

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