## Thursday, May 8, 10 a.m. to 5 p.m.

## West Building, Board Room, W305

| Time | Topic | Facilitator |
| --- | --- | --- |
| **10 a.m.** | Check-in and remote site sign-on* Remote attendees: Include your college in your online name
 | All |
| **10 a.m.** | * Welcome and call to order
* Land acknowledgement
* Welcome from Lake Washington Institute of Technology
* Introductions
	+ What’s one thing working well, and what’s one thing that’s been a challenge?
 | Jenn Adrien,Clover Park Technical CollegePIC presidentRobert Britten,Lake Washington Institute of Technology |
| **10:30 a.m.** | 2025 session wrap-up | Arlen Harris and Sam Herriot,State Board |
| **11 a.m.** | Budgets roundtable: messaging local, state, federal | All |
| **12 p.m.** | Lunch: Your best social* Remote sites provide own lunch
 | All |
| **1 p.m.** | Campus tour | All |
| **2 p.m.** | Campus Sonar Social Listening | Monica Wilson and Amunoo Tembo,State BoardLiz Gross,Campus Sonar |
| **3 p.m.** | Crafting Strong Prompts for Generative AI | Kristin Copeland, Geoff Cain, Ronald Lethcoe, James Shumate,Clover Park Technical College |
| **3:50 p.m.** | Break | All |
| **4 p.m.** | CRM tutorial | Shawn Devine,Olympic CollegeAmanda Gainer,Peninsula College |
| 5 p.m. | Adjourn | All |
| 5:30 p.m. | Networking and dinnerCafe Veloce12514 120th Ave. NEKirkland, WA* Social media continued: planning and practice
 | All |

## Friday, May 9, 8:30 a.m. to 12 p.m.

## West Building, Board Room, W305

| Time | Topic | Facilitator |
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| **8 a.m.** | Check-in, breakfast available, and remote site sign-on* Remote attendees: Include your college in your online name
 | All |
| **8:30 a.m.** | Welcome and call to order | Jenn Adrien,Clover Park Technical CollegePIC president |
| **8:35 a.m.** | PIC business meeting* 2024-25 treasurer’s report
* 2024-25 PIC budget
* 2024-25 officer nominations & election
* 2024-25 liaison nominations & election
* 2024-25 meeting planning
 | PIC Executive Committee |
| **9 a.m.** | Break |  |
| **9:10 a.m.** | Check in: DOJ accessibility requirements | All |
| **10 a.m.** | Website redesign revisit | Tony Johnson,Highline CollegePhil Denman,Green River CollegeKatherine Hansen & Evyson BeasleyRenton Technical College |
| **11 a.m.** | PIO survey review and discussion | All |
| 12 p.m. | Adjourn* Lunch provided
* PIC Executive Committee meeting (if necessary)
 | All |