

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

June 20, 2023

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,  
Mr. Jim Sayce

Members Absent: None

Others who participated: Ms. Kristy Anderson, Dr. Ed Brewster, Mr. Derek Edens, Dr. Cal Erwin-Svoboda,  
Ms. Penny James, Mr. Justin Kjolseth, Ms. Nicole Lacroix, Dr. Joseph Malik,  
Mr. Keith Penner, Ms. Cara Beth Stevenson, Ms. Sandy Zelasko

Dr. Carthum welcomed Board members and guests to the meeting.

Study Session – Budget Process

Mr. Boakye led a discussion on the budget process and reviewed the FY 24 budget that will be presented to the Board at today's meeting for approval. Highlights included the following:

2023-24 Operating Budget Fact Sheet  
2023-24 Operating Budget Summary  
2023-24 Revenue Estimates  
2023-24 Expenditure Estimates  
FY 2023-24 Student Activities Funds  
FY 2024-24 Tuition and Fee Schedules  
FY 2023-24 Salary Schedules

Mr. Boakye addressed questions from the Board. He stated that when the FY 24 Operating Budget is presented for approval later in the agenda more detailed information will be discussed.

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. Carthum read the Land Acknowledgement.

IV. Agenda Adoption

Dr. Erwin-Svoboda requested adding an agenda item under action to present the proposed FY 2023-24 Student Government fees. His request was approved.

## V. Public Comments

None

## VI. Celebration

Dr. Carthum introduced Dr. Joseph Malik, president of Grays Harbor College from 1972 to 1989. He hired Ms. Zelasko in 1983 as his assistant. She is retiring June 30. He complimented her on her many years of service to the college.

## VII. Action Items

### 1. Approval of Board Minutes

Ms. Aveledo asked that agenda item 9 b Board Report be amended to read as follows: The Board Art Committee met and heard informative presentations from three people who have been involved in equitable art solicitation processes.

It was moved and seconded to approve the May 16 2023 minutes as amended. Motion carried.

### 2. Appointment of Representative to Greater Grays Harbor, Inc.

It was moved and seconded to appoint Dr. Schiffner as the college's designated representative to the Greater Grays Harbor, Inc. Board. Motion carried.

### 3. Trustees' Fund

It was moved and seconded to transfer the signature authority and associated delegated authority on the Trustees' Fund from Dr. Brewster to Dr. Schiffner. Motion carried.

### 4. 2023/2024 GHC Budget Proposal

It was moved and seconded to approve the FY 2023-2024 Operating Budget. Motion carried.

### 5. Service and Activities Fees and Tech Fee

Dr. Erwin-Svoboda reported that each year student government committees propose expenditures from the Service and Activities Fees and the Tech Fee. ASGHC President, Mr. Aidan McMurdo reviewed the proposed budgets. Because of events occurring after the budgets were proposed the report today was not accurate. After discussion, it was agreed to postpone approving the budgets until the July, 2023 Board meeting.

## VIII. First Reading

### 100 and 200 Section Operational Policies

Dr. Brewster reported the Board approved reviewing all operational policies over a five year period. Revised 100 and 200 section Policies were presented for a first reading. All policies go through two readings at College Council. Suggestions from those meetings are incorporated into final versions of the policies. They will be presented for a second reading and approval at the July Board meeting.

## IX. Information

## X. Standing Reports

### 1) Student Government Report (Mr. Aidan McMurdo)

ASGHC President Mr. McMurdo thanked faculty and staff for their support. He said the month of June has been busy for student government – Mayhem, Budget Committee, selections and appointments and graduation.

### 2) Classified Staff (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

The classified staff union is offering scholarships for union members. The deadline is June 30. The Staff Development and Training Committee held their Spring Quarter fund raiser. It netted \$740.84 that included a \$500.00 donation from the GHC Foundation.

- 3) Represented Exempt Staff Report (Ms. Deanna Shedley)  
None
- 4) Faculty Report (Mr. Tom Kuester)  
None
- 5) Administrative Services Update (Mr. Kwabena Boakye)  
Mr. Boakye thanked the Board for approving the budget for next year. He will meet with budget managers tomorrow and there will be an all-college meeting in July to discuss the budget.
- 6) Instruction Update (Ms. Nicole Lacroix)  
Ms. Lacroix presented updates on instructional goals for 2021 – 2023, 2023 – 2025, and 2022-2023 accomplishments.
- 7) Vice President for Student Services (Dr. Cal Erwin-Svoboda)  
Dr. Erwin-Svoboda's report was included in backup materials received prior to the Board meeting. Highlights included:  
Enrollment – Currently we are up 10% from this time last year. More accurate numbers will be available at the July Board meeting. The Take a Class on Us program for eligible students has been extended through Summer and Fall Quarters. The College will cover the costs of one class each quarter, up to five credits or \$1,000.00.  
E-Sports – Three e-sports teams from GHC competed in the national e-sports competition. They won several awards including one championship.  
End of the Year Events – Several celebrations are taking place including GED/High School completion graduation, Running Start celebration, student awards and recognition, TRIO celebration, commencement and several offerings at the Bishop Center.
- 8) President's Update (Dr. Ed Brewster)  
Dr. Brewster's report was included in backup materials received prior to the meeting. Highlights included the following:
  - Updates on the college's five priorities.
  - Employee Climate Survey Results have been posted on the intranet.
  - Charlie's Café and the GHC Bookstore will open in January 2024 in the SSIB.
  - Listening sessions for students were held to help us better understand the college's climate as it relates to the equity, diversity and inclusion strategic plan.

Dr. Brewster thanked the Board for their support during the past three years when he returned to the college as interim president. He congratulated the Board for selecting Dr. Schiffner as the college's next president.

  - a. SSIB Update (Mr. Keith Penner)  
Mr. Penner presented the following update on progress of construction on the SSIB:
    - Starting June 2023 the construction zone will be increased which includes removing some walking paths for the summer. By September 15 walking paths will be completed and ADA accessible.

- Selecting furniture, fixtures and equipment for the building is proceeding.
- Completion of the building is on schedule to open Winter Quarter 2024.

9) Board Report

Dr. Carthum thanked Dr. Brewster for coming out of retirement to lead the college these past three years.

- Foundation Report (Ms. Astrid Aveledo)  
Ms. Aveledo reported the Foundation naming campaign has raised a total of \$455,000.00.
- Board Art Committee (Ms. Astrid Aveledo and Dr. Paula Akerlund)  
Ms. Aveledo reminded the Board that they will make the final decision on selecting Tribal and local artists who will display artwork in the new building. The Call for Artists/Requests for Qualifications document will be available soon.
- End of the Year Events  
Board members reported on end of the year events they plan to attend.
- Board Retreat  
The Board will hold a retreat August 3<sup>rd</sup> at the Trade Winds Conference Center in Tokeland. The naming of the new building will be discussed.
- Board Elections – It was moved and seconded to nominate Dr. Akerlund as Board Chair and Ms. Aveledo as Vice Chair. Motion carried

XI. Non-Public Session

The Board entered into a non-public session at 3:40 p.m.-for approximately fifteen minutes.

The regular meeting was reconvened at 3:50 p.m.

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

It was moved and seconded to accept the collective bargaining agreement as presented by Mr. Jones. Motion carried.

XIII. Executive Session

None

XIV. Good of the Order

None

XV. Adjournment

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

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum Chair