

Exempt Staff Meeting Notes
October 7, 2008

Enrollment

Ms. DeVerse reported we are 213 FTE up from last year this time. The biggest increase is in academic transfer. If this trend continues, we will make 100% of our enrollment allocation for this year.

Funding

Dr. Brewster reported we received word there will be a shortfall in the state budget. Based on that information, we set a target of finding \$100,000 in reductions for this year. The most recent forecast predicts an even greater shortfall which could mean cuts for GHC up to an additional \$500,000. To accomplish this, the Governor has suggested agencies implement hiring freezes, curtail travel, limit equipment purchases, conserve energy, etc. All vacant positions will be reviewed before filling. At this time, cuts do not apply to grant funding or capital projects. The next revenue projection will be announced in November.

CLARUS

A representative from the CLARUS Corporation will make a presentation to the campus Friday, October 10th at 8:30 a.m. She will report the results of a community survey and GHC internal operations. On Thursday, October 9th she will review findings with the Project Management Team and E-Team. At a later date they will report back with specific recommendations, and work with us to develop strategies to address those recommendations. By the end of Fall Quarter we will have strategies related to CLARUS findings. The strategic planning process will follow.

Capital Projects

1. Mr. Foster reported we have been offered a greenhouse that may be able to be used for horticulture classes at Riverview.
2. There is interest in purchasing backup generators for the main areas of the campus.
3. The 600 building has been demolished. The parking lot in that area has been expanded and in addition to parking will include a fenced area for college vehicles. This should prevent gas theft which has been an issue.
4. An architect has been chosen for the child care center. The design phase will be completed this winter and construction will begin in May.

Civics Week

Mr. Svoboda reported student government, in conjunction with PTK, is sponsoring Civics Week this week. They have invited legislators, the State Auditor and county commissioners to make presentations.

Audit

Ms. Wood announced state auditors will be on campus October 27th. She will contact staff they want to meet with. The operations review audit performed by the State Board will be on campus November 4, 5 & 6. They will review Tech Prep, Worker Retraining, and various program areas.

Concern

Ms. Clary stated a sign was placed on a water fountain in the 2000 building that said "whites only." A student found the sign and reported it to his instructor who reported it to her. Ms. Clary assured the student this type of behavior would not be tolerated. She asked the group to be aware of and report similar actions.

Winter Schedule

Dr. Brewster reported he proposed a four-day class schedule beginning Winter Quarter. During discussions with Division Chairs and faculty, concerns were expressed. As a result of those discussions, it was decided to give faculty an opportunity to be creative in terms of their schedules rather than impose a four-day class schedule. Some faculty will continue with the five day schedule and some are offering hybrid instruction and block scheduling.

In response to a question regarding a four-day schedule for staff, Dr. Brewster responded that is not being considered at this time.

Student Success

Ms. Ratcliff announced the Student Success Conference is Thursday, October 16. This year's focus will be finance. In addition to workshops related to managing finances, representatives from Grays Harbor Transit, Chamber of Commerce, Twin Star Credit Union, and Safeway will be available for students.