

REGULAR MEETING

GRAYS HARBOR COLLEGE BOARD OF
TRUSTEES March 20, 2018 – 2:00 P.M.
ROOM 4331, SCHERMER BUILDING

Members Present: Mr. Art Blauvelt, Dr. Harry Carthum, Ms. Fawn Sharp (participated by phone)

Members Absent: Ms. Rebecca Chaffee, Ms. Denise Portmann

Others: Ms. Liz Allton, Dr. Jennifer Alt, Ms. Kristy Anderson, Dr. Monica Baze, Mr. Matt Edwards, Mr. Andrew Glass, Mr. Darin Jones, Mr. Randy Karnath, Mr. Justin Kjolseth, Dr. Emily Lardner, Mr. Nick Lutes, Dr. Jim Minkler, Mr. Keith Penner, Ms. Sydney Potter, Mr. Jerad Sorber, Ms. Sandy Zelasko

I. Celebrating Success

All-Washington Academic Team - Dr. Alt introduced Ms. Liz Allton and Ms. Sydney Potter, GHC's nominees to the All-Washington Academic Team. Both students expressed appreciation for being nominated and stated they have had a great experience being a student at GHC.

Phytoplankton Project – Dr. Baze and Biology students reported GHC, local Tribes and state agencies participate in a program coordinated by the University of Washington that studies phytoplankton on the Washington Coast. Phytoplankton are important to the eco system and fisheries in our area. GHC students have an opportunity to be engaged in the project and have opportunities for summer internships. They also are involved in climate change studies.

II. Call to Order

Dr. Carthum called the meeting to order.

III. Agenda Changes

At the request of Ms. Allton the student government report was moved to the front of the meeting.

IV. Public Comments

None

V. Action Items

1) Approval of Minutes

It was moved and seconded to approve the January 16, 2018 minutes. Motion carried.
It was moved and seconded to approve the March 6, 2018 minutes. Motion carried.

2) Approval of Master Plan

It was moved and seconded to approve the master plan. Motion carried.

VI. Faculty Rehire and Tenure Decisions

The Board entered into executive session at 2:51 p.m. for approximately fifteen minutes. The purpose was to review the performance of a public employee. The meeting reconvened at 3:20 p.m.

VII. Executive Session

Under RCW 4230.110 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.

VIII. Action Items as a Result of Executive Session

It was moved and seconded to grant tenure to the following faculty:

Ms. Kim Cristobal
Mr. Dave Werner
Mr. Patrick Martin.

Motion carried.

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

Ms. Brittany Ferry
Mr. Christopher Graham
Ms. Melanie Israel
Mr. Jesse Kangas-Hanes
Ms. Nellie Miller
Dr. Anthony Molinero
Mr. Timothy Plagge
Mr. Matt Poissso
Mr. Tom Stearns

Motion carried.

IX. Standing Reports

1) Student Government (Ms. Liz Allton)

Ms. Allton reported the following student activities:

MLK Day of service
Chili Cook Off
Diversity Speaker Series
Rocket League Couples Challenge
Teddy Bear Toss
Lunar New year
Relay for Life Fund Raiser
GSA Drag Show
Student Survey
Food Pantry
Coco Movie Night
Drunk Driving Awareness
Thunderbirds Hockey Trip
Upcoming Events

2) Classified Staff Report (Mr. Randy Karnath)

Mr. Karnath reported the college is hosting the Region A Conference on April 11. Classified staff from South Puget Sound Community College, Centralia College, Lower Columbia College, Clark College and GHC will attend.

3) Faculty Report (Dr. Monica Baze)

Dr. Baze reported faculty are in the midst of finals.

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

Dr. Minkler's full report was included in backup materials received prior to the meeting.

Highlights included:

Update on All College Day
BAS accreditation
Submission to NWCCU for approval of AAS in Childhood Education
WACTC Update
Financial Aid Audit
College Annual audit
Seven year comprehensive accreditation visit will be in April, 2019

5) Board Report

- a. Leadership Account – Dr. Carthum reported the account that trustees contribute to is called the trustees' account when in actuality the president, vice presidents and executive chiefs also contribute. He suggested changing the name to the leadership account and set a budget each year and decide as a group where the funds are allocated. Mr. Kjolseth asked that a decision about the account not be made at this time.

- b. 360 Evaluation – Dr. Carthum asked that the Board conduct a self- evaluation. He asked that an evaluation tool be distributed at the next board meeting and results be available at the May meeting.
 - c. May 10, 11 ACT Meeting – At this time no Board members are able to attend the ACT meeting at Clark College May 10, 11, 2018.
 - d. Items of Interest – Ms. Sharp reported she testified in opposition to the Governor’s carbon tax bill. There is a citizen’s initiative that creates opportunity for funding education in the sciences area. The college could partner with the Chehalis Basin Water Shed to be the recipient of funds. She asked for a discussion with the college’s science division at a future Board meeting.
- X. Information items
- 1) Capital Projects Update (Mr. Keith Penner)
Mr. Penner reviewed summer construction projects. The complete list of projects was included in backup materials received prior to the meeting.
 - 2) ctcLink Update (Mr. Andrew glass)
Mr. Glass reviewed the college’s projected engagement time for implementation of ctcLink. We are in deployment five scheduled for February, 2021.
 - 3) Strategic Enrollment Management Report (Mr. Matt Edwards and Mr. Jerad Sorber)
Mr. Edwards stated that we have made progress on our scorecard. Mr. Edwards and Mr. Sorber reviewed the Strategic Enrollment Management report. They noted that the committee is representative of all areas of the college. Highlights of their presentation included the following:
 - a. Current Enrollment Snapshot
 - Quarterly FTE
 - Annual FTE
 - Overview of FTE: Allocation vs. Realized
 - System Trends through Fall, 2017
 - b. High Level FTE – The Mix has Changed
 - Increase in Running Start and State-funded Community Service
 - Fewer Students in State-Funded Prof/Tech and Transfer Courses
 - Fewer Full-Time Students
 - Fewer Students Receiving Financial Aid
 - Change in Financial Aid Awarding
 - c. Climate Changes
 - Population Trends
 - Employment – Unemployment rate, non seasonally adjusted – Grays Harbor County
 - Unemployment rate, non seasonally adjusted – Pacific County

- d. Action Steps
 - SEM work Plan for 2017-18
 - Recruiter
 - Financial Aid Position
 - Identify First Focus Areas
 - Identify Strategic Priorities around First Focus Areas
 - Move into Implementation and Monitoring of Strategies
 - Develop Strategies for 2018-19
 - SEM Action Plan for Transfer
 - SEM Action Plan for Transitions
 - SEM Action Plan for Workforce
 - Immediate Efforts to Improve Enrollment
 - SEM Action Plan for All Core Themes

XI. Executive Session
None

XII. For the Good of the Order
None

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

Dr. James Minkler, Secretary

Dr. Harry Carthum, Chair