

GRAYS HARBOR COLLEGE
Aberdeen, Washington
Regular Meeting of the Board of Trustees
November 18, 2008

Members Present: Ms. Rebecca Chaffee, Mr. Dennis Colwell, Ms. Carol Warfield,
Ms. Fawn Sharp, Mr. John Warring

Members Absent: None

Others Present: Dr. Ed Brewster, Ms. Diane Carter, Ms. Laurie Clary, Mr. Keith Foster,
Mr. Dierk Meierebachtol, Dr. Chris Portmann, Dr. Arlene Torgerson,
Mr. Shane Voss, Mr. Shiloh Winsor, Ms. Sandy Zelasko

1. Call to Order
Board Chair, Ms. Warfield called the meeting to order. All members were present.
2. Community Linkages
None
3. Agenda Changes
None
4. Approval of Minutes
It was moved and seconded the minutes from the October 22, 2008 meeting be approved. Motion carried.
5. Public Comments
None
6. Awards and Recognition
None
7. Board Development
Ms. Clary introduced Social Sciences Division Chair, Dr. Chris Portmann and Transitions Programs Division Chair, Mr. Shiloh Winsor. They demonstrated technology they are incorporating in their curriculums and reported on teaching online and hybrid courses. Ms. Clary stated they were both instrumental in developing an alternative schedule for the 2009 Winter Quarter. They agreed that interaction among students is greater in on-line classes than face-to-face classes. An all-college day on February 13th will focus on training in the various programs for faculty and staff. There is also training available on-line through the State Board.
8. College Input (Reports)
 - a. Board of Trustees
 - 1) The Board was reminded their Winter Retreat will be March 11, 2009 on campus.
 - 2) The Board holiday function will be December 16th at the Westport Winery.
 - b. President ASGHC (Mr. Shane Voss)
 - 1) Mr. Voss reported the annual spaghetti feed sponsored by student government will be December 6th from 5:30 p.m. – 9:00 p.m. in the HUB. The event will be catered by Casa Mia restaurant. Proceeds will go to the Union Gospel Mission and the Friendship House.

- 2) Several student government officers attended a leadership conference in Portland, and a student legislative academy at the State Board Office.
- c. Classified Staff (Ms. Gail Winkelman)
Classified staff was not represented.
- d. Faculty (Ms. Diane Carter)
- 1) Negotiations - Ms. Carter reported negotiations have been continuing for over a year.
 - 2) Excellence Awards – There is confusion regarding what criteria the Board wants for excellence awards. Comments from the Board included:
 - Recognizing excellence in teaching rather than approving projects is preferable.
 - Have on-going excellence recognized by peers.
 - Recognize excellence that has been demonstrated over time.
 - Recognize faculty for on-going accomplishments.
 - Encourage more faculty to apply.
 - Recognize excellence in various ways.
 - Would changing the name of the award to exceptional faculty awards encourage more applications?
 - Faculty could apply or be nominated.
- Ms. Carter was interested in Board comments as there is an attempt to clarify Faculty Excellence language in the negotiations.
- e. President (Dr. Ed Brewster)
- 1) WACTC Report – Dr. Brewster’s report from the last presidents’ meeting was included in Board packets. The major focus of the meeting was the state budget. The upcoming revenue forecast is expected to project a \$5B shortfall for the next biennium. Colleges are being asked to provide information estimating the impact of a 20% budget reduction for the next biennium. The capital budget is also expected to be cut.
- The system is requesting \$550M in capital projects.
- f. Vice President for Instruction (Ms. Laurie Clary)
1. Winter Course Schedule – Ms. Clary reviewed the Winter Schedule that includes alternative course options for students.
 2. GHC Nursing Program – On November 4 and 5 the GHC nursing program was reviewed by the education manager for the Nursing Commission. She was positive about the program and does not anticipate any concerns from the commission as a whole when she makes her recommendations to them at their December meeting.
- g. Vice President for Student Services (Dr. Arlene Torgerson)
None

- h. Vice President for Administrative Services (Mr. Keith Foster)
1. Budget Reduction Update – Efforts continue to address budget reduction issues. E-Team members have met with their constituents to identify savings in their respective areas. Forums are scheduled for all employees to bring them up-to-date on potential budget cuts.
 2. Budget Status as of September 30, 2008 – Mr. Foster reviewed the following:
 - State General Fund by Program
 - State General Fund by Object of Expenditure
 - Multi-Year Comparison of Tuition Collected
 - Cash Position Analysis
9. Monitoring Reports (Dr. Arlene Torgerson)
Dr. Torgerson reported the current FTE count is 1600. At this time last year the total count was 1443.
10. Executive Session
Under RCW 42.30.110, 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 of real estate; and/or reviewing professional negotiations.
- The Board entered into executive session at 8:07 p.m. for approximately thirty minutes. The meeting was reconvened at 8:24 p.m.
11. Action Items as a result of the Executive Session
It was moved and seconded the Board rehire Ms. Corrie Hightower for her third year of the tenure process. Motion carried.
12. Adjournment
The meeting was adjourned at 8:26 p.m.

Edward J. Brewster, Secretary

Carol Warfield, Chair