

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

Hanson Boardrooms

Centralia College Boardrooms

Centralia, Washington

Study Session/Regular Meeting

January 9, 2025

3:00 P.M.

MINUTES

• **Study Session**

2024-25 Accreditation Report – Year Seven

Fia Eliasson-Creek, Executive Director of Institutional Research, gave a PowerPoint presentation on the 2024-25 Accreditation Report.

Fia provided an Institutional Overview which provided:

- 1) A brief history of the college
- 2) A description of the service area
- 3) Locations
- 4) Enrollment mix and size
- 5) New programs
 - a. Applied Bachelor's Degrees
 - b. Bachelor of Science in Computer Science

Fia listed the institutional changes since the last report:

- 1) Leadership changes
- 2) Enrollment
- 3) Budget reductions in 2020-21
- 4) ctcLink implementation
- 5) The college's response to the pandemic
- 6) Ransomware attack
- 7) Implementation of Guided Pathways
- 8) Student success initiatives
- 9) Equity, Diversity, and Inclusion initiatives
- 10) Green Hill
- 11) Auxiliary Services
- 12) Closure of International programs
- 13) Changes to facilities and infrastructure

Fia listed the Spring 2018 recommendations and provided information on each of the standards. The standards are listed below:

- 1) The institutional mission
- 2) Improving Institutional effectiveness
- 3) Student learning
- 4) Student achievement

Fia explained that she does not see the accreditation process as punitive, but rather a positive thing that the college can use to focus on improvement.

Dr. Mohrbacher added that the chair will meet with him and the first conversation will reference the report. The accreditors may say that there is work needed in this area. If

the college were to receive a recommendation in that area, what would you want to focus on? It is a very collaborative process.

Fia added that the accreditors will want to meet with the trustees as a board. They will ask what the trustee role has been in planning, policies and your opinion of the institution. How do you interact with the president? If they ask you a specific question and you do not know the answer – tell them the truth.

Dr. Mohrbacher stated that a rough draft of the report should be ready by next week. This will give the trustees time to review the report prior to the February 13, 2025, meeting. If you have any questions, you will have time to ask them.

1. Call to Order

Board Chair Annalee Tobey called the meeting to order at 4:05 p.m.

2. Roll Call

Board members present:

- Annalee Tobey
- Pretrina Mullins
- Mark Scheibmeir
- Chris Thomas (via Teams)
- Court Stanley

3. Introductions/Presentations:

Connie Smejkal introduced Katie Dailey as the new Associate Dean of Instruction. Katie works in Career and Technical Education and will oversee the college's business and education programs.

Open Forum

No one requested to speak in open forum.

4. CONSENT AGENDA

Adoption of Minutes:

It was MOVED BY Court Stanley THAT THE BOARD APPROVE THE REGULAR MINUTES OF December 12, 2024, AS PRESENTED. THE MOTION CARRIED UNANIMOUSLY.

Policy Governance

Policy Updates

Dr. Mohrbacher reported Institutional Effectiveness (IE) met January 8, 2025. Nine board policies passed on second read and two policies were tabled for further research.

Sixteen policies were brought forward as a first reading. The board agenda typically includes a list of those policies, but the turnaround time was too short to accommodate that at the time of the board agenda publication.

5. Trustee Reports

Chris Thomas attended a couple of basketball games in the last few weeks. He is looking forward to attending more games as the teams get into the league season.

Chris was happy to gather donations for the Food Pantry from the Riverside Golf Tournament. He worked with Dr. Cox to deliver the donation to the Food Pantry.

Chris will be attending the Chamber Banquet and Pope's Place Banquet in the next few weeks. Both events are being held at the college, and he will be emceeding both events.

Chris joined Court Stanley and Dr. Mohrbacher at Mark Scheibmeir's house for a holiday party Dec. 21, 2024.

Pretrina Mullins attended the Foundation meeting on December 18, 2024. Members discussed the transfer of ownership of the batting cages from the Foundation to the college and celebrated the end of the year.

Pretrina attended the Trustees of Color Affinity Group. The discussion focused on the potential changes that may happen with the change of leadership in Washington, DC. Pretrina was also able to become acquainted with other trustees who have recently joined the meetings.

Pretrina also participated in a sixty-minute focus group on how to support system changes for Washington State Community and Technical College leaders of color. This discussion focused on success, challenges, and supporting leaders of color.

Pretrina met with John Holmgren, Director of Centralia College East, to discuss enhancing programs offered at CC East. John would like to offer a Driver's Education class at CC East.

Mark Scheibmeir spoke in recognition of tomorrow's memorial service for Bill Brumsickle. Not only was Bill the spouse of a former trustee, but Bill played a unique role in the advancement of the college. Bill had a key role in changing the college's appearance that began over thirty years ago. Bill Brumsickle became the chair of the Capital Campaign to raise the money for Washington Hall and Corbet Theater. Bill was asked to raise a million dollars, and he raised 1.5 million for the project. He galvanized the entire county for the project; contributions came from all sources. What was intended to be a simple building became the beautiful Washington Hall and made the entire county take notice of Centralia College. It changed the course and direction of the college.

WA-ACT

There will be a Trustee Tuesday session on January 14, 2025. It is free and informative and will cover these two areas:

1. Update and Advocacy for the 2025 Washington State Legislative Session: There will be a discussion on what you need to know to effectively advocate for the Community and Technical College (CTC) system during this legislative session.
2. Preparation for the ACCT National Legislative Summit (NLS) in Washington, DC: If you are planning to attend NLS in February, this session will provide valuable insights and key details about the event.

Additionally, there will be information about our Washington State Meeting on Monday, February 10th, and the tentative schedule for meetings with the Congressional Delegation during the NLS.

ACCT

The 2025 ACCT National Legislative Summit is February 9 – 12, 2025 at the Marriott Marquis in Washington DC. Registration is now open for the event.

6. President's Report

Dr. Mohrbacher noted the college will have a table at the Chamber of Commerce banquet, Friday, January 24, 2025, starting at 6:00 p.m. There are still two seats available at the table. The banquet will be in the TransAlta Commons building.

The legislature is now in session. The Hill Climb Day is Thursday, January 30th. The college system will have presence up there; it is an early target day for the legislative session. Dr. Mohrbacher has appointments on Thursday, January 30, 2025, with Senator John Braun at 11:15 a.m. and Representative Peter Abbarno at 1:00 p.m. in conjunction with the January Washington Association of Community and Technical Colleges (WACTC) meeting. Dr. Mohrbacher invited any trustees that were interested in attending with him to let him know.

Shelley Bannish, Student Life Director, stated that it is Student Advocacy Day on the same day and she and the students will also be making a trip up to Olympia.

The college will be participating in an Office of Civil Rights review from the State Board for Community and Technical Colleges (SBCTC). This review will focus on publications, communications, and ensuring the Equal Employment Opportunity Commission (EEOC) language is everywhere it needs to be. The auditor will review the college website, published materials, and interview a select number of employees. Janet Reaume, Executive Assistant, will be the point person for this review. If there are any findings, then those results will be reported to the trustees.

Enrollment is not as robust as anticipated. The mandatory 3-credit Student Success class may have impacted students who took thirteen credits instead of fifteen or eighteen. As of Tuesday, enrollment is down two percent from last year and the reason is unclear. Basic Skills enrollments are down significantly. Given the current state budget situation and the possibility of budget cuts for the college, additional tuition revenue serves as a cushion. It is difficult to predict next year's enrollment, as the current trends are uncertain.

Dr. Mohrbacher explained that the Institutional Effectiveness (IE) team reviewed a policy related to the Keep Washington Working Act, which was created by the Attorney General's Office in 2019 but has not been implemented locally. This policy outlines the college's role in immigration enforcement and what actions our employees should or

should not take. It clarifies that only a few individuals on campus may inquire about a person's citizenship status, for example, the Financial Aid Office. This policy will be further discussed at the February 2025 IE meeting. The college is not an immigration enforcement agency.

The centennial celebration will begin at commencement this year. Following commencement, a picnic in Cedar Street Park for college employees has been suggested. Dr. Mohrbacher invited the trustees to be the official sponsor of that event. Graduation is Wednesday, June 18, this year due to the Juneteenth holiday on Thursday. Planning will be underway soon and the trustees will be provided with more details as the date gets closer. Several employees will be working that day setting up and breaking down; a picnic in the Cedar Street Park will provide employees with a spot to get a bite to eat or a cold drink.

The governor made a statement regarding budget priorities, but Dr. Mohrbacher has not yet seen it. The presidents will be getting a summary of the proposed budget from the SBCTC next week; the governor supports increases in K-12 funding.

7. SAALT

Joshua Pickett, Student Advocacy Activities Leadership Team (SAALT) President, and Vice President Madison Beck, thanked the trustees for their support in addressing the needs of students through the food pantry and other services. That helps alleviate financial pressures for many students and the trustees continued support ensures those needs can be met.

Last quarter, there was an increase in club activities and student engagement.

The SAALT team has begun the winter quarter with fresh energy and renewed purpose.

There are some upcoming exciting events. Saturday, SAALT will host tailgate parties for both men's and women's basketball games at 5 pm and 7 pm. Next week, there will be an involvement fair and various activities designed to engage students.

The students have published a calendar of campus events for the trustees and provided one for each trustee. The trustees thanked the students for the calendar; it is useful to have all this information in one place.

8. Faculty

Mark Gorecki, faculty representative, Centralia College Federation of Teachers President, commented that faculty have returned to campus.

The Faculty Union Executive Board met with Dr. Mohrbacher on January 7 to discuss current issues. This is another line of communication.

Currently, adjunct faculty member Jessica Flores, is teaching Spanish. She is a former student and graduate of Centralia.

Dr. Mohrbacher added that the meeting with the executive board was a conversation about several different issues. There are other campuses in the system whose relations are much more strained, and he expressed his appreciation of the faculty leaders.

9. Classified

Emil Parke-Fagerness, Classified Staff representative, reported he has assumed the role of representative for classified staff as Dusty Benedict is moving to Nebraska.

Emil reported on the union Christmas party on December 7 and Samantha Nokes joined the ranks in the bookstore.

10. Instruction

Connie Smejkal, Vice President of Instruction, asked if there were any questions relating to the board report.

Julie Nurse, Library Dean, reported that students who need to check out a laptop do that through the library. The students can keep the laptop through the quarter. Laptops are considered a library checkout like any other piece of equipment.

Librarians implement and facilitate instruction sessions. Those sessions involve librarians in the classrooms. For example, the librarians visit an English class so they will see students who are taking English on that day. However, they also have classes coming into the library.

11. Human Resources & Equity

Joy Anglesey, Vice President of Human Resources and Equity, provided a year-end recap of 2024. Information was provided on:

- Benefits
- Open enrollment
- Public records requests
- Leaves and accommodations
- Employee relations
- Recruiting efforts

The report provided key metrics such as how long it takes to fill a position and why that is important.

Employee turnover was up.

Chris Thomas requested information on the actual numbers that correlate with the percentages used; for example, how many employees used the services programs. Joy responded that with some groups it is difficult to release numbers since the total number is so small that it may make the employee identifiable.

Dr. Mohrbacher added that in some of those individual categories, if the number is ten or less, then those numbers are usually suppressed. It could be possible to review whether those categories could be aggregated.

There is supervisor training this month. The training will focus on setting clear expectations through accountability. Currently, there are 160 employees across the state at 15 different colleges who have registered for supervisor training.

12. Student Services

Dr. Robert Cox, Vice President of Student Services, stated that Tracy Dahl, Financial Aid Director, is available to answer any questions the trustees may have regarding Financial Aid.

There were no further questions.

13. Administrative Services

Tariq Qureshi, Vice President of Finance and Administration, gave an update on the budget numbers. As of November 2024, expenses are still approximately 15% below budgeted amounts and that trend is continuing. If our revenues continue coming in flat or below, there is still wiggle room as expenses are coming in lower than expected.

Tariq acknowledged Casey Schmidt, Chief Technology Officer, and his team for working on December 24 for a successful replacement of two switches with one single switch. Significant preparation ensured the project was completed within a single day.

The college may have to wait an additional one to two years to receive capital money for construction of the new Teacher Education and Family Development building. Demolition to the King Street houses continues. Working on different phases of the project keeps the license and permit active and ready for 2027.

14. Foundation

Christine Fossett, Associate Vice President of Advancement, reported the month of December was a good month for donations. The total donation revenue is up 33,000 from when the report was submitted.

The Foundation has three large endowments that were not making the gains that they should, and Christine recommended the endowments be reorganized to make better use of them. This topic will go the full board next week for discussion.

Saturday, October 11, 2025, is the annual Foundation Gala. The theme will be the "Bootlegger Ball" and consist of a centennial nature. It will be a Roaring Twenties focus.

The Foundation will be assisting the athletic department this year. On Saturday, June 7, the athletic department will be hosting a large banquet.

The Foundation will host the Legacy Award and Distinguished Alumni event on Tuesday, June 17th. The agenda for that night has not yet been decided.

15. New Business

Budget Update

Tariq Qureshi, Vice President of Finance and Administration, gave a PowerPoint presentation on the Running Start budget. Tariq supplied a recap of Fiscal Year (FY)24, the forecast for FY25, Running Start trends, and the balance of the Running Start reserves at the end of the year.

Each slide provided the breakdowns of the funds that were generated, the expenses incurred from the Running Start program, and where balances were transferred.

Any questions can be directed to Tariq if any further explanation is needed.

Logo

Janet Reaume, Executive Assistant, provided the selected logo for the trustees to review. There was debate regarding the formatting of the logo, but the Centennial Committee decided the number one hundred should follow Centralia College.

The logo will not be used until June of 2025 but materials and merchandise with the centennial logo will need to be ordered in advance. Items sporting the centennial logo will be available for purchase at graduation.

16. Old Business

Strategic Planning

Fia Eliasson-Creek, Executive Director of Institutional Research, noted that the progress on the Strategic Plan can be reviewed on SharePoint.

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

Accreditation

Fia Eliasson-Creek, Executive Director of Institutional Research, reported the rough draft of the 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 5:11 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 5:55 p.m. unless notified that the time is to be extended.

At 5:55, the Executive Session was extended for twenty minutes.

The Board has adjourned the Executive Session and reconvened in Open Session. The time is 6:12 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, February 13, 2025, via Teams and Centralia College Boardrooms, Centralia, WA.

20. Comments

21. Adjournment:

The meeting was adjourned at 6:14 p.m.

APPROVED:

Annalee Tobey, Board Chair

Dr. Bob Mohrbacher, Board Secretary