

**COMMUNITY COLLEGE DISTRICT 1
PENINSULA COLLEGE BOARD OF TRUSTEES
REGULAR MEETING, February 11, 2020
Port Angeles, Washington**

**CALL TO ORDER
And
DETERMINATION OF
QUORUM**

Mike Maxwell called the regular meeting of the Board of Trustees of Peninsula College to order at 2:00 p.m. at Peninsula College, Port Angeles. Trustees in attendance: Erik Rohrer, Julie McCulloch, Mike Glenn and Dwayne Johnson. Also in attendance were Dr. Luke Robins, President, and Cathy Dodd, Assistant Attorney General. Quorum met.

**MODIFICATION OF
AGENDA**

There was no modification to the agenda.

**APPROVAL OF
MINUTES**

Mike Glenn moved to approve the minutes of the December 10 meeting. Dwayne Johnson seconded the motion. Minutes of the December Board of Trustees meeting were approved.

INTRODUCTIONS

Carie Edmiston introduced Gregory Voyles, Director of Business Services. Jack Huls introduced Emily Cook, Student Development Program Assistant. He then introduced All WA/All USA nominees Shae Pozarzycki, Elita Nivens and Eunbin Park (not present). Sharon Buck introduced Diana Chiabotti, Dean for Arts and Sciences, BEdA.

PRESENTATIONS

Athletic Director, Rick Ross, introduced the women's basketball coach, Ali Crumb, who reported on a team that is strong and doing great things in the community. She thanked Rick for his support. Men's Coach, Donald Rollman, reported that the team is doing very well and has shown tremendous growth since last year. They have created a positive culture, pushed hard and been successful. The athletes introduced themselves around the room.

Dr. Robins congratulated Trustee Julie McCulloch on the recent sale of her family's ice cream business of 42 years in Port Townsend. Dwayne Johnson was congratulated on recently receiving the Gareth Giles' Memorial Recognition Award through the Washington Intercollegiate Athletic Association.

Chris Fiddler and Deb Frasier, representing the Port Angeles Waterfront Association, distributed marketing materials to the Board and provided a high level update on the construction status of the project. Funds to complete the project have been raised. The recent groundbreaking was a successful event. Foundation will be finished in March and vertical building will begin in April. With a bit of planning, additional details on the plans are available to anyone interested.

With a focus on our Basic Education for Adults (BEdA), the Board viewed a new "Get it Done Fund" video featuring United Way of Clallam County, PC student Ciara Glenn and Ami Batton, BEdA Program Manager. Ami shared a few of the many barriers preventing students from attending or completing college. The Get it Done Fund has saved students from eviction, turned power on, paid for auto repairs and a number of other things standing in the way of student success. Amy's personal story was also featured in the video. She shared that she knows what the students are going through because she's been there. She believes wholeheartedly that being student focused and student driven works!

The Board then watched a new video on the Washington College Grant.

CORRESPONDENCE

There were no items of correspondence.

PUBLIC FORUM

There was no public comment.

STANDING REPORTS

- **ASC President.** Elita Nivens provided the ASC report on behalf of President Casandra White. ASC has a new Director of Public Relations, Eunbin Park. ASC Leadership Day was split between the PC Longhouse and Traylor's Restaurant. Pirate Pete Week went well with the food eating contest being one of the favorite events. The Filharmonics concert was a highlight and the Talent Show was well attended, with great audience engagement and excellent local talent. Food pantry has been very successful and continues to go strong. Considering holding a clothes drive in the future.
- **Faculty Senate Report.** The Senate discussed ideal committee structure to emphasize faculty voices in shared decision-making. Emphasis was placed on the importance of documenting, archiving and institutionalizing change practices regarding the Curriculum Committee. Faculty is strengthening collaborations with college partners, for example, classes using no cost and low cost materials. Initiated conversation about awarding an honorary diploma for a recent death. Continue to learn how to direct concerns from Senate to the appropriate institutional bodies.
- **PCFA.** Tim Williams provided the PCFA report on behalf of Andrea Motyka. \$20 million has been infused into nursing salaries. This conversation, across campus, is not short and not calm. The message is "You are worth more than all the others." Andrea feels fortunate to have awesome colleagues and says, "We are united here at PC."
- **Classified Staff.** No Report

PRESIDENT'S REPORT

See attached report. Dr. Robins spoke briefly about the Climate Survey results. Working on how to better work and communicate with each other. The Board was directed to the primer by Brené Brown in their materials. Luke will purchase the book "Dare to Lead" for interested trustees. He explained the four elements of high trust relationships. "Assuming Good Intent" was the first item discussed in the Monthly Meetings with the President. Robust conversations were had at both meetings. Dr. Robins provided a brief legislative update. IN a review of 2nd quarter financials, local revenues are below what was projected. Expenditures are also down. Will continue to monitor. Running Start and technology enrollment continue to be strong. Arts and Sciences and International are down, which is reflective of current climate.

Dr. Robins is planning to travel to Korea and Japan to renew some previous relationships. We currently have the lowest enrollment we've had in 30 years, due to the economy, fewer 18 years-olds, lack of growth in Clallam County and other factors. Population demographics don't show an increase in enrollment over the next several years.

Unable to attend the Guided Pathways Winter Cohort Retreat due to inclement weather.

Current ctcLink Go-live date is March 9. Data validation and user acceptance training is well under way.

Work has been done to update the VPI job profile. Sharon Buck will be retiring the end of April to accommodate family and personal matters. We wish her the best in making a smooth transition. The profile will be posted very shortly. This will be a national search. Currently putting together search committee membership. Trustee McCulloch expressed that the Board has enjoyed working with Sharon and she will be missed.

BOARD REPORTS

There was no Board Report.

**ITEMS FOR BOARD
STUDY**

There are five items for Board Study relating to tenure consideration for Kathryn Bown, Dawnette Johnson, Joe Johnson, Marina Shipova and Eric Waterkotte.

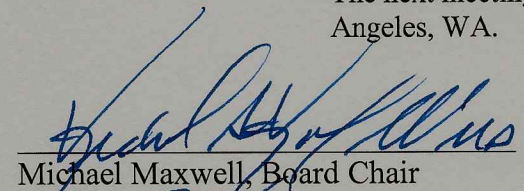
**ITEMS FOR BOARD
ACTION**

Luke commented that Resolution 2020-01 is an affirmative show of support for the Port Angeles Waterfront Center. Erik made a motion for approval. Julie seconded. Resolution 2020-01 was approved.

Due to scheduling conflicts and potential international travel, Luke asked the Board to approve moving the May 12 Board meeting to May 5 in Port Townsend. The Board unanimously approved the date change.

ADJOURNMENT

There being no further business, Erik Rohrer moved to adjourn the meeting. Julie McCulloch seconded. The Board of Trustees meeting adjourned at 4:10 pm. The next meeting of the Board of Trustees will be held on March 10, in Port Angeles, WA.



Michael Maxwell, Board Chair

March 10, 2020
Date



Luke Robins, President

March 10, 2020
Date



President's Report Peninsula College Board of Trustees Meeting

February 11, 2020



PENINSULA COLLEGE

Climate Survey Next Steps

- Building/repairing trust is key to building/maintaining a positive work climate
- Four elements of high trust relationships
 - Assume good intent
 - Make empowered choices
 - Tell the truth: balanced communication (respect + accountability)
 - Deliver high levels of core dimensions of trust
 - Respect
 - Empathy
 - Genuineness
 - Specificity



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Assuming Good Intent

- What does this mean to you?
- How does this concept apply to our Guiding Principles?
 - The teaching/learning process is at the center of the mission of Peninsula College.
 - Members of the campus community will treat each other with **mutual respect and dignity**.
 - Members of the campus community will be **open and honest** in their communications.
 - Members of the campus community shall promote a positive work environment and **avoid adversarial relationships**.
 - Each member of the campus community shall act **ethically and with integrity**.
 - The campus will engage in **collaborative decision-making processes**.



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Recommended Read/watch:

dare to lead, by Brené Brown

Two TED Talks on Youtube

Special on Netflix



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Legislative Update

- Today is cutoff day for bills with fiscal notes
- ESSB 6492: Signed by the Governor; addresses shortfalls in funding (B&O tax) for last year's Workforce Investment Act (HB2158)
- SB 6614: Rural College Promise; focuses additional resources to incent enrollment in rural colleges; currently in Senate Higher Ed Committee; not expected to exit committee



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Legislative Update

- HB 2299: Prison to Post-secondary Pathways bill passed out of Appropriations and referred to Rules; eases restrictions on programs that may be offered; allows for inmates to apply for financial aid, allows release to communities where programs in progress may be continued
- SB 6505: Running Start/Dual Credit—Passed Senate, referred to House; requires colleges to waive fees/book costs for RS students



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2nd Quarter Financials/Budget

- Review/Questions on 2nd Q Financials
 - Local Revenues are below projected (enrollment decline)
 - Expenditures are also down; will continue to monitor
- Budget Development for FY 20-21
 - 20-21 budget will include new \$ for Guided Pathways, Salaries for faculty in “High Demand” instructional areas
 - Exact amounts for these allocations TBA;



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Guided Pathways

- Team unable to attend Winter Cohort Retreat last month b/c of weather; some sessions recorded and some participated via Zoom
- Retreat Day being planned to replicate some of the group work (especially focused on math redesign) on campus



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ctcLink

- **February 18:** Go/No-Go Decision
- **March 8:** Go Live
- Canvas-based training available for faculty/staff
 - Entering grades for winter quarter will be a major hurdle



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VPI Search: update and next steps

- Job profile developed with input from faculty, staff, and search consultant
- Profile will be posted early next week: this is a national search
- Timeline:
 - Position open for 5 weeks: priority deadline early March
 - Search Committee (membership tba within the week) reviews applications, conducts Zoom interviews week of March 16
 - Finalist interviews in early April; hope to make an offer by end of April
 - Start date for successful candidate tba
 - Discussion about need for interim in the next several weeks with decision by end of the month



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Trio Grant, Title III

- **Dept of Education TRIO Student Support Services Program**
- **Grant Program Summary:** Funds are awarded to institutions of higher education to provide opportunities for academic development, assist students with basic college requirements, and to motivate students toward the successful completion of their postsecondary education.
- **Total Grant Award:** \$1,265,160 (\$253,032 per year for five years)
- The Project will serve 140 TRIO SSS eligible students per year. TRIO SSS eligible students are low-income, first-generation, and/or students with disabilities.



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Trio Grant, Title III

- **Title III Activities: Longhouse**
 - Signage
 - Longhouse Outdoor Improvements
 - Tribal Advisory Group
- **Center for Teaching and Learning**
 - Faculty Professional Development Committee
 - 9 week online Teaching and Learning Institute
 - Coordinating attendance at upcoming Innovations Conference in Seattle
 - On-campus training in TILT (transparency in learning and teaching) and microaggressions
 - Guided Pathways/Trust Workshop/College Planning



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PAC Update

- Met 1/21; primary focus on assessment and revised AUP tool
- Working on a draft Master Committee/Task Force List
- Shared Governance work group will meet again this month



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Strategic Planning

Working on a revision to streamline the final document for March Board Meeting

- Strategic Goal 1: Increase enrollments to meet State FTE targets.
- Strategic Goal 2: Institutionalize the Guided Pathways model at scale to improve student success.
- Strategic Goal 3: Deploy resources and develop policies and procedures that foster equity and inclusion.
- Strategic Goal 4: Cultivate innovative responses to rapid disruptive changes in technology, economics, and higher education to strengthen fiscal stability.



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Accreditation Update

- NWCCU accepted our monitoring reports on Recommendations 2 and 3 from our latest visit; letter in your packet
- Mia Boster and Katie Marks were accepted into the NWCCU Mission Fulfillment Fellowship.
 - The purpose of the year-long fellowship is to advance institutional mission fulfillment and quality initiatives through assessment, reflection, and planning.
 - They will produce a final project focused on scaling and sustaining outcomes assessment and continuous improvement across all units of the College.



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Other Campus Updates

- Gymnasium Floor Replacement:
 - Will be opening bids later this week
 - Tim Tucker is working through Foundation/Pirate Athletics on fund-raising to cover cost of replacement
- DES-approved appraiser has completed assessment of Lincoln Center; should get results Friday
- Minor Works project change from Building D configuration to Building N (2nd floor)
 - Bid opening late Feb; construction to follow in 4-6 weeks



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Other Campus Updates

- Food Pantry
 - 228 unique visits since Pantry opened in October
 - Grab and Go is accessed 50-75 times daily when available
 - Granola bars, trail mix, etc.
- Audit work complete; exit conference 2/24



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Upcoming Events for February

- **February 12, 5:00 and 7:00** – Women's and Men's Basketball v. Skagit Valley at PC
- **Thursday, February 13, 12:00** – Studium Generale/Poetry Reading by John Victor Anderson
- **Monday, February 17** – ACT Transforming Lives Dinner, Red Lion, Olympia
- **Thursday, February 20, 12:30** – Studium Generale/Poetry Reading with Tess Gallagher and Gary Copeland Lilley
- **Friday, February 21, 5:30** – Pirate Casino Night: SOLD OUT



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