

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
February 21, 2023
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: Mr. Kwabena Boakye, Dr. Ed Brewster, Ms. Lori Christmas,
Dr. Cal Erwin-Svoboda, Mr. Darin Jones, Mr. Justin Kjolseth,
Mr. Tom Kuester, Ms. Nicole Lacroix, Mr. Aidan McMurdo,
Mr. Floyd Plemmons, Ms. Cara Beth Stevenson

I. Call to Order/Roll Call

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

II. Pledge of Allegiance

Mr. Sayce led attendees in the Pledge of Allegiance.

III. Land Acknowledgement

Dr. Carthum read the Land Acknowledgement.

IV. 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.

The Board entered into executive session at 1:06 p.m. for approximately one hour.

The meeting was reconvened at 2:45 p.m.

V. Action items as a Result of the Executive Session.

Dr. Carthum thanked the people involved in the process of selecting a new president for the college. He acknowledged Dr. Akerlund for chairing the search committee. Dr. Akerlund thanked committee members for their commitment and patience during the process. She thanked her colleagues on the Board for their diligent assessment.

Dr. Akerlund moved to offer the position of Grays Harbor College president to Dr. Carli Schiffner, and authorize the college to enter into negotiations with her for a salary amount of \$250,000.00. The motion was seconded and carried.

VI. Agenda Adoption

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

VII. Public Comments

VIII. Celebration

Ms. Lacroix congratulated nursing faculty member Dr. Kim Cristobal for completing her doctor of nursing degree.

Dr. Erwin-Svoboda introduced drama instructor Mr. Andrew Gaines who is directing the Spring Musical, “Company” that will be performed at the Bishop Center the first two weekends in March.

IX. Action Items

1. Approval of January 17, 2023 Minutes

It was moved and seconded to approve the January 17, 2023 minutes. Motion carried.

2. Second Reading

OP 640 Leave Combined

OP 685 – Emeritus Status

OP 641 – Accommodation Leaves Combined

It was moved and seconded to adopt OP 640, Leave Combined, OP 685, Emeritus Status, and OP 641, Accommodation Leaves Combined. Motion carried.

X. Information

XI. Standing Reports

1) Student Government Report (Mr. Aidan McMurdo)

Mr. McMurdo reported on challenges facing student government that include the resignation of the Director of Student Life, and Food Pantry issues.

2) Classified Staff (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

The Staff Development and Training Committee will hold a soup cook off tomorrow. It is a fund raiser for classified staff.

Staff morale is still a big issue on campus. Underlying issues are not resolved.

In January three supervisors in Student Services resigned.

Classified staff are looking forward to working with the new president.

3) Exempt Staff Report (Ms. Lori Christmas)

Ms. Christmas reported that several positions on campus have not been filled resulting in a lack of stability. Students, faculty and staff do not feel supported.

4) Faculty Report (Mr. Tom Kuester)

Mr. Kuester reported we are past the middle point of the quarter.

5) Administrative Services Update (Mr. Kwabena Boakye)

Mr. Boakye’s report was included in backup materials received prior to this meeting.

Highlights of his report are as follows:

- a. The FY 2022 audit entrance conference was completed on February 8.
The financial statement audit is currently in fieldwork phase.

- b. **FY 2023 Budget status and FY 2023-24 Budget Development.**
Budget requests were due January 31. Total requests received as of that date are \$2,013,435. We are still waiting on preliminary state allocation from the State board and the local revenue projection is in process. E-team budget planning is ongoing. FY 2023 2nd quarterly budget reports that compared budget to actuals for revenues and expenses were reviewed.

The same budget report will be presented at two all-college budget meetings later this month.

6) **Instruction Update** (Ms. Nicole Lacroix)

Ms. Lacroix's report was included in backup materials received prior to this meeting.

Highlights included:

- The State Board approved the Statement of Need for the BS Computer Science degree. Collaboration with SPSCC to develop the program proposal and curriculum continues.
- We are moving forward with developing the hospitality/culinary arts program.
- Dr. Carthum said he wants to encourage moving the program forward as soon as possible.
- Efforts continue investigating future programming for EMT/Paramedic program and Network Operating Security Systems program.

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

Dr. Erwin-Svoboda's report included the following:

- Winter Quarter enrollment is currently 5% up over last year at this time. The biggest increase is in transition programs. For Spring Quarter we are up 1.1% compared to same day last year.
- Knowledge Bowl and campus visits are ongoing every Friday through Spring Quarter.
- Vacant positions in Student Services are being posted.
- Dr. Akerlund asked if we have a projection how the "enrollment cliff: might help us? Dr. Brewster responded that current information shows high school graduation rate is stable over the next few years.
- Ms. Aveledo suggested a study session to focus on state funds and local and national statistics
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8) **President's Update** (Dr. Ed Brewster)

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

Highlights included:

Dr. Brewster said he is truly concerned about the comments being made about morale. He said he takes responsibility for employees feeling a lack of support from administration. Efforts continue to be made to address issues.

The president and others met with legislators from the 19th District to discuss GHC concerns and system-wide issues.

a. **SSIB Update** (Mr. Floyd Plemmons)

Mr. Plemmons and Mr. Penner presented the construction budget review that included the following:

Funding

Expenses

Remaining Contingency

Cost breakdown by category and percentage of current change orders

Timeline

Cost Tracking and Approved Change Orders

There was a lengthy discussion regarding the scope of the hospitality/culinary arts program, and the cost of furniture, fixtures and equipment for the various options. The Board Chair asked for more discussion at the March Board meeting.

9) Board Report

- a. Foundation Report (Ms. Astrid Aveledo)
To date the Naming Rights Campaign for spaces in the new building total \$405,000.00.
- b. Board Art Committee (Ms. Astrid Aveledo and Dr. Paula Akerlund)
Work continues on the RFPs for the local and tribal art pieces that the Board will select for the new building.
- c. Presidential Search Update (Dr. Paula Akerlund)
Dr. Akerlund said she is excited to welcome newly appointed GHC President, Dr. Carli Schiffner to the college.
- d. Trustees'/President's Fund
Dr. Carthum asked fellow Board members to notify Ms. Zelasko regarding whether or not they want taxes taken out of their meeting stipend, and if so, what percentage.
- e. Items of Interest
Ms. Aveledo asked that Trustee funded scholarships be on next month's Board meeting agenda.

Dr. Carthum asked that Board minutes be less detailed and reflect decisions, appointments and approvals.

Dr. Carthum asked Board members to contact him with suggestions for future study session topics.

XII. Good of the Order

Ms. Stevenson acknowledged Dr. Akerlund's leadership on the Presidential Search Committee.

Ms. Aveledo expressed gratitude to Dr. Brewster for coming out of retirement to lead the college until a new president was selected.

XIII. Adjournment

The meeting was adjourned at 4:52 p.m.

Dr. Ed Brewster, Secretary

Dr. Harry Carthum Chair