

*REGULAR MEETING*  
**GRAYS HARBOR COLLEGE BOARD OF TRUSTEES**  
January 15, 2019 – 2:00 P.M.  
Room 4331, Schermer Building

Members Present: Dr. Paula Akerlund, Ms. Astrid Aveledo, Mr. Art Blauvelt, Dr. Harry Carthum, Ms. Denise Portmann

Members Absent: None

Others: Dr. Jennifer Alt, Ms. Jennifer Barber, Mr. James Hill, Mr. Darin Jones, Mr. Randy Karnath, Dr. Emily Lardner, Mr. Nicholas Lutes, Ms. Roina Ma'afala, Mr. Mitch Margaritis, Dr. Jim Minkler, Ms. Christine Nelson, Mr. Keith Penner, Ms. Linda Sullivan-Colglazier, Mr. Aaron Tuttle, Ms. Sandy Zelasko

I. Call to Order/Roll Call

Roll was called and all Board members were present.

II. Agenda Adoption

It was moved and seconded to adopt the agenda as presented. Motion carried.

III. Public Comments

None

IV. Celebrating Success

Ms. Nelson introduced the college's Transforming Lives nominee, Ms. Roina Ma' Afala. She came to GHC from Hawaii on a volleyball scholarship. She thanked the Board for selecting her for this honor. She and nominees from the other community and technical colleges will be recognized at a state-wide meeting in January. In recognition of her accomplishment Ms. Portmann presented Ms. Ma' Afala with a \$500.00 check from the Board of Trustees and the leadership team.

V. Information Items

1) Student Services Instructional Building Update

Mr. Penner and KMB architect, Mr. James Hill presented an overview of the design of the proposed Student Services Instructional Building. Dr. Minkler stated this project began in 2007 and the Board was involved in the college's master plan. Mr. Penner noted that several meetings were held last year involving faculty, staff and students who provided input for the design. Board members expressed concern that they were not involved in the early phases of the design. They asked for a separate meeting in the near future with Mr. Penner and the architect to review the plans. Mr. Penner will arrange the meeting.

2) Enrollment

Dr. Alt reported that as of January 15, 2019 we are at 87.1% of our 1572 FTE state-funded winter quarterly goal. Combining FTE for state-funded enrollments and Running Start enrolments the total is plus 30.97 FTE compared to this time last year.

Dr. Alt reviewed the Strategic Enrollment Management Action Plan that was included in backup materials received prior to the meeting. She explained the purpose of the committee is to evaluate, recommend, and track the implementation of integrated, institution-wide strategies aimed at developing a predictable enrollment stability while promoting student success.

### 3) 2019-2021 Governor's Budget

Mr. Lutes presented an overview of the Governor's budget. He noted that it does not include funding for GHC's Student Services Instructional Building. He distributed and reviewed a document that addressed the external and internal budget environment and potential impacts to GHC.

## VI. Action Items

### 1) Approval of Minutes

It was moved and seconded to approve the November 20, 2018 minutes as submitted. Motion carried.

### 2) Approval of Section 100 and 200 Operational Policies

Mr. Jones presented the second reading of the 100 and 200 sections of the college's Board Policies, Operational Policies and Administrative Procedures. He asked that OP 208, Public Records Policy, be removed from policies being considered for adoption. He will bring the policy back at the next meeting with the appropriate revisions. It was moved and seconded to approve the 100 and 200 sections of the Board Policies and Operational Policies with the exception of OP 208. Motion carried.

## VII. Standing Reports

### 1) Student Government Report (Mr. Mitchell Margaris)

Mr. Margaris reported the following ASGHC events:

- Food Drive
- Coastal Harvest Work Party
- Stress Less Fest
- Welcome Back week
- Involvement Fair
- Singer Ericka Corban

### 2) Classified Staff Report (Mr. Randy Karnath)

None

### 3) Faculty Report (Ms. Jennifer Barber)

Ms. Barber reported the following:

A representative from the University of Washington contacted her for assistance in locating and collecting mudminnows (a fish closely related to the Pike family) in our area. She arranged for GHC instructor, Dr. Amanda Gunn, to be the college's contact person.

Human Services students are volunteering at the annual Homeless Connect Event on January 25. They have collected many items for those without homes in our community. They also collected over \$500.00 for laundry cards to be given at the event.

4) President's Report (Dr. Jim Minkler)

Dr. Minkler's report was included in backup materials received prior to the meeting. Topics included:

- Highlights from the recent Presidents' meeting.
  - Superintendents' panel on equity and diversity advocacy
  - Transforming Lives discussion
  - CTC Link and other technology updates
  - System-wide professional development
  - Legislative advocacy
  - Capital projects
  - Reserves
  - Salary study and regional pay
- Interest Based bargaining with the Grays Harbor Federation of Teachers. The current agreement expires the end of June. In November the management team and the faculty team attended interest-based bargaining training.
- Donations and Grants.
- The GHC Fish Lab received a \$136,000 grant from the National Institute for Food and Agriculture to bring K-12 students to the campus and help develop leadership opportunities for women pursuing careers in the sciences.
- The PACCAR Foundation donated a Peterbilt 579 day-cab truck with MX-13, an Eaton automatic transmission, along with the diagnostic tools to maintain the equipment to the college's diesel technology program. The value of the donation is between \$80,000 and \$120,000.
- Long-time custodian, Mr. Jeff Forsman, who recently retired, donated \$3,000 to the GHC Food Pantry.
- Budget Requests. E-team is prioritizing \$1.8M in budget requests. Each e-team member presented their area's requests. Priorities from the Strategic Planning Committee will be considered in final budget decisions.
- Accreditation. The self-study is almost completed. Each Board member will receive a copy of the document. The accreditation evaluators will be on campus April 17 – 19, 2019.
- Transfer Dean. The process for hiring a transfer dean has begun. Interviews are expected to take place in February, 2019.

5) Board Report

Mystery Getaway

Dr. Minkler reported that in the past the trustees have donated \$1,000.00 to the Foundation's Mystery Getaway event to be held on campus February 21st. Proceeds support the college's World Class Scholars program. It was moved and seconded to donate \$1,000.00 from the trustees'/leadership fund to the GHC Foundation to become a sponsor for the Mystery Getaway event. Motion carried.

Board Evaluation Schedule

The Board conducted a 360 evaluation in 2018 but did not decide on a schedule for further evaluations. A proposed schedule was included in backup materials received prior to this meeting. It was moved and seconded to adopt the proposed Board evaluation schedule.  
Motion carried.

President's Contract

The president's contract ends June 30, 2019. It is a three-year contract and, if approved by the Board, it is renewed for one year. Mr. Jones will assist the Board in the evaluation process for the president. Action to renew or not renew will be taken at the June, 2019 meeting.

VIII. Executive Session

Under RCW 4230.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee; consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

None

IX. Action Items as a Result of Executive Session

None

X. For the Good of the Order

None

XI. Adjournment

The meeting was adjourned at 5:00 p.m.

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Dr. James Minkler, Secretary

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Ms. Denise Portmann, Chair