

GRAYS HARBOR COLLEGE  
Aberdeen, Washington  
Regular Meeting of the Board of Trustees  
March 17, 2009

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

Members Absent: None

Others Present: Dr. Ed Brewster, Ms. Diane Carter, Ms. Laurie Clary, Mr. Brad Duffy,  
Ms. Debbie Elmore, Mr. Keith Foster, Mr. Joel Green, Mr. Dave Halverstadt,  
Mr. Dierk Meierbachtol, Dr. Gary Murrell, Dr. Arlene Torgerson, Mr. Shane Voss,  
Ms. Gail Winkelman, 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  
It was decided to move the executive session to after the faculty report.
4. Approval of Minutes  
It was moved and seconded the minutes from the February 17, 2009 meeting be approved. Motion carried.
5. Public Comments  
Dr. Murrell asked to address the board during the faculty report portion of the agenda.
6. Awards and Recognition  
Dr. Brewster recognized GHC's two All USA Academic Team nominees, Ms. Debbie Elmore and Mr. Ju Choe. He explained two students from each community and technical college are nominated to the state and national academic teams. Washington nominees will be honored at a ceremony in Olympia attended by legislators and the Governor. Nominees receive \$750.00 in scholarships and each state public and private college or university offers nominees a scholarship if they attend their institution. It was noted that Ms. Elmore is a recipient of a \$1,000.00 Coca Cola Foundation scholarship.  
  
Mr. Brad Duffy, GHC drama and speech instructor, was awarded a faculty excellence certificate of recognition for support of new works. The award was presented at the American College Theater Festival in Moscow, Idaho.
7. Board Development  
None

8. College Input (Reports)

a. Board of Trustees

- 1) TACTC Spring Conference May 15 and 16, 2009 – There was discussion at the last meeting whether or not to attend the TACTC Spring Conference this year. Since that time we have learned we will participate in a panel discussing the Reservation Based Degree Program. Ms. Sharp indicated she could attend the first day. Board members were asked to contact Ms. Zelasko if they plan to attend so she can make the necessary arrangements.
- 2) Board Retreat - It was decided to tentatively plan a Board retreat in early May.

b. President ASGHC (Mr. Shane Voss)

- 1) Student Rally in Olympia – Mr. Voss was the closing speaker at a student rally at the capitol. Speakers stressed the importance of supporting community and technical colleges.
- 2) Bowl-A-Thon – ASGHC sponsored a bowl-a-thon that netted \$2,000.00. Proceeds went to the Lyle Smith Fund which benefits single women and children.
- 3) Student Union Building – The College is scheduled to receive pre-design funds for a new student union building. The portion of the building dedicated to student space cannot be funded with state funds. In order to move forward, students have to assess themselves an increased fee for that portion of the building. A campaign will begin shortly to heighten student awareness of the importance of passing the referendum. Students will be asked to complete a survey regarding what they perceive to be desirable in a new student space. Focus groups will be held and costs to students will be identified. The vote will take place in June.

c. Classified Staff (Ms. Gail Winkelman)

Ms. Winkelman reported classified staff are apprehensive regarding potential lay offs due to the budget cut.

d. Faculty (Ms. Diane Carter, Dr. Gary Murrell)

Ms. Carter stated faculty are also apprehensive regarding the budget situation facing the college.

Dr. Murrell reported he has been to the Legislature several times to lobby for a full budget for community and technical colleges. He noted the state-wide faculty union is working diligently in this effort.

Dr. Murrell asked that the College do whatever it can to encourage the Department of Corrections to sign a contract with the instructors and staff at Stafford Creek.

Dr. Murrell said he would like to address the Board regarding the tenure process. He stated “Tenure committee members take the tenure process very seriously. In the past we have had situations where a tenure committee has recommended continuing a probationer and the decision has been reversed. It is demoralizing for the probationer and faculty members who have invested so much in the process. It could delegitimize the process when the committee is not informed of a situation that could affect tenure.”

9. Board Development

None

10. Executive Session  
Under RCW 42.30.110, an executive session was held for the purpose of reviewing contract negotiations and personnel matters.
- The Board entered into executive session at 6:23 p.m. for approximately two and one half hours. The meeting was reconvened at 9:33 p.m.
8. (Continued) - College Input
- e. President (Dr. Ed Brewster)
- 1) WACTC Report – Highlights from the last presidents’ meeting were included in the Board packet received prior to the meeting. Dr. Brewster said OFM Budget Director Victor Moore and Rep. Kathy Haigh attended the meeting and discussed possible budget reduction possibilities for the next biennium.
  - 2) Other Items of Interest  
None
- f. Vice President for Instruction (Ms. Laurie Clary)
- 1) Copyright Operational Policy – Ms. Clary presented Operational Policy 314, Copyright, for consideration. She stated it is necessary to have a copyright policy to protect the college. She noted the policy allows the increasing number of online and hybrid classes to distribute copyrighted materials for students’ use. Mr. Warring moved the Board approve Operational Policy 314. Mr. Colwell seconded the motion. Motion carried.
  - 2) Aberdeen School District Strategic Improvement Process – The Aberdeen School Board invited Ms. Clary and Mr. Foster to be members of the Leadership Team that will develop their strategic plan. Other members of the team include teachers, parents, community members and district administrators.
- g. Vice President for Student Services (Dr. Arlene Torgerson)  
Vice President for Administrative Services (Mr. Keith Foster)
- 1) Budget Update – Mr. Foster reported at this point community and technical colleges are expecting a budget cut of approximately ten percent and a tuition increase between five and seven percent.
  - 2) Food Services Improvement Process – GHC Food service employees have scheduled a visit to Food Services of America headquarters in Kent and two community college food service operations for the purpose of gathering new ideas for improving our food service. Food Services of America will provide training specifically tailored to our needs.
11. Monitoring Reports (Dr. Arlene Torgerson)
- a. Enrollment - Dr. Torgerson reported enrollment is up from this time last year.
12. Discussion/Action (Mr. Dave Halverstadt)
- a. Resolution No. 4-09, Reduction-in-Force at Stafford Creek Corrections Center – Mr. Halverstadt explained the contract the college has with the Department of Corrections for education services at Stafford Creek has not been renewed. If not renewed by June 30, 2009, it would necessitate a reduction-in-force of all college positions in the offender education program at Stafford Creek. It was moved and

seconded to adopt Resolution No. 4-09, Reduction-in-Force at Stafford Creek Corrections Center. Motion carried.

13. Action Items as a result of the Executive Session

It was moved and seconded to adopt Resolution No. 1-09, renewing faculty appointment and granting tenure to Mr. Greg Adamski. Motion carried.

It was moved and seconded to adopt Resolution No. 2-09, renewing faculty appointment and granting tenure to Ms. Shelley Benson. Motion carried.

It was moved and seconded to adopt Resolution No. 3-09, renewing faculty appointment and granting tenure to Ms. Vivian Kaylor. Motion carried.

It was moved and seconded to rehire the following faculty for the 2009-2010 academic year:

1. Ms. Sarah Aiken
2. Ms. Julie Nelson
3. Mr. James Neiworth
4. Ms. LaDonna Scott

Mr. Warring moved to rehire Mr. Joel Green. There was no second.

14. Adjournment

The meeting was adjourned at 9:53 p.m.

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Edward J. Brewster, Secretary

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Carol Warfield, Chair