

REGULAR MEETING
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES
February 19, 2019 – 2:00 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: Dr. Jennifer Alt, Ms. Kristy Anderson, Ms. Jennifer Barber, Ms. Kim Cristobal,
Mr. Andrew Glass, Mr. Nick Lutes, Mr. Taylor Miller, Dr. Jim Minkler,
Mr. Keith Penner, Ms. Linda Sullivan-Colglazier, Mr. Tom Sutera,
Ms. Monica Todd, Ms. Sandy Zelasko

I. Call to Order/Roll Call

Roll was called and all Board 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

Mr. Sutera introduced several student athletes and asked them to introduce themselves. They all stated that their time at GHC has been a good experience. They reported what their majors are and their academic goals.

V. Action Items

It was moved and seconded to approve the January 15, 2019 Board of Trustees' minutes as submitted. Motion carried.

VI. Information items

1. Board Preparation for Year-Seven Accreditation Peer Evaluation process

Ms. Anderson presented an update on the Accreditation Year-Seven Evaluation that included the following:

Update on the evaluation process.

Tips for reading GHC's self-evaluation report.

How to prepare for the site visit – April 17 – 19, 2019.

Names, positions and colleges of the evaluation team members.

Potential areas evaluators may ask the Board, i.e., governance, mission fulfillment, fiscal stability.

GHC's recommendations from the last accreditation visit.

Review of the five chapters in the evaluation report.

The Board will be invited to join the evaluation team and GHC personnel for breakfast the morning of April 17. A meeting between the evaluators and Board will follow. At the March Board meeting Ms. Anderson will review specific areas that the evaluators will discuss with the Board. The April Board meeting is the day prior to the accreditation visit. There will be time for the Board to ask questions in preparation for the visit.

2. Capital Projects Update

Mr. Penner reported the college is undergoing a facilities condition survey conducted by the State Board. This is done every two years for the purpose of identifying capital needs on campus. With the 2019-21 biennium we will receive approximately \$1M for facility improvements that were identified a few years ago. Most improvements will be occurring during the summer of 2020.

Mr. Penner showed pictures of the previous design of the proposed Student Services Instructional Building and current renderings. Ms. Aveledo asked that the Board be kept informed on proposed art for the new building. Dr. Carthum expressed concern about the amount of stairs from the entrance of the building to the top floor, and the amount of disabled parking spaces adjacent to the building.

3. Bishop Foundation Endowment Update

Mr. Lutes reported the Bishop endowment, which provides scholarships for GHC students continuing their education at institutions offering baccalaureate degrees, totals approximately \$4M. From that fund \$90,000.00 will be available for scholarships this year.

4. Enrollment

Dr. Alt distributed and reviewed enrollment reports for Winter and Spring Quarters. As of 2/19/19 we are at 60.2% of our 1440 FTE state-funded quarterly goal. Current students who are not enrolled for Spring Quarter are being contacted. An update on the Strategic Enrollment Management Action Plan was included in backup materials received prior to the meeting.

5. Tenure Packets

Dr. Minkler distributed tenure packets for the three faculty members who will be considered for tenure at the March, 2019 Board meeting. The decision to hire or not rehire faculty who are in the tenure process will also be considered at the March meeting.

VII. Standing Reports

1) Student Government Report (Mr. Taylor Miller)

Mr. Taylor reported the following student activities:

- In honor of MLK Day, sixty-four students and staff volunteered at Coastal Harvest, Lake Swano and Feed the Hungry.
- Winter Fest was celebrated on January 15
- On January 31st twenty-five students participated in the Mario Kart challenge.
- ASGHC sponsored diversity speaker, Matika Wilbur who spoke on the topic of changing the way we see Native Americans.
- February 5th students celebrated Lunar New year.
- February 13th students made Valentine cards.
- Informational posters with statistics about stalking awareness were posted around campus.
- On January 11th students wore blue to spread awareness about human trafficking.
- The application process for ASGHC president is open until February 19th.

- Upcoming events include February 25, Human Hungry Hungry Hippos, February 2, Paint Night, March 12th Seattle Thunderbirds hockey trip.
- 2) Classified Staff Report (Mr. Randy Karnath)
None
- 3) Faculty Report (Ms. Jennifer Barber)
Ms. Barber reported the following:
- Human Services instructor Ms. Miller-Starks reported that 50% of students finishing their second year of classes have accepted positions and are currently working at agencies in the Human Services field.
 - Ms. Sarah Aiken, instructor in the Bachelor in Education program, reported that Elma School Superintendent, Mr. Kevin Acuff, was a guest speaker in her EDUC 201 class.
 - Dr. Amanda Gunn, biology instructor, reported four GHC students are presenting their research at the U of W research symposium.
 - Ms. Monica Todd, GHC nursing instructor, passed the Certified Healthcare Simulation Educator exam.
 - Ms. Tracey Ushman, GHC Business Instructor, is the advisor to the newly formed Business Club.

VIII. Executive Session

The Board entered into executive session at 3:55 p.m. for approximately fifteen minutes.

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.

The meeting reconvened at 4:15 p.m. No action was taken during the executive session.

Standing Reports (continued)

4) President's Report

Dr. Minkler reviewed his report that was included in backup materials received prior to the meeting. Highlights included:

- The State Auditor's financial statement audit report showed the college to be fully compliant with NWCCU's recommendations. The report is on the college's web site.
- Highlights from the state-wide trustees' meeting (ACT) that he, Ms. Aveledo, Dr. Carthum and Dr. Akerlund attended.
- Highlights from the January, 2019 WACTC meeting.
- All-College-Day focused on accreditation and strategic planning.
- New courses, degrees and articulations.
- Legislative update including the community and technical college's operating and capital budget requests.
- Discussions continue with Forterra regarding building student housing on campus. Occupants would be GHC students, faculty or staff. CCAP has agreed to act in a 501C capacity.

5) Board Report

- a) Board's representative on the 2018-19 ACT Legislative Action Committee - Ms. Portmann asked if any Board members would be willing to serve on the ACT Legislative Action Committee. No action was taken.
- b) Board Evaluation – Mr. Jones sent Board evaluation materials to Ms. Portmann. She will forward the information to the other Board members for feedback. Feedback will be discussed at the next Board meeting. The survey will be distributed in May and results will be discussed at the Board's summer retreat. Ms. Aveledo asked that Board members use the BCC option when e-mailing other Board members.

IX. For the Good of the Order

None

X. Adjournment

The meeting was adjourned at 4:45 p.m.

Dr. James Minkler, Secretary

Ms. Denise Portmann, Chair