

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

**WebEx – Boardrooms
Centralia College
Centralia, Washington**

**Study Session/Regular Meeting
January 13, 2022
3:00 P.M.**

MINUTES

- **Study Session**

Teaching American Literature to Rural Students: Critical Rural Pedagogy

Dr. Sharon Mitchler provided a PowerPoint presentation on critical rural pedagogy to the board. Dr. Mitchler gave a brief outline on how the idea of a book on this particular topic was generated. Dr. Mitchler covered the three questions listed below:

- 1) How does writing an academic book at Centralia College happen? Community colleges do not have a support system built into their structure for a project of this scope.
- 2) How do instructors help rural students engage at a community college and help these students successfully transfer to other institutions?
- 3) What types of activities work well to engage rural students with American Literature in the classroom?

Dr. Mitchler reported that time must be carved out of an instructor's schedule when deciding whether to tackle writing a book. It is helpful to have a timeline and a support system within the work environment for an effective outcome.

Dr. Mitchler noted that the key to successfully reaching rural students is to connect to their lives, be attentive to their needs within the classroom, and provide challenging curriculum.

Providing experiences and interactions help students find their voices and become more comfortable in the academic setting. Students are directed to think about American Literature in ways that are meaningful to them.

Dr. Mitchler noted that rural community college students tend to not be depicted accurately; they have a degree of complexity that is often not recognized. The efforts of Critical Rural Pedagogy are an effort to reveal this complexity.

1. Call to Order

Trustee Mark Scheibmeir called the meeting to order at 4:08 p.m.

2. Roll Call

Board members present:

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

Debbie Campbell (excused absence)

3. Introductions/Presentations:

Mark Scheibmeir introduced Emily Hammargren, Assistant Professor at Garrett Heyns Education Center (GHEC) and recipient of the Association of College Trustees (ACT) Faculty Member of the Year award. Mark congratulated Emily and expressed appreciation that ACT acknowledged and recognized Emily for her good work.

Emily Hammargren thanked the trustees for their nomination and stated that receiving the award was an honor. Emily invited the trustees to events and classes at the corrections sites when people can once again gather in person.

Dr. Mohrbacher added that Emily helped publicize Corrections Education. Her speech at the Trustees Conference was well received. It was eye-opening to hear what happens in Corrections and how the education component is delivered. Emily extended an invitation to the trustees to attend graduation (maybe even solitary confinement) once COVID restrictions are lifted.

Open Forum

No one requested to speak in open forum.

REGULAR AGENDA

Adoption of Minutes:

It was MOVED BY COURT STANLEY THAT THE BOARD APPROVE THE REGULAR MINUTES OF DECEMBER 9, 2021 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Trustee Reports

Trustee Activities

Court Stanley reported that he is now a student in the winter quarter “Artistic Welding and Metal Working” class and commended the college on the facilities, the infrastructure for the class, and the quality of instruction.

WA-ACT

Doris Wood-Brumsickle announced that the upcoming 2022 ACT Winter Conference has now been moved to a virtual modality. The event includes New Trustee Orientation the day of January 24th and Conference sessions the morning of January 25th. The agenda includes discussion on Guided Pathways for Trustees, a Trustee Roundtable on emerging interests and opportunities, and the 2022 legislative session – priorities, advocacy tips, and senate confirmations. Trustees can register online for the event.

ACCT

No report provided.

CC Foundation

No report provided.

President's Report

Dr. Mohrbacher reported on the recent college closures due to inclement weather and flooding conditions. The three days of snow closure went well; there was not much impact on employees nor any major disruption of services or classes as the college was between quarters.

The flood closure didn't go as well. The communication from administrators should have been better. A command center should have been set up in the boardrooms; instead there were multiple email and text streams sent and it wasn't efficient. In hindsight, it would have been better to assemble key people in the same room and have the available information routed to the boardroom. A preliminary communication should have been sent out to the campus preparing employees for a possible closure. Administration has learned from this and will be quicker to react in a more cohesive manner with the next disaster response.

The college escaped any damage from floodwaters; thanks to the Facilities, Operations and Maintenance (FOM) team and their concentrated efforts with flood prevention strategies. There will be some clean up but the college was lucky this time.

The college is vulnerable to flooding at the Tech Center; the proposal to remodel the Tech Center may want to include flood mitigation strategies. The college does not want to move the problem downstream or to its neighbors.

Chuck Wallace, the former Safety and Security Officer, had started work on a continuity of operations plan when COVID happened in March of 2020. This task will be assigned to the new employee.

Governor Inslee is going to release an updated COVID plan within the next week. The governor has signaled that he will most likely follow what the Center for Disease Control (CDC) suggests. Currently, the CDC definition of "fully vaccinated" does not include a booster. If the CDC changes their definition to include a booster shot, the governor will most likely follow suit. Inslee expects to distribute rapid tests in the coming weeks and make them available through schools and local health departments with a focus on distribution to underserved communities but did not include Higher Education in the distribution equation.

The Northwest Athletic Conference (NWAC) recently changed their definition of fully vaccinated to include booster shots. The college will need additional tests for those athletes who have not received their boosters. Lewis County has opened a drive-through testing site; this may help alleviate with the testing process at the college. The Lewis County Health Department continues to recommend ten-day quarantine periods rather than the five-day timeline suggested by the CDC. There were approximately 4 of the 34 colleges where there was a surge in positive COVID cases identified. South Puget Sound Community College, Bellevue, Edmonds, and Tacoma had to revert to a temporary reversion to hybrid or an online modality; they are having a number of employees who have to quarantine causing difficulty with campus operations.

The Legislature is in session and working remotely. The top priority for the community college system is compensation for college employees. Currently, there is a

3% Cost of Living Adjustment (COLA) in the governors' budget with the House and Senate in agreement. The budget will most likely be implemented but the colleges are trying to get additional funding since the 3% COLA does not keep up with inflation. It is difficult to convince legislators that a pay raise is needed. COLAs are applied across the board – there may be some areas where employees are affected by their budgets or contracts.

National Public Radio (NPR) reported that between fall of 2019 and fall 2021 college enrollment is down 6.6%. Community college enrollment is down 13%. The data suggests that the lower the socioeconomic status of the student, the more the impact COVID and economic disruptions have on them. The student is more likely to choose an entry level job than attending college.

SAALT

Marisol Vargas, Student Advocacy Activities Leadership Team (SAALT) President, provided a brief review.

The SAALT team hosted Welcome Days in the TransAlta Commons (TAC) the first week of classes.

A successful Involvement Fair was held Wednesday, January 12, 2022. Clubs were present and distributed welcome packs. Packs included a raffle for different items.

More events are in the planning stages for winter quarter 2022; a movie night is planned for next week but COVID restrictions may cause a postponement of the event.

Faculty

Mark Gorecki, faculty representative, Centralia College Federation of Teachers President, reported there have been a few COVID cases with students.

Several faculty members are reporting that they are pleased to be back working with students face-to-face and students are glad to be back on campus.

Mark commended the faculty with their efforts to be flexible and their ability to adapt to different modalities should conditions change.

Classified

Nothing further added to the report.

Instruction

Dr. Joyce Hammer, Vice President Instruction, reported that there is a two to three-week closure/suspended educational operations at Garrett Heyns Education Center (GHEC) due to COVID infections. However, staff and faculty can still access the site and do other job responsibilities.

The Center of Excellence received a Career Connect Washington Clean Tech/Clean Energy Industry grant. The total award will be \$300,000 to be split between the partnerships.

Monica Brummer, Center of Excellence for Clean Energy Director, added that there are now two bicycles in the fitness center that generate electricity and are able to charge a cell phone. Using the equipment generates energy that goes into the wall and is available at another outlet. There are two models - a spin bike and an upright. The spin bike can also be used in the mobile lab.

Dan Taylor, Interim Dean of Arts and Sciences, reported Centralia College has been asked to partner with The Evergreen State College in a program to help low-income students obtain a Bachelor's degree in STEM fields. The goal is to gather pairs of institutions to share data, remove barriers, and create solutions to increase bachelor's degree completion of low-income transfer students.

Public Information Office

Nothing further added to the report.

Human Resources

Dr. Erica Holmes, Vice President of Human Resources and Equity, reported the search for the Campus Security and Safety Officer is finished.

Vaccination rates for employees are 88.5% who have vaccinated and 11.5% have approved exemptions/accommodations.

Effective January 1, 2022 the minimum wage increased to \$14.49 per hour.

The college is hosting open forums this week for the positions of Director of Information Technology and Director of Budgets and Grants. These positions are director level and provide services to the entire campus. Human Resources appreciates the feedback provided by campus constituents.

Martin Luther King (MLK) Day is Monday; the campus is closed. Dr. Holmes encouraged everyone to participate in some type of community service.

Human Resources (HR) will publish the HRConnect newsletter on a monthly basis. The newsletter is available in English and Spanish; HR received positive feedback regarding the first edition.

Dr. Holmes met with Marisol Vargas and Mimi Tien. Dr. Holmes is looking forward to future collaboration with the students on Equity, Diversity, Inclusion (EDI) efforts.

Centralia College will host the Black History 101 Mobile Museum from 10 a.m. to 3 p.m. Thursday, Jan. 20, on the first floor of the TransAlta Commons. There will also be an open Black History 101 lecture at 1 p.m. in the same location. Both the display and the lecture are free and open to everyone.

The Vagina Monologues will be April 28 and 29th and sponsored by the Justice, Equity, Diversity, and Inclusion (JEDI) Committee and Hope Alliance.

Dr. Holmes reported there is currently supervisor training on how to identify future openings. There are ways to increase the productivity of Talent Acquisition Management (TAM) by working with search committees on timelines and retraining committees to move forward in a search even if not all members are present.

Student Services

Dr. Robert Cox, Vice President Student Services, reported the partnership with the Centralia High School (CHS) is going well. College staff partnered with high school counselors to encourage students to apply for the Dollars for Scholars scholarship and other scholarships that are available to them.

Centralia College and Centralia High School administrators have joined forces to send letters to recent (2020 and 2021) Centralia high school graduates regarding all of the funding resources and opportunities available to potential students who may want to attend college. This plan models the outreach efforts by the Chehalis Foundation to WF West students.

Winter quarter 2022 has 59% of students enrolled in in-person classes up from 52% of students enrolled in in-person classes for fall quarter 2021.

The Northwest Athletic Conference (NWAC) has implemented several new rules and regulations regarding COVID. The college will follow the updated NWAC rules. Home games will have restricted spectator seating and rigorous enforcement of the mask policy in the buildings.

Administrative Services

Dr. Leslie Fountain Williams, Vice President Finances and Administration, reported that the Project Request Report (PRR) was submitted on time; the proposal is very competitive.

An offer for the Safety and Security Officer position was made to Jared Cunningham who comes to Centralia College from St. Martin's University. He is a Centralia College graduate and lives in Centralia.

Casey Rice, Director of Custodial and Grounds, submitted his resignation. Dr. Fountain Williams reported she is meeting with key personnel to address transitional issues, reorganization of the department, and drafting a written transition plan.

The grounds staff did an outstanding job in the flooding event. Areas where flood waters might breach were sand bagged and other preventative measures were taken. The Facilities and Grounds team kept Dr. Fountain Williams updated by sending photos and videos of campus flood preparation.

The Department of Enterprise Services granted the college Delegated Authority. This means the college has the power to work on its own construction projects. Projects must remain under the maximum dollar amount of \$350,000 dollars; almost every project the college has is in that category.

Foundation

Christine Fossett, Associate Vice President of Advancement, had two additional items to add to the report.

The Scholarship Application process will open Tuesday, January 18, 2022. The Foundation team has been visiting the local high schools to raise awareness of the scholarship opportunities and to aid in filling out the application. The application process has been streamlined this year; essays and letters of recommendation are no longer required. Unofficial transcripts will be required but only after the student accepts the scholarship.

The Capital Campaign Committee met last week to discuss fund raising strategies and how the Foundation will approach fund raising with donors.

Christine requested that the trustees discuss their thoughts and opinions regarding naming rights to the Teacher Education and Family Development facility. The trustees noted that they are open to conversation; buildings provide an opportunity to recognize key people as well as provide funding opportunities through donors.

4. New Business

Bachelor of Science in Computer Science

Dr. Hammer reported that the community college system was granted the authority to offer a bachelor of science degree in computer science. Centralia College is joining a consortium of colleges with Lake Washington Institute of Technology spearheading the effort. It would be difficult for Centralia College to offer this degree on its own; if other colleges join and pool enrollment, utilize remote learning options, and share faculty then there is a possibility that this would be successful. Dan Taylor is meeting with a group weekly to develop and refine the statement of need in an effort to be prepared to present to the State Board for Community and Technical Colleges (SBCTC) in May 2022. After approval is given at the fall SBCTC meeting, the college would offer the program in winter 2023.

Trustee Scholarship Fund

Christine Fossett, Associate Vice President of Advancement, provided the Memorandum of Understanding (MOU) for the Board of Trustees Scholarship Endowment document amended September 11, 2014 for the trustees to review.

Mark Scheibmeir noted that the endowment as currently written recognizes students who demonstrate volunteer efforts in their communities.

Christine stated that this endowment is quite effective and funds several scholarships. There have been a number of changes since 2014 when this MOU was signed. Christine proposed removing the GPA requirements but consider a broader range of students and reducing criteria. The application currently has a question regarding whether an applicant has done any community service; it is a fair question to ask on an application.

The trustees discussed the issue and support the idea of re-thinking the Trustee Endowment criteria. Mark invited other trustees to donate to this specific endowment; it makes sense as a trustee to support this endowment.

It was determined that Christine Fossett will review and revise the current endowment document and send it with the suggested revisions to the trustees. Christine requested that revisions and amendments to the endowment be completed by April 1, 2022.

7. Old Business

Teacher Education and Family Development Center

Dr. Leslie Fountain Williams provided a brief update to the Teacher Education and Family Development Center (TEFD) project. The college is in pre-design process and property acquisitions are still pending.

Dr. Fountain Williams provided a site plan and building layout for review. The layout accommodates three units - Teacher Education and Family Development, Facilities and Operations, and the Child Care Center.

As the college finishes the pre-design phase the next step will be the Office of Financial Management (OFM) approval.

Field Design

Mark Scheibmeir reported that there was a meeting on December 20, 2021 to review the funding sources and answer general athletic field questions with students. Mark thought the meeting was quite useful and provided assurances that mechanisms are in place to fully pay for the facility.

Dr. Fountain Williams explained that the archeological survey needed clearance from both the Chehalis and Cowlitz native American tribes. The Cowlitz Tribe had not responded to the college's request for clearance and was delaying the bid process. Dr. Fountain Williams notified the DES that this project is student funded and this is the best time to go out to bid. DES signed off on the project today so the college will be going to bid.

Dr. Cox added that the students are looking forward to experiencing the bid process.

Dr. Cox briefly discussed the funding that is available through student government.

Dr. Cox asked that the trustees recall that the project is student funded and that we be mindful of student expectations as the project moves forward.

Dr. Fountain Williams reported that Centralia College will benefit from other colleges' similar projects; research trips and campus visits have helped with decision making.

8. Policy Governance

Policy Updates

Dr. Mohrbacher reported the following policies were reviewed and updated at the January 5, 2022 Institutional Effectiveness meeting: The parking policy was temporarily suspended during COVID but is now being reinstated. Facilities have confirmed reasons as to why students need parking stickers. The college is reviewing the logistics of what department will be responsible for issuing parking passes.

- 1.210 – Parking

The policies below were placed under review:

- 1.200 – Official Duty Station
- 2.335 Flexible Schedule
- 2.520 Flexible Hours

9. 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. The executive session is expected to last approximately thirty minutes. At 6:02 pm board members moved into executive session for the purpose of reviewing the performance of public employees and for consultation with legal counsel regarding current or potential litigation. The board reconvened into open session at 6:31 pm.

10. Action from Executive Session

There was no action from Executive Session.

12. Comments

Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, February 10, 2022 via WebEx and Hanson boardrooms.

Adjournment

The meeting adjourned at 6:35 p.m.

APPROVED:

Doris Wood-Brumsickle, Board Chair

Dr. Bob Mohrbacher, Board Secretary