

Board of Trustees Regular Meeting

October 8, 2024 at 10 AM



Hybrid Meeting: Raymond Educational Center and by zoom

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

Join by Phone: 253-205-0468

October 8, 2024 – Regular Meeting Agenda

The Board of Trustees of Grays Harbor College will hold a regular meeting on Tuesday, October 8, 2024, at 10:00 a.m. Astrid Aveledo, Board Vice-Chair, will preside.

There will be no study session.

Item	Topic	Presenter
I.	Call to Order/Roll Call	Astrid Aveledo
II.	Pledge of Allegiance	Astrid Aveledo
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	Astrid Aveledo
V.	Public Comments Please limit comments to three minutes	
VI.	Celebrations 1. Grand Opening of tulaW Student Center	Dr. Carli Schiffner
VII.	Action Items 1. Approval of September 10, 2024 Minutes 2. Exceptional Faculty Award	Astrid Aveledo Kwabena Boakye
VIII.	Standing Reports 1. Student Government 2. Classified Staff Report 3. Represented Exempt Staff Report 4. Faculty Report 5. Administrative Services Report a. Update on OFM & FY 25 Budget 6. Human Resources Report 7. Instruction Report	Isaac Humiston Jared Stratton Chris Macht Tom Kuester Kwabena Boakye Colleen Meyers Julie Randall

Regular Meeting Agenda

Grays Harbor College Board of Trustees
 October 8, 2024



	<ul style="list-style-type: none"> 8. Student Services Report <ul style="list-style-type: none"> a. Enrollment—focus in on 10th Day counts 9. President’s Report <ul style="list-style-type: none"> a. Accreditation b. AI Policy Research Presentation c. Student Services & Instructional Building Update 10. Board Report <ul style="list-style-type: none"> a. Foundation Meeting Report b. Board Art Committee Update c. Items of Interest 	<p>Laurie Franklin Matt Edwards Dr. Carli Schiffner Kristy Anderson Derek Edens & Jeremy Winn Floyd Plemmons</p> <p>Astrid Aveledo Astrid Aveledo Astrid Aveledo</p>
IX.	<p>Non-Public Session Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140</p>	
X.	<p>Action Items as a Result of the Non-Public Session</p>	
XI.	<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>	
XII.	<p>Action Items as a Result of the Executive Session</p>	
XIII.	<p>Good of the Order</p>	
XIV.	<p>Adjournment</p>	

Updated 9/29/2024 sb

Grays Harbor College Board of Trustees Regular Meeting

September 10, 2024

Board Meeting 10:00 a.m.

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

Members Absent: None

Others Present: Arlen Harris, Derek Edens, Dr. Carli Schiffner, Floyd Plemmons, Heidi Wood, Julie Randall, Karen Carriker, Kristy Anderson, Kwabena Boakye, Laurie Franklin, Sam Herriot, Sarah Dalrymple, Ashley Bowie-Gallegos, Cathy LeCompte, Lisa Krause, Sydni Yager, David Zagorodney, Holly Duffy, and Lisa Smith

A study session was held at 9:00 a.m. prior to the business meeting which included a tour of the student services offered in the tulaIW Student Center led by Ashley Bowie-Gallegos (Dean of Student Services).

I. Call to Order/Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 10:00 a.m. Roll call was made.

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, Aliza Esty seconded the motion. Motion carried.

V. Public Comments

Dr. Akerlund asked if anyone had a public comment. No public comments.

VI. Celebration

Dr. Carli Schiffner shared the celebration of having Senator Cantwell visit GHC, and how quickly the campus team rallied together to put a great visit together with only 4 days preparation. The visit went well with positive feedback from the senator and her team. Encouraged about the conversation on the Recompete Grant.

Kwabena celebrated the Business Office for their hard work and how well they take care of the funds on campus, getting funds dispersed to students, and paying vendors on time. Sydni Yager shared her appreciation and congratulations for the Business Office and her deep gratitude of the team she has for their positive work attitudes and willingness to get things done. Dr. Akerlund acknowledged the work of the Business Office and thanked them.

VII. Legislative Priorities

Special guests, Arlen Harris and Sam Herriot from the State Board for Community and Technical Colleges, provided a report on legislative priorities for this upcoming year. The board discussed and asked questions; Chair Akerlund thanked Arlen and Sam for the presentation.

VIII. Action Items & Standing Reports

Action

1. Approval of August 13, 2024 Minutes

Chair Dr. Paula Akerlund entertained a motion to approve the August 13, 2024, minutes as submitted. Motion was made by Dr. Harry Carthum to approve the minutes, Aliza Esty seconded the motion. Motion carried.

Standing Reports

1. **Student Government** (Sarah Dalrymple)

Student life staff are now CPR certified and have food handler's cards. Tours and New Student Orientation (NSO) will be hosted in Aberdeen, Raymond, and Ilwaco.

Dr. Schiffner gave a big shout out to the students for their engagement in the Senator Cantwell's visit and the Logger Days.

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

Jared Stratton thanked Karen for giving the report last month. She tirelessly puts in many hours of support for the team. They are still looking for members for the staff development team.

Update for the collective bargaining agreement for the 2025-27. The state has been difficult to bargain with. The proposed COLA is unacceptable. State workers are struggling to stay afloat with their wages. The staff are here year around to champion the success of the institution.

This Thursday is the last day of the bargaining agreement. The classified staff are not confident in the final agreement. The WPEA in solidarity will be doing a walkout. This is not about the college personally but about the state's bargaining.

3. **Represented Exempt Staff Report** (Chris Macht)

No report.

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

No report.

5. **Administrative Services Report** (Kwabena Boakye)

Kwabena thanked the Chair for the opportunity to share on behalf of the college. Kwabena highlighted that GHC was able to achieve a balanced budget for 2023-24, with a bit of surplus. FY 2025 is going to be very tight because there is little cushion.

Updates were provided on Auxiliary Services:

Bishop Center

Laurie Franklin and Sydni Yager presented on the Bishop Center's financial picture. There are higher donations and sponsorships this year from a concentrated effort in this area. Ticket sales will be decreasing because of a change in programming to remain more local, but planning for the 25-26 year is underway and will include external acts.

An advisory group for the Bishop has been created that includes community members, along with a smaller workgroup that is internal to the college. The Student Services report will include updates to the Board of Trustees.

Bookstore:

Zack Queen, Interim Bookstore Manager presented on the bookstore (he is currently the bookstore manager at Centralia College).

Current projects include updating the Point of Sale System (POS), a better way to collect textbook information from faculty, and updating students' ability to navigate the website for ordering books. In addition, a partnership with the Athletics Department is being explored to support our athletes and curating and selling supply kits for students.

Food Service:

Candi Bachtell presented on the status of food service on campus. The Grizzly Den (from Hoquiam) is operating Charlie's Cafe

6. **Human Resources Report** (Lisa Krause)

Human Resources updated on new hires and open searches. Lisa acknowledged all new hires by name and title and those who had a change in employment.

7. **Instruction Report** (Heidi Wood)

The Instruction report included recent updates in the instruction area. Two summer workgroups met, Tenure and Assessment, and streamlined these processes and updated related forms and documents. Assessment completed a reboot of the process, and the work will continue this coming year.

These workgroups will share out at Kick-off Week.

8. **Student Services Report** (Laurie Franklin)

New Student Orientations were held in mid-September, including focused sessions for students participating in Running Start; and were offered in Aberdeen, Raymond and Ilwaco and all in-person.

Acknowledgements to Ashley Bowie-Gallegos and her team because they are now offering placement testing on Saturdays.

Matt Edwards was asked by Laurie Franklin to present the updated data. Total FTE 1,152. We are up, Running Start is 383, up from last year, but impacts our state funded FTEs downward. Goal, 1036 state-funded FTE. There are two enrollment events this week. The 1,152 FTE is up 100 from this at the same time last year.

Laurie Franklin introduced Johnny Alavéz. Johnny shared about the Financial Aid Outreach staff and their role to ensure high schoolers have an understanding and support in understanding and helping students fill out these applications. They will be helping anyone in need of funding for college, but the focus will be on students in our local high schools.

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

The President's report included updates on recent meetings and summer events. Dr. Schiffner shared her excitement about welcoming her new Executive Assistant.

Welcomed the Board of Trustees to attend any of the lists of events being hosted by the college, Highlighting the grand opening of tulaIW.

All systems are a go to welcoming new students on September 23rd. Dr. Schiffner gave a huge shout out to everyone at the college for the work they are doing.

Chris Sierra recommended we consider how we plan for the board meetings in Raymond and Ilwaco.

Student Services and Instructional Building Update (Floyd Plemmons)

Major construction is complete on the tulaIW Student Center and is fully occupied by staff and students. Improvements are still underway, and lighting is being done outside to ensure safety.

They continue to make improvements to the kitchen, and the finishing touches, such as the mechanical and electrical systems.

Dr. Harry Carthum asked about the punch list. Floyd shared it is getting smaller.

Jim asked if DES signs off on all facets of instruction. Floyd shared that everyone will sign off when they feel the building is complete.

10. Board Report

a. Foundation Meeting Report (Astrid Aveledo)

Astrid Aveledo thanked Lisa for helping with the board report. Awarded 47 students for a total of \$98K about 2000/student.

The foundation will be hosting their first in-person scholarship social in some time for the donors.

b. Board Art Committee Update (Dr. Paula Akerlund)

. Local art has been installed, and progress is being made on one of the tribal art pieces. All great news. Thanked project manager (Floyd Plemmons) for supporting the art project in more ways than expected with the installation.

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

Items of interest were discussed.

IX. Non-Public Session

Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140

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.

XII. Action Items as a Result of the Executive Session

None.

XIII. Good of the Order

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

Kristy shared the new Community Report that is a "special/limited" edition of the report. They will be showcased at the Grand Opening.

Dr. Harry Carthum loved the tour. Dr. Paula Akerlund appreciated it too.

XIV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 11:53am. The Board of Trustees will hold its next meeting on October 8, 2024 at the Grays Harbor College in Raymond and online over zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair

VII.2. – Exceptional Faculty Award

GHC Board of Trustees Meeting

October 8, 2024



Written Report

Item Information:

Topic: Exceptional Faculty Award

Prepared by: Kwabena Boakye

Attachments: Administrative Procedure Number 501.03

Narrative

As of August 31st, 2024, the account balance for the Exceptional Faculty Fund was comprised of \$200,000 permanently restricted and \$115,533 temporarily restricted for a total of \$315,533. Four percent of the ending balance ($\$315,533 * 0.04$) is \$12,621.

Per GHC Administrative Procedure 501.03 (please see attachment), “the guideline of the amount to award from the Exceptional Faculty Funds each fiscal year shall be based on 4 percent of the total funds as of the September 30th bank statement. The final decision is at the discretion of the Board of Trustees, as long as this amount does not cause the balance to drop below the principle amount of \$200,000.”

August is used because September statement is unavailable. The numbers will be updated for September at the Board meeting. At that time the September statement will be available.

Summary & Next Steps

- At the March 2025 Board meeting, President Schiffner will provide the Board with the Awards Committee recommendations for award recipients.
- The Board will act on award recipients at the April 2025 Board meeting.

Action Requested:

The Board is requested to approve \$12,621 (4% of \$315,533) for the 2024 Exceptional Faculty Award.

Follow-Up

None

GRAYS HARBOR COLLEGE
Administrative Procedure

Subject: EXCEPTIONAL FACULTY FUNDS – AWARD AMOUNT

Page 1 of 1

Administrative Procedure Number: 501.03

Date adopted: 2/16/10 Revised: 3/20/2020

The **process of determining awards** of available Exceptional Faculty Funds shall be the subject of collective bargaining (per RCW 28B.50.843). Locally this process is guided by the agreement between the Board of Trustees of Washington Community College District No. 2 and the Grays Harbor College Federation of Teachers Local #4984 (please see Article XV: Exceptional Faculty Awards in the June 16, 2009 Faculty Contract for the period 2009-2012).

The guideline of the **amount to award** from the Exceptional Faculty Funds each fiscal year shall be based on **4% of the total funds** as of the September 30th bank statement. The final decision is at the discretion of the Board of Trustees, as long as this amount does not cause the balance to drop below the principle amount of \$200,000 (per RCW 28B.50.844).

The amounts of individual awards and who receives them is subject to the approval of the Board of Trustees (per RCW 28B.50.843).

VIII.5. – Administrative Services Report

GHC Board of Trustees Meeting

October 8, 2024



Written Report

Item Information:

Topic: Administrative Services Report

Prepared by: Kwabena Boakye

Attachments: None

Narrative

FY2024-25 Budget Status

- Office of Financial Management (OFM) \$28.5 million SBCTC allocation error.
- OFM overfunded distribution to colleges ranges \$323,000 to \$2.76 million.
- No date scheduled to un-allocate or return the overfunded amount.
- 1st Quarterly Budget Report (July 1 to September 30) will be presented at the November Board meeting.

FY2025-26 Budget Development

- Budget Managers meeting on October 8 to kick start the FY26 budget development process.

Food Service

- Charlie's Café is open from 8:00 am – 2:00 pm Monday – Thursday. Grizzly Den in Charlie's Café is serving breakfast/lunch options such as burgers, chicken strips, fries, sandwiches, paninis and wrap.
- Charlie's Café pricing ranges \$4 to \$12, including \$4 for Grilled Cheese, \$5 for half Sandwich, and \$12 for Chicken Strips with fries.
- Timber Café is open. Wild Pines Coffee Co. in Timber Café is serving iced, hot, steamed, and brewed drinks.

Audit

- State Auditor's Office (SAO) Accountability Audit notification on 9/17/24.
- Audit starts in November 2024 and will cover the period July 1, 2020 to June 30, 2024.
- Engagement Letter signed by Board Chair and President and submitted to the SAO on 9/23/24.

Business Affairs Commission Meetings Update

- The first BAC meeting for FY2024-25 is October 9-11 at Wenatchee.

Summary & Next Steps

Further updates on the SAO Accountability Audit and OFM allocation error will be provided to the Board of Trustees in subsequent meetings as new information becomes available.

Action Requested:

None

Follow-Up

None

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:

- Cassaundra Smith, K-12 Support Specialist (9/16/2024)
- Kevin Smith, Math Faculty SCCC (offer accepted - pending start date)

Changes in Employment:

- Jody Pope, Athletic Director (was interim)
- Elsa Larson, Curriculum Affairs Manager (was Corrections Navigator)
- Peter DenAdel, It System Administration – Journey (was IT Customer Service)

Searches:

- Adult HS+/GED Completion Faculty SCCC (replacement), recruitment underway
- Assistant Softball Coach (Pitching) – accepting applications
- Associate Vice President of Human Resources (Interim – Colleen Meyers) – recruitment underway.
- Head Women’s Wrestling Coach (replacing Kevin Pine) PT – accepting applications
- Program Specialist 2 – Enrollment (replacing Kristen Dublanko), recruitment underway
- Culinary Arts Instructor, recruitment underway.
- Community & Continuing Education Coordinator, recruitment underway

Action Requested:

None

Follow-Up

None

Written Report

Item Information:

Topic: Instruction Report

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

Attachments: None

Narrative

Curriculum

With the support of a Culinary, Hospitality, and Entrepreneurial Foundations (CHEF) grant from Greater Grays Harbor Inc., consultant and subject matter expert, Candi Bachtell, was engaged to review the currently accredited Culinary Arts curriculum in preparation for the rebirth of a Culinary Arts program at Grays Harbor College.

The existing courses are intended to be the foundation for the first year of a two-year Associate of Applied Science degree in Culinary Arts. Recommended modifications to existing courses and additional course work for the AAS will be developed by the incoming Culinary Arts faculty. Into the future a culinary pathway may be developed to include shoring up “feeder” programs with the local high school programs and possible intensives, a schedule of community education classes from which to recruit students into the new program and a possible apprenticeship program in collaboration with the National Restaurant Association.

The culinary kitchens and vendor area are beautiful spaces with opportunity and possibilities for use in the future as learning labs for students, however, to make the kitchens a robust teaching and learning space will require additional work.

The next report will outline recommendations for modifications and additional equipment needed for the kitchen, a curriculum plan for deployment and further development of the culinary arts degree, and a plan of action for developing relationships with employers, high schools and other community partners who can support the growth of the program.

Continuing Education

The recruitment of the Continuing Education Coordinator is underway. GHC has a strong applicant pool, with an aggressive interview schedule to bring this position on board as soon as possible. This position will hit the ground running to support the culinary classes that are being held starting the beginning of October.

Miscellaneous

Kick-off Week was a smashing success! The preparation and thought that went into this week and the start of a new academic year was well received. Dr. Schiffner provided a welcome and state of the college, followed by our keynote speaker Monica Wilson, the Director of Student Success from the State Board of Technical and Community Colleges. She provided a powerful message of our mission to help raise all GHC students to success. She brings a unique perspective, one many of our first generation or historically underserved students of color also feel. As staff and faculty held that powerful picture in their minds, Matt Edwards engaged the college in a Data Lab to review GHC student success data, followed by action focused planning sessions to identify solutions to improve GHC student success experience.

Instruction Day was packed with useful content to support faculty. Several faculty supported summer work in three key areas: tenure process, assessment, and advising. Faculty shared this work with their colleagues and the reception to the changes or improvements was well received.

Professional development opportunities were created for staff and faculty that reflected the challenges from previous surveys. One of the training courses offered was for the new student success platform, Navigate360, purchased in 2023. Bringing this software to launch took a skilled team of folks, and over a year of work. Navigate360 provides varied ways faculty can communicate with students and the ability to manage many of the various advising needs of their students in a more efficient way than ctLink. This tool will provide better student engagement in advising activities.

Spotlight

The spotlight is our faculty. Kick-off Week brought tremendous engagement and support by our faculty. If you could have been in the room for the Advising event faculty hosted for students to come and meet them and talk about their advising needs, you would have been inspired. The energy and passion the faculty are bringing to our students as we begin fall quarter deserves to be highlighted! We have a fantastic year ahead!

Action Requested:

No action at this time.

Follow-Up

None

VIII.8. – Student Services Report

GHC Board of Trustees Meeting

October 8, 2024



Written Report

Item Information:

Topic: Student Services September Report

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

Attachments: Calendar of Events

Narrative

Student Services Division:

Oh, My! Fall is Student Services' time to perform nuts and bolts, but there is also tremendous energy to implement new initiatives and strengthen the support Grays Harbor College offers to students.

A few items of interest for Fall Quarter:

- Basic Needs Survey administered by Washington Student Achievement Council (WSAC) will go out to all students in November. This is sent out every two (2) years. [2022 results](#)
- [Rural Grant](#) Year 1 \$2,227,500 over 4 years with three primary goals: 1) grow enrollment; 2) increase transfer rates to 4-year institutions; 3) help students get into jobs
- Student Services policies and procedures campus review and edits. (significant changes with Title IX and new student conduct code)
- [Latinx Youth Summit](#) hosted by Grays Harbor College on November 22 that aims to inspire high school and young adults who identify as Latina/o to broaden and reach their goals through workshops and services offered at this one-day event
- Biennial Review of the [Drug and Alcohol Abuse Prevention Program Report](#)

Financial Aid:

- Launch of financial aid specialists in area high schools. (HB 1835)
- Pending partnership with [Timberland Regional Library](#) for Community Based Organization (CBO) proviso to increase the number of financial aid applications filed. So far in 2024, Washington is 41st of 51 (including WA DC) with 38.3%, while Tennessee is 1st with 64.4%.

Enrollment:

FTE: Fall 2024	Fall 2023 09/19/2023 Day # 2	Fall 2024 09/24/2024 Day # 2	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	585.9	526.5	-59.4	-10.1%	-43.1	542.8
2-Transition Programs	81.7	107.7	26.0	31.8%	41.8	123.6
3-Career and Technical Ed.	284.5	306.7	22.2	7.8%	20.8	305.3
4-BAS Programs	40.6	42.4	1.9	4.6%	-0.7	39.9
State Funded Total	992.6	983.3	-9.3	-0.9%	18.9	1,011.5
Running Start FTE	343.8	413.6	69.8	20.3%	23.6	367.4
State + Running Start Total	1,336.4	1,396.9	60.5	4.5%	42.4	1,378.9
Stafford Creek FTE	0.0	11.9	11.9	0.0%	243.1	243.1
State + RS + SCCC Total	1,336.4	1,408.8	72.4	5.4%	285.6	1,622.0

Spotlight: K-12/Dual Credit Programs:

Lori Christmas and her team have provided high school students with much needed guidance through the pipeline process for Running Start and CTE-Dual Credit. Lori Christmas will share with the board a few updates on the program.

Outreach and Recruitment:

Fall Quarter Events:

Event	Date
Building Trades Event	10/3/2024
FBLA Fall Regional Conference	11/1/2024
Student Resource Fair	11/6/2024
Latinx Youth Summit	11/22/2024
AHS College and Career Day	12/4/2024
Montesano Festival of Lights	12/14/2024
GHC Enrollment Days for Winter Quarter	11/12/2024
GHC Enrollment Days for Winter Quarter	11/13/2024
GHC Enrollment Days for Winter Quarter	12/2/2024
GHC Enrollment Days for Winter Quarter	12/3/2024
GHC Enrollment Days for Winter Quarter	12/30/2024
GHC Enrollment Days for Winter Quarter	12/31/2024

Athletics:

After an extensive national search, Grays Harbor College's new Athletic Director is Jody Pope! Jody was appointed as the interim Athletic Director in January 2024 and will do an excellent job moving the Athletic Department forward.

Choker Athletics is underway! Here is a list of scheduled games, subject to change:

Baseball:

9/14	Seattle Men's Baseball	10/5	Olympic College (tentative)
9/18	Grey v Blue Intersquad play	10/12	At Clark College
9/21	Seattle Men's Baseball	10/13	At Elite Baseball in Lacey
9/25	Gray v Blue Intersquad play	10/30	Centralia College
9/28	Seattle Men's Baseball		
9/29	Elite Baseball in Lacey		

Softball:

9/14	At Yakima Valley College	10/6	At Seattle University
9/21	At 18U in Olympia	10/12	At Pacific Lutheran University v Edmonds College
10/5	At Pierce College		

Basketball:

10/13-14 At Centralia College
11/15-17 At Ontario, OR v Southwest Oregon Community College, Treasure Valley Community College, and Multnomah JV
11/23-24 At Tumwater, WA v Portland Community College and Evergreen JV
11/30 At Olympic College
12/1 Multnomah JV
12/6-8 At Edmonds College v Peninsula College, Whatcom Community College, and Edmonds College
12/13 Columbia Basin College
12/14 Linn-Benton Community College
12/15 Bellevue College
12/20 At Clark College
12/21 Olympic College
1/8 Pierce College



2024-25 Calendar of Events

Bishop Center

Fall Drama: Lost Girl	November 1-3 & 8-10
GHC Small Schools Band Festival	November 21
GH Symphony	November 24
GHC Music Dept. Jazz Concert	December 5
GH Concert Band & Civic Choir	December 8
GH Opera Workshop	December 14 & 15
GH Jazz Festival	January 16
Winter Musical: Groundhog Day	March 7-9 & 14-16
GH Symphony	June 8
GHC Honors Recital	June 11
GH Concert Band and Civic Choir	June 15
GHC Music Dept. Jazz Concert	June 17
GHC Spring Drama	June 18
GH Opera Workshop	June 28
Summer Musical	July (TBD)

The 2024-25 Bishop Center for Performing Arts Brochure is being distributed early October, as is a donor letter and solicitation for ad space.

VIII.9. – President's Report

GHC Board of Trustees Meeting

October 2024



Written Report

Item Information:

Topic: President's Monthly Report

Prepared by: Carli Schiffner, PhD

Attachments: Accreditation Report

Narrative

EVENTS:

Recompete Grant Kick Off Event, September 4

Senator Maria Cantwell Visit and Academic Program Tour, September 4

New Dean Orientation, September 5

Olympia / Grays Harbor College Employee Get Together, September 8

New Faculty Orientation, September 12

Greater Grays Harbor Showcase, Tour, September 13

Kick Off Week, September 16-20 (including hosting Monica Wilson and Val Sundby from SBCTC)

Grand Opening, tulalW Student Center, September 19

Grays Harbor College Foundation Scholarship Dinner, September 25

Pacific Mountain Board, Retreat and Business Meeting, September 25-26

MEETINGS:

Bishop Center Advisory Board, meeting, September 3

WAACB (Washington Association of College & Tribal Communities with the SBCTC) Board, meeting, September 6

ACCT Planning Session, Meeting, September 9

WACTC Meeting, September 11, 13

Guided Pathways Coaching Session, September 11

Allocation Model Review Committee, September 11, 28

Grays Harbor College Foundation Board, Meeting, September 12

Greater Grays Harbor Board Meeting, September 12

Senator Jim Wilson, Meeting, September 13

Jessica Porter, WA State Indian Health & GHC Adjunct, Meeting, September 27

Dr. Joyce Hammer (SBCTC), Dr. Kristi Wellington-Baker (Amazon), Meeting, September 26

Humanities Washington, Steering Committee Meeting, September 27

Recompete Grant meetings, every 2 weeks

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

ACCREDITATION

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

WACTC UPDATE

The presidents of the community and technical colleges of Washington State (better known as WACTC) meet once a month. Since the conclusion of July, WACTC has decided to meet weekly given the increase in concerns about federal financial aid, enrollment, allocation model review, and the upcoming legislative session. There remains uncertainty (at the time of submitting this report) about the future allocation situation with the Office of Financial Management and how that may or may not impact the legislative agenda for the community and technical college system.

The Allocation Model Review Committee (AMRC) issued a survey to every college and the nine members of the State Board asking for feedback on the recommendations proposed by the committee. The results of the feedback were compiled in mid-September and will be discussed at the upcoming committee meeting next month. Once the feedback on the recommendations is reviewed, a timeline will be determined based on the direction of the recommendations. It is possible that the revised allocation model will be up for vote by Winter 2025.

KICK OFF WEEK 2024

Leading up to Kick Off Week, Grays Harbor College hosted U.S. Senator Maria Cantwell; welcomed dozens of student athletes; onboarded new academic deans; oriented new faculty; and provided campus tours for hundreds of community members during the Showcase Grays Harbor annual event. Then, the fun really began, with the celebration of the new academic year on September 16—followed by five days of programming and special events like the grand opening of the tulaIW Student Center. Quinault Nation leader, Samantha Capoman, and others from the tribe, shared a blessing and her wisdom at the ceremony. Dr. Capoman, a GHC Nursing Program graduate, emphasized the meaning of tulaIW and coming together as a community. What a powerful moment for Grays Harbor College.

Action Requested:

This is informational, no action requested at this time.

VIII.9.a. – Accreditation Report

GHC Board of Trustees Meeting

October 8, 2024



Written Report

Item Information:

Topic: Institutional Accreditation

Prepared by: Kristy Anderson

Attachments: None

Narrative

College Planning

GHC's College Plan, including the College Scorecard and Action Plan allow the college to work toward, define, and assess mission fulfillment. During Kick Off Week, Matt Edwards (chair) and Sydni Yager, two members of the College Planning Committee, held a workshop to give employees a better understanding of the planning process and invite everyone to join a College Priority Work Group. College Priority Work Groups already have their action plans developed for the year and are ready to begin/continue implementation.

Policies, Regulations, and Financial Review Report

Members of the Accreditation Steering Committee Meeting are continuing to work with their areas to address in writing and with documentation the Standard 2 and Eligibility Requirements that the College will report on in our Policies, Regulations, and Financial Review (PRFR) report due September 1, 2025. The committee expects to have a draft of the report completed early in 2025, so that it can be shared out and reviewed prior to submission.

Summary & Next Steps

Action Requested:

No action at this time.

VIII.9.b. – Artificial Intelligence Report

GHC Board of Trustees Meeting

October 8, 2024



Written Report

Item Information:

Topic: Artificial Intelligence (AI)

Prepared by: Derek Edens

Attachments: None

Narrative

Grays Harbor College (GHC) is engaging in AI policy discussions at the state, CTC system, and college levels. At the state level, the Washington Office of the Attorney General (ATG) has formed a task force with subcommittees focused on AI's impact across education, workforce development, consumer protection, and public sector efficiency. These subcommittees are exploring AI use cases, risks, and benefits, with an emphasis on responsible AI governance. Current discussions include balancing AI integration into government services, optimizing energy use in data centers, and ensuring that AI enhances, rather than replaces, human roles, particularly in higher education.

At the CTC system level, a task force has been established under the direction of the Instruction Commission to address the specific needs of Washington's community and technical colleges. This task force is focused on AI policy development, training, and pedagogy. While higher education has limited representation on the ATG task force, the CTC AI task force aims to ensure that community and technical colleges have a strong voice in shaping state-wide AI policies. The CTC AI task force is also collaborating with the eLearning Council (ELC) and State Board to organize an AI conference for the upcoming winter quarter, offering a critical opportunity for system-wide collaboration. For more information on the CTC task force, stakeholders can visit the task force's website at CTC AI Taskforce. <https://sites.google.com/site/waelearningcouncil/g/ai-task-force>

At the college level, GHC has formed an internal AI Advisory Committee, with Tracey Ushman and Haley Adair serving as co-chairs. This committee is tasked with ensuring GHC remains informed of state and system-level discussions while contributing to the development of AI policies that align with the college's goals and values. The committee recognizes the need for broad participation in this work and has sought representatives from each department and instructional division to guide our college efforts.

Summary

- **State-Level AI Task Force:** The Washington Office of the Attorney General has formed a task force with subcommittees addressing AI's impact on education, workforce, consumer protection, and public sector efficiency, with an emphasis on responsible AI governance.
- **CTC AI Task Force:** A CTC system-level task force focuses on AI policy, training, and pedagogy, ensuring that the interests of community and technical colleges are represented. An AI

conference is scheduled for the winter quarter. More details are available on the task force website.

- GHC AI Advisory Committee: GHC's internal committee will be actively engaging with state and system task forces to represent the college's interests in AI policy development and inform GHC's response to AI.

Next Steps

- GHC will continue to participate in the Attorney General (ATG) task force subcommittee meetings, providing input and staying informed on state-level AI policy developments.
- GHC will participate in the upcoming CTC AI conference, sharing insights and strategies relevant to community and technical colleges.
- The college will explore opportunities to integrate AI in ways that support institutional goals and align with responsible AI governance practices. Formalization of AI policy will occur following direction from the state and CTC system to ensure alignment, while continuing to assess and explore integration opportunities.

Action Requested:

None

Follow-Up

None

Written Report

Item Information:

Topic: tulalW Student Center Construction Report

Prepared by: Floyd Plemmons

Attachments: tulalW Student Center Construction Contract Review

Narrative

The tulalW Student Center was on full display at our open house on September 19. The building was very impressive to the public but the real Wow factor was the Kitchen. Both the Cafeteria and Espresso areas are open for business and are being well received by the students and staff. As an added bonus both the local art and Native art were installed and on display as well.

Work Remaining

- Completion all Punchlist and Warranty work is in progress.
- Commissioning of mechanical and electrical systems is still in progress and will continue into November.
- Installation of the Washington State Art project on the exterior entry columns in the coming months.
- Department of Commerce Energy Grant for Solar Panels project will start in March of 2025.

Construction Budget

The construction budget report did not change this month. We will provide an update as costs final out in the coming months.

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