

REGULAR MEETING OF THE BOARD  
GRAYS HARBOR COLLEGE BOARD OF TRUSTEES

April 20, 2021

Board Meeting- 1:00 p.m.

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

Absent: None

Participating in the Meeting:

Mr. Kwabena Boakye, Dr. Ed Brewster, Ms. Shelly Hoffman, Ms. Nicole Lacroix,  
Ms. Cara Beth Stevenson, Mr. Shilo Winsor

I. Call to Order/Roll Call

Roll was called and all members were present.

II. Agenda Adoption

Dr. Carthum requested agenda adoption approval. It was moved and seconded to approve the agenda as presented. Motion carried.

III. Public Comments

None

IV. Celebrations

Dr. Brewster read an email he received from Ms. Lori Christmas, Running Start Coordinator, which recognized ninety-five Running Start students who will be graduating this Spring with total of 103 degrees. Dr. Brewster expressed his thanks to the faculty and staff for their support of all of our students. Dr. Brewster also commended Ms. Christmas for her continued dedication to the Running Start program and its students.

V. Action Items

1. Approval of March 16, 2021 Regular Board Meeting Minutes

It was moved and seconded to approve the March 16, 2021 Board meeting minutes. Motion carried.

2. Approval of April 8, 2021 Special Board Meeting Minutes

It was moved and seconded to approve the April 8, 2021 special Board meeting minutes. Motion carried.

3. FY 2021-2022 Fee Schedule

Mr. Boayke presented the 2021-2022 fee schedule. There were no fee changes from last year's fee schedule. One additional fee was added at the request of the Social Science division. It was moved and seconded to approve the 2021-2022 Fee Schedule as presented. Motion carried.

4. Bishop Investment/Scholarship Award

The Bishop Scholarship Award is available to Grays Harbor students who are continuing their education to earn an undergrad or graduate degree. The agreement for the fund is to allow up to 4% of the available funds for scholarship. Mr. Boakye proposed using the 4% of the funds for scholarships for the 2021-2022 school year. After discussion, it was moved and seconded to approve use of 4% of the available funds for scholarships. Motion carried.

5. Transfer of Bishop Trust to the GHC Foundation

On 10/20/2020 the Board approved to have the Bishop Trust funds transferred to the GHC Foundation. Due to certain issues still being resolved, the transfer has not been able to be finalized. Dr. Brewster recommended to the Board the transfer of funds to the GHC Foundation be revoked until a time when the issues can be resolved. After discussion, it was moved and seconded to approve the revoke the previous agreement to move the Bishop Trust funds to the GHC Foundation. Motion carried.

VI. Information

None

VII. Standing Reports

1) Student Government Report (Ms. Shelly Hoffman)

- PowerPoint with the upcoming activities planned for students Spring quarter.
- An open forum was held for students.
- A Diversity & Cultural Club has been approved.
- PTK has been meeting regularly and were able to attend a virtual conference.
- The HOPE Squad (Suicide Prevention Group) has been active and meeting.
- Members of ASGHC were able to attend a Global Leadership conference, and received 3<sup>rd</sup> place for their presentation
- Ms. Hoffman was elected ASGHC President for the 2021-2022 and the other Executive positions are currently open for students to apply.

2) Classified Staff Report (Ms. Cara Beth Stevenson)

Ms. Stevenson reported the following:

- Paula Boerner, Stafford Creek staff employee was selected as the Winter Staff Development Employee of the quarter.
- The union and management have been meeting regularly with Dr. Brewster and Mr. Jones from Human Resources.

3) Faculty Report (Mr. Shilo Winsor)

Mr. Winsor reported the following:

- We are currently in the 2<sup>nd</sup> week of Spring quarter.
- Some faculty are anxious to get back on campus to hold in person classes. Some are working on how to move to an in person class modality and all that will entail moving forward.
- Summer and Fall registration will open up in a couple of weeks. There is concern we may not be reaching potential students and what can we do help to rectify that situation.

Running Start is very successful, but it also means we have less students who are graduating from the high schools that we can count on for future enrollment at the college.

4) Administrative Services Update (Mr. Kwabena Boakye)

Mr. Boakye reported the following:

- We are still in budget development for the 2021-2022 school year. The target is for submission of a budget to the Board in June.
- There will be an update on the current revenue report in May.
- We are waiting on an approved State budget for the next biennium. The State Board allocation appears it will not have the 15% reduction from our current allocation.

5) Instruction Update (Ms. Nicole Lacroix)

Ms. Lacroix reported the following:

- Currently working with some faculty for small ways of moving students back on campus.
- There are three faculty searches underway.
- A Guided Pathways report is due to the State Board in May. Guided Pathways is a collective process being worked on between Instruction and Student Services.

6) Student Services Update (Dr. Arlene Torgerson, absent)

Dr. Brewster reported the following:

- Enrollment continues to trend lower than last year, but is running similar to the last Board report.

7) Presidents Report (Dr. Ed Brewster)

Dr. Brewster reported the following:

Legislature- The legislature is on schedule to end their session by the end of April. The two chambers operating budgets are close to each other. It looks as if there will be no cuts to the community college system and Guided Pathways will continue to be funded. The capital budget for the Senate has funding for the new Student Services building, however funding was not in the House budget. Dr. Brewster stated he is working with our representatives on getting it funded in the House.

COVID-A survey was done regarding vaccinations with staff. The response from employees was positive with many staff already having received one or two of the vaccines. Having employee vaccinated will help to determine how to plan for Fall quarter and having students return to campus. We continue to receive funds from the federal government to help with recover some of the funding lost due to COVID. Funds we do receive have to be spent on COVID related expenses. Additionally, funds we have received and are waiting on will also be used to help our students who have been affected by the pandemic.

CTC Link-Multiple staff continue to work on preparing the college to go live with the CTC Link conversion, which will go live in October. This is a huge effort, as this preparation is occurring at the same time employees are still having to do their day to day duties.

8) Board Report

1. Equity Training- The Board had it first three-hour Equity Training session on 4/20/2021. Dr. Carthum stated the training was very good and the Board would continue with additional training on a regular basis.
  
2. Outreach- Ms. Aveledo stated she has been in conversations with Dr. Brewster and the Grays Harbor Rights Coalition with the opportunity of producing some promotional videos. This could be an opportunity for the college and other groups in the area to reach out to the Latinx population in our area.

VIII. Executive Session

None

IX. Action Items as a result of Executive Session

None

VIII. Good of the Order

IX. Adjournment

It was moved and seconded to adjourn the meeting.

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum, Chair