

Grays Harbor College Board of Trustees Regular Meeting

March 16, 2024

Board Meeting 10:00 a.m.

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

Members Absent: None

Others Present: Alana Bertot, Ambrocia Sanchez, Amy Montoure, Anita Plagge, Ariel Finfrock, Barbara Dyer, Brittany Ferry, Cara Beth Stevenson, Cheyenna Carroll, Chris Dugan, Colleen Meyers, Derek Edens, Dr. Carli Schiffner, Dr. Cosette Terry-itewaste, Evi Buell, Floyd Plemmons, Gary Arthur, Holly Duffy, Isaac Humiston, Janet Parker, Jared Stratton, Johnny Alavéz, Jonni Dawson, Julie Randall, Justin Kjolseth, Keith Penner, Kristy Anderson, Kwabena Boakye, Laurie Franklin, Lia Frenchman, Lisa Smith, Lizbeth Sanchez, Lori Christmas, Marjie Stratton, Matt Edwards, Michelle O'Connor, Monica Baze, Monica Todd, Paige Pierog, Paula Grow, Penny James, Peter DenAdel, Sean Lyons, Shannon Bell, Susan Schreiner, Sydni Yager, Terri Bell, Tia Allen, Tom Kuester

I. Call to Order/Roll Call

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

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

V. Public Comments

No public comments.

VI. Celebration

Laurie Franklin celebrated Coach Kevin Pine, named the National Women's Wrestling Northwest Conference Coach of the Year for 2024.

Grays Harbor College Women’s Wrestling Team won the National Collegiate Wrestling Association Northwest Conference Championship three years in a row. Currently ranked number one in the country in our division, won the National Duals and the Women’s Freestyle tournament last week. The women’s team is heading to Louisiana March 13-16 for the National tournament and going for the “Triple Crown” win.

VII. Action Items & Standing Reports

Action

1. Approval of February 8, 2024 Minutes

Chair Dr. Paula Akerlund entertained a motion to approve the February 8, 2024 minutes as submitted. Motion moved by Jim Sayce, Aliza Esty seconded the motion. Motion carried.

2. Approval to approve the purchasing new computers and accessories for the Esports program \$55,000.

Chair Dr. Paula Akerlund entertained a motion to approve the purchasing new computers and accessories for the Esports program \$55,000. Motion to approve the purchasing new computers and accessories for the Esports program of \$55,000 made by Jim Sayce, Dr. Harry Carthum, seconded the motion. Motion carried.

3. Faculty Rehire and Tenure Decisions – as a result of Executive Session.

Chair Dr. Paula Akerlund entertained a motion to grant tenure status at Grays Harbor College to Terri Bell. Motion made by Jim Sayce and seconded by Dr. Harry Carthum. Motion carried.

Chair Dr. Paula Akerlund entertained a motion to grant tenure status at Grays Harbor College to Sean Lyons. Motion made by Dr. Harry Carthum and seconded by Aliza Esty. Motion carried.

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Chair Dr. Paula Akerlund entertained a motion to rehire tenure probationers Donald Burke, Heather Gilmore, Chris Graham, Evan Yankey, Destini Kirkwood and Scott Melton at Grays Harbor College. Motion made by Dr. Harry Carthum and seconded by Astrid Aveledo. Motion carried.

Standing Reports

1. Student Government (Isaac Humiston)

Student government and the department of Student Life is settling into our new spaces in the SSIB building. Held several successful events such as scavenger hunts, movie nights, and even a student spa experience. ASGHC will purchase gowns for graduates so they don't have to return rented regalia. Voted and approved to pay for Phi Theta Kappa to attend a leadership conference at Bates Technical College in Tacoma next month. ASGHC continues to hire vacancies in student government. The ASGHC constitution review committee has been working with our consultant and hope to have a draft for review in the next month.

2. Classified Staff Report (Cara Beth Stevenson)

The Staff Development and Training Committee raised \$215 after expenses during the candy gram fundraising. Staff Development and Training Committee will be hosting the classified staff potluck on March 27. Planning is underway for the annual classified staff break-away day and the annual STACK conference will be hosted at Spokane Community College on August 7 and 8. Shop stewards had the labor management meeting on February 8 with President Schiffner and human resources. The 2024 scholarship program application is open and closes on April 30, seven awards are available.

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 questions from the February board meeting. Updates included the variance analysis, budget to date and state enrollment FTE target and Running Start enrollment for winter quarter. Business Affairs Commission update included creating a statewide Controller Handbook as guide for both new and current controllers. Along with updates on ctclink enhancement requests, allocation model review and legislative session updates.

6. Human Resources Report (Colleen Meyers)

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

- Emily Schumacher, TRIO Upward Bound Educational & Student Success Specialist
- Colleen Meyers, Interim Executive Director of Human Resources
- Laurie Franklin, Interim Vice President for Student Services

Ongoing open searches include Vice President for Instruction, Assistant Dean of Student Aid and Scholarships, TRIO Support Specialist, Chemistry Faculty, offer being made to finalist, Maintenance Mechanic 3, offer being made to finalist, Resource Navigator, WorkFirst, offer being made to finalist.

7. Instruction Report (Dr. Evi Buell)

Instruction update Dr. Jess Clark's is working on finalizing elements needed for a draft of a new curriculum committee handbook. Curriculum changes brought before division chairs in February included changes to three accounting courses, an adjustment to the chemistry sequence, variants of introductory industrial technology courses, and a change in the BAS Forestry program. Discussed and reviewed CDL winter cohort. The full class of twelve had a 100% passing rate, with six of the students earning a perfect score. A new cohort started on February 26. Will provide additional updates at the April board meeting.

8. Student Services Report (Laurie Franklin)

Winter quarter enrollments, Grays Harbor College is currently up 4.4% compared to the same time last year. State Support is still down while Running Start continues to grow. Student services has been busy providing outreach and recruitment events to increase enrollment for Spring quarter. Other updates included athletics and the Bishop Center for Performing Arts.

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

Review and discussion of the progress of the Strategic Enrollment action plan, highlighting the initiation of several key elements. These include building trust among employees, collaboratively identifying barriers to student and employee success, and making well-informed, timely decisions.

Over the next two months, the focus will be on advancing the Direct Admissions Initiative, revamping the student experience from initial contact through graduation, and enhancing the services provided by the Financial Aid Office and the Welcome Center to better support students. Grays Harbor College continues its implementation of EAB, a software aimed at enhancing student engagement, and is progressing towards achieving federal designation as a Hispanic Serving Institution.

Efforts are also underway to align Legislative provisos and plan for initiatives related to Guided Pathways, Equity, Diversity, and Inclusion, as well as addressing student basic needs. Additionally, preparations for the upcoming Accreditation visit on April 22 are in progress, requiring the participation of two trustees.

At the April Board of Trustees meeting, Kristy Anderson and Matt Edwards will deliver a comprehensive review of the three recommendations outlined in the Ad Hoc Report.

Student Services and Instructional Building Update (Floyd Plemmons)

Update on the Student Services and Instructional Building is near completion. The two passenger elevators passed inspection by the Washington State Department of Labor and Industries on February 26. The city of Aberdeen issued a Temporary Certificate of Occupancy on February 28. Grays Harbor College staff have started moving into the building in phases. Moving will continue through March with the goal being that portions of the building will be open to students for Spring Quarter.

10. Board Report

a. Trustee Choker Account (Dr. Paula Akerlund)

The Trustee Choker account has \$5,325.45. The Trustees historically donate to the Bishop Center for Performing Arts, the Foundation and the Athletic Choker Club. Discussion on donation predictability and keeping a minimum amount in the account. The board will donate a \$1,000 to the Bishop Center for Performing Arts and the Foundation. Will wait on donating to the Athletic Choker Club until the new account is established.

b. Foundation Meeting Report (Astrid Aveledo)

The Journey Campaign is wrapping up and has raised \$143,000. The Foundation is funding the reframing, matting and signage for the art at the college.

c. Board Art Committee Update (Astrid Aveledo)

Finalizing tribal and local art contracts. Continue to have dynamic conversations on locations of the artwork, hope this will be the last conversation and finalize locations.

d. Naming Committee (Dr. Harry Carthum)

The naming committee has selected the name "tulaW" for the new building. The word means 'together' in Quinault Indian Nation Language. It's important to note that the representation of the Quinault Indian Nation Language "a" in the English language font is incorrect. The college is working on how to accurately represent the Quinault Indian Nation "a". Dr. Harry Carthum thanked all the members of the committee; Dr. Paula Akerlund, Carli Schiffner, Gary Arthur, Lia Frenchman, Tia Marie, and Janet Parker. A special thank you to Dr. Cosette Terry-itewaste for the support and the wealth of expertise.

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

Jim Sayce shared the Port of Willapa purchased South Sound Bend Boat, purchasing

South Sound Bend Boat provided a million dollars from the Federal Government.
Meeting with stakeholders on boat maintenance on how to support long term boat
maintenance at South Sound Bend Boat.

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

Faculty Rehire and Tenure Decisions – as a result of Executive Session.

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XIII. Good of the Order

None.

XIV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 3:46 p.m. Chair Dr. Paula Akerlund congratulated all the faculty who received tenure. The Board of Trustees will hold its next meeting on April 11, 2024 at the Grays Harbor College in Aberdeen and online over zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair