

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

Boardrooms

Centralia College

Centralia, Washington

Study Session/Regular Meeting

March 1, 2023

3:00 P.M.

MINUTES

• **Study Session**

Teacher Education & Family Development Center Project – Schematic Design Update

Matthew Lane, McGranahan Architects representative, gave a PowerPoint presentation on the schematic design and proposed layout of the Teacher Education & Family Development Center (TEFD).

Matthew provided background information and the context of the project. The TEFD is a replacement project replacing five existing buildings on campus. Three of the five building have already been removed; the Facilities, Operations, and Maintenance (FOM) and an existing childcare building will still need to come down.

The project will be developed adjacent to the south side of the campus; the goal is to create connections with the existing master plan and this is a step in that direction. The site for this project is within the surrounding neighborhood; the building should fit into the area but also be able to be identified as part of the campus.

A steering committee was formed to align the project with the primary requirements of the college. Questions posed are:

- What is the focus of this project?
- How is the success of this project measured as it moves forward?
- How can this increase the capacity of the college's educational mission?
- Can Gold Leadership in Energy and Environmental Design (LEED) be achieved?
- What is the durability of the building? How is it ensured that it will be high quality and last?
- How will the building fit within the neighborhood and be sensitive to the community fabric while maintaining a campus feel to it?
- How can the building maintain its duality successfully?
- How can the building be both safe and secure yet open and welcoming to the community?

As this building is designed, flexibility is being considered. The building will be a long-term building; approximately 50 years. FOM may find another location in the future so the design of the building allows expansion into the FOM area to accommodate education programs if need be.

The overall site plan is fairly tight. There are 22 ½ feet setbacks on each side. The committee really liked the U building concept; it has an inherently secure feel to it and it helps maintain an indoor/outdoor connection.

There was discussion regarding building overhangs, building orientation, integrating into the neighborhood, ambient light, close connection to the play area, classroom size and architecture, hallway sizes and space, site constraints, construction costs, inflation, and cost escalations.

The trustees asked Matthew several questions and provided some suggestions and recommendations as well; he encouraged their questions and thanked the trustees for the opportunity to give the presentation on the Teacher Education and Family Development project.

1. Call to Order

Trustee Mark Scheibmeir called the meeting to order at 4:15 p.m.

2. Roll Call

Board members present:

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

3. Introductions/Presentations:

Emmy Kreilkamp, Drama Professor, explained that the winter play *The Sneeze* is a handful of Anton Chekhov's short works and are written in the spirit of vaudeville. Emmy Kreilkamp thanked everyone for the opportunity to perform and encouraged everybody to attend the winter production if possible. The play will be presented for one more weekend; it closes on Sunday, March 5, 2023.

Open Forum

No one requested to speak in open forum.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Doris Wood-Brumsickle THAT THE BOARD APPROVE THE REGULAR MINUTES OF FEBRUARY 9, 2022 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported that the Institutional Effectiveness Committee will not meet until Friday, March 3, 2023. Any policies that will be reviewed at the March 3 and April 5, 2023 IE meetings will be reported on the April 13, 2023 Board of Trustees agenda.

5. Trustee Reports

Mark Scheibmeir reported that he was able to attend a home basketball game and appreciated the fact that the gym is open and accessible.

WA-ACT

No report given.

ACCT

No report given.

CC Foundation

No report given.

6. President's Report

Dr. Mohrbacher reported the legislature is well in session. The fiscal committee cutoff was February 24, 2023. There will be a report this Friday with an update on what bills survived the fiscal cutoff. Dual credit expansion bills were heard in the House and Senate Committees while the House Appropriations Committee took up a bill on creating a Running Start subsidy program and expanding Running Start to summer quarter.

Dr. Mohrbacher presented in a work session for the Senate Transportation Committee, along with Arlen Harris, Legislative Director for SBCTC, and Dr. Bradley Lane, Interim President of Seattle Central College that focused on the community college system funding proposal to support Workforce Education.

Dr. Mohrbacher met with Representative Abbarno at his office in Olympia on February 21. The importance of funding COLAs at 100% was discussed; there is some progress being made. Dr. Mohrbacher asked the trustees if they would like to send a collective or an individual letter to the legislators in full support of 100% funding of COLAs. It was decided that individual letters would be sent.

Both Dr. Hammer and Dr. Mohrbacher spoke at the Community College Baccalaureate Association Conference (CCBA) last week. Dr. Hammer presented two different breakout sessions during the conference and Dr. Mohrbacher participated on a President's Panel to discuss the college and community impact of community college baccalaureate degrees. Dr. Mohrbacher stated that the best sessions he attended were given by the people from the Washington State community college system. Washington is close to having all 34 colleges with the capacity to award at least one BA degree. The overall impression from the conference was that Washington State is clearly a national

leader in CC bachelor's degrees. The conference was well attended and had excellent content. Discussion with people from Illinois found that they are in the process of a huge effort to be able to award bachelor's degrees.

The Department of Corrections (DOC) released a Request for Information (RFI) on February 5th, inviting all postsecondary providers in the state to submit proposals for providing postsecondary certificate and degree programs in corrections directly to the DOC. There are many unknowns, such as the future of Centralia's Corrections Education beyond FY24. DOC has invited email questions about the RFI through February 24th and responses to the RFI (proposals) by March 31st. The State Board for Community and Technical Colleges (SBCTC) will work on a standard proposal so that all colleges will have standard budget numbers and costs. The Department of Corrections (DOC) is a challenging partner at the moment.

The Centralia High School levy did not pass. The levy will run again in April 2023. Dr. Mohrbacher requested permission for Centralia College to visibly support the levy effort of the Centralia School District.

Capital project work has started on the Walnut Street compound which will provide storage for trucks and equipment. The first cost estimate was double the college's initial projection. Some of the work was going to be this spring and then more work next year with minor works funding.

The college has put out a Request for Proposals (RFP) for security. Merchant Patrol has supplied the college campus with security for overnight and off hours but the college does not currently have a contract with them.

7. SAALT

Kollin Jurek, Student Advocacy Activities Leadership Team (SAALT) President, provided a brief update to the end of winter quarter.

SLIC sponsored a presentation on Feb. 13 regarding consent. This presentation is nationally recognized and meets Title IX compliance training. The student athletes were required to attend and it was open to all students. There were approximately 100 students in attendance.

Today SAALT celebrated Blazer Bill. There was custom made cookies, cupcakes, stuff a Blazer Bill pillow, games and more. Kollin brought in some of the cookies and encouraged meeting participants to enjoy a Blazer Bill cookie.

Esports are in full swing. They have already planned all their events.

Phi Theta Kappa (PTK) gained 42 members winter quarter; three of those students are signed up to go to the International PTK Conference in Columbus, OH in April 2023. The GPA requirement for PTK membership is 3.5.

SAALT has been sponsoring *Real Talks* lately; SAALT will be sponsoring more of those throughout the quarter.

52 students used the Trailblazer Food Pantry 76 times as of February 17, 2023. There are over 110 students registered to access the pantry. The Food Pantry carries toiletries in addition to food supplies.

Price Peterson, Housing Director, will be leaving shortly; his last day is March 3, 2023. Price has done some outstanding work for Centralia College by creating a housing program from the ground up and keeping the Food Pantry full for our students.

8. Faculty

No report given.

9. Classified

No additional items reported.

10. Instruction

Dr. Joyce Hammer, Vice President Instruction, announced that Betsy Lazo is the successful applicant for the Dean of Career & Technical Education position. She will oversee the healthcare and industrial trades programs.

Dr. Hammer and Dr. Cox met today with the Guided Pathways co-chairs to discuss the next steps for the committee. The committee is reviewing data regarding college placement practices with a focus on getting students to college level within a year. There is also an advising steering committee which will play a big role in moving that work forward and do more to connect students to their career pathways.

Four faculty members have announced their retirements.

- 1) Stephen Norton - Biology
- 2) Mark Brosz – Developmental Math
- 3) Karen Goodwin - Chemistry (not retiring but she is leaving the area)
- 4) Kim Thompson - Business

Dr. Hammer will keep the trustees posted on whether there will be any more retirements and/or departures.

11. Public Information Office

Amanda Haines, Director of Public Relations, reported that her office has been updating applications for various programs: Bachelor of Applied Science (BAS), nursing, scholarships, and Commercial Driver's License (CDL).

Orientations start next week so her office has been working on several promotional publications regarding these events.

Additionally, award season is starting, so work has begun on the All-Washington Academic Team articles.

12. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, reported that work continues on the Family Medical Leave Act (FMLA) and accommodations.

The Vice President for Finance and Administration (VPFA) interview search is progressing. The committee interviewed seven applicants and have forwarded three candidates that will be coming to campus for forums, meet-and-greets, and interviews.

Human employee relations and faculty negotiations are continuing.

Four employees have completed search advocate training and will be able to serve on committees in the role of an advocate.

The Career and Technical Education/Continuing Education Department held a Pizza Party on February 21, 2023 to celebrate winning the area Food Pantry Drive competition. This area donated the most items during the holiday season food drive.

13. Student Services

Dr. Robert Cox, Vice President Student Services, reported that the EAB Navigate tool is operational again. EAB Navigate is a tool designed to help students manage their education and connect effectively with the full range of activities and resources available at Centralia College.

The partnership with Centralia High School (CHS) and college employees may generate more students than previous years. College employees have been traveling to the high school to help the high school students with the Dollars for Scholars applications as well as Foundation scholarship applications.

There are several bills in the legislature this year that offer support for students that are not direct educational support. These bills have been focused on navigator positions which are intended to help students with community resources for housing, food, utility payments, etc. These bills may not get funded.

There is a bill to start college wrestling programs. State appropriations cannot fund athletics; however, this bill has made it to Appropriations. It moved fast and went through quickly.

Dr. Cox commended Bob Peters, Johnathan McMillan, and Andrea Capps for their work on scheduling and utilizing the athletic field. The new field has such appeal and it drains well so the Centralia College field is being selected as a spot to play games (giving Centralia athletes a home field advantage). This could work in the college's favor as a recruiting tool; there is a distinct possibility that 70 % of games will be scheduled at Centralia's field. There is a home softball game this Saturday, March 4, 2023 at 11:00 and a baseball double header this weekend.

There is a strong indication that there will be full rosters for women's soccer and softball. There are eleven women recruited for the 2023-24 basketball season and currently sixteen men's soccer players.

Dr. Cox spoke with Joel Crosby of Collegiate Housing International (CHI) who reported that 109 beds have been reserved by student athletes. Mr. Crosby was excited that there was that much interest in the college housing.

Dr. Cox reported that Kary Sathre, Assistant Volleyball Coach, who will be assuming her role as Housing Director with CHI on July 1, 2023. In the interim, Ms. Sathre will be working for the college 25 hours per week to help with college housing needs.

14. Administrative Services

Tariq Qureshi, Director of Budget and Grants, gave a PowerPoint presentation on the 2022-23 Fiscal Year Reserves. The presentation provided a solid estimate of what reserves the college currently has. The total reserve amounts included divisional, interest, and grant overhead reserve numbers.

Tariq noted that this presentation is to provide the trustees with information regarding the financial health and liquidity position of Centralia College and its adherence to the trustees' budget oversight policy.

This information is submitted to the State Board for Community and Technical Colleges (SBCTC) on a yearly basis.

15. Foundation

Christine Fossett, Associate Vice President of Advancement, reported that the Foundation scholarship application process opened this morning. Several applications have already been received from students.

The sale of the King Street property to the college has been completed.

The Foundation had put forth a Request for Proposal (RFP) for a new financial advisor; committee members met yesterday to discuss the applications. The members had a couple recommendations; Christine will follow up with a couple of their selections. A recommendation will be made to the Executive Committee next week.

The Washington Foundation Leaders Association (WAFL) met at Centralia College last Thursday and Friday. WAFL members completely enjoyed their meeting here. Dinner was served at Dr. Mohrbacher's home on Thursday night; Foundation leaders are challenging their presidents to match or top Centralia's hospitality.

Dr. Hammer, Pretrina Mullins and Christine attended an American Association of University Women (AAUW) event where the local chapter was celebrating their 100th anniversary. AAUW donated a mosaic to the Foundation; the mosaic was hung in the Kirk Library on Monday.

Robert Greenberg, former robotics program instructor, is being honored by his daughter with two scholarships established in his name. The scholarships are \$1,000 each. 1) The Robert Greenberg 2nd Chance Scholarship for formerly incarcerated students to help with living expenses, tools, and tuition. 2) The Robert Greenberg Trades Scholarship.

The Foundation is participating in the Centralia College East Anniversary celebration tomorrow from 4:00 to 6:00 p.m. There will be refreshments, beverages, and attendees who were there when the building was built 25 years ago.

16. New Business

Northwest Commission on Colleges & Universities (NWCCU) Ad Hoc Report

Dr. Hammer reported that she submitted the Accreditation Ad Hoc Report. Originally, the college received seven recommendations and has addressed five of the recommendations.

The Commission requested Centralia College submit an Ad-Hoc Report by March 1, 2023 to address the following recommendations that were deemed substantially in compliance but in need of improvement:

- **Recommendation 6:** Spring 2018 Mission Fulfillment and Sustainability - Fully implement student learning outcomes assessment across all programs, degrees, and general education and systematically use the

results of assessment to influence planning and resource allocation. (2020 Standard(s) 1.B.1;1. C.5;1. C.6;1. C.7)

The assessment committee proposed a change of language from student learning ability themes to student learning competencies. It was apparent that the original learning themes were not being assessed as an output but rather as the input of what was covered in the course material. The new student learning competencies were also more measurable and better coordinated with the program/distribution level outcomes. The learning competencies are written from a student perspective and define skills students should be able to demonstrate through successful completion of the coursework required for a specific degree regardless of pathway or degree

- **Recommendation 7:** Spring 2018 Mission Fulfillment and Sustainability - Fully implement an ongoing and systematic evaluation and planning process to inform and refine effectiveness, assign resources, and improve student learning and achievement. (2020 Standard(s) 1.B.1)

Program reviews are completed by Career and Technical program faculty. Program reviews incorporate changes made to curriculum since the previous review, minutes and recommendations of advisory boards, faculty professional development activities, and program goals, including needed resources. Centralia College has an established instructional program review cycle per the Centralia College Assessment Review Cycle 2021-2026. Program review is a faculty facilitated process occurring every five years. Faculty are provided standardized templates with prompts to guide the reflective process. Areas of reflection include:

- Changes to teaching and learning since the last review, including goals established and progress on implementation over the past five-years.
- Courses and course outlines applicable to the review. Review of course level objectives and syllabus content.
- Program level outcomes for workforce programs and distribution level outcomes for academic programs.
- Effectiveness of institutional resources - such as classrooms, technology, library resources, student support, and documents (educational planners and applicable webpages).
- Faculty professional development related to both content and instructional delivery.
- Goals for the next five-years tied to the college's overall strategic plan and mission focus areas.

Program review is completed by faculty and is the primary driver of curriculum development, delivery, and assessment. The process provides the opportunity for the faculty member and dean to engage in conversations regarding the program and program needs. Peer review by a faculty member outside of the program provides a different perspective that can yield questions, conversations, and reflection not previously considered.

17. Old Business

Strategic Planning

Fia Eliasson-Creek, Executive Director of Institutional Research, reported that the Strategic Planning Steering Committee (SPSC) had a productive meeting on Friday. There were discussions regarding revisions to the SPSC agenda; there was a decision to have subcommittees meet in-between regularly scheduled SPSC meetings.

The committee was able to prioritize the themes; the previous meeting the members had reorganized and renamed the different themes but last week the committee was able to narrow down the scope. There is going to be 4 themes:

- Supporting students
- Employee development and retention
- Campus and community

The three themes are under the umbrella of climate. Under climate:

- Equity
- Access and inclusion
- Effectiveness
- Transparency
- Improvement
- Collaboration
- Efficiency
- Technology
- Accountability
- Data driven decision making
- Communication

Fia met with the subcommittee leads who will be tackling these four themes. The subcommittee leads are Zachary Queen, Katy Smith, and Emily Sprafka Coleman. Tariq Qureshi will head the larger over reaching Climate group. They have been tasked with getting campus members to participate in the subcommittees as they work to develop strategic goals and objectives.

Dr. Cox commended Fia on her handling of the Strategic Planning Steering Committee. He noted that Fia is very patient as she wades into the strategic planning waters. Fia added that last Friday was indeed a breakthrough meeting; it was the first time that the members all seemed to arrive at a common understanding.

Fia's one concern has been to ensure that SPSC members understand the difference between a strategic goal and an objective. There is a larger picture the committee needs to focus on.

Teacher Education and Family Development Center

Dr. Mohrbacher noted that the study session was focused on the TEFD and recommended that no further discussion of the subject is warranted at this time.

Field Design

Dr. Mohrbacher announced that the athletic field is going to continue to wait for the high-voltage switch to operate the lights. It is now estimated that the switch will not

arrive until June 2023. Lighting alternatives have been discussed; different options have been suggested. Dr. Mohrbacher sent a letter to the contractor and recommended that they provide a temporary solution to the field lighting issue. Bob Peters, Athletic Director, is rescheduling events that have been planned. In theory, the field should have been operational.

There has been a significant number of baseballs hit over the 25' fence. The solution will be to extend the netting in one section with another 10' of netting. The college is working with the engineers to determine how the existing structure can be used to support the break-away netting. The netting will need to be designed to come down in a windstorm rather than pulling the fence down. The net could be up for baseball season and taken down the rest of the year.

Dr. Cox added that banners will be added to the dugouts to separate the players from the spectators and banners may also be installed along the bull pens. There are ongoing discussions regarding the look of the field perimeter. There will be issues that arise throughout the year; the involvement of the athletic department in arriving at solutions is important to the decision-making process.

Christine Fossett added that it will take the Foundation at least a year to get things done for the field; every effort is being made to remain consistent with high quality banners and equipment. Additional bleachers have already been ordered and are on their way.

The Centralia High School Construction Class shed project is six to seven weeks behind schedule. The college may not get the storage shed at the end of this academic year; it may be delivered at the beginning of the fall term. There will be an update on the status of this project in a couple of weeks.

The Foundation is in the process of applying for a small grant to help fund athletic field equipment and supplies. Local businesses are asking if they can sponsor some signs on the field.

Plans need to be made regarding a grand opening and naming of the athletic field. Kollin Jurek added that the students want to be involved in the naming process.

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 5:35 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. The board reconvened into open session at 6:31 pm.

19. Action from Executive Session

TENURE/CONTRACT RENEWAL MOTIONS.

It was moved and unanimously passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to TERESA ADAMS, effective with the 2023-24 academic year.

It was moved and passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to BOBBY BURGER.

It was moved and unanimously passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to CHUCK HEGSTED, effective with the 2023-24 academic year.

It was moved and unanimously passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to BRIAN LIPP, effective with the 2023-24 academic year.

It was moved and unanimously passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to LILLIAM RODRIGUEZ, effective with the 2023-24 academic year.

It was moved and unanimously passed, that the Board of Trustees, after having considered the recommendation of the president and probationary review committee of Centralia College, award tenure to TORIN SHRIVER, effective with the 2023-24 academic year.

Court Stanley moved that The Board of Trustees direct the president to notify LISELOTTE THOMPSON that the Board authorizes continuation of the probationary review period for three quarters not including summer pursuant to RCW 28B.50.852.

Pretrina Mullins moved that The Board of Trustees direct the president to notify MEREDITH TUMMETI that the Board authorizes continuation of the probationary review period for three quarters not including summer pursuant to RCW 28B.50.852.

Doris Wood-Brumsickle moved that The Board of Trustees direct the president to notify FRANCIS BOZZOLO that the Board authorizes continuation of the probationary review period.

Court Stanley moved that The Board of Trustees direct the president to notify RACHEL BRYANT ANDERSON that the Board authorizes continuation of the probationary review period.

Pretrina Mullins moved that The Board of Trustees direct the president to notify TIONNA MILLER that the Board authorizes continuation of the probationary review period.

Court Stanley moved that The Board of Trustees direct the president to notify LISA FRITCH that the Board authorizes continuation of the probationary review period.

Doris Wood-Brumsickle moved that The Board of Trustees direct the president to notify JESSE HARLAN that the Board authorizes continuation of the probationary review period.

Court Stanley moved that The Board of Trustees direct the president to notify APRIL MORGENROTH that the Board authorizes continuation of the probationary review period.

Mark Scheibmeir moved that The Board of Trustees direct the president to notify KYLE SUTTON that the Board authorizes continuation of the probationary review period.

ALL MOTIONS PASSED.

20. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, April 13, 2023 via WebEx and Centralia College East, Morton, WA.

21. Comments

Adjournment

The meeting adjourned at 6:50 p.m.

APPROVED:

Court Stanley, Board Chair

Dr. Bob Mohrbacher, Board Secretary