

*REGULAR MEETING*  
**GRAYS HARBOR COLLEGE BOARD OF TRUSTEES**  
December 20, 2022  
Board Meeting – 1:00 p.m.

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

Members Absent: None

Others who participated: Ms. Kristy Anderson, Mr. Kwabena Boakye, Ms. Ashley Bowie Gallegos,  
Dr. Ed Brewster, Ms. Alondra Diaz Merino, Ms. Holly Duffy,  
Mr. Derek Edens, Dr. Cal Erwin-Svoboda, Mr. Darin Jones,  
Mr. Justin Kjolseth, Ms. Nicole Lacroix, Mr. Aidan McMurdo,  
Mr. Keith Penner, Ms. Sandy Zelasko

**I. Call to Order/Roll Call**

Dr. Carthum welcomed Board members and guests to the meeting. Roll was called and all members of the Board were present.

**II. Pledge of Allegiance**

Dr. Carthum led attendees in the Pledge of Allegiance.

**III. Land Acknowledgement**

Dr. Carthum read the Land Acknowledgement.

**IV. Agenda Adoption**

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

**V. Public Comments**

None

**VI. Celebration**

Dr. Erwin-Svoboda introduced this year's Transforming Lives nominee Ms. Alondra Diaz Merino. He said she is the first in her family to graduate high school and college. She has completed an AA degree and is studying for an AA degree in nursing. Ms. Merino said it is an honor to be nominated, and thanked the college for the opportunity to share her story. She is grateful for all the support through her academic journey. Ms. Bowie Gallegos said she had the pleasure of teaching her in class from the 10<sup>th</sup> grade on and it is impressive to see how ambitious she is and what she is achieving.

**VII. Action Items**

1. Approval of November 15, 2022 Minutes

It was moved and seconded to approve the November 15, 2022 Board minutes. Motion carried.

## VIII. Information

### 1. New Phone System

Mr. Edens, Chief Executive of Information Technology, reported on the new phone system. Information was included in backup information received prior to the meeting. Highlights included:

- We learned in November of 2021 that CISCO would no longer support our current phone system and we would need to upgrade to a newer system. CISCO's price was prohibitive. After researching options, we selected Ednetics Voce S1 as our new phone vendor.
- Implementation of the new system will be completed by the end of December. There will be minimal impact to faculty and staff.
- New features include installing phones in classrooms for emergency purposes.
- Our current phone system will continue operating until we know all GHC phone numbers have been ported to the new system.

## IX. Standing Reports

### 1) Student Government Report (Mr. Aidan McMurdo)

Mr. McMurdo reported the following:

Activities since the last Board meeting include:

Food pantry strategic plan in process.

Updating and creating ASGHC orientation packets, videos, events checklists and paperwork.

Developing Winter program calendar.

Follow-Ups

Planning for Winter Quarter Budget process.

Diversifying food options.

Goals

Effectively utilize new and updated documentation and processes.

Hire an athletic director

Hire an Esports and marketing manager

Effectively onboard new Student Life Specialist, Ms. Sharla George.

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

None

### 3) Exempt Staff Report (Ms. Lori Christmas)

None

### 4) Faculty Report (Mr. Tom Kuester)

None

### 5) Administrative Services Update (Mr. Kwabena Boakye)

Mr. Boakye's reported the following:

The FY 2023-24 budget development process has begun.

Meeting was held with budget managers.

Budget request template was sent to budget managers.

Budget requests are due January 31 for initial review by the president and e-team.

Budget requests will be shared at the February All College Budget meeting.

Local revenue projection will be presented in January 2023.

FY 2022-23 Budget Status

2<sup>nd</sup> quarterly budget report will be presented at the February 2023 Board meeting.

FT 2022 Audit

SAO audit planning is in process. The Board will be informed when the entrance meeting is scheduled.

6) Instruction Update (Ms. Nicole Lacroix)

Ms. Lacroix reported the following:

Instruction is making progress on the accreditation process and report.

Clallam County reached out to GHC and Peninsula Colleges to participate in a grant that would provide training for twenty bookkeepers. Students would receive a \$1,200.00 monthly stipend, computer and software, mentors and an apprenticeship. There were over 400 applicants.

We applied for and received \$29,000 for six faculty to participate in climate solutions. They will attend workshops and develop curriculum around climate solutions.

GHC was selected for a grant to expand our CDL program. It will provide \$198,000 each year for three years.

7) Student Services Update (Dr. Cal Erwin-Svoboda)

Dr. Erwin-Svoboda's report was included in backup materials received prior to the meeting.

Highlights included:

Enrollment

- Enrollment continues to look good. Since last week we added 103 FTEs, 59 from transitions. "Take a Class on Us" was successful Fall Quarter. It is being offered again Winter Quarter.
- Increasing enrollment efforts including participating in local events, hosting a three steps one day enrollment initiative that allows students to apply, place and enroll in the same day.

Bishop Center performances include:

- January 19 – GHC Jazz Festival
- March 3 – 5, 10 – 12 Spring Musical

Choker Athletics

- Basketball and wrestling seasons are underway.

8) President's Update (Dr. Ed Brewster)

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

Highlights included:

We are having informal monthly gatherings for faculty and staff. Refreshments are provided by the GHC Foundation and ACE. Different areas of the college are taking responsibility for different months.

At the January Board meeting a proposal will be brought to the Board to name the automotive/welding building after Mr. Pat Hughes and Ms. Mary Ellen Hughes. They have donated almost \$2M to GHC for tool scholarships and the World Class Scholars program.

a. SSIB Update

Mr. Penner, GHC Chief of Campus Operations, reported we are days ahead of schedule on construction of the Student Services Instruction Building. The completion date is anticipated to be Winter Quarter, 2024.

9) Board Report

Dr. Carthum asked that beginning in January an HR report will be on the Board agenda at every meeting. He said he is concerned with retention of faculty and staff in addition to students.

Ms. Aveledo asked if the Board could delay making a scholarship donation until after February.

b. Foundation meeting report

Ms. Aveledo reported she did not attend the last Foundation meeting and asked Dr. Brewster to report for her.

Dr. Brewster reported the Journey Campaign has begun and noted that the Board donated \$1,000.00.

The Foundation is spearheading the Naming Campaign that gives people the opportunity to purchase naming rights to various areas of the new building. There are four spaces remaining and the total collected to date is almost \$400,000. \$75,000 is designated for tribal and local art for the new building.

c. Board art Committee Update

Dr. Akerlund reported the Board Art Committee is active. Dr. Brewster has been helping the committee by assisting in finding local art community members, tribal members and college employees to join the committee. The committee plans to hold its first meeting the beginning of the new year. After that meeting an RFP will go out.

d. Presidential Search Update

Dr. Akerlund reported this is a busy time for the Presidential Search Committee.

Between now and January 3<sup>rd</sup> committee members are expected to have reviewed thirty-two applicants. The committee will forward their top eight to ten candidates to the consultants. Interviews will take place January 23 and 24. Three or four semi-finalists will be selected and forwarded to the Board for consideration. The finalists will be invited to campus between February 14 and 17. Their visits will include open forums, tour of the campus and community, meetings with stakeholder groups and interview with the Board. It is anticipated a new president will be selected in early March and begin as president July 1, 2023.

e. Items of Interest

Ms. Aveledo reported she attended a session on re-evaluating the American identity – a conversation about what an inclusive American identity might include and addressing what kind of future we are trying to build. She invited those present to consider learning or joining the conversation.

Ms. Anderson reported that February 3<sup>rd</sup> is All-College-Day.

Dr. Brewster announced that beginning with the January Board meeting all Board meetings will take place in the Boardroom in the 2000 Building.

X. 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.

There was not an executive session.

XI. [Action items as a Result of the Executive Session.](#)

None

XII. [Good of the Order](#)

XIII. [Adjournment](#)

The meeting was adjourned at 2:25 p.m.

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum Chair