

COMMUNITY COLLEGE DISTRICT TWELVE BOARD OF TRUSTEES Centralia College	
Hanson Boardrooms Centralia College Boardrooms Centralia, Washington	Study Session/Regular Meeting March 14, 2024 3:00 P.M.

MINUTES

- **Study Session**

A Trauma Informed Equity Lens; Placing Ourselves in the Work – Thalia Vaillancourt

Thalia Vaillancourt, Director of Equity and Inclusion, gave a PowerPoint presentation on trauma, identity, cultural competency vs cultural humility, trauma-informed service and outcomes and impact.

A brief explanation of the different types of traumas helped explain how trauma lies at the core of equity, diversity, and inclusion work. Repeated acts of marginalization, oppression, and racism are things that can overwhelm a person’s ability to cope.

Approaching situations with an understanding of trauma can help build safe and supportive environments for employees from different backgrounds by recognizing how trauma affects our lives. Trauma is different for everyone - it can be a single event or a series of events and may involve personal loss or feeling threatened. Trauma can be any experience that causes emotional or physical pain and overwhelms a person’s ability to manage the situation. Systems of oppression that marginalize specific groups also create trauma.

Trauma-informed training in EDI focuses on creating a supportive and safe workplace environment for employees. The training helps organizations by recognizing the effects of trauma and promoting healing and growth. The training can include trauma awareness, cultural competence, communication skills and conflict resolution. It encourages a sense of belonging, self-care, and resilience.

In conclusion, providing training and awareness can be an important and powerful tool for creating a safe and supportive work environment for all employees. By understanding trauma and its impact, promoting cultural humility, and creating opportunities for healing and growth, organizations can create a workplace culture that is welcoming, respectful and productive for all employees.

1. Call to Order

Board Chair Court Stanley called the meeting to order at 4:05 p.m.

2. Roll Call

Board members present:

- Court Stanley
- Pretrina Mullins
- Annalee Tobey
- Mark Scheibmeir
- Chris Thomas

3. Introductions/Presentations:

Dr. Mohrbacher introduced Connie Smejkal, Vice President of Instruction. Connie was the successful applicant in the search for the new vice president. Connie added that she has worked for Centralia College for eighteen years and is looking forward to continuing to serve Centralia College in her new capacity.

Open Forum

Liselotte Thompson, Dean Centralia College East and Transitional Studies, invited the trustees to come early to the April 11, 2024 meeting to celebrate the retirement of Lynn Schinnell, Program Coordinator at CC East. Lynn is retiring after seventeen years of service. Liselotte asked that the celebration be kept quiet; she is hopeful that this can be a surprise.

Liselotte also extended an invitation to the trustees to attend the CC East Art Show on Friday, March 29, 2024. Liselotte provided a poster that was created by one of the students; Liselotte will keep the student art up as long as feasible so the trustees can see the display at the April Board of Trustees meeting.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Annalee Tobey THAT THE BOARD APPROVE THE REGULAR MINUTES OF February 8, 2024 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported Institutional Effectiveness (IE) reviewed four policies at their March 6 meeting. 1.020 – Alcoholic Beverages, 1.080 Copyright, 1.245 Posting & distribution of Materials, and 4.155 Student ID Number. These were all first read.

Dr. Mohrbacher added that the work on the policy manual has been continuous; the work on updating policies has taken years. There are approximately sixty policies remaining that have not been officially updated within the past five years. All policies will be updated by the end of fall quarter in preparation for the accreditation visit in 2025. The accreditors requested trustee oversight of policy work; for this reason, policy updates are included on the monthly agendas.

5. Trustee Reports

Chris Thomas reported he stopped in briefly at the Blue Zones Activate Lewis County event on Saturday, February 24, 2024 in the TransAlta Commons.

On February 24, 2024, the entire sports facility was hopping. Chris was able to catch the end of a fastpitch game, see the victory of the women's basketball game over Green River (propelling them into the playoffs), and the men's basketball and baseball games.

At the last men's home basketball game, one of the players gave the faithfully attending spectators thank you cards signed by all the players and coaching staff.

Chris welcomed Connie Smejkal to the Centralia-Chehalis Chamber of Commerce board where he is also a member.

On March 6, 2024, Chris attended a "Conversations with the President" event in the Walton Science Center. Dinner was served in a classroom and the attendees engaged in an informal discussion regarding Foundation activities and discussed a variety of topics related to community and workforce development.

Court Stanley reported he met with the State Auditor regarding the upcoming audit of the college's financial documents.

Court commended the bookstore on its merchandise; he was sufficiently swayed by the displays and upscale apparel that he bought a birthday present there.

Mark Scheibmeir attended the winter production of Shakespeare's comedy, *Much Ado About Nothing*. Mark stated that following a Shakespeare production presents a challenge, however he enjoyed the smaller venue of the Wickstrom Theater and thought that it added to the enjoyability of the production.

Pretrina Mullins attended Winterstock on Saturday, February 24, 2024 at the Tiller Art Center in Morton.

Pretrina also attended the Milltown fund raiser on March 11, 2024 where she participated in conversation with some of the younger attendees at the event. When Pretrina told the young attendees that she has been working at White Pass for over 23 years, some remarked that they weren't even born that "long ago."

Pretrina caught the end of the Foundation's Executive and Finance Committee meeting. Discussion focused on how the Foundation raises funds and the money generated is available for projects on campus.

Annalee attended the winter production of Shakespeare's comedy, *Much Ado About Nothing*. Initially, Annalee needed to concentrate on the language used by Shakespeare. It was her first experience attending a play in Wickstrom Theater.

Annalee commended the Centralia College Bowling Team for participating in the bowling tournament at Milltown hosted by Discover Lewis County. There were several people there that day; they seemed to be quite competitive. It was great to have Centralia College represented.

Annalee will be attending the Visiting Nurses gala immediately following the board meeting.

Annalee attended the Centralia College Bookstore "Sip and Shop" on Tuesday, February 20, 2024 and praised the innovation and creativity of the event.

WA-ACT

The 2024 ACT Spring Conference will take place on Thursday, May 2 and Friday, May 3 at the Yakima Valley College Conference Center in Yakima, WA. The conference promises to be a gathering of inspiration and insight. Yakima Valley College will also be

providing college tours. Mark Scheibmeir, Court Stanley, Pretrina Mullins, and Annalee Tobey are all planning to attend the event.

ACCT

The 2024 ACCT Leadership Congress will be held Wednesday, October 23 through Saturday, October 26 at the Seattle Convention Center in Seattle, WA. The theme is “Community Colleges as Catalysts: Cultivating Skills for the Future.” Dr. Mohrbacher encouraged the trustees to think about attending the conference; it is a very close commute.

Centralia College has been asked to participate in a panel at the event with Grays Harbor College and the State Board for Community and Technical Colleges (SBCTC) to discuss rural college issues. Court Stanley and Dr. Mohrbacher will be participants in this panel; knowing the presenters should provide motivation to attend.

Registration for this event can be done July 1, 2024.

CC Foundation

No report given.

6. President’s Report

Dr. Mohrbacher reported the February Washington Association of Community and Technical Colleges (WACTC) president’s meeting was very busy.

Work continues on the ctcLink governance process and improvements to the system. The College Collaboration Group, with representatives from each college in the system, will be responsible for prioritizing enhancement requests for ctcLink. This and other related changes should help streamline the process for changes to the software configuration providing more clarity and allowing the SBCTC IT staff a way to prioritize their workload.

Lower Columbia and Columbia Basin colleges did not get their capital projects funded; the legislature chose to fund repairs to the structurally unsound building at Bellingham Technical College. A Legislative request for next session in the amount of \$600 million would provide room for adjustments. However, this request would include a reprioritization of projects currently in the pipeline.

Colleges are now being encouraged to do a “design, bid” process; hire an architect and contractor at the same time rather than the traditional “design, bid, and build.” Several projects in the queue have finished the design process but are waiting on construction money. Because Centralia is through with the design process, it may move the Teacher Education and Family Development Center (TEFD) project to number 9. Centralia College should be able to secure funding for the TEFD in the 2025 biennium.

Worker Retraining (WRT) funding has not been re-based for several years. Several colleges, including Centralia, are serving more students than they are budgeted for and some colleges serving far fewer. A WACTC committee came up with a plan to reallocate those funds. Centralia will be the recipient of some of those funds which will be phased in over three years and increase the WRT budget by approximately \$112,000. There are some colleges that will be losing up to \$600,000 but it was determined that the money should follow the students.

Tacoma Community College will no longer be providing education at the Corrections Center for Women and the Mission Creek Corrections Center for Women. There is a Request for Proposal (RFP) for any colleges interested in delivering education programs at these two facilities. It is unlikely that Centralia College will bid on this opportunity; it is too far out of the service district.

Dr. Mohrbacher added that perhaps Olympic or Clover Park may be interested in taking over the educational programs. The Department of Corrections (DOC) and the colleges have had disagreements over programming and operational issues and failure to come to resolutions have made the relationship rough, as of late. Philosophically, the two entities are on the same page; it's the implementation that seems to be the issue.

Fia Eliasson-Creek, Executive Director of Institutional Research, submitted the Policies, Regulations, and Finances Review Report two days before the deadline to the Northwest Commission on Colleges and Universities (NWCCU). Fia will be notified by the Commission if there are any concerns with the report at their June meeting. Fia submitted all the evidence while she was visiting Sweden. Now that this work is done, work will start on the comprehensive Year 7 Accreditation Report due in April 2025.

On Sunday, March 17, Dr. Mohrbacher, Tariq Qureshi and Zach Queen are traveling to Anaheim, CA to present *"Bring Back the College Bookstore! And Have fun Doing It!"* at the League for Innovation in the Community College Conference. There has been a trend with colleges to contract out the bookstore services. There has been some dissatisfaction with some of those partnerships and now the trend seems to be returning to operating them independently. The Centralia College Bookstore is not only operating in the black but sales are ahead of projections.

7. SAALT

Abigail Hansen, Student Advocacy Activities Leadership Team (SAALT) President, reported that the Blazer Bill Instagram Insights was included in the board packet. In November of 2023, Insights had reached 466 accounts. By January, there were 910 accounts, and in February 1,424 accounts.

Earth Day is Monday, April 22, 2024 and Earth Week is 22 – 26, 2024. The students will work with the Sustainability Committee to provide activities throughout the week.

Additional information from the students:

- 30 visits to the Food Pantry in February
- Phi Theta Kappa inducted 160 new members in 2023. One student received the Golden Opportunity Scholarship which waives the \$75 PTK membership fee.
- Centralia College Esports was awarded the national championship trophy; the winners look forward to presenting it to everyone!

Annalee Tobey added that there are several Earth Week activities going on in Chehalis; Annalee will see if any of the Chehalis organizers are interested in helping out the students with Earth Week.

8. Faculty

Mark Gorecki, faculty representative, Centralia College Federation of Teachers President, reported that there will be four new tenure track positions for the 2024-25

academic year. They are English, Chemistry, Industrial Trades, and Behavioral Health Science. The committees are currently being formed.

9. Classified

Dusty Benedict, classified representative, reported that Gina Sterner, IT Department, thanked her for being the classified representative. However, it has been difficult getting updates. Dusty is optimistic that she will be able to provide more information in the upcoming months.

10. Instruction

Connie Smejkal, Vice President of Instruction, reported Betsy Lazo, Dean of Career and Technical Education, welcomed two future Blazers on March 13, 2024; Joseph and Jacob Lazo.

11. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, reported that an interdepartmental work group has been formed to work on onboarding and offboarding. The work group is comprised of employees from different areas on campus to provide different perspectives on how to develop a better system.

65% of new hires thought that there is no clear point of contact when they have questions. More connection and training are needed; there should be a resolution in place by fall.

Joy reported that exit interviews are done however, the interview provides more qualitative and conversational information rather than quantitative data. Joy would like to change that and specifically ask what or why prompted the decision to leave college employment.

12. Student Services

Dr. Robert Cox, Vice President of Student Services, reported the legislative session provided a couple surprises. One bill added Centralia College into a pilot ESD 113 program. Approximately \$400,000 is allocated to Grays Harbor, South Puget Sound Community College and Centralia College to expand financial aid and outreach. This isn't anything that the college applied for.

Centralia College was awarded money to fully fund the Basic Needs Navigator position.

Centralia Rotary, Centralia College and the Centralia Downtown Association are working together to host SummerFest on July 4th. There will be 5K Run by sponsored by the Run Amok group beginning and ending at the campus. Rotary and Centralia College will be providing a "pay what you can" pancake breakfast.

There is preliminary discussion regarding hosting the Centralia Farmer's Market on campus. It is possible that the college may be able to move them here and support the community this way.

Annalee Tobey requested college participation at Chehalis events; perhaps a table at an event or at Music in the Park. College participation requests can be sent to either

Dr. Cox or Christine Fossett. Annalee added that accommodating the Centralia Farmer's Market is a great way to support the community.

Fia Eliasson-Creek reported that enrollment is 14% ahead of spring 2023. Basic Skills numbers are not in yet and that area's enrollment will increase as the term starts. Contract numbers, including Running Start, is 16% ahead of spring 2023. Currently, there is less enrollment in College in the High School.

Fia added that the federal graduate rate increased 2% from last year. Fia is exploring different options on how to measure retention; there are different criteria depending on if federal data is used. Key point indicators, retention from fall to fall, and retention from first to second quarter are all ways to measure retention. Fall to fall retention is currently at 52%. More information is available on the college's public website [Retention Rates](#).

Dr. Mohrbacher added that enrollments have stayed consistent, however it would be better to increase enrollments 10% rather than 2%.

92 potential Running Start students attended the recent orientation; orientations have never had this many people in attendance.

13. Administrative Services

Tariq Qureshi, Vice President of Finance and Administration, provided some team highlights for the month of February.

The bookstore continues to do well with the revenue exceeding expectations. Overall, the bookstore is up 11% over last year.

Food Services is up 25% from last year.

Budget managers are being educated on the new tools that are available. Training sessions using the Tableau tool for budget planning processes are being scheduled towards the end of March.

The financial statements have been submitted. The auditors will be visiting campus starting next week.

The Teacher Education and Family Development (TEFD) project will most likely be listed at number 9 on the reprioritization list for the 2025 biennium.

Facilities, Operations, and Maintenance (FOM) hosted the statewide Operations and Facilities Council (OFC). The event was quite successful and good feedback was received.

FOM has completed more work orders than the campus generated in the month of February even though they are understaffed.

Information Technology (IT) deployed new phones with a cloud-based system and security improvements. IT was also successful with OKTA and Multi-Factor Authentication (MFA) implementation for ctcLink and Microsoft 365.

Procurement has been working with the different departments on travel processes.

14. Foundation

Christine Fossett, Associate Vice President of Advancement, reported the Nursing Program hosted a birthday party celebration for Hal, the youth nursing simulator. Hal celebrated his 7th birthday and requested an infant sim sister. A newborn simulator would be a valuable addition to the nursing lab.

The Foundation's Annual Planning meeting is Wednesday, April 17, 2024. Everyone is invited to attend the event.

The "Conversations with the President" event went well. Dinner was served in classroom 109 of the Walton Science Center. The Foundation is hosting another event on March 27, 2024. Christine extended an invitation to the trustees to attend the event; please contact either the Foundation Office or the President's Office if anyone wishes to attend.

15. New Business

Veterans Voluntary Fee Waiver

Dr. Robert Cox, Vice President of Student Services, reported on Chapter 35 and Student Voted Fees.

Dr. Cox stated that Centralia College would like permission to waive the Student Voted Fees for students who qualify for Chapter 35 of the GI Bill. Currently, the college charges those students the fees. Board action is required to reverse that decision.

Voluntary fee amounts depend on the credits a student is enrolled in, but the amount is approximately \$162 per quarter. Fees such as building, technology, student use, and student project fees are considered voluntary fees. The number of eligible students who fall under this category is quite small.

As a veteran friendly college, this would be helping the students who qualify.

It was MOVED BY Mark Scheibmeir THAT THE BOARD WAIVE ALL VOLUNTARY FEES FOR CHAPTER 35 ELIGIBLE STUDENTS BEGINNING WITH SUMMER QUARTER 2024. THE MOTION CARRIED UNANIMOUSLY.

Budget Updates

Tariq Qureshi, Vice President of Finance and Administration, provided budget information on finances for the fiscal year ending 2022-23 and a snapshot of current college finances.

The college is not spending more than it is bringing in; revenues have been up and expenses have been down.

As budget managers begin to utilize the new budget tools, it is expected that expenses will be better monitored. If state revenues increase, the college will budget accordingly.

Tariq added that when developing the budget, the tendency is to not overbudget. An estimate of how much money will be coming in is made and the budget is developed towards that estimate. Further review of the budget is ongoing and some resources are reallocated to find cost savings. For example, the centralized IT purchasing model that provides discounts on Dell purchases and other technology costs. The IT Department is working diligently to move from a reactive purchasing model to a proactive model.

Chris Thomas commended the college for adding to the reserves as there are a number of colleges in the system that are not in good fiscal shape.

16. Old Business

Strategic Planning

Fia Eliasson-Creek, Executive Director of Institutional Research, reported all six groups have submitted their draft objectives. Thinking about objectives as measurable outcomes rather than focusing on tasks or what needs to be accomplished, has been somewhat of a struggle. Currently, there are 16 different draft objectives and some rewriting still needs to be done.

The groups have discussed retention. One proposed outcome is to increase retention rate from 51% to 63% from fall to fall.

The objectives will be presented to IE at their April meeting and to the board at their April 11, 2024 board meeting.

17. 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; or considering the sale or acquisition of real estate. At 5:21 pm board members moved into executive session for the purpose of consulting with legal counsel regarding actual or potential agency litigation and review of the performance of public employees and considering the sale or acquisition of real estate. The executive session is expected to last approximately forty-five minutes. Action will be taken after the executive session. The board reconvened into open session at 5:55 pm.

18. 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 AMANINDER GILL, effective with the 2024-25 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 MEREDITH TUMMETI, effective with the 2024-25 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 LISALOTTE THOMPSON, effective with the 2024-25 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 JACOB CONRAD, effective with the 2024-25 academic year.

.....

Chris Thomas moved that The Board of Trustees direct the president to notify FRANCIS BOZZOLO that the Board authorizes continuation of the probationary review period.

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

Mark Scheibmeir moved that The Board of Trustees direct the president to notify MAKAYALA GARNER 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.

Chris Thomas moved that The Board of Trustees direct the president to notify JESSE HARLAN that the Board authorizes continuation of the probationary review period.

Annalee Tobey 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.

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

Chris Thomas moved that The Board of Trustees direct the president to notify ELLEN JUNG that the Board authorizes continuation of the probationary review period.

Annalee Tobey moved that The Board of Trustees direct the president to notify KELLEY SIMMONS JONES that the Board authorizes continuation of the probationary review period.

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

ALL MOTIONS PASSED.

19. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, April 11, 2024 via WebEx and at **CC East** in Morton, WA.

20. Comments

Adjournment

The meeting adjourned at 6:02 p.m.

APPROVED:

Court Stanley, Board Chair

Dr. Bob Mohrbacher, Board Secretary