

GRAYS HARBOR COLLEGE  
Aberdeen, Washington  
Regular Meeting of the Board of Trustees  
October 18, 2016

Members Present: Mr. Art Blauvelt, Ms. Rebecca Chaffee, Ms. Denise Portmann, Ms. Fawn Sharp

Members Absent: Dr. Harry Carthum

Others: Ms. Kristy Anderson, Mr. Gary Arthur, Ms. Laurie Clary, Mr. Andrew Glass, Mr. Jason Hosenev, Mr. Darin Jones, Mr. Justin Kjolseth, Mr. Jeff Koskela, Ms. Lynne Lerych, Ms. Lorena Maurer, Dr. James Minkler, Ms. Yulisa Morelia, Mr. Nicholas Lutes, Ms. Sandy Zelasko

I. Celebrating Success

Reservation Based Program – Ms. Clary introduced Mr. Gary Arthur, coordinator of the program and Ms. Lorena Maurer, student support specialist for the program. They reported that students in this program earn a direct transfer degree from GHC that matriculates directly into The Evergreen State College’s Reservation Bachelor of Arts program. They introduced current and former students who reported how they have benefited from the program.

II. Call to Order

Chair, Mr. Blauvelt called the meeting to order.

III. Agenda Changes

None

IV. Public Comments

None

V. Action Items

1. Approval of Minutes

It was moved and seconded to approve the minutes from the September 20, 2016. Motion carried.

2. Transforming Lives Selection

Mr. Hosenev stated that at next month’s meeting he will report results of a survey sent to faculty and staff asking for their input regarding who should be this year’s Transforming Lives nominee,

3. Bishop Scholarship Investment Proposal

Mr. Lutes reminded the Board that at their February, 2015 meeting they approved a resolution authorizing the president to transfer the full balance of the Bishop Scholarship Trust funds from US Trust/Bank of America to TIAA-CREF Trust Company. To complete the transfer, the Board is asked to approve the Investment Policy Statement for the Bishop Scholarship Trust. He reviewed the policy statement. After discussion, it was moved and seconded to adopt the Investment Policy Statement as worded and to look at the distribution formula at a future meeting.

VI.

Standing Reports

1. Student Government Report (Ms. Yulisa Morelia)  
Ms. Morelia reported on recent student life activities that included:  
Student Life  
Blood Drive  
Debate Nights  
Diversity and Equity Center Grand Opening  
Clubs  
Speakers and entertainment
2. Classified Staff Report (Mr. Randy Karnath)  
Mr. Karnath was not in attendance.
3. Faculty Report (Ms. Lynne Lerych for Ms. Julie Nelson)  
Ms. Lerych reported that faculty union president Ms. Nelson could not attend the meeting because she has lab until 2:00 p.m. Ms. Lerych requested the Board move the time of their meetings to begin at 2:00 p.m. in order to accommodate Ms. Nelson's schedule. Board chair, Mr. Blauvelt asked Dr. Minkler to contact other Board members for input.
4. President's Report (Dr. Jim Minkler)  
Dr. Minkler reported the following:
  - The college hosted the Greater Grays Harbor, Inc. Business After Hours event. It was held back stage in the Bishop Center.
  - Two community forums will be held in Pacific County, November 2<sup>nd</sup> at our Riverview Education Center and November 3<sup>rd</sup> at the Columbia Center in Ilwaco. The focus of the forums will be to receive input from Pacific County community members regarding the college's offerings in Pacific County.
  - The college's Strategic Planning Committee has been formed. Representatives from all areas of the college are represented on the committee.
  - On October 20<sup>th</sup> from 4:00 p.m. to 5:30 p.m. there will be a community information night to learn more about the college's Bachelor of Applied Science in Teacher Education degree. Classes will begin Fall Quarter, 2017.
5. Board Report  
On October 28, 2016 at 7:00 p.m. in the Schermer Building Ms. Sharp will give a presentation on the history and future of the Quinault Nation.

VII.

Information

1. Enrollment  
Mr. Hosenev reported that enrollment is up in transfer and vocational programs but down in transitions. He explained it is because of the way credits in transitions are counted. He noted that headcount in transitions is up. Ms. Portmann asked if there was a more timely and relevant way to report enrollment because the enrollment report included in backup materials received the week prior to the meeting is not current. Mr. Hosenev responded that e-team will explore new and different ways to present the enrollment report that is more relevant and timely.

2. Program Review/Outcomes Assessment – Core Themes 1, 2 and 3

Ms. Clary reported accreditation standards require faculty to be involved in assessing student learning outcomes at the program, degree and general education level. She introduced faculty members Mr. Jeff Koskela and Ms. Lynne Lerych who provided more specific information about the revised student learning outcomes assessment process. Mr. Koskela explained that the previous process narrowly focused on one or two course outcomes. In the revised process, he (and other faculty) have revised numerous specific course level outcomes down to three more general or global outcomes. He then applied the new assessment template using grades and exams from his Spring, 2016 Differential Equations course. As a result, he identified several course changes involving content sequencing, topics to be covered, and what content needs additional emphasis. These changes will be implemented when the course is next taught. Mr. Koskela concluded that this revised process provides more meaningful information on student learning. Ms. Lerych explained the requirement to assess and document every course outcomes caused faculty to identify fewer more comprehensive outcomes for their courses. These comprehensive outcomes will be documented on the new templates for external reviewers. However, students will not see any difference in what they are learning. Under each comprehensive outcome, faculty identify the essential elements that build to students' accomplishment of the learning.

Ms. Clary concluded by stating that faculty have really worked hard this past month and accomplished much important work that will roll up into both program review and core theme assessment.

3. Tech Prep Articulation

Ms. Clary reported students who take Tech Prep classes in high school receive college credits. GHC has nineteen current and active tech prep agreements with seven school districts with another twenty-one course articulations with ten districts in the revision process. Fifteen separate courses and one program are/will be articulated for a total of almost forty individual agreements. She reviewed a summary of articulation document that showed which classes are offered in each high school.

VIII. 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 or acquisition of real estate; and/or reviewing professional negotiations.  
None

IX. Action Items as a Result of Executive Session

None

X. Adjournment

The meeting was adjourned at 3:15 p.m.

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James Minkler, Secretary

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Art Blauvelt, Chair