

COMMUNITY COLLEGE DISTRICT TWELVE BOARD OF TRUSTEES Centralia College	
TransAlta Commons Room 230 Centralia College Centralia, Washington	Regular Meeting April 12, 2018 3:00 P.M.

MINUTES

1. Call to Order

Board Chair Jim Lowery called the meeting to order at 3:00 p.m.

2. Roll Call

Board members present:
 Jim Lowery, Chair
 Stuart Halsan, Vice-Chair
 Mark Scheibmeir
 Joanne Schwartz (via telephone)
 Doris Wood-Brumsickle

3. The flag salute was led by Mark Scheibmeir.

4. Introductions:

There were no presentations.

5. Open Forum

No one requested to speak in open forum.

REGULAR AGENDA

Adoption of Minutes:

It was MOVED BY STUART HALSAN THAT THE BOARD APPROVE THE REGULAR MINUTES OF March 8, 2018. THE MOTION CARRIED UNANIMOUSLY.

ASCC

Morgan Lakey, ASCC President, reported Civics Week will end April 13th; a voter registration drive was held every day. The ASCC provided voter registration information and an online link.

The Centralia campus has been approved to be on a two year track to becoming a voter friendly campus.

The Oxfam Hunger Banquet was cancelled.

The current student government is reviewing the applications for positions on the 2018-19 ASCC team. The hiring process has moved from election to selection and is aligning their hiring process with that of the college. Applicants are expected to fill out their answers to three essay questions and participate in an interview process. The ASCC is currently in the process of assembling an interview committee.

Morgan reported this quarter there is a food drive that will officially end on May 1st. Several students have used the on-campus food bank and ASCC would like to assist in restocking the pantry.

Faculty

No oral report was given. Stuart Halsan asked about how we make decisions about when to add a tenured faculty position and how we determine which classes are taught by tenured professors. There was a brief explanation of the tenure process, why the college hires for tenure positions and the factors used to determine whether a class is taught by a tenured professor or the class is assigned to an adjunct instructor. Dr. Mohrbacher explained that tenure is a broad standard affirming that the college employs qualified faculty and has the sufficient resources necessary to offer the educational programs that it does.

Classified

No oral report was given.

Instruction

John Martens, Vice President Instruction, responded to inquiries regarding diesel program enrollment and reported the program currently has students transferring in from other institutions as well as from the Centralia campus. Jake Fay is working on developing industry partnerships and there has been discussion regarding providing training programs in the future to large truck manufacturing companies.

John reported the Information Technology (IT) degree is being examined; there are some elements of the curriculum that need updating. Students should be made aware of the job opportunities in the IT field; lack of a large tech facility nearby may tend to make students think there aren't any opportunities in the field.

Christian Bruhn, Dean Academic Transfer, reported the current collaboration between the Art, Music, English and Drama Departments. The spring production is *A Midsummer Night's Dream* and the fiber arts class is helping with the set, Dr. Beth May has composed original music and the English Department has an Introduction to Shakespeare class that is assisting with the production.

Jim Lowery commended the Drama Department with the recent growth in their area – it is exciting to offer these types of opportunities and situations for the students.

John invited the trustees and meeting attendees to attend the Honors Reception on Tuesday, April 24th at 3:00 pm in Corbet Theatre.

Public Information Office

Amanda Haines, Director of Public Relations, reported the new videographer, Seth Lonborg, started Monday, April 9th.

The graphic designer hiring committee met today to discuss applicants.

There will be a Superhero 5K run/walk on Saturday, May 5th. Registration is now open so declare yourself a hero or villain and participate.

Human Resources

Dave Stolier, Assistant Attorney General, provided an update on the Janus case. Since the 1977 decision in *Aboud v. Detroit Teachers Association*, the Supreme Court determined that dues could support an agency but not its political activities. The Freedom Foundation has filed two twin cases in federal court. One names the Federation of State Employees and one names the Washington Education Association (WEA). The Janus case is pending; there is a task force working on anticipating questions employers may have. If the current law is overturned, there will be a need to make changes to some of our current processes.

Dr. Mohrbacher added that the Classified Union has requested reopening bargaining on this issue.

Student Services

Robert Cox, Vice President of Student Services, provided three brief updates.

The eSports tryouts have generated interest among future students; Student Services has received several calls from local high schools where students have expressed an interest in signing up for the team.

A collaborative endeavor with the Rotary, City of Centralia and CC Instruction resulted in a competition to design a new Rotary Riverside Park sign. The competition awarded \$100 to the winner; the sign that was selected was designed by one of the Centralia College welding students.

The Bachelor of Applied Science – Diesel Technology (BAS-DT) is currently not available to international students due to the regulatory limitations regarding hybrid and online course hours. With adjustments to the curriculum, including increasing the amount of face-to-face class time, the program would then become available to those students who were previously unable to enroll.

Jim Lowery commended Student Services for initiating a Veterans Cording Ceremony. The ceremony will be June 1st at 6:00 pm in the TransAlta Commons building.

Robert Cox provided a quick scholarship page update. Previously, there was no particular office that managed a public-facing webpage for outside or external scholarships. The page is currently managed by Janet Reaume. The link to the website is provided here: <http://www.centralia.edu/admissions/finaid/external.html>

Administrative Services

Steve Ward, Vice President Finance & Administration, reported the lighting project is approximately 75% complete. The combination of new lights and tree pruning has provided the campus with a more secure atmosphere late at night or early morning.

The Transitional Services Building (TSB) has had a few issues in work flow. Despite minor set-backs, the target date of opening by the end of the quarter is still on track. There are four classrooms that will be shared by the Phoenix Center and Worker Retraining.

Employment Security has asked for a few changes in their upstairs layout; it will cause a slight delay but the target move-in date of fall quarter is still applicable.

The south entrance to the TSB is undergoing some scrutiny. This particular entrance is in need of an upgrade as well as the existing pagoda. The architect has a few design ideas and is hoping to frame up a more impressive entrance.

6. Executive Session

There was no executive session.

7. Action from Executive Session

8. Policy Governance

Trustee Scoring for Core Theme Monitoring Reports

There was discussion regarding the scoring process. Dr. Mohrbacher stated that currently the scoring from the Institutional Effectiveness (IE) Committee is generated from an average of all the scores on the committee. As the process is reviewed for next year, the process can be revised to provide more information for the basis for the IE score. Dr. Mohrbacher added that more time needs to be devoted to the action items resulting from the data rather than the scoring or wording of objectives. Knowing now what is known, move forward rather than focus on the logistics or correct language.

John Martens provided an accreditation viewpoint of core themes and stated that the college must establish a threshold of mission fulfillment.

Dr. Mohrbacher suggested reviewing the current mission statement and making it into a vision statement and rewrite the mission statement.

It was MOVED BY DORIS-WOOD BRUMSICKLE THAT THE BOARD APPROVE CORE THEME 3.4 AND CORE THEME 1 AS HAVING MET THE OBJECTIVES. THE MOTION CARRIED UNANIMOUSLY.

The trustees did not score 3.4 and Core Theme 1 but accepted them as submitted.

9. New Business

Continuity in Operations planning

Dr. Mohrbacher gave a brief PowerPoint presentation on the role of college trustees in emergency response and continuity of operations. Dr. Mohrbacher explained there are two activity phases in an emergency:

- Emergency response
- Continuity of operations

In an emergency response the first priority is protective actions for life safety. The response should include coordination with first-responders and clear and effective communication.

Continuity of operations refers to the ability of the college to continue to offer essential functions during or following an emergency. The primary concern is to determine how or if the college can pursue its mission in light of emergency conditions.

Dr. Mohrbacher suggested the Public Information Officer for the Grant County Sheriff's Department might be available to provide the board with a study session on crisis communication.

2018 Accreditation visit

Dr. Mohrbacher stated the college may receive recommendations regarding the following topics:

- Mission review
- Core theme review
- Clery Act reporting
- College policies – how they are established and how they are published
- Strategic planning
- BAS program(s)
- Assessment

Dr. Mohrbacher stated the college will most likely be commended for their student support. He further explained that the accreditors can highlight areas of concern or they can say they will be returning within a certain time frame to check on specific items.

The college must now write a Year One Report for next year and explain what the institution is doing in response to the 2018 recommendations. The college must keep track of its progress until the accreditors are satisfied that the recommendation is in full compliance.

10. Old Business

TransAlta Community Grant progress

Steve Ward reported the grant has been submitted for the replacement windows and doors in the apartment/housing complex. The Foundation has submitted a grant request to build a technical education building on college property.

Naming

Dr. Mohrbacher announced there will be a naming celebration on Thursday, May 17th to dedicate Ward Plaza.

Strategic Planning

Dr. Mohrbacher reported there is nothing new this month.

Trustee Reports

Trustee Activities

The trustees reported participating in the 1st Annual President's Scholarship Scavenger Hunt. The trustees commended Staci Sume and Janet Reaume for their work on the event and provided some feedback on how they felt the day went.

Joanne Schwartz added that on Thursday, March 15, 2018 Mary Lou Bissett, Ed Rothlin, J. Vander Stoep and Dr. Mohrbacher presented the information on the partnership with the Chehalis School District to the Washington Roundtable in Seattle.

Joanne thanked Steve Ward for accompanying her to the Orin Smith Memorial Service at the University of Washington campus.

WA-ACT

The upcoming spring conference is at Clark College in Vancouver May 10th and 11th. All trustees will be attending.

The WA-ACT award nominations were submitted April 6th, 2018 for trustee, professional staff member and partner of the year.

ACCT

Joanne Schwartz requested the college submit their proposal to present at the fall conference in New York. Dr. Mohrbacher stated he will be moving forward with that request within the next week or two.

CC Foundation

Doris Wood-Brumsickle reported Christine Fossett has been offered and accepted the job as the new Foundation director. Julia Johnson is working with Christine during the transition period; Julia will be retiring June 1st, 2018.

The Foundation is on target to reach their goal of 25 million in assets by 2025.

Dr. Mohrbacher added that scholarship applications are up 36% and the Foundation recently voted to increase their scholarship budget by \$150,000.

Doris closed by requesting consideration of providing a scholarship honoring Julia Johnson for the work she has done. Julia would be asked to present the scholarship at the fall Scholarship Night. Doris also requested considering Julia for employee emeritus status.

President's Report

Dr. Mohrbacher reported the Powerful Examples of Excellence is Thursday, April 19th at the Mossyrock High School. The event is a student awards banquet with the three local high schools of Mossyrock, White Pass and Morton.

Dr. Mohrbacher reported the college is starting on the lean process. As part of the college's effort to make business processes more efficient and to prepare for ctcLink

implementation, the Auditor's Office will be working with core college staff to examine the current process for leave reporting for part-time hourly and student employees.

Dr. Mohrbacher has volunteered to serve on a task force at the state level. There is a compensation study regarding pay levels within the community college system that has varying levels of salary dependent upon geography. Dr. Mohrbacher has not yet received word whether he has been accepted as a member of the study.

Comments

Doris Wood-Brumsickle thanked Cheri Raff for the speakers from the Teacher Education and Family Development who spoke at the Soroptomist's meeting.

11. Announcement of Upcoming Meeting Date and Place:

The next board meeting will be Tuesday, May 8th, 2018 in Morton, WA.

Adjournment

The meeting adjourned at 6:45 p.m.

APPROVED:

Jim Lowery, Board Chair

Dr. Bob Mohrbacher, Board Secretary