• **Study Session**
  Scott Wagemann, Director Institutional Research, gave a presentation on data dashboards. Scott provided insight on how to ask better questions in an effort to get the data needed, what the dashboards provide, and where to find the information.

1. **Call to Order**
   Board Chair Mark Scheibmeir called the meeting to order at 4:30 p.m.

2. **Roll Call**
   Board members present:
   - Mark Scheibmeir, Chair
   - Debbie Campbell, Vice Chair
   - Doris Wood-Brumsickle
   - Jim Lowery
   - Stuart Halsan (excused)

3. **The flag salute** was led by Debbie Campbell.

4. **Introductions:**
   Bob Peters introduced the members of the women’s 2019 volleyball team.

   Bob Peters introduced head coach Clarence Gunderson and members of the women’s 2019 soccer team. Clarence invited board members to attend the next home game Saturday, October 12 at 7:00 pm at Tiger Stadium. The women will be playing Bellevue College.

5. **Open Forum**
   No one requested to speak in open forum.
REGULAR AGENDA

Adoption of Minutes:

It was MOVED BY DEBBIE CAMPBELL THAT THE BOARD APPROVE THE REGULAR MINUTES OF September 12, 2019. THE MOTION CARRIED UNANIMOUSLY.

Trustee Reports

Trustee Activities

Doris Wood-Brumsickle reported that she and Dr. Mohrbacher will be doing a presentation with Skagit Valley College on the tenure process. Doris thought that Centralia College does the tenure process well.

Mark Scheibmeir reported that he was the featured speaker in Mary McClain’s business class. Mark spoke on the importance of the mission, vision, and values statements of the institution.

Jim Lowery attended the Advisory Committee meeting in Morton. There was a good turnout of people, including Dr. Mohrbacher and Joyce Hammer. Jim also commended the President’s Office student worker, Chander Cardenas, on her presentation to the State Board on Wednesday.

WA-ACT

The Fall Legislative Action Committee retreat is Thursday November 7th and the ACT Fall Conference is Friday, November 8th. Both events will be held at the DoubleTree by Hilton, Seattle Airport. All trustees are planning on attending the conference.

ACCT

Mark Scheibmeir, Debbie Campbell and Dr. Mohrbacher will be attending the 2019 Leadership Conference in San Francisco, California, October 16 – 19, 2019.

CC Foundation

Christine Fossett for Doris Wood-Brumsickle, reported the Centralia College Foundation had their first meeting on the Morton CC East campus. The board members were impressed with the campus; several of them had never been to the east campus before this visit.

President’s Report

Dr. Mohrbacher gave an update from the last Washington Association of Community and Technical College Presidents (WACTC) meeting.
Dr. Mohrbacher stated that the State Board for Community and Technical Colleges (SBCTC) passed a new vision statement in June of 2019. There will be a session on the SBCTC statement at the trustees fall conference with an opportunity to provide input. There will be further discussion and feedback on the statement at the next WACTC meeting as well; students and faculty will also be providing input on the new statement and strategic plan. The statement is included in the October packet.

Dr. Mohrbacher provided a brief overview of the supplemental capital budget request. The list is comprised of requests and is ranked based on the need for space, condition of existing facilities, and estimated costs. Centralia College is listed at number nineteen for the Teacher Education and Family Development Center. As more of these projects are funded, the sooner the Centralia project moves up.

Dr. Mohrbacher explained that the Department of Corrections (DOC) has recently made some policy changes. The DOC is proposing budget cuts but it is difficult to ascertain what the actual dollar amount is and what is being cut. Dr. Mohrbacher has requested a written description of how the budget decisions are made; the DOC and the State Board for Community and Technical Colleges (SBCTC) are still in discussion regarding this decision.

Dr. Mohrbacher said there will be a meeting with Dr. Kevin Caserta at Providence to discuss the hospital’s training needs and there will be a similar meeting with Valley View as well.

The Office of the Superintendent of Public Instruction (OSPI) has recommended to the legislature to consider making dual enrollment a “no cost” option for students. This would include not charging for textbooks or for college generated fees. OSPI will provide their recommendation to the legislature by November 1, 2019; if this is approved, the college would need to determine how this can be accomplished.

Carrie Powell, ctcLink Project Director, provided a brief update on the ctcLink project. The original deployment group will be getting a PeopleSoft upgrade this month; everything indicates that this will be a successful upgrade. Clark College in Vancouver will be the next college to go live.

The SBCTC ctcLink Project Team came to campus and gave a presentation to approximately forty college staff. The team outlined the different tasks, training and testing that will need to be completed by February 2021. Centralia College will officially begin the implementation phase on October 14, 2019.

There have been accessibility issues with PeopleSoft; SBCTC is working with the vendor to remedy this situation.

Dr. Mohrbacher stated that tomorrow is the Fall All Campus meeting. Dr. Mohrbacher suggested a trustee read the resolution regarding Guided Pathways at this meeting. Jim Lowery will consider presenting the document.

ASCC

Aaron Fowler, ASCC President, reported the Voter Registration Day had a good turnout. Approximately 25 students registered online and ten hard copy applications were turned in.

Aaron noted that the Food Pantry is being heavily used by students. The students are working on how to develop a process to keep the pantry supplied. Mark Scheibmeir requested a list of basics that the pantry could use on a regular basis.
Aaron commended the ASCC team members on their collaborative method of working together.

**Faculty**

Dr. Sharon Mitchler, faculty representative, Centralia College Federation of Teachers, resumed her position as union representative Friday, October 4.

Sharon stated that this is a negotiation year and she was requested to return and help with the process. Sharon expressed excitement at the prospect of working with the negotiation team; there are several new people but also several people who have been through the process before. Work has begun on obtaining a facilitator and the process will adhere to Interest Based Bargaining (IBB).

Saturday, Sharon attended the President’s Council in Tukwila, WA. The people that will be participating in negotiations will need to meet with faculty representatives to determine issues that are relevant or important before negotiations begin.

Sharon also noted item 17 on the October board agenda as being a topic that needs further discussion.

**Classified**

No report was given.

**Instruction**

Dr. Joyce Hammer, Vice President Instruction, thanked Dr. Sharon Mitchler for being a speaker at lyceum this past week.

Joyce noted that there are additional items she would like to add to the October Instruction report:

- Career Connect Washington Career Launch
  - Two paid work-based experiences were approved and endorsed by the State Board; Diesel Technology and Business Technology.
- Advisory Committee Night
  - Instruction has invited advisory committees, labor representatives, and community members to attend Advisory Committee Night in TransAlta Commons on Wednesday, October 30, 2019.
- Ad Hoc Visit
  - The accreditation visit is October 30, 2019. The accreditor will be meeting with different campus committees as well as the board of trustees. No information regarding the schedule has been determined; the Instruction Office will work with the President’s Office to create an agenda for the day.

**Public Information Office**

Amanda Haines, Director of Public Relations, reported that History Pub Night will be returning again this year. Anyone who is interested in giving a presentation on local or regional history is welcome; contact Amanda to be placed on the calendar.

The annual Zombie 5K is Saturday, October 19, 2019 at Fort Borst Park.
**Human Resources**
Julie Huss, Vice President Human Resources, reminded everyone that the All-Campus meeting is tomorrow.

**Student Services**
Dr. Robert Cox, Vice President Student Services, reported work has begun on Cleary compliance.
Robert noted that while enrollment numbers are down, work is focusing on retention as well as recruitment. The Centralia College Intervention (CCI) process is an early alert system where faculty and staff can report on a student through an automated process. This report is reviewed by Erin Baker who then initiates a response. Reports may be on students who are not attending class, failed a test, failed a large assignment or may be close to failing a class.
Kelli Bloomstrom, Dean Transitional Education, reported that enrollment is up in basic skills.

**Administrative Services**
Steve Ward, Vice President Finances and Administration, reported Chuck Wallace has been hired as the Safety and Security Manager. Chuck’s office is in the transitional services building (TSB) where he is using his expertise and experience on campus security issues and emergency planning.

**Foundation**
Christine Fossett, Executive Director, had a few additional items to add to her written report.
- The Foundation is soliciting nominations for the Distinguished Alumnus honor for 2020.
- The annual Foundation Gala is scheduled for Saturday, November 2, 2019 in the TransAlta banquet rooms.
- The Foundation is partnering with Humanities Washington and CC East to bring David Smith to the east end for a lyceum on November 14, 2019. His presentation is “Civil Conversation in an Angry Age.” The lyceum will be held at 1:00 pm and 6:30 pm.

6. **New Business**

**Third year tenure presentation guidelines**
Mark Scheibmeir states this discussion is in regards to the draft document that was prepared to represent the trustees’ intentions on tenure presentations in an effort to better define what was desired and the purpose of the presentation. Mark requests Sharon Mitchler to explain her earlier response.
Sharon addressed the trustees regarding concerns on the tenure presentations by probationary faculty members. Sharon’s first concern is a violation of the Revised Code
of Washington (RCW) which defines what trustees can and cannot do. Sharon noted that this document is not something the trustees are allowed to generate.

Sharon stated that the procedure should go through the bargaining process. The proposed guidelines would be a substantive change in the official tenure policy.

Mark Scheibmeir expressed the Board of Trustees’ frustration by responding to a union request to add clarity to the presentation process.

The subject was tabled until a more opportune time could be arranged to discuss the issue.

7. **Old Business**

   **Guided Pathways**

   Joyce Hammer provided some updates to the Guided Pathways initiative. Georganne Copeland has agreed to co-chair the Guided Pathways Steering Committee along with Brian Rauscher. Brian is the Student Services representative.

   The All-Campus Meeting is tomorrow. Doctors Debra Bragg and Joe Lott will be the featured speakers; both are from the Community College Research Initiatives program at the University of Washington. Their presentation is titled “Leadership and Equity-minded Inquiry.”

   Wednesday, November 6, 2019 there will be a Student Success Institute at the Heathman Lodge in Vancouver, WA. Instruction will be sending a large group of faculty to the event.

   **Naming**

   Dr. Mohrbacher reported the Robert and Freddie Neal plaque reveal was celebrated Friday, October 4, 2019. Dr. Mohrbacher commended Shelley Bannish and Heather Beaird for speaking at the occasion.

   Trustee Doris Wood-Brumsickle requested an update on the LG Foss Writing Center. Dr. Mohrbacher thought the college may be waiting on the completion of the artwork.

8. **Policy Governance**

   **Strategic Goal Statements**

   The proposed goal statements were discussed at the October Institutional Effectiveness Committee (IE) meeting until a consensus was met. Dr. Mohrbacher recommended that the trustees review the proposed goal statements and either move to approve them or send the statements back to IE for further development. The statements are:

   • Increase the college wide capacity to use data in order to impact student success, retention, and completion.
   • Use a data driven approach to close equity gaps in student enrollment, retention, and completion by implementing targeted strategies with specific cohorts of students.
• Develop an implementation plan for Guided Pathways that is tailored to Centralia College in order to increase completion rates and empower students to develop detailed education and career plans.

It was MOVED BY DORIS WOOD-BRUMSICKLE TO ACCEPT THE THREE PROPOSED GOAL STATEMENTS WHICH WILL GUIDE THE DEVELOPMENT OF THE STRATEGIC PLANNING FRAMEWORK. THE MOTION CARRIED UNANIMOUSLY.

Policy Updates

Dr. Mohrbacher reported these policies were reviewed and updated:
  o 1.015 Alcohol and Drug
  o 1.097 Preservation of Electronic Records for Litigation
  o 1.140 Hosting
  o 1.240 Political Activity
  o 1.272 Restraining, Anti-Harassment, Protective Orders
  o 1.275 Retention of Public Records
  o 2.075 Tenure
  o 2.465 Shared Leave
  o 2.510 Criminal History Check
  o 2.520 Flexible Hours
  o 2.530 Immigration Reform and Control Act of 1986
  o 3.165 Art and Glenna Symons Fitness Center Use
  o 3.270 Student Dependents
  o 4.112 Graduation Application

Policies below were placed under review:
  o 2.470 Staff Development and Training

Policies below were deleted:
  o 4.080 Drug and Alcohol Abuse Prevention

Dr. Mohrbacher requested approval from the trustees to move the current 2.075 Tenure policy from administrative policies to a board policy.

It was MOVED BY DORIS WOOD-BRUMSICKLE TO MOVE 2.075 TENURE FROM ADMINISTRATIVE POLICIES TO BOARD POLICY. THE MOTION CARRIED UNANIMOUSLY.

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 fifteen minutes. At 6:10 pm board members moved into executive session for the purpose of consultation with legal
counsel regarding agency enforcement actions or actual or potential agency litigation. The board reconvened into open session at 6:30 pm.

10. Action from Executive Session

There was no action taken from executive session.

Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, November 14, 2019.

Adjournment

The meeting adjourned at 6:35 p.m.

APPROVED:

_________________________________________  _______________________________________
Mark Scheibmeir, Board Chair                  Dr. Bob Mohrbacher, Board Secretary