

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

MINUTES

- **Study Session**

The Greenhill Centralia College Program

Joseph Burr, English Professor/Greenhill Advisor, gave a presentation on the Greenhill program. Joseph credited the Centralia College instructors that helped develop the program, the cooperation from the Greenhill employees, and the students themselves who have embraced the idea of having access to a college education.

Joseph Burr provided a brief history. Centralia College was to start classes at Greenhill School, a juvenile detention facility in Chehalis run by the state Department of Youth and Family (DCYF), in spring quarter of 2020 after state legislative work groups identified college as one of the main programs juvenile offenders were interested in.

The college started with one student success class using a remote modality to teach the course. There were nine students at that time; currently, there are 42 incarcerated students enrolled in college classes. In addition to student success courses, limited math and English courses were offered. Class offerings have expanded nearly every quarter as enrollment in college classes continued to grow. By January 2022, the courses available to Green Hill residents included everything needed to complete an associate degree.

The first graduation was held in December 2022 where nine students attended. Now there is discussion about the possibility of offering the Bachelor of Applied Science in Applied Management (BAS-AM) program at Greenhill.

Mondrell Robertson, current resident, cited the statistics of incarceration in the U.S., stating that of 2.3 million incarcerated persons nationwide, 76.6% will reoffend after their release. For Mondrell, his fix for that problem has been education. Centralia College began their formal partnership with Green Hill in the spring of 2020.

The students who participated in today’s board meeting and the instructors who teach out at the facility thanked the trustees for the opportunity to provide their story. Each of the students gave a brief history of themselves, the classes they have enrolled in, and what their future plans entail.

1. Call to Order

Board Chair Court Stanley called the meeting to order at 4:07 p.m.

2. Roll Call

Board members present:

Court Stanley
Pretrina Mullins
Mark Scheibmeir
Annalee Tobey
Doris Wood-Brumsickle

3. Introductions/Presentations:

Kerry Urquizo, Dean of Transitional Studies and CC East, introduced Jeremiah Boydston, Transitional Studies Professor. Kerry gave a brief introduction about Jeremiah, his educational background, and the program he is teaching. He expressed appreciation for being hired by Centralia College and thanked the trustees for the opportunity.

Open Forum

No one requested to speak in open forum.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Pretrina Mullins THAT THE BOARD APPROVE THE REGULAR MINUTES OF JANUARY 12, 2022 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

It was MOVED BY Pretrina Mullins THAT THE BOARD APPROVE THE SPECIAL MINUTES OF JANUARY 31, 2022 AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported four policies were approved: 1.015 Alcohol & Drug, 1.160 Campus Safety & Security, 1.183 Meals with Meetings, and 3.020 Advisory Committees for Vocational Programs.

Two policies were placed under review – 1.103 Employee Computer Replacement and 1.170 Library Services.

One policy was deleted – 1.100 Emergency Procedures.
Policy review took place at the February 1, 2023 Institutional Effectiveness meeting.

5. Trustee Reports

Annalee Tobey reported she was able to attend several college events:

- Strategic Planning Steering Committee meeting on January 13
- Chamber Banquet on January 20
- Attended the WA ACT 2023 Winter Conference on January 23 and 24, 2023.
- New Trustee Orientation January 23
- Transforming Lives Dinner January 23
- Lori Speer's Certified Nursing Assistant (CNA) class on January 31
- Economic Alliance Annual Banquet on February 3

Mark Scheibmeir reported that he participated in the January 20, 2023 visit with representative Marie Gluesenkamp Perez. Mark thanked the Student Government for also joining in with the welcome efforts.

Petrina Mullins reported she attended the WA-ACT 2023 Winter Conference on January 23 and 24, 2023. Petrina also attended the training for trustees on legislative issues and how to lobby effectively.

Court Stanley reported he also participated in the visit with representative Marie Gluesenkamp Perez.

Doris Wood-Brumsickle attended the WA-ACT 2023 Winter Conference dinner on January 23, 2023.

WA-ACT

Doris Wood-Brumsickle reported that the Trustee Tuesdays are continuing; the next one is February 14, 2023. These free informative sessions are from 8:00 to 9:00 a.m. The current session is dedicated to the Open Public Meetings Act. Rick Brady, Assistant Attorney General with the Education Division, will tell trustees what they need to know about open public meetings held in the virtual space and will focus specifically on the challenges trustees face as they conduct college business online.

Doris also continues to serve on the WA-ACT Education Committee.

ACCT

Dr. Mohrbacher reported that the National Legislative Summit was held February 5 – 8, 2023 in Washington, DC. There were several featured speakers, including Pete Buttigieg, Secretary of Transportation, US Department of Transportation.

CC Foundation

Doris Wood-Brumsickle attended the Foundation Executive Meeting, Wednesday, February 8, 2023. Doris will also be attending the regular Foundation meeting on Wednesday, February 15, 2023. Doris commented that there are a lot of exciting things going on with the foundation at this point in time.

6. President's Report

Dr. Mohrbacher reported the visit with Congresswoman Marie Gluesenkamp Perez went well. Tony Holm, Upward Bound Director, was able to speak with her about TRIO and Federal Financial Aid and its importance to our students. The Congresswoman was made aware of the different TRIO programs the college offers.

The Department of Corrections (DOC) is a challenging partner at the moment. Working with the DOC fluctuates over time; the State Board for Community and Technical Colleges (SBCTC) has the contract with the DOC and the college serves as the sub-contractor. The SBCTC has been working hard with DOC to determine the status on the Request for Proposal (RFP) regarding offering bachelor's degree programs. The DOC did not provide advance notice to the SBCTC (who has been their contract partner for decades).

The House and Senate have yet to publish their budgets. The governor's budget has proposed funding 83% of a Cost-of-Living Adjustments (COLAs) to state employees. If funding at 83% is accepted, it would create a \$35 million dollar gap that community colleges would need to absorb. Centralia College's share would be approximately 500 to 600 thousand. Other legislators understand that the colleges are facing inflationary pressures; the projected COLA is larger than usual, making it problematic.

House Bill (HB) 1374 and Senate Bill (SB) 5305 would create the Office of Career Connect WA. The office would oversee the Career Connect WA program that has been started by a Governor's work group and would make it an official office. The office would report to Washington Student Achievement Council (WASAC), the office responsible for overseeing financial aid procedures. WASAC is not a workforce development agency and could create additional bureaucracy in an already confusing system. It also requires that Career Connect of Washington internships be paid, ensuring that many programs would not qualify. However, it is one of the Governor's top priorities and this is his legacy to create in his office. Therefore, the Senate and House leadership see this as a high priority. The question for colleges is whether this proposal can be reshaped to work better. There is a legislative call tomorrow to see if any changes can be orchestrated.

There are several dual credit bills in the legislative process that would have some impact on college operations. Running Start and College in the High School have proposals that would limit or completely remove additional fees that students have to pay. There will be a better idea of which bills are still alive and moving through the legislative process within the next two weeks.

Dr. Mohrbacher met with Joel Crosby and Jim Lind of Collegiate Housing International (CHI) to discuss details regarding student housing development. CHI is learning a lot working with the college; they remain on track to open the new housing by the fall of 2023.

Dr. Mohrbacher held the Winter Campus Forum on February 8, 2023. The venue provides updates to the campus and employees are encouraged to ask questions. Specifically, Dr. Mohrbacher addressed the number of rumors on campus and suggested verifying rumors rather than spreading them.

Jared Cunningham, Safety and Security Manager, arranged for the Centralia Police Department (CPD) to provide Alert, Lockdown, Inform, Counter, Evacuate (ALICE) training to the Executive Management Team (EMT). The training is an active shooter

exercise and was a two-hour interactive session. The CPD has offered to return to campus and provide the training to other groups.

Dr. Mohrbacher attended a meeting regarding the proposed YMCA summer camp. The meeting was heated and highly contested; Dr. Mohrbacher has submitted letters of support in this endeavor. Dr. Mohrbacher thought the trustees should be aware of the college support extended to the YMCA proposal.

7. SAALT

Kollin Jurek, Student Advocacy Activities Leadership Team (SAALT) President, provided a brief update to mid-winter quarter.

The students celebrated national hot chocolate day with I-Bean Espresso; 108 students partook in the event. A majority of those students reported that they did not know about the coffee stand.

148 students are current members of Phi Theta Kappa (PTK).

Esports have resumed. Rocket League is competing in the National Junior College Athletic Association Esports (NJCAA) Invitational Tournament. They have played two games and are undefeated with wins against Alexandria College and Hawkeye Community College. They have outscored their opponents 26-9 and are currently ranked #3 in the tournament.

The Food Pantry has over 100 students signed up to use the resource; 38 students accessed the Food Pantry in January for a total of 53 visits

The students have made an informational board about the beaver that is currently residing in China Creek. There will be a naming event during Earth Week; the students who help put on Earth Week want a say in naming the beaver resident.

8. Faculty

Mark Gorecki, faculty representative, Centralia College Federation of Teachers President, reported last week was Advising Week where faculty members and counselors advised students for spring quarter.

Faculty is currently in contract negotiations with the administration. There is a six-member faculty team and Interest Based Bargaining is used in the discussions.

9. Classified

No additional items reported.

10. Instruction

Dr. Joyce Hammer, Vice President Instruction, stated that she attended the "Pizza with the Presidents" event today.

Honorary degree nominations are being brought forward through department chairs; Dr. Hammer will be bringing those nominations to the board prior to graduation.

Dr. Hammer will be bringing sabbatical requests to the board in the near future; the recommendation must be to Dr. Mohrbacher by April 13, 2023.

11. Public Information Office

Amanda Haines, Director of Public Relations, reported that her office has been updating Bachelor of Applied Science (BAS) and Running Start videos, promotional materials, program rack cards, Viewbooks and recruiting flyers.

The office is redesigning the online intake forms for Transitional Studies and working through some challenges to align the forms with the state requirements.

The office is also working with Financial Aid to do some helpful videos for students regarding the Free Application for Federal Student Aid (FAFSA), the Washington College Grant, and some FAQs about the financial aid process.

12. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, reported that the new training platform, Get Inclusive, is working well. Employees are signing in and completing their training modules.

Faculty negotiations are progressing well; it is a positive situation.

The HR Office is coping with the recent wage transparency laws that went into effect on January 1, 2023. The laws are quirky; HR must navigate through the laws and how it affects job postings, etc.

The Vice President for Finance and Administration (VPFA) hiring committee is reviewing applications for the vice president position. The committee has met and the decisions on who to interview are being made.

Joy also attended the "Pizza with the Presidents" event. She was able to speak with students and enjoyed that aspect of the event.

Joy met with Dr. Mohrbacher and Doris Wood-Brumsickle earlier this month to discuss the emeritus program. More information will be coming on this topic.

Joy will be participating in a business class tonight as a guest speaker. She will be speaking to the class regarding leadership and resume writing.

13. Student Services

Dr. Robert Cox, Vice President Student Services, reported the Corn Hole Team (three teams of two) participated in a tournament last weekend. The team won the intermediate bracket. This was their first time in a tournament and they did quite well. Work has started on providing jerseys for the players.

Price Peterson, Housing Director, will be leaving for a new job in California. His position was only funded until the end of this fiscal year. The college will transition to Collegiate Housing International this fall; however, there will be four months where housing concerns will need to be handled by someone else.

Housing needs and concerns are not going to align exactly for fall quarter; housing will most likely not be fully open and functional until October. The college may be looking for host families for a couple months period. Students seem to be excited about having a new place to live and are already filling out their applications.

House Bill 1316 would provide for summer Running Start enrollments. Senate Bill 1146 requires school districts to notify students and families about dual credit programs and available financial assistance.

The athletic department is pleased to announce the baseball and softball teams are now practicing on the new field. The first baseball home game of the 2023 season will be on February 18.

There are several strategies the college does to encourage enrollment. If there is a chance to generate enrollment numbers, then the college will most likely participate in it.

14. Administrative Services

No items reported.

15. Foundation

Christine Fossett, Associate Vice President of Advancement, reported that the Foundation has an incredible number of projects they are currently working on.

Congresswoman Marie Gluesenkamp Perez has contacted Christine twice to ask how to become more involved on campus. The congresswoman wanted to know if she needed to make an appearance at innovation events, etc.

The funding drive for the athletic field equipment has started. There may be some donations coming to the Foundation that are earmarked for the athletic field.

The Foundation is preparing to sell the King Street house to the college. The Foundation is also about to resign a one-year agreement for the duplex for student housing until the Collegiate Housing International (CHI) is finished.

The Foundation has a Request for Proposal (RFP) for a financial advisor; the RFPs are due tomorrow, February 10, 2023 at 3:00 p.m. The response has been good – there are six who have responded.

Dr. Robert Cox is already preparing for the Seattle to Portland (STP) bicycle ride; more information about the planning will be available as the time gets closer.

Commencement planning is also currently underway.

The donors have been generous this last year (economists did not predict this trend). The Foundation will transfer funds out of the checking account into the investment accounts so the money can start making gains. Donations came in quickly; the balance has been growing by approximately \$500,000 each month.

16. New Business

Food Service

Dr. Mohrbacher reported that the current third party, Morris Restaurant, will be ending their contract with the college on June 30, 2023. The partnership has been a good one; however, the college had agreed to subsidize Morris Restaurant if they did not make a profit. The intent was to build the business and eventually phase out the subsidy.

The college will be managing the food service in-house starting July 1, 2023. This will eliminate the subsidy the college has been paying and if the venture is structured correctly, there may be potential to generate additional revenue.

When the college hosts external events and those events want catering, the default position will be that the renters utilize the college food service. If the college food service program absolutely cannot accommodate them, then they can use someone else. This should generate additional catering revenue.

Dr. Robert Cox added that additional staffing may be needed for event coordination as well. Currently, there is no college contact during events. The initial thought is to hire for two exempt level positions; a dining services manager and an event and catering manager. Student workers would be utilized as cashiers and as additional kitchen help. The college will do what it can to maximize profits. If this effort loses less than \$90,000 a year it is better than the agreement the college currently has.

Dr. Mohrbacher added that the facilities rental contract will be written so that the college food service will have the “right of first refusal”.

The coffee purveyor is interested in staying another year. His contract will be reevaluated next year at this time, but the college will continue with the current arrangement.

Running Start budget update

Tariq Qureshi, Director of Budget and Grants, gave a PowerPoint presentation on the Running Start budget. The presentation provided a projection of what income and expenses the college may expect in FY 2022-23 using current trends. While Running Start revenues continue to grow, expenditures from this account are also expected to grow and quite possibly exceed new revenues this year. This trend is something the college needs to be conscious of.

Tariq mentioned that this budget is only an estimate and is for educational and informational purposes only.

Centralia College 100 Years

Dr. Mohrbacher reported that the college will be celebrating its centennial in 2025. Technically, the anniversary would be fall quarter 2025. There will be some events (Emeritus awards, etc.) at the commencement of June 2025 as the 100th year of operation begins.

A Centennial Steering Committee will be formed soon to begin planning; feedback will be needed on what events and how the centennial will be celebrated. The committee may be formed this spring and begin work this fall. Events could be comprised of several small events or one or two big events throughout the year.

The centennial topic will appear on the board agenda again as a timeline for the celebration is discussed.

17. Old Business

Strategic Planning

Fia Eliasson-Creek, Executive Director of Institutional Research, reported that the Strategic Planning Steering Committee (SPSC) has resumed meeting to review information gathered at the listening sessions. The first meeting was Friday, January 13, 2023 to discuss the emerging themes.

Fia provided two handouts of Listening Session participants as well as an updated Strategic Planning Timeline for the winter and spring quarters of 2023. The current timeline has been extended to allow presentation to the Board of Trustees at their June 8, 2023 board meeting. Originally, the Strategic Plan was scheduled to go to the board in April. That schedule did not provide enough time; the extension into June gives the

Steering Committee three more meetings and will provide more time to reduce the ten themes down to five themes (or less).

Reviewing the information gathered and drafting strategic goals and objectives for each strategic priority will be the real work. The committee will need to determine what is important and what to focus on while reviewing the information gathered. The staff will be invited to participate on sub-teams to assist with this work. This will be determined through the months of February to April.

There are things the college can work on that don't rise to strategic plan level; steering committee members must start to think about what is strategic versus operational. Some of these themes presented may seem to be operational; the themes need to be more strategic.

In May, a draft of the strategic plan will be sent out to the campus community. There will be a campus open forum on May 10, 2023 as well as an online forum to discuss the draft Strategic Plan. The SPSC will finalize the document and send it to the Institutional Effectiveness (IE) Committee for review. After IE approval, the document will go to the Board of Trustees in June 2023 for approval and adoption.

The SPSC may host a special meeting prior to the June board meeting to ensure the trustees understand the process.

Teacher Education and Family Development Center

Dr. Mohrbacher reported that the project finished the schematic design phase and completed the value engineering process; both are required for state projects. Now the college is starting design development and cost estimate processes.

At the March study session, Matt Lane from McGranahan Architects, will give a presentation on where the project is now and provide a detailed explanation of the schematic design.

The college will have the building designed but will likely not receive construction funding from the Legislature for the coming biennium. This could mean a delay of two years before construction can begin. The college will receive feedback from the community regardless of the path chosen. The choice can be to demolish the buildings at the end of the design phase or leave the structures vacant for the two-to-three-year time frame.

Centralia College is currently ranked at number 22 on the Capital Campaign funding list and the chance of an increase to the capital budget is slim.

Field Design

Dr. Mohrbacher announced that the athletic field is operational. The switch to operate the lights is scheduled to be here any day.

There was discussion regarding the exterior of the field and several recommendations and suggestions have been made.

Christine Fossett is working with donors regarding art plans; every effort is being made to remain consistent.

There was discussion regarding adding slats to the fencing around the storage area; it would make the area more visually appealing and hide the jumble of equipment in the storage area.

All options will be explored before any decisions are made.

There will need to be plans made regarding a grand opening of the athletic field.

18. 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 5:45 pm board members moved into executive session for the purpose of reviewing the performance of a public employee and consulting with legal counsel regarding potential agency litigation and to discuss professional negotiations. The executive session is expected to last approximately sixty minutes. The board reconvened into open session at 6:48 pm.

19. Action from Executive Session

There was no action from Executive Session.

20. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be on Wednesday, March 1, 2023 via WebEx and in the Hanson boardrooms.

21. Comments

Adjournment

The meeting adjourned at 6:50 p.m.

APPROVED:

Court Stanley, Board Chair

Dr. Bob Mohrbacher, Board Secretary