

REGULAR MEETING OF THE  
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

January 19, 2021

Study Session – Noon

Board Meeting – 1:00 p.m.

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

Members Absent: None

Others Participating in the Meeting:

Ms. Kristy Anderson, Mr. Richard Arquette, Mr. Kwabena Boakye,  
Dr. Ed Brewster, Mr. Dave Brown, Ms. Lesly Duran, Mr. Matt Edwards,  
Mr. Andrew Glass, Mr. Darin Jones, Ms. Nicole Lacroix, Mr. Keith Penner,  
Mr. JEB Thornton, Ms. Linda Sullivan-Colglazier, Dr. Arlene Torgerson,  
Mr. Shiloh Winsor, Ms. Sandy Zelasko

Study Session

Graduate Follow-Up

Mr. Matt Edwards, Director of Institutional Research and Reporting, presented on the results of the 2020 Graduate Follow-Up Survey. This survey was administered in February, March, & April 2020. Graduates from 2017-18 and 2018-19 were asked about their current employment, current college enrollment, and how well they felt GHC had prepared them for both of those things.

Data from the survey has been combined with data from the National Student Clearinghouse (Transfer) and a State Board employment follow-up database to provide a picture of how our graduates do after leaving GHC.

The presentation reviewed student-reported data on employment, college transfer, change in salary post-GHC, and other post-college measures. Key metrics were disaggregated by Historically Underserved Students of Color to begin the process of understanding the data through an equity lens.

- 70% of survey respondents were employed, 46% of respondents were enrolled in college (groups overlap.) Only 9% of respondents were neither employed nor enrolled in college.
- In general, respondents felt that their education and coursework at GHC had prepared them for either employment or further education.
- For respondents who supplied both a before and after salary, 44% of respondents saw a salary increase after leaving GHC. This was consistent with data from the larger Data Linking for Outcomes Assessment database provided by State Board.
  - While similar percentages of Historically Underserved Students of Color (HU-SoC) saw a salary increase to non HU-SOC, there was some evidence of an equity gap when looking at average salary. On average, HU-SoC earned about \$5,000 less a year than Non HU-SoC students.
- Looking at Transfer, similar percentages of HU-SoC transferred to another school after GHC as Non HU-SoC. However, HU-SoC were more likely to transfer to a 2-year institution than to a 4-year.

The presentation concluded with an example of some program-level data. The Office of Institutional Research & Reporting intends to make data available to program faculty and instructional administrators so they can explore responses from their students and gain insights into the post-GHC outcomes of their students.

Dr. Carthum asked how often the survey will be administered, and will we see if specific degrees affect employment. Mr. Edwards responded the survey will be administered every two or three years. Data is not available related to how specific degrees affect employment.

### **Regular Board Meeting**

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. Celebration

GHC's Transforming Lives nominee, Ms. Lesly Duran, joined the meeting later. Mr. Dave Brown, TRiO advisor, reported she is an outstanding student and a good representative of GHC and the TRiO program. She is currently a student at the University of Washington. When Ms. Duran joined the meeting she said she is honored to be the college's Transforming Lives nominee and plans to graduate from UW this year majoring in business administration with a minor in marketing.

V. Action Items

1. Approval of December 15, 2020 Board meeting minutes

It was moved and seconded to approve the December 15, 2020 Board of Trustees' meeting minutes. Motion carried.

2. Operational Policy 510 – Grants

Ms. Anderson reported this is the second reading of OP 510, Grants, and is asking the Board to approve the revised policy. The policy, as proposed, and the supporting Administrative Procedures reflect GHC's current practice which include clarifying the president's role in approving all grants submitted on behalf of the college. It was moved and seconded to approve Operational Policy 510, Grants. Motion carried.

3. Board Donation to the GHC Foundation's 90<sup>th</sup> Anniversary Fund-Raising Event

It was moved and seconded that the Board of Trustees will donate \$1,000.00 to the GHC Foundation's Fund-Raising Event Celebrating the college's 90<sup>th</sup> anniversary. Motion carried.

VI. Information

1. Administrative Services Update

Mr. Boakye's report was included in backup materials received prior to the Board meeting.

Budget and Audit Update

FY 2021-22 Budget Development Process

Governor's FY 21-23 budget proposals out  
Waiting on proposals by the Legislature  
E-Team budget planning is ongoing  
Budget requests were submitted by December 15.  
Budget Managers training completed

FY 2020-32 Current Budget

Governor's FY 2020-21 supplemental budget proposals out  
Waiting on proposals by Legislature  
Analysis of supplemental budget impact ongoing  
Second quarterly budget update will be presented at the February Board meeting

Three Audits ongoing simultaneously

Fiscal Review Audit by State Board  
Accountability Audit by State Auditor's Office  
Financial Statements Audit by State Auditor's Office

Student Services Instruction Building/Facilities Update

Mr. Penner, Chief of Campus Operations, reviewed the current status of the SSIB Building construction documents, December planning meetings, other campus construction activities and the Lake Swano Dam Hazard Mitigation Plan.

Student Services Instruction Building

At the December Board meeting it was decided to form a work group to address design concerns of the proposed SSIB Building. The group had two meetings with the architects and addressed the following concerns:

- Need for increased parking, including ADA parking, in closer proximity to the SSIB Building.
- Revisions to third floor including eliminating the VPAS office suite and replacing the space with a boardroom and additional flex space.
- Materials change for a portion of the social stair.

Ms. Aveledo asked about gender neutral bathrooms. Mr. Penner responded that all restrooms on the first floor are gender neutral including two family restrooms for a total of fourteen. The main restrooms on the second and third floors are gender specific, but each floor has gender neutral family restrooms as well.

Mr. Penner stated that based on consensus from the work group there will not be any more meetings of the SSIB Review Work Group. The architects will proceed with changes to construction documents as addressed by the group.

### Capital projects recently completed or currently in progress

Mr. Penner reviewed the following capital projects recently completed or in progress:

Emergency roadway/ADA compliance – completed

- 1900 roof and welding enclosure
- 2000/1500 HVAC
- Food Pantry Remodel
- Fire systems Compliance
- Building Envelope 700/4000
- Rooftop Safety Anchors
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### Lake Swano Dam Hazard Mitigation Plan Update

Mr. Penner reported the Department of Ecology found the college to be deficient according to dam regulations and said we do not meet current standards due to new flood plain maps. We have applied for two grants to rectify the issue. GHC would use state funds as the matching portion to federal grants. Mr. Penner stated the college is a signatory to the all-county mitigation plan that deals with hazards. We are in discussions with the city of Aberdeen about being a co-signer with their mitigation plan. We need to be in compliance with the Department of Ecology in order to be eligible for FEMA funds.

### 2. Vice President for Instruction Update

Ms. Lacroix stated faculty continue to demonstrate effective teaching and quality instruction during this time when most classes are delivered remotely. Her report was included in backup materials received prior to the Board meeting. Highlights included:

- Seven faculty are currently in the final review stages of tenure-track and five faculty will be recommended for rehire. Tenure and rehire decisions will be made by the Board at their March, 2021 meeting.
- Collaboration between Student Services and Instruction continues in an effort to strengthen relationships, review processes and streamline practices.
- Bachelor of Applied Science applications for Fall, 2021 have begun.
- A campus-wide presentation on Guided Pathways will be delivered on February 5<sup>th</sup> at All College Day.
- The college received a \$198M grant in additional GEERS funding to support career and technical programs.

### 3. Student Services Update

Dr. Torgerson reported that Student Services is a wonderful team and they are working very hard. Enrollment information was included in backup materials received prior to the Board meeting. She reported that enrollment is down 17%.

## VII. Standing Reports

### 1) Student Government Report (Ms. Shelly Hoffman)

Mr. Arquette presented the student government report for Ms. Hoffman who was not in attendance. Highlights included:

Winter Quarter Student Activity Events  
General Student Government Updates

- Four of the six senator positions are filled
  - Construction on the Food Pantry remodel is scheduled to begin in August and be finished in November
  - Student Government is in discussion with the Foundation about creating a scholarship
- 2) Classified Staff Report (Mr. Randy Karnath)  
Mr. Karnath reported he is retiring and this will be his last meeting representing classified staff. Ms. Cara Beth Stevenson will represent classified staff at future meetings. Ms. Stevenson said she is looking forward to working with the Board.
- 3) Faculty Report (Mr. Shiloh Winsor)  
Mr. Winsor reported that faculty are delighted that Dr. Torgerson agreed to be the interim Vice President of Student Services and look forward to working with her.  
Faculty are pleased that exempt non-supervisory employees have submitted a petition to unionize.
- 4) President's Report (Dr. Ed Brewster)  
Dr. Brewster's report included updates on the Governor's budget, COVID and All College Day.  
Governor's Budget
- The Governor's budget proposes a take back of the 3% COLA provided for exempt salaries.
  - There are likely to be budget changes as the legislature addresses the budget.
  - There are plans to schedule a zoom meeting with the campus legislative committee and our local legislators.

### COVID

- A few students and staff have tested positive for COVID. Because of the high rate of infection at Stafford Creek faculty and staff from Stafford Creek have been moved to the main campus.
- GHC's nursing program has volunteered to help the County in the administration of the vaccine to the public.

### All College Day

The annual All College Day is February 5<sup>th</sup>. The focus will be on strategic planning with the goal of engaging employees so they understand the elements of the plan and how they can contribute to actions identified by each of the five priority work groups.

- 5) Board Report
- a. Board Retreat – Dr. Carthum stated there will be a Board retreat February 16<sup>th</sup> in the morning prior to the regular that begins at noon. Topics will include an interim evaluation of the president. Dr. Carthum asked Board members to contact him or the president within the next two weeks with other topics they want to discuss. Dr. Brewster suggested adding the presidential search process to the retreat agenda. Dr. Carthum asked Ms. Aveledo and Dr. Brewster to plan a diversity, equity and inclusion presentation for the February or March Board 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.

There was not an executive session.

IX. Action Items as a Result of the Executive Session

None

X. Good of the Order

Dr. Carthum asked for comments from participants.

Ms. Lisa Smith – The GHC Foundation is launching an anniversary campaign in recognitions of the college's 90<sup>th</sup> anniversary. The goal is to raise \$90,000.00.

Ms. Margo Hood – It is very nice having Dr. Torgerson back at the college.

Ms. Kristy Anderson – The college is conducting a climate survey to employees.

XI. Adjournment

The meeting was adjourned at 2:48 p.m.

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum, Chair