

*REGULAR MEETING*  
**GRAYS HARBOR COLLEGE BOARD OF TRUSTEES**

October 19, 2021  
Study Session – noon  
Board Meeting – 1:00 p.m.

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

Members Absent: None

Others who participated in the Study Session or Board meeting:

Ms. Kristy Anderson, Mr. Kwabena Boakye, Dr. Ed Brewster, Mr. Alonzo Cole,  
Ms. Linda Sullivan-Colglazier, Mr. Darin Jones, Ms. Nicole Lacroix,  
Ms. Cara Beth Stevenson, Mr. Cal Erwin-Svoboda, Mr. Matt Vargas,  
Mr. Shiloh Winsor, Ms. Sandy Zelasko

Study Session

Racial Equity in Grays Harbor County

Dr. Carthum stated that one of the Board's priorities focuses on diversity, equity and inclusion, specifically focusing on issues involving race and racism. He said we live in an area that is not known for its inclusions of people of color, specifically black people. Mr. Alonzo Cole was invited to participate in the study session asked to relay his experiences as a black man living in Grays Harbor County. He said he moved to Aberdeen fourteen years ago from Los Angeles. He has lived in several major cities in the United States and lived abroad in Spain, Australia and Mexico. He shared several racial incidents he has experienced since moving to Aberdeen. Mr. Cole was asked for input regarding how the college can be more welcoming to faculty staff, and students of color. He emphasized the need to recruit faculty and staff of color who could relate to our minority students.

Board Meeting

- 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  
Mr. Matt Vargas, GHC Men's Basketball Coach, addressed the Board. He said he was aware the college received CARES funds to be used for the purpose of assisting students with issues resulting from COVID. He suggested hiring a trainer for student athletes and providing in-person tutors for students taking on-campus classes.
  
- IV. Celebration  
None

## V. Action Items

- 1) Approval of September 21, 2021 Board meeting minutes  
It was moved and seconded to approve the September 21, 2021 Board meeting minutes.  
Motion carried.
- 2) Faculty Excellence Awards  
Mr. Boakye reported that each year the Board approves funds to be used for exceptional faculty awards. The guideline for the amount to award from the Exceptional Faculty Funds each fiscal year is based on 4% of the total funds as of September 30<sup>th</sup> as long as the amount does not cause the balance to drop below the principle amount of \$200,000.00. It was noted that the Board has the authority to increase the amount of the award as long as the award does not cause the balance to drop below the principle amount of \$200,000.00 . It was moved and seconded to approve \$13,475.79 which is 4% of the current balance of \$336,894.73 for 2021 Exceptional Faculty Awards. Motion carried.

## VI. Information

- 1) Quarterly Budget Report  
Mr. Boakye reviewed the FY22 Q1 Budget Report. Backup materials for his presentation were included in materials sent prior to the meeting. Highlights included:
  - Q1 Actual Revenue Tracking
    - Includes new allocation of \$125,000 for mental health, \$150,000 for student emergency assistance grant and \$5,376 in model allocation adjustments.
    - Local revenue is trending lower – about \$218,293 lower than projected.
  - Q1 Actual Expenses Tracking
    - Salary, Benefits, Total Personnel, Goods/Services, Travel, Equipment, Grants/Subs
  - Q1 Budget Status
    - State Allocation, Local Revenue, HEERF, Personnel, Operating, LIs
  - Budget Development Timeline Process
    - Month by month from July through the following June. Details are outlined in Administrative Procedure 503.01.

Board members requested regular updates on plans to increase enrollment and asked if reducing expenditures is being considered? Dr. Brewster responded as vacancies occur, they will be evaluated before filling them. He emphasized that we are able to cover projected losses for this year.

## VII. Standing Reports

- 1) Student Government Report  
None
- 2) Classified Staff Report  
Ms. Stevenson reported that in late September the classified staff union bargained some MOU's. One relates to reasonable accommodations in regards to the vaccine mandate. The other MOU was for a 3.25% wage increase.  
The Staff Development and Training Committee funded three requests from classified staff for funds to continue their education.
- 3) Faculty Report  
Mr. Winsor reported faculty had a productive process in bargaining the vaccine MOU. He noted that this is a contract negotiations year.
- 4) Administrative Services Report  
Mr. Boakye's report was included in the Quarterly Budget report presented earlier in this meeting.

5) Instruction Update

Ms. Lacroix reviewed the instruction update that was included in backup materials received prior to the meeting. She said instruction's focus is on instructional goals. Highlights of her report included a review of the goals.

1. Implement a continuous improvement plan that supports quality instruction, enriches student learning, and assesses program and institutional learning outcomes.
2. Utilize Guided Pathways to increase retention and credential completion.
3. Provide educational opportunities that demonstrate diversity, are equally inclusive to all students, and demonstrate equal learning, course, and credential completion outcomes.

Dr. Carthum stated there is a shortage of truck drivers and asked about the possibility of restarting the CDL program. Discussion included the following:

Ms. Lacroix – After a cost analysis the program was cut back. The biggest problem was the cost. We still offer training every spring quarter. Less than ten students participated last year.

Dr. Brewster – In order for students to receive financial aid we had to combine CDL with the diesel technology program. To expand the program we would need support from the local community. It would require potential employers to pay some of the costs to offset fuel and maintenance costs, faculty, etc.

6) Student Services Update

Mr. Erwin-Svoboda reported the following:

Enrollment is down 28%.

Because of ctcLink implementation, winter registration will be delayed.

Upcoming virtual events at the Bishop Center include:

October 17 - Magician Nate Jester

November 12 - GHC Fall Drama

November 19 – GHC Symphony

EOC Grant – GHC received a \$1.1M federal grant for an Educational Opportunity Center, and \$250,000 for a mental health services project. A variety of full-time staff positions are being hired to support the programs. Ideally, the EOC grant will provide educational access for 800 community members.

7) President's Update

Dr. Brewster's report was included in backup materials received prior to this meeting. He said he aligned his report under the five college goals and priorities. Reports on the following topics were reviewed.

- Preparations for the mid-cycle accreditation review and student learning assessment is continuing.
- COVID vaccination attestations from all employees is almost complete. Nineteen requests for accommodations were received and all requests were approved.
- Funding was received from the Legislature to implement actions to enhance our diversity, equity, inclusion efforts. Efforts include diversity training for all employees and students and incorporating DEI into our curriculum.
- The budget planning process for FY22/23 has begun.
- We are in discussion with several community organizations about where to locate the Education Opportunity Center.

8) Board Report

a. Trustees/President's Fund

At the September, 2021 Trustees' meeting the Board approved the following expenditures totaling \$2,282.00 from the Trustees/President's fund:

Choker Club - \$1,000.00

Bishop Center - \$1,000.00

ACE - \$300.00

Staff Development and Training fund - \$500.00

Currently the balance is \$5,810.91. There was discussion regarding funding a \$1,000.00 scholarship and supporting the Foundation's annual fund-raising event. No decisions were made.

b. Other Items of Interest

Mr. Blauvelt's term as a trustee ended September 30, 2021. He asked if there had been any updates from the Governor's Office on his replacement. Dr. Carthum responded he knows of three people who have expressed interest. Mr. Blauvelt will serve until a replacement is named.

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.

There was not an executive session.

IX. Good of the Order

Several employees expressed appreciation to their colleagues for their efforts in preparing for ctcLink implementation.

Ms. Aveledo reported she has a scheduling conflict at noon on Board meeting days when study sessions are scheduled. She said she hopes the Board takes steps to make the college a safe environment for vulnerable students.

X. Adjournment

The meeting was adjourned at 3:05 p.m.

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum Chair