

# Board of Trustees Regular Meeting

February 10, 2026 at 1:00 PM

Hybrid Meeting: tulalw Student Center Boardroom (Aberdeen Campus)

Zoom: <https://ghc.zoom.us/j/95366774465>

Join by Phone: 253-215-8782 | Meeting ID: 953 6677 4465



## February 10, 2026 – Regular Meeting Agenda

The Board of Trustees of Grays Harbor College will hold a regular meeting on Tuesday, February 10, 2026, at 1:00 PM. Dr. Paula Akerlund, Board Chair, will preside.

A light lunch will be offered at 11:30 AM. A study session featuring a Quarter 2 Budget Report, Economic Forecast, and State Outlook by Jason Gordon will be held at 12:00 PM.

Item	Topic	Presenter(s)
<b>12:00 - 1:00 PM</b>	<b>Study Session – Quarter 2 Budget Report, Economic Forecast, &amp; State Outlook</b>	<b>Jason Gordon, Vice President of Administrative Services</b>
I.	<b>Call to Order/Roll Call</b>	Dr. Paula Akerlund
II.	<b>Safety Statement</b> In the event of an emergency requiring evacuation (e.g., fire or building hazard), please exit Boardroom 3320/3322 promptly. Proceed to the first door on the opposite side of the hallway and use the stairs to reach the first floor. Once on the first floor, turn left behind the stairs to exit through the doors leading outside. Avoid the door directly in front of you, as it leads to the first-floor hallway. An Evac+Chair evacuation chair is located directly at the top of the stairs for those who may need assistance. Once outside, gather at the designated assembly point, away from the building, to ensure your safety. If you have specific safety needs or require accommodations, please let Dr. Schiffner know.	Dr. Paula Akerlund
III.	<b>Pledge of Allegiance</b>	Dr. Paula Akerlund
IV.	<b>Land Acknowledgement</b> Grays Harbor College is located on the ancestral lands of the Chehalis, Chinook, Quinault and Shoalwater Bay Peoples. With this awareness, we honor the ancestors and pay respect to elders past and present of these nations and all Native Peoples of this land who occupy these lands since time immemorial. The College expresses its deepest respect for and gratitude towards these original and current caretakers of the region and to our native students, staff, and faculty, past and present, as well as support and respect their presence and valuable contributions into the future. As an academic community, we acknowledge our responsibility to establish and maintain relationships with these nations and Native peoples, in support of their sovereignty and the inclusion of their voices in the teaching and learning process.	Jim Sayce
V.	<b>Agenda Adoption</b>	Dr. Paula Akerlund
VI.	<b>Public Comments</b> Please sign in and limit comments to three minutes.	
VII.	<b>Celebrations</b> 1. Human Resources	Dr. Carli Schiffner
VIII.	<b>New Employee Introductions</b>	Erin Tofte
IX.	<b>Review Items</b>	

## Regular Meeting Agenda

Grays Harbor College Board of Trustees  
February 10, 2026



	<ol style="list-style-type: none"> <li>1. First Reading of Operational Policy 405 - Academic Progress and Performance</li> <li>2. First Reading of Operational Policy 411 - Alcohol/Substance Abuse Prevention</li> <li>3. First Reading of Operational Policy 413 - Student Residency Status and Non-Resident Tuition Waivers</li> <li>4. First Reading of Operational Policy 414 - Adult Basic Education, English Language Acquisition, and General Education Development Tuition Waiver</li> <li>5. First Reading of Operational Policy 415 - Reasonable Accommodations</li> <li>6. First Reading of Operational Policy 506 - Property Management</li> </ol>	<p>Holly Bringman</p> <p>Holly Bringman</p> <p>Holly Bringman</p> <p>Holly Bringman</p> <p>Holly Bringman</p> <p>Jason Gordon</p>
X.	<b>Action Items</b> <ol style="list-style-type: none"> <li>1. Approval of the January 13, 2026 Minutes</li> </ol>	Dr. Paula Akerlund
XI.	<b>Standing Reports</b> <ol style="list-style-type: none"> <li>1. Student Government Report</li> <li>2. Classified Staff Report</li> <li>3. Represented Exempt Staff Report</li> <li>4. Faculty Report</li> <li>5. Administrative Services Report</li> <li>6. Human Resources Report</li> <li>7. Learning and Student Success Report               <ol style="list-style-type: none"> <li>a. Enrollment</li> <li>b. Tenure Reports and Planning</li> </ol> </li> <li>8. President's Report               <ol style="list-style-type: none"> <li>a. Accreditation</li> </ol> </li> <li>9. Board Report               <ol style="list-style-type: none"> <li>a. Foundation Meeting Report</li> <li>b. Legislative Committee Report</li> <li>c. Fiscal Liaison Report</li> <li>d. Items of Interest                   <ul style="list-style-type: none"> <li>▪ 2026-2027 Board Meeting Calendar Review</li> </ul> </li> </ol> </li> </ol>	<p>Isaac Humiston</p> <p>To Be Determined</p> <p>Shelly Hoffman</p> <p>Anita Plagge</p> <p>Jason Gordon</p> <p>Erin Tofte</p> <p>Holly Bringman</p> <p>Dr. Carli Schiffner</p> <p>Kristy Anderson</p> <p>Astrid Aveledo</p> <p>Jim Sayce</p> <p>Aliza Esty</p> <p>Dr. Paula Akerlund</p>
XII.	<b>Non-Public Session</b> Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140	
XIII.	<b>Action Items as a Result of the Non-Public Session</b>	
XIV.	<b>Executive Session</b> 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.	
XV.	<b>Action Items as a Result of the Executive Session</b>	
XVI.	<b>Good of the Order</b>	
XVII.	<b>Adjournment</b>	

## IX.1. - First Reading of Operational Policy 405 - Academic Progress and Performance

GHC Board of Trustees Meeting

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### Operational Policy

Policy Name	Academic Progress and Performance
Policy Number	405
Date Adopted	5/23/1976
Date(s) Revised or Reviewed	Revised: 11/81, 1/18/94, 4/21/97. 4/18/06, 2/18/20

### Policy:

Grays Harbor College is committed to helping students achieve academic success. The primary purpose of the Academic Progress and Performance Policy is to quickly identify and alert students with low academic achievement and to provide them with assistance to improve their academic performance.

Every student who enrolls at Grays Harbor College becomes a partner with the college and the State of Washington with shared responsibilities for student progress and goal completion. As part of the College's responsibility to each student and to the State that helps to fund each student's college education, Grays Harbor College has established minimum expectations of student progress and academic performance.

Students must earn a GPA of 2.0 or above. If not, the college will place the student progressively on academic warning, probation, and suspension as outlined in [Administrative Procedure Number: 405.1](#). Additionally, the appeal process is outlined in the administrative procedure.

**Academic Warning:** A notice to students whose cumulative GPA falls below 2.0, indicating they need to improve their performance.

**Academic Probation:** A status for students who do not raise their GPA to 2.0 after being placed on warning; it requires close monitoring and support.

**Academic Suspension:** Occurs when a student on probation fails to meet minimum GPA requirements again; students may be temporarily unable to enroll.

### President's List, President's Scholar, Honor Roll

A student who completes 12 or more credit hours of courses and earns a grade-point average of 3.50 or higher in any one quarter will be listed on the President's List. The student transcript will be endorsed with *HONOR ROLL* for that quarter. A student who receives an associate degree with a cumulative GPA of 3.50 or higher will be honored as a President's Scholar. The student transcript will be endorsed with *PRESIDENT'S SCHOLAR*.

Grays Harbor College adopts guidelines to ensure that procedures are developed for academic standards consistent with college and legislative intent. Additionally, the College will maintain appropriate intervention strategies to assist students on academic probation to improve their performance.

## IX.2. - First Reading of Operational Policy 411 - Alcohol/Substance Abuse Prevention

GHC Board of Trustees Meeting

February 10, 2026

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### Operational Policy

Policy Name	Alcohol/Substance Abuse Prevention
Policy Number	411
Date Adopted	3/20/1989
Date(s) Revised or Reviewed	Revised: 19/20/93, 4/20/04, 4/18/06, 11/19/13, 2/18/20

### Policy:

Grays Harbor College campus policies prohibit the unlawful possession or use of alcoholic beverages and the manufacture, distribution, dispensation, possession, or use of illicit drugs on campus grounds. The College is committed to an ongoing prevention, education, and assistance programs to promote a secure environment. Grays Harbor College, Student Life will offer resources through New Student Orientation and/or workshops to provide a basic understanding of alcohol and substance abuse.

Students are encouraged to seek information and assistance from the Student Services Center, Student Life or campus counselors. Counselors are available to work with students in order to help them identify personal problems associated with substance abuse. Appropriate referrals can be made.

## IX.3. - First Reading of Operational Policy 413 - Student Residency Status and Non-Resident Tuition Waivers

GHC Board of Trustees Meeting  
February 10, 2026

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### Operational Policy

Policy Name	Student Residency Status and Non-Resident Tuition Waivers
Policy Number	413
Date Adopted	7/22/1999
Date(s) Revised or Reviewed	Revised: 1/18/2000, 4/18/06, 2/18/20

### Policy:

#### A. RESIDENT STUDENTS:

A student who meets the standards set in [RCW 28B.15.012](#) for the term “resident student” shall be considered a resident student at Grays Harbor College.

All resident students taking credit courses shall be charged “Resident” tuition rates as established each biennium by the State Board for Community and Technical Colleges (SBCTC). Resident tuition rates shall be published on the College website and College catalog.

#### B. NON-RESIDENT STUDENTS:

Any student who does not meet the residency standards set in RCW 28B.15.012 for the term “resident student” shall be considered a non-resident student at Grays Harbor College.

Non-resident students shall be charged “non-resident” tuition rates as established each biennium by the SBCTC unless they qualify for a waiver of non-resident tuition under one of two waiver provisions cited below. Nonresident tuition rates shall be published on the College website and College Catalog.

1. Border County Non-Resident Fee Waiver: [RCW 28B.15.0139](#) Under the border county higher education opportunity project adopted by the Legislature in 1999 as House Bill 1016, non-resident tuition waivers shall be granted to all residents of the bordering Oregon counties of Columbia, Gilliam, Hood River, Multnomah, Clatsop, Clackamas, Morrow, Sherman, Umatilla, Union, Wallowa, Wasco and Washington. Students qualifying for Border County Non-Resident Fee Waivers shall be charged resident tuition rates. Students must be domiciled in a border county for 90 days prior to enrolling.
2. Per [RCW 28B.15.0139](#) (1): The student is eligible if enrolling at a community college located in Asotin, Benton, Clark, Columbia, Cowlitz, Franklin, Garfield, Klickitat, Pacific, Skamania, Wahkiakum, or Walla Walla county, Washington.

## **IX.3. - First Reading of Operational Policy 413 - Student Residency Status and Non-Resident Tuition Waivers**

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3. Non-Resident Waiver for U.S. Citizens and legal Residents: The difference between the non-resident operating fee and the resident operating may be waived for United States citizens and legal residents who do not otherwise qualify as “resident students.”

### **C. ADULT BASIC EDUCATION (ABE)/ENGLISH LANGUAGE ACQUISITION (ELA) STUDENTS**

No residency determinations are made for Adult Basic Education (ABE) and English Language Acquisition (ELA) students.

### **D. ADMINISTRATION OF STUDENT RESIDENCY ISSUES**

The Vice President for Learning and Student Success (VPLSS) or designee shall determine residency status for students and eligibility for non-resident tuition waivers.

## IX.4. - First Reading of Operational Policy 414 - Adult Basic Education, English Language Acquisition, and General Education Development Tuition Waiver

GHC Board of Trustees Meeting

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### Operational Policy

Policy Name	Adult Basic Education, English Language Acquisition, and General Education Development Tuition Waiver
Policy Number	414
Date Adopted	6/15/2004
Date(s) Revised or Reviewed	Revised: 2/18/20

### Policy:

Grays Harbor College shall provide Adult Basic Education (ABE), English Language Acquisition (ELA) and General Education Development (GED®) Tuition Waivers for students with financial need in compliance with the State Board for Community and Technical College's (SBCTC) policies.

ABE, ELA, and GED® Preparation students pay \$25 per student per quarter. Colleges may waive the \$25 charge for students who are unable to pay. All ungraded course fees are operating fees and are subject to the requirements in [RCW 28B.15.031](#) – "Operating fees."

## IX.5. - First Reading of Operational Policy 415 - Reasonable Accommodations

GHC Board of Trustees Meeting

February 10, 2026

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### Operational Policy

Policy Name	Reasonable Accommodations
Policy Number	415
Date Adopted	10/20/1997
Date(s) Revised or Reviewed	Revised: 3/21/00; 2/18/20; April 2006

### Policy:

No student based on their disability will be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any college program or activity. Grays Harbor College is committed to providing all students with a disability an equal opportunity to access the benefits, rights, and privileges of college services, programs, and activities, in the most integrated setting appropriate to the student's needs, and in compliance with the Americans with Disabilities Act (ADA) of 1990, ADA Amendments Act of 2008, Section 504 of the Rehabilitation Act of 1973, and Washington State laws as described in the Revised Code of Washington (Washington State Law Against Discrimination, Washington State Core Services Bill).

Grays Harbor College is committed to providing reasonable accommodations, including core services, to all students with disabilities.

The College will adopt guidelines and administrative procedures that identify the rights and responsibilities of all students with disabilities under federal and state laws and the guidelines for seeking and receiving reasonable accommodations. For information about Grays Harbor College's policy on accessibility and disability accommodations, please review the official document here: [GHC Policy 406.04 - Grievance](#) Procedure for Discrimination and Harassment.



## IX.6. - First Reading of Operational Policy 506 - Property Management

GHC Board of Trustees Meeting

February 10, 2026

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### Operational Policy

Policy Name	Property Management
Policy Number	506
Date Adopted	8/1/1975
Date(s) Revised or Reviewed	Revised: 1/17/95; 3/15/99; 4/25/06; 4/21/2020

### Policy:

It is the policy of the Board of Trustees of Grays Harbor College to maintain and protect the personal and real property of the College to the highest degree possible consistent with reasonable management and availability of funds.

Therefore, it is the duty of the president of the College or designee to carry out the activity and establish the procedures deemed necessary to maintain the security and good repair of property held by the College. In addition, the president or designee shall establish administrative procedures for the use of College property by employees, students and the general public, including but not limited to equipment, building space and grounds. The president or designee is also directed to enter into agreements for the purchase of fire, liability and other forms of insurance necessary to protect the interests of the College. In some cases, the college is "self-insured" rather than establishing an outside insurance agreement.

If College property becomes old, obsolete, or otherwise of limited value to the institution, or if it is replaced by new equipment, the president or designee may declare such property to be surplus and disposed of under any applicable rules, regulations, or statutes which govern the disposal of College property.



*Grays Harbor College provides meaningful and engaging learning opportunities and support services to enhance the knowledge, skills, and abilities of our students and support the cultural and economic needs of our community.*

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## Grays Harbor College Board of Trustees Regular Meeting

**Board Meeting:** The Board meeting was convened on January 13, 2026, at 1:26 PM.

**Members Present:** Dr. Paula Akerlund, Jim Sayce, Dr. Harry Carthum, Astrid Aveledo

**Members Present on Zoom:** Aliza Esty

**Others Present:** Lisa Smith, Holly Bringman, Ja'Shona Cooks, Derek Edens, Dr. Carli Schiffner, Jason Gordon, Kristy Anderson, Cassaundra Hogarty, Lori Christmas, Holly Duffy, Ginelle Hanaway, Nate Humphrey, Dr. Aaron Coby, Haley McGraw, Jeremy Winn, Cheyenna Carroll, John Jané, Terry Thompson, Javier Gallegos, Travis Obias, Yari Rolfe-Maloney, David Minkler, Brian Mahoney, Sarah Dalrymple, Sam Rayment, Lisa Getty, Isaac Humiston, Sonja McGraw, Floyd Plemmons, Michelle Smith, Matthew Barber, Erin Tofte, Anita Plagge

**Others Present on Zoom:** Adam Pratt, Alana Bertot, Angela Drake, Annalee Atwell-Tobar, Barbara Dyer, Brandon Curington, Carla Idohl-Corwin, Cathy LeCompte, Deanna Shedley, Dr. Marco Cerqueira, Elisa Harvey, Gordon Williams, Jackie Blumberg, JEB Thornton, Jody Pope, Jonni Dawson, Julie Randall, Kenji Seta, Lizbeth Sánchez, Matilde Brendant, Matt Holder, Dr. Michael Brown, Penny James, PJ Moore, Shelly Hoffman, Sydney Yager, William Smith

A study session featuring an AI discussion presented by Dr. Michael Brown from the State Board for Community and Technical Colleges, along with Dr. Aaron Coby, Haley McGraw, and Jeremy Winn from Grays Harbor College was held at 12:00 PM.

### I. Call to Order and Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 1:26 PM. Roll call was taken by Ja'Shona Cooks.

### II. Safety statement

Chair Dr. Paula Akerlund called attention to the safety statement.

### III. Pledge of Allegiance

Chair Dr. Paula Akerlund led the attendees in the Pledge of Allegiance.

### IV. Land Acknowledgment

Jim Sayce read the Land Acknowledgment. Chair Dr. Paula Akerlund thanked him for doing so.

### V. Agenda Adoption

Chair Dr. Paula Akerlund called for a motion to adopt the agenda. Dr. Harry Carthum moved to approve the agenda, and Jim Sayce seconded the motion. The motion carried.

### VI. Public Comments

No public comments.

## **VII. Celebration**

Holly Bringman recognized Elisa Harvey and the Giving Tree initiative. The Student Funding team collaborated to provide support to Grays Harbor College students around the holidays, serving 36 families and 106 children. Students were able to receive gifts for their children, and the Student Funding team also hosted a gift wrapping event in partnership with several student clubs. Elisa Harvey thanked everyone who assisted in supporting students and their families, and the Board expressed its appreciation for the effort.

Jason Gordon recognized the Campus Operations team for their efforts over the past month to ensure campus safety and functionality, particularly during the recent storm. John Jané, Terry Thompson, Javier Gallegos, Travis Obias, Yari Rolfe-Maloney, David Minkler, and Brian Mahoney of the Campus Operations team introduced themselves to the Board, and were thanked by the Board for their work.

## **VIII. New Employee Introductions**

Erin Tofte introduced new employees, including Taylor Friebauer, TRIO Education and Student Success Specialist for Upward Bound; Jacob Borden, Women's Soccer Coach; Michelle Smith, Library and Archives Para I; and Sonja McGraw, Executive Assistant to the Vice President for Learning and Student Success.

Changes to employment were also shared, including new positions for Cheyenna Carroll as Events Manager for the Bishop Center; Cassandra Hogarty as CTE Coordinator; Ginelle Hanaway as Interim Director for TRIO SSS; and JEB Thornton as Interim Dean of Student Services.

## **IX. Review Items**

### **X & XI. Action Items & Standing Reports**

#### **Action Items**

1. Approval of December 9, 2025 Minutes
  - a. Chair Dr. Paula Akerlund called for a motion to approve the December 9, 2025 meeting minutes. Jim Sayce moved to approve the minutes, and Dr. Harry Carthum seconded the motion. The motion carried.
2. Second Reading of Operational Policy 503 - Financial Management
  - a. Discussion occurred regarding the final sentence and the use of the term "Philosophy." It was agreed to retain the language as written.
  - b. Chair Dr. Paula Akerlund called for a motion to approve Operational Policy 503 - Financial Management. Jim Sayce moved to approve the policy, and Astrid Aveledo seconded. The motion carried.
3. Second Reading of Operational Policy 504 - Cash Control
  - a. Chair Dr. Paula Akerlund called for a motion to approve Operational Policy 504 - Cash Control. Dr. Harry Carthum moved to approve the policy, and Astrid Aveledo seconded. The motion carried.

#### **Standing Reports**

1. **Student Government Report** (Isaac Humiston)

Isaac Humiston reported that Student Life is fully staffed and preparing to ramp up student activities. Upcoming events include nature walks and a night at the YMCA. Dr. Marco Cerqueira will host MLK dialogue sessions and is planning with students for Black History Month and Women's History Month programming. Isaac also shared that the Services and Activities (S&A) and Technology Fee budget process has begun, with requests being accepted through February 13. The goal is to present the budget to the Board at the April meeting.

**2. Classified Staff Report (To Be Determined)**

A replacement shop steward is pending.

**3. Represented Exempt Staff Report (Shelly Hoffman)**

Shelly Hoffman shared that she will continue serving in this role for the coming year.

**4. Faculty report (Anita Plagge)**

Anita Plagge reported that the faculty union met the prior day. The Stafford Creek Correction Center portion of the collective bargaining agreement will be negotiated this year, and a memorandum of understanding was signed to negotiate the rest of the contract next year.

**5. Administrative Services Report (Jason Gordon)**

Jason Gordon provided an update on Lake Swano. Biweekly meetings are being scheduled, and work is underway on-site data collection, permitting, and development of a public outreach plan. The goal is to complete this work by May in order to submit a capital budget request to the State Board.

**6. Human Resources Report (Erin Tofte)**

Erin Tofte shared that there were no updates beyond the written report.

**7. Learning & Student Success Report (Holly Bringman)**

Holly Bringman provided an enrollment update, reporting a total enrollment of 1,539 students across state funded and Running Start programs. Running Start full time equivalent enrollment is up approximately 8.7 percent, and state funded enrollment is up approximately 3.7 percent.

Recognition was given to the Financial Aid team. The average timeline from application to award notification is currently three to four weeks, with efforts underway to continue reducing that timeframe. During the 2024-2025 academic year, just over 10 million dollars in financial aid was distributed to students.

**8. President's Report (Dr. Carli Schiffner)**

Dr. Carli Schiffner reported that work is underway to schedule legislative visits in Olympia. She shared that Cheyenna Carroll has joined the College as the Events Manager and expressed appreciation for Jonni Dawson's prior work supporting the Bishop Center. Dr. Schiffner also shared that All College Day is scheduled for Friday, February 6.

Discussion also occurred regarding legislative support for community and technical colleges. It was clarified that certain grant funding is administered at the system level and not awarded directly to individual colleges.

a. **Accreditation** (Kristy Anderson)

Kristy Anderson shared that the College was notified that the request to accredit the two year Associate of Applied Science degree in Culinary Arts was approved, and the College may now begin advertising the degree program, not just the certificate. She also shared that an NWCCU meeting is scheduled for the end of January, during which the College's Year Six report will be reviewed to determine whether follow up will be needed in the Year Seven report. Kristy Anderson further shared that a decision regarding the Bachelor of Science in Computer Science will be made at the same NWCCU meeting. If approved, the College may begin advertising for a Fall 2027 launch. Students may begin in the two year program in the interim.

9. **Board Reports**

a. **Foundation Meeting Report** (Astrid Aveledo & Lisa Smith)

Astrid Aveledo shared that the Foundation Board has been working on its strategic plan. Lisa Smith facilitated an exercise focused on the Board's priorities for the Foundation's investments and its direction over the next ten years. Lisa also shared that the Foundation sold land located behind the College that it had held since 2016, with proceeds to support the institution. Additionally, the Foundation is midway through the annual *Journey Campaign*, which provides funding in support of the College's initiatives.

b. **Legislative Committee Report** (Jim Sayce)

Jim Sayce reported that the committee met the prior day. Topics discussed included the Governor's cuts-only budget, updates on House Bill 2121, the legislative send-off, and meetings with district constituents. The committee also discussed potential changes to Running Start and workforce development efforts. Work is underway to schedule visits in Olympia with elected officials on February 12 and 18 with students, Dr. Carli Schiffner, and Jim Sayce.

c. **Fiscal Liaison Report** (Aliza Esty)

Aliza Esty reported that work is underway on the presentation for the upcoming budget review scheduled to take place in February.

d. **Items of Interest** (Dr. Paula Akerlund)

Dr. Harry Carthum suggested exploring opportunities related to the College's medical programs, including a Bachelor of Science in Nursing and occupational therapy and physical therapy assistant programs, as well as considering offering both day and evening class options.

Astrid Aveledo spoke about the impact of inheritance and the opportunity education can provide students with agency to change their lives.

Jim Sayce shared comments on artificial intelligence, noting that it is not a substitute for creativity and discussing its future role. Aliza Esty expressed interest in seeing a plan related to artificial intelligence, and Astrid Aveledo added comments regarding the importance of critical thinking skills and the need to continue nurturing them.

Dr. Paula Akerlund asked Board members to review the proposed meeting schedule for approval at the next meeting and noted the proposed Board Retreat scheduled for Thursday, July 16.

The meeting recessed at 2:35 PM and reconvened at 2:40 PM.

#### **XIV. Executive Session**

The Board entered a closed executive session at 2:40 PM under RCW 42.30.110 to consult with legal counsel regarding ongoing legal matters. The session was scheduled to last approximately 20 minutes. The Board reconvened in open session at 2:55 PM.

#### **XV. Action Items as a Result of the Executive Session**

Dr. Carli Schiffner recommended that the Board approve the settlement agreement between Grays Harbor College, the Washington State Department of Enterprise Services, and KMB Architects as presented. Chair Dr. Paula Akerlund called for a motion to approve the settlement agreement between Grays Harbor College, the Washington State Department of Enterprise Services, and KMB Architects. Astrid Aveledo moved to approve the agreement, and Aliza Esty seconded the motion. The motion carried.

#### **XVI. Good of the Order**

President Schiffner acknowledged Jim Sayce and Dr. Harry Carthum in recognition of their birthdays this month. Jim Sayce shared that he will be retired by the next time the Board meets, following 40 years of service.

#### **XVII. Adjournment/next meeting**

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 3:00 PM. The Board of Trustees will hold its next meeting on February 10, 2026 at 1:00 PM, at Grays Harbor College in Aberdeen and via Zoom.

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Dr. Carli Schiffner, Secretary

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Dr. Paula Akerlund, Chair

## **XI.1. – Student Government Report**

GHC Board of Trustees Meeting  
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# Student Life

Grays Harbor College

**To:** Grays Harbor College Board of Trustees

**From:** Isaac Humiston – ASGHC President

**cc:** President Carli Schiffner, VPLSS Holly Bringman

**Date:** January 27, 2026

**Re:** ASG January Board Report

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- **ASGHC Updates**
- Our VP For Diversity and Awareness, Sam Rayment, resigned to focus on their studies. We want to thank them for all their work and dedication on the behalf of GHC students.
- We had a College Night Takeover at the YMCA which was a lot of fun and community building.
- We are in the middle of celebrating Black History Month; with activities, dialogues, and learning opportunities in Student Life and DEC spaces.
- Two Student Leaders, ASGHC Michael Priest and Student Life Pantry Aide, Niena Vilischar will visit legislators in Olympia on February 18 with Dr. Carli Schiffner and Mr. Jim Sayce.
- The ASG Student Budget Committee is hard at work on our annual budget process. We hope to have a budget to present in time for the April Board of Trustees Meeting.
- Student Life has resumed their nature hikes, and took a group to Lake Quinault on January 30. Our next trip will be on February 13 to Friends Landing.

## **XI.3. – Represented Exempt Staff Report**

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# **Written Report**

## **Item Information:**

**Topic:** Professional Exempt Representation

**Prepared by:** Shelly Hoffman, Recruitment Facilitator

**Attachments:** None

## **Narrative**

No report currently.

## **Summary & Next Steps**

Not applicable.

## **Action Requested:**

Not applicable.



## **XI.4. – Faculty Report**

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# **Written Report**

## **Item Information:**

**Topic:** Faculty Report

**Prepared by:** Anita Plagge, Professor of Biology

**Attachments:** N/A

## **Narrative**

- This meeting falls during week 6 of the Winter Quarter. Many faculty have administered their first set of exams, some their second exams, and several assignments. February 10 is also Advising Day, which is always a busy day for faculty.
- Last Friday was our Winter Quarter All College Day. It was a day of learning, collaboration and fellowship.
- Faculty are appreciative of Dr. Schiffner's town hall meeting in January, where she outlined the upcoming funding/budgetary challenges of the College and State.

## **Summary & Next Steps**

None

## **Action Requested:**

None

## ☐ **Follow-Up**

None

## **XI.5. – Administrative Services Report**

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# **Written Report**

## **Item Information:**

**Topic:** Administrative Services Report

**Prepared by:** Jason Gordon, Vice President for Administrative Services

**Attachment:** FY26 Second Quarterly Budget Report

## **Narrative**

### **FY2025-26 Budget Status**

The FY2026 second quarterly budget report covers the period from July 1, 2025, through December 31, 2025. As part of the ongoing budget process, quarterly reviews are conducted to assess enrollment FTE targets, revenue projections, and expenditure estimates to allow for mid-course adjustments. This report provides an overview of the College's budget performance at the close of Q2, focusing on how actual enrollment, revenues, and expenditures are tracking against initial projections.

Enrollment remains stable across tuition-bearing categories. Tuition-bearing FTE enrollment is 2% below target overall through Winter Quarter, with Winter FTE at 96% of target and Fall at 98%. Summer Quarter exceeded expectations at 102% of goal. Running Start enrollment continues to outperform at 119% of target, contributing significantly to local revenue.

As a result of enrollment strength, total operating revenue is on target and in several categories performing ahead of expectations. Tuition revenue has reached 71.8% of budget, and miscellaneous fees are at 68.1%. Running Start revenues are below target for Q2 due to billing timing, consistent with prior-year patterns.

Expenditures remain well-managed across all categories. Personnel expenses are at 45.1% of budget, slightly below expectations at mid-year. Non-personnel expenses are all also slightly below expected levels. Total operating expenditures through Q2 stand at 44.4% of budget, closely aligned with FY25 levels.

At the close of Q2, the College remains in a stable financial position. Revenue is performing at or above expectations in key areas, supported by steady enrollment. Expenditures remain below budgeted levels. While it is anticipated that there will be fiscal pressure in FY27, current year performance will help mitigate impacts.

### **FY2026-27 Budget Development**

The College continues to monitor statewide budget developments that may affect FY27. Governor Ferguson's supplemental budget proposal includes a 1.5% reduction to community and technical colleges and a reduction to Running Start funding from 1.4 FTE to 1.2 FTE.

For FY27 budget development, all budget requests were submitted by December 31 and have undergone initial Cabinet review, with additional review scheduled for February. SBCTC has approved a 3.3% tuition increase for FY27, and initial revenue projections assume flat enrollment. Upcoming work includes revising the FY27 fee schedule for board approval in April and projecting expenses for the FY27 budget.

## **Business Affairs Commission (BAC)**

- Attended BAC meeting on February 5.
  - Discussion topics included legislative updates and potential impacts to colleges, financial aid fraud procedures, and fiscal sustainability.
- Next BAC meeting will be held at the end of April in Walla Walla.

## **Lake Swano Dam Project**

The Lake Swano Dam Study continues to advance across all major project areas, with project management activities on schedule and bi-weekly coordination meetings underway.

- Geotechnical evaluation has advanced. The design team reviewed prior reports, developed a slope stability model, and evaluated seismic requirements.
- Environmental permitting review is ongoing, with resource mapping completed and regulatory coordination being prepared.
- Civil and structural engineering teams have begun reviewing existing conditions, utilities, access considerations, and conceptual alternatives.
- Public outreach preparations have begun, with an initial project overview exhibit completed. Additional outreach materials will be developed once alternatives are refined.

Overall, the predesign work is moving forward as planned, with expected completion by the end of March.

## **Summary & Next Steps**

The FY2026 budget performance, FY2027 budget development, and ongoing BAC activities continue to be key focus areas for Administrative Services. Updates will be provided to the Board of Trustees as new information becomes available.

### **Action Requested:**

None

### ☐ **Follow-Up**

None

# Board of Trustees Meeting

FY2026 Second Quarterly Report

Jason Gordon  
Vice President for Administrative Services

FEBRUARY 10, 2026



# Overview

2

- Q2 Revenue Tracking
- Q2 Expenses Tracking
- Q2 Comprehensive Expenses
- Q2 Designated Cash Reserves
- Change in State Allocation
- Q2 Revised Budget
- Feedback



# How Are We Doing at Q2 – July 1 to December 31, 2025?

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## **Enrollment Overview (Tuition Bearing FTE, Excludes Transition Programs) to Date – 12/30/25**

- Winter FTE (Dec. 30) is 843, approximately 96% of estimated target of 874
- Fall FTE is 908, approximately 98% of estimated target of 923
- Summer FTE is 223, about 102% of estimated target of 219
- Q2 FTE (summer through winter) FTE is 1,974, about 98% of estimated target of 2,016
- Q2 Running Start FTE is 953, about 119% of estimated target of 799

## **Revenue**

- Q2 increase in state allocation is \$29,456
- Q2 local revenue estimate unchanged

## **Expenses**

- Personnel expenses at end of Q2 are approximately 45.1% of budget
- Non personnel expenses at end of Q2 are about 41.4% of budget

## **Budget Status**

- Total revenue on target, exceeding revenue projections due to higher-than-expected enrollment
- Personnel expenses trending slightly below target
- Non personnel expenses trending below target

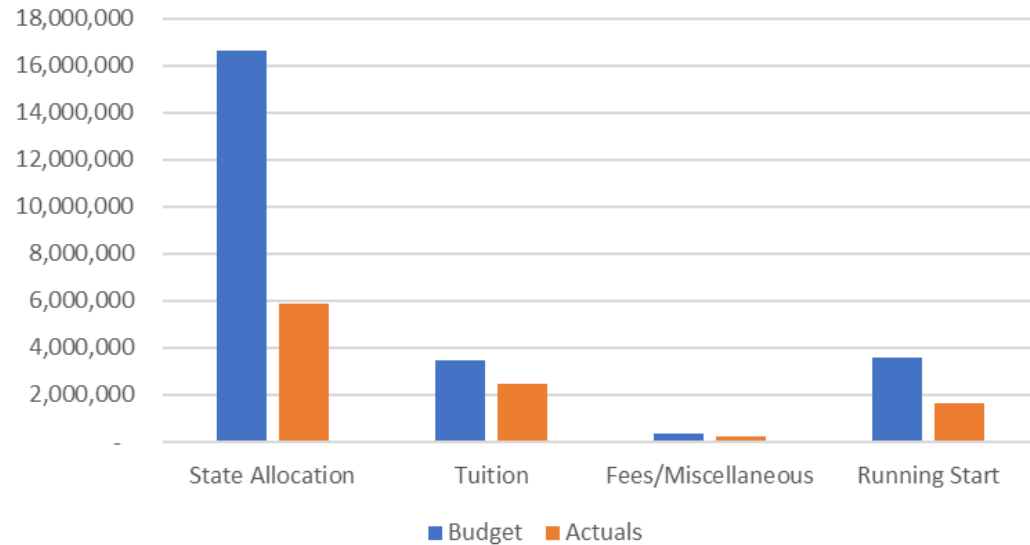


# Q2 - Operating Revenue Tracking

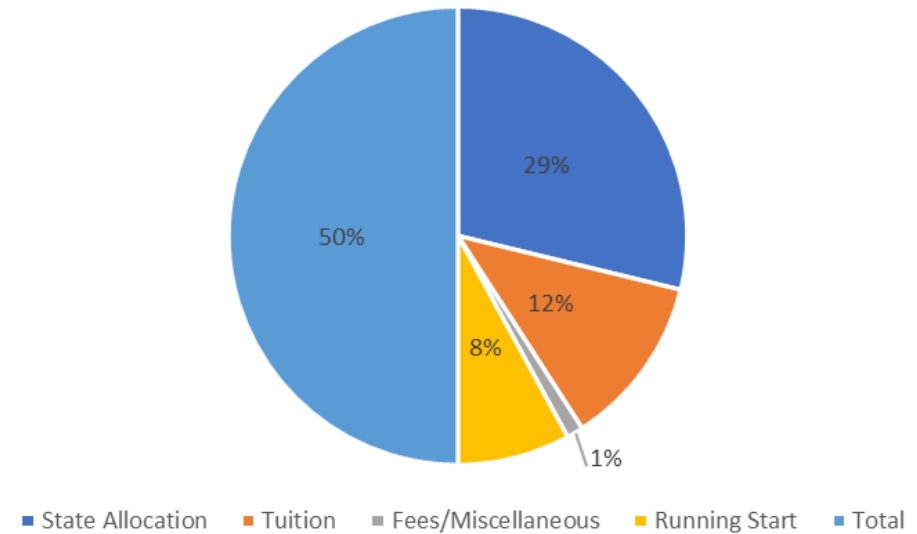
Description	FY26 Budget	FY26 Actuals	FY26 % Budget	Status (vs Q2)
State Allocation	\$16,658.118	\$5,871,405	35.2%	Below target
Tuition	\$3,437,853	\$2,466,854	71.8%	Above target
Fees/Miscellaneous	\$350,826	\$239,076	68.1%	Above target
Running Start (RS)*	\$3,585,475	\$1,620,299	45.2%	Below target
<b>Total</b>	<b>\$24,032,273</b>	<b>\$10,197,634</b>	<b>42.4%</b>	<b>Below target</b>
Local Revenue	\$7,374,154	\$4,326,229	58.7%	Above target
*RS billing pending.				

# Q2 - Operating Revenue

Revenue: Budget vs Actual



Revenue Actuals Breakdown





# Q2 - Revenue Tracking Compared to Last Year

Description	FY26 Budget	FY26 Actuals	FY26 % Budget	FY25 Budget	FY25 Actuals	FY25 % Budget
Allocation	\$16,658,118	\$5,871,405	35.2%	\$17,345,003	\$7,019,390	40.5%
Tuition	\$3,437,853	\$2,466,854	71.8%	\$2,957,853	\$2,288,021	77.4%
Fees/Misc.	\$350,826	\$239,076	68.1%	\$305,376	\$307,015	100.5%
RS*	\$3,585,475	\$1,620,299	45.2%	\$3,041,775	\$158,320	5.2%
<b>Total</b>	<b>\$24,032,273</b>	<b>\$10,197,634</b>	<b>42.4%</b>	<b>\$21,782,273</b>	<b>\$9,772,746</b>	<b>44.9%</b>
Local Rev.	\$7,374,154	\$4,326,229	58.7%	\$6,305,004	\$2,753,356	43.7%

\*RS – In FY25, fall and winter weren't billed until January.

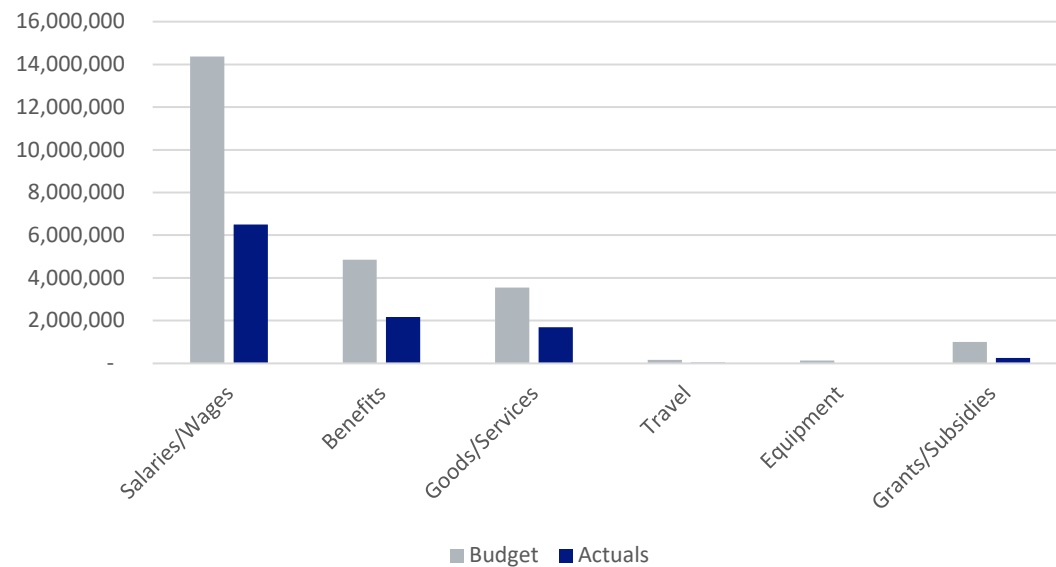
# Q2 - Operating Expenses Tracking

Description	FY26 Budget	FY26 Actuals	FY26 % Budget	Status (vs Q2)
Salaries/Wages	\$14,368,245	\$6,503,183	45.3%	Below target
Benefits	\$4,848,855	\$2,169,987	44.8%	Below target
Total Personnel	\$19,217,100	\$8,673,170	45.1%	Below target
Goods/Services	\$3,543,078	\$1,693,826	47.8%	Below target
Travel	\$151,787	\$30,615	20.2%	Below target
Equipment	\$124,000	\$13,955	11.3%	Below target
Grants/Subsidies	\$996,308	\$255,828	25.7%	Below target
<b>Total</b>	<b>\$24,032,273</b>	<b>\$10,667,394</b>	<b>44.4%</b>	<b>Below target</b>

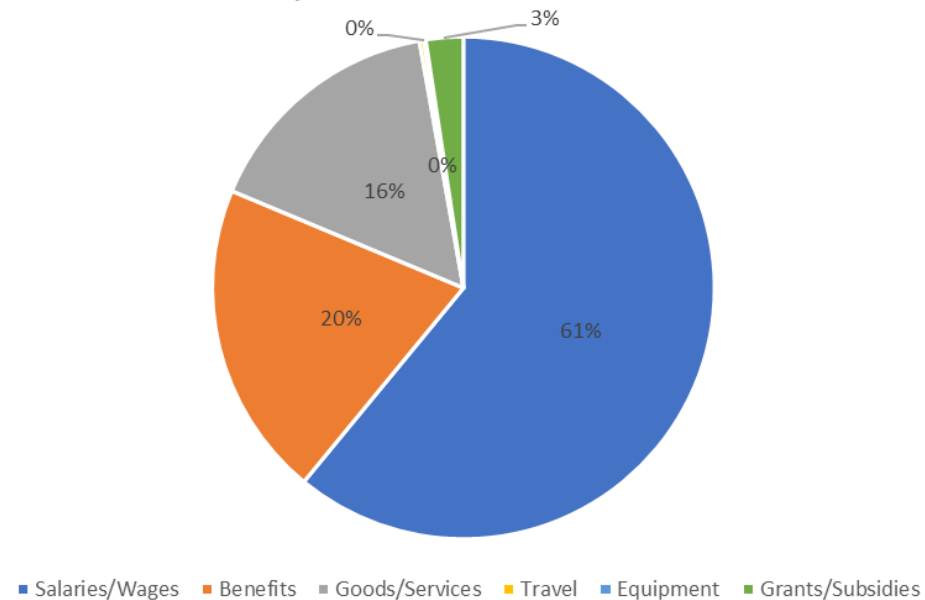


# Q2 - Operating Expenses

Expenses: Budget vs Actual



Expense Actuals Breakdown



# Q2 - Expenses Tracking Compared to Last Year

Description	FY26 Budget	FY26 Actuals	FY26 % Budget	FY25 Budget	FY25 Actuals	FY25 % Budget
Salary	\$16,658,118	\$6,503,183	45.3%	\$14,532,767	\$6,277,490	43.2%
Benefits	\$3,437,853	\$2,169,987	44.8%	\$4,778,945	\$1,971,212	41.2%
Total Personnel	\$19,217,100	\$8,673,170	45.1%	\$19,311,712	\$8,248,702	42.7%
Goods/Services	\$3,543,078	\$1,693,826	47.8%	\$2,848,548	\$1,716,141	60.2%
Travel	\$151,787	\$30,615	20.2%	\$147,000	\$29,671	20.2%
Equipment	\$124,000	\$13,955	11.3%	\$124,000	\$82,955	66.9%
Grants/Subsidies	\$996,308	\$255,828	25.7%	\$1,631,746	\$448,958	27.5%
<b>Total</b>	<b>\$24,032,273</b>	<b>\$10,667,394</b>	<b>44.4%</b>	<b>\$24,063,006</b>	<b>\$10,526,427</b>	<b>43.7%</b>

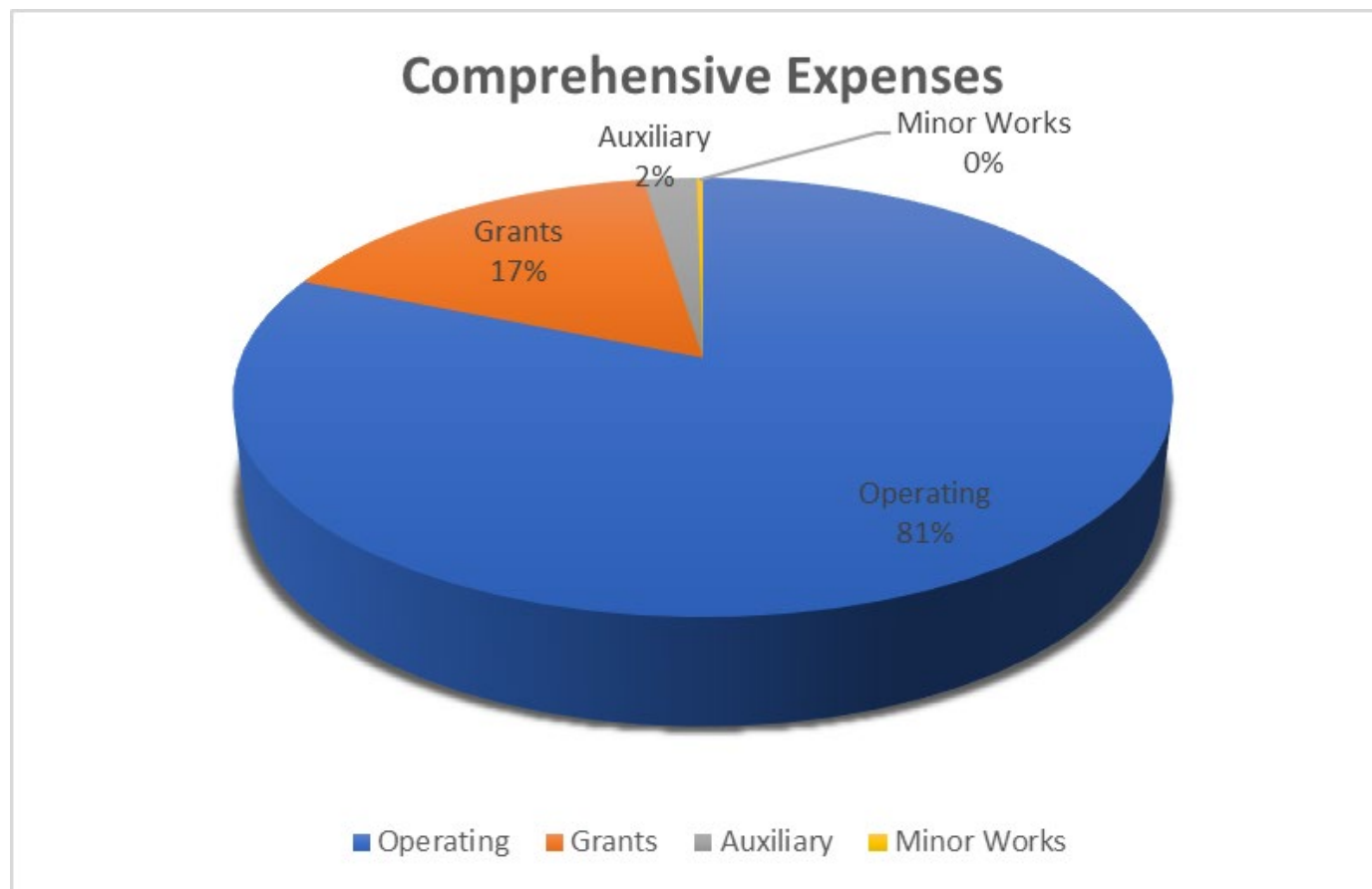
## Q2 – Comprehensive Expenses

Description	Operating	Grants	Auxiliary	Minor Works	Total
Salaries/Wages	\$6,503,183	\$1,071,174	\$45,342	\$0	\$7,619,698
Benefits	\$2,169,987	\$350,929	\$12,486	\$0	\$2,533,402
Goods/Services	\$1,693,826	\$483,529	\$175,002	\$0	\$2,352,357
Travel	\$30,615	\$110,080	\$1,328	\$0	\$142,023
Equipment	\$0	\$127,742	\$51,907	\$0	\$179,649
Grants/Subsidies	\$255,828	\$0	\$0	\$0	\$255,828
Capital	\$13,955	\$0	\$0	\$33,197	\$47,151
<b>Total</b>	<b>\$10,667,394</b>	<b>\$2,143,453</b>	<b>\$286,066</b>	<b>\$33,197</b>	<b>\$13,130,109</b>



## Q2 – Comprehensive Expenses

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# Change in State Allocation

Description	Amount	
Q2 Allocation #5 and #6	\$ 16,658,118	
Q1 Allocation	\$ 16,628,662	
Change	\$ 29,456	
<b>How State Allocation Changed in Q2</b>		
Incarcerated Students Advising	\$ 27,300	
Guided Pathways Earmark	\$ 1,193	
Opportunity Grants Health Workforce	\$ 963	
	\$ 29,456	



# Q2 Revised Budget

	<b>2025-26</b>	<b>Q2</b>	
	<b><u>Budget</u></b>	<b><u>Revised</u></b>	<b><u>Amended</u></b>
Revenue			
State Allocation	16,628,662	29,456	16,658,118
Tuition	3,437,853		3,437,853
Fees/Misc.	350,826		350,826
Running Start	3,585,475		3,585,475
Total Revenue	24,002,817	29,456	24,032,272
Expenditures			
Salaries and Wages	14,368,245		14,368,245
Benefits	4,848,855		4,848,855
Goods and Services	3,333,588		3,333,588
Travel	151,787		151,787
Equipment/Technology	124,000		124,000
Grants/Subsidies/Reimbursements	996,308		996,308
Legislative Initiatives	180,034	29,456	209,490
Total Expenditures	24,002,817	29,456	24,032,273



# FY27 Budget Development Update

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## Governor's Supplemental Budget

- Governor Ferguson released his supplemental budget proposal for FY27
- Includes across the board reduction of 1.5% to community colleges
- Includes reduction to Running Start from 1.4 FTE to 1.2 FTE

## Budget Requests

- Budget requests were due by 12/31/25
- Initial review of requests by Cabinet
- Cabinet will review again in February

## Revenue Projections

- SBCTC recently increased tuition by 3.3% for FY27
- Assuming enrollment will be flat in FY27
- State allocation will include reduction from change in allocation model

## Next Steps

- Review and update fee schedule for FY27 for board approval in April
- Project expenses for FY27 budget development
- Additional review of budget requests

# Feedback

- Send ideas to [budget@ghc.edu](mailto:budget@ghc.edu)
- Strategies to enhance revenue
- Opportunities for cost savings
- Enrollment growth initiatives

## **XI.6. – Human Resources Report**

GHC Board of Trustees Meeting

February 10, 2026

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# **Written Report**

## **Item Information:**

**Topic:** Human Resources Report

**Prepared by:** Erin Tofte, Associate Vice President of Human Resources

**Attachments:** NA

## **Narrative**

### **General Updates:**

- Interest Based Bargaining training was held January 21<sup>st</sup>. PERC provided great training for the union leadership and administration leadership. Bargaining for the Stafford Creek Correction Center portion of the faculty contract will begin February 6<sup>th</sup>.
- Student athlete and student government Title IX training session was held January 26<sup>th</sup>.
- Employee personal finance session was held with around 8 participants. We will be offering more employee wellness sessions in the future.
- Working on the Personnel budget for FY27 as a part of the budget process.
- PACE Committee will give an update on the PACE survey and workplace culture work to all employees at the February 6<sup>th</sup> All College Day.
- 90% of staff have their new ID badges and faculty have begun the process.
- New forms updated on HR Intranet.

### **New Employees:**

- N/A

### **Changes in Employment:**

- N/A

### **Searches:**

- Dual Credit Navigator, (replacing Cassaundra Hogarty), posted
- Communications Consultant 1, (replacing Cheyenna Carroll), posted
- Program Manager A – Testing/Advising, (replacing Jared Stratton), closed
- Director of Advising, (new position, grant funded), closed
- English Tenure Track Faculty Position (new position), closed
- Associate Dean of Instruction at Stafford Creek, (replacing CJ Berndt), closed
- Support Specialist SCCC (Prison Education Program/Pell replacing Natalie Tillary), closed
- SCCC ABE/ESL Temporary Faculty Position, (replacing William Newman), closed
- Several adjunct positions (to hire for specific courses and pools for future hires)

### **Action Requested:**

- N/A

### ☐ **Follow-Up**

- N/A

## XI.7. – Learning and Student Success Report

GHC Board of Trustees Meeting  
February 10, 2026



# Written Report

## Item Information:

**Topic:** Learning and Student Success Report

**Prepared by:** Holly Bringman, Vice President of Learning and Student Success

**Attachments:** Embodied-Changing Flyer, NWCCU Approval Letter

## Narrative

### Enrollment

#### Winter Quarter Enrollment Snapshot as of Tuesday, January 27<sup>th</sup>

FTE: Winter 2026	Winter 2025 01/29/2025 Day # 17	Winter 2026 01/27/2026 Day # 16	Difference	% Diff from 2025 to 2026	Winter 2025 FTE change to end of quarter	Final FTE Numbers for Winter 2025
1-Academic Transfer & Pre-College	491.0	472.5	-18.5	-3.8%	1.1	492.1
2-Transition Programs	130.6	151.2	20.5	15.7%	0.2	130.8
3-Career and Technical Ed.	335.5	332.8	-2.7	-0.8%	3.2	338.7
4-BAS Programs	39.1	41.6	2.5	6.5%	0.0	39.1
<b>State Funded Total</b>	<b>996.2</b>	<b>998.1</b>	<b>1.9</b>	<b>0.2%</b>	<b>4.5</b>	<b>1,000.7</b>
Running Start FTE	410.3	451.4	41.0	10.0%	-1.1	409.3
<b>State + Running Start Total</b>	<b>1,406.6</b>	<b>1,449.5</b>	<b>42.9</b>	<b>3.1%</b>	<b>3.4</b>	<b>1,410.0</b>
Stafford Creek FTE	137.2	137.3	0.1	0.1%	46.9	184.1
<b>State + RS + SCCC Total</b>	<b>1,543.8</b>	<b>1,586.8</b>	<b>43.0</b>	<b>2.8%</b>	<b>50.3</b>	<b>1,594.1</b>

As of January 27, 2026, Grays Harbor College has reached 62.3% of its Winter 2026 state-funded FTE allocation target of 1,601, compared to 65.6% at the same point last year toward a lower target of 1,519 FTE. Despite tracking slightly behind last year in percentage of allocation achieved, state-funded FTE is up by 1.9 compared to the same day in Winter 2025, and when Running Start enrollments are included, total FTE is up 42.9 year over year, driven by strong dual enrollment participation. From a budget perspective, the College is performing well, with 998 state-funded FTE achieved toward a 1,010 winter budget target (99%). Running Start enrollment currently totals 463 FTE, Stafford Creek Corrections Center enrollment stands at 137.3 FTE, and Worker Retraining enrollment is at 142 FTE (81% of its quarterly target). Recent momentum remains positive, with state-funded FTE increasing by 14.5 in the past week and Stafford Creek enrollment increasing by 34.8 FTE, reflecting the impact of targeted enrollment and advising efforts.

## Arts and Sciences Update

### Computer Science

On January 27<sup>th</sup>, the College received word that the Bachelor of Science in Computer Science program was approved by the College's accrediting body, the Northwest Commission on Colleges and Universities. The official NWCCU notice is included as an attachment.

### Spellman Library

During the month of January, the Spellman Library highlighted the Bachelor's Programs at Grays Harbor College and invited students to explore and ask questions either in person or via a Blog: [News from the Library - LibGuides at Grays Harbor College](#)

### Spellman Art Gallery Exhibition

"Embodied/Changing" by Miles Coleman (See attachment)

Date & Time: Thursday, February 12, 2026 - Friday, March 6, 2026

Location: John Spellman Library

Please join us for the opening of Miles Coleman's incoming exhibition at the Spellman Art Gallery: Embodied/Changing. This exhibition features modular art, designed to represent the ever-changing concept of embodiment, particularly through exploration of "the demonization and stigmatization of the trans body and experience". Miles is an MFA graduate from Western Washington University.

Miles' website can be found here: <https://milescoleman15.wixsite.com/milescoleman>

The exhibition will be shown from February 12th — March 26th, with an opening reception being held on February 12th, at 5pm – light refreshments are provided, as well as a chance to meet with Miles!

### Winter Musical: Hello, Dolly!

Hello, Dolly! is an ebullient Golden Age Broadway classic and an irresistible story of the joy of living that appeals to audiences of all ages. This musical adaptation of Thornton Wilder's hit play, *The Matchmaker*, bursts with humor, romance, and energetic dance.

#### **Event Dates:**

Friday, March 6, 2026 at 7:30 pm

Saturday, March 7, 2026 at 7:30 pm

Sunday, March 8, 2026 at 2:00 pm

Friday, March 13, 2026 at 7:30 pm

Saturday, March 14, 2026 at 7:30 pm

Sunday, March 15, 2026 at 2:00 pm

#### **Ticket Prices:**

Adults - \$25

Senior/Grays Harbor Area Students - \$15

Children 12 & Under - \$10

GHC Students - Free

## **Upcoming Music Department Events:**

### **GHC Steel Drums – Winter Performance – Grays Harbor College**

March 19<sup>th</sup> – GHC Steel Drums Concert at 1:00 pm in the Wellington Rehearsal Hall

### **GHC Jazz Choir & Jazz Band – Winter Performance – Grays Harbor College**

March 19<sup>th</sup> – GHC Jazz Choir & Jazz Band Winter Performance at 7:00 pm in the Bishop Center

### **GHC String Ensemble – Grays Harbor College**

March 23<sup>rd</sup> – GHC String Ensemble Performance at 5:00 pm in the Wellington Rehearsal Hall

## **Student Funding**

### **Benefit Navigator Update**

A campus Resource Fair is scheduled for March 4, 2026, accompanied by a staff-focused training that same afternoon on supporting students experiencing basic needs insecurity. During the Resource Fair, students and employees will also have the opportunity to sign up for QPR (Question, Persuade, Refer) suicide prevention training offered later in the month. In addition, the College has begun exploring potential community partnerships to expand short-term emergency housing options for students, with a focus on identifying flexible, affordable solutions that could support referrals through existing student support and emergency housing pathways.

### **Workforce Programs**

Workforce funding continues to support students across multiple programs this quarter. BFET (Basic Food Employment & Training) funding authorization currently totals \$49,940.65, while OPG (Opportunity Grant) vocational funding is authorized at \$49,344.63 and OPG Healthcare at \$6,204.55. The SEAG (Student Emergency Assistance Grant) program has awarded \$14,448.03 to date this quarter, with additional awards anticipated as the quarter progresses.

### **Food Grant**

The food grant program remains a critical support for students experiencing food insecurity. This quarter, 236 students were approved for food grant assistance. Over the past three weeks, 223 students received support, including 177 bookstore cards, 78 Subway cards, and 78 Mr. Taco cards. Distribution is intentionally tailored to each student's class schedule and campus location to ensure accessibility and maximize impact. Final distributions for the quarter are being completed this week.

### **Student Support and Emergency Housing (SSEH)**

In January, the SSEH program received 10 applications and was able to support six students, distributing a total of \$6,380, primarily for eviction prevention. Year to date, the program has received 96 applications and funded 51 students for approximately \$40,000, representing roughly half of the annual SSEH budget. These resources continue to play a key role in stabilizing students facing housing-related emergencies.

## **Worker Retraining**

During Winter Quarter, the Worker Retraining program has supported 50 students, providing approximately \$61,000 in assistance. Ongoing check-ins are underway, with additional winter funding still available. Since the start of the quarter, Worker Retraining FTE has increased from 70% to 81% of the quarterly goal, continuing a positive upward trend seen over the past year. Outreach efforts will expand in the coming weeks through off-campus visits and a targeted communication campaign. Staff have also been meeting with WorkSource and WIOA partners to better integrate services and strengthen coordinated support for students.

## **WorkFirst**

The WorkFirst program continues to refine access and engagement efforts. The support application is now live on the GHC WorkFirst webpage, and work is underway to revamp the student orientation experience in partnership with TRIO EOC. Early results have been promising with 100% of students who attended the initial orientation session returned for the follow-up meeting. Winter Quarter WorkFirst funding currently totals \$16,421, supporting continued service delivery and student engagement.

## **TRIO SSS**

TRIO facilitated a campus visit to Washington State University Vancouver on January 24, providing eight students with the opportunity to participate in Preview Day activities. Students attended an admissions presentation and engaged in a guided campus tour, gaining firsthand exposure to the academic environment and student experience at a four-year university. The visit supported students' transfer planning by helping them envision post-GHC pathways and better understand expectations for continuing their education beyond the community college setting.

## **Workforce and Continuing Education/Extended Learning**

The Pacific County Economic Development Council held their annual meeting and strategic planning session at the Columbia Center in Ilwaco on January 14, 2026. The VPLSS, Holly Bringman, the Dean of Workforce Education, Cathy LeCompte, and the Community and Continuing Education Program Manager, Amy Hitchcock, were in attendance. Cathy and Amy gave a 30-minute presentation about the plans for the center and services that will be available again in south Pacific County and participated in a tour of the Dylan Jude Harrell Community Center, a new community and childcare center located across the street from the Columbia Center.

The Westport Maritime Futures project team will be connecting with community employers and education providers to plan for standing up a maritime industry training program focused on vessel repair, vessel operations and processing plant maintenance in Westport.

The Dean of Workforce Education and the Executive Director of Strategic Initiatives at the College collaborated on the research, data analysis and writing for the biannual Comprehensive Local Needs Assessment (CLNA). The nearly 70-page CLNA document is a structured analysis that evaluates workforce, student and labor market data to identify priority needs, gaps and opportunities across the career and technical education programs at the College. The CLNA writing process ensures these findings are documented systematically to guide data driven planning, self-evaluation for continuous

improvement against three performance indicators, student success post-college, certificate completion, and non-traditional student enrollments and that programs align with regional workforce and equity goals. The CLNA is the document that guides the prioritization for project funding and proposal writing for the Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act (aka Perkins V).

## **Nursing**

The Nursing program recently hosted a visit from Dr. Allison Bradywood, the new Executive Director of the Washington State Board of Nursing (WABON). As part of a statewide listening tour, Dr. Bradywood is meeting with nursing programs to better understand shared challenges, regulatory barriers, and the operational impact of current requirements. Her visit aligns with ongoing work to revise nursing education WACs to better balance regulatory compliance, student and patient safety, and the rising costs associated with nursing education.

In addition, the Nursing program continues to engage in long-standing international collaboration. Led by nursing faculty member Matt Poisso, the program hosted two virtual exchange sessions during winter break with nursing programs in Osaka, Japan. This partnership reflects nearly a decade of collaboration with the Jikei Nursing School of Osaka and has been sustained through virtual engagement since the pandemic. During these sessions, faculty and students explored differences in healthcare systems, nursing practice, and interdisciplinary collaboration in the United States and Japan. Students from both institutions participated in dialogue around cultural perspectives and daily life within their nursing programs, reinforcing global awareness and professional learning despite geographic distance.

## **Transitions**

### **English Language Acquisition (ELA):**

For Winter Quarter, the Transitions Program has strong enrollment in the beginning-level ELA course offerings this academic year once again. One course is held fully in-person on the main campus, while the remaining two are delivered via Zoom. Enrollment in beginning-level ELA courses continues to be strong, with all three sections consistently at full capacity. In contrast, enrollment in advanced-level ELA has declined, and as a result, only one advanced course is being offered this quarter via Zoom.

### **High School+/GED:**

The HS+ program celebrated 21 student graduations during Fall Quarter, bringing the total number of high school diploma completions for the year 32. Due to increasing enrollment, the Transition Program has opened additional HS+ sections to meet growing student demand.

## **Stafford Creek and Corrections Education-Student Voices Council Update**

Grays Harbor College's Stafford Creek Corrections Center program is continuing to expand student engagement through a series of upcoming educational, enrichment, and reentry-focused opportunities. Planned activities include a small business-focused financial seminar delivered in partnership with community banking professionals, a speaker series featuring visiting faculty to address topics such as



digital literacy and civic engagement, and a campus visit from a statewide reentry organization to support incarcerated students as they prepare for transition and reintegration. These efforts are designed to strengthen financial literacy, academic engagement, and post-release readiness for students at Stafford Creek.

In addition, students are taking on leadership roles through planning a fundraiser to benefit the GHC food bank and coordinating participation in a Back-to-School community outreach event later this year. These initiatives provide meaningful opportunities for students to contribute to the broader college community while building leadership and civic engagement skills. Collectively, upcoming programming at Stafford Creek reflects a continued emphasis on holistic education, student voice, and alignment with Grays Harbor College's mission to support access, completion, and successful reentry.



January 27, 2026

Kristy Anderson  
Chief of Institutional Effectiveness, Research and Planning  
Grays Harbor College  
1620 Edward P Smith Drive  
Aberdeen, WA 98520

Dear Chief Anderson:

Following the recommendation of the peer review panel, the Executive Committee of the Northwest Commission on Colleges and Universities' (NWCCU) Board of Commissioners approved the request from Grays Harbor College to add a new degree level (Bachelor of Science) and a new degree program (Bachelor of Science in Computer Science), effective January 26, 2026. Accordingly, this change is now included under the accreditation of Grays Harbor College.

There will be a required ad hoc report without a visit associated with the new degree level and degree program. This report will address the effectiveness of program implementation and any changes in implementation from the submitted program proposal. This report will be due in the spring of 2027.

Thank you for keeping NWCCU apprised of the developments at Grays Harbor College.

Sincerely,

Teresa Rivenes, PhD  
Senior Vice President  
NWCCU

cc: Dr. Carli Schiffner, President, Grays Harbor College  
Michael Meotti, Executive Director, WSAC  
Joyce Hammer, Deputy Director for Education, WSAC  
Selena Grace, President, NWCCU  
Mellissa Thoreson, Director of Institutional Evaluation and Planning, NWCCU



# EMBODIED / CHANGING

AN EXHIBITION BY MILES COLEMAN



GRAY'S HARBOR  
COLLEGE

INSTALLED IN THE SPELLMAN ART GALLERY  
AT GRAYS HARBOR COLLEGE

FEBRUARY 12<sup>TH</sup> - MARCH 26<sup>TH</sup>, 2026

FOR MORE INFORMATION, CONTACT: [ARTGALLERY@GHC.EDU](mailto:ARTGALLERY@GHC.EDU)

JOIN US FOR AN OPENING RECEPTION ON FEBRUARY 12<sup>TH</sup>, 2026 AT 5PM  
LIGHT REFRESHMENTS WILL BE PROVIDED

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## **XI.8. – President’s Report**

GRAYS HARBOR COLLEGE Board of Trustees Meeting  
February 10, 2026

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# **Written Report**

## **Item Information:**

**Topic:** President’s Monthly Report  
**Prepared by:** Carli Schiffner, PhD, President  
**Attachments:** Accreditation Update

## **Narrative**

### **EVENTS:**

Stakeholder Focus Group for Perkins/CLNA Planning, January 8  
Legislative RoundTable, hosted by Port of Grays Harbor and Grays Harbor College, January 9  
Legislative Send Off, Luncheon, January 9  
Stakeholder Interview, Aberdeen Economic Development Taskforce, January 14  
Grays Harbor College Jazz Ensemble, Bishop Center, January 15  
Duende Libre, Bishop Center, January 15  
Keynote Speaker, PEO Founder’s Day Luncheon, January 17  
Rural Guided Pathways, Community of Practice, January 20  
President’s Office Hours, January 21  
GHC Town Hall, January 21  
Interest Based Bargaining Training, January 21  
NWCCU, Fall Conference and Commissioner Meeting, January 27-30  
President’s Cabinet, Retreat, January 23  
Senate Early Learning Committee, Testify on Senate Bill 6260, January 26  
Panelist on Post Secondary Food Insecurity, Washington Student Achievement Council and SBCTC, January 29

### **MEETINGS:**

Bette Worth, PEO Lead and Donor, January 5  
PESB Prep Meetings, January 5, 12, 25

Guided Pathways Leads & Coach, January 5

Legislative Session Planning, January 5

Dr. John Hughes, Secretary of State for WA (retired), January 6

GHC Faculty / Exempt Professional and Management, January 6

Erin Schreiber, Grays Harbor County Public Health, January 8

Grays Harbor College Foundation Meeting & Presidential Update, January 8

Greater Grays Harbor, Inc., Executive Committee, January 8

Joel Hansen, Port of Olympia Commissioner, January 9

WACTC Legislative Updates, January 9, 16, 23

Sean Lyons, President of GHC Faculty Union, January 12

United Healthcare Consortia on Behavioral Health, January 12

Dr. Allison Bradywood, Executive Director of the Washington State Board of Nursing, January 13

New Employee Onboarding, Meet and Greet, January 14

Rich Staley, Oakville Superintendent, January 14

WPEA Monthly Meeting, January 14

Department of Corrections Meeting on WCCW, January 14, 22

Dr. Suzy Ames, President Peninsula College, January 14

Greater Grays Harbor, Inc., Board Meeting, January 15

Dr. Michele Johnson, Pierce College Chancellor, emerita, January 16

Foundry Meeting, South Puget Sound Community College, January 16

Cheryl Heywood, Executive Director, Timberland Regional Library, January 16

Peak Credit Union (LaMarco Mitchell and Corinn Wohl), January 17

Washington Student Achievement Council & SBCTC panel prep, January 20

ESD 113, Legislative Update, January 22

Joe Vansyckle, ESD and WorkSource, January 22

Dr. Justin Guillory, Whatcom Community College President, January 22

Pacific County & Economic Development, January 22

NWCCU, Standards Committee, January 25

GHC Foundation, College Support Committee, January 25

\*Plus, numerous hiring committees, interviews, and recruitment sessions.

## ACCREDITATION

Report attached from Associate Vice President Kristy Anderson.

In her commissioner role, President Schiffner attended the NWCCU's bi-annual Commission Meeting. The Commission reviewed and took action on colleges' EIE Reports, reviewed the proposed new by-laws, and discussed the national landscape of accreditation.

Grays Harbor College received official notice the last week of January that the College's Bachelor of Science in Computer Science has been approved. This will be the College's fourth bachelor's degree, and the first Bachelor of Science degree.

## WACTC UPDATE & the STATE BUDGET

While the College is operating from a balanced budget and has been fiscally conservative over the past two years, there are three external factors challenging the fiscal future of Grays Harbor College. First, the new system allocation formula goes into effect July 1, 2026, resulting in the College having approximately \$260,000 of a reduction from the base state allocation. Second, the proposed reduction in the Governor's budget (issued December 23, 2025) has reductions to the community college system—a 1.5 percent reduction to the operating budget and a continuation of not fully funded cost of living adjustments (COLAs). This means that Grays Harbor College will have an additional \$240,000 also reduced from its base state allocation, and will have an unfunded mandate to pay for COLAs without sufficient funds. Third, federal grant funding is still precarious long term, making it difficult to plan for the coming year. Unfortunately, this is a perfect storm for the College; therefore, the College will be entering into a hiring "frost" until there is more certainty about our future fiscal outlook due to these external factors.

In late January, the presidents met in Olympia for the monthly WACTC meeting. In addition to regular business, the presidents focused on the future of the system's centers of excellence, corrections, and the budget reductions that are negatively impacting every college.

## LEGISLATION SESSION, 2026

The Legislative session is a third of the way through and it has been extremely busy with numerous bills impacting the community and technical college system. As noted before, in addition to the reduction of the base allocation and not fully funding COLAs, the colleges are facing also facing potential cuts with Running Start funding reductions. Grays Harbor College is busy with sending letters of impact to its elected officials about the Governor's budget; meeting with elected officials from the 19<sup>th</sup> Legislative District; and testifying on proposed bills that would negatively impact our students. On February 18, a Grays Harbor College delegation will be in Olympia meeting with our representatives and others.

## Action Requested:

This is informational, no action requested at this time.



## XI.8.a. – Accreditation

GHC Board of Trustees Meeting  
February 10, 2026

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# Written Report

## Item Information:

**Topic:** Institutional Accreditation

**Prepared by:** Kristy Anderson, Associate Vice President for Institutional Effectiveness & College Relations

**Attachments:** None

## Narrative

### NWCCU Response to GHC's Year 6 Report

Grays Harbor College received NWCCU's response to its Year 6 – Policies, Regulations, and Financial Review Report. The College was found to be in compliance overall, with only three areas identified as "substantially in compliance but in need of improvement". These areas, along with the peer evaluators' rationale for determining that improvement is needed, are outlined below:

- **2.G.5** Students receiving financial assistance are informed of any repayment obligations. The institution regularly monitors its student loan programs and publicizes the institution's loan default rate on its website.
  - **Rational:** *No evidence was provided to support policies and procedures for monitoring student loan programs.*
- **2.G.6** The institution designs, maintains, and evaluates a systematic and effective program of academic advisement to support student development and success. Personnel responsible for advising students are knowledgeable of the curriculum, program and graduation requirements, and are adequately prepared to successfully fulfill their responsibilities. Advising requirements and responsibilities of advisors are defined, published, and made available to students.
  - **Rational:** *No evidence was provided to support a systemic evaluation of advising. However, it is acknowledged that planning is in place for the 25-25 academic year and is being addressed.*
- **2.G.7** The institution maintains an effective identity verification process for students, including those enrolled in distance education courses and programs, to establish that the student enrolled in such a course or program is the same person whose achievements are evaluated and credentialed. The institution ensures that the identity verification process for distance education students protects student privacy and that students are informed, in writing at the time of enrollment, of current and projected charges associated with the identity verification process.
  - **Rational:** *While evidence does help support a level of compliance, it does not support verification of implementation with regular and substantive interaction. It is mentioned it will be addressed in the 25-26 year. Additionally, we recommended that identity verification policies and procedures be reviewed and updated.*

GHC is required to address these three areas in its Year 7 – Evaluation of Institutional Effectiveness Report.

Overall, the Year 6 – Policies, Regulations, and Financial Review Peer Review Team was quite complimentary of the work being done at GHC. Their concluding comments were as follows:

*“The panel extends its sincere appreciation to GHC for an exceptionally well-prepared submission. The organization and clarity demonstrated reflect a strong commitment to transparency and continuous improvement. We are encouraged by the significant progress GHC has made in areas previously identified as opportunities for growth. The ongoing development of policy and the thoughtful integration of formal assessment alongside new software and tools will further strengthen the institution’s ability to fulfill its mission.”*

## **NWCCU Commission Meeting**

Dr. Schiffner attended the NWCCU Commission Meeting held January 27–30, 2026, in her capacity as an NWCCU Commissioner. Her service on the Commission provides significant value not only to NWCCU but also to Grays Harbor College. Through this role, she brings back important insights gained from observing how a wide range of institutions address their challenges, helping to strengthen GHC’s ongoing culture of continuous improvement.

## **Summary & Next Steps**

GHC’s Accreditation Steering Committee is continuing to work on the Year 7 – Evaluation of Institutional Effectiveness Report. The Committee will address the three areas of improvement from the Year 6 Report in its narrative.

## **Action Requested:**

No action at this time.