

Trustees:

Dwayne Johnson, Chair

Mike Maxwell, Vice Chair

Mike Glenn

Joe Floyd

Claire Roney

ROLL CALL and DETERMINATION OF QUORUM

MODIFICATION TO THE AGENDA

APPROVAL OF MINUTES

June 7, 2022

August 9, 2022

INTRODUCTIONS

-Soccer Coaches/Teams

-New Full-Time employees since June 2022

PUBLIC FORUM/CORRESPONDENCE

PRESENTATIONS

-Sabbatical Report- Ritu Lauer

-Welding: Eoin Doherty/Daniel Wright, Shipfitter and Sheetmetal Shops Hiring Manager, Puget Sound Naval Shipyard

STANDING REPORTS:

- ASC – Isaiah Penniston-John
- Senate – Lara Starceovich
- PCFA – Tim Williams
- Institutional/Enrollment Report – Terye Senderhauf

PRESIDENT’S REPORT

-Updates

-Preliminary Financial Report & 4th qtr update

-Grants secured

-Legislative one-pagers

-PC Facts

-President self-evaluation template

-Board Topic Calendar

-Strategic Plan check-in

-DEI plan

-Community Meetings

BOARD CHAIR UPDATE

TRUSTEE ACTIVITIES UPDATE

ITEMS FOR BOARD STUDY

-OPMA Training- Derek Leuzzi (ATG)

-Board Self-Evaluation

-Academic Calendars

-Emeriti Awards:

Name	DOH	Retirement Date	YOS
Deborah Scannell	8/10/2001	7/9/2021	19 Years, 10 Months
Jan Isett	12/27/1999	12/31/2021	22 Years, 0 Months
Nicole Casares	12/1/1986	6/30/2022	35 Years, 6 Months
Luke Robins	4/5/2012	6/30/2022	10 Years, 2 Months
Vicki Sievert	9/20/1999	6/30/2022	22 Years, 9 Months
Larry White	6/22/2011	6/30/2022	11 Years, 0 Months

ITEMS FOR BOARD ACTION

Robins Green Resolution

EXECUTIVE SESSION

Evaluate performance of public employee

ADJOURNMENT

**COMMUNITY COLLEGE DISTRICT 1
PENINSULA COLLEGE BOARD OF TRUSTEES**

REGULAR MEETING, June 7, 2022

Hybrid Meeting, Room J47 / Zoom

CALL TO ORDER And DETERMINATION OF QUORUM	Board Chair Mike Glenn called the hybrid meeting of the Board of Trustees of Peninsula College to order at 2:05pm. Trustees in attendance: Dwayne Johnson, Mike Maxwell, Joe Floyd, Claire Roney. Chair Glenn joined the meeting via zoom. Also in attendance were Dr. Luke robins, President, and Derek Leuzzi, Assistant Attorney General. Quorum met.
MODIFICATION OF AGENDA	There was no modification to the agenda.
INTRODUCTIONS	June Whitaker introduced new employee Trish Tisdale.
APPROVAL OF MINUTES	Mike Maxwell moved to approve the minutes of the May 10, 2022 Board meeting. Joy Floyd seconded the motion. Minutes of the May 10 Board of Trustees meeting were approved.
CORRESPONDENCE	There was no correspondence.
PUBLIC FORUM	There were no public comments.
STANDING REPORTS	<ul style="list-style-type: none">• ASC President. Kascia Muscut thanked the Board for their support. Successful events included fee approval for PUB improvements, and a sidewalk chalk contest. Trustee maxwell moved to adopt Resolution 2022-03 I honor of Kascia's exemplary ASC service. Trustee Roney seconded the motion, and the Resolution was adopted and read aloud by Dr. Robins.• Faculty Senate Report. There was no report.• PCFA. There was no report.
PRESIDENT'S REPORT	Peninsula College President, Dr. Luke robins provided the attached presentation.
BOARD REPORTS	There was no board report.
ITEMS FOR BOARD ACTION	<p>The following Action Items were approved by the Board of Trustees, with motions made for approval by Mike maxwell, and seconded by Claire Roney:</p> <ul style="list-style-type: none">• Slate of Officers• Proposed Meeting Dates (2022-2023)• Resolution 2022-02 Budget• Resolution 2022-03 Kascia Muscut• Resolution 2022-04 Mike Glenn

EXECUTIVE SESSION

The Board of Trustees adjourned the general session at 3:56 pm and called the Executive Session to order to discuss Board and president evaluations. The Executive Session was adjourned at 4:30 pm and the general session resumed.

ADJOURNMENT

There being no further business, Trustee Maxwell moved to adjourn the meeting. Joe Floyd seconded. The Board of Trustees meeting adjourned at 4:35 pm.

Dwayne Johnson, Chair

Date: _____

Suzy Ames, President

Date: _____

**COMMUNITY COLLEGE DISTRICT 1
PENINSULA COLLEGE BOARD OF TRUSTEES
SPECIAL MEETING
August 9, 2022, 12:00pm
Cornaby Center A-12**

CALL TO ORDER And DETERMINATION OF QUORUM	Dwayne Johnson called the meeting of the Board of Trustees of Peninsula College to order at 12:15 p.m. Trustees present included Mike Glenn, Mike Maxwell, Claire Roney and Joe Floyd. Also attending were Suzy Ames, President. Quorum was met
MODIFICATION OF AGENDA	There was no modification to the agenda.
APPROVAL OF MINUTES	Approval of June Minutes will take place at the October 11 Board of Trustees Meeting.
CORRESPONDENCE	There were no items of correspondence.
PUBLIC FORUM	Paula Hunt from the Peninsula Daily News introduced herself as the Education reporter for the paper.
LUNCH	
EXECUTIVE SESSION	Board adjourned at 1:05 pm for Executive Session- Evaluating the performance of a Public Employee. Board reconvened Public Session at 1:35pm
DISCUSSION ITEMS	<u>Board/President Communication</u> - Discussion about what information the board needs and wants to be aware of. Expectations of communication. No surprises from the President or the Board. <u>Recruitment/Onboarding New Board Members</u> - Discussion of a more formal onboarding process for new Trustees. Suggestions for recruiting new Trustees were provided by each Board member. Recruitment and introduction strategies discussed. Board members will make invitations to a few prospective Trustees for introduction to the college. <u>Discussion of Board and President Goals/Evaluations</u> - Discussion of process for setting goals for both the Board and President. Discussion of process for Board and President evaluation. Suzy Ames will bring templates for evaluations tools to the October meeting.
ADJOURNMENT	There being no further business, Dwayne Johnson moved to adjourn the meeting of the Board of Trustees and the meeting adjourned at 5:00 p.m.



Peninsula College College-wide Operational Plan Summary

October 2022

The College-wide Operational Plan is a compilation of department and division-level Annual Administrative Plan (AAP) objectives aligned with the Strategic Plan. Progress is tracked and reported on each objective throughout the academic year. Objectives may be aligned with more than one Strategic Goal.

Strategic Goal	2021-22 Objectives	2022-23 Objectives
1-Increase enrollments to meet State FTE targets.	38	42
2-Institutionalize the Guided Pathways model at scale to improve student success.	21	33
3-Deploy resources and develop policies and procedures that foster equity and inclusion.	40	45
4-Strengthen fiscal stability by cultivating innovative responses to rapid disruptive changes in technology, economics, and higher education.	36	27
Total objectives (unduplicated)	66	61

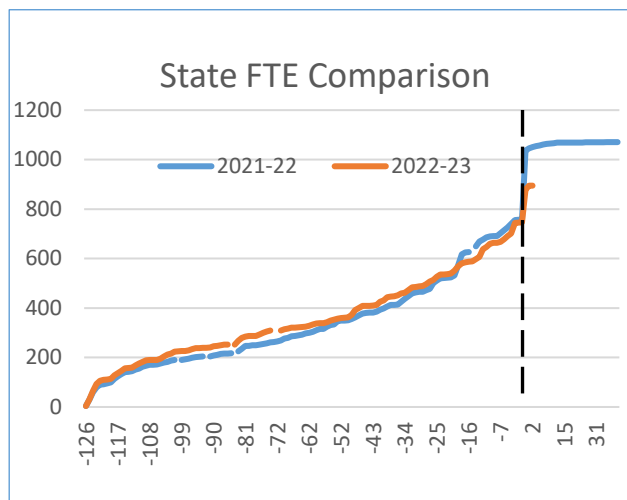
2021-22 Progress towards Strategic Plan:

- 71% objectives (47) reported as On Track or Completed
- 29% objectives (19) reported as Deferred, Delayed, or Withdrawn

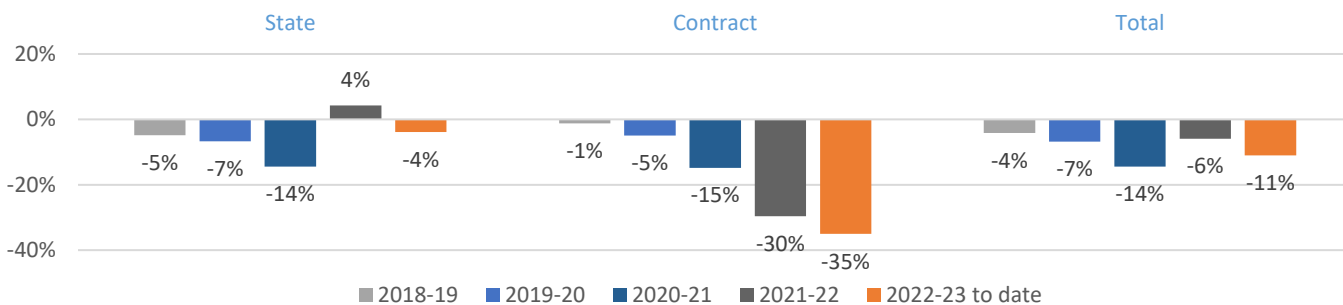


FALL 2022 Enrollment Highlights

FTES	State	Contract	Self	Total
Fall 2021 to date	1051			
Fall 2022 to date	958	269	15	1242
Difference	-93			
	-8.9%			
Fall 2021 Total	1070.7	376	10	1456
Difference	-113	-107	5	-215
	-10.8%	-28.4%	49.9%	-14.7%

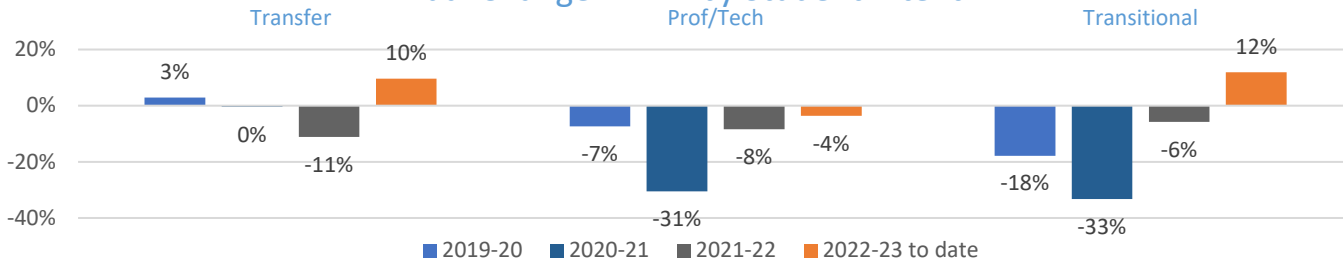


Annual Change in FTE by Fund Source



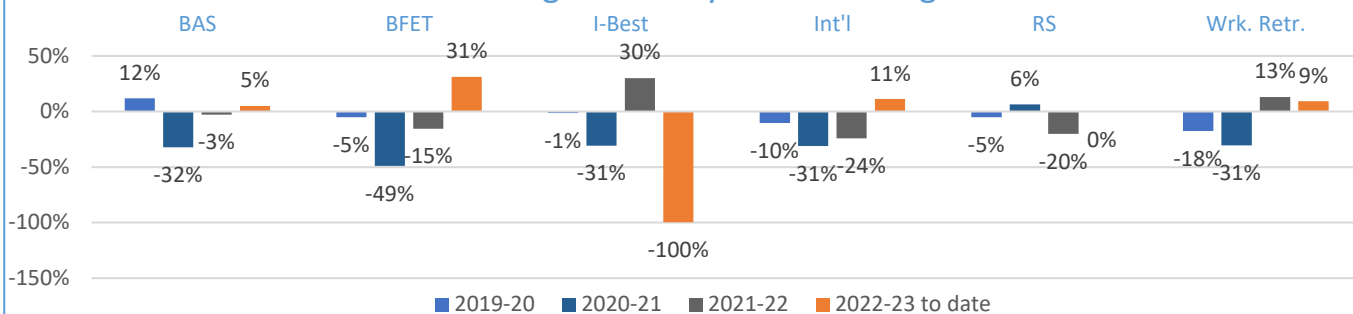
2022-23 Annual FTEs to date	State	Contract	Other	Total
	1343.6	311.1	24.0	1678.8

Annual Change in FTE by Student Intent



2022-23 Annual FTEs to date	Transfer	Prof/Tech	TS	Other	Total
	725.5	639.9	263.1	50.4	1678.8

Annual Change in FTE by Selected Program



2022-23 Annual FTEs to date	BAS	BFET	I-Best	Int'l	RS	Wrk Retr.	(enrollments are not mutually exclusive)
	42.0	98.3	0.4	56.7	257.2	160.8	



FALL 2022 Enrollment Highlights

State FTEs at 957.6 are down 113 FTEs or 10.8% from Fall 2021.

- IBest FTEs have not been generated as yet.
- Certified Medical Assistant Apprenticeship (CMAA) did not run CMAA 102 this fall.

Contract FTEs at 269.1 are down 107 FTE or 28.5% from Fall 2021

- Corrections enrollments have not yet been entered.

Annualized FTE Enrollment Highlights

Fall and Summer 2022 compared to Fall and Summer 2021)

Transfer FTEs -725.5 FTEs - increased 10%.

Prof/Tech - 639.9 FTEs - declined 4%.

Transitional Studies - 263.1 FTEs - increased 12%.



PENINSULA COLLEGE

Statement of Financial Position

For Quarter Ending June 30, 2022

	4th Qtr 2022	4th Qtr 2021
ASSETS		
Cash	4,135,194	3,364,435
Investments	4,873,089	4,860,286
Accounts Receivable	10,340,916	4,983,068
Long Term Accounts Receivable	0	5,193,077
Inventories	183,922	213,527
General Long-Term Obligations	2,501,800	3,165,712
Land	371,368	371,368
Buildings	79,021,659	81,107,348
Improvements other than Buildings	53,597	56,431
Furnishings, Equipment & Libraries	592,272	756,726
Total Assets	102,073,817	104,071,979
LIABILITIES		
Current Liabilities	7,451,369	7,137,306
Long-Term Liabilities	2,428,662	2,986,638
FUND BALANCES		
Equity Account Activity	92,193,786	93,948,035
Total Liabilities and Fund Balances	102,073,817	104,071,979

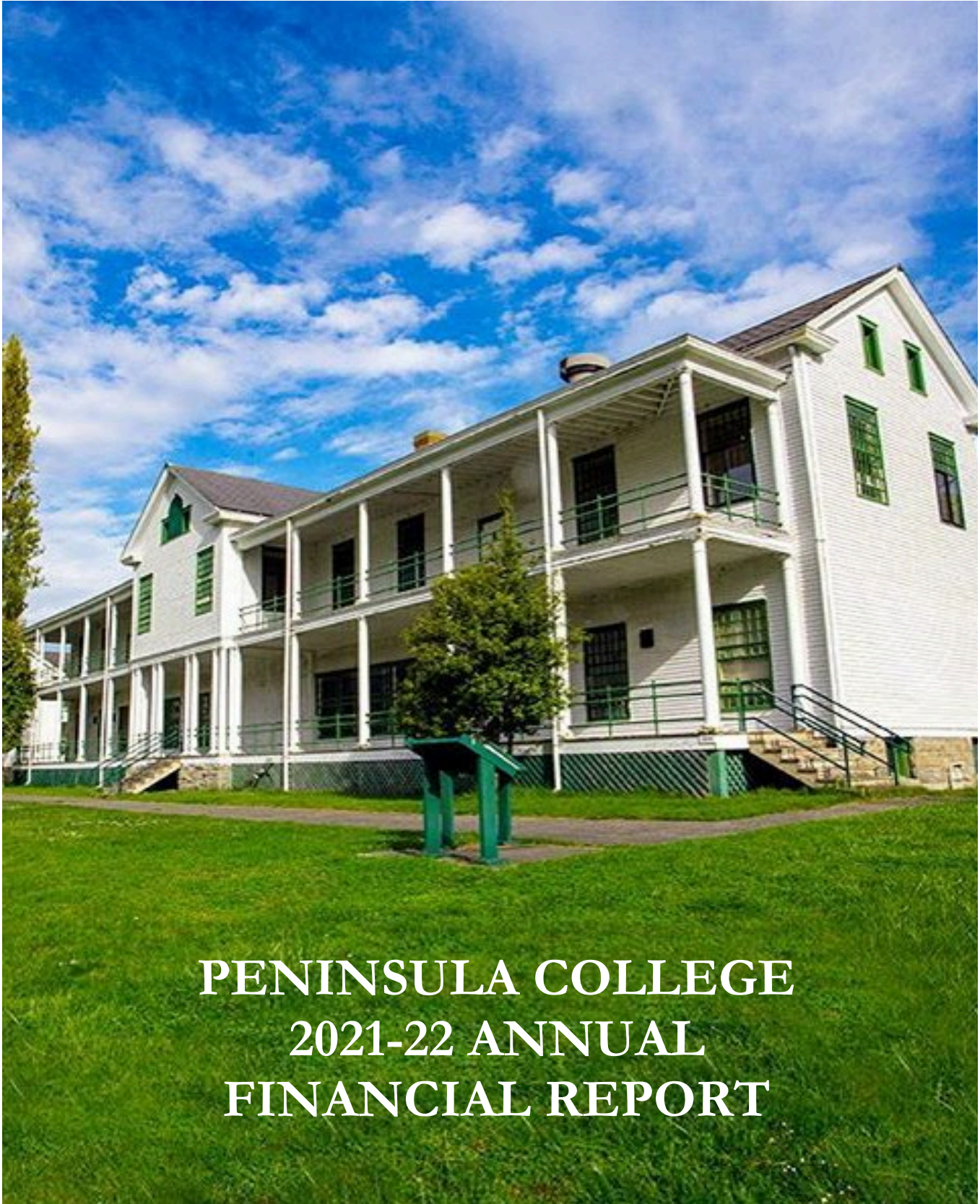


PENINSULA COLLEGE

COMPARISON OF ACTUAL REVENUE AND ACTUAL EXPENDITURES BY FUND

As of June 30, 2022

REVENUE / EXPENDITURE CATEGORY	Actual Revenue through June, 2022	Actual Exp through June, 2022	Rev minus Exp through June, 2022	% of Exp vs Rev 2021-22
OPERATING FUNDS				
<i>General Fund:</i>				
State Operating Allocation	14,253,248	14,253,248	0	100.0%
Local Operating Fund	5,376,070	5,321,962	54,107	99.0%
Sub-total General Fund:	19,629,318	19,575,210	54,107	99.7%
Local Dedicated Fund	1,369,341	1,390,896	(21,555)	101.6%
Grants and Contracts Fund	5,061,094	4,057,087	1,004,008	80.2%
Sub-total Operating Funds	26,059,753	25,023,193	1,036,560	96.0%
PROPRIETARY FUNDS				
Associated Students	336,336	404,817	(68,481)	120.4%
Bookstore	457,594	483,230	(25,636)	105.6%
Parking	31,875	23,121	8,754	72.5%
Ancillary Services	411,206	466,190	(54,984)	113.4%
Market & Deli	108,165	115,899	(7,734)	107.2%
Sub-total Proprietary Funds	1,345,176	1,493,257	(148,081)	111.0%
Total Annual College Funds	27,404,929	26,516,450	888,479	96.8%
FIDUCIARY FUNDS				
Grants In Aid	7,545,473	7,689,338	(143,864)	101.9%
Student Loans	904,110	897,547	6,563	99.3%
Work Study	131,448	58,376	73,072	44.4%
Financial Aid 3.5%	135,756	142,043	(6,286)	104.6%
Sub-total Fiduciary Total	8,716,787	8,787,303	(70,516)	100.8%
CAPITAL PROJECTS				
21-23 State Appropriations	354,576	354,576	0	100.0%
Local Capital Fund	0	805	(805)	
Total Biennial Capital Project	354,576	355,381	(805)	100.2%
GRAND TOTAL ALL FUNDS	36,476,292	35,659,134	817,158	97.8%



**PENINSULA COLLEGE
2021-22 ANNUAL
FINANCIAL REPORT**



PENINSULA COLLEGE

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Notes:	
Assets: Retire Long Term Obligation = Summarized totals of Annual & Sick Leave	
Liabilities	



PENINSULA COLLEGE

STATEMENT OF FINANCIAL POSITION

For the Year Ended June 30, 2022

ASSETS

	FY 21-22	FY 20-21
CURRENT ASSETS		
TOTAL CASH & CASH EQUIVALENTS	4,135,194	3,364,435
TOTAL INVESTMENTS	4,873,089	4,860,286
Total Receivables, Net	7,483,925	7,516,543
Total Inter/Intra Gov. Receivables	2,856,991	2,659,602
TOTAL ACCOUNTS RECEIVABLE	10,340,916	10,176,145
Total Inventories	183,922	213,527
TOTAL CURRENT ASSETS	19,533,121	18,614,393
LONG TERM ASSETS		
TOTAL LONG TERM OBLIGATIONS	2,501,800	3,165,712
CAPITAL ASSETS		
Total Land	371,368	371,368
Total Building & Infrastructure	79,075,256	81,163,779
Total Furniture, Equipment & Library Resources	592,272	756,726
TOTAL CAPITAL ASSETS	80,038,896	82,291,873
TOTAL ASSETS	102,073,817	104,071,979



PENINSULA COLLEGE

STATEMENT OF FINANCIAL POSITION For the Year Ended June 30, 2022 LIABILITIES AND NET POSITION

	FY 21-22	FY 20-21
CURRENT LIABILITIES		
Total Accounts Payable	807,086	415,666
Total Accrued Liabilities	819,246	975,178
Total Inter/Intra Gov Payable	79,227	61,817
Total Current Install/Lease Payable	95,000	125,000
Total Other Current Liabilities	5,650,811	5,559,645
TOTAL CURRENT LIABILITIES	7,451,369	7,137,306
LONG TERM LIABILITIES		
Total LT Install/Lease Payable	1,185,000	1,715,000
Total Other Long Term Liabilities	1,243,662	1,271,638
TOTAL LONG TERM LIABILITIES	2,428,662	2,986,638
TOTAL LIABILITIES	9,880,031	10,123,944
NET POSITION		
TOTAL NET POSITION	92,193,786	93,948,034
TOTAL LIABILITIES AND NET POSITION	102,073,817	104,071,979



PENINSULA COLLEGE

STATEMENT OF FUND BALANCE

For the Year Ended June 30, 2022

	June 30, 2021			June 30, 2022
PROPRIETARY FUNDS	Balance	Disbursements	Receipts	Balance
460 Motor Pool	3,070	2,979		91
522 Associated Students	1,003,232	905,927	431,543	528,847
524 Bookstore	182,259	483,230	457,594	156,623
528 Parking	163,568	23,121	31,875	172,322
570 Other Auxiliary Enterprises	1,253,635	466,190	411,206	1,198,651
573 Housing & Food Service	12,496	115,899	108,165	4,762
FIDUCIARY FUNDS				
846 Grants in Aid	334,369	7,689,338	7,545,473	190,504
849 Student Loan	72,622	897,547	890,984	66,058
860 Long-Term Loan	515,442	142,043	135,184	508,584



PENINSULA COLLEGE

INVESTMENT REPORT

For the Year Ended June 30, 2022

STATE TREASURER'S OFFICE

Local Government Investment Pool (LGIP)	4,873,089
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TOTAL INVESTMENTS

4,873,089

Interest Earned in the Year Ended June 30, 2022

13,070



PENINSULA COLLEGE

MOTOR POOL COMPARATIVE STATEMENT OF REVENUES & EXPENSES

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
REVENUE		
OPERATING EXPENSES		
Depreciation Expense	2,979	7,978
TOTAL OPERATING COSTS	<u>2,979</u>	<u>7,978</u>
OTHER NET OPERATING INCOME (LOSS)	<u>(2,979)</u>	<u>(7,978)</u>
TOTAL NET OPERATING INCOME (LOSS)	<u>(2,979)</u>	<u>(7,978)</u>
NET PROFIT (LOSS)	<u><u>(2,979)</u></u>	<u><u>(7,978)</u></u>



PENINSULA COLLEGE

MOTOR POOL COMPARATIVE STATEMENT OF FINANCIAL POSITION

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
ASSETS		
Current Assets:		
Cash	91	91
Receivables		
Total Current Assets	<u>91</u>	<u>91</u>
Fixed Assets:		
Vehicles	89,666	89,666
Less Accumulated Depreciation	89,666	86,687
Total Fixed Assets	<u>(0)</u>	<u>2,979</u>
TOTAL ASSETS	<u><u>91</u></u>	<u><u>3,070</u></u>
LIABILITIES AND CAPITAL		
Net Position		
Accumulated Net Position from Prior Year	3,070	11,047
Plus Net Profit (Loss) for Current Year	(2,979)	(7,978)
Net Position for Current Year	<u>91</u>	<u>3,070</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>91</u></u>	<u><u>3,070</u></u>



PENINSULA COLLEGE

BOOKSTORE COMPARATIVE STATEMENT OF REVENUES & EXPENSES

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
REVENUE FROM SALES		
Net Sales	<u>342,933</u>	<u>355,598</u>
COST OF GOODS SOLD		
*Merchandise Inventory, July 1	197,813	243,713
Plus Net Cost of Purchases	276,774	284,591
*Less Merchandise Inventory, June 30	169,751	197,813
COST OF GOODS SOLD	<u>304,836</u>	<u>330,491</u>
GROSS MARGIN ON SALES	<u>38,097</u>	<u>25,107</u>
OPERATING EXPENSES		
Salaries & Wages	114,550	102,988
Benefits	34,873	36,676
Goods & Services	28,972	19,283
Travel	0	218
Depreciation/Bad Debts	0	0
TOTAL OPERATING EXPENSES	<u>178,395</u>	<u>159,164</u>
NET OPERATING INCOME (LOSS)	<u>(140,298)</u>	<u>(134,057)</u>
OTHER REVENUE		
Miscellaneous Income	32	(1,523)
Cash Over/Short	903	2,829
Trsfr in from Auxillary Reserve	113,727	103,292
TOTAL OTHER REVENUE	<u>114,662</u>	<u>104,599</u>
NET PROFIT (LOSS)	<u><u>(25,636)</u></u>	<u><u>(29,458)</u></u>

* Cost Method of Inventory



PENINSULA COLLEGE

BOOKSTORE COMPARATIVE STATEMENT OF FINANCIAL POSITION

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
ASSETS		
Current Assets:		
Petty Cash	1,700	1,700
Current Accounts Receivable	24,385	33,280
Merchandise Inventory	169,751	197,813
Total Current Assets	<u>195,836</u>	<u>232,792</u>
Fixed Assets:		
Furniture/Equipment	5,761	5,761
Less Accumulated Depreciation	5,761	5,761
Total Fixed Assets	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u><u>195,836</u></u>	<u><u>232,792</u></u>
LIABILITIES AND CAPITAL		
Current Liabilities:		
Accounts Payable	10,528	21,152
Unearned Revenue	291	432
Accrued Salaries Payable	5,697	6,125
Long term Accrued Vac/Leave	10,714	13,549
Sales Tax Payable	3,111	1,274
Due Other Agencies	53	7
Gift Certificates/Customer Deposits	8,819	7,994
Total Current Liabilities	<u>39,213</u>	<u>50,533</u>
Net Position		
Accumulated Net Position from Prior Yr	182,259	211,718
Plus Net Profit (Loss)/Current Yr	(25,636)	(29,458)
Accumulated Net Position Current Year	<u>156,623</u>	<u>182,259</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>195,836</u></u>	<u><u>232,792</u></u>



PENINSULA COLLEGE

PARKING COMPARATIVE STATEMENT OF REVENUES & EXPENSES

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
REVENUE		
Fees	31,875	35,038
TOTAL GROSS REVENUE	<u>31,875</u>	<u>35,038</u>
OPERATING EXPENSES		
Salaries & Wages	11,296	9,109
Benefits	5,083	4,891
Goods and Services	1,802	134
Depreciation/Bad debt	4,940	4,940
TOTAL OPERATING EXPENSES	<u>23,121</u>	<u>19,073</u>
NET OPERATING INCOME (LOSS)	<u>8,754</u>	<u>15,965</u>
OTHER REVENUE		
Interest Income	0	275
NET PROFIT (LOSS)	<u><u>8,754</u></u>	<u><u>16,240</u></u>



PENINSULA COLLEGE

PARKING COMPARATIVE STATEMENT OF FINANCIAL POSITION

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
ASSETS		
Current Assets:		
Cash	112,862	97,974
Current Accounts Receivable	591	583
Total Current Assets	<u>113,453</u>	<u>98,556</u>
Fixed Assets:		
Improvements other than Buildings	85,000	85,000
Furniture & Equipment	21,062	21,062
Less Accumulated Depreciation	45,489	40,549
Total Fixed Assets	<u>60,573</u>	<u>65,512</u>
TOTAL ASSETS	<u><u>174,026</u></u>	<u><u>164,068</u></u>
LIABILITIES AND CAPITAL		
Current Liabilities:		
Current Liabilities	1,605	(60)
Unearned Revenue	98	560
Total Current Liabilities	<u>1,703</u>	<u>500</u>
Net Position		
Accumulated Net Position from Prior Yr	163,568	147,329
Plus Net Profit (Loss) - Current Yr	8,754	16,240
Accumulated Net Position Current Year	<u>172,322</u>	<u>163,568</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>174,026</u></u>	<u><u>164,068</u></u>



PENINSULA COLLEGE

FOOD SERVICES COMPARATIVE STATEMENT OF REVENUES & EXPENSES

For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
REVENUE		
Net Sales	57,300	19,862
Catering	7,061	
TOTAL GROSS REVENUE	<u>64,361</u>	<u>19,862</u>
COST OF GOODS SOLD		
*Merchandise Inventory, July 1	15,714	17,793
Plus Net Cost of Purchases	35,832	8,630
*Less Merchandise Inventory, June 30	14,171	15,714
COST OF GOODS SOLD	<u>37,374</u>	<u>10,709</u>
GROSS MARGIN ON SALES	<u>26,987</u>	<u>9,153</u>
OPERATING EXPENSES		
Salaries & Wages	48,625	45,702
Benefits	21,738	22,997
Goods & Services	6,833	1,391
Travel	0	58
Depreciation/Bad Debts	1,329	4,106
TOTAL OPERATING EXPENSES	<u>78,525</u>	<u>74,255</u>
NET OPERATING INCOME (LOSS)	(51,538)	(65,102)
OTHER REVENUE		
Trsfr in from Auxillary Reserve	43,804	31,720
Trsfr from COVID relief		25,867
NET PROFIT (LOSS)	<u><u>(7,734)</u></u>	<u><u>(7,515)</u></u>



PENINSULA COLLEGE

FOOD SERVICES COMPARATIVE STATEMENT OF FINANCIAL POSITION For the Years Ended June 30, 2021 and June 30, 2022

	<u>2021-2022</u>	<u>2020-2021</u>
ASSETS		
Current Assets:		
Petty Cash	1,300	1,300
Current Accounts Receivable	486	98
Merchandise Inventory	14,171	15,714
Total Current Assets	<u>15,957</u>	<u>17,112</u>
Fixed Assets:		
Buildings	13,729	13,729
Less Accumulated Depreciation	<u>13,729</u>	<u>13,729</u>
Total Buildings	0	0
Equipment	31,564	31,564
Less Accumulated Depreciation	<u>28,719</u>	<u>27,390</u>
Total Equipment	<u>2,845</u>	<u>4,174</u>
Total Fixed Assets	<u>2,845</u>	<u>4,174</u>
TOTAL ASSETS	<u><u>18,802</u></u>	<u><u>21,286</u></u>
LIABILITIES AND CAPITAL		
Current Liabilities:		
Accounts Payable	6,572	1,921
Accrued Salaries Payable	3,018	2,710
Long term Accrued Vac/Leave	4,450	4,160
Total Current Liabilities	<u>14,040</u>	<u>8,790</u>
Net Position		
Accumulated Net Position from Prior Yr	12,496	20,011
Plus Net Profit (Loss) - Current Yr	<u>(7,734)</u>	<u>(7,515)</u>
Accumulated Net Position Current Year	<u>4,762</u>	<u>12,496</u>
TOTAL LIABILITIES AND NET POSITION	<u><u>18,802</u></u>	<u><u>21,286</u></u>



2023-25 CAPITAL BUDGET REQUEST

SEPTEMBER 15, 2022

Capital Investments Serve Students and Communities

Washington's system of 34 community and technical colleges deeply appreciates the Governor's and Legislature's support over the past two sessions.

For the 2023-25 capital budget, our system requests \$1.7 billion in capital investments to maintain and modernize our aging campuses and ensure we provide effective teaching and learning environments for the next generation of students.

Minor Works

Only 68% of our system's 21 million square feet of facilities is in at least adequate condition. As facilities age, the costs to repair, maintain and preserve existing facilities grows.

With minor works funding, colleges undertake small but critical projects that preserve and keep campus spaces viable, relevant and useful. The projects prolong the life of buildings, preventing or delaying more costly renovation and replacement projects in the future.

Under our request, our state's 34 community and technical colleges will receive funding for high-priority facility repairs – such as roofs, walls, windows, mechanical systems and site repairs – and for infrastructure replacement projects.

All colleges will also receive funding to reconfigure existing space to meet post-pandemic education needs. For example, the funding will allow colleges to modify classroom space to facilitate hybrid teaching and learning, create active learning and multimedia rooms, expand shared areas, and repurpose open space.

Major Projects

Our capital budget request also includes funding for 41 major projects, which are ranked based on a rigorous assessment of the need for space, condition of existing facilities, systemwide policy objectives, and estimated costs.

The projects will support space for instruction, labs, student services, and vocational programs in high-demand fields like clean energy, automotive technology, advanced manufacturing and allied health. Nearly 1.4 million square feet of the college system's oldest and least functional teaching and learning space will be replaced or renovated.

As requested by the State Board and directed by the Legislature, we are requesting funds to both design and construct each project rather than making separate requests for each project phase over different state budget cycles.

Fully funding our capital request will benefit students at every college, create valuable public assets for local communities, and put people to work in well-paying jobs that support the local economy in every corner of the state.



CONTACT INFORMATION

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2023-25 SBCTC Capital Request for New Appropriations

Priority	College	Funding Phase	Project	2023-25 request	Cumulative total
1	Statewide	2003 operating fund swap	Preventive Facility Maintenance and Building System Repairs	\$ 22,800,000	\$ 22,800,000
2	Statewide	Design & Construct	2023-25 Minor Works - Preservation	\$ 28,724,000	\$ 51,524,000
3	Statewide	Design & Construct	2023-25 Minor Repairs - Roof	\$ 11,207,000	\$ 62,731,000
4	Statewide	Design & Construct	2023-25 Minor Repairs - Facility	\$ 39,446,000	\$ 102,177,000
5	Statewide	Design & Construct	2023-25 Minor Repairs - Site	\$ 6,171,000	\$ 108,348,000
6	Statewide	Design & Construct	2023-25 Minor Repairs - Infrastructure	\$ 40,300,000	\$ 148,648,000
7	Statewide	Design & Construct	2023-25 Minor Works - Program	\$ 68,000,000	\$ 216,648,000
8	Lake Washington	Construct	Center for Design	\$ 38,949,000	\$ 255,597,000
9	Bates	Construct	Fire Service Training Center	\$ 38,135,000	\$ 293,732,000
10	Olympic	Construct	Innovation & Technology Learning Center	\$ 27,678,000	\$ 321,410,000
11	Everett	Design & Construct	Baker Hall Replacement	\$ 37,904,000	\$ 359,314,000
12	Tacoma	Construct	Center for Innovative Learning and Engagement	\$ 35,514,000	\$ 394,828,000
13	Wenatchee	Construct	Center for Technical Education and Innovation	\$ 46,471,000	\$ 441,299,000
14	Shoreline	Construct	STE(A)M Education Center	\$ 39,692,000	\$ 480,991,000
15	Lower Columbia	Construct	Center for Vocational and Transitional Studies	\$ 39,522,000	\$ 520,513,000
16	Columbia Basin	Design & Construct	Performing Arts Building Replacement	\$ 44,505,000	\$ 565,018,000
17	Whatcom	Design & Construct	Technology and Engineering Center	\$ 39,981,000	\$ 604,999,000
18	Cascadia	Construct	CC5 Gateway building	\$ 38,136,000	\$ 643,135,000
19	Edmonds	Construct	Triton Learning Commons	\$ 40,357,000	\$ 683,492,000
20	Renton	Construct	Health Sciences Center	\$ 50,682,000	\$ 734,174,000
21	Bellingham	Design & Construct	Engineering Technology Center - Bldg J Replacement	\$ 17,359,000	\$ 751,533,000
22	Centralia	Construct	Teacher Education and Family Development Center	\$ 10,501,000	\$ 762,034,000
23	Spokane	Construct	Apprenticeship Center	\$ 36,177,000	\$ 798,211,000
24	Skagit	Construct	Library/Culinary Arts Building	\$ 30,603,000	\$ 828,814,000
25	Highline	Design & Construct	Welcome Center for Student Success	\$ 44,401,000	\$ 873,215,000
26	Clark	Design & Construct	Hanna/Foster/Hawkins Complex Replacement	\$ 29,507,000	\$ 902,722,000
27	Peninsula	Design & Construct	Advanced Technology Center	\$ 22,522,000	\$ 925,244,000
28	South Seattle	Design & Construct	Rainier Hall Renovation	\$ 47,916,000	\$ 973,160,000
29	Seattle Central	Design & Construct	Broadway Achievement Center	\$ 31,995,000	\$ 1,005,155,000
30	Yakima	Design & Construct	Prior-Kendall Hall	\$ 28,275,000	\$ 1,033,430,000
31	Everett	Design & Construct	Student & Family Resource Center	\$ 18,867,000	\$ 1,052,297,000
32	Tacoma	Design & Construct	Student Support Center	\$ 35,421,000	\$ 1,087,718,000
33	Renton	Design & Construct	Trades and Industries Building	\$ 50,066,000	\$ 1,137,784,000
34	Columbia Basin	Design & Construct	Center for Applied Science and Agriculture	\$ 49,840,000	\$ 1,187,624,000
35	Clover Park	Design & Construct	Center for Innovative Teaching and Community Connections	\$ 46,703,000	\$ 1,234,327,000
36	South Seattle	Design & Construct	Georgetown Campus, Building B	\$ 23,648,000	\$ 1,257,975,000
37	Bates	Design & Construct	Student Success Center	\$ 29,929,000	\$ 1,287,904,000
38	Wenatchee	Design & Construct	Immersive Technology and Engineering Center	\$ 18,790,000	\$ 1,306,694,000
39	Seattle Central	Design & Construct	Welcome Center & Edison Technical Modernization	\$ 45,233,000	\$ 1,351,927,000
40	Highline	Design & Construct	Academic Pathways and Technology Center	\$ 45,124,000	\$ 1,397,051,000
41	Spokane Falls	Design & Construct	Teaching & Learning Commons	\$ 52,018,000	\$ 1,449,069,000
42	Lower Columbia	Design & Construct	Welcome Center	\$ 33,229,000	\$ 1,482,298,000
43	Shoreline	Design & Construct	Comprehensive Student Services Center	\$ 33,687,000	\$ 1,515,985,000
44	Big Bend	Design & Construct	Health Science and Performing Arts Center	\$ 31,953,000	\$ 1,547,938,000
45	Skagit	Design & Construct	Industrial Technology & Public Safety Building	\$ 49,918,000	\$ 1,597,856,000
46	Spokane	Design & Construct	Allied Health Building	\$ 47,171,000	\$ 1,645,027,000
47	Lake Washington	Design & Construct	East Building Renovation and Expansion	\$ 48,469,000	\$ 1,693,496,000
48	Bellingham	Design & Construct	Building A Renovation & Building Y Replacement	\$ 9,974,000	\$ 1,703,470,000



2023-25 OPERATING BUDGET REQUEST

SEPTEMBER 9, 2022

The COVID-19 pandemic fundamentally changed higher education in Washington. Our 2023-25 operating budget request would turn the lessons learned during the pandemic into greater opportunities for social and economic mobility for the people, businesses, and communities of Washington.

Provide Fully Funded, Competitive Compensation (\$157 million)

Colleges are losing outstanding employees and job applicants to better paying K-12 schools, private employers, and other colleges and universities. Low pay has been an issue for a long time, but the consequences are more severe as we work to teach and serve students derailed during the pandemic. Faculty and staff are leaving to work in the very fields students hope to learn. A salary increase of 6.5% for each year of the biennium, for a total increase of 13%, would keep talent at our colleges. We are requesting that any and all increases be fully funded so colleges are not forced to cut instructional programs and student services to pay for the funding gap. The 13% increase would be in addition to routine state general wage increases.

Advance Equity, Diversity and Inclusion (\$26 million)

Students of color have been profoundly affected by racial injustice, institutional barriers and the COVID-19 pandemic. Our colleges' ongoing, mission-driven work to advance equity, diversity and inclusion was strengthened by the Legislature in 2021 with the passage of Senate Bills 5194 and 5227. Additional investments will support further implementation of college EDI plans, close equity gaps, and improve the employment, earnings and economic mobility of students of color. In doing so, colleges will help create a more equitable and prosperous Washington.

Support Workforce Development Programs (\$77 million)

Many industries in Washington — such as healthcare, advanced manufacturing, transportation, and aerospace — were struggling to find skilled employees even before the pandemic. COVID-19 made skill gaps worse. However, colleges are having difficulty maintaining workforce programs because of the high cost of small class sizes, specialized equipment, consumable materials, and inflation. In many cases, these programs are the only pipeline into specialized fields. Investments would help colleges sustain workforce programs and update equipment to ensure students learn in classrooms that mirror today's work environments.

Expand Learning Technology (\$93 million)

Remote options hastened by the pandemic are now the new normal. Students, especially working adults, value the flexibility of learning in classrooms, online, or in a mix of the two. Unlike one-time emergency funding during the pandemic, this investment would support lasting progress in the digital evolution of higher education. Colleges would expand hybrid and online options, upgrade audio and visual equipment, equip students with laptops and hotspots, and train faculty and staff to support student success. Investments would also support back-end IT operations and protect students and colleges from cybersecurity threats. Remote options would stretch beyond the classroom to include services such as advising and financial aid.

CONTACT INFORMATION

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Local Legislative Talking Points



OCTOBER 11, 2022

Board of Trustees Meeting

Capital

New Building

- \$22,522 million
- Automotive Technology, Welding and Advanced Technology
- Ranking on SBCTC capital list: 20th project

Minor works

- Each college would get \$2 million
- PC would create modern learning spaces, repair aging HVAC

Operating

Compensation

- PC struggles to recruit, and retain employees
- Lowest paid employees have many choices elsewhere
- Increased living costs are a burden
- Request to fully fund COLAS:
 - Financial burden for PC to cover 15% of a 5% COLA (\$490K) increase would be \$73.5K.

DEI

- Committed to developing PC into a place welcoming and belonging to all
- Continue relationships with tribal communities
- Serve more first-generation, low-income students
- Need employees dedicated to:
 - Support students of color
 - Support faculty with culturally relevant teaching strategies

Workforce Development Programs

- Top PC un-funded needs:
 - \$100K Computers (Software Development, Business Management, Multimedia)
 - \$400K SIMS (Nursing, Medical Assisting)
 - \$150K Manufacturing equipment (Welding , Construction Trades)

Expand Learning Technology

- Upgrade to PC fiber optics needed to offer hybrid education throughout the community
- Need to replace broken and mismatched fiber optic cables between buildings
- Complete fiber mapping of all buildings is needed to prepare for next building

15 things About PC



OCTOBER 11, 2022

Board of Trustees Meeting

1. PC's top enrolled programs include:
 - Associate in Arts transfer Degree
 - Nursing
 - Family Life Education (parents of kids in ECDC)
 - Addiction Studies
 - Associate in Science Transfer Degree

2. New programs being offered this fall:
 - Paralegal Associates degree
 - Photography certificate (incl. Drones)

3. New programs in the works:
 - Dental Hygiene AA
 - K-8 Teacher Education BAS
 - Maritime Manufacturing AA

4. Degrees and certificates offered:
 - 5- Direct Transfer Agreement Degrees
 - 37- Associate of Applied Science (AAS) and Associate of Applied Science -Transfer (AAS-T) Degrees
 - 19- Certificates
 - 1- Bachelor of Science in Applied Management

5. We have articulation agreements with the following colleges:
 - The Evergreen State College
 - Western Washington University
 - Old Dominion
 - University of Alaska SE
 - Western Governor's University

6. PC students list their "Program Intent" as:
 - Transfer: 37%
 - Workforce: 34%
 - Other: 18%
 - Transitional Studies 10%

7. Student Age Groups:

• Under 20	35%
• 20-24	20%
• 25-29	11%
• 30-34	10%
• 35-39	8%
• 40+	16%

8. Demographics:

- Students of Color 33%
- First Generation 14%
- Students Working 10%
- Students with Disabilities 5%
- Veterans 3%
- International 3%

9. Student Ethnicity:

- White 58%
- Multi-racial 13
- Native American 6%
- Hispanic 5%
- Asian 5%
- African American 3%
- Pacific Islander 0.4%
- Not reported 9%

10. Family Status:

- Single w/Dependents 7%
- Couple w/ Dependents 6%
- W/out Dependents 36%
- Not reported 62%

11. PC employs:

- 126 full-time classified, exempt and full-time faculty/staff
- 63 part-time faculty
- 69 hourly
- 31 students

12. We are working with local Tribes to develop indigenous language courses including:

- Makah
- S'Klallam/Klallam
- Hoh/Quileute

13. New ṽaṽk'ustəṽáwtx'w House of Learning, PC Longhouse new features:

- Medicinal Plant Loop
- Outdoor instruction area with salmon pit

14. Season One of the official Raymond Carver Podcast, a new audio podcast honoring influential poet and short story writer Raymond Carver, is now available on your favorite podcast platforms and on our website! Join host Michel Mills for conversations with acclaimed writers, directors, and actors as they discuss the works of the celebrated writer who called Port Angeles home.

15. There are 34 colleges in the WA Community and Technical College System, and Peninsula College is the second smallest of those colleges. (Grays Harbor is the smallest).

2022-23 Board Topic Calendar

11 October Port Angeles Main Campus	IE Report:	Operational Plan 2021-22 Recap 2022-23 Preview, Enrollment
	Presenters:	Sabbatical Report, Welding Employer/Faculty
	Introductions:	Soccer Players, New Hires
	Board:	ACT Fall Conference 11/18/22, Chair's Signature for Diplomas
	President's Report:	Year End Financials, Legislative advocacy
	Study:	OPMA Training, Board Self Evaluation, Emeriti Status, Academic Calendars
	Action:	Robins Green Resolution
8 November Port Angeles Main Campus	IE Report:	Core Theme Achieving Student Success: Completions, Math/English, VFA, SLOs
	Presenters:	Transitional Studies Students/Faculty
	Introductions:	New Hires
	Board:	ACCTand ACT recap, ACCT in DC 2/5-8, 2023, Invite to Campus Potluck
	President's Report:	1st Quarter Financials
	Study:	Strategic Plan, Accreditation
	Action:	Emeriti Status, Board Evaluation, President's Evaluation, Academic Calendar
13 December Port Angeles Main Campus	IE Report:	Core Theme Strengthening Communities: Economic Impact, Students Served, Grants, New Programming
	Presenters:	Employers
	Introductions:	New Hires
	Board:	ACT recap, ACT Winter Conf. 1/24/23, Remind re: Campus Potluck
	President's Report:	
	Study:	Diversity, Equity & Inclusion
	Action:	
14 February Port Angeles Main Campus	IE Report:	Core Theme Achieving Student Success: Transfer, Entering Workforce, IPEDS
	Presenters:	Prof-Tech Students/Faculty
	Introductions:	New Hires, All WA Academic Team Nominees Basketball Players International Students
	Board:	ACT recap
	President's Report:	2nd Quarter Financials
	Study:	Tenure
	Action:	
14 March Port Angeles Main Campus	IE Report:	Equity-Minded Indicators
	Presenters:	Academic Placement
	Introductions:	New Hires
	Board:	ACCT recap, Board Photo
	President's Report:	
	Study:	Tenure Interviews
	Action:	Tenure

2022-23 Board Topic Calendar

11 April Forks Extension Site	IE Report:	Core Theme Achieving Academic Success: Enrollment, Retention, Class Success Rates, Student/Faculty Ratio
	Presenters:	Student Services, Foundation
	Introductions:	New Hires
	Board:	
	President's Report:	
	Study:	Enrollment Strategy
Action:		
9 May Port Townsend Extension Site	IE Report:	Core Theme Fostering Equity & Inclusion: Enrollment/Retention parity, Trans Studies Success, Campus
	Presenters:	Honors Program Students/Faculty
	Introductions:	New Hires
	Board:	Commencement Instructions Invite to End-of-Year Celebration
	President's Report:	3rd Quarter Financial, Board Self-Evaluation Form, President's Evaluation Form
	Study:	Revenue Estimates, Board Calendar, Honorary Degrees (if any)
Action:		
13 June Port Angeles Main Campus	IE Report:	Institutional Effectiveness recap
	Presenters:	Tidepools Athletic Awards President's Medals All WA Certificates English Essay Award Winner
	Introductions:	New Hires
	Board:	Commencement Reception for Medalists Elect Chair and Vice-Chair
	President's Report:	
	Study:	Onboarding
Action:		Budget Board Calendar Honorary Degrees Resolutions Elect Chair & Vice Chair

8	October Port Angeles Main Campus	IE Report: Education - Transfer (Katie Brenkman)
		Presenters: Sabbatical Report Transfer Students
		Introductions: Soccer Players International/Exchange Guests
		Enclosures: Org. Chart Board Directory Fourth Quarter Financial Annual Financial Annual Report/Calendar
		Board: Chair's Signature for Diplomas
		President's Report: New Hires by Department
		Study: Emeriti Status
		Action: 2014-15 Budget

READ AHEAD PACKAGE (7: Trustees, President, A MEETING

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12	November Port Angeles Main Campus	IE Report:	Professional / Technical Education
		Presenters:	Workforce / Continuing Ed Students
		Introductions:	
		Enclosures:	First Quarter Financial
		Board:	Invite to Campus Holiday Potluck
		President's Report:	
		Study:	
		Action:	Emeriti Status

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10 December Port Angeles Main Campus	IE Report:	Education - Basic Skills
	Presenters:	Basic Skills students (Laura Brogden)
	Introductions:	New Employees (Kelley Smart)
	Enclosures:	
	Board:	Remind re: Campus Potluck
	President's Report:	
	Study:	
	Action:	

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PRESIDENT'S REPORT

11 February Port Angeles Main Campus	IE Report:	Opportunity - Enrollment & Financial Assistance
	Presenters:	Financial Aid Students (Krista Francis)
	Introductions:	All WA Academic Team Nominees Basketball Players International Students
	Enclosures:	Second Quarter Financial Facilities Master Plan (alternate years)
	Board:	
	President's Report:	Capital Budget Request (if bienium)
	Study:	Tenure (if applicable) Academic Calendars (if applicable)
	Action:	

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10	March	IE Report: Opportunity - Stewardship
	Port Angeles Main Campus	Presenters: No Students
		Introductions: New Employees
		Enclosures:
		Board: Board Photo
		President's Report: Invited faculty up for tenure (if applicable)
		Study: Capital Budget Request
		Action: Tenure (no student presenters in Tenure years >> Faculty focus) Academic Calendars Capital Budget

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14 April Forks Extension Site	IE Report:	Enrichment - Pluralism & Community Connections
	Presenters:	Local Presentation Local Students - Ask Debbie Scannell
	Introductions:	No new hire intros until June
	Enclosures:	
	Board:	Consider Board Officers (prompt from President)
	President's Report:	
	Study:	
	Action:	

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| _____ Mail Out Packages | _____ Julie McCulloch | |
| _____ E-Packet Full to 4 Vice Presidents | _____ Mike Maxwell | |
| _____ E-Packet Partial (Agenda, Minutes, Action) to 13: | _____ Travel Forms, prepped | |
| _____ Cathy, Mia, Bruce (Deans) | _____ Travel Forms, submitted | |
| _____ Bonnie, Phyllis, Mary H., (Directors) | _____ Minutes Signed | |
| _____ Debbie, Anna (Extension Sites) | _____ Thank you notes to presenters | |
| _____ Buccaneer; Steve DeVoe (ASC); Michael, Janet, Jerry/Judy (PCFA, FS, & Other) | | |

12 May Port Townsend Extension Site	IE Report:	Enrichment - Cultural Enrichment
	Presenters:	Local Presentation - ask Anna
	Introductions:	No new hire intros until June
	Enclosures:	Third Quarter Financial Board Self-Evaluation Form President's Evaluation Form Operational Plan
	Board:	Commencement Instructions Invite to End-of-Year Celebration
	President's Report:	Foundation enclosure (or June)
	Study:	Operating Budget Board Calendar Honorary Degrees (if any)
Action:		

READ AHEAD PACKAGE (7: Trustees, President, A MEETING

POST

- | | | |
|---|--|---|
| _____ Cover Letter | _____ Refreshments | _____ Post approved minutes to site |
| _____ Agenda | _____ Confirm Location/Set-Up | _____ Update Board Action log >> mirror updates on site |
| _____ Previous Meeting Minutes | _____ Confirm Presenters | _____ Post Revised Policies/Procedures |
| _____ Correspondence () | _____ Confirm Reports | _____ Update APPR Spreadsheet |
| _____ Items for Study | _____ PCFA | |
| _____ Items for Action | _____ Faculty Senate | |
| _____ Enclosures | _____ Classified Staff | |
| _____ Newspaper clippings | _____ ASC | |
| _____ Other | _____ Confirm Attendees (received packet & attendance; out Tue call Fri.; out Wed call Mon.) | |
| _____ Electronic Content | _____ Erik Rohrer | |
| _____ Printed Labels | _____ Dwayne Johnson | |
| _____ Printed Tabs | _____ Mike Glenn | <u>PRESIDENT'S REPORT</u> |
| _____ Mail Out Packages | _____ Julie McCulloch | |
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| _____ Buccaneer; Steve DeVoe (ASC); Michael, Janet, Jerry/Judy (PCFA, FS, (Other | | |

9	June Port Angeles Main Campus	IE Report:	Mission Fulfillment
		Presenters:	Tidepools Athletic Awards President's Medals All WA Certificates English Essay Award Winner
		Introductions:	New hires since March
		Enclosures:	Budget
		Board:	Commencement Reception for Medalists Elect Chair and Vice-Chair
		President's Report:	
		Study:	
		Action:	Budget Board Calendar Honorary Degrees Resolutions Consider Chair & Vice Chair (elected in Oct)

READ AHEAD PACKAGE (7: Trustees, President, A MEETING

POST

- | | | |
|--|--|---|
| _____ Cover Letter | _____ Refreshments | _____ Post approved minutes to site |
| _____ Agenda | _____ Confirm Location/Set-Up | _____ Update Board Action log >> mirror updates on site |
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Strategic Plan Feedback College Community September 2022





PENINSULA COLLEGE 2022-23 EQUITY PLAN

JULY 2022

OVERVIEW

Peninsula College's Equity Plan is driven by missions of the State Board of Community and Technical Colleges (SBCTC) and Peninsula College and aligns to Goal 3 of the College's 2020 to 2025 Strategic Plan. The Equity Plan was developed in spring 2022 by the Equity Steering Committee, comprised of faculty, staff, student and administration representatives.

State Board of Community and Technical Colleges (SBCTC) Mission: We challenge, empower, and embolden ourselves and our colleges to deliver equitable higher education through antiracist policies that ensure economic vitality across Washington.

Peninsula College Mission: Peninsula College educates diverse populations of learners through community-engaged programs and services that advance student equity and success.

Peninsula College Strategic Plan

Goal 3. Deploy resources and develop policies and procedures that foster equity and inclusion.

OBJECTIVE 3.1. Increase diversity among faculty and staff.

OBJECTIVE 3.2. Increase enrollment among diverse and special populations, including expanding tribal and community partnerships.

OBJECTIVE 3.3. Expand the use of inclusive practices and incorporate indigenous and global perspectives across the curriculum.

The college's one-year Equity Plan shows current Peninsula College equity structures and initiatives and lays the foundation for future continuous improvement processes regarding creating an equitable environment for employees, students, and the community. Future years of the equity plan will be developed to build on these one-year goals.

Peninsula College Working Equity Definition: In 2018, an equity work group at the college engaged in a collaborative process to develop an operational definition of equity for the purposes of Guided Pathways. The definition was approved by the Guided Pathways Steering Committee in October 2019: *“Peninsula College ensures that all students have access to resources and support in proportion to their needs and to feel respected, connected, and successful in their learning goals.”* While this definition is a good aspirational guide and starting point for the college's equity work, the current Equity Standing Committee recognizes the need to revisit and refine the definition to fit our current work and to include staff, faculty, and community in addition to students. The committee will be revising the definition during the first year of this plan.



PENINSULA COLLEGE 2022-23 EQUITY PLAN

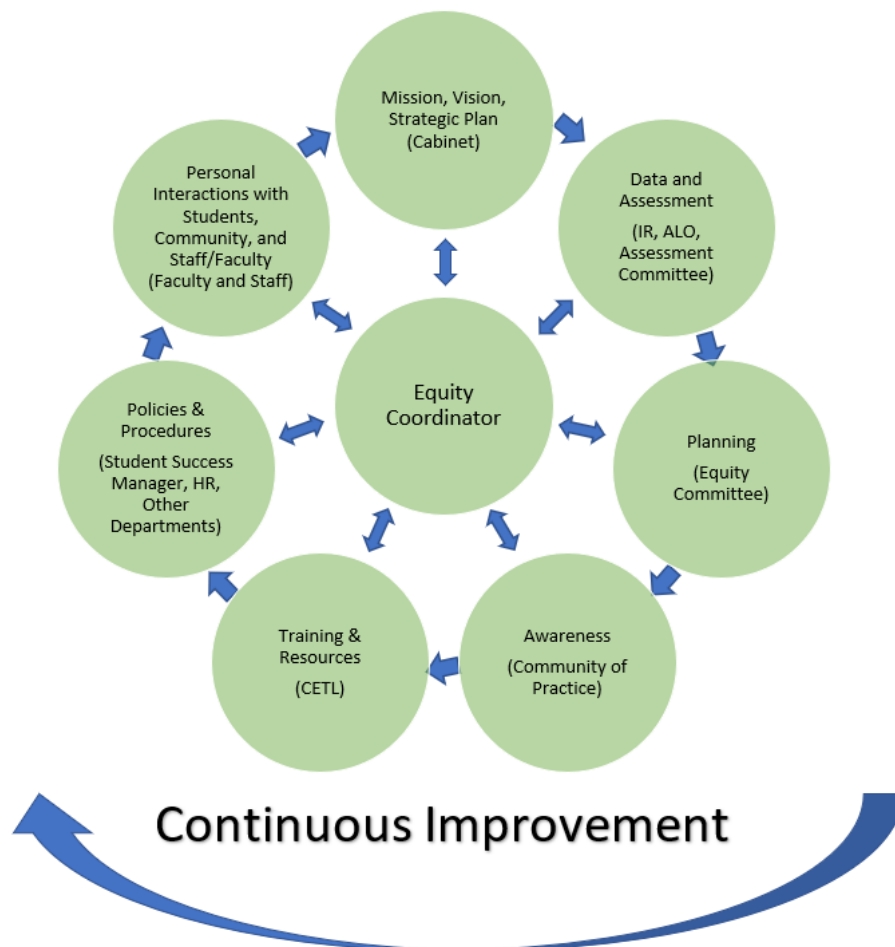
JULY 2022

EQUITY ROLES

The college’s goal has been to create structures to support equity work that are integrated throughout the campus on the philosophy that building a culture of equity is a campus-wide endeavor and needs disseminated systems of accountability to be sustained.

Equity Flow Chart

The flow chart below is a visual representation of where various aspects of equity work currently live at Peninsula College. Although the arrows on the chart seem to imply a linear flow of work, in practice the different circles in the chart all interact and influence each other. Descriptions of these different equity roles are below the chart.





PENINSULA COLLEGE 2022-23 EQUITY PLAN

JULY 2022

PC Personnel in Relationship with Equity Plan

Students: Students are at the center of everything in this plan. Student voice is incorporated into each area for feedback.

College Leadership: The College's Cabinet consists of the President and Vice Presidents of the College. The President reports to the College's Board of Trustees. The College's Strategic Plan is driven by the College Mission and is updated every five years through a collaborative process led by the Cabinet and approved by the Board of Trustees. The Mission makes clear that equity is part of the core work of the college and the Strategic Plan sets specific equity goals and objectives.

Equity Coordinator: The Equity Coordinator is a temporary, two-year position created as part of the IREPO grant. The Equity Coordinator is a faculty member who works with the equity stakeholders on campus to provide resources and to facilitate collaborations and alignments in the different areas where equity work is being done.

Institutional Research, the Accreditation Liaison Officer, and the Assessment Committee: These groups are responsible for the college's data collection and assessment processes and are working to help the college identify, collect, distribute, and use data for equity work.

Equity Standing Committee: This is a formal standing committee with cross-campus representation. It advises on college policies and procedures and oversees the development and maintenance of the college-wide equity plan.

Equity Community of Practice: This is an informal group open to the whole campus that engages in dialogue and exploration around equity practices and topics at the college. The group meets once a month. Each meeting is usually focused on a specific equity topic. The community of practice is a place to build community and engage in self-reflection. Ideas that come up through the community of practice are shared with other equity groups on campus and may inform them of their work.

The Center for Equity, Teaching, and Learning, the Faculty Professional Development Committee, and the Education and Training Committee: The Center for Equity, Teaching, and Learning (CETL), includes the Library, E-Learning, and the Learning Center. The Center works collaboratively with the other groups to provide professional development, resources, advisory support, and assessment support related to equity, teaching, and learning. The Faculty Professional Development Committee works with CETL to identify faculty professional development needs and develop faculty professional development activities. The Education and Training Committee plans training for staff members and collaborates with the Equity groups and the Center for Equity, Teaching, and Learning in identifying and meeting equity training needs for campus employees.



PENINSULA COLLEGE 2022-23 EQUITY PLAN

JULY 2022

YEAR ONE PRIORITIES

PC Strategic Objective	Equity Plan Goal
<p>3. Deploy resources and develop policies and procedures that foster equity and inclusion.</p>	<p>3.0.1 Deploy DEI professional development for all employees to foster equity and inclusion.</p>
	<p>3.0.2 Develop or enhance policies and procedures that foster equity and inclusion and engage PC students in DEI efforts to help PC better understand and be accountable for the barriers and concerns expressed by underrepresented students.</p>
<p>3.1 Increase diversity among faculty and staff</p>	<p>3.1.1 Improve hiring practices through the Diversity & Equity in Hiring & Professional Development (DEHPD) to recruit and retain employees from all racial, ethnic, and cultural backgrounds.</p>
<p>3.2 Increase enrollment among diverse and special populations, including expanding tribal and community partnerships</p>	<p>3.2.1 Identify and establish positions and programs to support DEI efforts through strategic enrollment management.</p>
<p>3.3 Expand the use of inclusive practices and incorporate indigenous and global perspectives across the curriculum</p>	<p>3.3.1 Offer faculty professional development to infuse equity and inclusion in the classroom through inclusive pedagogy.</p>



PENINSULA COLLEGE 2022-23 EQUITY PLAN

JULY 2022

DEFINITIONS

Given that race is a socially defined construct, some of these definitions are dynamic and evolve across time.

Communities of Color – Communities of color are self-defined communities that share an identity based on racial characteristics among community members. The community typically has a shared history and shared current/historic experiences of racism.

Community organizations, also known as community-based organizations – Organizations aimed at making improvements to a community’s social health, well-being, and overall functioning.

Culturally appropriate – The understanding of what is suitable given a particular context as defined by that community. Being sensitive, understanding, non-judgmental and respectful with people whose culture is different from your own; being flexible and skillful in responding and adapting to cultural contexts and circumstances.

Cultural Competence (culturally competent) – Understanding the effects of culture on oneself and others. Developing a range of communication skills that lead to appropriate interactions with people.

Diversity – We understand that the term “diversity” requires attention to power, privilege, social justice, and change and points to a commitment to examining political and cultural dynamics including but not limited to race, class, gender, sexuality, and ability.

Equity – Peninsula College aspires to ensure that all students, faculty, and staff have access to resources and support in proportion to their needs and that they feel respected, connected, and can thrive in their goals.

Historically Marginalized Communities – Groups who have historically been and may continue to be denied political, economic, and social equity. Many of these communities were ignored or misrepresented in traditional historical sources.

Inclusion – Authentically bringing traditionally excluded individuals and/or groups into processes, activities, and decision/policy making in a way that shares power.

Low-income communities – A local community, neighborhood, or rural district in which 20% of people live below the poverty line or the median income does not exceed 80% of the median family income for the area.



PENINSULA COLLEGE 2022-23 EQUITY PLAN

JULY 2022

CONCLUSION

Peninsula College aspires to be a leader in anti-racist policies and practices and to be a welcoming campus where students, faculty, staff, and community members feel inspired and have a true sense of belonging. We recognize the role that trauma and historical trauma play in this work. This equity plan acts as a guide for individuals and departments within the college to begin that work through their assessment and planning processes. We see this plan as a living document that will change as we learn and grow. We invite the campus community to join us in this journey.

Community Contacts					
Organization	First Name	Last Name	Title	Date of Meeting	comments
Jameston S'Klallam Tribe	Ron	Allen	Tribal Chair/CEO	8/10/2022	
StreamFest	Sandy	Cameron	Chairperson for PA Garden Club	8/10/2022	
Kiwanis Club of PA	Carmen	Geyer	Communications and Community Relations Coordinator- PASD	8/11/2022	
PA School District	Marty	Brewer	Port Angeles School Superintendent	8/11/2022	
Dept. of Health	Dr. Allision	Berry		8/12/2022	
SBCTC	Lynn	Palmontier-Holder	State Board Tribal Relations	8/12/2022	
Congressman	Derek	Kilmer		8/15/2022	
Field Arts and Events Hall	Steve	Raider Ginsberg	Executive Director	8/15/2022	
NorthPoint Construction	Dennis	Yakovich		8/16/2022	
PNNL	Melanie	Roberts		8/16/2022	
PNNL	Evangalina	Shreeve		8/16/2022	
Port Angeles Police	Brian	Smith	Police Chief	8/17/2022	
Port Angeles Rotary	Robert	Skolnik		8/17/2022	
Washington Dental Hygienists Assn WDHA	Melissa	Johnson		8/17/2022	
Olympic Workforce Development Council	Bill	Dowling	Olympic Workforce Development Council Director	8/22/2022	
North Olympic Development Council	Karen	Affeld	NODC Executive Director	8/24/2022	
Quileute Tribal Council			Tribal Council	8/25/2022	
	Brinton	Sprague	Former Interim PC President	8/26/2022	
PA School Board	Mary	Hebert		9/7/2022	
Community Member	Darlene	Schanfald		9/8/2022	
Sequim Rotary	Anna	Richmond		9/8/2022	
Renewable Nations Institute	Richard	Lukens		9/8/2022	
Renewable Nations Institute	Allan	Baer		9/8/2022	
PAHS	Tanner	Zahrt	Principal	9/9/2022	
PAHS	Lisa	Joslin	CTE Director	9/9/2022	
Stabicraft	Andre	Corpus		9/12/2022	
Clallam Mosaic	Cat	McKinney		9/14/2022	
City of Sequim	Matthew	Huish	Sequim City Manager	9/16/2022	
EDC WA state	Laura	Ives	EDC WA state Rep	9/22/2022	
Port Angeles Business Association	Cherie	Kidd		9/27/2022	
Olympic National Park	Dean Butterworth			9/29/2022	
SBCTC	Carli	Schiffner	Education Director	9/30/2022	
Sequim chamber	Beth	Pratt	Director of Sequim Chamber	10/4/2022	
OMC Harvest of Hope Gala				10/1/2022	
PDN	John	Brewer	Former Publisher	10/4/2022	
Jamestown S'Klallam Tribe	Brent	Simcosky	Health Director	10/5/2022	
Meetings Scheduled/in the works					
EDC team Jefferson	Cindy	Brooks	Executive Director	10/14/2022	
Commissioner	Kate	Dean	Jefferson County Commissioner	10/14/2022	
City of Port Townsend	John	Mauro	Port Townsend City Manager	10/14/2022	
Port Townsend SD	Linda	Rosenbury	PT School District Superintendent	10/14/2022	
Chamber of Jefferson County	Arlene	Alen	Executive Director	10/14/2022	
Soroptimist Club	Wendy	Shea		10/21/2022	
Elwha tribe	Francis	Charles	Chairperson		
Makah Tribe	Nate	Tyler	Treasurer		

DRAFT

Peninsula College

BOARD OF TRUSTEE SELF EVALUATION

1=Unacceptable 2=Below average 3=Average 4=Above average 5=Superior

1. Board Organization and Development:

1 2 3 4 5

- a. The Board operates as a unit; members work together as a team to accomplish the work of the Board
- b. Board members represent Board policy in responding to public and employee questions
- c. Board meetings are conducted in an orderly, efficient manner
- d. Meeting agenda items include sufficient background information and recommendations are relevant to the Board
- e. **Board meetings provide appropriate time to explore and resolve issues**
- f. **New members of the Board receive orientation to Board roles and the college**
- g. **Board members participate in trustee learning activities**
- h. **The Board understands and adheres to the open meetings law**
- i. **The Board maintains confidentiality of privileged information**
- j. **The Board operate ethically without conflict of interest**
- k. **The Board evaluation process helps the Board enhance its performance**

Comments _____

2. Policy Role and Direction

1 2 3 4 5

- a. The Board understands that its primary function is to establish the policies by which the College is to be administered
- b. The Board has clarified the difference between its policy role and the roles of the President and the staff
- c. The Board, through the President, seeks advice and recommendations from faculty, staff, and students in developing policy
- d. The Board is appropriately involved in the planning process and is familiar with the general strategic and master plans of the College

Comments _____

3. Community Relations

1 2 3 4 5

- a. The Board is committed to protecting the public interest
- b. The Board is knowledgeable about community interests
- c. The Board assists in developing partnerships with community agencies, businesses, and local governments where appropriate

Comments _____

- 4. Standards for College Operations and Performance** **1 2 3 4 5**
- a. The Board is knowledgeable about the programs and services offered by the College
 - b. The Board approves the budget document and assures the budget reflects the mission, goals, and priorities of the college
 - c. The Board has policies that require fair and equitable processes
 - d. The Board monitors the effectiveness of the College in fulfilling its mission
 - e. **The Board understands the fiscal condition of the College**
 - f. **The Board is involved in the accreditation process, as appropriate**

Comments _____

- 5. Advocating the College:** **1 2 3 4 5**
- a. Board members actively support the mission and Guiding Principles of the College
 - b. The Board advocates for College interests as appropriate
 - c. Board members participate in community activities as representatives of the College
 - d. **The Board actively seeks to understand state and national educational policy issues**
 - e. **The Board advocates for College interest to regional, state and national agencies and legislators**

- 6. Board/President Relations** **1 2 3 4 5**
- a. **The Board and President have a positive, cooperative relationships**
 - b. **The Board provides a high level of support to the President**
 - c. **The Board maintains open communication with the President**
 - d. **The Board annually develops goals and objectives that are used in the evaluation of the President**
 - e. **The Board understands the role of the President as the link between the Board and the staff**

Question	Response
1. What are the Board's greatest strengths?	
2. What are the major accomplishments of the Board in the past year?	
3. In order for the Board to continue performing at a high level, we need to....	
4. I recommend the Board establishes the following goals for the coming year...	

**Peninsula College
2023-2024 Academic Calendar
drafted 9/2022**

July

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
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August

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September

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November

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January

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February

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April

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May

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June

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Contracted Instructional Days
 Instructional Prep
 Holidays
 Advising Week w/instruction
 Graduation
 Total Contract Year

162
12
1
175

Summer Quarter Days	7 weeks	Workdays
Fall Quarter Days	54	61
Winter Quarter Days	54	57
Spring Quarter Days	54	57
	<hr style="border: 1px solid black;"/>	<hr style="border: 1px solid black;"/>
Total Instructional Days	162	175
Summer	26	

count by month

fall

working

10

21

19

12

62

teaching

5

21

19

10

55

winter

working

20

19

17

56

teaching

20

19

15

54

spring

working

20

22

15

57

teaching

19

22

12

53

Peninsula College

2024-2025 Academic Calendar

drafted 9/2022

July

S	M	T	W	TH	F	S
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August

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September

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October

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November

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December

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January

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February

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March

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April

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May

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18	19	20	21	22	23	24
25	26	27	28	29	30	31

June

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22	23	24	25	26	27	28
29	30					

Contracted Instructional Days
 Instructional Prep
 Holidays
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 Graduation
 Total Contract Year

	162
	12
	1
	175

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Spring Quarter Days	54	57
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Summer	27	

Workdays

count by month

fall

working

10

21

19

12

62

teaching

5

21

19

10

55

winter

working

20

19

17

56

teaching

20

19

15

54

spring

working

20

22

15

57

teaching

19

22

12

53

Peninsula College

2025-2026 Academic Calendar

drafted 9/2022

July

S	M	T	W	TH	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

October

S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Contracted Instructional Days
 Instructional Prep
 Holidays
 Advising Week w/instruction
 Graduation
 Total Contract Year

162
12
1

175

Summer Quarter Days	7 weeks	Workdays
Fall Quarter Days	55	62
Winter Quarter Days	53	56
Spring Quarter Days	54	57
Total Instructional Days	162	175
Summer	27	

count by month

fall

working

10

21

19

12

62

teaching

5

21

19

10

55

winter

working

20

19

17

56

teaching

20

19

15

54

spring

working

20

22

15

57

teaching

19

22

12

53

STATE OF WASHINGTON
BOARD OF TRUSTEES, COMMUNITY COLLEGE DISTRICT NO. 1
PENINSULA COLLEGE

Resolution #2022-05

**A resolution recognizing the extraordinary contributions to the College, the community,
and the State of Washington by Dr. Luke Robins**

WHEREAS Dr. Luke Robins provided strong, courageous leadership for the college as significant milestones were marked, which include but are not limited to:

- Acquisition and renovation of the PC Forks facility
- Renovation of Building 202 at Fort Worden in Port Townsend
- Significant growth in capacity and assets in the PC Foundation
- Design, construction, occupancy of the new Allied Health/ECE building
- Expansion of Nursing Program and childcare center capacity
- Addition of 3rd party dedicated student housing (CHI)
- Active participation by the college in ongoing economic development efforts in our service area
- Adoption of Guided Pathways as a student success model.
- Successful Mid Cycle and 7-year Reaccreditation processes
- Presidential search process and transition planning

WHEREAS Dr. Robins has developed and maintained valuable relationships with the community, legislators, academic and educational leadership, business and industry.

FURTHER, Luke has demonstrated a sincere commitment to the mission, core themes, vision and guiding principles of Peninsula College during his tenure.

THEREFORE, BE IT RESOLVED that the Board of Trustees of Peninsula College, District No. 1, express to Dr. Luke Robins, the appreciation of the College Community for his extraordinary leadership, and desire to recognize this service by naming the community green space (“College Green”) of the Port Angeles campus the “Robins Green”.

Signed and Attested This Date:

Dwayne Johnson, Board Chair

Date: _____