

<b>COMMUNITY COLLEGE DISTRICT TWELVE BOARD OF TRUSTEES Centralia College</b>	
<b>Hanson Boardrooms Centralia College Boardrooms Centralia, Washington</b>	<b>Study Session/Regular Meeting November 9, 2023 3:00 P.M.</b>

**MINUTES**

- **Study Session**

The Hype and Hope of Hydrogen

Monica Brummer, Director of the Center of Excellence for Clean Energy, provided background information for the trustees on the center of excellence. The Centers of Excellence were created to connect sector industries to the state’s 34 community and technical colleges. The Centers are strategically placed within the two-year colleges that have and serve those industries. The Centers work closely with industry partners to learn trends, news, and workforce gaps and then share that information with the college system. The Center of Excellence for Clean Energy focuses on the colleges who offer clean energy related classes and programs.

Monica explained the emerging clean technologies that are imminent; some may be as early as next year. Washington State has been selected to house the Pacific Northwest Hydrogen Hub (PNWH2) and is one of seven of these hubs in the country.

Monica provided information on hydrogen – the most abundant element in the universe. She explained that hydrogen has the potential to help decarbonize critical sectors of the economy, such as transportation, power generation, and manufacturing. Hydrogen’s versatility has the potential to contribute to meeting midcentury climate goals. Its production is flexible and capable of achieving low, zero, or net-negative emissions.

The PNWH2 vision and proposed projects were developed with leadership from tribes, unions, industry, and many others.

The hub’s proposed projects will produce electrolytic hydrogen from the region’s abundant and growing renewable electricity and non-stressed water sources, bringing environmentally responsible and sustainable solutions to market.

Collaboration with the leadership is happening to ensure the efforts are sustainable, make a difference over the long term, and deliver clean and equitable energy systems in the Pacific Northwest.

**1. Call to Order**

Board Chair Court Stanley called the meeting to order at 4:11 p.m.

## **2. Roll Call**

Board members present:

Court Stanley  
Pretrina Mullins  
Annalee Tobey  
Mark Scheibmeir  
Chris Thomas

## **3. Introductions/Presentations:**

Emmy Kreilkamp, Drama Professor, described the fall play *Stop Kiss*. It was written by Diana Son in 1998 about two young women living in New York. The play is particularly interesting because it follows two parallel story lines and alternates between them. This technique challenges the audience to piece things together for themselves and is rather unconventional. Emmy Kreilkamp thanked everyone for the opportunity to perform and encouraged everybody to attend the fall production if possible. The play will be presented for one more weekend; it closes on Sunday, November 12, 2023.

### **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 OCTOBER 16, 2023 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

### **Policy Governance**

#### Policy Updates

Dr. Mohrbacher reported these policies were reviewed at the November 1, 2023 Institutional Effectiveness meeting. Five current policies were approved: 1.035 Cell Phone Policy, 1.052 Policy Formulation, 1.053 Policy Exceptions, 1.315 Skateboarding on Campus, and 1.400 Winter Efficiency Operations.

Three additional new policies – 1.XXX Corporate Travel Card Policy, 1.XXX Fleet Card Policy, and 1.XXX Procurement Card Policy were presented and approved.

1.140 Hosting Policy was deleted.

Dr. Mohrbacher thanked Amanda Witt for the work done on the procurement cards policies; these policies have been needed for some time.

## **5. Trustee Reports**

Annalee Tobey attended the Foundation Night Gala on Saturday, November 4, 2023. It was another wonderful production by the Foundation team; good food, good energy and good college support.

Annalee was able to listen to the Big Rhetorical Podcast and heard Dr. Sharon Mitchler speaking about her book on rural pedagogy. Dr. Mitchler compares urban to rural students and described rural students as “not less than – just different.” In essence, be proud that you are from a rural community! Annalee greatly appreciated that message.

Mark Scheibmeir attended the unveiling of the artwork honoring Leon and Rose Bowman in the TransAlta Commons. The Bowman’s had a strong connection to the college and were both staunch supporters of the college.

Mark attended the Foundation meeting where he learned that Pretrina Mullins will serve as the trustee liaison to the Foundation.

Pretrina Mullins attended the Centralia College East Advisory Committee meeting on October 18, 2023. Pretrina was able to hear from different businesses and people from the community who are interested in supporting the college.

Pretrina also attended the Foundation Night Gala. Pretrina thought the event was well done, lighthearted, and appreciated that the Trailblazer Award was presented to Doris Wood-Brumsickle.

Pretrina attended the Foundation meeting via Zoom in her role as trustee liaison.

Court Stanley attended the Bioeconomy Conference sponsored by the Lewis County Economic Alliance. The conference explained the process of applying to be a Bioeconomy Development Opportunity (BDO) Zone, a BDO Zone case study from Libby, MT, and provided updates on biomass research being conducted at the University of Washington.

In his role with the Advisory Board for the Center of Excellence for Clean Energy, Court attended a very interesting three-hour meeting.

Court also attended the celebration of Doris Wood Day on Wednesday, November 1, 2023 and the Foundation Gala.

Chris Thomas also attended the Doris Wood Day celebration and the Foundation Gala. Providence sponsored a table at the event, where Chris was seated. His Providence co-workers noted that in the future, Chris might be able to sit with the Centralia College trustees!

Chris attended the November 7, 2023 Collegiate Housing International (CHI) ribbon cutting ceremony and was able to tour the new student housing. The facility is well done and illustrated the strategic use of space.

He will be attending the new trustee orientation on November 16 and the ACT Fall Conference on the 17<sup>th</sup>.

## WA-ACT

The Washington State Association of College Trustees is hosting a new trustee orientation on November 16, 2023 to help new trustees with the issues they may face. The 17<sup>th</sup> is the ACT Fall Conference and will take place at the Hilton Seattle Airport and Conference Center in Seattle.

## ACCT

No report given.

## CC Foundation

Pretrina Mullins, Foundation liaison, reported the members debriefed on the Foundation Gala. Members thought that the revenues were good when factoring in the reduced amount of people who attended.

There was discussion on continuing the tradition of having some type of winter or spring event in Corbet Theater.

Zach Queen, Bookstore, was commended for opening the bookstore during the gala; it generated sales and interest in the gala attendees.

## **6. President's Report**

Dr. Mohrbacher attended the November 7, 2023 Collegiate Housing International (CHI) ribbon cutting ceremony and liked the layout of the building. The design is an improvement from the facility in Port Angeles with increased spaciousness in the common areas.

The Timberland Library sent official notification to CC East that the kiosk will be removed; the City of Morton has voted not to fund it anymore. There needs to be more discussion regarding what the college can do since the kiosk will no longer be there.

Dr. Mohrbacher attended the Veterans Day Ceremony; it was very well attended and one of the best in his memory. Hampton Lumber sponsored lunch and the Deputy Director of the state Veterans Administration came and spoke. Candice Johnson did an excellent job of organizing the event.

Dr. Mohrbacher participated in the Economic Alliance Mobile Tour on Wednesday, November 8, 2023. A number of local businesses were visited. McFiler's Chehalis Theater spoke about their investment, the process, the business plan, and what they plan on going forward. The group toured Chehalis CoWorks, where coworking space is offered to anyone with a laptop where they can schedule time to work socially or independently. The tour drove through Centralia Station and saw the WinCo site; WinCo is almost done with permitting. The tour heard from McKenzie McGee of the Centralia Downtown Association who spoke about their projects. The group also visited the Industrial Park at TransAlta (IPAT) and saw the available sites potential clients may be interested in. The group visited First Mode and came away with a better understanding of their business model. Dr. Mohrbacher thought it beneficial to be able to meet and learn about these individual businesses and how the college can work with them.

Dr. Mohrbacher met with representatives of the City of Centralia: Mayor Kelly Smith Johnston, City Manager Rob Hill, and Deputy City Manager Amy Buckler. They came to the college to discuss the Hub City Greenways project which is part of the city's

20 Year Comprehensive Plan. The plan includes an extensive trail system, improvement and development of public green spaces, supporting livable neighborhoods and the development of a variety of neighborhood hubs. The college campus will figure prominently in the future planning and it was agreed to meet regularly to discuss the plan as it develops.

## **7. SAALT**

Abigail Hansen, Student Advocacy Activities Leadership Team (SAALT) President, reported Phi Theta Kappa (PTK) added 15 incarcerated students to the PTK roster last quarter. Sheila Johnson, Student Engagement Advisor, along with some professors, went to Green Hill on October 12, 2023 where 13 students were officially inducted. The inductees signed the pages of the 23-24 PTK membership book, gave inspirational speeches among each other and enjoyed the honor. The students were provided login information for the PTK website where they are able to access scholarship information and utilize professional development courses. These students are currently working on applications which are due on December 1, 2023.

Esports member Charlie Stanfield, known as Charlie D. from his gamertag, has been playing in the National Junior College Athletic Association Esports (NJCAAe) Premier Series tournament. He hopes to win the Super Regional Finals for the West division on Tuesday November 14, 2023. The West Division includes community and junior colleges from the West side of the United States. He had a perfect season going 7-0 and in tournament play he beat every opponent he faced 3-0 except for his quarterfinal round in which he claimed a 3-1 victory! He will be playing with the top 16 NJCAAe players in the nation for a chance to bring another National Championship to Centralia College.

Two students from the soccer teams made the NWAC All-Star Team: women's Angel Jessen and men's Victor Rojas. Several of the students got honorable mentions.

Former student body president, Marisol Vargas, has been named 2023 Women's Soccer Goal Keeper of the Year. Marisol is currently attending St. Mary College in Leavenworth, Kansas.

The trustees commended the student athletes for participating at the Foundation Gala and being the servers.

## **8. Faculty**

No further report was provided.

## **9. Classified**

No further report was provided.

## **10. Instruction**

Elizabeth Lazo, for Connie Smejkal, Interim Vice President of Instruction, reported there are music concerts to attend as well as the fall theater performance. The musical

performances will be November 27 through November 30<sup>th</sup> and a choir performance on December 7<sup>th</sup>.

Green Hill will be hosting a graduation on Wednesday, December 6, 2023. Seven students will be graduating with their AA degrees at the end of fall quarter. The commencement ceremony will be held in the new recreation facility at Green Hill.

Jenny Bauska, Nursing Program Director, reported that the Washington State Board of Nursing (WABON) has approved the college's substantive change request. The college is awaiting approval from the Commission for Nursing Education Accreditation (CNEA), and the National League for Nursing (NLN) accreditors as well, but this process is much quicker due to the WABON approval. Spring quarter, the nursing program will be admitting 20 more students.

The new sim lab is up and operational. Thursday, January 11, 2024 there will be a ribbon cutting for the lab. The Foundation is helping with that event.

As soon as a Covid vaccine pathway is determined with our health care providers, it will be announced to the community and encouraging applications in January 2024.

The nursing program received approval from Clinical Placements Northwest (CPNW) for placing students in healthcare facilities for clinical placements. This process included the petitioning of clinical partners for additional student rotations.

## **11. Human Resources & Equity**

Joy Anglesey, Vice President of Human Resources and Equity, reported the search committee for the Vice President of Instruction has been formed. Interviews will be scheduled for December/January and the position should be filled sometime in either February or March. Mark Gorecki, faculty representative, helped select the members of the committee.

## **12. Student Services**

Dr. Robert Cox, Vice President of Student Services, agreed with the report on Esports and stated that Charlie Stanfield is a very good player. He graduated from Centralia High School and plans to be a professional E-gamer with a YouTube channel where people can watch him. He hasn't lost yet and is confident that he will win on November 14, 2023.

The college Cornhole team has five members who will be attending their first competition this weekend. 13 students tried out for the team and 4 are competitive. If they do well locally perhaps, they can compete at a national level.

There are several positions opening up in Student Services; these positions will be posted soon:

- Enrollment Services Office Assistant
- Enrollment Services Program Specialist
- Athletic Director
- Assistant Athletic Director
- Athletic Programs Office Assistant

Starting next month, there will be changes to Running Start and Financial Aid. The Department of Education thinks these changes will be better for students.

In December, Darcell Scott, Student Success and Retention, and Tracy Dahl, Financial Aid Director, will be presenting a Study Session on Financial Aid and Running Start. Darcell will provide a look at Running Start students; how they vary, where they come from, who they are, how the partnership with the high school works, and some of the barriers the students may face. As the college's Running Start numbers are growing, there is increased tension from the high schools as they lose their students.

Tracy Dahl will provide information on Financial Aid. Dr. Cox provided a handout about Financial Aid jargon and what is current in the Financial Aid world. Dr. Cox encouraged the trustees to read the handout prior to the December 14 board meeting.

Dr. Cox noted that Running Start students usually cannot participate in the Commercial Drivers License (CDL) program. Students need to be 18 to apply for a CDL. Outgoing high school seniors are not eligible for summer Running Start so there are not a lot of students who can use it. Additionally, the CDL program is federally regulated; an 18-year-old cannot cross state lines but the program does provide a great way for students to get started in that field.

### **13. Administrative Services**

Tariq Qureshi, Vice President of Finance and Administration, called attention to the new Blazer Bill ties that he and Dr. Cox are wearing. The bookstore has these ties and current merchandise 20% off.

Wednesday, October 25, 2023, a Policy, Procedures, and Tasks writing workshop was held on campus. Several staff members from different areas on campus participated in the workshop.

The Finance and Administration team held a pumpkin decorating and carving contest on Halloween with the winning entry going to Procurement Services. The picture of the winning entry is included in the board report.

Annie Conzatti is the new assistant manager in the bookstore. She has been hired to help Zach Queen. Zach is taking on new roles and was recently voted president of the Northwest College Bookstore Association.

On the financial side of the house, Cliff Frederickson, Interim Director of Budget, Grants, and Contracts, has almost completed uploading the college operating budget into ctcLink. This brings the college very close to having the operating budgets available in real time. Nikki Sprague, Bill Storms, and Cliff Frederickson are close to having the Tableau financial dashboard available. A demonstration of this feature in the near future will provide a real time budget and actuals on a daily basis.

Dr. Mohrbacher added that this feature can be demonstrated for the trustees at the January meeting. Trustees will be able to review/look at the budgets at any time. This is similar to what Fia is doing with enrollment; there is a dashboard on SharePoint where this information can be easily accessed.

Procurement has provided three policies regarding purchase, fleet, and travel cards; work has started on implementing these three policies.

Food Service has been working on catering events; they have been doing a good job and have been kept quite busy.

## **14. Foundation**

Christine Fossett, Associate Vice President of Advancement, announced the Foundation and CC East will once again host “Winterstock”; a concert that is held out in Morton.

The trustees should have received their invitation to the December Foundation meeting. It will be a short meeting where the college trustees, vice presidents, and deans have been invited for socializing and getting further acquainted with each other.

Kylea Johnson, Foundation Program Coordinator, has her last day on December 21, 2023. Andrea Capps, Athletics Program Office Assistant, will be assuming Kylea’s duties and continue to help out the athletics program.

Contractors are currently working on the Silver St. apartments. The apartments are receiving new balconies, chain link fences, and exterior work. More work is needed on the interior of the building but that will come at a later date. As soon as they are done with the exterior work, the contractors will switch to the batting cages. Their plan is to have the batting cages done in December.

There have been several newspaper articles regarding the Foundation and the college lately. There is another article today regarding the new student housing and the Chronicle included some photos from the gala.

The billboard in Chehalis should be updated for winter quarter.

Joe Sidorski, former doner, left the Foundation \$30,000 for scholarship opportunities and \$300,000 to create an endowment. The Foundation is grateful for the gift and excited about how the money will be used.

## **15. New Business**

### New Trustee Orientation – Dr. Mohrbacher

Dr. Mohrbacher provided a PowerPoint presentation on Centralia College. The presentation reviewed the college mission statement, mission focus areas, and the policy governance model. The board job description is included under policy governance as well as what responsibilities are designated to the president and key duties of the board.

A description of the Centralia College Service Area, campus sites, and the college organizational chart provided information on the scope and breadth of the college.

Further information included the role of the Washington State Board for Community & Technical Colleges (SBCTC) which governs and oversees the state’s community and technical college system, the college operating budget, degrees and programs, pathways and areas of study, key student programs and services, accreditation information, and the role of the Centralia College Foundation.

The trustees provided additional input and insight into things that they thought were helpful to them when they became trustees.

Dr. Mohrbacher added that he and Chris Thomas will be meeting Tuesday, November 14, to review trustee responsibilities and they will be attending the New Trustee Orientation hosted by WA-ACT on Thursday, November 16, 2023.



### Board Policy review – Dr. Mohrbacher

Dr. Mohrbacher provided some history on why the trustees are included in policy review. At the last college accreditation visit, the accreditors noticed that the trustees were not included in the oversight of college policy. Policy Governance was added to the board agenda in 2018 to rectify the situation. In 2019, a subcommittee from the board began reviewing the board policies and made recommendations to the board. It is now time to review some of those policies.

Dr. Mohrbacher provided policies 5.001 – Mission Vision Values and 5.016 Policy Review for review.

Policy 5.001 involved quite a bit of campus work to establish. This received numerous comments and feedback when being developed. Dr. Mohrbacher submitted this policy for review with the recommendation of no changes.

It was MOVED BY Mark Scheibmeir THAT THE BOARD APPROVE POLICY 5.001 MISSION VISION VALUES AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

5.016 had a few small revisions to the policy language. Language was added to state that when any administrative policy is added, revised, or deleted, the board will be apprised of the action as soon as feasible.

It was MOVED BY Pretrina Mullins THAT THE BOARD APPROVE POLICY 5.016 POLICY REVIEW AS AMENDED/PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

## **16. Old Business**

### Strategic Planning

Dr. Mohrbacher for Fia Eliasson-Creek, Executive Director of Institutional Research, reported the Strategic Planning Work Groups have been populated but there are still a couple of spots that need to be filled. Three orientation sessions have been held for the work groups. The Strategic Plan has three themes and seven goals; those themes and goals now need to be made into actionable objectives and benchmarks. Once the objectives and benchmarks have been determined, that work will be assigned to the appropriate office, department, or person(s) who will need to do that work.

### Teacher Education and Family Development Center

Tariq Qureshi provided an update to the Capital Budget which funds the Teacher Education and Family Development Center project. Colleges are waiting to see what happens in the 2024 supplemental budget. Currently, Centralia College's project is sitting at number 22 on the list. This puts the project in between the biennium funding. Centralia could be the last funded in 2025 or the first in 2027. Both Lower Columbia College and Columbia Basin colleges have submitted their projects to the supplemental budget; if those don't get approved in the supplemental, Centralia will be funded in 2027.

**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. At 5:38 pm board members moved into executive session for the purpose of consulting with legal counsel regarding actual or potential agency litigation, and to consider the sale and acquisition of real estate. The executive session is expected to last approximately twenty-five minutes. No action will be taken after the executive session. The board reconvened into open session at 6:12 pm.

**18. Action from Executive Session**

**19. Announcement of Upcoming Meeting Date and Place:**

The next board meeting will be Thursday, December 6, 2023 via WebEx and Centralia College Boardrooms, Centralia, WA.

**20. Comments**

**Adjournment**

The meeting adjourned at 6:18 p.m.

**APPROVED:**

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*Court Stanley, Board Chair*

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*Dr. Bob Mohrbacher, Board Secretary*