

Board of Trustees Regular Meeting

June 11, 2024 at 10 AM

Hybrid Meeting: tulalW Student Center Boardroom

(Aberdeen Campus) Zoom: [https://ghc.zoom.us/](https://ghc.zoom.us/j/84944203782)

[j/84944203782](https://ghc.zoom.us/j/84944203782)

Join by Phone: 253-205-0468



June 11, 2024 – Regular Meeting Agenda

The Board of Trustees of Grays Harbor College will hold a regular meeting on Tuesday, June 11, 2024, at 10:00 a.m. Dr. Paula Akerlund, Board Chair, will preside.

A study session to review the FY2025 budget will take place at 9:00 a.m.

Item	Topic	Presenter
I.	Call to Order/Roll Call	
II.	Pledge of Allegiance	
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.	
IV.	Agenda Adoption	
V.	Public Comments Please limit comments to three minutes	
VI.	Celebrations <ol style="list-style-type: none">House Postsecondary Education & Workforce CommitteeRetirements	
VII.	Action Items <ol style="list-style-type: none">Approval of May 9, 2024 MinutesFirst Reading Operational Policy 523 Donations of Works of Art to the CollegeFirst Reading Board Policy 103 Ethical Standards and Conflicts of InterestFirst Reading Operational Policy 627 Code of Ethics All EmployeesApproval of updated National Evaluation Series Test FeeApproval FY2025 Operating College Budget	

Regular Meeting Agenda

Grays Harbor College Board of Trustees
June 11, 2024



VIII.	<p>Standing Reports</p> <ol style="list-style-type: none"> 1. Student Government 2. Classified Staff Report 3. Represented Exempt Staff Report 4. Faculty Report 5. Administrative Services Report 6. Human Resources Report 7. Instruction Report 8. Student Services Report <ol style="list-style-type: none"> a. Enrollment 9. President’s Report <ol style="list-style-type: none"> a. Accreditation b. Student Services & Instructional Building Update 10. Board Report <ol style="list-style-type: none"> a. Board Retreat b. Elections c. Foundation Meeting Report d. Board Art Committee Update e. Items of Interest 	<p>Isaac Humiston Jared Stratton Chris Macht Tom Kuester Kwabena Boakye Colleen Meyers Dr. Evi Buell Laurie Franklin</p> <p>Dr. Carli Schiffner Kristy Anderson Floyd Plemmons</p> <p>Dr. Paula Akerlund Dr. Paula Akerlund Astrid Aveledo Dr. Paula Akerlund & Astrid Aveledo Dr. Paula Akerlund</p>
IX.	Contract review and approval of Dr. Carli Schiffner	Dr. Paula Akerlund
X.	<p>Non-Public Session Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140</p>	
XI.	Action Items as a Result of the Non-Public Session	
XII.	<p>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.</p>	
XIII.	Action Items as a Result of the Executive Session	
XIV.	Good of the Order	
XV.	Adjournment	

Updated 6/3/2024 SB

House Postsecondary Education & Workforce Committee Visits Grays Harbor College



Members of the House Postsecondary Education & Workforce Committee pose for a photo during recent visit to GHC. From Left: Rep. Alex Ybarra (R), Rep. Cyndy Jacobsen (R), GHC Mascot Charlie Choker, Rep. Vandana Slatter (D), and Rep. Mari Leavitt (D).

Members of the House Postsecondary Education & Workforce Committee visited Grays Harbor College and GHC's program at Stafford Creek Corrections Center on Wednesday, including representatives Alex Ybarra (ranking member), Cyndy Jacobsen, Vandana Slatter (Chair), Mari Leavitt, and Gerry Pollet. Staff members from the State Board for Community & Technical Colleges (SBCTC) also visited GHC.

The visit began at Stafford Creek, where the group toured the Welding classroom and discussed the U.S. Department of Education's decision to reinstate federal Pell Grants for incarcerated students.

"It is such an honor to host this delegation," said GHC president Dr. Carli Schiffner. "I am so proud we get to showcase our college and our students!"

After touring Stafford Creek, Committee members visited GHC’s Aberdeen campus and were greeted by Student Life leaders, including Joshua B. Young, Liam Torres, Ayo Adigun, Naomi Chavez, Monica Davis, Peja Springer, and GHC Mascot Charlie Choker.



GHC students Joshua B. Young, Monica Davis, Naomi Chavez, and Ayo Adigun greet Representative Alex Ybarra.

Together with the students, the delegation toured GHC’s new tulalW Student Center before hearing presentations about Guided Pathways, financial aid, and how recent legislation has affected students.

Dr. Schiffner thanked the legislators for their work to support students, especially those in rural communities. She told the group that programs that support students’ basic needs, specifically the free/reduced-price food program that GHC is piloting through [Second Substitute House Bill 1559](#) (2023), have been “game changers” for GHC and its students. In a recent survey of students’ basic needs, one in two GHC students reported experiencing housing or food insecurity in the past year. Thanks to the free/reduced-price food pilot program, more than 200 GHC students now have access to free or reduced cost healthy meal options on campus.

[Guided Pathways & the Student Experience](#)

Monica Wilson, director of SBCTC’s Student Success Center, and Julie Randall, executive director of project management & strategic initiatives at GHC, updated the group on Guided Pathways, a student-centered, equity-focused framework designed to increase and diversify community college graduates by providing a clear, structured educational journey.



GHC Nursing student Emily Fry spoke to members of the House Postsecondary Education & Workforce Committee during the group's visit on Wednesday. Fry will graduate this June and has already accepted a position in the ER at Harbor Regional Health.

As part of the presentation, Emily Fry, a student in GHC's Nursing Program, reflected on her experience as a student in GHC's healthcare pathway.

Fry attended GHC before transferring to Eastern Washington University, where she completed a bachelor's degree in Biology. After graduating from EWU, Emily began working as a Certified Nursing Assistant and quickly realized she wanted to return to school to pursue a Nursing degree. She researched different colleges and universities, before deciding to return to GHC for Nursing.

As a GHC student, Fry said that she found John Hillier's Calculus Based Physics class to be challenging, but she took advantage of his office hours, visiting daily at 11 am. According to Fry, the small class sizes and personalized attention made a real difference in her success at GHC and beyond.

When Fry returned to GHC, she was welcomed by familiar faces. "Monica Baze and Tom Kuester recognized me and said 'we're so excited to have you back!'"

In addition to feeling like she had instructors who genuinely cared about her success, Fry said Nursing program coordinator Karen Carriker and counselor & transfer advisor Brian Shook made her transition into GHC's Nursing program easier. Fry also expressed gratitude for the organizations that helped fund her education and allowed her to complete her degrees without taking on any debt.

This year, Fry was named a 21st Century Workforce Scholar and ranked second on Washington State's All-Academic Team, an honor that recognizes students who demonstrate a commitment to academic success and community service. Fry will graduate from GHC this June. She has already accepted a position at Harbor Regional Health.

[Navigating Financial Aid Challenges & Resources](#)

Yokiko Hayashi-Saguil, student services policy associate at SBCTC, and Laurie Franklin, interim vice president of student services at GHC, spoke about their experiences as financial aid professionals.

Hayashi-Saguil shared information about updates to the Federal Application for Student Aid (FAFSA) application process and how the changes are presenting challenges for students throughout Washington.

Franklin expressed gratitude for the legislators' support of the expansion to [House Bill 1835](#), which has provided funding for GHC to hire two financial aid outreach specialists to assist local high school students with financial aid applications.

"When I started this work, my dream was to work myself out of a job. I wanted to see college be free," Franklin told the legislators. "With the provisos and other forms of support, you've made it possible for so many students like Emily to graduate debt free," Franklin said, referencing points Fry made earlier in the presentation. "Thank you so much, from the bottom of my heart, for doing that."



GHC Welding student Maranda Van Hoy and Music student Sara Burkhart spoke to legislators about their experiences navigating financial aid resources.

After the update about financial aid at a statewide level, GHC students Sara Burkhart and Maranda Van Hoy spoke to the legislators about financial aid and their recent experience with the free/reduced-price food pilot program.

Sara Burkhart is a Running Start student who is currently studying Music at GHC. She will graduate this June and plans to transfer to Baylor University in Texas to pursue a degree in Piano Pedagogy.

Burkhart explained that between living 45-minutes away from campus, her finances, and a busy schedule, purchasing food off-campus was simply not feasible. “Before the food grant, a granola bar in the middle of the day was my whole meal for the day. My ability to focus and learn is significantly better when I’ve had an actual meal.”

In addition to a noticeable difference in her studies, Burkhart credited the free/reduced-price food pilot program with an increased sense of community at GHC. “Everybody needs to eat,” she explained. “Through the food grant, I’m interacting with all sorts of people, students and faculty. I’ve met people and made connections.”

Maranda Van Hoy is a Welding student at GHC, a member of the [Phi Theta Kappa Honor Society](#), and a recipient of the [Hughes Tool Scholarship](#) and the [Washington College Grant](#). Like Burkhart, Van Hoy has found great benefits to the free/reduced-price food pilot program.

With classes running Monday through Friday from 6:00 am to noon, Van Hoy said some of her peers in Welding have not been able to access resources and support on campus, because they need to leave for food.

“Any money that I can save on food goes directly to gas because I live 30 minutes away,” Van Hoy shared, highlighting another challenge faced by many students living in Grays Harbor and Pacific counties. “The food grant also makes me feel included and like I am a part of campus.”



GHC students and staff pose for a photo with Representatives Alex Ybarra, Mari Leavitt, Cyndy Jacobsen, Vandana Slatter, and Gerry Pollet.



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

May 9, 2024

Board Meeting 11:00 a.m.

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

Members Absent: None

Others Present: Ashley Bowie Gallegos, Brittany Ferry, Bruce Bailey, Cheyenna Carroll, Derek Edens, Dr. Carli Schiffner, Dr. Evi Buell, Floyd Plemmons, Janet Parker, Jared Stratton, Jeremy Winn, Jonni Dawson, Julie Randall, Justin Kjolseth, Keith Penner, Kristy Anderson, Kwabena Boakye, Lizbeth Sánchez, Mario Rodriguez, Matt Holder, Paige Pierog, Penny James, Sarah Dalrymple, Shannon Bell, Sydni Yager

A study session on the 3rd quarter budget report was provided at 10:00 a.m.

I. Call to Order/Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 11:00 a.m. Roll call was made; no members were absent.

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, motion was made by Jim Sayce to approve the agenda, Dr. Harry Carthum seconded the motion. Motion carried.

V. Public Comments

The following community members provided public comments:

Shan Wright of the Golden Sands fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Theron Dixon fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Rachel Cassidy of Ocean Beach Hospital fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Claire Bruncke of the Dylan Jude Harrell Community Center supports having nursing classes, child-care opportunities, and allowing non-profits to use areas at the Columbia Education Center in Ilwaco.

Joala Langley of Ocean Beach Hospital fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Ashley Bittner of Ocean Beach Hospital fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Helen Cassidy an Ilwaco High School student fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Larry Cohen of Ocean Beach Hospital fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Maggie Gray fully supports the need for Running Start students to have space at the Columbia Education Center in Ilwaco, as well as offering continuing education courses.

Madeline Matson of Ocean Beach Hospital fully supports the need for a CNA program at the Columbia Education Center in Ilwaco.

Shelly Hedges of the local arts community fully supports having a clay studio, other art spaces, and afterschool programs at the Columbia Education Center in Ilwaco.

Lulu LaFever fully supports the need to have a CNA program, sign language classes, and continuing education courses at the Columbia Education Center in Ilwaco.

VI. Celebration

Ashley Bowie Gallegos celebrated Emily Fry, Top 3 All-Washington Academic Team. Emily ranked second on Washington State's All-Academic Team, an honor that recognizes students who demonstrate a commitment to academic success and community service. Congratulations to Emily Fry and her achievements!

Dr. Carli Schiffner celebrated Bruce Bailey and Mario Rodriguez work at the Columbia Education Center, thank you for your service.

VII. Action Items & Standing Reports

Action

1. Approval of April 11, 2024 Minutes

Chair Dr. Paula Akerlund entertained a motion to approve the April 11, 2024 minutes as submitted. Motion was made by Jim Sayce to approve the agenda, Dr. Harry Carthum seconded

the motion. Motion carried. A motion to ratify the adoption of the minutes was made by Dr. Harry Carthum and seconded by Astrid Aveledo. Motion carried.

2. Resolution for Adoption of Grays Harbor County Multi-Jurisdiction Hazard Mitigation Plan

Chair Dr. Paula Akerlund entertained a motion to approve the Resolution for Adoption of Grays Harbor County Multi-Jurisdiction Hazard Mitigation Plan. Motion to approve the Resolution for Adoption of Grays Harbor County Multi-Jurisdiction Hazard Mitigation Plan as submitted made by Dr. Harry Carthum, Jim Sayce seconded the motion. Motion carried.

3. Contingency Funded Intramural Sports Position Approval

No action needed at this time, this item will be combined with the June Associated Students request.

Standing Reports

1. Student Government (Sarah Dalrymple)

Student government has been very busy participating in listening sessions. Finalizing the budget to be approved at the June board meeting. Have exciting events coming up with cap decorating and preparing for Mayhem

2. Classified Staff Report (Jared Stratton)

Preparing for classified staff breakaway day. This year staff will be visiting the Oregon Museum of Science and Industry on July 24. The STTACC summer conference will be hosted at Spokane Community College on August 7-8, 2024.

3. Represented Exempt Staff Report (Chris Macht)

No report.

4. Faculty report (Tom Kuester)

No report.

5. Administrative Services Report (Kwabena Boakye)

Administrative Services reviewed and discussed SBCTC fiscal measures. Reviewed how the college is performing. Discussion on the state auditor's audit, the entrance meeting was completed on April 23. Discussed the need for an RFQ for the Bishop Trust Investment agreement.

6. Human Resources Report (Julie Randall for Colleen Meyers)

Human Resources update on new hire since the last board meeting:

- Mat Carlisle, Half-time Exempt contract to work on duties for Basic Food Education & Training Program and Opportunity Grant (BFET/OPG)

Ongoing open searches include Associate Director of Financial Aid, Dean of Workforce Education, ELA/Bridge Faculty, Athletic Support Specialist, Student Success Navigator, Assistant Dean of Student Aid and Scholarships, Library & Archives Paraprofessional 3 and Student Life Intramural Sports Specialist.

7. Instruction Report (Dr. Evi Buell)

The Instruction report included updates from the Instructional Council, which has approved curriculum changes in Chemistry, Natural Resources, Accounting, and Industrial Technology to meet the annual catalog deadline. These minor changes will be implemented starting Summer Quarter.

Additional updates included the Perkins grant has been submitted. A final copy of the curriculum committee handbook has been approved and submitted by Dr. Jess Clark.

8. Student Services Report (Ashley Bowie Gallegos for Laurie Franklin)

The entire Student Services team has successfully moved into the Student Services Instructional Building. Discussion and updates on enrollment. Other updates included updates on financial aid. TRIO Upward Bound students shared their experiences from the recent Disney Imagination Campus STEM Workshop held on May 5. This engaging and interactive course allowed students to work in groups while learning how Disney Imagineers dream, design, and utilize technology to enhance the guest experience through storytelling. After the STEM workshop, the students visited the Griffith Observatory and Chapman University.

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

On April 22, 2024, a team of three peer evaluators from The Northwest Commission on Colleges and Universities (NWCCU) will visit Grays Harbor College. Thank you to everyone who assisted with preparations for this visit. We expect to receive the final report in mid-June.

Other updates, the CHEF grant has facilitated the hiring of Candi Bachtell to support the culinary program. Additionally, the Direct Admissions Initiative has been successfully launched.

Student Services and Instructional Building Update (Floyd Plemmons and Keith Penner)

Update on the Student Services and Instructional Building is near completion and all of the Student Services team is moved in. Working on final punch-list. Discussion on food service pricing. The coffee shop opened today.

10. Board Report

a. Foundation Meeting Report (Astrid Aveledo)

The Foundation report, had to miss the last couple of meetings, so there's nothing new to report at this time. Moving the board meetings to Tuesday will allow participation in future meetings.

b. Board Art Committee Update (Astrid Aveledo)

Nothing new to report, finalizing tribal art contracts.

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

Jim Sayce shared that South Bend Boat is now open for business and serves up to 90 vessels a year. Astrid Aveledo highlighted the continued need to engage with our Latin community and deepen our connections. Chair Dr. Paula Akerlund shared her recent trip to Yakima for the ACT conference and was pleased to report that there are more women in presidential roles than ever before.

VIII. Non-Public Session

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

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

None

XI. 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.

Closed executive session.

XII. Action Items as a Result of the Executive Session

No action items as a result of the executive session.

XIII. Good of the Order

Chair Dr. Paula Akerlund asked if there was anything good of the order.

Jim Sayce shared an update about the new culinary arts space at the Tokeland Marina.

Kristy Anderson encouraged everyone to check out social media for the direct admission letters and to tag others. Dr. Carli Schiffner announced that the college will be hosting a legislative visit with the House Postsecondary Education & Workforce Committee on May 22.

XIV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 2:39 p.m. The Board of Trustees will hold its next meeting on June 11, 2024 at the Grays Harbor College at the Columbia Education Center in Ilwaco and online over zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair

VII.2. – Operational Policy 523

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: First Reading Operational Policy 523 Donations of Works of Art to the College

Prepared by: Art Committee

Attachments: Original and Proposed Operational Policy 523 Donations of Works of Art to the College

Narrative

The Operational Policy 523 Donations of Works of Art to the College has been reviewed by College Council and approved to move forward to the Board for a first reading.

Action Requested:

Approve to move forward to the Board for a second reading.

GRAYS HARBOR COLLEGE
Operational Policy

Subject: DONATIONS OF WORKS OF ART TO THE COLLEGE

Page 1 of 1

Operational Policy Number: 523

Date adopted: 3/15/11 Revised: 4/21/2020

The College shall maintain an Art Committee comprised of representatives from the College community, including faculty, classified and exempt staff. Committee members will be responsible for evaluating offers of donated art, and making recommendations for acceptance based upon donor requirements and the college's ability to display and safeguard the donations. Committee members develop and maintain guidelines regarding the display and storage of art owned by the College, with the objective to expose the artwork to a wide audience via rotation of displays.

Subject: DONATIONS OF WORKS OF ART TO THE COLLEGE

Page 1 of 1

Operational Policy Number: 523

Date adopted: 3/15/11 Revised: 4/21/2020

The College shall maintain an Art Committee comprised of representatives from the College community, including the Assistant Vice President for Campus Operations ~~Chief of Campus Operations~~ or designee, the Associate Dean for Library or designee, minimum of one art faculty, minimum of one faculty at large, minimum of one classified staff member, and when possible a student (recommended by the art committee) to serve for the academic year ~~and exempt staff~~. The committee may add, from time to time, members for special projects, to serve for the duration of the project.

Committee members will be responsible for evaluating the acquisition and care of art, offers of donated art, and making recommendations for acceptance based upon donor requirements and the College's ability to display and safeguard the donations.

Committee members develop and maintain guidelines regarding the display and storage of art owned by the College, with the objective to expose the artwork to a wide audience via display.

VII.3. – Board Policy 103

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: First Reading Board Policy 103 Ethical Standards and Conflict of Interest

Prepared by: Kwabena Boakye

Attachments: Proposed Board Policy 103 Ethical Standards and Conflict of Interest

Narrative

The Board Policy 103 Ethical Standards and Conflict of Interest has been reviewed by College Council and approved to move forward to the Board for a first reading.

Action Requested:

Approve to move forward to the Board for a second reading.

GRAYS HARBOR COLLEGE
Board Policy

Subject: ETHICAL STANDARDS AND CONFLICTS OF INTEREST

Page 1 of 1

Board Policy Number: 103

Date adopted: 6/20/00, 2/21/06 Reviewed: 11/20/18 Revised: 7/18/2023, x/xx/2024

Policy Regarding the Washington Ethics Law:

The Washington Ethics Law, Revised Code of Washington, Chapter 42.52, applies to all state employees. It governs the actions and working relationships of members of the Board of Trustees and of all employees at Grays Harbor College. Board members and employees shall perform in accordance with this law in their dealings with college employees, suppliers, government representatives, the media, and other individuals with whom they have professional relationships that are associated with their responsibilities to Grays Harbor College.

Policy Regarding Conflicts of Interest:

Each member of the Board of Trustees and all employees of Grays Harbor College are expected to place the interests of the college above their self-interests. When there are questions with regard to the meaning of the Washington Ethics Law and an individual's self-interests, Board members and employees are expected to resolve them in favor of good, ethical judgment and in keeping with the basic principle that their position of trust may not be used for personal gain or private advantage.

In resolving questions regarding conflicts of interest, the following statements from state law shall be considered:

- Board members and college employees may not have a financial interest or engage in any activity that is in conflict with the proper discharge of their official duties.
- Board members and college employees may not use their official position to secure special privileges for themselves or any other person.
- Board members and college employees may not receive compensation from any person, except the State of Washington, for performing their official duties.

A board member with questions about ethics and conflicts of interest may contact the Washington State Executive Ethics Board. Phone: 360-664-0871, email: ethics@atg.wa.gov. Website: <https://ethics.wa.gov/about-us/contact-us>

Each member of the Board of Trustees of Grays Harbor College will acknowledge agreement with this policy annually.

VII.4. – Operational Policy 627

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: First Reading Operational Policy 627 Code of Ethics All Employees

Prepared by: Kwabena Boakye

Attachments: Proposed Operational Policy 627 Code of Ethics All Employees

Narrative

The Operational Policy 627 Code of Ethics All Employees has been reviewed by College Council and approved to move forward to the Board for a first reading.

Action Requested:

Approve to move forward to the Board for a second reading.



GRAYS HARBOR COLLEGE

Operational Policy

Policy Name	CODE OF ETHICS- All employees
Policy Number	627
Date Adopted	3/15/11
Date(s) Revised	4/20, 6/22, xx/xx/2024

All employees of Grays Harbor College will be in compliance with RCW 42.52, the Executive Ethics Law.

Employees with questions about ethics and conflicts of interest may contact the Washington State Executive Ethics Board. Phone: 360-664-0871; Email: ethics@atg.wa.gov. Website: <https://ethics.wa.gov/about-us/contact-us>

Each employee of Grays Harbor College will acknowledge agreement with this policy annually.

To access RCW 42.52, please hit control and click on the links below that will take you directly to the ethics law on the designated subject:

- [42.52.010](#) Definitions.
- [42.52.020](#) Activities incompatible with public duties.
- [42.52.030](#) Financial interests in transactions.
- [42.52.040](#) Assisting in transactions.
- [42.52.050](#) Confidential information—Improperly concealed records.
- [42.52.060](#) Testimony of state officers and state employees.
- [42.52.070](#) Special privileges.
- [42.52.080](#) Employment after public service.
- [42.52.090](#) Limited assistance by former state officers and employees.
- [42.52.100](#) Conditions on appearance before state agencies or doing business with the state—Hearing—Judicial review.

<u>42.52.110</u>	Compensation for official duties or nonperformance.
<u>42.52.120</u>	Compensation for outside activities.
<u>42.52.130</u>	Honoraria.
<u>42.52.140</u>	Gifts.
<u>42.52.150</u>	Limitations on gifts.
<u>42.52.160</u>	Use of persons, money, or property for private gain.
<u>42.52.170</u>	Giving, paying, loaning, etc., anything of economic value to state employee.
<u>42.52.180</u>	Use of public resources for political campaigns.
<u>42.52.185</u>	Restrictions on mailings by legislators.
<u>42.52.190</u>	Investments.
<u>42.52.200</u>	Agency rules.
<u>42.52.220</u>	Universities—Administrative processes.
<u>42.52.310</u>	Legislative ethics board.
<u>42.52.320</u>	Authority of legislative ethics board.
<u>42.52.330</u>	Interpretation.
<u>42.52.340</u>	Transfer of jurisdiction.
<u>42.52.350</u>	Executive ethics board.
<u>42.52.360</u>	Authority of executive ethics board.
<u>42.52.365</u>	Executive branch agencies—Ethics advisors—Ethics training.
<u>42.52.370</u>	Authority of commission on judicial conduct.
<u>42.52.380</u>	Political activities of board members.
<u>42.52.390</u>	Hearing and subpoena authority.
<u>42.52.400</u>	Enforcement of subpoena authority.
<u>42.52.410</u>	Filing complaint—Whistleblower protection—Penalty for reprisal or retaliation.
<u>42.52.420</u>	Investigation.
<u>42.52.425</u>	Dismissal of complaint.
<u>42.52.430</u>	Public hearing—Findings.
<u>42.52.440</u>	Review of order.
<u>42.52.450</u>	Complaint against legislator or statewide elected official.
<u>42.52.460</u>	Citizen actions.
<u>42.52.470</u>	Referral for enforcement.
<u>42.52.480</u>	Action by boards.
<u>42.52.490</u>	Action by attorney general.
<u>42.52.500</u>	Optional hearings by administrative law judge.
<u>42.52.510</u>	Rescission of state action.
<u>42.52.520</u>	Disciplinary action.
<u>42.52.530</u>	Additional investigative authority.
<u>42.52.540</u>	Limitations period.
<u>42.52.550</u>	Compensation of ethics boards.
<u>42.52.560</u>	Communications from an employee organization or charitable organization— Distribution by state employee.

- 42.52.570** Private business activity policy—Department of fish and wildlife—Parks and recreation commission.
- 42.52.575** Information about scholarship opportunities.
- 42.52.800** Exemptions—Solicitation for state capitol historic furnishings and preservation and restoration of state legislative building.
- 42.52.801** Exemption—Solicitation to promote tourism.
- 42.52.802** Exemption—Solicitation for Washington state legacy project, state library, and archives account.
- 42.52.8021** Exemption—Solicitation for Washington state flag account.
- 42.52.8022** Exemption—Informational or educational meetings regarding legislative issues.
- 42.52.8023** Exemption—Gina Grant Bull memorial legislative page scholarship account.
- 42.52.8024** Exemption—Rosa Franklin legislative internship program scholarship.
- 42.52.803** Exemption—Solicitation for legislative oral history account.
- 42.52.804** Exemption—Health profession board or commission—Professional opinions.
- 42.52.805** Solicitation for charitable activities of executive branch state employees—
Limitations—Definitions.
- 42.52.810** Solicitation for the legislative international trade account—Report.
- 42.52.820** Solicitation for hosting national legislative association conference.
- 42.52.821** Exemption—Solicitation to host conference of a national association.
- 42.52.900** Legislative declaration.
- 42.52.901** Liberal construction.
- 42.52.903** Serving on board, committee, or commission not prevented.
- 42.52.904** Effective date—1994 c 154.
- 42.52.906** Construction—Chapter applicable to state registered domestic partnerships— 2009 c 521.

VII.5. – National Evaluation Series Test Fee

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: Fee schedule update for BAS Teacher Education National Evaluation Series Test Fee

Prepared by: Paige Pierog

Attachments: None

Narrative

The National Evaluation Series (NES) tests are the official tests to fulfill the content knowledge requirement for candidates seeking an endorsement for a Washington teaching certificate. Vouchers are purchased for students to take the tests during the BAS Teacher Education program. To match the new cost of the tests from Pearson Education, the NES test fee for BAS Teacher Education students has been reduced from \$240 to \$165.

Action Requested:

Approve the National Evaluation Series (NES) Test fee change to 2024-2025 fee schedule.

VIII.1. – Student Government Report

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: ASGHC Report

Prepared by: Isaac Humiston

Attachments: None

Narrative

Student Government Report

We have had a wonderful spring team, celebrating Mayhem and gearing up for commencement.

A few things that we have accomplished in Student Life over the last weeks:

- The ASGHC Hiring Committee hired the new board for 24/25.
- We hiked the avian reserve in Hoquiam.
- We had many successful mental health activities and crafts.
- The Harbor Landing Food pantry has purchased new signage and is serving over 100 students a week now.
- The ASGHC board approved the 24/25 Student Life operating budget.
- The ASGHC board is continuing to work through the Athletics Budget and Tech Fee Budget allocation process.
- Student Life is hosting cap decorating in our spaces for all graduates.
- We are taking a group to the Westport Lighthouse.

We are excited to introduce the new board for 24/25:

President – Isaac Humiston

Executive Vice President – Rebekah Stone

Vice President for Diversity and Awareness – Selena Guzman

Vice President for Community Engagement – Madeline Schaeffer

We are currently recruiting ASGHC Senators from TRiO, Esports, Diversity and Equity Center (DEC), Intramural Programs, Performing Arts, Athletics, BA Programs, Career Technical Education (CTE), Phi Theta Kappa, IBEST, WorkFirst, the Satellite Campuses of Ilwaco, Raymond, and Stafford Creek and will present them at the first Board of Trustees meeting in fall term 2024.

Action Requested:

This is informational, no action requested at this time.

Follow-Up

None

VIII.5. - Administrative Services Report

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: Administrative Services Report

Prepared by: Kwabena Boakye

Attachments: District Enrollment Allocation Base FTE Analysis

Narrative

FY2023-24 Budget Status

At the May meeting, the Board requested information on District Enrollment Allocation Base (DEAB) FTE analysis for GHC peer rural colleges. Currently, GHC peer colleges are only categorized by size. To present a comprehensive overview of how GHC compares with other colleges, DEAB FTE analysis is presented in the attachment for all 34 colleges.

FY2024-25 Budget Development

DRAFT FY25 Budget information presented in a separate packet.

Business Affairs Commission Meetings Update

- Spring BAC meeting met on May 30-31.

Audit Update

- State Auditor's Office financial audit ongoing, pending draft audit report.
- Fieldwork was completed by the auditors on May 15.
- The audit process requires the college to share the schedule of prior findings with the Board. Information on the schedule of prior findings was sent to the Board on May 23.

Bishop Trust Investment

At the May meeting, the Board requested the college to complete a Request for Qualification (RFQ) to select an investment manager for the Bishop Trust Investment. Work on the RFQ is ongoing.

Summary & Next Steps

FY24 budget status, FY25 budget development and Business Affairs Commission meetings are ongoing administrative services activities. Further updates will be provided to the Board of Trustees in subsequent meetings as new information becomes available.

Action Requested:

None

Follow-Up

DEAB FTE analysis for GHC peer rural colleges is presented as attachment to this report.

Work on Bishop Trust Investment RFQ is ongoing.

Written Report

Item Information:

Topic: Grays Harbor College Human Resource Report

Prepared by: Colleen Meyers, Interim Executive Director for Human Resources

Attachments: None

Narrative

New Employees:

- Ryan Decker, Library & Archives Paraprofessional 3 (replacement for Cara Beth Stevenson)

Changes in Employment:

- Jax Bonifer, is now a Student Success Navigator (formerly Cashier 2)
- Caitlin Dulin is serving as Bookstore Manager in Vicky Jenkins' absence.
- Johnny Alavéz is now the Director of Recruitment and Admissions.
- Stephanie Gibson is now the Associate Director of Financial Aid.

Searches:

- Dean of Workforce Education (replacement for Paulette Lopez)-checking references.
- ELA/Bridge Faculty (replacement for Kathy Barker)
- Athletic Support Specialist (replacement for Sara Oliver)—checking references.
- Assistant Dean of Student Aid and Scholarships (replacement for Interim Director Crystal Bagby)
- Student Life Intramural Sports Specialist (new position—student funding)
- Bachelor of Organizational Management Faculty (replacement for Chris Dugan)
- Campus Safety and Security Coordinator (replacement for David Parkinson)
- Bachelor of Applied Science – Teacher Ed Faculty (replacement for Sherri Jordan)
- Associate Dean of Stafford Creek (replacement for Jayme Peterson)
- Program Specialist 2 (replacement for Stephanie Thornton)—interviews scheduled.
- Executive Director of Human Resources (replacement for Darin Jones)

Action Requested:

This is informational, no action requested at this time.

Follow-Up

None

VIII.8. – Student Services Report

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: Student Services Report

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

Attachments: Upcoming Calendar of Events

Narrative

Outreach, Recruitment, and Advising:

Enrollment Labs for new and currently enrolled students are taking place. Students who participated in the Direct Admission Initiative have been enrolling, as of May 24th Fall FTE is up by 100!

Grays Harbor College was also awarded proviso funding from HB 1835 which provides the College the opportunity to hire two financial aid outreach specialists and provides \$10,000 for travel to K-12 sites and training. This proviso just completed its first year for the state of Washington with three pilot colleges and GHC has been added for the second-year pilot, beginning July 1, 2024. Grays Harbor College, Centralia College, and South Puget Sound Community College are awarded the proviso for 2024-25. The intention is to increase Free Application for Federal Student Aid (FAFSA) and Washington Application for State Financial Aid (WASFA) completions for high school seniors and recent high school graduates.

Enrollment:

Spring 2024:

FTE: Spring 2024	Spring 2023	Spring 2024	Year to Year Diff		Spring 2023 Finals	
	05/30/2023 Day # 37	05/28/2024 Day # 37	Difference	% Diff from 2023 to 2024	Spring 2023 FTE change to end of quarter	Final FTE Numbers for Spring 2023
1-Academic Transfer & Pre-College	<u>2022-23</u> 437.04	<u>2023-24</u> 424.22	-12.82	-2.9%	-2.33	434.71
2-Transition Programs	129.63	134.99	5.36	4.1%	0.76	130.39
3-Career and Technical Ed.	295.36	279.88	-15.48	-5.2%	-2.73	292.63
4-BAS Programs	53.82	44.69	-9.13	-17.0%	-	53.82
State Support Total	915.85	883.78	-32.07	-3.50%	-4.30	911.55
3-Running Start	290.06	349.54	59.48	20.5%	-0.73	289.33
State Support + Running Start Total	1205.91	1233.32	27.41	2.3%	-5.03	1200.88

Summer 2024:

Summer Quarter Enrollment Snapshot for Tuesday, May 28th

FTE: Summer 2024	Summer 2023	Summer 2024	Year to Year Diff		Summer 2023 Finals	
	05/30/2023 Day # -36	05/28/2024 Day # -34			09/05/2023 FINALS	
	<u>2023-24</u>	<u>2024-25</u>	<u>Difference</u>	<u>% Diff from 2023 to 2024</u>	Summer 2023 FTE change to end of quarter	Final FTE Numbers for Summer 2023
1-Academic Transfer & Pre-College	94.24	90.64	-3.60	-3.8%	50.22	144.46
2-Transition Programs	-	0.67	0.67	0.0%	53.94	53.94
3-Career and Technical Ed.	46.32	41.34	-4.98	-10.8%	20.32	66.63
4-BAS Programs	2.00	-	-2.00	-100.0%	1.67	3.66
State Support Total	142.55	132.65	-9.91	-6.95%	126.14	268.69
3-Running Start	-	7.13	7.13	0.0%	6.40	6.40
State Support + Running Start Total	142.55	139.77	-2.78	-2.0%	132.53	275.09

Fall 2024:

Fall Quarter Enrollment Snapshot for Tuesday, May 28th

FTE: Fall 2024	Fall 2023	Fall 2024	Year to Year Diff		Fall 2023 Finals	
	05/23/2023 Day # -118	05/28/2024 Day # -118			12/19/2023 FINALS	
	<u>2023-24</u>	<u>2024-25</u>	<u>Difference</u>	<u>% Diff from 2023 to 2024</u>	Fall 2023 FTE change to end of quarter	Final FTE Numbers for Fall 2023
1-Academic Transfer & Pre-College	142.19	177.69	35.50	25.0%	400.59	542.78
2-Transition Programs	-	-	0.00	0.0%	123.56	123.56
3-Career and Technical Ed.	61.59	76.91	15.32	24.9%	243.68	305.27
4-BAS Programs	2.00	1.00	-1.00	-50.0%	37.89	39.89
State Support Total	205.78	255.60	49.82	24.21%	805.72	1011.50
3-Running Start	24.31	35.37	11.05	45.5%	343.07	367.38
State Support + Running Start Total	230.09	290.96	60.87	26.5%	1148.79	1378.88

Financial Aid:

During the May 22, 2024 House Post Secondary High Education and Workforce Education Committee visit to Grays Harbor College, the delegates heard from Yokiko Hayashi-Saguil from State Board for Community and Technical Colleges (SBCTC) and Laurie Franklin about the FAFSA and WASFA updates. Yokiko shared that there are still significant issues with the Department of Education processing of applications, which in turn delays the processing of WASFA. Financial Aid offices across the state expect to review applications starting June 10th and will have training and implementation for two weeks. The

Financial Aid staff at Grays Harbor College is committed to reviewing students enrolled for summer quarter prior the start of the quarter.

Dual Credit Programs:

The term “Dual Credit Programs” comprise of three primary high school programs: Running Start (offered on GHC campus sites and taught by GHC faculty), CTE-Dual Credit (professional-technical), and College in the High School (the latter two are offered on high school locations and taught by high school teachers). Currently, GHC has robust Running Start and CTE-Dual Credit programs and are in conversations with service area high schools regarding College in the High School. There were 475 students who enrolled with GHC Dual Credit programs this year.

Grays Harbor College is pleased to introduce the Running Start Class of 2024! This class is comprised of 218 seniors from 20 different high schools; 116 seniors are earning 121 degrees this June. Of those earning degrees, 48 students have more credits than required for completion. Degrees earned include associate in arts, science track 1 and track 2 (engineering), welding, music, biology, diesel, pre-nursing transfer, and business management. The average GPA is 3.40 and 14 students have earned top graduate honors with a 4.0 GPA. Our students are driven, compassionate, and care deeply about their peers and the community. Taking college courses while in high school is no easy task. These are not “just” students – they are workers, volunteers, caregivers for young siblings and elderly relatives, athletes, leaders, and teenagers who have friends and numerous social commitments. The staff and faculty at GHC, are privileged to be in their lives and honored to educate and guide them towards their future goals.

Choker Athletics:

Choker Athletics wrapped up this year’s competitions in mid May. The softball team made it to the Northwest Athletic Conference (NWAC) Championship in Portland. It has been several years since the Chokers have qualified for the championship! Although the softball team didn’t go past the first round, the College is very proud of the student-athletes and how they played and represented GHC. Golf also competed in the NWAC championships in Yakima. Rasmus Tamker was selected for 1st Team All-League and was ranked 8th overall for the season averaging 75.8 for 18 holes. Cole Wasson was named to the 2nd Team All-League ranking 10th overall with an average of 76. Cole Wasson finished 15th place at the tournament. Cole’s cousin, Brett Wasson also qualified for the Championship tournament and tied for 22nd.

Upcoming Calendar of Events

Bishop Center

Welcome to the Moon



At the end of May, the Bishop Center held a one-night event with *Welcome to the Moon (and Other Plays)*, by Oscar/Pulitzer/Tony Award-Winning playwright, John Patrick Shanley, that took us on a tour of love, loss, and hope through five humorous 10-minute plays presented by the students of *Introduction to Acting* class (THEA-161) directed by Dr. Andrew Gaines. The show was supported by approximately 50 attendees.

Grays Harbor Symphony

A Salute to Hollywood and Broadway



On June 2, Grays Harbor Symphony presented “A Salute to Hollywood and Broadway,” conducted by Dr. William Dyer. The Grays Harbor Symphony is the third oldest community orchestra in Washington State founded in 1925. The first concerts were presented at the Elk’s Temple and the Old Grand Theater, in Aberdeen. Grays Harbor College began sponsorship of the orchestra in 1965. This concert showcased 16 well-loved songs.

Upcoming Events for Spring/Summer

June 5-GHC Honor’s Recital (Free and open to the public) at 7:00 p.m.

June 9-Grays Harbor Civic Choir & Concert Band (Tickets are \$15, Children 12 & Under are free) at 2:00 p.m.

June 13- GHC Jazz Concert (Tickets are \$5, Children 12 & Under are free) at 7:00 p.m.

June 22-Grays Harbor Opera Workshop (Tickets are \$15, Children 12 & Under are free) at 7:30 p.m.

July 18-21 Summer Musical *Big Fish* (Ticket pricing and times to be determined)

For more information and tickets visit ghc.edu/bishop

VIII.9. – President's Report

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: President's Monthly Report

Prepared by: Carli Schiffner, PhD

Attachments: Accreditation Report

Narrative

EVENTS:

Association of College Trustees, Spring Conference, May 1-3

College Info Night, Riverview Educational Center, Raymond, May 15

Softball Game, NWAC Championship, Vancouver, WA, May 15

House Post Secondary and Workforce Education Committee, visit, May 22

Open Office Hours, May 22

Commercial Driver's License Graduation, May 24

Gray Pac Superintendents, Tour and Meeting, May 31

MEETINGS:

Dr. Gita Bangera, Senior Vice President, NWCCU, April 27

Ana Ybarra, Director of Financial Services, CTC Link, SBCTC, April 28

Nichoel Casey, Executive Director, Raymond Federal, May 10

Dr. Joe Malik, Former GHC President, May 13

Prison Education Program Committee, May 14

WACTC Executive Team Prep, May 16

Allocation Model Review Taskforce, May 17

Instruction Division Planning Session with Faculty, May 20

Coordinated Care Meeting, May 21

Dr. Shea Hamilton, Senior Budget Director, Governor's Office, May 21

City of Aberdeen, May 22

Gray Pac Superintendents, May 24

Automotive Technology, Advisory Board, May 28

Washington Hospitality Association, May 31

WACTC, Committee and Business Meetings, SBCTC, May 23-24

STAFFING

There are several searches for key leadership positions in Instruction at the college that are in motion. An offer is being made to a candidate for the Workforce Education Dean position. The search for the Associate Dean for Stafford Creek Corrections Center is underway. The job description and recruitment materials for the Arts, Sciences, and Extended Learning Dean position is finished and will be posted shortly.



ACCREDITATION

Please see Kristy Anderson’s report on accreditation (attached).

At the June 2024 Board of Commissioners Meeting for the Northwest Commission on Colleges and Universities (NWCCU) a new slate of elected commissioners will be seated. I have been elected by NWCCU members to represent the community college sector in the Western region (Alaska, Washington, Oregon, Idaho, Montana, Nevada).

EXTERNAL FUNDING

The American Association of Community Colleges (AACC) partners with the heavy metal music band, Metallica, to support and promote skilled trades offered at community colleges nationwide. The Metallica Scholars Initiative has successfully awarded three rounds of funding for colleges so far in the history of the partnership—and the fourth round of funding was just announced last month. Grays Harbor College will be submitting a proposal for consideration. Institutions should know by the end of August if they are selected for the program. Spokane Community College is the only college in Washington State to be a recipient of this funding so far.

WACTC UPDATE

College presidents met in late May for their regular monthly business meeting, corrections education meeting, all academic luncheon, and the allocation model review. The business meeting discussed: the state of financial aid (FAFSA Simplification and related delays in dispersing aid); Title 9 changes; NWAC waivers; the system process of identifying a third-party student success software option; and the finalization of the slate of priorities for the next Legislative Session.

The corrections education meeting focused on the continued discussion about implementing Pell approved academic programs; welcoming Olympic College as a new corrections partner taking over for Tacoma Community College in the women's facilities; and the challenges in providing secure internet in corrections centers despite funding from the Legislature.

The Allocation Model Review Taskforce is preparing for draft recommendations and the formal taskforce presentation at the July WACTC Retreat. The draft recommendations will be presented to the State Board at their retreat in August. Feedback from both retreats will be considered and a modified draft will be sent for system-wide consideration—with the intention of having a formal vote by WACTC in December/January.

LEGISLATIVE DELEGATION VISIT

On May 22, members of the House Postsecondary Education & Workforce Committee visited Grays Harbor College and GHC's program at Stafford Creek Corrections Center. The Legislative delegation included: Representatives Alex Ybarra (ranking member), Cyndy Jacobsen, Vandana Slatter (Chair), Mari Leavitt, and Gerry Pollet. Legislative, Education, and Communications leadership from the State Board for Community & Technical Colleges (SBCTC) also participated in the visit.



After touring Stafford Creek, Committee members visited the Aberdeen Campus. Together with the students, the delegation toured the tulalw Student Center before hearing presentations about Guided Pathways, financial aid, and how recent legislation has affected students. The members commented on how impressed they were with the work GHC is doing to support students and how warm and inviting the campus community is during their visit.



ATHLETICS

Interim Athletic Director, Jody Pope, has been invited to the **NCAA Women Coaches Academy**-- a multi-day growth & development program available to collegiate women coaches in all sports, collegiate levels, and years' experience. WCA is designed for women coaches who are ready to elevate their holistic coaching effectiveness by learning advanced leadership skills and strategies that directly affect their personal and team success. Participants focus on non-sport specific concepts in an environment

that fosters inclusion across the sports community. This year's NCAA Women Coaches Academy will take place June 17-19, 2024, in Denver, Colorado. Jody has been awarded a scholarship to attend.

Action Requested:

This is informational, no action requested at this time.

Follow-Up

None

Written Report

Item Information:

Topic: Institutional Accreditation

Prepared by: Kristy Anderson

Attachments: None

Narrative

NWCCU Trainings/Presentations

Over the past month, NWCCU staff offered several opportunities for College and University staff to learn more about the 2020 Accreditation Standards and their processes. I had the opportunity to attend the following three events:

- **Spring Lunch & Learn Webinar** – April 19, 2024 – Hosted by NWCCU Staff Jordan Kamai, Director of Educational and Institutional Initiatives & Aaron Christopher, VP for Finance & Administration.
Topics Included:
 - **The Annual Reporting Process** – Annual Report is due in August of each year.
 - **The Policies, Regulations, and Finances Review (PRFR)** – GHC’s PRFR Report is due September 1, 2025.
 - **Financial Resource Review Report (FRR)**– GHC submitted its last FRR this past February (2024).
- **SBCTC Vice President’s Orientation Meeting** – May 16th – Hosted by NWCCU Senior Vice President, Dr. Ed Harri. Topics Included:
 - **Common Recommendation Standards** – An explanation of some of the areas where many colleges get recommendations and how to address them effectively.
 - **What to expect/do during a visit** – Navigating the visit schedule.
 - **Ways that VPs and Researcher can make a difference** – Build structures and processes that require cross-reporting so that if someone leaves, things can keep going. Continuous improvement should be ongoing.
- **Research & Planning Commission Meeting** – May 16th - Hosted by NWCCU Senior Vice President, Dr. Ed Harri. Topics Included:
 - **Mission Fulfillment** – 25 institutions currently have a Recommendation that cites standard 1.B.2 and addresses the need to clearly define mission fulfillment.
 - NWCCU Standard: *1.B.2 The institution sets and articulates meaningful goals, objectives, and indicators of its goals to define mission fulfillment and to improve its effectiveness in the context of and in comparison, with regional and national peer institutions.*
 - **Three Key Questions to Consider** -
 - How does your institution define mission fulfillment?

- Based on that definition, is the college fulfilling its mission?
 - Do you document the definition and the evaluation of mission fulfillment?
- **Regional and National Peer Comparison Data** - For Mission Fulfillment, there are two common approaches to addressing “...in the context of and in comparison with regional and national peer institutions”
 1. Indicators are defined with direct comparisons to peer institutions (e.g., the College’s 3-year graduation rate will exceed the average of its peer institutions)
 2. Minimum thresholds or aspirational targets for indicators are established based on peer institutions (e.g., the college’s minimum threshold for a 3-year graduation rate is the lower quartile of peer institutions and its aspirational target is the upper quartile of peer institutions).

All three of the above presentations and their discussion topics provided useful insights and questions that the GHC’s Accreditation Steering Committee will be reviewing at their next meeting and addressing in the months ahead.

Summary & Next Steps

GHC’s Annual Report is due to NWCCU on August 1st. It will include information such as: basic college updates, FTE and headcount data, lists of national and regional comparators, financial audit/financial data, institutional reflections, and progress on outstanding recommendations.

The College’s next major report, the ***Policies, Regulations, and Finances Review*** (PRFR) is due September 1, 2025. The Accreditation Steering Committee will begin work on this report next month, as it requires a large amount of information collection and time may be required to update or implement policies, procedures, and practices to ensure alignment with the NWCCU 2020 Standards and Eligibility Requirements.

Action Requested:

This is informational, no action requested at this time.

Follow-Up

None

VIII.9.b. – tulalW Student Center Report

GHC Board of Trustees Meeting

June 11, 2024



Written Report

Item Information:

Topic: tulalW Student Center Construction Report

Prepared by: Floyd Plemmons

Attachments: tulalW Student Center Construction Contract Review

Narrative

Major Construction is complete on the tulalW Student Center (formerly known as the SSIB) and is fully occupied by staff and students.

Work Remaining

- Completion of all Punchlist work.
- Freight Elevator needs to be completed and certified.
- Exterior railings are being installed.

Construction Budget

Attached is a current construction budget report for review.

Summary & Next Steps

Forma to work towards completing all close out items.

Action Requested:

This is informational, no action requested at this time.

Follow-Up

None

GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

JUNE 11, 2024 MEETING

SSIB CONSTRUCTION CONTRACT REVIEW

FUNDING

STATE FUNDING FOR CONSTRUCTION	\$ 43,785,304.00
STATE CERTIFICATE OF PARTICIPATION/COP	\$ 3,200,000.00
STATE FUNDING FOR INFRASTRUCTURE	\$ 733,183.67
TOTAL CONSTRUCTION FUNDING	<u>\$ 47,718,487.67</u>

EXPENSES

FORMA BASE BID	\$ 43,773,857.00
37 APPROVED CHANGE (Including the \$407K Forma Delay Claim)	\$ 1,588,357.06
REVISED CONTRACT AMOUNT (INCLUDING WSST)	<u>\$ 45,362,214.06</u>

REVISED CONTRACT AMOUNT TO DATE	\$ 45,362,214.06
26 PAY APPLICATIONS - 98%	<u>\$ (44,497,949.56)</u>
BALANCE DUE (2%)	\$ 864,264.50

COST BREAKDOWN BY CATEGORY AND PERCENTAGE OF CURRENT CHANGE ORDERS 1-34

Design Errors/Omissions	\$ 264,462.28	17%
Agency - (Owner Requested Change)	\$ 365,161.66	22%
Latent Condition -(Unforeseen Conditions)	\$ 323,963.24	20%
Code Requirements	\$ 72,758.54	5%
Value Engineering (Cost saving ideas)	\$ (155,689.24)	-10%
Delay (Including the \$407K Forma Delay Claim)	\$ 717,700.59	46%
	<u>\$ 1,588,357.07</u>	

Dear Grays Harbor College Board of Trustees,

Thank you so much GHC Foundation GHC Board of Trustees for giving me the opportunity for a wonderful scholarship. It feels really good to know that I have someone looking out for me as well as supporting me. The one-thousand-dollar scholarship will impact my life greatly for the next coming years that I am at Grays Harbor. It will help me achieve the right necessities for finishing college and take the financial weight off my grandparents' shoulders.

When I go to Grays Harbor, I am planning on learning and doing the things necessary so that I can become a preschool teacher. I love teaching kids' things, my favorite thing about them is that they can be the most caring and sweet humans in the world. I would know because ever since I was ten, I worked at my grandmother's daycare. One of my best qualities is that I am very patient and a great listener. I believe that everyone should feel heard, even kids. Other than my passion for taking care of kids, I like to listen to music. Music of any kind deeply resonates with me. I listen to music every day at any time as well, it's where I get most of my passion from.

I chose GHC because it is the closest college to my house, its practicality is very refreshing. And because what I want to major in is early childhood education because of my plans of becoming a preschool teacher. Teaching will give me more efficient ways of handling difficult situations.

Thank you again GHC Board of Trustees for taking me into consideration. This scholarship will help me a lot in my forthcoming years at GHC.

Sincerely,

Halley Anderson

