

Board of Trustees Regular Meeting

December 3, 2024 at 10:00 AM



Hybrid Meeting: tulaIW Student Center Boardroom (Aberdeen Campus)

Zoom: <https://ghc.zoom.us/j/84944203782>

Join by Phone: 253-205-0468

December 3, 2024 – Regular Meeting Agenda

The Board of Trustees of Grays Harbor College will hold a regular meeting on Tuesday, December 3, 2024, at 10:00 a.m. Dr. Paula Akerlund, Board Chair, will preside.

A study session focusing on Regional Labor Market Data, presented by Emily Robertson, Regional Labor Economist for Southwest Coastal Washington from the Washington Employment Security Department will take place at 9:00 a.m.

Item	Topic	Presenter
9:00 - 10:00am	Study Session (optional)	
I.	Call to Order/Roll Call	Dr. Paula Akerlund
II.	Pledge of Allegiance	Dr. Paula Akerlund
III.	Land Acknowledgement Grays Harbor College is located on the ancestral lands of the Chehalis, Chinook, Quinault and Shoalwater Bay Peoples. With this awareness, we honor the ancestors and pay respect to elders past and present of these nations and all Native Peoples of this land who occupy these lands since time immemorial. The College expresses its deepest respect for and gratitude towards these original and current caretakers of the region and to our native students, staff, and faculty, past and present, as well as support and respect their presence and valuable contributions into the future. As an academic community, we acknowledge our responsibility to establish and maintain relationships with these nations and Native peoples, in support of their sovereignty and the inclusion of their voices in the teaching and learning process.	Jim Sayce
IV.	Agenda Adoption	Dr. Paula Akerlund
V.	Public Comments Please limit comments to three minutes.	
VI.	Celebrations 1. Latinx Youth Summit	Ariel Finfrock, Johnny Alavéz, Lizbeth Sanchez, Tatiana Tejada, Ashley Bowie Gallegos, Chris Macht.
VII.	Action Items 1. Approval of November 12, 2024 Minutes	Dr. Paula Akerlund
VIII.	Standing Reports 1. Student Government 2. Classified Staff Report 3. Represented Exempt Staff Report	Isaac Humiston Jared Stratton Deanna Shedley

Regular Meeting Agenda

Grays Harbor College Board of Trustees
October 8, 2024



	<ul style="list-style-type: none"> 4. Faculty Report 5. Administrative Services Report 6. Human Resources Report 7. Instruction Report 8. Student Services Report <ul style="list-style-type: none"> a. Enrollment 9. President’s Report <ul style="list-style-type: none"> a. Student Services & Instructional Building Update 10. Board Report <ul style="list-style-type: none"> a. Board Art Committee Update b. Foundation Meeting Report c. Legislative Committee Update d. Items of Interest 	<p>Tom Kuester Kwabena Boakye Erin Tofte Julie Randall Laurie Franklin</p> <p>Dr. Carli Schiffner Floyd Plemmons</p> <p>Dr. Paula Akerlund & Astrid Aveledo Astrid Aveledo Jim Sayce Dr. Paula Akerlund</p>
IX.	<p>Non-Public Session Reserved for potential discussion pursuant to RCW 42.30.140 under the Open Public Meetings Act (OPMA), if deemed necessary during the meeting.</p>	
X.	<p>Action Items as a Result of the Non-Public Session</p>	
XI.	<p>Executive Session The Board may enter an executive session pursuant to RCW 42.30.110 for one or more of the following purposes: receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment; reviewing the performance of a public employee; consulting with legal counsel regarding agency enforcement actions, actual or potential agency litigation; considering the sale or acquisition of real estate; reviewing professional negotiations. The session will only be convened if required, and any actions resulting from the session will occur during the public portion of the meeting.</p>	
XII.	<p>Action Items as a Result of the Executive Session</p>	
XIII.	<p>Good of the Order</p>	
XIV.	<p>Adjournment</p>	

Updated 11/25/2024 jc



Grays Harbor College provides meaningful and engaging learning opportunities and support services to enhance the knowledge, skills, and abilities of our students and support the cultural and economic needs of our community.

Grays Harbor College Board of Trustees Regular Meeting

November 12, 2024

Board Meeting: 10:00 a.m.

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

Members Absent: Aliza Esty

Others Present: Ja'Shonae Cooks, Dr. Carli Schiffner, Derek Edens, Kwabena Boakye, Penny James, Lisa Smith, Kristy Anderson, Colleen Meyers, Laurie Franklin, Heidi Wood, Julie Randall, CJ Brendt, Jared Stratton, Isaac Humiston, Sydney Yeager.

Zoom Attendees: Ariel Finrock, Ashley Bowie Gallegos, Berta Gibby, Cathy LeCompte, Cheyenna Carroll, Crystal Bagby, Holly Duffy, Jeb Thornton, Jeremy Winn, Jonni Dawson, Justin Kjolseth, Jason Lee, PJ Moore, Timothy Ringkamp.

A study session was provided at 9:00am regarding financial aid resources by interim Vice President for Student Services, Laurie Franklin, and Executive Director of the GHC Foundation, Lisa Smith. Students also joined to share their experiences with funding and college affordability.

I. Call to Order/Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 10:11 a.m. Roll call taken by Ja'Shonae Cooks.

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 asked for an adoption of the agenda. Motion was made by Dr. Harry Carthum to approve the agenda, Jim Sayce seconded the motion. Motion carried.

V. Public Comments

No public comments.

VI. Celebration

Dr. Carli Schiffner thanked Colleen Meyers for her time serving as the Interim Associate Vice President of Human Resources.

VII. Action Items & Standing Reports

Action

1. Approval of October 8, 2024 Minutes
 - a. Chair Dr. Paula Akerlund called for a motion to approve the October 8, 2024 minutes as corrected. Jim Sayce moved to approve the minutes, and Astrid Aveledo seconded the motion. The motion carried.

2. Review and Adoption of Policies from College Council
 - a. Operational Policy 312—Accreditation of Instructional Programs and Services
 - i. Chair Dr. Paula Akerlund called for a motion to approve Operational Policy 312 as submitted. Jim Sayce moved to approve, and Dr. Harry Carthum seconded the motion. The motion carried.

3. Bishop Scholarship Trust
 - a. Chair Dr. Paula Akerlund called for a motion to approve the RFP Evaluation Committee for the Bishop Scholarship Trust. Chair Akerlund appointed Dr. Harry Carthum to chair the RFP Evaluation Committee. Jim Sayce moved to approve the RFP Evaluation Committee as presented. Dr. Harry Carthum seconded the motion. The motion carried.

Standing Reports

1. **Student Government** (Isaac Humiston)

Student Government currently has six senators, with two additional members expected to join soon. Preparations are underway for the upcoming holiday turkey basket distribution. The campus food pantry served 584 clients in October, highlighting its vital role in supporting students. Additionally, Student Government has received student concerns about pricing at Charlie's Café. A discussion on affordability and access ensued.

2. **Classified Staff Report** (Jared Stratton)

Jared provided an update that the WPEA is working to engage with the Office of Financial Management (OFM) to resume bargaining discussions. However, there has been pushback from OFM regarding proposed dates. Jared's team remains prepared to return to the table and work toward reaching an agreement. No additional updates were shared.

3. **Represented Exempt Staff Report** (Deanna Shedley)

No report.

4. **Faculty report** (Tom Kuester)

No report.

5. Administrative Services Report (Kwabena Boakye)

TIAA Bishop Scholarship Investment Review:

Jason Lee, Portfolio Manager at TIAA, presented an overview of the Bishop Scholarship Investment as of June 30, 2024. TIAA has managed the portfolio since 2015, and this marked their first presentation to the Board. Key highlights include an average annual portfolio return of 6.29%, with a net annual return of 5.82% after expenses.

FY2024-25 Budget Status:

Vice President for Administrative Services, Kwabena Boakye, presented the FY2025 First Quarterly Budget Report, covering the period from July 1, 2024, to September 30, 2024. Faculty salaries will be more prominently reflected in the second quarter. The current budget process includes quarterly reviews of enrollment FTE targets, revenue estimates, and expenditure estimates for course corrections. At the end of the first quarter, the college is on track to meet the FY2025 budget targets established by the Board in June 2024. First-quarter FTE is 99.7% of the set target of 902, while Running Start FTE is exceeding expectations. Actual Running Start FTE to date (summer and fall) is 101.12 FTE (27.5%) above the target. As a result, the budget estimates are maintained without revision, pending actual FTE data for Winter and Spring quarters. Dr. Schiffner provided a brief update on the OFM budget reduction projections. There was also discussion on potential future legislative impacts on the budget, particularly regarding Running Start. Kwabena thanked his team for their continuous hard work. A Budget Managers Meeting was held on October 8, and Budget Request Template will be sent to budget managers in November, with submissions due by December 31, as part of the annual budget development process.

Auxiliary Services Update:

Laurie Franklin, Interim Vice President of Student Services and Sydni Yager, Dean of Financial Services/Controller, presented an update on the Bishop Center. A discussion ensued about fundraising, mini grants, and the budgets that go to support the performing arts center.

Zach Queen, Interim Bookstore Manager provided an update on the bookstore. The sales system has been converted and a new website is in development. Faculty collaboration is ongoing to collect course information for textbooks. Efforts are also underway to return deadstock items and recover funds. Additionally, the bookstore is partnering with athletics and other departments to offer apparel and gifts. Collaboration with workforce funding is underway, with the goal of enhancing food access for students.

Kwabena Boakye provided a food services update. Dr. Schiffner noted that the college is addressing wayfinding for both instructional purposes and vendor use of the space in tulaW.

6. Human Resources Report (Colleen Meyers)

Human Resources provided an update on new hires and open searches. Colleen recognized all new hires by name and title, as well as those who experienced changes in employment status. She also reviewed the current active searches and their respective statuses. Colleen was thanked again for her service as Interim Associate Vice President of Human Resources.

7. Instruction Report (Julie Randall)

The Instruction Division is making progress on the development of the Computer Science program. A recent \$30,000 grant will support curriculum development, training, marketing, and resources for the program.

In the History program, a Latin American History course was reintroduced this quarter after several years and nearly filled to capacity, with only two seats remaining. Moving forward, Latin American History will be offered every other year, alternating with African American History. Before the end of the quarter, the Diversity Advisory Committee will begin the process of establishing the first "D" (Diversity) designated classes.

The Art Department received \$500 from the Foundation to support students in completing their coursework. Additionally, Art Professor, Nathan Barnes, and the Library staff hosted an art gala last Friday. The annual GHC Small Schools Band Festival will take place on campus next week.

The Tutoring Center has served 86 students this term so far, compared to 96 students in total last spring, marking a significant increase. She thanked the tutors for their efforts. The center is also planning to host a Student Success Conference in November. A discussion ensued about the tutoring hours and services.

The Nursing Program recently applied for national endorsement of the college's simulation lab. Nursing Professor, Monica Todd, prepared the application, and thanks were extended for her efforts. A discussion ensued about the potential addition of a BSN program.

Nina Urioste, the new Culinary Arts Professor, started last month and has hit the ground running. She and Candi Bachtell are actively developing the curriculum, while Dean Cathy LeCompte is working on building local partnerships. Continuing Education classes have been well-received, with 52 students attending as of late October. The numbers have increased since then, as two additional classes have been completed.

The Transitions Program was awarded an additional \$10,071 through the Digital Equity Grant from the State Board. The funds will be used to purchase additional laptops for students to check out.

Julie highlighted the Advisory Committee Fall Dinner, which hosted over 60 members from various technical backgrounds in the community. The event was catered by Candi Bachtell and Stacey Bonnell from Charlie's Café.

8. Student Services Report (Laurie Franklin)

Registration for Winter Quarter 2025 is now open to all students. There was a “TRiO 1st Gen” event on November 8th that celebrated all students and employees who identify as the first in their family to graduate with a college degree. Student Life has taken over concessions for the Bishop Center shows, with all proceeds going to support the food pantry. Financial Aid is hosting 28 educational outreach events, in anticipation of the FAFSA being available for submission on December 1st. The Student Resource Fair was highlighted, and Laurie expressed gratitude to the organizers for their efforts. Basketball season is underway, with game dates listed in the written report. Laurie also spotlighted upcoming Bishop Center events, which are also detailed in the written report.

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

Accreditation Report – Work continues on drafting the report for the upcoming accreditation due dates.

Thanks were extended to trustees, Campus Operations, and other campus personnel involved in hosting the State Board meeting last week. Personnel updates included the introduction and welcome of Erin Tofte as the Associate Vice President of Human Resources and Ja’Shonae Cooks as the Executive Assistant to the President and Special Projects.

OFM updates – The college is awaiting guidance from OFM on the timeline for returning funds due to their error. It has been confirmed that the next two fiscal years will also see a budget reduction on the college’s base allocation, and the Cabinet is actively planning for this adjustment. The OFM Executive Director issued a memo to state agencies with a callout to higher education, requesting budget reduction exercises to commence.

Additionally, the Executive Director of the State Board for Community and Technical Colleges has stepped down, and a permanent interim director will be appointed soon.

b. SSIB (Floyd Plemmons)

Floyd Plemmons presented on the status of the building project. He is tracking warranty issues and anticipates it being ongoing through February 28, 2025. The state art installation on the building’s exterior is currently in production and is expected to be completed within the next few months. Solar panel work is scheduled for March, with paperwork currently in process. A discussion ensued regarding if there have been any major problems with the building.

10. Board Report

a. Foundation Meeting Report (Astrid Aveledo)

Astrid Aveledo asked Lisa Smith to provide the update and to assist with Foundation updates moving forward. The Foundation is currently running an employee giving campaign, with participants receiving a keychain or earrings as a thank-you. Donations from this campaign will support either the food pantry or the all-campus fund. A second campaign, the annual campaign, will launch in late November or early December. The college was recently named a

grant recipient by Puget Sound Energy. Additionally, a new scholarship endowment in honor of Butch Jobst has been announced. The Foundation also covered the funding needed for welding program equipment with an existing fund. A discussion ensued regarding how donations are distributed and utilized.

b. Board Art Committee Update (Astrid Aveledo)

Major art pieces are nearly complete. The committee is working to spend the remaining funds, which may be used to acquire smaller, pre-made pieces, create placards, or host a community event to celebrate the new art. Further updates will be provided as plans develop.

c. Items of Interest (Dr. Paula Akerlund)

Several items of interest were discussed:

- Usage and distribution of funds from the Board account.
- Board support for the Foundation event planned for September 2025.
- Statistics related to Hallo-Weekend events and sexual assault rates on college campuses nationwide.

The meeting recessed at 12:21 p.m. and reconvened in executive session at 12:30 p.m.

XI. Executive Session

The Board entered a closed executive session at 12:30 p.m. under RCW 42.30.110 to consult with legal counsel regarding ongoing litigation. The session was scheduled to last approximately 30 minutes. The Board returned to the open meeting at 1:18 p.m.

XII. Action Items as a Result of the Executive Session

No action items resulted from the executive session.

XIII. Good of the Order

Chair Dr. Paula Akerlund asked if there were any items for the good of the order. Dr. Schiffner highlighted her presentation with Dr. Paula Akerlund at the national ACCT conference in October. Dr. Paula Akerlund recognized the success of the gala held at the library.

XIV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 1:25 p.m. The Board of Trustees will hold its next meeting on December 3, 2024 at the Grays Harbor College in Aberdeen and via Zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair

To: Grays Harbor College Board of Trustees

From: Isaac Humiston – ASGHC President

cc: President Carli Schiffner, Interim VPSS Laurie Franklin

Date: November 15, 2024

Re: December Report to Board of Trustees/ Fall 2024 Recap

The Associated Student Government (ASG) is proud to report our accomplishments and the positive impact we've had on the student body during Fall Term 2024. Through collaborative efforts, innovative initiatives, and strategic funding, we have strengthened campus engagement, supported diverse student needs, and enhanced student success.

Key Accomplishments

- 1. Engaging and Supporting Students:**
 - **New Student Orientation:** Successfully served over **200 students**, providing them with resources and connections to ensure a strong start at GHC.
 - **Esports Program Growth:** Welcomed over **100 participants** into our esports program, marking a **50% increase from last year**. This growth reflects the expanding interest and success of our program.
- 2. Celebrating Diversity and Inclusion:**
 - **Diversity & Equity Center (DEC):** Hosted campus-wide events, including the creation of an **Ofrenda** for Día de los Muertos, where **20-25 students and staff shared photos of loved ones** as part of this meaningful cultural tradition.
 - **DEI Training:** Scheduled a Diversity, Equity, and Inclusion (DEI) training for December 20th to further educate and empower our student leaders.
- 3. Providing Financial and Employment Support:**
 - **Funding Allocations:** Approved over **\$25,000** in funding for Athletics, TRIO, The Tutoring Center, Tribal Students' Lounge, and Esports to enhance student engagement and academic success.
 - **Student Employment Opportunities:** Supported numerous student employment roles in critical areas such as the Bookstore, Esports, Athletics, Student Life, DEC, Harbor Landing Food Pantry, and Campus Operations.
- 4. Expanding Student Leadership and Clubs:**
 - Increased student government participation with **8 active senators** representing Athletics, Performing Arts, Career and Technical Education, TRIO, Diversity and Equity Center, Esports, Student Veterans, and Running Start, now serving in ASG.

- Approved and established **8 new student clubs**, fostering diverse interests and community on campus:
 - Wrestling Club
 - Hope Squad
 - Student Nurses Association
 - Gender Sexuality Alliance
 - Diesel Club
 - Natural Resources Club
 - Beading Club
 - Anime Club
 - 5. **Community and Campus Engagement:**
 - **Holiday Food Distribution:** Distributed **over 200 turkey dinners** (including mashed potatoes and pumpkin pie) to students in need, ensuring they had support during the Thanksgiving season.
 - **Concessions Fundraising:** Launched a new initiative in November where Student Life runs **concessions at the Bishop Center**, with proceeds supporting the Harbor Landing Food Pantry.
 - 6. **Leadership Development:**
 - **ASG Executives in Washington, D.C.:** Members of our executive team attended a leadership event in Washington, D.C., gaining valuable insights and advocating for student needs at the national level.
-

Looking Ahead

As we conclude Fall Term, we remain committed to enhancing the student experience at GHC. The first week of December we will be hosting gingerbread house decorating events and distributing holiday hams. When finals wrap up on December 13 we will celebrate by participating in the Festival of Lights Parade in Montesano at 5:30pm on Saturday, the 14th.

Thank you for your ongoing support of ASG and our work and I look forward to seeing you all in the new year!

VIII.2. - Classified Staff Report

GHC Board of Trustees Meeting
December 3rd, 2024



Written Report

Item Information:

Topic: Classified Staff Report – December 3rd, 2024

Prepared by: Jared Stratton

Narrative

Looking to Fill Position for the Staff Development and Training Committee (SDTC)

SDTC is looking for someone to fill a vacant position in on the Staff Development and Training Committee. Please reach out to Matt Holder if anyone is interested.

Updates on Classified Staff Collective Bargaining Agreement (CBA)

On Monday November 18th, WPEA sent a letter to the Office of Financial Management asking that the union on the coalition of colleges come together again to bargain for a fair agreement. To remind the board, the membership voted a no on the upcoming tentative agreement of the CBA. Without an agreement, we are essentially referring to previous contract language and no Cost of Living Adjustments for our Classified Staff. If WPEA does not receive a response to this letter by Thursday, November 21st, they would file an Unfair Labor Practice Complaint in Superior Court.

As of the date of this written report being written (November 19th 2024) I do not have any updates on the response. I will update this report verbally or in writing if I hear anything before the Board of Trustee's meeting on December 3rd.

VIII.3. Exempt Professional Representative

GHC Board of Trustees Meeting
December 03, 2024



Written Report

Item Information:

Topic: Professional Exempt Representation

Prepared by: Deanna Shedley

Attachments: N/A

Narrative

The Professional Exempt membership is searching for a representative to serve as an official representative of the body. Due to the movement of staff into interim positions, this position is unfilled until January when the next elected representative starts their term.

A list of represented positions for professional exempt has been reviewed, and 31 out of 34 positions are filled.

Summary & Next Steps

Not applicable.

Action Requested:

None at this time.

VIII.5. – Administrative Services Report]

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: Administrative Services Report

Prepared by: Kwabena Boakye

Attachments: Enrollment FTE Tracking; State Allocation Base FTE

Narrative

FY2024-25 Budget Status

At the November meeting, the Board requested information on the FY2025 Comprehensive Budget Status of the college. Included in the Follow Up section is the Comprehensive Budget Status of the College for FY2025 First Quarter, covering the period July 1, 2024 to September 30, 2024. The comprehensive budget is comprised of Operating, Grants, Bishop, Bookstore and Minor Capital.

The Board also requested information on State enrollment FTE target compared to local revenue budget FTE and actual FTE. Included in the Follow Up section is FY2025 Enrollment FTE Budget Tracking. Related to this is attached State Allocation Base FTE showing the three-year rolling average of state expected FTE and college actual FTE.

In addition, the Board requested a follow up on the high food price concern expressed by the Associated Students president. Regarding the food service pricing follow up, the Vice President for Administrative Services has scheduled meeting with the food service vendor to initiate discussion on the feasibility of reducing food prices. For the same reason, the Culinary Arts program consultant is working with the food vendor on menu, ingredients and portion size. Further action will be reported to the Board in a subsequent meeting.

FY2025-26 Budget Development

- Budget Managers meeting held on October 8.
- Budget Request Template to be sent out to budget managers in November, due December 31.

Audit

- State Auditor's Office (SAO) Accountability Audit pre-audit processes began on November 14.

Business Affairs Commission (BAC)

- Next BAC meeting is December 6.

Summary & Next Steps

Further updates on budget, enrollment FTE and the SAO Accountability Audit will be provided to the Board of Trustees in subsequent meetings as new information becomes available.

Action Requested:

None

Follow-Up

Comprehensive Budget Status

The Comprehensive Budget below is comprised of Operating, Grants, Bishop, Bookstore and Minor Capital for FY2025, covering the period July 1, 2024 to September 30, 2024. The grants and minor capital are reimbursable programs, so the college uses its own resources to run the programs and receive reimbursements for the expenses. Therefore, the expenses for grants and minor capital are equal to the revenues. The Bishop is estimated to run a surplus at year end. However, Bishop is showing a deficit for first quarter because of advance payments of deposits for future programming. Bookstore is estimated to run a deficit at year-end. The Bookstore first quarter deficit is trending within prediction.

FY25 Q1 Comprehensive Budget Status						
Description	Operating	Grants	Bishop	Bookstore	Minor Capital	Total
Budget						
Revenues	\$ 22,583,449	\$ 4,579,946	\$ 293,000	\$ 341,756	\$ 6,010,770	\$ 33,808,922
Expenses	\$ 22,963,930	\$ 4,579,946	\$ 193,512	\$ 497,668	\$ 6,010,770	\$ 34,245,826
Surplus/Deficit	\$ (380,481)	\$ -	\$ 99,488	\$ (155,912)	\$ -	
Actuals						
Revenues	\$ 5,342,240	\$ 1,030,461	\$ 23,473	\$ 138,500	\$ 555,847	\$ 7,090,520
Expenses	\$ 4,587,326	\$ 1,030,461	\$ 53,956	\$ 172,602	\$ 555,847	\$ 6,400,192
Q1 Surplus(Deficit)	\$ 754,914	\$ -	\$ (30,483)	\$ (34,102)	\$ -	

Grants Budget Status

The grants budget status below covers the period July 1, 2024 to September 30, 2024. The grants are reimbursable programs, so the college uses its own resources to run the programs and receive reimbursements for the expenses. Therefore, the expenses for grants are equal to the revenues.

FT25 Q1 Grants Budget Status		
Description	Budget	Actual Rev/Exp
Adult Basic Education(Master Grant)	\$ 127,939	\$ 16,316
Perkins Plan	\$ 257,183	\$ 71,012
Stafford Creek Correctional	\$ 2,115,340	\$ 346,541
Early Achievers	\$ 215,800	\$ 19,449
WorkFirst	\$ 326,458	\$ 64,038
Perkins Corrections Grant	\$ 17,859	\$ -
Perkins Leadership Block Grant	\$ 25,000	\$ -
SLCGP (IT grant)	\$ 110,250	\$ 17,100
	\$ 3,195,829	\$ 534,457
FEDERAL GRANTS		
TRIO SSS	\$ 275,105	\$ 78,304
TRIO STEM	\$ 261,888	\$ 68,559
TRIO EOC	\$ 232,050	\$ 56,014
TRIO Upward Bound Ocosta-Raymond	\$ 287,537	\$ 147,560
TRIO Upward Bound Hoquiam	\$ 287,537	\$ 135,566
	\$ 1,344,117	\$ 486,004
OTHER CONTRACTS		
Forestry-GHPDA	\$ 40,000	\$ 10,000
Total Revenue/Expenses	\$ 4,579,946	\$ 1,030,461

Bishop Center Budget Status

The Bishop Center budget status below covers the period July 1, 2024 to September 30, 2024. The Bishop Center is estimated to run a surplus at year end. However, Bishop Center is showing a deficit for first quarter because of advance payments of deposits for future programming.

FY25 Q1 Bishop Budget Status			
Budget	Amount	Actuals	Amount
Revenue		Revenue	
Sales/Charges	\$ 75,000.00	Sales/Charges	\$ 20,357.00
Advertising	\$ 40,000.00	Advertising	\$ 1,227.00
Donations	\$ 50,000.00	Donations	\$ 1,175.00
Other	\$ -	Other	\$ 714.00
	\$ 165,000.00		\$ 23,473.00
Foundation Awards		Foundation Awards	
Bishop Maintenance	\$ 31,000.00	Bishop Maintenance	\$ -
Bishop Programming	\$ 45,000.00	Bishop Programming	\$ -
Weatherwax Endow	\$ 52,000.00	Weatherwax Endow	\$ -
	\$ 128,000.00		\$ -
Total Revenue	\$ 293,000.00	Total Revenue	\$ 23,473.00
Expenses		Expenses	
Salary and Benefits	\$ 27,162.00	Salary	\$ 9,858.00
Benefits	\$ -	Benefits	\$ -
Goods/Services	\$ 115,100.00	Goods/Services	\$ 27,900.00
Contracts	\$ 49,250.00	Contracts	\$ 15,743.00
Travel	\$ 2,000.00	Travel	\$ 455.00
Total Expenses	\$ 193,512.00	Total Expenses	\$ 53,956.00
Surplus (Deficit)	\$ 99,488.00	Q1 Surplus (Deficit)	\$ (30,483.00)

Bookstore Budget Status

The Bookstore budget status below covers the period July 1, 2024 to September 30, 2024. Bookstore is estimated to run a deficit at year-end. The Bookstore first quarter deficit is trending within prediction.

FY25 Q1 Bookstore Budget Status			
Budget	Amount	Actuals	Amount
Revenue		Revenue	
Sales/Charges	\$ 341,756.12	Sales/Charges	\$ 138,499.84
Other	\$ -	Other	\$ -
Tota Revenue	\$ 341,756.12	Tota Revenue	\$ 138,499.84
Expenses		Expenses	
Salary and Benefits	\$ 142,483	Salary	\$ 42,475
Benefits	\$ 52,791	Benefits	\$ 16,315
Cost of Goods Sold	\$ 232,394	Cost of Goods Sold	\$ 95,234
Goods/Services	\$ 30,000	Goods/Services	\$ 12,328
Contracts	\$ 40,000	Contracts	\$ 6,250
Travel	\$ -	Travel	\$ -
Total Expenses	\$ 497,668	Total Expenses	\$ 172,602
Surplus (Deficit)	\$ (155,911.88)	Q1 Surplus (Deficit)	\$ (34,102.23)

Enrollment FTE Budget Status

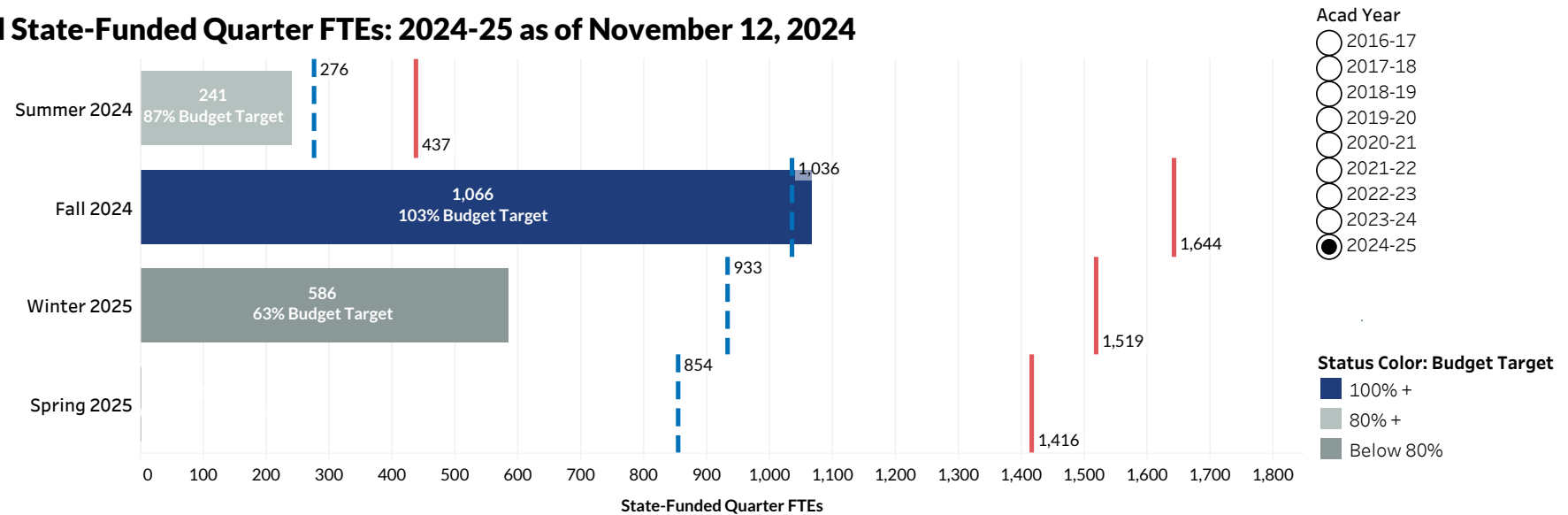
The FY2025 Enrollment FTE Budget Tracking below shows local revenue FTE budget compared to actual FTE for both fall and summer. Also below is the annualized college district's state FTE budget allocation compared to the actual three year rolling average and the SBCTC system target.

FY2025 Enrollment FTE Budget Tracking					
Tuition Bearing FTE	Summer	Fall	Winter	Spring	Total
Budget	219	902			1121
Actual	185	901			1085
Variance - Over(Under)	-34	-1			-36
% Variance	-15.6%	-0.2%			-3.2%
Running Start	Summer	Fall	Winter	Spring	Total
Budget	7	360			367
Actual	54.02	414			468
Variance - Over(Under)	47	54			101
% Variance	671.7%	15.1%			27.6%
District Enrollment Allocation Base (DEAB)					
GHC	2024-25	2021-22	2022-23	2023-24	3-Year AVG
State Allocation Target	1470				
Actual		847	901	901	883
Variance - Over(Under)		-623	-569	-569	-587
% Variance		-42.4%	-38.7%	-38.7%	-39.9%
SBCTC System Target	130,981				
Actual		88,314	89,332	94,836	90,827
Variance - Over(Under)		-42,667	-41,649	-36,145	-40,154
% Variance		-32.6%	-31.8%	-27.6%	-30.7%

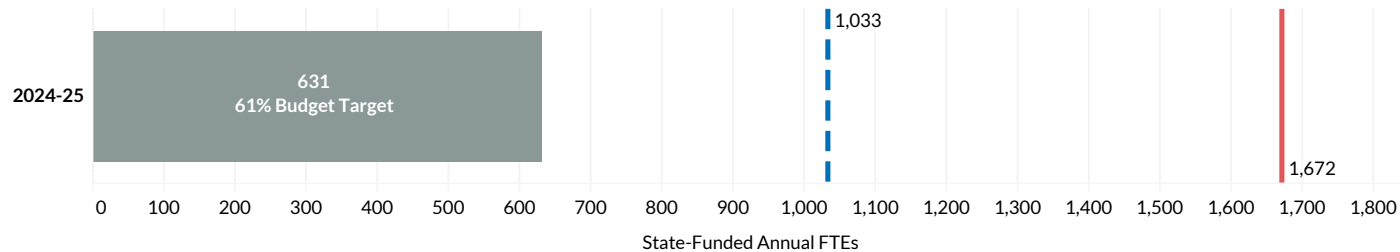
FTE

Total State-Funded FTEs with Budget & Allocation Targets

All State-Funded Quarter FTEs: 2024-25 as of November 12, 2024



All State-Funded Annual FTEs: 2024-25 as of November 12, 2024



Sum of 10th day State-Funded FTES for selected Academic Year.

Blue dotted lines are state-funded **budget/revenue** FTE targets. (We need to meet these targets to fulfill the budget approved in May/June.)

Red solid lines are state-funded **allocation** FTE targets.

Color of Bar ("Status Color") is based on % of budget target attained.



State Allocation Base FTE

District Enrollment Allocation Base (DEAB) FTE Analysis

District	2023-24 DEAB Target	2020-21 Actual	2021-22 Actual	2022-23 Actual	3yr average Actual	3yr avg Variance Over/(Under)	3yr avg % Variance Over/(Under)	2024-25 est. DEAB Target
Bates	3558	2219	2516	2523	2419	(1139)	-32.0%	3558
Bellevue	7784	6968	6140	5875	6328	(1456)	-18.7%	7784
Bellingham	1846	1349	1283	1202	1278	(568)	-30.8%	1846
Big Bend	1633	1164	1039	1194	1132	(501)	-30.7%	1633
Cascadia	1844	1275	1009	988	1091	(753)	-40.9%	1844
Centralia	1993	1364	1131	1167	1221	(772)	-38.8%	1993
Clark	7086	4180	3903	4181	4088	(2998)	-42.3%	7086
Clover Park	3863	2644	2438	2433	2505	(1358)	-35.2%	3863
Columbia Basin	4658	4006	3770	3899	3892	(766)	-16.5%	4658
Edmonds	4644	3651	2956	3163	3257	(1387)	-29.9%	4644
Everett	4993	4445	3902	3706	4018	(975)	-19.5%	4993
Grays Harbor	1470	919	847	901	889	(581)	-39.5%	1470
Green River	4838	4175	3778	3737	3897	(941)	-19.5%	4838
Highline	5790	4805	4344	4470	4540	(1250)	-21.6%	5790
Lake Washington	2782	2266	2133	2269	2223	(559)	-20.1%	2782
Lower Columbia	2692	1857	1709	1706	1757	(935)	-34.7%	2692
Olympic	5003	3414	3272	3124	3270	(1733)	-34.6%	5003
Peninsula	1514	880	974	974	943	(571)	-37.7%	1514
Pierce	5362	3898	3391	3410	3566	(1796)	-33.5%	5362
Renton	3576	2510	2455	2392	2452	(1124)	-31.4%	3576
Seattle District	12997	9744	9222	9434	9467	(3530)	-27.2%	12997
Shoreline	4711	3171	2845	2774	2930	(1781)	-37.8%	4711
Skagit Valley	3692	2667	2258	2515	2480	(1212)	-32.8%	3692
South Puget Sound	3441	2785	2513	2452	2583	(858)	-24.9%	3441
Spokane District	12449	7966	7409	7900	7758	(4691)	-37.7%	12449
Tacoma	5302	3710	3295	3535	3513	(1789)	-33.7%	5302
Walla Walla	2807	1378	1403	1393	1391	(1416)	-50.4%	2807
Wenatchee Valley	2465	1910	1677	1670	1752	(713)	-28.9%	2465
Whatcom	2400	1520	1967	1803	1763	(637)	-26.5%	2400
Yakima Valley	3788	3073	2735	2542	2783	(1005)	-26.5%	3788
System Total	130981	95913	88314	89332	91186	(39795)	-30.4%	130981

VIII.6 – Human Resource Report

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: Grays Harbor College Human Resource Report

Prepared by: Erin Tofte, Associate Vice President of Human Resources

Attachments: None

Narrative

General updates:

- The faculty and exempt union and management are proposing to extend the current collective bargaining agreement by a year. An memorandum of understanding will be provided in January for consideration by the board.

New Employees:

- Justin Kautzman, HS+/GED Completion Faculty Stafford Creek Corrections Center, 11/4/2024

Changes in Employment:

- Haley Adair, Interim Director of Library Services (formerly Library & Archives Para 3)

Searches:

- Several Adjunct positions (to hire for specific courses and also pools for future hires)
- Adult HS+/GED Completion Faculty SCCC (re-opened - 3 positions to fill total and we hired 1)
- Assistant Baseball Coach – accepting applications
- Corrections Education Navigator – (replacing Elsa Larson) accepting applications
- Director of Enrollment Services (Replacing Nancey DeVerse) under committee review
- Fiscal Analyst (replacing Taylor Fogo) – accepting applications
- Head Women’s Wrestling Coach (replacing Kevin Pine) PT – accepting applications
- Worker Retraining Coordinator (Grant funded – replacing Debbie Richter), Interviews scheduled
- Associate Director of Workforce Funding & Support Programs (Grant funded – replacing Berta Gibby), Interviews scheduled
- COMING SOON – Program Coordinator – Enrollment Services (Replacing Maricelda Villa Miranda)
- COMING SOON – Intramural Sports Specialist (Replacing Davin Hanton)

Action Requested:

Follow-Up

None

VIII.7. Instruction Report

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: Instruction Report

Prepared by: Julie Randall, Executive Director, Project Management & Strategic Initiatives

Attachments: None

Narrative

Elsa Larson, the inaugural Curriculum Affairs Manager for GHC, started in the position in September. This position (created out of reallocated funds from vacant positions) provides dedicated support for all of the college's curriculum needs. Elsa has jumped right in, learned the scheduling process, organized the work on Master Course Outlines, and supported the work underway with building the annual schedule and the prerequisite course audit. The Instruction Division is delighted to have Elsa's skills in upholding the many areas of compliance required for maintaining accreditation.

Improving the completion rate of student evaluations has been a focus of the Instruction Division this fall. Staff created an evaluation schedule based off the evaluation cycle—which then mobilized in-person facilitation of the evaluations through deployment of technology or other devices. The completion rate did increase, enhancing the tenure track process as well as overall routine evaluation.

Divisional Updates

Arts, Sciences, and Extended Learning:

This quarter, the Division Chairs and Dean established a standard practice for the vetting and hiring of adjunct faculty. This standardization will allow for better integration of adjunct faculty into the divisions and programs in which they teach.

Dean Coby has reengaged with the practice of developing and reviewing Professional Growth Plans (PGPs) for faculty, which will help provide prioritization of how resources for professional development opportunities are best utilized.

The Coast Trio string ensemble program has shifted from a traveling performance to an in-residence ensemble now to be known as the Grays Harbor College String Ensemble. In support of this program the college has granted final course approval (MUSIC164/264). Funded by the GHC Foundation, members of the Coast Trio Residency lead the ensemble. This quarterly ensemble is

an extension of the applied string lessons and will serve as an extension of the Grays Harbor Symphony Orchestra focusing on student string musicians. The GHC String Ensemble will give its inaugural performance on November 24, 2024 as part of the Grays Harbor Symphony Orchestra Fall Concert.

Tutoring Update:

The Tutoring Center hosted a student success conference on November 19, 2024. It included multiple topics regarding student skills, test anxiety, writing hints, citing resources, etc. GHC had 123 students attend the conference and attend different workshops! The center continues to serve students and has seen great success in its newly renovated location in the library.

Nursing:

GHC Nursing Assistant Certification (NAC) is one of the pilot programs across the state to perform CNA State licensing testing for skills within our course curriculum. The goal of the state is to license these healthcare workers as quickly as possible after their training.

GHC has been deeply exploring the possibilities of a NAC cohort hosted on the Raymond campus—using a hybrid format. Nursing administration is at the stage of clinical affiliation agreements and looking at clinical facilities (of which there is one in their entire county). Updates will be provided as it gets closer to launching the first cohort.

Workforce and Continuing Education

Grays Harbor College successfully passed the first stage of the application process with the Washington State Achievement Council on a grant to become a regional program intermediary. This grant is an opportunity to develop a program that serves youth and employment seekers in Grays Harbor County, specifically Westport and South Beach, in the maritime trades industry. In partnership with the Westport community and employer partners, GHC seeks to better meet the labor demands of this vital community by investing in maritime training and workforce development.

The Commercial Driving License (CDL) course held their fall graduation at the Satsop Business Park on November 1 granting certificates to ten individuals who earned their CDL.

Transitions:

The Transitions Program has experienced a 33.8% increase in FTE for Fall Quarter. Notably, there has been a significant rise in students who initially enrolled at Grays Harbor College to pursue a degree or certificate program, but after completing the college placement test, were placed into the Transitions Program.

Since the onset of the COVID-19 pandemic, this trend has grown substantially—from an average of 3-6 students per year to 45 students this fall. To address this increase, the Entry Advising Team and Transitions Program staff met this week to develop a collaborative strategy for supporting this larger student population. Efforts are actively underway to ensure these students receive equitable and comprehensive advising support, aligning with the college’s commitment to student success.

Follow-Up

E-Tutoring is a service offered and orchestrated by the State Board for Community and Technical Colleges. The service offers tutoring services in a wide variety of subject matters and is available 24 hours a day, 7 days a week. Every participating college (which includes nearly all the community and technical colleges in Washington State, and a dozen or so other colleges and universities in the western United States) participates in this tutoring cooperative by having a staff librarian staff a four-hour block of time once a month.

VIII.8. Student Services

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: Student Services December 2024 Report

Prepared by: Laurie Franklin, Interim Vice President for Student Services

Attachments: Bishop Center Fall Performances

Narrative

Student Services Division:

- Grays Harbor College will participate in the Montesano Festival of Lights on December 14 with a float and welcome anyone and everyone to attend. Meeting place will be near Montesano High School. Volunteers are needed for float decorations and marchers. Please contact Johnny Alavez at johnny.alavez@ghc.edu for more detail. Bundle up!
- Laundry services are no longer supported by the Supporting Students Experiencing Homelessness (SSEH) Grant. Student Life and Workforce Funding are collaborating to look for solutions to assist students with this need.

Enrollment:

Fall Quarter Enrollment Snapshot for Tuesday, November 19th

BCC: All GHC Employees

FTE: Fall 2024	Fall 2023 11/14/2023 Day # 42	Fall 2024 11/19/2024 Day # 42	Difference	% Diff from 2023 to 2024	Fall 2023 FTE change to end of quarter	Final FTE Numbers for Fall 2023
1-Academic Transfer & Pre-College	542.8	502.1	-40.7	-7.5%	0.0	542.8
2-Transition Programs	123.6	157.2	33.6	27.2%	0.0	123.6
3-Career and Technical Ed.	305.3	355.7	50.4	16.5%	0.0	305.3
4-BAS Programs	39.9	42.8	2.9	7.2%	0.0	39.9
State Funded Total	1,011.5	1,057.7	46.2	4.6%	0.0	1,011.5
Running Start FTE	367.8	413.5	45.8	12.4%	-0.4	367.4
State + Running Start Total	1,379.3	1,471.3	92.0	6.7%	-0.4	1,378.9
Stafford Creek FTE	0.7	154.1	153.5	23044.1%	242.5	243.1
State + RS + SCCC Total	1,379.9	1,625.4	245.5	17.8%	242.1	1,622.0

Winter Quarter Enrollment Snapshot for Tuesday, November 19th

BCC: All GHC Employees

FTE: Winter 2025	Winter 2024 11/14/2023 Day # -50	Winter 2025 11/19/2024 Day # -49	Difference	% Diff from 2024 to 2025	Winter 2024 FTE change to end of quarter	Final FTE Numbers for Winter 2024
1-Academic Transfer & Pre-College	432.0	495.1	63.1	14.6%	11.1	443.1
2-Transition Programs	0.0	0.0	0.0	0.0%	137.5	137.5
3-Career and Technical Ed.	139.5	172.0	32.4	23.3%	171.1	310.7
4-BAS Programs	20.1	12.5	-7.6	-37.9%	23.6	43.7
State Funded Total	591.6	679.5	87.9	14.9%	343.4	935.0
Running Start FTE	111.8	81.1	-30.6	-27.4%	263.0	374.8
State + Running Start Total	703.4	760.7	57.3	8.1%	606.4	1,309.8
Stafford Creek FTE	0.0	0.0	0.0	0.0%	213.5	213.5
State + RS + SCCC Total	703.4	760.7	57.3	8.1%	820.0	1,523.3

Student Funding:

Financial aid information was shared during the November Study Session. There was a question posed on why 802 students did not receive aid during the 2023-24 academic year. Researching this question resulted in the following reasons, tiered from most frequent occurrences to least frequent. It is difficult to break down percentages since students may have multiple issues, but this is what was reported by the Financial Aid Office.

- Did not apply for either Free Application for Federal Student Aid (FAFSA)/Washington Application for State Financial Aid (WASFA)
- Did not show any financial need and was loan eligible only and did not borrow a loan
- Their FAFSA/WASFA was incomplete or rejected
- Already earned their bachelor's degree
- Have received their lifetime eligibility for federal and/or state aid
- Owes money back to the federal or state government

Current Financial Aid Disbursements:

Aid awarded Year to Date for 2024-25: \$3,648,729.54

Aid awarded Summer and Fall 2023 (for comparison): \$2,878,684.36

	2024-25
Financial aid applications	935
Financial aid applicants Enrolled	702
Enrolled State headcount	949
Enrolled – no financial aid application received	247
Not enrolled – filed a financial aid application	233

Outreach and Recruitment:



Latinx Youth Summit – In partnership with the Hispanic Roundtable, the event was held on November 22, and capped at 500 students, but the demand was overwhelming due to the Aberdeen location and over 700 attendees participated in this year’s event! Special thanks to Johnny Alavéz, Ariel Finrock, Lizbeth Sanchez, and Tatiana Tejada who spent months planning the event with over 100 volunteers.

Fall Quarter Events:

Ilwaco Financial Aid Application Completion Night 12/3/2024

Aberdeen High School College and Career Day 12/4/2024

Willapa High School Financial Aid Event 12/5/2024

Willapa Federal Student Aid Identification (FSA ID) Creation Workshop 12/9/2024

Taholah College and Career Fair 12/11/2024

South Bend High School Financial Aid Night 12/12/2024

Montesano Festival of Lights 12/14/2024

Montesano High School Recruitment Night 12/18/2024

GHC Enrollment Days for Winter Quarter 12/3/2024, 12/30/2024, and 12/31/24

Running Start/World Class Scholars (WCS) Update:

Cassandra Smith is the new Program Coordinator for Running Start and manages the World Class Scholars (WCS) program. WCS is a collaboration between school districts in Grays Harbor and Pacific Counties, Grays Harbor College, and the Grays Harbor College Foundation. In order to receive the award, students enroll as early as 9th grade, complete 40 hours of community service, and graduate with a 3.0 cumulative GPA.

Grays Harbor College manages and administers the WCS program, guiding local students through the process of exploring and accessing higher education opportunities. The Grays Harbor College Foundation supports the program through funding from donations and grants, and presents scholarship awards annually to students who complete the program. Recognized for its impact, the WCS program received the Innovation in Education Award from the United States Senate in 1999 and continues to be a vital resource for students in the Twin Harbors region.

Currently, World Class Scholars is a \$2000 Scholarship award that can be used within 25 months of high school graduation. This scholarship is intended to support students throughout their first year at Grays Harbor College. It is instrumental in recruitment, retention, and gives students the chance to explore programs or trades at little or no cost.

So far this academic year, Cassandra has enrolled over 670 new applicants, with only 2 schools remaining for presentations and sign ups.

Athletics:

The Brewster Athletic Complex is being renovated in several areas of the gym to improve the athletic experience at GHC. Grays Harbor College Student Athletes have elected to hold “themes” for each home game. The December games are listed below:

12/6-8 @ Edmonds College v Peninsula College, Whatcom Community College, and Edmonds College

12/13 Columbia Basin College - Come As You Are Theme

12/14 Linn-Benton Community College - Come As You Are Theme

12/15 Bellevue College - Come As You Are Theme

12/20 @ Clark College

12/21 Olympic College - Ugly Sweater/Holiday Sweater Night

TRiO “First Gen” Event:



As shared during the November 2024 Board of Trustees meeting, the GHC First Generation College Celebration was held on Friday, Nov 8 and Saturday, Nov 9. Lizbeth Sanchez wrote for and secured a \$1000 grant from the FirstGen Forward and the Council of Opportunities in Education organizations.

Calendar of Events

Bishop Center this week

GHC Dept Jazz Concert Thursday December 5th, 7pm



Enjoy an unforgettable evening of lively Jazz music with the GHC Music Department, featuring captivating performances by the Jazz Band and Jazz Choir, all under the expert direction of Dr. William Dyer and Kari Hasbrouck. The event offers a vibrant mix of jazz, energy, and talent, creating an inviting atmosphere for all who attend.

Grays Harbor Civic Choir and Concert Band December 8th, 2:00pm



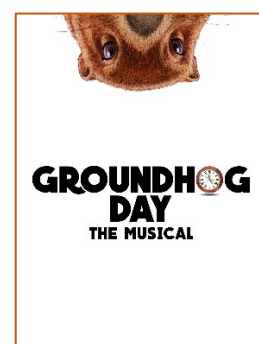
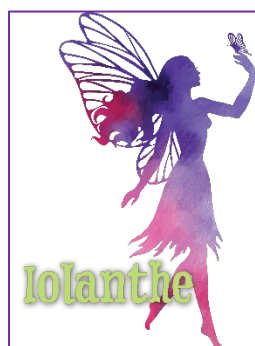
Join us for an exciting evening as the Civic Choir features beautiful music by composer John Rutter, along with other festive seasonal selections. The Concert Band will keep the energy high with fun pop music from a variety of genres and eras, along with a festive splash of holiday tunes! It's a celebration of music that promises something for everyone—don't miss out on this lively and inviting performance!

Events Calendar:

Grays Harbor Opera Workshop- Iolanthe, December 14 & 15

Jazz in January with the David Lee Joyner Quintet, January 16, 2025

Groundhog Day, the Musical, March 7-9 & 14-16, 2025



VIII.9. – President’s Report

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: President’s Monthly Report

Prepared by: Carli Schiffner, PhD

Attachments: None

Narrative

EVENTS:

Fall Gala, Spellman Library, November 8

First Generation Welcome, TRIO event, November 8

After Hours, Greater Grays Harbor, Inc., November 12

GHC Employee Veterans’ Luncheon, November 13

State Board for Community and Technical Colleges, Special Board Meeting, November 14

Rayonier Grant Breakfast, November 15

Tribal Stewards Grant, SBCTC, Orientation, November 18

NWCCU, Commission Meeting and Annual Conference, November 20-22

MEETINGS:

Leadership Policy Associate for the SBCTC, Hiring Team, Meeting, November 5

WACTC Meetings (General), November 6, November 8, November 13, November 17

WACTC Meeting (Corrections), November 7

Allocation Model Review Committee Meetings, September 30, October 9, October 16, October 29

John Larson, Executive Director, Polson Museum, Meeting, November 6

Stafford Creek Corrections Center, Leadership Meeting, November 6

Lynn Strickland, Executive Director, AJAC , Apprenticeship Discussion, November 7

Office Hours, November 8, November 18

Cheryl Heywood, Executive Director, Timberland Regional Library, November 11

WACTC, Operating Budget Committee, November 12

Joy McGregor, GHC Foundation Board Member, November 14

GHC Foundation, Board Meeting, November 14

Greater Grays Harbor Inc., Executive Board Meeting, November 14

Instruction Division, Meeting, November 14

Youth Navigator Program, Meeting, November 15

Isaac Humiston, GHC Student President, November 15

Labor Management Faculty/Professional Exempt, Meeting, November 15

Prison Education Program / The Evergreen State College, Meeting, November 18

Recompete Grant meetings, every 2 weeks

*Plus, numerous hiring committees, interviews, and recruitment sessions.

ACCREDITATION

No report.

WACTC UPDATE

Over the past month, the State Board for Community and Technical Colleges as an agency has gone through a series of significant leadership changes. Paul Francis, Executive Director of the SBCTC, has resigned as of November 7; and Chris Bailey, former president of Lower Columbia College, will begin as the interim Executive Director on December 2. The Director of Diversity, Equity, and Inclusion, Sophia Agtarap, has moved on to the City of Seattle, providing an interim opportunity for MarcusAntonio Gunn to serve in that role. Mr. Gunn's progressive leadership positions at Lake Washington Institute for Technology and in the Basic Education for Adults Department at the SBCTC positions him for this next chapter. Financial Aid Policy Associate, Yokiko Hayashi-Saguil, has left the agency and is now working at the College Success Foundation. These transitions continue to shake the foundation of the agency, and is not great timing with the legislative session beginning in eight weeks.

As previously shared, the majority focus of presidents and leadership at the State Board now has shifted to the coming biennium and the ongoing fiscal concerns about the system's overall operating budget. The Office of Financial Management issued a letter on November 8 to all state agency leads to prepare for a budget reduction exercise. The budget shortfall hovers between \$5 and \$10 billion, depending on the source. GHC is working diligently to analyze a variety of financial scenarios given the state's fiscal future.

COMMUNITY OUTREACH & CAMPUS ENGAGEMENT

Over the past month, GHC hosted three outreach events focused on youth recruitment: Regional Convening of the Future Business Leaders of America (FBLA) Clubs, Knowledge Bowl, and the Latinx Youth Summit. Each event resulted in numerous middle and high schools students from

the college's service district spending time on the college's Aberdeen Campus. For many students (and some staff) this was the first time being on campus. Many thanks to our Outreach Team, the Career and Technical Education leadership, and to Campus Operations at GHC.

GRANTS

GHC staff continues to pursue new funding opportunities through new grant funding. The college is currently working on a Washington Student Achievement Council (WSAC) grant for expansion of maritime curriculum through a regional network partnership with Career Connect Washington.

Action Requested:

This is informational, no action requested at this time.

VIII.9.b – tulaIW Student Center Report

GHC Board of Trustees Meeting
December 3, 2024



Written Report

Item Information:

Topic: tulaIW Student Center Construction Report

Prepared by: Floyd Plemmons

Attachments:

Narrative

The tulaIW Student Center is in full use by students and staff. Both the cafeteria and cafe areas are open for business and have been well received. Community cooking classes are being offered in the main kitchen and bakery. The third-floor banquet kitchen is now in full use by catering companies in support of events. The third floor Event Center and conference areas are in use by both GHC and some outside organizations.

Work Remaining

- Punchlist items /work is 98% complete.
- Warranty work is ongoing as issues are discovered. The building warranty period ends February 28, 2025. At that time there will be a one-year inspection of the building for final acceptance.
- Commissioning of mechanical and electrical systems is 95% complete and is in the final testing phase.
- Installation of the Washington State Art project on the exterior entry columns will soon be in production and installed next spring.
- Department of Commerce Energy Grant for Solar Panels project will start March 2025.

Construction Budget

The construction budget report did not change this month. An update on final costs will be forthcoming.

Summary & Next Steps

Forma to work towards completing all close out items.

Action Requested:

This is informational, no action requested at this time.