

*REGULAR MEETING*  
**GRAYS HARBOR COLLEGE BOARD OF TRUSTEES**

April 19, 2022  
Board Meeting – 1:00 p.m.

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

Members Absent: None

Others who participated in the Board meeting:

Mr. Kwabena Boakye, Dr. Ed Brewster, Ms. Linda Sullivan-Colglazier,  
Mr. Rich Cummins, Ms. Holly Duffy, Mr. Derek Edens, Ms. Jean Floten,  
Ms. Shelly Hoffman, Mr. Darin Jones, Ms. Nicole Lacroix, Mr. Keith Penner,  
Mr. Floyd Plemmons, Ms. Cara Beth Stevenson, Mr. Cal Erwin Svoboda,  
Mr. Shiloh Winsor, Ms. Sandy Zelasko

**I. Call to Order/Roll Call**

Roll was called and all members were present.

**II. Agenda Adoption**

Dr. Carthum requested moving agenda action item 6, Adoption of the Grays Harbor College Presidential Search Plan and Schedule 2022 – 2023, to agenda action item 2. His request was approved.

**III. Public Comments**

None

**IV. Celebration**

Mr. Erwin-Svoboda introduced members of the GHC men's and women's wrestling teams. They had a very successful season including competing and placing in national competitions.

**V. Action Items**

1. Approval of March 15, 2022 Board Minutes

It was moved and seconded to approve the March 15, 2022 Board meeting. Motion carried.

2. Adoption of the Grays Harbor College Presidential Search Plan and Schedule 2022 – 2023

Dr. Akerlund stated the Board is in the process of looking for a college president. The Board has contracted with a presidential search firm to assist in the process. Ms. Jean Floten and Mr. Rich Cummins will represent the firm. Both have been in the Washington Community College system for several years, including having served as community college presidents. A search committee will be appointed that consists of a representative from each employee group on campus. Listening sessions with the consultants, students, employee groups plus community members will be held in order for participants to offer perspectives on the qualities and characteristics needed in the college's next leader. The search committee will forward the names of applicants they suggest the Board interview. They will not recommend who to hire. GHC AAG, Ms. Sullivan-Colglazier said it is important to make sure the search committee knows they are bringing recommendations to the Board not making the final decision.

The Board will approve the finalists who are invited to campus and make the hiring decision. The Board is the hiring authority and negotiates the contract with the finalist. It is anticipated the screening process will begin immediately and culminate in March, 2023. The new president will start on July 1, 2023. Ms. Floten and Mr. Cummins reviewed the presidential search plan and timeline.

Ms. Aveledo requested that individuals who are representative of under-served populations in our area have an opportunity for input. She also expressed an interest in soliciting input from GHC Foundation Board members.

Ms. Aveledo said she wants a clear understanding of the boundaries for Board members who are not on the search committee. Mr. Cummins responded that Dr. Akerlund is the chair and questions are to be directed to her.

It was moved and seconded to adopt the Grays Harbor College Presidential Search Plan and Schedule 2022 – 2023. Motion carried.

3. Operational Policies – First Reading

The following Operational Policies were presented for a first reading:

- Operational Policy 613 – Personnel, All Employees: Qualifications, Employment, Evaluations
- Operational Policy 607 – Anti-Nepotism – All Employees
- Operational Policy 653 – Recruiting and Hiring
- Operational Policy 516 – Use of Facilities and Services
- Operational Policy 209 – Social Media Posting Policy

Comments included:

OP 603, (previously OP 653) Recruiting and Hiring - Ms. Aveledo stated that as trustees we have made a commitment to bring about policies that will change the power dynamics, especially when it comes to people of color. She encouraged Board members to think how they might affect change and how our college will look five years from now.

OP 516, Use of Facilities and Services – Dr. Brewster reported the only change is adding a sentence that states the president or designee may authorize limited use of agency staff time and resources for supporting, promoting, or soliciting for charitable activities.

OP 209, Social Media Posting and Use Policy – Ms. Anderson reported that OP 209 is a new policy that provides guidance not only how the college communicates on social media but also different areas of the college that use social media. Assistant Attorney General, Ms. Sullivan-Colglazier said GHC social media sites are limited public forums subject to this policy. This is a limited public forum and sets boundaries.

4. Faculty Excellence Awards – Ms. Lacroix reported the Faculty Excellence Awards Committee reviewed applications. All applications aligned with our priorities and instructional goals. The total award amount totals: \$8,775 out of a reported budget of \$13,000.

The recommendations for the Faculty Achievement Awards:  
Gary Arthur (\$1,900)  
Nathan Woods (\$2,000)

The recommendations for the Faculty Development Awards:  
Hannah Mechler (\$2,125)  
Nathan Woods (\$2,750)

It was moved and seconded to approve the Faculty Excellence Awards Committee's recommendations. Motion carried.

5. FY 23 Fee Schedule

The proposed FY 23 Fee Schedule was included in backup materials received prior to the meeting. There are no outdated or new fees identified. There is a proposal to change how the charge for Prior Learning Assessment is applied. The new proposal changes the charge from \$45.00 per credit to \$45.00 per class. It was moved and seconded to approve the FY 23 Fee Schedule. Motion carried.

6. Repeal and Update WAC

Mr. Jones reported that on the advice from the Attorney General's Office WAC 132B-125-430 and 440 need to be updated. The proposed revised WAC with the updated language was included in backup materials received prior to the meeting. It was moved and seconded to repeal and update WAC 132B-125-430 and 440. Motion carried.

VI. Information

None

VII. Standing Reports

1) Student Government Report

ASGHC President, Ms. Shelly Hoffman, reported the following:

- Increasing "grab and go" items for students.
- Applications for ASGHC President will be accepted from April 24 - May 16.
- The Hope Squad is partnering with other Hope Squads to put together a community event this spring.
- The Food Pantry has increased its hours.
- ASGHC is continuing "Coffee Chat" and free pizza for students.
- Plans are in place to hold "Mayhem."
- Opportunity for students to attend a Mariner's game.

2) Classified Staff Report

Ms. Stevenson reported classified staff held their quarterly potluck and staff recognition event. Ms. PJ Moor, who works in the GHC Foundation Office received the quarterly classified staff award.

3) Exempt Staff Report

Ms. Christmas reported bargaining meetings with management have begun.

Two Running Start celebrations will be held:

Thursday, May 19 from 2:00 p.m. to 6:00 p.m. on the Aberdeen campus

Friday, May 25, 3:00 p.m. – 6:00 p.m. at the Riverview Education Center in Raymond.

- 4) Faculty Report  
Mr. Winsor reported the following:  
We are in the second week of instruction of Spring Quarter.  
Faculty have started the bargaining process with administration. An interest based bargaining approach is being used.  
Faculty appreciate the invitation to provide feedback on potentially continuing the vaccine mandate or making student vaccinations optional.
- 5) Administrative Services Update  
FY 23 Fee Schedule - Mr. Boakye reviewed the FY 22 3<sup>rd</sup> Quarter Budget Report. The report was included in backup materials received prior to the meeting. Highlights included:  
Q3 Actual Revenue Tracking  
Q3 Actual Expenses Tracking  
Q3 Budget Status  
Current budget Process – Administrative Procedure 503.01.  
Comments included:  
Ms. Avelo – Would it be a good idea to have a strategic conversation about the environment we are in, what is affecting the work we do, and what our needs are? There might be some things we can change, i.e., there is a housing crisis. We don't have student housing. How is that impacting enrollment?  
Dr. Akerlund – When is the first time we will see the 2023 budget, and will there be a study session on the budget prior to adoption?  
Mr. Boakye responded the budget will be presented at the June Board meeting.  
Dr. Carthum suggested having a special meeting to consider the budget and then approve it during a regular meeting.
- 6) Instruction Update  
Ms. Lacroix's instruction update was included in backup materials received prior to the meeting. Her report addressed progress on instructional goals, faculty excellence awards, success stories and position openings in instruction.
- 7) Student Services Update  
Mr. Erwin-Svoboda reported that we are currently 57.8% of our 1424 state-funded quarterly goal. He reviewed on-going efforts to increase enrollment, upcoming events at the Bishop Center, Choker athletics updates and spring sports. End of the year events were reviewed. It is hoped that the Board will be represented at all of them. Ms. Zelasko will poll Board members regarding their availability.
- 8) President's Update  
Dr. Brewster's report was included in backup materials received prior to the meeting. Highlights included updates on the following:  
Accreditation visit April 14 – 15.  
College Priority Work Feedback loop.  
SSIB Celebration May 17<sup>th</sup> at 3:30 p.m.  
SSIB Construction delay  
Diversity, Equity and Inclusion Strategic Plan  
All College Budget meetings  
Enrollment  
Dr. Brewster reported we are seriously considering removing our COVID vaccination policy for students. Currently we have the vaccination requirement for students and employees. The

employee mandate will not change. That is dictated by the State. The vaccination student policy is a local decision. Safety protocols will be the same. We are gathering input from employee groups and students. Dr. Brewster stated he would like the campus to be fully operational Fall Quarter.

SSIB Update – Mr. Plemmons provided an update on the Student Services/Instruction Building. There has been a delay in beginning construction due to an oversight of the engineer to submit a storm water permit. Start time is projected to be May 23<sup>rd</sup>. There is concern regarding whether or not the building will be ready for occupancy by Fall Quarter, 2023.

Dr. Akerlund asked if the delay could cause a financial burden to the college. Mr. Plemmons responded the cost of the delay will be negotiated with the Department of Enterprise Services.

9) Board Report

a. Foundation Meeting Report

Ms. Aveledo reported the Foundation fund-raising event raised \$229,000.00 to support students at GHC.

b. Board Art Committee Update

Dr. Akerlund reported that she and Ms. Aveledo are continuing work on the Board's Art Committee to refine what our project will look like. They will meet with GHC art instructor, Mr. Nathan Barnes, to discuss options.

c. Presidential Search Update - Dr. Akerlund said the Board needs to have a discussion about onboarding the new president and developing a transition plan to support that person. It is a critical part of the Board's role. She suggested it be a topic of a study session.

d. ACT Meeting – Dr. Akerlund, Dr. Carthum and Dr. Brewster will attend the ACT meeting May 18, 19, 2022.

e. Items of Interest

- Dr. Akerlund said the Board needs to set a time for the evaluation of the president.
- Ms. Aveledo informed the Board she would not be available for the May Board meeting nor the August Board meeting.

VIII. Good of the Order

Ms. Anderson thanked everyone who participated in discussions with the accreditation evaluators.

Dr. Carthum thanked Dr. Akerlund for taking on the role of chair of the Presidential Search Committee.

IX. Adjournment

The meeting was adjourned at 4:10 p.m.

---

Dr. Ed Brewster, Secretary

---

Dr. Harry Carthum Chair