

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
May 16, 2023
Board Meeting – 1:00 p.m.

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

Members Absent: Dr. Harry Carthum

Others who participated: Ms. Kristy Anderson, Mr. Kwabena Boakye, Dr. Ed Brewster, Ms. Lori Christmas, Mr. Derek Edens, Dr. Cal Erwin-Svoboda, Mr. Darin Jones, Ms. Nicole Lacroix, Mr. Floyd Plemmons, Ms. Cara Beth Stevenson, Ms. Sandy Zelasko

Vice Chair, Dr. Akerlund welcomed Board members and guests to the meeting.

I. Call to Order/Roll Call

Roll was called and all members of the Board were present except for Dr. Carthum.

II. Pledge of Allegiance

Dr. Akerlund led attendees in the Pledge of Allegiance.

III. Land Acknowledgement

Mr. Sayce read the Land Acknowledgement.

IV. Agenda Adoption

Mr. Jones requested adding a non-public session to the agenda. It was moved and seconded to adopt the agenda as amended. Motion carried.

V. Public Comments

None

VI. Celebration

Ms. Christmas, Director of Running Start and High School Relations, reported that 213 seniors from eighteen high schools are enrolled in the Running Start program. Ninety-three will graduate in June. Eleven students earned a 4.0 GPA. She introduced students in attendance who reported on their experience at GHC and their future plans.

VII. Action Items

1. Approval of Board Minutes

It was moved and seconded to approve the April 18, 2023 minutes. Motion carried.

2. Survey Policy – Operational Policy 901

Ms. Anderson presented a second reading of Operational Policy 901, Survey Policy for review and adoption. It was moved and seconded to approve OP 901, Survey policy. Motion carried.

3. Bishop Trust Investment/Scholarship Award
Mr. Boakye reported the Ed & Lillian Bishop Trust Investment fund provides resources to fund scholarships to Grays Harbor County students, including GHC BAS students, who are continuing their education at institutions offering BA degrees. As of June 30, 2022 the total market value of the fund was \$4,998,925.00 Four percent of the value (\$199,957.00) is available for the allocation of scholarships during the 2023-24 year. It was moved and seconded to approve the full amount of 4% or \$199,957.00 for the award of Bishop Scholarships during the 2023-24 year. Motion carried.
4. Budget Approval – ASGHC Balance Proposal
Dr. Erwin-Svoboda reported that Student Government is requesting approval to contribute an additional \$150,000 from the ASGHC fund balance account towards the purchase of student-use furnishings and furniture for the SSIB. Pursuant to the ASGHC Financial Code, if the amount approved exceeds \$50,000 the ASGHC President will present the approved proposal to the Board of Trustees for final budget approval.
It was moved and seconded to authorize Student Government to contribute an additional \$150,000 from the Fund Balance account towards the purchase of student-use furnishings and furniture for the SSIB. Motion carried.

VIII. Information

IX. Standing Reports

- 1) Student Government Report (Mr. Aidan McMurdo)
None
- 2) Classified Staff (Ms. Cara Beth Stevenson)
Ms. Stevenson reported the following:
 - WPEA, the union that represents classified staff, is offering scholarships to members and their families for the 2023-24 academic year. Seven scholarships ranging from \$1,000 to \$5,000 will be awarded.
 - On June 13, the Staff Development Committee will take a cart filled with items for sale to areas on campus. Proceeds will benefit classified staff furthering their education.
 - On July 7, classified staff will host a BBQ/potluck. The quarterly staff award will be announced.
 - July 26 is the tentative date set for the classified staff breakaway day.
 - STTACC will hold its annual conference on August 9 and 10 at Green River Community College
- 3) Represented Exempt Staff Report (Ms. Lori Christmas)
Ms. Christmas reported that because of a change in her job position title she will no longer be a member of the represented exempt staff union. A new representative will be announced soon.
- 4) Faculty Report (Mr. Tom Kuester)
None
- 5) Administrative Services Update (Mr. Kwabena Boakye)
Mr. Boakye presented an update on this year's budget (FY23) and the budget development plan for FY24. There was discussion regarding potential effects on the budget if the Department of Education does not extend the deadline for CARES funding. Dr. Brewster noted that the study session at the June Board meeting will focus on the budget.

6) Instruction Update (Ms. Nicole Lacroix)

Ms. Lacroix's report was included in backup materials received prior to this meeting. She reported progress on the following instructional goals:

1. Implement a continuous improvement plan that supports quality instruction, enriches student learning, and assesses program and institutional learning outcomes.
2. Utilize Guided Pathways to increase retention and credential completion.
3. Provide educational opportunities that demonstrate diversity, are equally inclusive to all students, and demonstrate equal learning, course, and credential completion outcomes.

Efforts continue to explore options for funding culinary equipment and kitchen small wares for the culinary program.

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 for spring quarter is up compared to this time last year.
- Registration for Summer and Fall Quarters is open.
- Bishop Center offerings.
- Choker Athletics – Spring Sports.
- Student recognition events.

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:

- Update on the college Operational Policies and Administrative Procedures process. All Operational Policies and Administrative Procedures are reviewed by College Council. When approved, Policies go to the Board of Trustees' for approval. The president approves Procedures.
- Exempt staff will hold a leadership retreat June 9. It will focus on what the college is doing to foster racial, social, and economic justice.
- Annual staff recognition event is June 22.

a. SSIB Update (Mr. Floyd Plemmons)

Mr. Plemmons presented the following update on progress of construction on the SSIB:
Construction budget review.

Funding

Expenses

Remaining Contingency

Revised Contract amount to date

Cost breakdown by category & percentage of current change orders 1 – 15.

SSIB Construction Timeline

Major milestone work completed

Major milestone work in progress.

Major milestone work ahead

The completion of the building is on schedule to open Winter Quarter 2024.

9) Board Report

- a. Foundation Report (Ms. Astrid Aveledo)
Ms. Aveledo reported that three of the four scholarships funded by the Board have been awarded. The LBGTQ scholarship will open up again in the summer scholarship cycle.
- b. Board Art Committee (Ms. Astrid Aveledo and Dr. Paula Akerlund)
Ms. Aveledo reported the Board Art Committee met and heard informative presentations from three people who have been involved in the art solicitation process.
- 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. Board Retreat
The Board will hold a retreat August 3rd at the Trade Winds Conference Center in Tokeland. Dr. Akerlund asked that Board members let her know as soon as possible topics of interest for the retreat. Ms. Aveledo suggested focusing on the strategic plan.
- e. Items of Interest
Ms. Stevenson reported that the Steel Drums Ensemble will perform June 15 at 1:00 p.m. in the Music Pavilion. They will also be performing at graduation.

X. The Board entered into a non-public session at 2:50 p.m. for approximately fifteen minutes. No action was taken.

The regular meeting was reconvened at 3:10 p.m.

XI. Executive Session
None

XII. Good of the Order
None

XIII. Adjournment
The meeting was adjourned at 3:15 p.m.

Dr. Ed Brewster, Secretary

Dr. Harry Carthum Chair