

*REGULAR MEETING*  
**GRAYS HARBOR COLLEGE BOARD OF TRUSTEES**  
May 17, 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: Ms. Astrid Aveledo

Others who participated in the Board meeting:

Ms. Kristy Anderson, Mr. Kwabena Boakye, Dr. Ed Brewster,  
Ms. Linda Sullivan-Colglazier, Mr. Derek Edens, Mr. Matt Edwards,  
Ms. Shelly Hoffman, Mr. Darin Jones, Ms. Nicole Lacroix, Mr. Keith Penner,  
Mr. Floyd Plemmons, Ms. Cara Beth Stevenson, Mr. Cal Erwin-Svoboda,  
Mr. Shiloh Winsor, Ms. Sandy Zelasko

I. Call to Order/Roll Call

Roll was called and all members were present except for Ms. Aveledo.

II. Agenda Adoption

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

III. Public Comments

Dr. Carthum acknowledged Dr. Brewster's e-mail to the college community regarding recent hate crimes.

IV. Celebration

V. Action Items

1. Approval of April 18, 2022 Board Minutes

It was moved and seconded to approve the April 18, 2022 Board minutes. Motion carried.

2. Approval of April 26, 2022 Board Minutes

It was moved and seconded to approve the April 26, 2022 Board minutes. Motion carried.

3. Operational Policies – Adoption

It was moved and seconded to adopt the following Operational Policies:

OP 209 – Social Media Posting Policy

OP 516 – Use of Facilities and Services

OP 607 – Anti-Nepotism – All Employees

OP 613 – Personnel, All Employees: Qualifications, Employment, Evaluations

OP 653 – Recruiting and Hiring

Motion carried.

4. Bishop Fund Scholarships

Mr. Boakye reported the Ed and Lillian Bishop Trust Investment provides resources to fund scholarships for Grays Harbor students continuing their education at institutions offering baccalaureate degrees. Four percent of the fund is available for scholarships. As of June 30, 2021, the total market value was \$6,148,607.5. Four percent of the total value is \$245,944.30. It was moved and seconded to approve 4% or \$245,944.30 to award Bishop Scholarships during the 2022-23 academic year. Motion carried.

5. Board Approval of the Presidential Search Committee Appointees

Dr. Akerlund reported the Board has had the opportunity to review appointees of the Presidential Search Committee consisting of representatives from each college employee group, students and community representatives. It was moved and seconded to approve the presented presidential search committee members including two or three additional community members  
Motion carried.

6. Land Acknowledgement

Dr. Brewster reported the college's Diversity Advisory Committee has been working for several months to develop a Land Acknowledgement statement to be read at all public meetings of the college. Dr. Brewster read the proposed statement and noted it has been approved by the Tribes represented in our district. It was moved and seconded to approve the Land Acknowledgement Statement as presented. Motion carried.

7. Operational Policies – First Reading

It was moved and seconded to approve the first reading of the following Operational Policies:

- OP 609 – Preparation of Academic Calendar
  - OP 630 – Substance Abuse, All Employees
  - OP 631 – Smoking/Tobacco Policy
  - OP 623 – Suspended Operations
  - OP 617 – Personnel Records
  - OP 655 – Code of Ethics-All Employees
  - OP 603 – Compliant Procedure
  - OP 636 – Domestic Violence and the Workplace
- Motion carried.

VI. Information

None

VII. Standing Reports

1) Student Government Report

Ms. Hoffman reported on recent student activities. She said the food pantry is open three days a week and food is available for students in the HUB three days a week.

2) Classified Staff Report

Ms. Stevenson reported the following:

- Staff Development and Training Committee held a fund-raiser that raised \$390.00 to support classified staff training activities.
- The meeting between the WPEA and management scheduled for last week has been postponed.

- Financial Aid is processing Fall Quarter applications. They will be fully on-line utilizing ctcLink in July.
- A labor management meeting was held last week. The main topic was the impact for classified staff currently located in the HUB that need to be relocated because the HUB is being demolished this summer.

3) Exempt Staff Report

None

4) Faculty Report

Mr. Winsor reported the GHCFT and management have been engaged in bargaining.

5) Administrative Services Update

Mr. Boakye reported the annual budget will be presented to the Board for approval at their June meeting. All-college meetings will be held prior to the June Board meeting to share the draft of the proposed 2022/23 GHC operating budget.

6) Instruction Update

Ms. Lacroix's report focused on continuous progress on instruction's goals that include the following:

- Continuing an improvement plan that supports quality instruction, enriches student learning and assesses program and institutional learning outcomes.
- Utilizes Guided Pathways to increase retention and credential completion.
- Provides educational opportunities that demonstrate diversity, equal learning and credential completion outcomes

7) Student Services Update

Mr. Erwin-Svoboda reported the following:

- Enrollment is behind 7.9% from this time last year.
- Activities to increase enrollment continue including expanding Summer Quarter to include Running Start students.
- End-of-the-year events that celebrate student success and student achievement.
- Bishop Center upcoming events.
- Choker athletics updates and spring sports.

Dr. Carthum asked about the status of the CDL program. Dr. Brewster responded that twelve students are finishing this quarter and another class is scheduled for summer.

Ms. Esty asked if we have any way to track social media to determine what is the most effective? Ms. Anderson responded that we can tell how many people hit a specific landing page. Different marketing tools are aimed at different age groups.

8) President's Update

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

Highlights included:

- The accreditation visit went well and we do not expect any additional recommendations.
- The executive team and the college Diversity Committee continue to work on the state-required Diversity Strategic Plan for GHC.
- Registration for Summer/Fall started May 5.
- GHC will offer a short Deckhand Training class, hoping to attract young people to work as deckhands for the local charter boat industry.
- SSIB Update

Dr. Brewster said due to an issue with the permitting process, construction of the SSIB has been delayed. Mr. Plemmons said construction will begin May 15. The goal is to have the new building open by Fall of 2023. In order to expedite the process, the HUB will be demolished this summer and offices currently in the HUB will be temporarily moved to other locations on campus. Board members said it is important to provide food service and areas for students to gather. Dr. Brewster said discussions are underway to make this transition time as student- friendly as possible. It was noted that Room 4134 in the Schermer Building will not be available for Board meetings. Alternate locations were discussed.

9) Board Report

a. Foundation Meeting Report

Dr. Akerlund reported for Ms. Aveledo.

The recent Foundation fund-raising event totaled \$231,715.00.

b. Board Art Committee Update

Dr. Akerlund reported Board members are making efforts to have local art displayed in the new building. Fund-raising strategies are being discussed.

c. Presidential Search Update

Dr. Akerlund thanked employees for participating in “listening sessions” facilitated by the search consultants. The consultants are developing a presidential profile to be shared with the Board for their review. The search committee will hold its first meeting on May 31. The position will be advertised in the Fall.

d. End of Year Events

A list of end of the year events will discussed. Board members were asked to indicate which events they could attend.

e. Items of Interest

VIII. Non-Public Session

Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140 (4) (b) pertaining to negotiations

IX. Action Items as a Result of the Non-Public Session

None

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.

XI. Action items as a Result of the Executive Session

None

XII. Good of the Order

XIII. **Adjournment**

The meeting was adjourned at 2:45 p.m.

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Dr. Ed Brewster, Secretary

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Dr. Harry Carthum Chair