

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
January 17, 2017 – 2:00 p.m.
Room 4331, Schermer Building

Agenda

Members Present: Mr. Art Blauvelt, Dr. Harry Carthum, Ms. Rebecca Chaffee

Members Absent: Ms. Denise Portmann, Ms. Fawn Sharp

Others: Ms. Kristy Anderson, Ms. Laurie Clary, Mr. Aaron deMontigny, Mr. Matt Edwards, Ms. Nancy Estergard, Mr. Andres Glass, Mr. Jason Hosenev, Mr. Darin Jones, Mr. Nick Lutes, Mr. Rod McDonald, Ms. Trish McIntosh, Dr. Jim Minkler, Ms. Yulisa Morelia, Ms. Janet Parker, Mr. Richard Seay, Ms. Diane Smith, Ms. Sandy Zelasko

I. Celebrating Success

I-BEST – Ms. Clary introduced Mr. Rod McDonald, GHC welding instructor, Ms. Trish McIntosh, welding I-BEST instructor, Ms. Diane Smith, Associate Dean for Transition Programs, and welding students Mr. Aaron deMontigny and Mr. Richard Seay who participate in the I-BEST program. Ms. McIntosh explained that I-BEST programs offer a team-teaching approach where students work with two teachers, one who provides the training and the other who teaches basic skills in reading, math, English and/or employability. Both students reported how beneficial the program has been to achieving their educational goals.

II. Call to Order

Mr. Blauvelt called the meeting to order.

III. Agenda Changes

None

IV. Public Comments

V. Action Items

1. Approval of Minutes

It was moved and seconded to adopt the minutes from the November 16, 2016 Board meeting. Motion carried.

2. Revised Operational Policy 301, Degree and Graduation Requirements, and Coursework for Music DTA/MRP - Ms. Clary reported revisions to OP 301 include adopting the new state-approved Music Direct Transfer Agreement/Major Related Program, and changing PE requirements. PE is no longer a requirement for graduation at GHC, but can be counted as three general elective credits. It was moved and seconded to adopt revised OP 30. Motion carried.

3. Revised Operational Policy 321, Credit Hour Policy – Ms. Clary reported the Northwest Association of Colleges and Universities requires colleges to have a credit policy. Revisions included in OP 321 reflect the new Enrollment Counting rules adopted by the

State Board for Community and Technical Colleges. It was moved and seconded to adopt revised OP 321, Credit Hour Policy. Motion carried.

VI. Standing Reports

1. Student Government Report (Ms. Yulisa Morelia)

Ms. Morelia reported on the following student activity events:

Welcome Week Events

Involvement Fair

Martin Luther King, Jr. Day of Service

Upcoming Events

2. Classified Staff Report (Mr. Randy Karnath)

Mr. Karnath was not in attendance. Ms. Janet Parker represented classified staff. She did not have a report.

3. Faculty Report (Ms. Julie Nelson)

Ms. Nelson was ill and not able to attend the meeting.

4. President's Report (Dr. Jim Minkler)

Dr. Minkler updated the Board on the following:

Accreditation and Assessment – The college will receive a comprehensive visit from the Northwest Association of Schools and Colleges in the spring of 2019. Accreditors will be looking to see if we meet all the standards. It is important that all of our programs are in a continual improvement process, assessing data and that action plans are in place to address any issues. Dr. Minkler said all programs are engaged in the process and we are making good progress.

New Positions and Retirements – The following positions will be replaced due to retirements: VP for Instruction, automotive technology instructor, business management instructor, chemistry instructor. Recruitment for the following new positions will launch in March: BAS in Forestry Resource Management instructor, Assistant Dean for the BAS in teacher education, and Completion Facilitator for all three BAS degrees.

New Program Opportunities - The college continues to receive requests from community and business partners for training, i.e., tourism, hospitality, maritime occupations, allied health fields, digital design, information systems, web design, horticulture, intensive English Language for international students.

Board Retreat and President's Evaluation – Dr. Minkler will forward his self-evaluation to Board members to be reviewed during executive session at the February, 2017 Board meeting. If Board members are available, they will hold a Board retreat in the morning prior to the February, 2017 Board meeting.

Legislative Appearance – The president has been asked to attend legislative hearings on February 16 and March 29. It has been requested that a Board member and student also attend.

Teaching Excellence – Human Services Instructor, Ms. Chandra Miller-Starks has been named a recipient of The Evergreen Teacher Excellence Award. A former GHC student nominated her for the award.

Governor's Budget – Mr. Lutes reported the Governor's budget funds collective bargaining for faculty and classified staff, keeps tuition flat, and adds funds for advising and student support.

5. Board Report

ACT Legislative Conference – Several trustees and Dr. Minkler will attend the ACT Legislative Conference in Olympia January 23 and 24, 2017.

GHC Foundation Mystery Getaway Event February 23, 2017 – Board members agreed to donate \$1,000.00 to become a sponsor of the event.

VII. Information

1. Fall Quarter Enrollment Report (Mr. Jason Hosenev)

Mr. Hosenev reviewed final Fall Quarter enrollment numbers. As of 1/10/17 we are at 88.0% of our state-funded quarterly goal. He next reviewed state comparison reports that included:

- Total FTE enrollments – all funding sources
- State supported FTE enrollments
- Contracted funded FTE enrollments
- Running Start FTE enrollments
- WorkFirst FTE enrollments
- Worker Retraining enrollments
- Worker Retraining FTE enrollments

The system is expected to be down 6%; we are exceeding state expectations.

2. Customized Training and Community Education (Ms. Nancy Estergard)

Ms. Estergard, Coordinator for Business and Workforce Development, updated the Board on current activities in both customized training and community education. She reported she works with businesses to provide skill gap training for their needs.

Community Education classes range from single day seminars to several weeks. The courses are non-credit and taught by community professionals experienced in their chosen fields.

3. MRTE Report (Ms. Kristy Anderson and Mr. Matt Edwards)

The MRTE report shows the performance of GHC transfer students to Washington State four-year universities. It compares GHC students with other community college students and native four-year students at the four-year degree level. Categories include:

- 4 Year Degree Completion
- Average Terms Enrolled
- Average Time to Completion
- Average College-Level Credits
- Median GPA

Information will be shared with the Vice President of Instruction and transfer faculty. Findings will be helpful to Core Theme One team members as they develop indicators.

Dr. Carthum said it would be interesting to survey GHC students at the end of their Jr. Year and ask them how they feel they compared with other students. Ms. Anderson reported there is similar data for technology/workforce programs.

4. January Bishop Center Events (Mr. Jason Hosenev)
Mr. Hosenev reported program offerings at the Bishop Center during the month of January through the rest of the season.

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.

IX. Action Items as a Result of Executive Session (action)

None

X. Adjournment

The meeting was adjourned at 4:30 p.m.

James Minkler, Secretary

Art Blauvelt, Chair