

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
September 17, 2019 – 1:00 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. Kristy Anderson, Mr. Kwebena Boakye, Ms. Laura Brener, Mr. Andrew Glass, Ms. Margo Hood, Ms. Penny James, Mr. Darin Jones, Mr. Jesse Kangas-Hanes, Mr. Randy Karnath, Mr. Tom Kuester, Mr. Taylor Miller, Dr. Jim Minkler, Mr. Art Oestreich, Ms. Lisa Smith, Ms. Linda Sullivan-Glazier, Mr. Shiloh Winsor, Ms. Sandy Zelasko

I. Call to Order/Roll Call
Roll was called and all 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
Bishop Center – Dr. Alt showed a video that featured /upcoming events at the Bishop Center. She introduced Mr. Art Oestreich, Bishop Center Technician/Stage Manager and Ms. Margo hood, Bishop Center Coordinator. They reported on their responsibilities regarding the Bishop Center. Dr. Alt oversees managing the Bishop Center and programming. She said one of their goals is to offer tickets at a reasonable price. A history of the Bishop Center was included in backup materials received prior to the meeting. It was noted that over 9,800 patrons attended Bishop Center events last season. This includes over 1,300 local school children from Grays Harbor and Pacific Counties who attended a school show performance.

V. Action Items

- 1) It was moved and seconded to approve the June 18, 2019 Board minutes. Motion carried.
- 2) It was moved and seconded to approve the July 30, 2019 Board minutes. Motion carried.
- 3) It was moved and seconded to approve the August 6, 2019 Board Retreat Minutes. Motion carried.
- 4) Approval of OP 107, Naming of College Buildings – Dr. Minkler presented OP 107, Naming of College Buildings for review. Ms. Aveledo asked that the first sentence be revised as follows: The Board of Trustees will consider from time to time the naming of new or existing buildings ~~or portions contained therein~~ in honor of some persons who have contributed significantly to Grays Harbor College, and correct a typo in the last sentence, changing the word or to or. It was moved and seconded to approve OP 107, Naming of College Buildings as amended. Motion carried.

- 5) Approval of OP 201, College Council – Dr. Minkler explained that President’s Cabinet has been the organization on campus that is comprised of representatives from faculty, students and staff. It is the body that approves Administrative Procedures. At most colleges President’s Cabinet is the executive team. He proposed the name of the group be changed to College Council to reflect that the group represents all constituencies throughout the campus. It was moved and seconded to waive the second reading of OP 201 and adopt OP 201, College Council. Motion carried.
- 6) Simpson Education Center Lease - Mr. Penner reported the college owns a small portable building located at the Grays Harbor County Fairground. The land under the building is owned by Grays Harbor County and leased by the college. The college has been leasing the building to WSU since 2010. The college is not using the building since it was leased to WSU and does not have any plans to use the building in the foreseeable future. The college is responsible for the maintenance which is a liability. Mr. Penner asked the Board to authorize transferring ownership of the building to WSU and Grays Harbor County. It was moved and seconded to transfer ownership of the Simpson Education Center to WSU and Grays Harbor County. Motion carried.

VI. Information

- 1) Capital Projects – Mr. Penner updated the Board regarding facilities projects. He stated that the college has received \$4,741,374 in capital funding for the 2019-2021 biennium. The majority of the funds are appropriated by the legislature for designated projects or purposes.

In discussion regarding the proposed Student/Instructional Building Dr. Carthum expressed the following concerns:

- Some things that are wrong with the design that need to be changed. He added that he is more convinced than ever that the Business Office should be closer to the President’s Office and, therefore, not housed in the new building. Dr. Minkler responded the reasoning behind putting the Business Office in the new building is improve cross training between student services staff and business office staff in order to better serve students.
 - The size of the room on the top floor of the proposed building is a concern. Mr. Penner responded his concerns have not gone unheard, and regarding the top floor, the size has been dramatically scaled down.
 - If the LongHouse is built where the current HUB is it could result in inadequate parking to support the new student union building. Dr. Minkler responded he will invite tribal representatives to do a walk through of the campus to consider other sites.
- 2) Marketing Update – Mr. Glass reported an update on marketing efforts:
 - A new designer has been hired to refresh the college’s marketing images. Thirty to forty marketing materials have been incorporated into an eight page fold out document.
 - Ads are running at the movie theater and on the radio.
 - Digital marketing has been implemented.
 - Some marketing materials are available in Spanish.

VII. Standing Reports

1) Student Government Report

Mr. Miller reported the following student activities:

Student government leaders attended a team building retreat August 19 – 21.

Student government leaders attended a leadership conference at Columbia Basin College.

Topics included: Social justice and journey, understanding 2020 census, leadership through equity, diversity and inclusive lens

Upcoming events

2) Classified Staff Report

Mr. Karnath reported eleven classified staff members attended the state-wide STTACC Conference. He thanked supervisors for encouraging their staff to attend the meeting.

3) Faculty Report

Mr. Kangas-Hanes reported faculty just held their first union meeting of the academic year. He reported the following concerns expressed by faculty at the meeting:

- The recent RIF procedure was not followed according to the contract and faculty want clarification.
- There is extreme concern regarding changes in transitions.
- Faculty did not get the COLA authorized by the state. Faculty had to choose between receiving their steps or the COLA.
- Not enough faculty involvement in the budget.
- Concern from Stafford Creek faculty regarding their sick leave.
- Faculty wanted to wait and go through re-negotiations this this year but were not able to do so.

Ms. Portmann asked if the concerns had been shared with the president and is there a process for dealing with the aforementioned issues. Dr. Minkler responded that faculty concerns warrant further investigation and he will pursue further discussion with faculty.

4) President's Report – Dr. Minkler's report was included in backup materials received prior to the meeting. Highlights included:

WACTC update.

New NWCCU Standards go into effect January 1, 2020.

Update on position vacancies.

Kickoff debrief and mission review

There was discussion regarding how the Board would like to have the next seven year Strategic Plan (Mission, Vision, and Strategic Priorities) submitted for approval. He asked if they would prefer the college community vote to select their number one preference of several options or prefer the Board be presented several options and they select the final statement. Mr. Blauvelt stated he advocates that the college community vote on their preference before the Board adopts a plan. Dr. Akerlund said she would like to see the statements prior to adoption. Ms. Aveledo suggested continuing the discussion at the October work session that is scheduled October 15 prior to the Board meeting. Ms. Anderson suggested presenting a few options that are being considered to go to the college community. Ms. Portmann agreed there needs to be a lot of campus participation and the Plan should capture all the stakeholder's views.

Dr. Minkler stated each president's report will include student services and instruction updates.

Instruction Update – A contract with the Port of Grays Harbor to log 17 acres in Satsop has allowed the college to pilot new career experience for our students.

- Log truck driving program launched this month.
- The college is recruiting for the 2020-21 BAS-Teacher education cohort.
- Stafford Creek is asking to implement a construction trades apprenticeship program. If it is approved, it will become a recognized pre-apprenticeship statewide with the unions.

Student Services Update – There is a need for student services staff to train for ctcLink over the next eighteen months. In order to accomplish this, beginning October 7th student services offices will be open 8:00 a.m. to 4:00 p.m. and closed on Fridays.

5) Board Report

GGHI Leadership Banquet - October 18, 2019 is the annual GGHI Leadership Banquet. The college sponsors a table and Board members are invited to join the president for the event. They were asked to notify the president's office if they plan to attend.

Work Session Topics – Topics were identified at the Board retreat in August. The October 15 work session will focus on the mission, vision and strategic priorities. The work session will begin at 11:30 a.m. with the Board meeting following at 1:00 p.m.

VIII. Executive Session

Under RCS 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.

IX. Action Items as a Result of the Executive Session

X. Adjournment

The meeting was adjourned at 3:00 p.m.

Dr. James Minkler, Secretary

Mr. Art Blauvelt, Chair