

Grays Harbor College Board of Trustees Regular Meeting

January 11, 2024

Board Meeting 9:00 a.m.

Members Present: Aliza Esty, Astrid Aveledo, Dr. Paula Akerlund, Dr. Harry Carthum, Jim Sayce

Members Absent: None

Others Present: Adrienne Roush, Barbara Dyer, Cara Beth Stevenson, Cherie Edwards, Chris Jez, Chris Macht, Derek Edens, Dr. Cal Erwin-Svoboda, Dr. Carli Schiffner, Dr. Evi Buell, Dr. Paulette Lopez, Floyd Plemmons, Haley Adair, Heidi Wood, Holly Duffy, Jacquelyn Ryker, Jamie Quigg, Jayme Peterson, Jonni Dawson, Julie Randall, Justin Kjolseth, Keith Penner, Lisa Smith, Kristy Anderson, Kwabena Boakye, Lizbeth Sánchez, Matt Edwards, PJ Moore, Shannon Bell, Shiloh Winsor, Susan Schreiner

I. Call to Order/Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 9:00 a.m. Roll call was made; all members were present.

II. Pledge of Allegiance

Chair Dr. Paula Akerlund led attendees in the Pledge of Allegiance.

III. Land Acknowledgment

Jim Sayce read the Land Acknowledgment. Chair Dr. Paula Akerlund thanked Jim Sayce for reading the land acknowledgement.

IV. Agenda Adoption

Chair Dr. Paula Akerlund called for an adoption of the agenda with the intention of transitioning to special guest Paul Francis upon his arrival, motion was made by Jim Sayce to approve the agenda, Aliza Esty seconded the motion. Motion carried.

V. Public Comments

No public comments.

VI. Celebration

The library team celebrated and recognized Cara Beth Stevenson for over 20 years of service at Grays Harbor College as a library and archives specialist. Chair Dr. Paula Akerlund recognized Cara Beth for her years of service to Grays Harbor College.

VII. Action Items & Standing Reports

Action

1. Approval of December 19, 2023 Minutes

Chair Dr. Paula Akerlund entertained a motion to approve the December 19, 2023 minutes as submitted. Motion moved by Jim Sayce, Dr. Harry Carthum seconded the motion. Motion carried.

Standing Reports

1. Student Government (Dr. Cal Erwin-Svoboda)

Student government update included a change in leadership new Student Body President Isaac Humiston will be joining the next board in February. Katrina Gomery moved to the Vice President for Community Relations role. Dr. Cal Erwin-Svoboda thanked Katrina Gomery for her serving as student body president.

2. Classified Staff Report (Cara Beth Stevenson)

Classified staff update included upcoming event Staff Development and Training Committee Winter Soup Cookoff on January 16 from 11:30 to 1:00 p.m. This is a fundraising event to support the development and training activities for classified staff.

3. Represented Exempt Staff Report (Chris Macht)

Chris Macht is looking forward to being the new representative for the exempt staff. Will address the board more thoroughly at the February board meeting.

4. Faculty report (Tom Kuester)

No report.

5. Administrative Services Report (Kwabena Boakye)

Administrative Services reviewed the Business Affairs Commission (BAC) which is organized under the authority of the Washington Association of Community and Technical Colleges (WACTC). Kwabena Boakye sits a representative for Grays Harbor College. The commission acts on matters on behalf of the presidents. Assists other Vice Presidents for Administrative Services in the Washington system. The second quarter budget report will be reviewed at the upcoming February board meeting. Discussion on state energy performance compliance.

6. Human Resources Report (Jamie Quigg)

Human Resources update on and introductions of new employees:

- Chris Jez – Instruction & Classroom Support Tech 2/IBEST Instructor for Welding

- Nancy Deverse – Interim Director of Enrollment Services
- Julie Randall – Executive Director of Project Management & Strategic Initiatives
- Miranda Shumate – Nursing Faculty
- Cherie Edwards – Tribal Navigator
- Jacquelyn Ryker – Program Assistant – Placement and Testing
- Dalton Johnson – Humanities Faculty
- Jamie Quigg – Interim Executive Director of Human Resources

7. Instruction Report (Dr. Evi Buell and Dr. Paulette Lopez)

Instruction update the automotive technology program received Grays Harbor College's first Career Launch endorsement. This endorsement allows GHC to apply for funding to support the program. As a required by Strengthening Career and Technical Education for the 21st Century Act (Perkins V), the Comprehensive Local Needs Assessment (CLNA), GHC is currently working on the new CLNA due with its annual Perkins Plan grant submission. The first draft of the CLNA is due January 31, 2024. English classes are being offered on Tuesday and Thursday evenings at the Westport Timberline Library from 6:00 to 7:30 p.m. Hired a tribal navigator, Cherie Edwards. This position is part of the Tribal Stewards Pilot with the State Board; Grays Harbor College is one of two community and technical colleges selected for the pilot.

8. Student Services Report (Dr. Cal Erwin-Svoboda)

Enrollment update as of December 26, 2023, Winter Quarter enrollment is currently at 48.7% of the 1554 FTE State-Funded quarterly goal. Continuing to increase enrollments by making contact, by both email and phone, with continuing students who have not yet enrolled for Winter Quarter. Recent student services work includes distributing holiday baskets to students and employees, completing the soft-launch of a third-party artificial intelligence communication platform and chatbot on GHC's website, and selecting three students to the 2024 All-USA Academic Team who will be introduced to the Board in February. Upcoming Bishop Center for Performing Arts includes Seattle Women's Jazz Orchestra and the Matt Baker Comedy Stunt Show.

9. President's Report (Dr. Carli Schiffner)

Past month's presidential visits include: Guided Pathways, Coaches and State Director, summit preparations on December 13 and Radio Spot on Local Matters with Johnny Manson, December 21. Additional meetings include: Several Grays Harbor College staff and faculty meetings, Dr. Michele Johnson, chancellor emerita of Pierce College District, Greater Grays Harbor Inc., Board Meeting, Meeting with SBCTC Director of Dual Credit and Adult Reengagement, Meeting with Council of Presidents, Director of Policy, Meeting with SBCTC Director of Transfer, Meeting with Department of Enterprise Services and GHC Staff about SSIB, Operating Budget Committee

meeting, College in the High School meeting with Aberdeen Public School District, meeting with Jerry Salstrom, Aberdeen School District, meeting with SBCTC Director of Tribal Governmental Affairs, planning meeting with Dr. Jessica Clark, higher educational contractor, Tribal Stewards Pilot Program, planning meeting with SBCTC's Dr. Irene Shaver.

Dr. Schiffner is serving as the vice chair for the operating budget committee for Washington Association of Community and Technical Colleges (WACTC). Also, participating as a member of the Allocation Formula review taskforce subcommittee.

Planning and work under way for the All College Day, Annual Schedule, 2024-2025 is being built, and Budget Planning Process for 2024-2025. The federal government announced that the joint grant proposal that Greater Grays Harbor, Inc, and Grays Harbor County submitted, "Washington State Coastal Counties Initiative" was selected for the Strategy Development Grant component of the funds from the Distressed Area Recompete Pilot Program (Recompete).

Student Services and Instructional Building Update (Floyd Plemmons)
Update on the Student Services and Instructional Building include struggling to complete all the concrete work due to the weather. Slowly completing projects over the next few weeks and able to turn over areas over to the college.

10. Board Report

a. President's Evaluation (Dr. Paula Akerlund)

The board agreed to a mid-year review of the president, chair Dr. Paula Akerlund will gather all board feedback by January 26. The mid-year evaluation report will be presented at the February board meeting in executive session.

b. Foundation Meeting Report (Astrid Aveledo)

With the new date and time of the board meeting the foundation meeting is now meeting after the board meets will give an update at the February board meeting. The Journey Campaign is ongoing and raised \$125,000 so far.

c. Board Art Committee Update (Chair Dr. Paula Akerlund)

The Call for Artists Ad Hoc Committee is reviewing local artist proposals at the end of January. Contracts are underway for the tribal artists.

d. Naming Committee (Dr. Harry Carthum)

The committee is in the process of organizing a meeting for early February.

e. Items of Interest (Chair Dr. Paula Akerlund)

Aliza Esty asked when the fall honor list would be released. The honor roll list will be released in the next week. Astrid Aveledo shared the Journey Campaign is ongoing and should bring in \$140,000.

IX. State Legislative Report

Executive Director, Washington State Board for Community and Technical Colleges, Paul Francis discussed and updated the board with state legislative session.

X. Non-Public Session

Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140
No non-public session.

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

None

XII. 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.

No closed executive session.

XIII. Action Items as a Result of the Executive Session

None

XIV. Good of the Order

Chair Dr. Paula Akerlund asked if there was anything good of the order. Everyone celebrated Jim Sayce's birthday. Jim Sayce shared information on the Washington Sea Grant, an opportunity for the port and area.

XV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 11:32 a.m. The Board of Trustees will hold its next meeting on February 8, 2024 at the Grays Harbor College in Aberdeen and online over zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair