

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
March 22, 2017 – 2:00 p.m.
Room 4331, Schermer Building
Agenda

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

Members Absent: None

Others: Ms. Laurie Clary, Mr. Andrew Glass, Mr. Jason Hosene, Mr. Darin Jones, Mr. Randy Karnath, Mr. Justin Kjolseth, Mr. Nick Lutes, Dr. Jim Minkler, Ms. Yulisa Morelia, Ms. Julie Nelson, Mr. Keith Penner, Ms. Sandy Zelasko

I. Celebrating Success

1) Work Study Program

Mr. Jones reported the college employs more than two hundred students. Six work study students reported on their experiences at the college. They all credited their success, not only financially, but academically, to their work study experience.

Mr. Jones said that research shows a positive correlation between on-campus student employment and retention, satisfaction, and graduation rates.

2017 All-USA Community College Academic Team

Mr. Hosene reported that ASGHC president, Ms. Yulisa Morelia has been selected to be a member of the 2017 All-USA Community College Academic Team. Over 1,800 students were nominated for the honor and twenty were selected from throughout the United States. She will be honored at an event in New Orleans and receive a \$5,000 scholarship. Dr. Minkler will also attend the ceremony. The twenty honorees will be featured in USA Today.

II. Call to Order

The meeting was called to order.

III. Agenda Changes

None

IV. Public Comments

None

V. Action Items

1. Approval of Minutes

It was moved and seconded to adopt the minutes from the February 21, 2017 Board meeting. Motion carried.

VI. Faculty Rehire and Tenure Decisions

The Board entered into executive session at 3:20 p.m. for approximately twenty minutes.

VII. 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.

The meeting was reconvened at 3:50 p.m.

VIII. Action Items as a Result of Execution Session (action)

It was moved and seconded to grant tenure to Dr. Amanda Gunn. Motion carried.

It was moved and seconded to approve rehire to the following faculty:

Ms. Kim Cristobal
Ms. Brittany Ferry
Mr. Patrick Martin
Mr. Tim Plagge
Mr. Matt Poisso
Mr. Dave Warner

Motion carried.

IX. Standing Reports

1. Student Government Report (Ms. Yulisa Morelia)

- Ms. Morelia reported on student government activities and upcoming events. Highlights included:
- The Diversity and Equity Center sponsored speakers Mr. Faizan Muntaz who delivered a presentation entitled Islam 101, and Mr. Dan Johnson who spoke about Black History Month.
- Members of the GHC Carpentry Club attended the Leadership Conference for Women in the Trades.
- PTK participated in Artemis Game.
- Student Life started an Immigrant Support Group.
- New Student Orientation is April 6th.
- Students of Color Conference is April 6th through the 8th.
- Involvement Fair is April 11th. Classified Staff Report (Mr. Randy Karnath) Mr. Karnath reported that union reps met with Dr. Minkler and Mr. Jones on March 1, 2017. Discussion included communication issues, possible solutions, and positive changes in the direction of the college.

2. Faculty Report (Ms. Julie Nelson)

Ms. Nelson reported that in conjunction with Aberdeen High School the college will be offering a medical assistant program.

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

Dr. Minkler reported the following:

An overview of legislative actions that pertain to the community and technical college system.

Efforts to have DNR land that the college is situated on transferred to the college.

A report from the February Presidents' meeting was included in backup materials received prior to the Board meeting. Highlights included information on equity work being done throughout the system.

Dr. Minkler reported on his recent trip to Japan. He was the commencement speaker at four universities and explored possibilities regarding offering intensive English language programs for international students at GHC. Next October thirty-five Japanese nursing students will visit our campus.

GHC Foundation Director, Ms. Jan Jorgenson, has taken a position at Pacific Northwest University in Yakima. A search is underway for her replacement.

Rep. Derick Kilmer will be on campus April 17th to meet with students.

4. Vice President for Instruction's Report (Ms. Laurie Clary)

Exceptional Faculty Proposals 2016-2017 – Prior to the Board meeting, trustees received the Exceptional Faculty Committee's recommendation for awarding faculty excellence funds and achievement awards. The Committee recommended awarding excellence funds to the following faculty: Ms. Lisa Pressman, Ms. Vivian Kaylor, Dr. Amanda Gunn, and Ms. Monica Todd. Achievement awards were recommended for Mr. Adam Pratt, Dr. Russ Jones, Mr. Doug Jones and Mr. Denis Samson. After discussion, it was moved and seconded to approve the committee's recommendations. Motion carried.

5. Board Report

None

X. Information

1) Enrollment – Mr. Hosene reported on Winter Quarter and Spring Quarter enrollment. He said it is not likely we will meet our annualized goal. The biggest drop is in transitions programs. The college's Enrollment Management Committee is exploring strategies to increase enrollment.

2) Budget Display – Mr. Lutes stated the college's budget document is a tool for describing institutional policies. The current budget format provides a large amount of detail. The goal this year is to make the budget document more

transparent and include a narrative aspect to the document that everyone understands. He presented examples of the new format. Comments included:

Ms. Chaffee – “I like the new format but would like to receive the budget further in advance of the budget meeting.”

Dr. Carthum – “I like the new format but also want to be able to look at budget details.”

Ms. Sharp – “Do we periodically review revenue generating policies to determine whether or not they are outdated?” Mr. Lutes responded he is drafting a fund balance policy to bring to the Board for approval.

Dr. Minkler noted the reserve account can only be used with Board approval and the Board determines what percentage is in that account.

- 3) Auditor’s Final Report – Mr. Lutes reported that State Auditors completed their annual audit of the college’s fiscal systems for the fiscal year ending June 30, 2015. The exit interview with the auditors was Wednesday, March 15, 2017. Representatives of college administration and Mr. Art Blauvelt, Chair of the Board of Trustees, attended the interview. No significant issues were found with the college’s finances or financial reporting. Board members received copies of the comprehensive financial report.

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

None

XIII. Adjournment

The meeting was adjourned at 4:50 p.m.

James Minkler, Secretary

Art Blauvelt, Chair