1. **Call to Order**
   Chair Portmann called the meeting to order.

2. **Agenda changes**
   There were no changes. **It was moved and seconded to adopt the agenda as presented. Motion carried.**

3. **Approval of Minutes**
   **It was moved and seconded to adopt the minutes from the March 19, 2013 Board meeting. Motion carried.**

4. **Public Comments**
   None

5. **Student Success (Dr. Arlene Torgerson)**
   - Dr. Torgerson reviewed student completion/graduation and transfer rates that showed our completion/graduation rate has increased by 8%, and our transfer out rate has increased by 1% from the previous year. Our completion/graduation rate is higher than the statewide average.
   
   - There was discussion about offering our own BA degree. Dr. Brewster stated we are considering beginning the process. A survey has been sent to community members asking them if they feel there is a need for people to be able to earn a BA degree locally. To date there have been fifty-five responses to the survey. Dr. Brewster said we have to offer a technical associate degree that our graduates can transfer into, and it will probably be a management oriented degree. When our plan is approved by the State Board, we will begin the program development process which will take approximately one year.
   
   - There was an extended discussion about providing training opportunities for a new industry locating at the Port of Willapa.

6. **College Input (Reports)**
   a. **Board of Trustees**
      1) **TACTC Conference** – Dr. Brewster, Mr. Blauvelt, Ms. Chaffee, and Ms. Portmann will attend the TACTC Conference May 16 and 17, 2013 in Anacortes, Washington.
b. **President ASGHC (Mr. Michael Cooper)**

Mr. Cooper reported the process of surveying students to determine whether or not there was interest in having a student become a member of the board of trustees has been delayed.

Student government is hoping to bring Rep. Larry Seaquest, who serves on the Legislative Education Committee, to campus to discuss student issues and concerns.

c. **Classified Staff (Ms. Gail Winkelman)**

Ms. Winkelman announced that the Grays Harbor College Relay for Life Team is sponsoring a 5K and 10K walk/run that will be held on April 27th beginning at 9:00 a.m. at the Montesano Presbyterian Church.

d. **Faculty (Dr. Gary Murrell)**

None

e. **President (Dr. Edward Brewster)**

1) **WACTC Report** – Dr. Brewster’s report from the recent presidents’ meeting was included in backup materials received prior to the Board meeting. Dr. Brewster stated that we are in a recovery year for the coming year and need to make 96% of our allocation. It is predicted we will make 88% of our allocation which means we need to make an enrollment growth of 8% next year which equals approximately 150 FTE. For every 1% below the 96% allocation we lose $82,000.00. We are doing several things to move forward with enrollment growth. An enrollment management team has been appointed to lead the enrollment growth effort. Some of the issues they will address are:

- Marketing
- Re-entry Services
- Development of a Welcome Center
- Program Mix
- Technology Access
- Redesigning the college web site
- Increasing communications with potential students and current students

Mr. Blauvelt asked about competency based degrees. Dr. Brewster responded it is a way for students to complete a degree through our system by demonstrating competencies in specific areas. The standards have been set and courses are being developed.

**Budget** – Dr. Brewster reported all three budgets (Governor’s, Senate, and House) have been presented. He pointed out the following differences.

The Senate doesn’t increase tuition, but includes a separate bill that decreases funding by 3%.

All three budgets restore the 3% cut taken by classified staff last year and add an additional step (Step M) to the classified salary scale. Classified staff who have been at the top of the salary scale (Step L) for six years will be eligible to move to Step M.

In the House budget there is a proviso that colleges will pay faculty increment increases from their local budgets.
On the capital budget side, the Governor’s capital budget reduces funding for our STEM building by 4%. The Senate cuts it by 14% and the House by 8%. If the cut is over 5%, it is likely we will need to go into re-design phase which is costly and would cause delays. Dr. Brewster said he has contacted our Coastal Caucus legislators to inform them of the impact of reducing funding for the STEM building.

f. **Vice President for Instruction** (Ms. Laurie Clary)
   1) **Exceptional Faculty Proposals** - Dr. Brewster reported for Ms. Clary. Recommendations from the Exceptional Faculty Committee were distributed to Board members at their last meeting. After discussion, it was moved and seconded to approve the committee’s recommendations. Motion carried.

g. **Vice President for Student Services** (Dr. Arlene Torgerson)
   1) **Enrollment** – Dr. Torgerson reported Winter Quarter enrollment remains 8% down from this time last year. Spring Quarter enrollment is expected to be down as well.

h. **Vice President for Administrative Services** (Ms. Barbara McCullough)
   Ms. McCullough said she will present financial reports next month for the quarter ending March 31, 2013.

7. **Executive Session**
   The Board entered into executive session at 2:43 p.m. for approximately fifteen minutes 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 3:09 p.m.

8. **Action Items as a Result of Executive Session**
   None

9. **Adjournment**
   The meeting was adjourned at 3:12 p.m.

Edward J. Brewster, Secretary
Denise Portmann, Chair