CALL TO ORDER
And
DETERMINATION OF QUORUM
Board Chair Erik Rohrer called the regular meeting of the Board of Trustees of Peninsula College to order at 2:02 p.m. in the Cornaby Center on the Port Angeles campus. Trustees in attendance: Erik Rohrer, Dwayne Johnson and Mike Glenn. Also in attendance were Dr. Luke Robins, President, and Cathy Marshall, Assistant Attorney General.
MODIFICATION OF AGENDA
There were no modifications to the agenda.
APPROVAL OF MINUTES
Mike Glenn moved to approve the minutes of the October 6, 2015 & October 18, 2015 meetings. Dwayne Johnson seconded; motion approved.
INTRODUCTIONS
Brinton Sprague, Interim Vice President of Instruction, introduced Tanya Knight. Val Conroy, introduced visiting faculty from Guan Dong GAIB Polytechnic in China. Ms. Conroy also introduced international students from several countries. Vice President for Finance & Administration, Deborah Frazier, introduced Chris Hoare.
PRESENTATIONS
Dr. Mia Boster, Dean for Professional & Technical Programs, introduced Carly Penic to share her experiences as a professional & technical student in the medical assisting program.
CORRESPONDENCE
There was one item of correspondence from the Washington State Supreme Court.
PUBLIC FORUM
There were no public forum presentations.
ASC
Sydney Roberts, President of the Associated Student Council (ASC) reported to the Trustees as follows:
- Water bottle fill stations will be installed
- Water bottle design competition
- Hostile intruder training with campus safety
- Legislative relationships
SENATE
First Speaker, Janet Lucas, gave the following Senate report to the Trustees:
- November 2nd Senate meeting was focused on detailed Guided Pathways model
- Committee Reports
- Cultural Events Committee discussed Memorandum of Understanding agreements for use of facilities.
- Cultural Events Coordinator position suggested
- Stacie Bell attended national conference on addiction studies
- Renee Brock Richmond attended conference in Bellevue about virtual reality.
- Janet Lucas was chosen to be keynote speaker on empathy.
- Ed Jaramillo attended a conference for directors of bachelor of applied science.
- Stella Williams was granted an honorary degree October 18, 2015 and passed away on Saturday, October 20, 2015.
PCFA
Michael Cassella-Blackburn, President, Peninsula College Faculty Association (PCFA) reported to the Trustees as follows:
- Contract Negotiations are finished and a contract has been approved by PCFA
- Contract is ready for Board of Trustee approval
CLASSIFIED
Jerry Machenheimer, Chief Shop Steward, had no report for the Trustees.
PRESIDENT’S REPORT
Peninsula College President, Dr. Luke Robins, gave the following report to the Trustees:
- See PowerPoint Presentation attached.
BOARD REPORTS
There were no reports from the Trustees.
ITEMS FOR BOARD STUDY
There were no items for study.
ITEMS FOR BOARD ACTION
There were three items for action:
Dwayne Johnson motioned to approved Emeriti for Kathleen O. Crave, James Mike Daniel, Theodore (Ted) Noel, Mary D. O’Neil-Garrett, Paula Doherty, Phyllis L. Van Holland, Vici McLaughlin, Bonnie Rathod, Cheryl McCurdy; Mike Glenn seconded motion; motion approved.
Mike Glenn motioned to approve the PCFA Contract for 2015-18; Dwayne Johnson seconded motion; motion approved.
Dwayne Johnson motioned to approve PCFA MOU 15-18-01; Mike Glenn seconded motion; motion approved.
Dwayne Johnson motioned to approve PCFA MOU 15-18-02; Mike Glenn seconded motion; motion approved.
Mike Glenn motioned to approve Resolution 2015-06 for Brinton Sprague; Dwayne Johnson seconded motion; motion approved.

ADJOURNMENT

Mike Glenn moved to adjourn. Dwayne Johnson seconded. The meeting adjourned at 3:32 p.m. The next meeting will be on December 8, 2015, in Port Angeles, WA.

Board Chair, Erik Rohrer

November 10, 2015
Date

President, Dr. Luke Robins

November 10, 2015
Date
President’s Report:

November 10th, 2015
College Update

• IE Report: Prof-Tech

• PC Foundation Donor Luncheon: October 29th
  • Great testimonies from students and excellent opportunity for donors to see how their contributions change student lives

• Enrollment to Date:
  • 643 FTE as of today
  • Last Year 648 (-1.2%)
  • -11.8% from Target for Fall (needed to hit overall target)
  • Creates urgency for SEM Planning
  • Q: “Are there things we can do to enhance Winter/Spring Quarter Enrollment?”
College Update

• **PCFA Contract Negotiations successfully completed**
  • *Kudos to Deb Frazier and Michael Cassella-Blackburn, team leaders, and*
  • *Team members: Brinton Sprague, Bruce Hattendorf, Steve Baxter; Andrea Motyka, Helen Lovejoy, Dan Stengel*
  • *Negotiations were, per our PC tradition, professional, collegial, and productive.*
  • *Would have been completed much earlier but for legislative issues*
ACCT, San Diego

• Prez, Trustees Maxwell and Johnson attended Annual Congress October 14-17th

• Great Sessions on Policy Governance, Legal Issues in Higher Ed, Using Data for Strategic Planning, Board and CEO evaluations

• Excellent opportunity to network with other trustees and discuss “best practices” in community colleges

• Washington state system well represented: Next year’s Congress in New Orleans…. (Road trip....)
CtCLink Update

• Spokane and Tacoma “went live” August 24th

• Significant Issues with all Major Functions reported

• Many problems linked to data transfer, user permissions

• Personnel Changes at System and Cyber level

• “Lessons Learned” and Training Schedule for FirstWave Colleges due next week from system
VPI Search

• Search Committee conducted initial Skype interviews with 10 candidates
  • Narrowed Pool to 6 Finalists

• On campus interviews with finalists conducted the weeks of October 19th-23rd and October 26th-30th

• Committee made recommendations to the President

• Next Steps
  • Reference Checks and offer to candidate
Other Active/Upcoming Searches

• Administrative Assistant(s)
  • Pattie will be transitioning to assist VP Frazier in Admin Affairs
  • Kelly Griffith will join the team in January to provide support to President and BoT

• HR Director: Position is posted and screening process will commence with next 2 weeks

• Library Director (job description under development)

• Director of Nursing (permanent)
WACTC Update

• President’s Academy focused on Baccalaureate Degrees

• Corrections Committee discussed guided pathways for corrections education; policy bill for upcoming session

• Discussion of Finalized Legislative Priorities for Upcoming Session (see handout)

• More discussion at business meeting re: system policy on baccalaureate degrees and status of Bellevue College
Emergency Management Planning

- ASC and Campus Safety co-hosted forum on campus safety October 13th
  - Well attended and provided good info to students

- Lockdown drill conducted 10/15

- Training will be ongoing across a broad spectrum of Emergency Response scenarios, from natural disasters to active shooter. Will continue to collaborate with local emergency responders and other appropriate entities at city, county, state, and federal level as appropriate
Capital Projects Update

• 202 Project Continues; repair to porch in progress, interior framing beginning

• Keegan Hall Exterior cladding is ongoing project; awaiting insurance clearance for next round of replacement

• Allied Health on track; Phase II Bid has been accepted; notice to proceed in progress. Check your email and the website regularly for continued information on construction related parking restrictions, etc. When in doubt, check with Patty M-R
Upcoming Events/Activities

• NWAC Soccer Final Four: This Saturday/Sunday @Starfire Complex, Tukwila
  • Women vs. Highline, 1 pm; Men vs. Chemeketa, 6 pm

• “Our Leading Lady” @Little Theater, Nov. 13-15th, 20th & 21st

• EAB/Community College Forum visit: November 19th (tentative)

• ACT Fall Conference: November 20th, SeaTac Hilton Hotel and Convention Center

• Pirate Men’s B’ball vs. Big Bend (20th) and Highline (21st) 7 pm, Pirate Gym
Upcoming Events/Activities

• **PC Jazz Ensemble**: 12/1, 7:30 pm, Maier Performance Hall

• **Jingle Jazz**: 12/9, Little Theater, time TBA

• **Board Meeting**: 12/8

• **WACTC**: Lake Washington, 12/10-11