

COMMUNITY COLLEGE DISTRICT TWELVE BOARD OF TRUSTEES Centralia College	
Hanson Boardrooms Centralia College Boardrooms Centralia, Washington	Study Session/Regular Meeting February 13, 2025 3:00 P.M.

MINUTES

• Study Session

Cybersecurity – Casey Schmidt

Casey Schmidt, Chief Technology Officer, gave a PowerPoint presentation on Arctic Wolf, a Security Operations Center.

Casey explained that Arctic Wolf is the college's main Security Operations Center (SOC) and managed awareness system.

The project began in July 2023 when Ednetics informed Casey of a grant that was being offered to state agencies and colleges for cybersecurity. The \$100,000 grant was applied for, and the grant was secured in September. Arctic Wolf was implemented in April 2024 and will continue until the end of April 2025. The college was not successful in renewing the grant this year and will need to look for other funding sources.

This presentation provides a major security overview of the entire system. Arctic Wolf is a reactive platform and responds to threats quickly and efficiently. It uses an AI tool to examine all the threats that the college receives and identifies them. It is a dedicated 24/7 365 response team. Depending on the severity of a threat, the threat can be elevated to the college's Information Technology (IT) team.

Arctic Wolf provides a full window into the college's IT environment and systems. Arctic Wolf provides information on what systems need updates and ensures that responses can be built for the diverse types of threats in the system. It has identified 1.5 billion events and of those, 436 were brought to the attention of the college IT team to review. Of those, 115 events tickets or alerts were created to warn the IT team of what was happening.

Arctic Wolf sends out automated emails and training modules to educate users and respond to current potential security threats. This process is kept up to date. It also includes and scores how many employees are participating in the training.

Essentially, Arctic Wolf is the perfect insurance against cybersecurity threats. It is an industry standard to use a Security Operations Center.

1. Call to Order

Board Chair Annalee Tobey called the meeting to order at 4:00 p.m.

2. Roll Call

Board members present: (all via Teams)

- Annalee Tobey
- Pretrina Mullins
- Mark Scheibmeir

- Chris Thomas
- Court Stanley

3. Introductions/Presentations:

Dr. Mohrbacher introduced Makayla Garner, Nursing faculty. Dr. Mohrbacher received a letter from Shawn Adams, Deputy Chief of Police of Eugene, Oregon and noted that the letter is quite long, but he wanted to read a couple excerpts from it.

The letter thanks Makayla for her life saving work during a traffic accident in November 2024. Her unwavering care allowed the firefighters to work on the other driver who was transported to a local hospital in critical condition. Makayla made a choice to stay and make a difference and that is exactly what she did.

Dr. Mohrbacher commended Makayla Garner on being a great example of the nursing profession and a credit to Centralia College's nursing staff.

Makayla expressed appreciation for being acknowledged about her involvement in the incident and learning that both drivers survived.

Open Forum

Dr. Jen Self requested to speak to the trustees.

Dr. Self provided a very brief background of her qualifications. She stated she attended this meeting to bring to the trustees' attention a conflict that has arisen in the working relationship between her company and the college's Department of Equity and to ask for trustee support in resolving this issue.

In the spring of 2024, Dr. Self contracted with the Director of Equity and established a nine-month work plan. The contract was split into two fiscal years ending on June 30, 2024. Dr. Self's company continued working and the Director of Equity assured Dr. Self that a second contract was in the process. From July through October 2024, requests were made for the second contract and partial payment for completed and ongoing work. When the second contract was received for review and signatures, we were informed that our engagement had been terminated. Since we had been working for four months under the assurances of a pending contract, the college was invoiced \$30,000 – the amount owed for that work.

Every effort has been made to resolve this and secure payment for our labor. Dr. Self asked the board to engage in a transparent, mediated process that includes her, the contract, and fair compensation for the work. She knows the college values working with small businesses led by diverse professionals. If the board chooses not to engage, despite repeated invitations, that leaves her no choice but to take the next necessary steps. This is a request asking the board to become involved.

The trustees thanked Dr. Jen Self for speaking to the board.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Court Stanley THAT THE BOARD APPROVE THE REGULAR MINUTES OF January 9, 2025, AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported Institutional Effectiveness (IE) met February 5, 2025. Thirteen board policies passed on second read and one policy was deleted.

- 1.090 Electronic Signatures
- 1.195 Network Acceptable Use
- 1.130 Keep WA Working
- 1.105 Storing Digital Data
- 2.330 Exchange Time
- 2.360 Professional Training and Development
- 3.110 Confidentiality of Student Records
- 3.165 Fitness Center Use
- 3.270 Students' Guests in Class
- 4.030 Academic Placement
- 4.112 Graduation Application
- 4.125 Academic Credit for Prior Learning
- 4.165 Student Right-to-Know Act

The deleted policy:

- 2.570 Retired Employee Privilege

Dr. Mohrbacher noted that policy 1.130 – Keep WA Working is a state law passed in 2019. It outlines how college personnel are required to interact with immigration enforcement and clearly explains what, how, and where. This is timely and effectively explains to employees to comply with court orders or warrants. The college is in the education business – not in the immigration enforcement business.

5. Trustee Reports

Court Stanley attended the January 28th display of the mobile lab at Chehalis Middle School. He watched the kids learn how to arc weld and drive forklifts using simulators. He thought it was great fun.

Court will be attending the Center of Excellence review virtually on February 19, 2025. Participants will listen to the presentation and then go into breakout rooms for discussion with a small panel assembled by the State Board for Community and Technical Colleges (SBCTC).

Mark Scheibmeir reported that he attended the Foundation event at the newly opened Panda Express on Monday, February 10th. They were quite busy; Mark thanked the Panda Express for their contribution to the Foundation.

Chris Thomas attended the Foundation event at the Panda Express.

Chris attended the Chamber Banquet and Pope's Place Banquet. Both events were held at the college, and he emceed both events. He commended the catering crew for their excellent work and the students who helped at both events. Their work shines the spotlight brightly on the college.

Chris attended a few basketball games and got his *Coaches Against Cancer* tee shirt. Chris enjoyed the energy in the gym and the events during halftime. He is also planning to attend some baseball games this weekend (if the weather cooperates).

Pretrina Mullins could not be as active this month but with the weather improving and providing more opportunities, her intent is to be more active.

Annalee Tobey attended Trustee Tuesday. Annalee listened to Legislative Director Arlen Harris share his insights for the 2025 legislative session and logistics about the upcoming ACCT National Legislative session.

Annalee also attended the Chamber and Pope's Place banquets.

Annalee attended the first *100+ Women Who Care* event last Thursday. The event was February 6 at the historic Lewis and Clark Hotel in Centralia and the cost to attend was a \$100 donation. The event highlighted three local nonprofits who each gave a 10-minute presentation about their mission, impact, and needs. Participants voted on which nonprofit would receive the donations raised during the event.

Annalee also attended the Foundation event at the Panda Express.

WA-ACT

No report provided.

ACCT

No report provided.

6. President's Report

Dr. Mohrbacher reported that he and Tariq Qureshi will be attending the Centralia Planning Commission meeting at 6:30 pm this evening immediately following the board meeting. The updated Centralia College master plan must be approved by the city. Dr. Mohrbacher may need to leave during the executive session to attend.

Executive Orders may have potential impact to the college. Staff time has gone into interpretation and communication with the State Board for Community and Technical Colleges (SBCTC) and the Attorney General's office to determine what they mean.

The Title IX rules have changed again. Several staff members spent time updating the policies, procedures, and administrative code and now the rules will not be implemented.

This week, the Department of Education is under scrutiny. Developments are being monitored that may affect the TRIO programs; to date – nothing has happened. However, some of the college's workforce funding streams have either direct federal funding or federal funding through state sources. The Executive Orders and other actions may be a threat to college programs.

At the state level, the legislature is busy. Dr. Mohrbacher and Student Advocacy Activities Leadership Team (SAALT) students met with Senator John Braun and Representative Peter Abbarno at the Capitol on Thursday, January 30, 2025. The entire group got a tour of the Capitol, listened to the end of one House session, and toured one of the hearing rooms with one of the docents.

Dr. Mohrbacher testified on Senate Bill 5663, which involves an entirely online course offering at community and technical colleges. Originally, its intent was to establish a virtual campus for all Washingtonians. The bill outlines the responsibilities of the college in developing a comprehensive plan for the virtual campus, which includes ensuring students can access and enroll in online courses from different colleges without additional fees. The plan must also address compliance with state tuition laws and provide a timeline for implementing cross-enrollment agreements. The sponsors of this bill may not understand some of the details; it is doubtful that the college will have any new enrollments by doing this. This could be useful to students.

Last week, Dr. Mohrbacher attended the Community College Baccalaureate Association (CCBA) Conference in Austin, TX. The new chair of that national organization is Dr. Joyce Hammer; she has been elected board president. CCBA provides research reports which provide some good data points. Centralia College is going to review a couple of those reports and see what kind of resources there are.

There will be cuts to government agencies; however, reductions to community college budgets tend to be less severe than at other state agencies. At this point, it is uncertain what this means until the legislature turns their attention to balancing the budget.

It is unlikely that the Teacher Education and Family Development (TEFD) project will be funded next year. State agencies are expected to adjust to a 6% cut. Depending on what variety of cuts the legislature uses to balance the budget, the college's cut may be less than that amount.

7. SAALT

Joshua Pickett, Student Advocacy Activities Leadership Team (SAALT) President, reported on activities.

The Black History Mobile Museum and the Holocaust Mobile Museum were paired with similarly themed lyceums. The guest speakers came and had open dialogue and reflection regarding these events.

SAALT visited the Capitol for Advocacy Day on January 30 where the team spoke to Representative Abbarno and Senator Braun and participated in a tour with Dr. Mohrbacher.

SAALT sponsored the Coaches versus Cancer tailgate party and looks forward to doing more of these for the different sporting events.

Blazer Tag was quite enjoyable and generated interest from students. This event provided an opportunity to relax, bond, have fun, and stay active.

In conclusion, this month the activities have been more about fun and empowerment. Whether a platform to advocate for student needs, offering a space for critical reflection, or building a sense of camaraderie, Joshua is looking forward to working together with other students.

Mark Scheibmeir added that several students need an internship as part of their graduation requirements. If anyone can think of ways in which to use interns either administratively, professionally, or business wise, please help students find the opportunity.

Annalee Tobey added that she may also be able to help spread the word, it would help knowing what the students' needs are and what kind of internships they are looking for.

8. Faculty

No report provided.

9. Classified

No report provided.

10. Instruction

Connie Smejkal, Vice President of Instruction, reported she had spent the day at a retreat with the SBCTC and the other vice presidents. She would be happy to answer any questions.

11. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, reported work is underway in the production of the Winter Conference scheduled for Friday, February 28, 2025. There will be twenty-four different workshops, a wellness fair, and a hot chocolate bar at the end of the event.

The HR Office received a "dear colleague" letter stating that colleges are to revert to the 2020 Title IX requirements. That process is underway.

The HR Office has produced a public records index (table of contents). Recently, an individual has been visiting local colleges and requesting this document while filming the employees. It is reported that he is difficult to work with and he may be looking for a reaction. HR will be doing some training next week to help employees deal with their requests before they find themselves in this situation.

Joy will be working with Dr. Cox regarding immigration issues. Both vice presidents met with the AG's office to ensure they understand what their responsibility is.

Supervisor training is next week on February 18, 2025.

Joy commended her new executive assistant, Roberta Graver. She is off to an excellent start and is already planning the Winter Conference.

12. Student Services

Dr. Robert Cox, Vice President of Student Services, stated that the TRIO staff is available to answer any questions the trustees may have regarding TRIO programs.

Darcell Scott, Dean of Student Success and Retention, Kathleen Vojdanský-Ward, Director of Talent Search, Jason Moir, Student Support Services, and Tony Holmes, Director of Upward Bound are here to answer any questions the trustees may have on the TRIO programs.

Mark Scheibmeir voiced appreciation for the in-depth discussion of the TRIO programs in the board packet. The undertaking of a thorough analysis of TRIO was quite helpful. It is a reminder of how important it is, how dramatic the outcomes are, and how unfortunate its loss would be to this institution.

Dr. Cox reported that it is business as usual. Work is moving forward and underway for the next Talent Search grant. There are some changes, but nothing that would negatively affect our students.

Jason Moir, Director of Student Support Services (SSS), reported that this is the last year of their grant cycle for SSS. The college should be notified by May or June whether SSS will be funded for another five years. SSS has been on the campus since 1986, so staff members are hopeful but at the same time, realize there are a lot of changes.

SSS provides students with multiple educational resources. The SSS book loan library is funded at \$10,000 annually. SSS provides laptop loans with all laptops spoken for each quarter. SSS participants also have access to multiple online resources to help them with their educational and career goals. In addition to individual meetings with each participant, SSS hosts various events throughout the year that support educational and career planning. These include transfer visits to various colleges across Washington State and workshops on campus.

Kathleen Vojdanský-Ward, Director of Talent Search (TS), reported that TS and Upward Bound both serve pre-college populations. TS has been an active grant since 1985 at Centralia College. Talent Search begins in 7th grade and goes to 12th grade. TS serves ten different school districts and is funded to serve 825 students. (Centralia, Chehalis, Mossyrock, Napavine, Onalaska, Pe Ell, Rainier, Rochester, Toledo, and Winlock). The funding level is \$475,799 annually and is currently in the 4th year of a 5-year grant cycle. It is anticipated that the competition for the 2026-31 grant cycle will be held in summer, 2025 with award notifications announced summer, 2026.

In addition to individual meetings with each participant, TS hosts a variety of events that support educational and career planning throughout the course of the year.

TS Specialists provide one-on-one services to seniors and help with the completion of the financial aid FSA ID and FAFSA, college admission applications, and scholarship applications. One popular event is Mentorship Day, which involves matching students with people in the community to do job shadowing.

Tony Holmes, Director of Upward Bound (UB) reported that UB at Centralia College has been an active grant since 2007. It serves 50 9th-12th grade participants from three school districts (Centralia, Rochester, Toledo). The funding level is \$309,505 annually and is currently in the third year of a 5-year grant cycle. It is anticipated that competition for the 2027-32 grant cycle will be held in summer 2026, with award notifications announced in summer 2027.

In addition to individual meetings with each participant, throughout the course of the year UB provides learning activities and resources.

UB Specialists provide one-on-one services to seniors and help with the completion of the financial aid FSA ID and FAFSA, college admission applications, and scholarship applications.

13. Administrative Services

Tariq Qureshi, Vice President of Finance and Administration, gave an update on the budget numbers. As of January 2025, expenses are still approximately 13% below budgeted amounts, and that trend is continuing. If college revenue continues coming in flat or below, there is still wiggle room as expenses are coming in lower than expected.

Casey Schmidt, Chief Technology Officer, provided data on the computer replacement program; there is a cost savings with the new process. The combination of cost savings and expenses coming in under budget provide a budgetary cushion.

14. Foundation

No report provided.

15. New Business

Acting President

Dr. Mohrbacher stated that he will be out of the country during the first week of March. According to college policy, this requires that an acting president be appointed. Connie Smejkal has agreed to fill that role.

It was MOVED BY Chris Thomas THAT THE BOARD APPROVE THE APPOINTMENT OF CONNIE SMEJKAL TO SERVE AS ACTING PRESIDENT FOR THE PERIOD BEGINNING MARCH 3 THROUGH MARCH 7, 2025. THE BOARD CHAIR MAY EXTEND THE APPOINTMENT FOR UP TO THREE EXTRA DAYS IF NEEDED. DURING THIS PERIOD, ACTING PRESIDENT SMEJKAL WILL BE ASSIGNED TO PERFORM ANY DAILY DUTIES OF THE PRESIDENT THAT MAY OCCUR AND ARE NECESSARY FOR THE CONTINUING OPERATION OF THE COLLEGE. SHOULD ANY UNUSUAL OR EXTRAORDINARY DECISIONS OR ACTIONS BE NECESSARY DURING THIS PERIOD, ACTING PRESIDENT SMEJKAL IS DIRECTED TO CONSULT WITH THE BOARD CHAIR OR PRESIDENT MORBACHER AS AVAILABLE. THE MOTION CARRIED UNANIMOUSLY.

Mission, Vision, Values

Dr. Mohrbacher reminded the trustees that the impending accreditation visit puts importance on policy 5.001. This policy serves as the foundation of the college's policy governance structure and articulates the purpose and commitment to student learning and achievement. This policy may be discussed with the accreditation evaluators.

Batting Cages

Dr. Mohrbacher reported that Tariq Qureshi and Christine Fossett have completed the paperwork to transfer the ownership of the batting cage building from the Centralia College Foundation to Centralia College. Tariq added that the batting cages will be added to the list of college assets.

ACT Awards

Annalee Tobey, Board Chair, reported that the board would like to nominate Dr. Mohrbacher for the ACT Chief Executive Officer Award.

The board feels that it is an appropriate time and fitting for the work that Dr. Mohrbacher does not only for Centralia College but for the community college system. With the impending 100-year anniversary of the college, it seems appropriate. Annalee wanted the nomination to be a surprise but after reviewing the questions, realized that Dr. Mohrbacher will need to assist in answering the questions on the application.

Mark Scheibmeir stated the decision was unanimous among board members. The nomination is well earned. Dr. Mohrbacher is now one of the longest tenured presidents in the system and has worked through some of the most challenging times community colleges have experienced.

Budget Reserves

Tariq Qureshi reported that the total college divisional reserves are approximately 1.9 million. The reserves are from instruction, student services, administration/plant, and the library. The interest from the reserve amounts is growing healthily.

Total college reserves (less grant administration, salaries, and benefit expenses) leave the college with 6.9 million in total reserves.

The college also has encumbrances of 1.6 million for the Teacher Education and Family Development building project and 5 million for two months of operating expenses as a requirement of the Board of Trustees Reserve Policy 5.011, that are attached to the 6.9 million in total reserves, leaving a balance of about 298,000.

Tariq also provided the college's previous year's fiscal health data to show a comparison of Centralia to peer institutions. Centralia is far above its peers in total current assets and fund balances. Peers cited and used as a comparable are Lower Columbia, Walla Walla, Grays Harbor, Wenatchee, and Peninsula.

In summary, Centralia College ended the fiscal year 2024 with satisfactory results. Fiscal year 2025 is in a strong, fiscal position due to responsible budget stewardship and healthy reserve balances and liquidity.

Next, in the budget planning process is the allocation of resources according to the college's strategic plan. The plan is to start working with budget managers to review the needs and then determine where those needs can be prioritized in the budget.

16. Old Business

Strategic Planning

Fia Eliasson-Creek, Executive Director of Institutional Research, stated that everything the college does is linked to planning and accreditation.

The accreditation report was submitted yesterday. The next hurdle is to continue to meet the standards and the criteria. Work has started on tying the budget and resource allocation to the strategic plan more systematically and consistently. How do we involve the campus community as part of that discussion? What will this process look like? How would it work?

It is not simply about allocating funds and money; it is also about allocating staff. What planning needs to take place to allocate funds to something that is more in line with the college's strategic plan? Will there be things that do not align with the strategic plan that will no longer be funded?

These questions will need to be answered as the process moves forward.

Accreditation

Fia Eliasson-Creek, Executive Director of Institutional Research, commended everyone for helping with the accreditation report. There were several people involved in the production and the report is quite comprehensive.

It is hopeful that the previous recommendations in assessment will be cleared up and the recent work acknowledged.

The Northwest Commission on Colleges and Universities (NWCCU) provided information on the Evaluation Team members. They are:

1. Dr. Janice Alexander, Chair – Flathead Valley Community College
2. Dr. Margo Martin – College of Southern Nevada
3. Dr. Justin Smith – Linn-Benton Community College
4. Mr. Sergey Shepelov – Mt. Hood Community College
5. Mr. Ian Coronado – Lane Community College
6. Dr. Teresa Riveness, Liaison - Northwest Commission on Colleges and Universities

There will be breakfast on Wednesday, April 9 at 8:30 a.m. to welcome the team to the campus and introduce the key players. A Faculty Forum will be scheduled for the first day.

Fia and Dr. Alexander will start discussing how to determine who the team wants to see and meet with. Fia will put together a schedule based on their requests.

Dr. Mohrbacher emphasized that while there were several individuals who worked on this report, Fia does not settle for just doing an "okay job." She insisted on additional coverage, explaining things more clearly, and providing clear exhibits.

The final accreditation report is available for review on SharePoint.

<https://centralia.sharepoint.com/sites/Accreditation>

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; or considering the sale or acquisition of real estate.

At 5:27 pm board members moved into executive session to review the performance of a public employee and consult with legal counsel about current or potential litigation.

The Board will be in Executive Session until 6:15 p.m. unless notified that the time is to be extended.

At 6:15, the Executive Session was extended for twenty-five minutes.

The Board has adjourned the Executive Session and reconvened in Open Session. The time is 6:40 p.m.

The Board will proceed with the final agenda items.

18. Action from Executive Session

There was no action from the executive session.

19. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Thursday, March 13, 2025, via Teams and Centralia College Boardrooms, Centralia, WA.

20. Comments

21. Adjournment:

The meeting was adjourned at 6:43 p.m.

APPROVED:

Annalee Tobey, Board Chair

Dr. Bob Mohrbacher, Board Secretary