

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

March 21, 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, Mr. Kwabena Boakye, Dr. Ed Brewster,
Ms. Holly Duffy, Mr. Derek Edens, Mr. Matt Edwards,
Dr. Cal Erwin-Svoboda, Mr. Lance James, Mr. Justin Kjolseth,
Ms. Nicole Lacroix, Mr. Floyd Plemmons, Dr. Carli Schiffner,
Mr. JEB Thornton, Ms. Sandy Zelasko

Study Session

Institutional Effectiveness and College Relations Update

Ms. Anderson stated the IECR department conducts research and employs assessment methods to support evidence-based planning and decision-making, and provides leadership and support for the college in its ongoing quest to be a first-rate community college. They promote the college through marketing and public relations work and develop grants to support the college's priorities.

Ms. Anderson introduced Institutional Effectiveness and College Relations staff who participated in the report: Ms. Holly Duffy, Director of Marketing, Mr. Matt Edwards, Director of Institutional Research and Reporting, and Mr. JEB Thornton, Director of Grant Development. Highlights of the report included the following: College planning cycle, 2019-2026 college plan timeline, accreditation update, grant development process, marketing and college relations including digital marketing, re-engagement outreach campaign, mandatory reporting, data for accreditation & strategic planning, public progress and completions dashboard, survey coordination, estimated service area population, estimated grade 11 and 12 enrollment.

Dr. Carthum thanked presenters for their informative presentation.

I. Call to Order/Roll Call

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

II. Pledge of Allegiance

Ms. Zelasko led attendees in the Pledge of Allegiance.

III. Land Acknowledgement

Dr. Carthum read the Land Acknowledgement.

IV. Agenda Adoption

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

V. Public Comments

None

VI. **Celebration**

Dr. Erwin-Svoboda introduced GHC's All Washington Academic Team, Ms. Bonny Johnson and Ms. Amanda Wells. Both students will be honored along with other college's nominees at an event in Olympia April 27. Both students expressed how much they appreciated being selected for this honor. Dr. Carthum presented each of them with a check from the GHC Foundation.

VII. **Faculty Rehire and Tenure Decisions**

Board members, Dr. Brewster, Ms. Lacroix and Mr. Kjolseth entered into executive session at 2:30 p.m. for approximately one hour. Faculty members being considered for tenure and his or her tenure committee chair joined the executive session.

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.

The meeting was reconvened at 3:30 p.m.

IX. **Action Items as a Result of Executive Session**

It was moved and seconded to grant tenure to the following faculty members:

Ms. Lindsey Kargbo

Mr. Patrick Mahoney

Mr. Kelly Richters

Motion carried.

It was moved and seconded to approve rehire to the following faculty:

Ms. Terri Bell

Mr. Sean Lyons

Ms. Anita Plagge

Ms. Ambrocia Sanchez

Mr. Donald Burke

Mr. Chris Dugan

Mr. Christopher Graham

Dr. Sheri Jordan

Dr. Heather Monaghan

Mr. Evan Yankey

X. **Action Items**

1. Approval of Board Minutes

It was moved and seconded to approve the following Board minutes:

February 15, 2023

February 17, 2023

February 18, 2023

February 21, 2023

Motion carried.

XI. Information

1. Faculty Excellence Awards

Board members received recommendations from the Faculty Excellence Committee for faculty achievement, development, and excellence awards. Ms. Lacroix reported the awards will be announced at the April 18 Board meeting.

XII. Standing Reports

1) Student Government Report (Mr. Aidan McMurdo)

Mr. McMurdo reported the following:

- Implementing food pantry data for Coastal Harvest has been completed. The Food Pantry is now up-to-code per Washington State law.
- The Diversity and Equity Center is now open for a student gathering space, meetings and visitors.
- Stress Less Fest was a success.
- Planning and budgeting phases of Mayhem has begun.
- The budget process has begun

2) Classified Staff (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

- The Staff Training for Technical and Community Colleges is a state-wide organization for classified staff at community and technical colleges. The last two years their annual meeting has been virtual. This year it will be held at Green River College. The theme of the meeting is creating connections and building bridges. Several GHC employees will attend.
- Classified staff are planning a break away day in July or August.
- Dr. Brewster and Mr. Jones have participated in labor management meetings.

3) Exempt Staff Report (Ms. Lori Christmas)

Ms. Christmas reported that there are still vacancies in several departments on campus.

4) Faculty Report (Mr. Tom Kuester)

Mr. Kuester congratulated faculty members rehired and granted tenure.

5) Administrative Services Update (Mr. Kwabena Boakye)

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

Highlights included:

- The Department of Enterprise Services has implemented an enterprise supplier diversity policy to increase goods and services purchases from small, diverse and veteran-owned businesses in Washington. The policy goes into effect April 11. All employees spending state funds will be required to participate in training on the policy.
- FY 2023-24 Budget development is underway. The third quarterly budget report will be presented at the April 2023 Board meeting.
- SAO audit fieldwork is ongoing.

6) Instruction Update (Ms. Nicole Lacroix)

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

- Hospitality/Culinary Arts – Ms. Lacroix reported she and Dr. Brewster visited South Puget Sound's culinary facility. Decisions need to be made designing the roll out of the program. We need to narrow the culinary equipment to match budget availability. We are applying for PacMtn and Workforce Development Grants for additional funding to enhance the program.

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:

Winter Quarter enrollment finished 10% up compared to this time last year. Spring Quarter numbers are looking positive. Summer and Fall registration begins May 4th.

Final decisions on program placement in the new building, signage and furniture ordering is ongoing.

Almost 1,000 people attended the spring musical at the Bishop Center. The summer musical will be "The Prom."

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

Dr. Brewster welcomed Dr. Schiffner to the meeting and congratulated her on being named the next GHC President.

- GHC participated in the Washington Student Achievement Council Basic Needs survey. Forty-four percent of our students say they experienced food insecurity within the prior month and thirty-three percent experienced housing insecurity within the past year.
- The budget process continues. A list of all the 2023-24 budget requests can be found on the Business Office's page of GHC's intranet.
- Administrative exempt group held a leadership retreat March 17. Dr. Caprice Hollins from Cultures Connecting facilitated the meeting. The focus was EDI and belonging.
- The SW Government to Government Tribal/College Leadership Summit will be on campus April 26.

a. SSIB Update (Mr. Floyd Plemmons)

Mr. Plemmons reviewed the SSIB Construction timeline and the SSIB construction budget review. The building is scheduled to be open Winter Quarter, 2024.

9) Board Report

a. Foundation Report (Ms. Astrid Aveledo)

Ms. Aveledo reported there are two spaces left in the new building available for purchase for naming rights. The Journey campaign raised \$77,293.00

b. Board Art Committee (Ms. Astrid Aveledo and Dr. Paula Akerlund)

Ms. Aveledo reported the Board Art Committee has met. Efforts continue to create an equitable application process for local and Tribal artists who want to be considered. Ms. Aveledo proposed authorizing \$600.00 be set aside to present stipends to artists who agree to provide their expertise in meeting with the committee to discuss equitable art solicitation processes. It was moved and seconded to approve \$600.00 be set aside to compensate artists willing to meet with the committee to discuss equitable art solicitation processes. Motion carried.

- c. ACT – Walla Walla
This year’s state-wide ACT meeting will be held in Walla Walla May 15 and 16. Board members are asked to contact the President’s Office if they are planning to attend.

- d. Scholarships (Ms. Astrid Aveledo)
Ms. Aveledo proposed funding four scholarships from the Trustees’/President’s fund. The fund balance as of this date is \$6,392.61. It was moved and seconded to fund the following scholarships:
BIPOC - \$1,000
Latinx - \$1,000
LGBTQ - \$1,000
General scholarship - \$1,000
Motion carried.

- e. Items of Interest
None

XIII. Good of the Order
None

XIV. Adjournment
The meeting was adjourned at 4:35 p.m.

Dr. Ed Brewster, Secretary

Dr. Harry Carthum Chair