

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

April 18, 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: Ms. Kristy Anderson, Mr. Kwabena Boakye, Dr. Ed Brewster,
Mr. Derek Edens, Mr. Matt Edwards, Mr. Justin Kjolseth,
Ms. Nicole Lacroix, Mr. Floyd Plemmons, Ms. Sandy Zelasko

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

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

V. Public Comments

None

VI. Celebration

None

VII. Action Items

1. Approval of Board Minutes

It was moved and seconded to approve the March 21, 2023 minutes. Motion carried.

2. Faculty Excellence Awards

Ms. Lacroix reported that at the last meeting Board members received a summary of recommendations from the Faculty Excellence Committee for this year's Faculty Achievement and Faculty Excellence awards. It was moved and seconded to approve the recommendations of the Faculty Excellence Committee. Motion carried.

3. FY24 Fee Schedule

The proposed fee schedule for the FY 24 year was reviewed. After discussion, it was moved and seconded to approve the FY 24 year fee schedule as presented. Motion carried.

4. Survey Policy (first reading)

Ms. Anderson reviewed proposed Operational Policy 901, Survey Policy for a first reading. She reported that she, Mr. Edwards and Mr. Edens are proposing the policy to provide the College with a coordinated approach to surveying. At the May Board meeting the Board will be asked to approve the policy.

VIII. Information

1. Third Quarter Budget Report

Mr. Boakye reviewed the FY 23 Quarter 3 budget report that was included in backup materials received prior to the meeting. He presented an overview of the following:

- Quarter 3 Revenue Tracking
- Quarter 3 Expenses Tracking
- Quarter 3 Revised Budget
- Budget Process

Mr. Boakye stated that the combined effect of CARES lost revenue claims, student receivables pay off, and time lapse in filling current vacant positions should result in meeting the target for a balanced budget in FY 23. CARES funding ends June 30.

IX. Standing Reports

1) Student Government Report (Mr. Aidan McMurdo)

Mr. McMurdo reported the following student government activities:

- Choosing furniture for student areas in the new building
- Budget committee preparations
- Maintaining status for the Harbor Landing Food Pantry
- Planning student events
- Preparation for budget deliberations
- Clubs
- Mayhem May 16

2) Classified Staff (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

The Staff Development Committee met and awarded the Winter Quarter Staff Award to Annalee Atwell-Tobar, Program Assistant in Transitions Programs.

3) Represented Exempt Staff Report (Ms. Lori Christmas)

Ms. Christmas did not have a report.

4) Faculty Report (Mr. Tom Kuester)

Mr. Kuester did not have a report.

- 5) Administrative Services Update (Mr. Kwabena Boakye)
There will be an all-college budget meeting April 24 to review the Third Quarter Budget Report.

FY24 Budget Development

- 6) The budget development process is underway. The target submission date to the Board is at their June Board meeting.

- 7) Vice President for Student Services (Dr. Cal Erwin-Svoboda)

Dr. Erwin-Svoboda's report was included in backup materials received prior to the meeting. Highlights included the following:

- Enrollment is up compared to last year this time.
- The Admissions Team, Running Start/Dual Enrollment, and TRIO EOC are continuing recruiting efforts.
- Student Services is preparing for summer and fall registration.
- Final decisions are continuing on program placement, furniture, and signage in the new building.
- The Bishop Center is currently closed for a rigging replacement project.
- Men's baseball and golf teams and women's softball seasons are in full swing.

- 8) Instruction Update (Ms. Nicole Lacroix)

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

Highlights included the following:

- A review on grants and allocations.
- Assessment of Student Learning and Accreditation in preparation of the on-site visit by the Northwest Commission on Colleges and Universities.

- 9) President's Update (Dr. Ed Brewster)

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

Highlights included the following:

- Incoming president, Dr. Carli Schiffner, has been on campus several times since being selected GHC president and has been meeting with several employees.
- The College's welding technology program received renewed accreditation from the Washington Association of Building Officials.
- The College is applying for a Title III Strengthening Institutions grant intended to reduce equity gaps in student onboarding and student completion/employment. If selected, it would mean approximately \$2.25M over five years.
- GHC will host the Southwestern Washington Government to Government Tribal/College Leadership Summit. Invitations were sent to local area Tribal Leaders, College Presidents and State Board members. The purpose of the Summit is to enhance relationships between the colleges and their tribal entities and explore partnerships and collaborations.
- The president and Ms. Lacroix met with representatives from the owner of the COSMO plant in Cosmopolis. Their intent is to get the plant operational. They want the college to work with them to train their workforce.
- The president and Dr. Schiffner met with representatives of the Shoalwater Bay Tribe for discussion about how we can collaborate with the tribe moving forward.

a. SSIB Update (Mr. Floyd Plemmons)

Mr. Plemmons reported there have been fourteen change orders during the construction of the SSIB, The timeline for completion is on track.

Work continues on the FFE for the building. He asked for input regarding the table for the Boardroom. He showed graphics of possible choices.

10) Board Report

a. Foundation Report (Ms. Astrid Aveledo)

Ms. Aveledo reported that the GHC Foundation awarded \$468,000.00 in scholarships to 173 students. The average amount was \$2,187.33.

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

Dr. Akerlund reported the Board Art Committee was invited to tour the new building to look at possible locations for art. They prioritized locations, both inside and outside.

c. End of the Year Events

End of the year events were reviewed. Board members were asked to notify Ms. Zelasko which events they plan to attend.

d. Items of Interest

Dr. Carthum suggested holding a Board retreat in July or August. He asked Ms. Zelasko to poll Board members to find a date that Board members and Dr. Schiffner could attend.

Board elections will be held at the June meeting. Dr. Carthum suggested setting a two year limit.

X. Good of the Order

Ms. Christmas reported that Running Start students will be honored at two events – May 31 from 3:00 p.m. – 6 p.m. in Room 1500 of the Library, and June 1 from 3:00 p.m. – 6 p.m. at Riverview.

XI. Adjournment

The meeting was adjourned at 2:50 p.m.

Dr. Ed Brewster, Secretary

Dr. Harry Carthum Chair