



Trustees:

Mike Maxwell, Chair

Joe Floyd, Vice Chair

Claire Roney

Celeste Schoenthaler

Glenn Ellis, Jr.

ROLL CALL and DETERMINATION OF QUORUM

PUBLIC COMMENT/CORRESPONDENCE

MODIFICATION TO THE AGENDA

APPROVAL OF MINUTES

June 11, 2024

July 29, 2024

ITEMS FOR BOARD ACTION

Policy 431 – Code of Student Rights and Responsibilities

2024-2025 Board Meeting Dates

ITEMS FOR BOARD STUDY

Policy 511 – Use of College Facilities

Policy 514 – Purchasing

Board Self-Assessment

Trustee Handbook Review

Topics of Interest for Board Presentations

Enhancements to tenure process

Preparation for Year 7 Accreditation Visit – Spring 2025

DEI Listening Session Summary Report

ACCT Presentation

PRESIDENT'S REPORT

Updates
Parks update/Fort Worden

WORKING LUNCH

TRUSTEE UPDATES

EXECUTIVE SESSION

None

NEXT MEETING

Date to Be Determined



Trustees:

Mike Maxwell, Chair

Joe Floyd, Vice Chair

Claire Roney

Celeste Schoenthaler

Glenn Ellis, Jr.

1:00 p.m. STUDENT AWARD CEREMONY, PRESIDENT'S MEDALS

Pirate Union Building

REGULAR MEETING 2:00 p.m. IN CORNABY CENTER

Mike Maxwell called the meeting to order at 2pm.

ROLL CALL and DETERMINATION OF QUORUM

Mike Maxwell, Chair – present

Joe Floyd, Vice Chair – present

Claire Roney – present

Celeste Schoenthaler – excused

Glenn Ellis, Jr. – present

PUBLIC COMMENT/CORRESPONDENCE

ACT Letter

MODIFICATION TO THE AGENDA

None

APPROVAL OF MINUTES

May 21, 2024

Motion to approve minutes made by Claire Roney, seconded by Joe Floyd. All approved.

INTRODUCTIONS

New Employees – None

PRESENTATIONS

Update on Integrated Indigenous Studies Program – Kate Reavey.

Kate Reavey introduced Amara Yallup, who is Makah and is the work study student at the Longhouse, and they presented an update on the IIS (Integrated Indigenous Studies) Pathway to emphasize the scope of offerings. In addition to the full-time faculty, Migizi Miigwan (history and social sciences) and Sam Della-DeVoney (multicultural advising), there are eight part-time faculty teaching at the college, seven of them in the Indigenous Languages courses and one co-teaching PNW Environmental

History. The three Indigenous Languages courses – Makah, Klallam, and Quileute – are taught by lead teachers and accompanying TAs and/or Instructional Techs, with support from NEH then IREPO grants. Kate is working with administrators to support the future of IIS planning with Native instructors and TAs in place (in natural sciences courses, as well). Reavey noted that the language courses are a poignant example of the college responding to the requests from Tribal Nations. She is grateful to Dr. Ames for the leadership.

STANDING REPORTS:

- ASC – ASC President Hannah Wagner – ASC accomplishments this year include 2 sold out Blood Drives, black light dodge ball, and a movie theater take-over. This year they tried having representation from students in Forks and Port Townsend, it will be in place next year. They had two trips to the Mariners, a Spring Bash, three community service events (Railroad Bridge – rain garden, Ed Tish arboretum, and rebuilding the Dream Playground). About 12 years ago the ASC adopted a student in Sierra Leone and they are working on finding a way to help pay for his college. The ASC worked hard to get involvement of students other than athletes this year.

ITEMS FOR BOARD ACTION

Resolution #2024-03 – Mike Maxwell read the resolution recognizing Hannah Wagner.

Motion to approve Resolution #2024-03 made by Joe Floyd, seconded by Glenn Ellis, Jr. All approved.

- Senate – Lara Starceovich, Faculty Senate First Speaker
Faculty Senate is in the middle of reevaluating Faculty Senate and how to revitalize it. With the changes in the recent contract, there is no longer compensation for the First Speaker. There are still people interested in taking the role on. They will continue the discussion in the fall and plan to revise the Faculty Senate Constitution next year. The goal of Faculty Senate is for faculty to connect and to focus on teaching/learning.
- PCFA – Tim Williams
PCFA has the leadership elections for next year going on now, the ballots are out. Tim has continued to join Suzy Ames and Claire Roney in meetings with Legislative Candidates. The PCFA supports fully funding COLAs as a legislative priority.
- Institutional/Enrollment Report – Overview of Strategic Plan – Suzy Ames. In Board Packet.
- Foundation – Cheryl Crane
The Final Foundation Board meeting of this academic year was on May 30th, they approved the 24-25 budget. Short-term interest has increased significantly, which has made a big difference in the operational funding. They also approved the Foundation board meeting dates for 24-25. This summer, PCF will continue to work on audited financials and 990 filings, work with Bryce Jacobson and the Pirate Athletic Association to raise support for student-athletes and collaborate with the PC Marketing Department to develop a communications plan. Additionally, the BOD and PCF will continue to recruit new Foundation Board Members and focus on fundraising for PC's proposed Marine Manufacturing program.

PRESIDENT'S REPORT

Updates

- Carie Edmiston went over the 2024-2025 Budget Book – In Board Packet.
- This morning there was a Trustee Tuesday on the Allocation Model; it is the formula how the money goes from the Legislature to the State Board to the individual colleges. There is a committee working on revising the Allocation Model, looking at the model with an equity lens and to give colleges local control. The Presidents should have the first view (without dollar amounts) in July. The timeline is for the State Board to vote on it in January.

- The survey results from the Legislative Priorities came up; the top priority was fully funding COLAs and everything else was tied for second. The President's have decided to ask for fully funding COLAs as top priority and flexible funding for colleges as the second priority.
- International ESL – we have intensive ESL for international students. We will continue to provide these services for our current students, but we are reviewing IESL.
- Peninsula College is leading the state community colleges in awarding Financial Aid for the next academic year.

TRUSTEE UPDATE

Joe Floyd asked the Board to consider #2024-04 Resolution Honoring Dr. Mike Maxwell.

Motion to approve #2024-04 Resolution Honoring Dr. Mike Maxwell, made by Glenn Ellis, seconded by Claire Roney. All approved.

Thank you, Mike Maxwell, you will be missed!

ITEMS FOR BOARD STUDY

None

ITEMS FOR BOARD ACTION

Policy 537 – Travel

Motion to approve Policy 537 – Travel made by Claire Roney, seconded by Joe Floyd . All approved

Policy 289a – Administrative/Exempt Personal Leave Days

Motion to approve Policy 289a – Administrative/Exempt Personal Leave Days made by Joe Floyd, seconded by Glenn Ellis, Jr. All approved

Peninsula College Faculty Administration Collective Bargaining Agreement 2024-2027

Motion to approve PCFA Collective Bargaining Agreement made by Claire Roney, seconded by Glenn Ellis, Jr. All approved.

2024-2025 Operating Budget – Resolution 2024-05

Motion to approve #2024-05 Resolution made by Glenn Ellis, Jr., seconded by Joe Floyd. All approved.

Board Self Evaluation Tool

Motion to approve Board Self Evaluation Tool made by Claire Roney, seconded by Joe Floyd. All approved.

Elect Chair and Vice Chair – Effective at the October board meeting

Motion for Dr. Joe Floyd to be elected as Chair and Dr. Claire Roney as vice-chair made by Glenn Ellis, Jr., seconded by Claire Roney. All approved.

The Regular Board meeting ended at 3:43 Mike Maxwell announced the executive session will be held for 45 minutes from 3:45-4:30. There will be action after the executive session.

EXECUTIVE SESSION

Review the performance of a public employee (RCW 42.30.110 (1)(g))

To consider the lease of real estate when such consideration could cause an increased price (RCW 42.30.110(1)(b))

Board Executive Session Ended at 4:31 and Mike Maxwell resumed the public session.

Joe Floyd made a motion to approve Suzy Ames' contract amendment, Claire Roney seconded. All approved.

Mike Maxwell adjourned the meeting at 4:32pm.

NEXT MEETING

Board Retreat, Date to Be Determined

Michael Maxwell, Board Chair

Date:

Suzy Ames, President

Date:



Trustees:

Mike Maxwell, Chair
Joe Floyd, Vice Chair
Claire Roney
Celeste Schoenthaler
Glenn Ellis, Jr.

ZOOM Log-on Information:

Join Zoom Meeting

<https://pencol-edu.zoom.us/j/84018838477?pwd=9e0pqSbLa0hyk259TnXkuw7AlOkun4.1&from=addon>

Meeting ID: 840 1883 8477

Passcode: 192466

Dial by your location

• +1 253 215 8782 US (Tacoma)

Mike Maxwell called the meeting to order at 12:30pm

ROLL CALL and DETERMINATION OF QUORUM

Mike Maxwell, Chair – present
Joe Floyd, Vice Chair – present
Claire Roney – present
Celeste Schoenthaler – present
Glenn Ellis, Jr. – present

PUBLIC COMMENT/CORRESPONDENCE

None

ITEMS FOR BOARD STUDY

Policy 431 – Code of Student Rights and Responsibilities

ITEMS FOR BOARD ACTION

Policy 501 – Non-Discrimination and Anti-Harassment

Motion to approve Policy 501 made by Claire Roney, seconded by Joe Floyd. All approved.

Updated language for Code of Student Rights and Responsibilities WAC

The current [WAC 132A-126](#) is included for reference.

The college will be going through the Emergency Rule making process because of the Federal Aug. 1 deadline.

Motion to approve Updated language for Code of Student Rights and Responsibilities WAC made by Joe Floyd, seconded by Claire Roney. All approved.

Mike Maxwell adjourned the regular meeting at 12:52 to go into Executive Session to consider the lease of real estate when such consideration could cause an increased price until 1:02pm.

EXECUTIVE SESSION

To consider the lease of real estate when such consideration could cause an increased price (RCW 42.30.110(1)(b))

At 1:02pm Mike Maxwell the board came out of Executive Session and Mike Maxwell called the meeting back to order.

ITEMS FOR BOARD ACTION

Resolution #2024-06 – Student Housing

Motion to approve Resolution #2024-06 made by Claire Roney, seconded by Glenn Ellis, Jr. .All approved.

NEXT MEETING

Board Retreat, Date to Be Determined – please continue to hold Sept. 4 and Sept. 5th.

Mike Maxwell adjourned the meeting at 1:05pm.

Michael Maxwell, Board Chair

Date:

Suzy Ames, President

Date:

PENINSULA COLLEGE BOARD INFORMATION

Subject: **Code of Student Rights and Responsibilities**
Policy Number: 431
Date Adopted: August 17, 1977
Date Revised: September 28, 2020
Lead Administrator: Vice President for Student Services

BACKGROUND: On April 19, 2024, the U.S. Department of Education released its Final Rule under Title IX. This rule requires institutions of higher education to adopt student disciplinary procedures addressing sex discrimination, including sex-based harassment. The deadline for implementing this new rule is August 1, 2024

PROPOSAL: To bring the college's student conduct code (the code) into compliance with a new Final Rule governing sex discrimination grievance procedures recently adopted by the United States Department of Education and to update the code to ensure its prohibited conduct and procedures adequately protect the interests of the college community and the constitutional and procedural rights of individual students. Peninsula College has decided to rescind the old code and adopt the new model code.

Overview of changes per Model Code:

- Removed Preamble (added to Policy 431)
- Removed mention of academic honesty under Statement of Jurisdiction
- Moved alcohol, cannabis, drug and tobacco violations under prohibited student conduct
- Removed sexual misconduct information within the appeals
- Sexual misconduct related definitions replaced with sex discrimination definitions
- Office of Civil Rights recommended adding abuse of others and abuse of elderly
- Expanded harassment definitions
- Expanded and clarified sanctions
- Hazing information now in compliance
- New process for sex discrimination and sex-based harassment
- Clarified disciplinary action and process
- Adds Administrative Law Judges as an option for the College to use
- Clarified Student Conduct Committee steps

RECOMMENDATION: The President recommends that the Board approve Policy 431 at the Sept. 4, 2024 meeting of the Board of Trustees.

Board Policy

Subject: **Code of Student Rights and Responsibilities**

Reference #: 431

Statutory Authority: See Below

Date Adopted: August 17, 1977

Date Revised: 09/28/2020

Reviewed: 09/28/2020

Lead Administrator: Vice President - Student Services

Category: Student Services

Statutory Authority:

[RCW 28B.50.140\(14\)](#)

[RCW 28B.50.90\(3\)\(b\)](#)

[RCW 9.41.050](#)

[RCW 69.41](#)

[RCW 69.50](#)

~~SEE for Current Language~~ Peninsula College is a diverse and dynamic learning community. As such, the college maintains a strong commitment to providing a learning environment that is civil and free from disruptive behavior. All members of the college community share the responsibility to promote a positive learning environment, demonstrate mutual respect and dignity, and avoid adversarial relationships. Thus, students are expected to act as responsible members of this community, maintain a high degree of honesty and integrity, comply with the rules and regulations of the college, and respect the rights, privileges, and property of the college community.

For student related Title IX matters occurring before August 1, 2024, WAC 132A-126-005 through WAC 132A-126-240 apply.

See WAC 132A-127 for current student rights and responsibilities.

Peninsula College

2024-2025 Board of Trustees Meeting Dates

<u>Date</u>	<u>Location</u>
July 2024	NO MEETING
TBD	Annual Board Retreat 9am-1pm
September 2024	NO MEETING
October 15, 2024	Port Angeles - Cornaby Center
November 19, 2024	Port Angeles - Cornaby Center
December 17, 2024	Port Angeles - Cornaby Center
January 2025	NO MEETING
February 18, 2025	Port Angeles - Cornaby Center
March 18, 2025	Port Angeles - Cornaby Center
April 15, 2025	Forks Campus
May 20, 2025	Port Townsend Campus
June 17, 2025	Port Angeles - Cornaby Center
June 21, 2025	Commencement – Port Angeles
July 2025	NO MEETING

Board meetings are held the **Third Tuesday of the month at 2pm** unless otherwise noted.

**PENINSULA COLLEGE
BOARD INFORMATION**

Subject: **Use of College Facilities**

Policy Number: 511

Date Adopted: April 11, 1995

Date Revised: Feb. 15, 2018

Lead Administrator: Vice President – Finance and Administration

BACKGROUND:

The College uses its facilities and equipment to support its broad educational mission.

PROPOSAL

As part of the periodic review process, minor updates to policy 511 – Use of College Facilities including updates to the Statutory Authority and formatting.

RECOMMENDATION: The President recommends that the Board consider Policy 511 – Use of College Facilities at the Sept. 4, 2024 meeting of the Board of Trustees.

Board Policy

Subject: Use of College Facilities

Board Policy Number: 511

Statutory Authority: See Below

Date Adopted: April 11, 1995

Date Revised: Not Set

Reviewed: Not Set

Lead Administrator: Vice President - Finance and Administration

Category: General

Statutory Authority:

[WAC 292-110-010](#)

[RCW 43.82.055](#)

[RCW 84.3628B.50](#)

[WAC 458-16-270](#)[RCW 42.52](#)

[RCW 28B.50](#)[WAC 132A-140](#)

[RCW 42.52](#)

[WAC 458-16-165](#)

Peninsula College uses its facilities[‡] and equipment to support its broad educational mission. The College will make no arrangements which may interfere with or operate to the detriment of its mission and is under no obligation to make public facilities and equipment available for other purposes.

The College reserves the right to establish procedures for the use of College facilities and equipment, including but not limited to activity type, availability, and fees to offset costs to the College related to its use and to waive or reduce such fees as applicable.

A College facility includes all College owned or leased property; land, buildings and grounds.

The use of College facilities for fundraising activities is exclusive to the College Foundation and Associated Student Council.

The College will adhere to the space use guidelines of the [Office of Financial Management Policy 1.01](#) for strategic space use.

[‡]—A College facility includes all College owned or leased property; land, buildings and grounds

**PENINSULA COLLEGE
BOARD INFORMATION**

Subject: **Purchasing**

Policy Number: 514

Date Adopted: June 13, 2006

Date Revised: Feb. 15, 2018

Lead Administrator: Vice President – Finance and Administration

BACKGROUND:

Peninsula College will adhere to the rules and regulations with regard to the acquisition of materials, supplies, services, equipment and minor public works.

PROPOSAL:

As part of periodic review of Policy 514 – Purchasing, changes were made in the names of the overseeing agencies and the statutory authority.

RECOMMENDATION: The President recommends that the Board consider Policy 514 – Purchasing at the Sept. 4, 2024 meeting of the Board of Trustees.



PENINSULA COLLEGE

Board Policy

Subject: **Purchasing**

Board Policy Number: 514

Statutory Authority:

Date Adopted: June 13, 2006

RCW 39

Date Revised: Not Set

RCW43

Reviewed: Not Set

WAC 200

Lead Administrator: Vice President - Finance and Administration

Category: General

~~Peninsula College will adhere to the rules and regulations of Washington State Office of General Administration, Office of Financial Management and the Department of Information Services as applicable with regard to the acquisition of materials, supplies, services, equipment and minor public works.~~

Peninsula College will adhere to the rules and regulations of Washington State Department of Enterprise Services, Office of Financial Management and the Office of the Chief Information Officer as applicable with regard to the acquisition of materials, supplies, services, equipment and minor public works.