

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

October 18, 2022

Study Session – 1:00 p.m. - Board Meeting – 2:00 p.m.

Members Present: Dr. Paula Akerlund, Ms. Astrid Aveledo, Dr. Harry Carthum, Ms. Aliza Esty,

Members Absent: Mr. Jim Sayce

Others who participated in the Study Session and/or Board meeting:

Ms. Kristy Anderson, Mr. Kwabena Boakye, Dr. Ed Brewster, Mr. Derek Edens,
Dr. Cal Erwin-Svoboda, Ms. Penny James, Mr. Tom Kuester, Mr. Aidan McMurdo,
Mr. Floyd Plemmons, Ms. Lisa Smith, Ms. Cara Beth Stevenson, Mr. Shiloh Winsor,
Ms. Sandy Zelasko

Study Session

Quarterly Budget Report and Update on Clery Notice

1. Quarterly Budget Report

Mr. Boakye presented the FY12 Quarter 1 Budget Report that included the following:

- Quarter 1 Actual Revenue Tracking
- Quarter 1 Actual Expenses Tracking
- Quarter 1 Revised Budget
- Additional State Allocation – FY 23
- Budget Development Process

Dr. Carthum thanked Mr. Boakye and his staff for the outstanding job of presenting budget information in an understandable format.

2. Update on Clery Notice

Dr. Brewster reported the college received notice that in our 2018 Clery Report we were in violation of not having correct policies and procedures in place for campus crime reporting, a drug and alcohol prevention plan, and an emergency response plan. When that information was received, the college responded to the findings stating that several of the policies and procedures were in place and any needed corrections had been accomplished. We did not hear from them again until September 26, 2022 stating they were levying fines on the college of \$185,000.00. We have until October 17, 2022 to respond or request a hearing. Our AAG is requesting an extension until December 1, 2022 and is preparing a response explaining why the fines should not be assessed.

Ms. Aveledo asked “what happens if they do not accept our response and do not reduce the fine?” Mr. Boakye responded we would need to use reserves. Dr. Brewster added that this would not affect our operating budget for this year.

Dr. Akerlund asked “what are we putting in place to make sure this doesn’t occur in the future?” Dr. Brewster responded most of their requests are already in place. Some findings, i.e., our emergency preparedness plan need to be updated.

Mr. Jones said we have formed a Clery Compliance Committee that will meet on a regular basis to review requirements and do what is necessary to stay in compliance.

Board Meeting

I. Call to Order/Roll Call

Roll was called and all members of the Board were present.

II. Pledge of Allegiance

Dr. Carthum led attendees in the Pledge of Allegiance.

III. Land Acknowledgement

Dr. Akerlund read the Land Acknowledgement.

IV. Agenda Adoption

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

V. Public Comments

Ms. Stevenson thanked Dr. Akerlund for reading the land acknowledgement. She said she was upset at the last meeting because it wasn't read out loud. She suggested asking Tribal members or staff to read the acknowledgement at future meetings.

VI. Celebration

Dr. Brewster said we are celebrating Fall Quarter enrollment. He acknowledged the work of those who have contributed to the effort of increasing enrollment. Dr. Erwin-Svoboda stated it is a campus-wide effort.

VII. Action Items

1. Approval of September 20, 2022 Minutes

It was moved and seconded to approve the September 20, 2022 Board minutes. Motion carried.

2. Approval of Proposed Agreement between Grays Harbor College and the Grays Harbor College Foundation, Inc.

Dr. Brewster said in our 2019 Accreditation Report the accreditors reported that the operating agreement between the college and the GHC Foundation needed to be updated. The updated agreement was included in backup materials received prior to this meeting. It was noted that the agreement has been reviewed by the College's AAG. It was moved and seconded to approve the Operating Agreement between the GHC Foundation and the College. Motion carried.

3. Faculty Excellence Awards

Mr. Boakye reported that the guideline of the amount to award from Exceptional Faculty Funds each fiscal year is based on 4% of the total funds as of the September 30 bank statement. \$200,000.00 is permanently restricted and \$59,432.50 is temporarily restricted for a total of \$259,432.50. Four percent of the ending balance is \$10,377.30. The final decision for disbursement is at the discretion of the Board of Trustees, as long as the amount does not cause the balance to drop below the principle amount of \$200,000.00. It was moved and seconded to approve \$10,377.30 (4% of \$259,432.50) for the 2022 Exceptional Faculty Award. Motion carried.

VIII. Information

None

IX. Standing Reports

1) Student Government Report (Mr. Aidan McMurdo)

ASGHC President Mr. Aidan McMurdo reported on recent student activities, upcoming events and student issues and concerns. He reported the following challenges and issues facing students:

- Affordable food on campus
- Advising – especially transfer students
- CANVAS issues
- Financial Aid – explanation of awards
- Safe space for Diversity and Equity Center
- Student Housing
- Need for more tutors

2) Classified Staff (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

- The Staff Development and Training Committee approved funding requests for three staff members who are continuing their education.
- The Staff Development and Training Committee is planning a fund-raising event. They will take a Harvest Cart filled with baked goods, flower bulbs, etc. for sale to various areas on campus.
- WPEA members voted to ratify their contract for July, 2023 to June, 2025. It includes a 4% salary increase the first year, 3% the second year, and a bonus for having COVID booster shots. It was noted that in order for the contract to go into effect it has to be approved by the Legislature

3) Exempt Staff Report (Ms. Lori Christmas)

None

4) Faculty Report (Mr. Shiloh Winsor)

Mr. Winsor reported that faculty are pleased to see that exempt staff has reached a tentative agreement on their first contract. It will go out to a vote of members soon.

Mr. Winsor introduced math instructor, Mr. Tom Kuester, who is the new president of the faculty union.

5) Administrative Services Update (Mr. Kwabena Boakye)

Mr. Boakye stated that as part of the budget process, after the quarterly budget report is presented to the Board the same information is shared with the campus community. This quarter's campus-wide budget report is scheduled for October 24 at 2:00 p.m. in Room 2250 or via zoom.

6) Instruction Update (Ms. Nicole Lacroix)

Ms. Lacroix was not in attendance due to a family emergency.

7) Student Services Update (Dr. Cal Erwin-Svoboda)

Dr. Erwin-Svoboda's report was included in backup materials received prior to the meeting. Highlights included reports on Fall and Winter Quarter enrollment, Student Services Division highlights, upcoming performances at the Bishop Center and Fall and Winter sports.

Ms. Esty asked about marketing. Ms. Anderson responded that marketing efforts continue and include digital advertising, printed materials, direct mail, radio ads, etc.

Ms. Aveledo stated she has noticed the college has more of a presence in the community. Ms. Aveledo added that she noticed a palpable change in attitudes and perceptions of the College at the Grays Harbor RISE event on October 8 where a Spanish speaking staff member addressed the crowd. Ms. Aveledo noted that in just a few short weeks, people from the community are relaying vastly different and improved experiences at the college.

Dr. Carthum asked “what was the highest enrollment in Running Start?” Dr. Brewster responded that two years ago Fall Quarter Running Start FTE was 350. Mr. Winsor said there has been significant growth in English Language Acquisition and Transition classes.

8) President’s Update (Dr. Ed Brewster)

Dr. Brewster’s report was included in backup materials received prior to the meeting.

Highlights included:

1. The GHC Foundation funded the following requests from the college. This is in addition to the scholarships they fund.

EMT/Paramedic Program Development - \$25,000.00

EAB Student Recruitment and Retention Software - \$40,000.00

Recruiting Booth and Displays - \$5,000.00

Recruiting Materials – Print - \$3,500.00

Recruiting Materials – SWAG - \$5,000.00

Parking Lot Flags - \$2,000.00

President’s Fund - \$10,000.00

Outstanding Faculty, Classified Staff, Staff-Exempt, Student, (AA and BA) - \$4,000.00

Focus on Humanities, Art and Literature - \$7,000.00

Total - \$101,500.00

2. Grants – The College received two federal grants:

- An extension of our TRiO grant.
- A grant that enables the College to place employees in local schools (Raymond, Ocosta and Hoquiam) working with students informing them about attending college.

3. SSIB Update

Mr. Plemmons reported the concrete slab pours will be completed by the end of October.

Next week vertical steel work will begin. He said overall the project is going very well and the good weather has put the project ahead of schedule.

9) Board Report

- a. Foundation meeting report

Ms. Aveledo said she thanked the Foundation Board for their continued support of the college, including being a sponsor at the recent Grays Harbor RISE Hispanic Heritage Month event.

To date, ten areas in the SSIB, totaling \$330,000.00, have been purchased for naming rights. Five spaces are available.

- b. Board art Committee Update

Dr. Akerlund reported efforts continue to raise funds for acquiring local and Tribal art for the new building. Ms. Aveledo suggested adding a self-guided tour element to the art project.

- c. Presidential Search Update
Dr. Akerlund reported the presidential search process has begun in earnest. Information about GHC and the application process is in national publications and on social media. The search committee will meet the end of November to draft interview questions and discuss the screening process to identify semi-finalists. Applications are due November 29.
- d. ACT Meeting – November 17, 18, 2022
The state-wide ACT meeting will be November 17 and 18. Dr. Carthum asked Board members planning to attend to contact the President’s Office as soon as possible so arrangements can be made.
- e. GGHI Leader’s Banquet – October 28, 2022
The College is sponsoring two tables at the GGHI Leader’s Banquet. Four Board members and guests, and college personnel will attend.
- f. Items of Interest
Dr. Akerlund acknowledged personnel from the College who attended the Grays Harbor RISE event.

Ms. Aveledo suggested having a study session focused on outreach efforts.

Ms. Aveledo suggested a study session with personnel from the Public Health Department for a discussion about a mental health study they recently completed.

Ms. Aveledo said the Board adopted a land acknowledgement and it is important to remember why it was adopted. She said that we need to try harder to understand people of color who don’t belong to the dominant culture.

Ms. Aveledo said the Board has a new building to name. She said she would like our local Tribes to be asked for their input. She said she would like a process for naming the building before the end of the year. Dr. Carthum responded he agreed it is time to start the process of naming the building and to contact local Tribes.

Dr. Carthum said he would like a list of campus activities e-mailed to the Board on a weekly basis, making special note of ones that require Board attendance.

Dr. Carthum suggested the following topics for future study sessions: Mr. Thornton regarding the food pantry, Mr. Arthur on Native studies, Representative from the Governor’s Office.

X. Non-Public Session

XI. Action Items as a Result of the Non-Public Session

It was moved and seconded to approve the agreement between the exempt represented employees and the College. Motion carried.

XII. 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.

XIII. [Action items as a Result of the Executive Session.](#)

None

XIV. [Good of the Order](#)

Ms. Stevenson thanked the Board for reading the Land Acknowledgement.

Ms. Aveledo reported there was an article in the Seattle Times newspaper that highlighted teacher education programs in community colleges, including Grays Harbor College.

Dr. Carthum reported the Bishop Center is offering performances again. He encouraged attendance.

XV. [Adjournment](#)

The meeting was adjourned at 4:00 p.m.

Dr. Ed Brewster, Secretary

Dr. Harry Carthum Chair