

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

October 15, 2019 – 1:00 P.M.
Room 4331, Schermer Building

Members Present: Dr. Paula Akerlund, Ms. Astrid Aveledo, Mr. Art Blauvelt, Dr. Harry Carthum,
Ms. Denise Portmann

Members Absent: None

Others: Ms. Kristy Anderson, Mr. Richard Arquette, Mr. Todd Bates, Mr. Kwabena Boakye,
Ms. Laura Brener, Ms. Kari Collen, Ms. Taya Do, Ms. Aleta Fuher,
Mr. Andrew Glass, Ms. Penny James, Mr. Darin Jones, Mr. Tom Kuester,
Mr. Patrick Mahoney, Ms. Barbara McCullough, Mr. Taylor Miller,
Dr. Jim Minkler, Mr. Keith Penner, Dr. Lucas Rucks, Ms. Lisa Smith,
Ms. Linda Sullivan-Colglazier, Mr. Shiloh Winsor, Ms. Sandy Zelasko

I. Call to Order/Roll Call

Roll was called and all members were present.

II. Agenda Adoption

It was moved and seconded to adopt the agenda as presented. Motion carried.

III. Public Comments

None

IV. Celebrating Success

Natural Resources/Forestry – Dr. Minkler introduced Dr. Lucas Rucks, Dean for Workforce Education, who reported that last summer the college partnered with the Port of Grays Harbor to pilot a logging team of natural resources/forestry students and faculty to manage a small, flat plot of land in Satsop. Dr. Rucks introduced instructors, Mr. Todd Bates and Mr. Patrick Mahoney. They said it was a good opportunity for hands on learning for the students. Their experience included slash burning, transplanting, tree thinning, timber hauling, operating heavy equipment, etc. This was considered an internship to the students' traditional program and they received a stipend.

V. Action Items

1. Approval of September 17, 2019 Board Minutes

It was moved and seconded to approve the September 17, 2019 Board minutes. Motion carried.

2. Exceptional Faculty Fund

Mr. Boakye reported that as of September 30, 2019 the account balance for the Exceptional Faculty Fund was \$299,602.82. \$11,984.00, which is four percent of the balance, is available to award. At the March, 2020 Board meeting the Board will receive recommendations of award recipients from the Exceptional Faculty Awards Committee. The Board will take action on selecting award recipients at their April, 2020 Board meeting. It was moved and seconded to approve exceptional faculty awards of \$11,984.00. Motion carried.

3. Faculty Collective Bargaining Agreement
Mr. Jones reported the college received a request from the Grays Harbor College Federation of Teachers Local #4984 to remove two sentences in the collective bargaining agreement that were added to the 2019-23 agreement approved in June, 2019. He noted that management is in agreement with the request. It was moved and seconded to approve the faculty collective bargaining agreement and that the Board chair will sign the memorandum of understanding. Motion carried.
4. Authorized Bank Signer
Ms. James, assistant to the Vice President for Administrative Services, asked that the Board approve Mr. Boakye, Vice President of Administrative Services, to be authorized as a signer on checks at The Bank of the Pacific. It was moved and seconded to approve Mr. Boakye as an authorized signer on accounts at The Bank of the Pacific. Motion carried. Ms. Portmann abstained.
5. Transforming Lives Nominee
Dr. Minkler stated that each year the Board nominates a student to be the college's Transforming Lives recipient. The criteria for the award and background information on each of the four candidates was included in backup materials received prior to the Board meeting. Ms. Portmann moved the Board delegate authority for the selection of the Transforming Lives nominee to the president and his staff. Motion carried.

VI. Information

1. Budget Status

Ms. McCullough reviewed the following budget programs for FY 16, FY 17, and FY 18:

- State General Fund by Program
- State General Fund by object of Expenditure
- Multi-year Comparison of Local Budgeted Revenue
- Cash position Analysis
- FY 20 Original Budget

Mr. Boakye distributed and reviewed the FY 2019 to FY 2020 Budget Status Analysis. He led a discussion with the Board regarding how to move forward in order to guarantee future revenue projections are realistic. He said at the November work session that will focus on the financial condition of the college he will introduce new concepts regarding projecting revenue projections and cash projections. He will also propose a new way of developing the budget. Comments from the Board included the following:

Ms. Portmann said she would like to see reports that include total revenue and total expenditures, and increase reserves from 10% to 15%. Dr. Carthum – We over-projected tuition by 50% and have been in declining enrollment for years.

Ms. Portmann – We have been in deficit spending the last three years.

Dr. Minkler responded that going forward we will make sure our revenue projections are realistic. He agreed that the problem was over-projecting tuition.

2. Enrollment

Ms. Collen, Interim Dean of Student Access and Success, led a discussion regarding enrollment and recruiting. The following information was included in backup materials received prior to the meeting:

Strategies to increase enrollment

Admission data

Connecting with local high schools
Ability to benefit
Outreach

Other information reviewed was comparison enrollment data from 2017-18 and 2018-19 for all the community and technical colleges in the system.

Fall quarter enrollment numbers as of October 8, 2-19 were reviewed. The report showed we have reached 81.4% of our 1605 FTE state-funded quarterly goal. It was noted that the 2019-20 goal is higher than the 2018-19 goal.

VII. Standing Reports

1) Student Government Report

Mr. Taylor presented the student life update for September, 2019. Highlights included:

Free Italian Sodas sponsored by the Grays Harbor college activities Board.

Ping Pong and Corn Hole activity attended by thirty students.

Constitution Day – 350 English and Spanish U.S. constitutions were distributed to students

Local singer Ericka Corban performed in the HUB.

Mario Cart every Monday from 10 a.m. to 2 p.m. in the HUB.

Harbor Landing Food Pantry is open.

Snack Cabinets are located in the 2000, 1500 and 800 Buildings.

Review of the WACTCSA 2020 Legislative Agenda

Open Educational Resources and Training Incentives for Educators

EBT card us on campus

On campus mental health and wellness services

International student tuition

Upcoming events

2) Classified Staff Report

Classified staff was not represented.

3) Faculty Report

Mr. Winsor reported the following faculty concerns:

Faculty thank the board for addressing the part-time stand-alone lab contracts.

Faculty also thanked the Board for their oversight, scrutiny, and direction on the college budget.

Faculty asks the Board to provide direction to the college to include step increases, years of service, and full funding of COLA's (including covering the gap between the COLA the college felt able to cover last year and the full amount the legislature funded at the end of 2019) in the normal budgeting process for the college since the Board has agreed to a contract with faculty that includes these increases.

Faculty part-time salary rates are among the lowest in the state, and the faculty asks the Board to direct the college to focus on increases to part-time rates as a priority item in budgeting to allow our college to become remotely competitive with regards to part-time faculty salaries.

Illustration: GHC 5 Credit Lecture Course PT Salary=\$3210, SPSCC Same 5 Credit Course PT Salary=\$4425

A GHC part timer who might cobble together the equivalent of full time would earn \$28890 annually while the same part timer at SPSCC would earn \$39825

For many years, the college has not budgeted for faculty sabbatical funding even though sabbaticals are an important benefit that has been negotiated within the contract. The faculty ask that the Board direct the college to budget toward full funding for faculty sabbaticals.

Faculty acknowledge that the following is an item administration and the president have agreed to work on, but faculty are concerned about the number of students who were on and stayed on waitlists early in the summer—the excessive number of waitlists indicate that the college could have had higher enrollment this quarter but did not have the capacity necessary or made prospective students feel we did not have the necessary capacity to enroll all students who wanted to take fall classes.

Faculty have attempted to meet student need for class sections by donating labor by signing in students in excess of class caps.

Labor Donation: 15 faculty reported-added 77 student enrollments resulting in a labor donation that if valued just by tuition is in excess of \$35000

Dr. Minkler responded that he looks forward to working with the faculty union regarding their concerns.

4) President's Report

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

Highlights included:

Report from the recent presidents' meeting.

- The college system received \$2M for Guided Pathways which provided \$100,000 for each college. In the second year of the biennium, 2020/2021, \$30M is earmarked for Guided Pathways.
- Rates for Running Start increased to \$8,503 per FTE and \$9,470 at the vocational rate. The director of OSPI is requesting that Running Start students not have to pay for books, course and lab fees and transportation.
- CtcLink is moving ahead as scheduled. Training for implementation has begun.
- The Corrections Committee discussed the proposal from the Vera Institute of Justice of counting incarcerated students for State FTEs allocation and accessing state financial aid.

The fish lab will be mothballed for the winter. The College is working with the science faculty to determine the future of the facility.

Dr. Minkler reported he attended the Northwest Athletic Conference Commission meeting at Clark College.

The College is facing staffing challenges caused by recent resignations and illnesses.

Thirty-four students from the Osaka College of Nursing will be visiting the GHC Nursing Program October 23 through the 25th.

Budget information will be presented to the College Council, Faculty, Classified and Exempt staff later this month and in November.

The instruction update was included in backup materials received prior to the meeting.

Highlights included:

- Faculty Professional Day topics – Generation Z, assessment of student learning outcomes, and retention and recruitment
- The College’s automotive technology program received NATEF accreditation.
- Community Education duties will be assigned to Ms. Nancy Estergard.
- GHC student in partnership with the local YMCA built a historically accurate “Canoe House: at Camp Bishop.
- Work has begun on our Guided Pathways initiative.

5) Board Report

It was moved and seconded to add to the action agenda. Motion carried.

It was moved and seconded that the Board instruct the College to poll the college community as to which options they prefer from the draft mission, vision and strategic priorities. That information will be brought back to the November board meeting. Motion carried. The Board will make a decision at their November meeting after reviewing the input from the survey.

Items of Interest

Ms. Aveledo suggested a future work study session focus on diversity, equity and inclusion.

VIII. Executive Session

Under RCS 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.

IX. Action Items as a Result of the Executive Session

There was not an executive session.

X. Adjournment

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

Dr. James Minkler, Secretary

Mr. Art Blauvelt, Chair