performance of a public employee and consulting with legal counsel regarding potential agency litigation and to discuss professional negotiations. The executive session is expected to last approximately forty-five minutes. No action is expected from the executive session. The board reconvened into open session at 6:53 pm.

19. Action from Executive Session

20. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, May 11, 2023 via WebEx and Centralia College Boardrooms, Centralia, WA.

21. Comments

Adjournment

The meeting adjourned at 6:55 p.m.

APPROVED:

Court Stanley, Board Chair

Dr. Bob Mohrbacher, Board Secretary