



Meeting of the Board of Trustees
Minutes
April 11, 2023
Forks, WA
2:00 p.m.
Peninsula College Forks Campus

Trustees:

Dwayne Johnson, Chair
Mike Maxwell, Vice Chair
Mike Glenn
Joe Floyd
Claire Roney

ROLL CALL and DETERMINATION OF QUORUM

Dwayne Johnson, Chair - Present
Mike Maxwell, Vice Chair - Present
Mike Glenn - Excused
Joe Floyd - Present
Claire Roney - Present

Dwayne Johnson called the meeting to order at 2:02 pm.

MODIFICATION TO THE AGENDA

None

APPROVAL OF MINUTES

March 14, 2023

Motion to approve Claire Roney, 2nd Joe Floyd. Mike Maxwell abstained because he was not at the March meeting, Motion approved.

INTRODUCTIONS

New Employees – None today, new employees will be introduced at a future meeting.

PUBLIC COMMENT/CORRESPONDENCE

None

PRESENTATIONS

Forks Campus Update/Student Successes – Rebecca Schwartz

Rebecca Schwartz has been the Director of the Forks campus since September 2021. Their numbers are increasing and there was good size group of students at the Running Start information night. They are working on expanding instructional support, it is boosting their student success rate. They are happy to have the ESL program back and are working on more ways to bring the community in. They have some community education classes coming up. The CDL class has been very popular, and it has been very helpful to have funding for the class; the number of applications is more than the seats in class. They will also be offering a flagging class. They also offer customer service training, and are working with local businesses in town, including the hospital. They will be offering women's self-defense class this spring.

Their laptop/hotspot loaning program is working well. There are many students that have limited internet access, so this has been very helpful.

The Forks campus employees have been invited to local schools and Tribes and had the 3 and 4th graders on campus for college day.

In October they had a cultural event with over 100 people in attendance. They also did an indigenous cultural celebration in March.

They are working to bring back student life to the Forks campus. They had a holiday party in December and are planning to do an end of the year event for students this summer.

There have been issues with building and security that are being resolved.

Rebecca Schwartz introduced some students:

Riley Smith – Riley is a Running Start student and will be graduating this year with her AA, she really likes being able to come to campus to work and the tutoring helps a lot.

Cameron Kennedy – This is his first year in Running Start, he also takes two classes at the Forks High School. He will be coming to the Port Angeles campus next year to do the Welding Program.

Rebecca introduced Leslie Hoare, she works in the Forks Learning Center and is bi-lingual. It has been helpful for students and families that speak Spanish to have Leslie on campus. They are working with Studium Generale to bring a spring event to Forks.

Childcare continues to be one of the biggest issues for having for a lot of people coming to college.

Rebecca also introduced Janet Lucas. Janet has been an English teacher on the PC campus for many years and is now also teaching the baking program at the Clallam Bay Prison. She has been doing this program for a year and a half. She has a cohort of 8 students. They learn about making and decorating cakes, pies, cookies and teaching work and restaurant skills.

A video was shared that was made by Jessie Shepherd, a Quileute Tribal elder that made it for her final project for the Quileute Language class. The class is hyflex, some are in person, and some are on zoom.

The Forks community is very excited for the upcoming Natural Resources program that will begin in the fall.

STANDING REPORTS:

- ASC – Hedvig Persson – Written report attached.
- Senate – Lara Starceovich, Faculty Senate First Speaker – No report.
- PCFA – Tim Williams – Written report in Board Packet.
- Institutional/Enrollment Report – Advancing Student Success, Ethan VanZant – Report in Board Packet.

PRESIDENT'S REPORT

New Programs Steven Thomas – Presentation attached.

Updates:

- Signage is in the process of going up in Forks that will be welcoming in native languages.
- New siding was installed on the Forks building this past year, cameras were recently installed.
- Suzy shared the new program documents that they are using to reach out to the community for the new Natural Resources and Automotive Tech programs. Suzy and Getta Workman are meeting with community leaders for support to raise money.
- Suzy expressed her concern with the student success rates in the local K-12 schools. Suzy asked the Board if they would be interested in a joint meeting with the local school districts. The Board of Trustees said they were interested.
- There has been discussion of a partnership with First Federal, they were going to loan us a building space. There have been some issues with the space and a partnership with a for-profit business. We let them know that we are not able to move forward but we are going continue looking for a way to have Peninsula College have a presence downtown.
- The College has been having conversations about changing commencement. In years past it has been outside, the gym was no longer large enough. The weather makes an outside ceremony very unpredictable. Rick Ross suggested changing to two shorter back-to-back ceremonies the

same day. PC staff and faculty wanted to do what was best for students. We polled the students, and it was 50/50. For 2023 the decision has been made to have two ceremonies in the gym on the same day. The date of commencement is June 17, 2023. It will be a longer day for staff, faculty and Trustees.

- Fall Spectacular was an amazing success, we had about 4,000 people and we were not anticipating how big it would be. We were very lucky there were no emergencies because we were not prepared for such a large crowd. It was a huge impact on staff. We have had college conversations about how to move forward. Some things we are considering is changing the date so that it would be before fall quarter and partnering with other community groups.
- The OMC Foundation is going to commit funds to support their employees and local high school students in education in the medical field. This will directly benefit Peninsula College. Suzy suggested that the Board make a formal acknowledgement of this gift at the June board meeting, the Board of Trustees agreed.
- Suzy has been working to foster relationships with PNNL, they have an internship that will serve Indigenous students at Peninsula College. They are reaching out to students now, they are hoping to get 6 students from Peninsula College.
- PNNL may provide funding to support the Natural Resources Program and a fund to help struggling students.
- The Legislature will be ending soon. We are hoping that we will get full funding for cost-of-living increase, a slim chance we will get workforce funds, it is looking good that we may get funds for some capital maintenance projects.
- The AFT, Association Federation of Teachers is doing a walk out today, April 11th. Our Peninsula College faculty will not be participating in the walk out but are finding other ways to show support.
- Suzy is working with the PDN to do an OpEd in response to the Seattle Times article that came out last week.
- The May meeting, in Port Townsend, may be a longer meeting. An executive session for the President's evaluation will be needed. We are also working on planning a community reception for Suzy in Port Townsend that evening.
- The June meeting will also have an executive session for evaluations.

Advisory Committees – in Board Packet.

TRUSTEE UPDATE

Joe Floyd is a liaison for the Peninsula College Foundation and gave an update. The update is attached. Joe Floyd would like to request that the Foundation give a standing report at Board Meetings. The Board of Trustees agreed and would like to add a Foundation Report to the regular board meeting standing reports.

Claire Roney is planning to attend the All-Washington Academic Team Ceremony. Peninsula College has two All Washington students, but they are not able to attend.

Mike Maxwell is happy to see that Peninsula College is more involved in the Olympic Community of Heath and supporting healthcare in our community.

Claire Roney and Joe Floyd attended the Trustee Tuesday meeting this morning, it was on apprenticeships. Claire Roney also attended an ACCT training on parliamentary procedure.

ITEMS FOR BOARD STUDY

None

ITEMS FOR BOARD ACTION

None

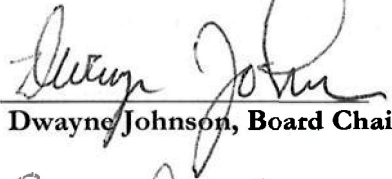
EXECUTIVE SESSION

None


NEXT MEETING

Tue. May 9, 2023, 2:00 pm - Port Townsend Campus

Motion to adjourn made by Mike Maxwell, 2nd by Claire Roney. All Approved. Meeting ended at 4:19pm.


Dwayne Johnson, Board Chair

5/13/23
Date:


Suzy Ames, President

5/13/23
Date:

Hi everyone,

I am sorry I cannot attend your meeting today in person. Here is my report:

- We held our spring retreat yesterday covering Servant Leadership and how that plays into all we do.
- We have 4 events planned for Earth Week, April 17-22.
- We'll be interviewing and selecting new ASC members this month for the 2023-24 academic year.
- We have a number of events, including game days, an escape room and our annual Sidewalk Chalk Art Contest.
- We have field trips planned to the Seattle Aquarium and the Seattle Mariners.
- We begin our budget process this month and will have a finalized 2023-24 budget for you by June.

PENINSULA COLLEGE - PROGRAM DEVELOPMENT

STEVEN L. THOMAS, PH.D.



PENINSULA COLLEGE

NEW PROGRAM DEVELOPMENT

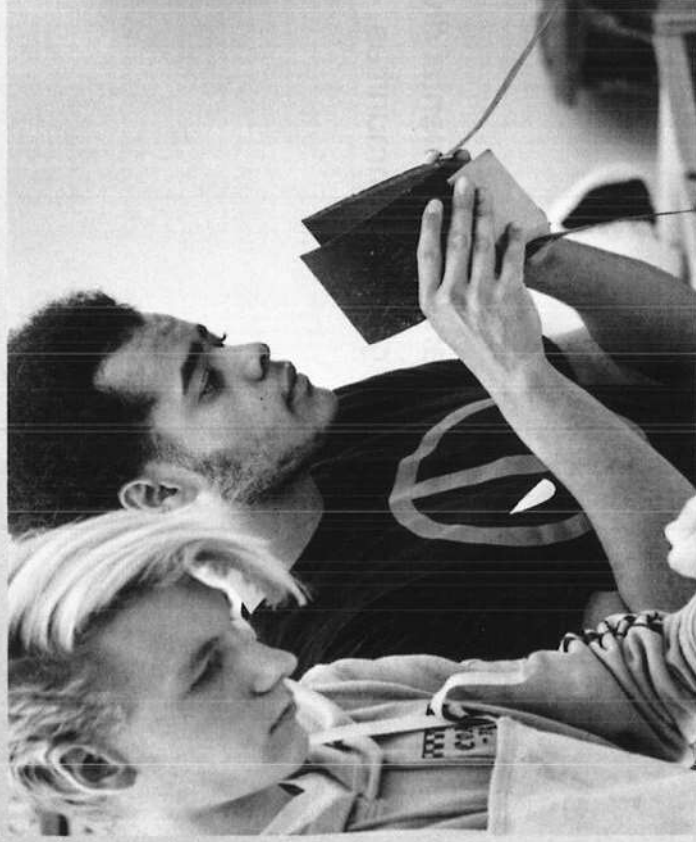
Vision

A destination of cultural and environmental diversity where academic excellence transforms students' lives and strengthens communities.



PENINSULA COLLEGE

CONTEXT



PC is in the midst of a 10-year enrollment decline

We serve a large number of Pell eligible students seeking certificates and degrees that lead to gainful employment

Recent graduates have attained jobs in Accounting, Nursing, Welding, Allied Health and Digital Media



PENINSULA COLLEGE

OUR COMMITMENT



There is a tremendous opportunity to align our program offerings with our local workforce needs.

Over the next 5 years we will strategically operate within an ecosystem of local, civic, industry and other community stakeholders to inform the development of programs that lead to economic mobility.

Reaffirm our promise to low-income students seeking gainful employment outcomes after completion.



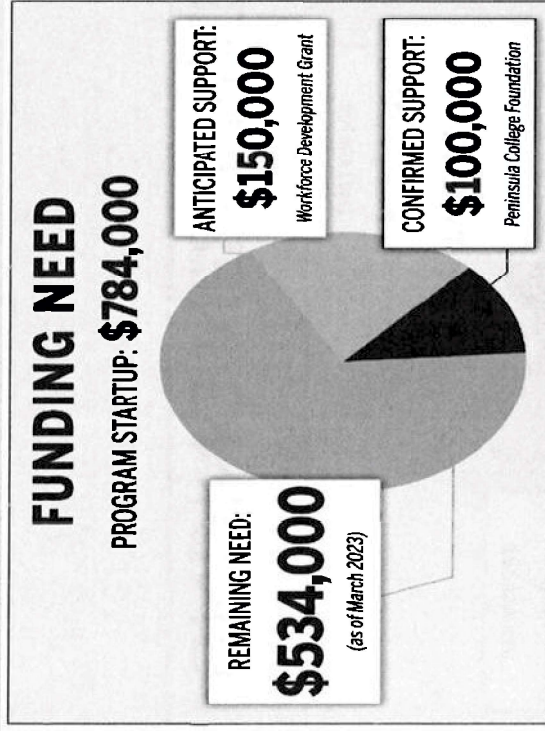
PENINSULA COLLEGE

FALL 2023 NEW PROGRAMS@PC

Program	Starting Cost	Estimated FTE Growth
Automotive Technology	\$784,000	20
Natural Resources	\$188,200	31
BAS in Behavioral Health	\$100,000	40
BAS Management Concentrations	\$25,000	27
Estimated Totals	\$1,097,200	118

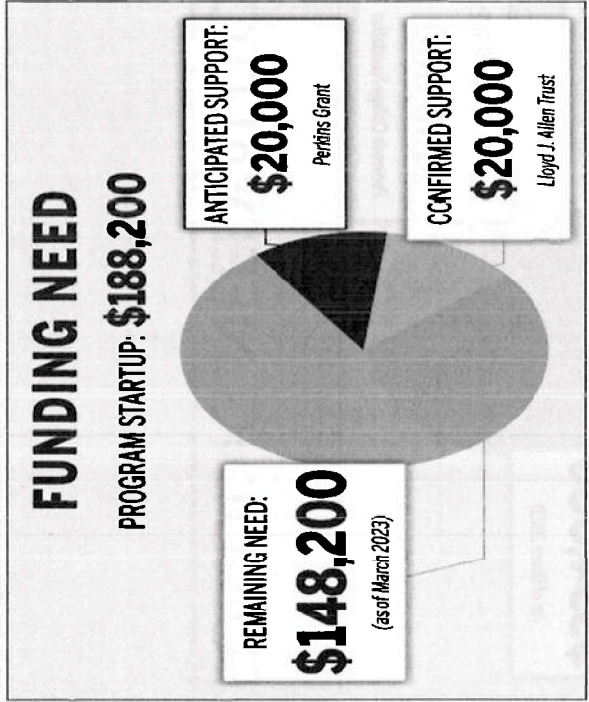


PENINSULA COLLEGE



- ITEMS NEEDED**
- **\$500,000** Renovation of program space
 - **\$95,000** Laptops and training simulator software
 - **\$85,000** One gas and one electric vehicle (for fall 2023 start; more needed for future)
 - **\$34,000** Miscellaneous tools and equipment
 - **\$32,000** Smart EV charging stations
 - **\$20,000** Sonic 456-piece intermediate toolset
 - **\$18,000** Consumables
-
- A circular icon containing a gear and a wrench, symbolizing automotive technology or mechanical work.

FUNDING NEED: AUTOMOTIVE TECHNOLOGY



ITEMS NEEDED

- **\$65,000** Student transport van that doubles as a tow vehicle
- **\$43,000** 17-foot boat and trailer for accessing remote sites and to develop tow/operator skills
- **\$12,000** Outboard motor (for boat, above)
- **\$16,000** Relaskops
- **\$15,000** Microscopes
- **\$10,000** Reusable student gear (waders, hard hats, field vests, etc.)
- **\$10,000** Field equipment (binoculars, spotting scopes, compasses, waterproof notebooks, water sampling supplies, hand tools, radio tags and receiver kits)
- **\$10,000** Tablets and mobile devices for field use data collection; software
- **\$5,000** Drones
- **\$3,000** GPS units

FUNDING NEED: NATURAL RESOURCES

NEW PROGRAMS@PC IN DEVELOPMENT

Program

Dental Hygiene

Marine Technology

BAS: Teacher Education

Information Tech/Cybersecurity

American Indian/Indigenous Studies

Virtual Office Assistant

Entrepreneurship

Media Tech Certificate

Facilities Maintenance Certificate

Bookkeeping Short Certificate

Veterinary Technician

Medical Lab Technician (In partnership with Wenatchee)



PENINSULA COLLEGE

Peninsula College Foundation Update- April 2023

- In September the Foundation concluded a successful audit with no findings. An operating budget, which had been delayed, was also approved for the year.
- The Foundation provided \$26,700 seed money for the first Fall Spectacular event (held in October), which was a huge success.
- In November the Foundation Board elected officers:
 - Paul Cunningham, President (ending 12/31/23)
 - Kathy Charlton, President-Elect
 - Val Fratus, Secretary
 - Jeanne Martin, Co-Treasurer
 - Ray Gruver, Co-Treasurer
-
- The Foundation Board recently approved a refresh of its strategic goals, to better align with the College's updated Strategic Plan.
 - The Board will hold a retreat on April 22 and, among other things, will develop action items for these refreshed goals.

Some Funding updates. Because we don't have January and February billings reconciled yet with the College, here is **YTD 12.31.22** data:

- Restricted revenue is up \$43,491 from \$353,185 this time last year to \$396,676.
- Unrestricted revenue is up \$3,451 from \$14,210 this time last year to \$17,661.
- Student support is up \$30,522 from \$217,478 last year at this time to \$248,000.
- Program support is up \$50,791 from \$71,209 last year at this time to \$122,000.
- The Foundation and College are working on funding efforts for two new PC programs starting this fall:

- Natural Resources Program (to be taught at the Forks campus!)
 - Funds secured so far:
 - \$20,000 raised by the Foundation (Lloyd J Allen Trust)
 - \$20,000 anticipated Perkins grant (submitted by PC)
 - Remaining need: \$148,200 *as of 4.6.23*
- Automotive Technology Program (which will include instruction in hybrid and electric vehicle technology)
 - Funds secured so far:
 - \$100,000 from the Foundation
 - \$150,000 anticipated workforce development grant (submitted by PC)
 - Remaining need: \$534,000 *as of 4.6.23*

