

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

**WebEx
Centralia College
Centralia, Washington**

**Study Session/Regular Meeting
March 11, 2021
3:00 P.M.**

MINUTES

- **Study Session**

Tenure Presentation

Laurie Pyne, third year probationary faculty, gave a PowerPoint presentation on “A Day in the Life of a Corrections Educator.” Laurie used the PowerPoint as a visual aid to demonstrate how teaching in a prison environment differs from a college campus environment. There are many safety and security processes in place that must be adhered to prior to entering the classroom. Laurie explained that the extra work necessary to ensure safety in the classroom is worth it when you hear the stories from the residents and see how it starts them down a different path.

Laurie also provided some photographs of her students who have enrolled and excelled in activities such as beekeeping, horticulture, and artistic endeavors. Laurie noted that several of her students demonstrate a strong desire to participate in the classes where they can use their collaborative, creative, and artistic talents.

Laurie closed by thanking the trustees for her opportunity to present.

Guided Pathways

Brian Rauscher and Georganne Copeland, Guided Pathways Steering Committee co-chairs, gave a PowerPoint presentation to explain the role of Guided Pathways at Centralia College.

Guided Pathways is a model where students are provided a clear plan to achieve their academic and career goals; a good plan can save a student time and money. Students are provided **Areas of Study**, where groups of degrees and certificates that are similar are clustered together. Students can then choose a specific program, or select an introductory sequence to engage in intentional, focused career exploration.

Centralia College offers over 90 educational plans in different certificates, associate degrees, and bachelor degrees throughout eight Areas of Study.

1. Call to Order

Board Chair Doris Wood-Brumsickle called the meeting to order at 4:02 p.m.

2. Roll Call

Board members present via WebEx:

Doris Wood-Brumsickle
Debbie Campbell, Vice Chair
Court Stanley
Stuart Halsan
Mark Scheibmeir

3. Introductions/Presentations:

There were no presentations.

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 February 11, 2021 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

It was MOVED BY DEBBIE CAMPBELL THAT THE BOARD APPROVE THE SPECIAL MINUTES OF February 24, 2021 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Trustee Reports

Trustee Activities

Mark Scheibmeir reported he attended the February 17, 2021 meeting with TransAlta and the Centralia College Foundation regarding the Washington Department of Fish and Wildlife (WDFW) proposal/project. Mark expressed appreciation for all TransAlta has done for the college in addition to being included in this particular message to the community.

Dr. Mohrbacher added that TransAlta has requirements to meet by their regulatory agency, the Office of Surface Mines. TransAlta has come up with some possibilities on how to manage the mine site and has asked for community feedback on their options.

Debbie Campbell has been attending the monthly Trustee Tuesday meeting to maintain an up-to-date status on state activities. Debbie also expressed an interest in learning more about the WDFW proposal to TransAlta.

Court Stanley expressed an interest in learning more about the WDFW proposal to TransAlta and why Centralia College was invited to a meeting.

Dr. Mohrbacher explained that TransAlta has had an ongoing relationship through the years with Centralia College and the Foundation on several different projects and

grants. TransAlta requested the meeting in order to share information about their current discussions with the Washington Department of Fish and Wildlife and the possible creation of a wildlife refuge on TransAlta property. They expressed some concerns that the portrayal of the issue was not fully accurate in the media; this meeting was part of their attempt to share accurate information with the community.

Doris Wood-Brumsickle reported attending the Executive Meeting for the Foundation on March 10, 2021.

WA-ACT

Doris Wood-Brumsickle, on behalf of the ACT membership, asked her fellow trustees to consider the nomination process for the 2021-22 ACT Board of Directors. The positions of President-Elect, Secretary, Treasurer, two Member-at-Large, and four Nomination Committee positions are open. If there are any questions about this process, you can call or e-mail Kim Tanaka for information: ktanaka@sbctc.edu

ACCT

No report given.

CC Foundation

Christine Fossett, Foundation Executive Director, reported for Doris Wood-Brumsickle, Foundation liaison.

The Foundation will hold their annual planning meeting in April to review upcoming fundraising tasks. The projects listed below are on the agenda:

- Student Housing
- Southwest Washington Flexible Training (SWFT) Center
- Multi-purpose athletic field
- Teacher Education building

The Distinguished Alumni Committee has selected their proposed recipient and submitted their recommendation to Dr. Mohrbacher.

The Foundation has a signed lease with the college to use the Southwest Washington Flexible Training (SWFT) Center. The college is now the official tenant of the SWFT Center; furniture is being moved in as preparation begins for students and local workforce training.

The discussion on student housing continues. Several different options are being explored; the goal is to provide housing for approximately one hundred students.

The Ellis Oliver family has a house on Rock Street and has asked if the college is interested in using the house for small intimate events occasionally.

The Foundation is suggesting some revamping to the Ellis Oliver fund; recommendations were made to the family to make the fund more active and provide for scholarships.

The Executive Foundation Board will be extending an invitation to the Centralia College Board of Trustees to participate in the planning meeting; the trustees can expect an invitation in their email soon.

President's Report

Dr. Mohrbacher reported that commencement planning has begun. Although the future and what it holds is uncertain when considering large gatherings, there are options that the college will start working on.

Graduation Option One – Moving commencement to late summer. There is quite a bit of uncertainty here; students may not be available, faculty may not be available. Although the expectation is that the state will open up, there is no sure way to determine when that would be.

Graduation Option Two - Having a drive-through commencement. The concern was raised regarding students who may not have a car or their car isn't something they would want to attend graduation in. Centralia College Boulevard would need to be closed and the logistics of crowd control may make this idea less than feasible.

Graduation Option Three – Having a walk-through commencement. The stage would be set up in the usual arrangement. Students would have an appointment for a particular time and be provided 2 to 4 tickets for family members who may want to witness their student graduating. Students will need to wear a mask, maintain a distance of 6', and the graduation line should be kept moving. The graduate's name will be read, a diploma cover will be handed to them, and a picture taken. The feasibility of this option is the most possible.

The graduation information is scheduled to be released to students by March 15, 2021. The time estimate for Option Three is approximately five hours and staffing the event will need to be done in shifts. There may be some students from 2020 who would like to participate as well.

Stuart Halsan reminded everyone that an invitation to former trustees Joanne Schwartz and Jim Lowery will need to be added to the invitation list in order so they may receive their honorary degrees. Stuart also added that he endorsed Option Three and will take part in his shift duties.

Option Three received unanimous support from the trustees; all volunteered to be part of the commencement event on June 18, 2021.

Haylee Ward added that the students want to help with honoring graduates as much as possible; they will volunteer to help with the commencement event.

Dr. Mohrbacher reported that President Biden signed the American Rescue Plan earlier today and the college will be a recipient of those funds. The rules for the distribution of the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA) have not yet been received. There will be approximately \$740,000 in direct aid to students and 2.5 million in institutional funds. The college is determining how to distribute the funds to students.

Dr. Mohrbacher reported that in addition to the changes made by the governor today regarding COVID protocol, the Office of the Governor is updating the Higher Education plan. There isn't significant change for the college; most of the modifications made were related to capacity. The outlook for fall is more of a return to "normal." COVID protocol will most likely remain in place.

Dr. Mohrbacher added that the college will not be scheduling external events at this time; this issue will be revisited in June to determine whether there should be any changes made. Currently, the college lacks the manpower to keep up with cleaning.

Currently, there are some employee populations who are eligible for vaccinations; nursing and childcare faculty and students can both receive vaccines. The decision of eligibility will most likely be decided county by county.

Dr. Mohrbacher provided a ctcLink update. Although he included ctcLink information in his written report, he stated that the topic bears repeating. The college has run the payroll process twice, students are able to register, and the hiring process is on the verge of working. There are still some issues with the system and there have been a few wrinkles.

The ctcLink project is currently facing a cash flow problem. The project is funded through the state Innovation Account. That account is funded through taking a percentage of tuition collections from all SBCTC colleges (that amount has fluctuated between 1% and 4% of collections at different points in the project). Since enrollment has been down across the system due to the pandemic, revenue is down considerably, causing a cash flow issue. Technically, the project is still on-budget and on-time—this is caused by a slowdown in revenue, not an increase in project costs. Additionally, there is a need for extra personnel at SBCTC to support colleges after their transition to PeopleSoft. These costs are outside of the project budget, which focuses only on implementation. The plan has been to transition resources from Legacy support to PeopleSoft support as more colleges transition to PeopleSoft. However, at this time half of the colleges (17) are on PeopleSoft, but half are still on Legacy. They have not been able to transition support from Legacy to PeopleSoft quickly enough to meet the demand from the colleges, especially in the first year of PeopleSoft use. The costs for this additional support are outside of the ctcLink project budget.

Dr. Mohrbacher reported the Capital Budget is approximating 500 million as capital budget funds for the community college system. There is a possibility Centralia College may have design funding for the Teacher Education building July 1, 2021. There is the potential to have three projects in the works; the Teacher's Education building, the multi-purpose athletic field, and the student housing project. The Foundation has an active role in fundraising in all three of these projects – they may have been planning for more sequential rather than overlapping fundraising projects.

SAALT

Haylee Ward, Student Advocacy Activities Leadership Team president, provided an update to the recent activities of SAALT.

The SAALT team has kept busy this past month helping current and new students activate their accounts on the new ctcLink platform.

SAALT has been sponsoring a Diversity, Equity, and Inclusion series on an every-other Tuesday basis. *Real Talk Tuesdays* usually had ten to fifteen students in attendance; this past month there have been over thirty students participating.

SAALT is also working on some ideas on how to promote Earth Day as well as finalize plans for a virtual Spring Fest. College entertainment companies have created several virtual entertainment options and the current plan is to offer three virtual events per day for a week with three different time slots throughout the day in an effort to provide options for as many students as possible. There will also be a social media contest as well.

Faculty

Dr. Sharon Mitchler, faculty representative, Centralia College Federation of Teachers President, reported she did not have anything to add to her report this month. Sharon expressed appreciation at being able to provide additional facts about the high-demand funding for faculty.

Mark Scheibmeir noted that discrepancies in compensation is a real concern. Dr. Mohrbacher added that the high-demand funding was not something the community college system requested. The system had asked for a general overall salary increase.

Classified

Nothing further added to the report.

Instruction

Dr. Joyce Hammer, Vice President Instruction, introduced Dr. Elizabeth Grant, Dean of Corrections Education, who had news about Richard Cowan (second year probationary tenure track faculty). Rick Cowan has been accepted as a representative for Washington for Adult Education where he will be participating in workshops and assuming an advocacy role. This group does policy work and research and is a terrific opportunity for him.

Dr. Hammer announced that Connie Smejkal and Amy Spain were selected to be fellows for Northwest Commission on Colleges and Universities (NWCCU). The kick-off meeting is March 12 and the year-long fellowship begins in the fall of 2021.

Connie Smejkal, Dean Instruction, Business, Education and Family Development provided a brief account of some students in the Bachelor of Applied Science in Teacher Education (BAS-TE) program. All BAS-TE students are required to pass multiple standardized tests to achieve certification. Historically, standardized tests have put under-represented populations at a disadvantage. The Professional Education Standards Board (PESB) provided a multiple measures pilot program. This pilot program allowed students who did not successfully pass edTPA to have their work reviewed by a committee to determine if the student meets the testing outcomes. In addition to multiple measures, a case-by-case exception for content specific tests was also implemented. The college had five graduates complete the multiple measures and/or case-by-case exceptions. This review, which also included student teaching evaluations, resulted in passing all five students. Three of the five students are people of color and are currently working as a teacher under emergency certification. The ability of these students to complete this alternative assessment removed the barrier to their continued teaching and allowed them to become fully certified.

(**edTPA** is a performance-based, subject-specific assessment and support system used by teacher preparation programs throughout the United States to emphasize, measure and support the skills and knowledge that all teachers need from Day 1 in the classroom).

Public Information Office

Amanda Haines, Director of Public Relations, reported she recently attended an Office for Civil Rights (OCR) workshop. The OCR discussed new Equal Employment Opportunity Commission (EEOC) requirements; the college must now add EEOC statements to college videos.

Daily work continues with an updated spring mailer, stories for the upcoming Foundation newsletter and preparation for the summer preview.

The website is also getting some webpage renovations. The athletics page is sporting a new look and the Guided Pathways program will soon have its own pages.

The possibility of a subsite pilot is being explored; this may work well for Running Start - specifically for marketing.

Student Life sponsors events online; if the college promotes the events that are available and makes them more accessible to the community, perhaps that may generate some additional enrollments.

Human Resources

Dr. Erica Holmes, Vice President of Human Resources and Equity, reported that the nomination process is open for Classified Employee of the Year. The nomination processes have gone out via e-mail.

Dr. Holmes reported working with the Justice, Equity, Diversity and Inclusion (JEDI) Council. The team is in the process of determining definitions and shared values that will be shared with the college community. Dr. Holmes expressed anticipation on working towards some common goals in this area.

The college will be joining some national diversity organizations and memberships which will provide access to external resources and diverse issues in Higher Education.

HR is currently reevaluating training schedules and onboarding processes so that ctcLink training can be included. The entire processes of ctcLink training, annual training, and onboarding are under scrutiny.

Student Services

Dr. Robert Cox, Vice President Student Services, reported the college plans to allocate \$650,000 worth of Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA) funds to students starting in spring quarter. The expectation is that the funds will not be distributed until April 19, 2021 which gives sufficient time for Financial Aid disbursement. There will not be an application process this time, instead the student will fill out an attestation statement stating they have an educational financial need based on the COVID pandemic.

The Northwest Athletics Conference (NWAC) discussed the subject of testing athletes for participating in competition. Regardless of the NWAC decision, Centralia College is moving forward to test college athletes by partnering with Valley View Medical Center.

Dr. Cox encouraged everyone to drive down Centralia College Boulevard to see the new signs on the corners or the multi-purpose field project. The signs clearly state: "Future Home of Centralia College Sports Complex."

Administrative Services

Steve Ward, Vice President Finances and Administration, reported on the electrical infrastructure/switch replacement project. The majority of work has been completed, with the exception of installing the new switch mechanism. This will require shutting power off for a majority of the campus and intermittently disrupting electrical service to several buildings. The actual power shutoff is expected to last 4-8 hours, and the intermittent interruption over several days. This step was put on hold as the college went live on ctcLink in mid-February, but now needs to be done. It has been determined that the east end of campus will have the power shut off on Friday, April 9, 2021 and the rest of the campus will lose power on Saturday, April 10, 2021.

Work is also ongoing with construction projects for next biennium.

Foundation

Christine Fossett, Foundation Executive Director, had nothing additional to add to her report.

4. New Business

Center of Excellence Advisory Committee trustee liaison

Doris Wood-Brumsickle noted that Jim Lowery previously served in this position. The Center of Excellence would welcome a trustee as a liaison on their Advisory Committee. The Advisory Committee meets once a quarter and members consist of representatives from the energy industry, labor representatives from public agencies, etc. The Advisory Committee serves as a connection between education, training and industry. Jim Lowery will continue to serve on this committee but he no longer represents the Board of Trustees. Court Stanley volunteered to serve as COE liaison for the trustees.

Center College East trustee liaison

Doris Wood-Brumsickle noted that Jim Lowery previously served in this position also. The Advisory Council meets once a quarter with members from the Forest Service, school districts, Timberland Library and industry folks as well as interested community members who have a connection to the college. This is a community focused group and typically share information on upcoming and general community events. Mark Scheibmeir volunteered to serve as CC East liaison for the trustees.

Lobbying Reporting Requirements

Dr. Mohrbacher referenced the document from the Attorney General of Washington regarding Washington's Lobbying Disclosure Laws and State Agencies sent to the trustees in their board packet.

Dr. Mohrbacher said the college would not need to report in most quarters. To ensure a tidier bookkeeping process, the President's Office will generate/upkeep a list of any lobbying activity by the trustees on behalf of the college.

Dave Stoler, Senior Assistant Attorney General, added that the term "partial" days can be confusing. If the college lobbies less than four partial days a quarter it is deemed as not lobbying and that would not need to be reported. If a trustee speaks to a

legislator for 5 minutes, that is considered a partial day. If two trustees speak to a legislator, then that is considered two partial days. The Public Disclosure Commission (PDC) has the authority over lobbying activities.

Dave suggested erring on the side of reporting. The lobbying disclosure laws were designed for the public to see how and when state resources are being used by public agencies for lobbying purposes.

The President's Office will keep a tally. If a trustee speaks to a legislator, the meeting will be recording on the PDC quarterly L-5 report and submitted if necessary.

5. Old Business

Guided Pathways

Dr. Joyce Hammer asked to be excused from the monthly report as the Study Session provided the most recent information.

6. Policy Governance

Policy Updates

Dr. Mohrbacher stated that there were no policies reviewed at the March 3, 2021 Institutional Effectiveness meeting.

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 one hour. At 5:27 pm board members moved into executive session for the purpose of reviewing the performance of a public employee and consultation with legal counsel regarding actual or potential agency litigation. The board reconvened into open session at 6:01 pm.

10. 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 KELLY ERICKSON effective with the 2021-22 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 BELLA HAFEZI, effective with the 2021-22 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, deny tenure to KATHLEEN HART.

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 LAURIE PYNE, effective with the 2021-22 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 RAUSCHER, effective with the 2021-22 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 EMILY SPRAFKA-COLEMAN, effective with the 2021-22 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 KIMBERLY THOMPSON effective with the 2021-22 academic year.

Doris Wood-Brumsickle moved that The Board of Trustees direct the president to notify MARY MCCLAIN that the Board authorizes continuation of the probationary review period for three quarters not including summer pursuant to RCW 28B.50.852.

Stuart Halsan moved that The Board of Trustees direct the president to notify JOE BURR the Board authorizes continuation of the probationary review period.

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

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

Debbie Campbell moved that The Board of Trustees direct the president to notify DAN HAGEN that the Board authorizes continuation of the probationary review period.

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

Stuart Halsan moved that The Board of Trustees direct the president to notify BRIAN LIPP the Board authorizes continuation of the probationary review period.

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

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

Debbie Campbell moved that The Board of Trustees direct the president to notify MATT YOUNG that the Board authorizes continuation of the probationary review period.

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

Stuart Halsan moved that The Board of Trustees direct the president to notify BOBBY BURGER that the Board authorizes continuation of the probationary review period.

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

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

ALL MOTIONS PASSED.

12. Comments

Mark Scheibmeir requested that the trustees think about returning to an in-person board meeting stating he thought that it is overall a more effective way of meeting.

Dr. Mohrbacher added that in-person meetings will need to meet COVID protocols - masks and social distancing. A WebEx option will still be provided.

Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, April 8, 2021 via WebEx and in the Hanson boardrooms.

Adjournment

The meeting adjourned at 6:24 p.m.

APPROVED:

Doris Wood-Brumsickle, Board Chair

Dr. Bob Mohrbacher, Board Secretary