

SPECIAL MEETING  
Grays Harbor College Board of Trustees Retreat  
August 7, 2017  
Quinault Beach Resort

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

Members Absent: None

Others: Mr. Andrew Glass, Ms. Jane Goldberg, Mr. Darin Jones,  
Dr. Emily Lardner, Mr. Nick Lutes, Dr. Jim Minkler,  
Mr. Keith Penner, Ms. Sandy Zelasko

**1. President's Update**

Dr. Minkler presented an update from the July 19-21 WACTC retreat. Highlights included:

- Strategic Enrollment Management
- CtC Link News
- Board Advocacy
- Capital Budget
- Pathways and I-BEST Expansion
- Executive Team Update
- Budget Update
- Accreditation

**2. Board Goals**

Board Members will:

- Work to establish policies supporting GHC, as the overall College identifies critical needs within the service district and establishes goals to meet these needs.
- Visit campus (including Pacific County centers) and attend GHC events whenever possible.
- Attend and be involved in ACT/ACCT events.
- Work to strengthen and directly engage with community partners.
- Support the College in implementing strategic plan objectives.
- Host forum on current and future community issues such as community revitalization, economic recovery. Repeat the Pacific County forums from 2016-17.
- Assist efforts by College and State to reach out, recruit and serve diverse staff and student populations.

### **3. President's Goals**

The President of Grays Harbor College will:

- Seek meaningful improvement in concurrent enrollment, by focusing staff efforts on middle school and high school populations. (To clarify, concurrent enrollment involves Running Start, College in the High School, TechPrep/Career Tech, etc., appealing to younger students.)
- Maintain engagement with community.
- Support three current BAS programs for successful implementation and on-going enrollment.
- Increase enrollment.
- Focus on addressing equity gap, seeking greater diversity within student and staff populations.
- Improve communications/relations within the College, including support of the two Pacific County centers. Whenever possible, keep Board informed, in advance, of breaking news.
- Assess worker preparation programs to determine if current career tech programs meet needs of employers in the community. Investigate potential new programs, gaps in job opportunities.

### **4. Summary Review of Degree Programs**

Dr. Minkler reviewed the following programs:

#### *Transfer*

Associate in Arts (AA)

Associate in Business

Associate in Science

Associate in Pre-Nursing Direct Transfer Agreement Major Related Program

Associate in Science

#### *Workforce Preparation and Training*

Dr. Minkler reviewed the college's professional technical programs and noted that AAS and AT degrees are not designated for transfer to other colleges or universities.

## **5. Organization Charts**

Each e-team member and Ms. Goldberg, Director of Public Relations, distributed an organizational chart for their department and described their area's responsibilities.

## **6. Strategic Planning and Long-Term Visioning Discussion**

Dr. Carthum asked what e-team members want from the Board. Comments included:

Dr. Lardner - When you are in the community if you hear things instruction should know about she would like to be informed.

Ms. Sharp – Focus efforts to directly engage community partners.

Mr. Glass – The “speed dating” session where Board asked questions of e-team members was beneficial.

Mr. Lutes – If information is not clear ask for more information.

*Board members comments:*

Ms. Chaffee – Appreciates positive reports at Board meetings but would also like to know about challenges the college faces.

Mr. Blauvelt – Would like to eliminate the barriers of transportation. What are the obstacles of getting to campus?

Ms. Sharp – Is there an entity or group that is looking at the unemployment rate in Grays Harbor and Pacific Counties? And, if so, is the college a part of that?

## **7. College Goals**

- Confirm that accomplishments of strategic planning goals and objectives comply with mission fulfillment and therefore meet accreditation requirements.
- Make sure strategic planning reflects community needs and involves external input.
- Proactively engage in planning to meet future needs. Confirm that the College will offer programs that are needed now as well as programs that evolve into the future of the total community.
- Focus on demographic data and discuss best ways to serve needs of all populations.
- Further eliminate the barriers to access GHC programs.