

Board of Trustees Regular Meeting

April 14, 2026 at 1:00 PM

Hybrid Meeting: tulaIW Student Center Boardroom (Aberdeen Campus)

Zoom: <https://ghc.zoom.us/j/99608565939>

Join by Phone: 253-215-8782 | Meeting ID: 996 0856 5939



April 14, 2026 – Regular Meeting Agenda

The Board of Trustees of Grays Harbor College will hold a regular meeting on Tuesday, April 14, 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 Construction Trades Tour by Adam Pratt and Kelly Williams will be held at 12:00 PM.

The table below lists the meeting agenda with item numbers, topics, and presenters.

Item	Topic	Presenter(s)
12:00 - 1:00 PM	Study Session – Construction Trades Tour	Adam Pratt, Carpentry Technology Faculty Kelly Williams, Carpentry ICST2/ IBEST Instructor
I.	Call to Order/Roll Call	Dr. Paula Akerlund
II.	Safety Statement 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.	Pledge of Allegiance	Dr. Paula Akerlund
IV.	Land Acknowledgement 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.	Agenda Adoption	Dr. Paula Akerlund
VI.	Public Comments Please sign in and limit comments to three minutes.	

VII.	Celebrations <ol style="list-style-type: none"> 1. Information Technology Team 2. Resource Fair - Madelyn Roy and the Workforce Funding Team 3. Washington Association of Building Officials (WABO) – Rod McDonald 	Derek Edens & Dr. Carli Schiffner Carla Idohl-Corwin Cathy LeCompte
VIII.	New Employee Introductions	Erin Tofte
IX.	Review Items <ol style="list-style-type: none"> 1. First Reading of Operational Policy 502 - Travel 1. First Reading of Operational Policy 513 – Institutional Unemployment Compensation Rate 	Jason Gordon Jason Gordon
X.	Action Items <ol style="list-style-type: none"> 1. Approval of the March 10, 2026 Regular Meeting Minutes 2. Approval of the March 20, 2026 Special Board Meeting Minutes 3. Second Reading of Operational Policy 517 - Withholding Services for Outstanding Debts 4. Second Reading of Operational Policy 525 - Management and Disposal of Hazardous Wastes 5. Second Reading of Operational Policy 804 - AI Policy 6. 2025-2026 Faculty Excellence Awards Approval 7. FY2026-27 Fee Schedule Approval 8. Bishop Trust Investment Scholarship Approval 	Dr. Paula Akerlund Dr. Paula Akerlund Jason Gordon Jason Gordon Derek Edens Holly Bringman Jason Gordon Jason Gordon
XI.	Standing Reports <ol style="list-style-type: none"> 1. Student Government Report 2. Classified Staff Report 3. Represented Exempt Staff Report 4. Faculty Report 5. Administrative Services Report 6. Human Resources Report 7. Learning and Student Success Report <ol style="list-style-type: none"> a. Enrollment 8. President’s Report <ol style="list-style-type: none"> a. Accreditation 9. Board Report <ol style="list-style-type: none"> a. Foundation Meeting Report b. Legislative Committee Report c. Fiscal Liaison Report d. Items of Interest <ul style="list-style-type: none"> ▪ Tenure Process Debrief ▪ 2026 Graduation Logistics ▪ Laptop Review 	Isaac Humiston Ryan Decker Deanna Shedley Anita Plagge Jason Gordon Erin Tofte Holly Bringman Dr. Carli Schiffner Kristy Anderson To be determined Jim Sayce Aliza Esty Dr. Paula Akerlund
XII.	Non-Public Session Non-Public Session covered by the Open Public Meetings ACT per RCW 42.30.140	
XIII.	Action Items as a Result of the Non-Public Session	
XIV.	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.	
XV.	Action Items as a Result of the Executive Session	
XVI.	Good of the Order	
XVII.	Adjournment	

IX.1. - First Reading of Operational Policy 502 - Travel

GHC Board of Trustees Meeting

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Operational Policy

Policy Name	Travel
Policy Number	502
Date Adopted	9/16/1974
Date(s) Revised or Reviewed	8/1/1975; 1/17/1995; 3/15/1999; 5/16/2006; 5/20/2014; 4/21/2020;

Policy:

It is the policy of the Board of Trustees that employees and trustees are authorized to engage in approved travel necessary to fulfill their official duties on behalf of Grays Harbor College.

Travel will be considered official and approved when it complies with all applicable statutes, regulations and policies, including those of the state of Washington, the Office of Financial Management (OFM), the State Board for Community and Technical Colleges (SBCTC), Grays Harbor College, and any other relevant regulatory authority.

The president of Grays Harbor College or designee shall develop any guidelines which are needed to administer this policy.

IX.2. - First Reading of Operational Policy 513 - Institutional Unemployment Compensation Rate

GHC Board of Trustees Meeting

April 14, 2026



Operational Policy

Policy Name	Institutional Unemployment Compensation Rate
Policy Number	513
Date Adopted	9/22/1975
Date(s) Revised or Reviewed	1/17/1995; 4/21/2020;

Policy:

Grays Harbor College will budget unemployment compensation costs annually as part of the operating budget. Unemployment benefits paid to eligible employees will be funded based on actual costs incurred, without regard to the fund from which the employee salary was originally paid.



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.

Grays Harbor College Board of Trustees Regular Meeting

Board Meeting: The Board meeting was convened on March 10, 2026, at 1:02 PM.

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

Members Present on Zoom: Dr. Harry Carthum, Aliza Esty

Others Present:

Ja'Shonae Cooks, Dr. Carli Schiffner, Holly Bringman, Jason Gordon, Kristy Anderson, Erin Tofte, Ginelle Hanaway, Scyeland Hines, Dr. Aaron Coby, Lisa Smith, Holly Duffy, Kevin Smith, Kim Crawford, Cathy LeCompte, Shelly Hoffman, Jonni Dawson, Lizbeth Sanchez, Sarah Aiken, Dr. Bill Dyer, Janet Parker, Brian Mahoney, Anita Plagge, Ryan Decker, Annalee Atwell-Tobar, Destini Kirkwood, Tiffany Smith, Floyd Plemmons

Others Present on Zoom:

Alana Bertot, Alexis Palmer, Angel Galeana, Anne Miller, Ariel Finrock, Barbara Dyer, Carla Idohl-Corwin, Cassandra Hogarty, Derek Edens, Hannah Tupper, Heidi Wood, Manny Garcia, Dr. Marco Cerqueira, Matt Holder, Melanie Israel, Melissa Lenz, Penny James, PJ Moore, Reco Jackson, Shiloh Winsor, Terri Bell, Tracey Ushman

There was no study session.

I. Call to Order and Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 1:02 PM. Roll call was taken by Ja'Shonae 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. A modification was noted to move Item 7, Faculty Rehire and Tenure Decisions, from Section X, Action Items, to Section XV, Action Items as a Result of the Executive Session. Astrid Aveledo moved to adopt the agenda as amended, and Jim Sayce seconded the motion. The motion carried.

VI. Public Comments

Ginelle Hanaway, staff member, shared updates on TRIO programming, including Dolly Days and recognition of TRIO Day in Washington State. She also introduced Scyeland Hines, a student, who shared her experience advocating for the Passport Program at the Capitol.

Kevin Smith, faculty member, spoke regarding his employment experience and the tenure review process.

VII. Celebration

Holly Bringman recognized the 8th annual Jazz Festival and acknowledged Dr. Bill Dyer for his leadership in bringing together high schools. Dr. Dyer shared remarks and provided a brief history of the event. The Board expressed appreciation for his contributions.

Dr. Carli Schiffner recognized Kim Crawford, owner of Wild Pines, for her partnership with the College. She shared an example of Kim Crawford's contributions to supporting campus engagement and community building. Kim Crawford expressed appreciation for the partnership with the College.

Jason Gordon recognized Janet Parker for her retirement after 25 years of service to the College and shared remarks of appreciation. Janet Parker shared remarks reflecting on her time at the College. A standing ovation was given in recognition of her service.

VIII. New Employee Introductions

Erin Tofte introduced employees in new roles, including Shelly Hoffman as Director of Advising and Jonni Dawson as Interim Director of Student Life.

IX. Review Items

1. First Reading of Operational Policy 517 - Withholding Services for Outstanding Debts
 - a. Only minor updates were made, including updates to links and RCW references. It was also noted that transcripts are retained even if there are outstanding balances.
2. First Reading of Operational Policy 525 - Management and Disposal of Hazardous Wastes
 - a. It was shared that minor updates were made to links.
3. First Reading of Operational Policy 804 - Generative AI
 - a. This is a new policy outlining responsible use, including guidelines and parameters. Discussion occurred regarding challenges associated with managing implementation, compliance considerations when systems require personal data, and whether the use of AI increases costs for the College. It was noted that no increase has been observed.

X. Action Items

1. Approval of February 10, 2026 Minutes
 - a. A correction was noted for page 3, Section 8. President's Report, to include the following language: "Dr. Schiffner provided an update regarding the College taking over educational programming at the Washington Corrections Center for Women (WCCW), and noted that an announcement will be shared the following day."
 - b. Chair Dr. Paula Akerlund called for a motion to approve the February 10, 2026 meeting minutes as amended. Dr. Harry Carthum moved to approve the minutes, and Jim Sayce seconded the motion. The motion carried.

2. Second Reading of Operational Policies 405, 413, 414, and 415.
 - a. Operational Policy 405 - Academic Progress and Performance
 - No questions were raised.
 - b. Operational Policy 413 - Student Residency Status and Non-Resident Tuition Waivers
 - No questions were raised.
 - c. Operational Policy 414 - Adult Basic Education, English Language Acquisition, and General Education Development Tuition Waiver
 - No questions were raised.
 - d. Operational Policy 415 - Reasonable Accommodations
 - No questions were raised.
 - e. Chair Dr. Paula Akerlund called for a motion to approve Operational Policies 405, 413, 414, and 415. Jim Sayce moved to approve the policies, and Astrid Aveledo seconded the motion. The motion carried.
3. Second Reading of Operational Policy 506 - Property Management
 - a. A definitions section was added based on feedback from the previous meeting. Discussion occurred regarding property ownership and inventory.
 - b. Chair Dr. Paula Akerlund called for a motion to approve Operational Policy 506 Property Management. Jim Sayce moved to approve the policy, and Astrid Aveledo seconded the motion. The motion carried.

XI. Standing Reports

1. **Student Government Report** (Isaac Humiston)
No additional updates.
2. **Classified Staff Report** (Ryan Decker)
Ryan Decker shared that Elsa Larsen has officially assumed the role of shop steward.
3. **Represented Exempt Staff Report** (To Be Determined)
No additional updates.
4. **Faculty report** (Anita Plagge)
No additional updates.
5. **Administrative Services Report** (Jason Gordon)
Jason Gordon reported on ongoing budget development efforts and noted that the College is monitoring the State budget, with legislative updates expected on March 12. He also shared that the Lake Swano Dam public meeting will be held on March 16 at 6:00 PM in the Boardroom and will be hosted by KPFF.
6. **Human Resources Report** (Erin Tofte)
No additional updates.
7. **Learning & Student Success Report** (Holly Bringman)
No additional updates.

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

Dr. Carli Schiffner reported on current State budget developments and their potential impact on the College. The College is anticipating a local reduction of approximately \$120,000 based on the current House and Senate budget proposals. Running Start FTE is projected to decrease from 1.4 to 1.3; a previous proposal had suggested a reduction to 1.2. WPEA retroactive pay will proceed with a 79/21 fund split, consistent with the cost-of-living adjustment (COLA) split. A fund swap is also being considered, which would shift resources from the State's operating budget to the State's capital budget. System-level discussions are underway regarding the potential declaration of a financial emergency, with additional information expected following upcoming State Board discussions.

The College's contract with the Washington Corrections Center for Women (WCCW) in Purdy will begin on April 1, 2026. Will Durden will serve as Dean of Corrections Education.

a. Accreditation (Kristy Anderson)

No additional updates.

9. Board Reports

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

Astrid Aveledo shared that the Foundation will meet on Thursday.

b. Legislative Committee Report (Jim Sayce)

Jim Sayce reported that recent meetings with Representatives McEntire and Walsh, and Senator Wilson, were well received. He noted that students, faculty, and Dr. Carli Schiffner participated in the meetings. He also shared that Representative Walsh expressed support for Running Start.

c. Fiscal Liaison Report (Aliza Esty)

No report.

d. Items of Interest (Dr. Paula Akerlund)

It was requested that time be scheduled to debrief the tenure process, including onboarding and system practices. Dr. Carli Schiffner confirmed that a discussion is scheduled for the April meeting.

The meeting recessed at 2:02 PM and reconvened at 2:15 PM.

XII. Executive Session

The Board entered a closed executive session at 2:15 PM under RCW 42.30.110 to consult with legal counsel regarding personnel and ongoing legal matters. The session was originally scheduled to last approximately 90 minutes. The session was extended by 20 minutes, and subsequently extended an additional 15 minutes. The Board reconvened in open session at 4:26 PM.

XIII. Action Items as a Result of the Executive Session

Faculty Rehire and Tenure Decisions

Chair Dr. Paula Akerlund called for a motion to grant tenure status at Grays Harbor College to Destini Kirkwood. Astrid Aveledo moved to grant tenure status to Destini Kirkwood, and Jim Sayce seconded the motion. The motion carried.

Chair Dr. Paula Akerlund called for a motion to rehire the following tenure track probationary faculty from year two to year three at Grays Harbor College: Dr. Evelyn Lanka, Sofia Martinez, Dr. Daniel Nogales, Holly Samuelson, and Justin Kautzman, and Nina Urioste. Jim Sayce moved to approve the rehire of the tenure probationers from year two to year three, and Astrid Aveledo seconded the motion. The motion carried.

Chair Dr. Paula Akerlund called for a motion to rehire Miranda Shumate from year one to year two at Grays Harbor College. Aliza Esty moved to approve the rehire of Miranda Shumate from year one to year two, and Astrid Aveledo seconded the motion. The motion carried.

XIV. Good of the Order

No items were brought forward.

XV. Adjournment/next meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 4:29 PM. The Board of Trustees will hold its next meeting on April 14, 2026 at 1:00 PM, at Grays Harbor College in Aberdeen and via Zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair



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.

Grays Harbor College Board of Trustees Special Meeting

Board Meeting: The special Board meeting was convened on March 20, 2026, at 10:34 AM.

Members Present: Dr. Paula Akerlund, Dr. Harry Carthum,

Members Present on Zoom: Astrid Aveledo, Aliza Esty, Jim Sayce

Others Present: Dr. Carli Schiffner, Derek Edens

Others Present on Zoom: Ja'Shonae Cooks, Matthew Barber, Alana Bertot, Holly Bringman, Madelyn Roy, Haley McGraw, Brian Mahoney, Annalee Atwell-Tobar, Karyn Olson, Jennifer Johnson, Barbara Dyer, Erin Tofte

I. Call to Order and Roll Call

Chair Dr. Paula Akerlund called the meeting to order at 10:34 AM. Roll call was taken by Ja'Shonae Cooks.

II. Executive Session

The Board entered a closed executive session at 10:35 AM under RCW 42.30.110(1)(g) to review the performance of a public employee and under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation to which the College is or is likely to become a party. The executive session was scheduled to last approximately 60 minutes. The Board reconvened in open session at 11:35 AM.

III. Action Items as a Result of the Executive Session

Chair Dr. Paula Akerlund called for a motion. Dr. Harry Carthum moved that the Board of Trustees not renew the probationary faculty appointment of Kevin Smith and direct President Schiffner, or her designee, to deliver notice of the Board's decision to the probationer as soon as possible, but in no event less than one complete quarter, except Summer Quarter, before the expiration of the probationer's appointment, and to provide a copy of that notice to the faculty union. Jim Sayce seconded the motion. The motion carried.

IV. Adjournment and Next Meeting

There being no further business, Chair Dr. Paula Akerlund adjourned the meeting at 11:38 AM. The Board of Trustees will hold its next meeting on April 14, 2026, at 1:00 PM, at Grays Harbor College in Aberdeen and via Zoom.

Dr. Carli Schiffner, Secretary

Dr. Paula Akerlund, Chair

X.3. - Second Reading of Operational Policy 517 - Withholding Services for Outstanding Debts

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Operational Policy

Policy Name	Withholding Services for Outstanding Debts
Policy Number	517
Date Adopted	4/1/1985
Date(s) Revised or Reviewed	Revised: 1/17/1995, 4/25/2006, 3/15/2011, 1/21/2021

Policy:

If any person (including faculty, staff, student, or former student) is indebted to the institution for an outstanding overdue debt, the institution need not provide any further services of any kind to such individual, including but not limited to transmitting files, records, or other services which have been requested by any such person. The institution also reserves the right to offset any funds received from an individual against an outstanding overdue debt. The institution further reserves the right to develop individual voluntary arrangements for remittal of outstanding overdue debt.

Exceptions

[RCW 28B.10.293](#) restricts institutions of higher education from withholding a student's official transcript as a tool for debt collection. Pursuant to RCW 28B.10.293, institutions of higher education may not refuse to provide an official transcript for a current or former student on the grounds that the student owes a debt, except the fee charged to provide an official transcript.

[RCW 28B.10.293](#) prohibits institutions of higher education from withholding registration privileges as a debt collection tool, except for debts related to nonpayment of tuition fees, room and board fees, or financial aid funds owed.

If the institution chooses to withhold official transcripts or registration privileges as a tool for debt collection, the institution must disclose to students through a secure portal or email and the class registration process the following at the start of each academic term:

- (a) The amount of debt, if any, owed by the student to the institution;
- (b) Information on payment of the debt, including who to contact to set up a payment plan; and
- (c) Any consequences that will result from the nonpayment of the debt.

The institution must report on transcript and registration holds used as debt collection tools to the governor and the higher education committees of the legislature in accordance with [RCW 28B.10.294](#).

X.4. - Second Reading of Operational Policy 525 - Management and Disposal of Hazardous Wastes

GHC Board of Trustees Meeting

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Operational Policy

Policy Name	Management and Disposal of Hazardous Wastes
Policy Number	525
Date Adopted	9/16/2014
Date(s) Revised or Reviewed	Revised: 4/21/2020

Policy:

In compliance with all local, state, and federal environmental laws and regulations including, but not limited to, the Washington State Department of Ecology rules under [WAC Chapter 173-303](#), Dangerous Waste Regulations; the Washington State Department of Health under [RCW 70A.228.010](#), Biomedical Waste Definitions; and applicable requirements of local jurisdictions and municipalities, Grays Harbor College is required to regulate hazardous waste materials generated at the Aberdeen campus and all satellite locations and activities.

X.5. - Second Reading of Operational Policy 804 - Generative AI

GHC Board of Trustees Meeting

April 14, 2026



Operational Policy

Policy Name	Generative AI
Policy Number	804
Date Adopted	NEW
Date(s) Revised or Reviewed	

Policy:

Grays Harbor College recognizes the prevalence of generative Artificial Intelligence (AI). The College wishes to encourage responsible use of these technologies to develop and enhance the skills of our students and employees, while considering the implications of AI use for our communities.

Student Use

Faculty at Grays Harbor College have the academic freedom and responsibility to establish and communicate their own guidelines on the use of generative AI tools within their courses. Faculty instructors are encouraged to consider the spectrum of possible AI use; which may permit, restrict, or fully prohibit the use of AI within their course or specific assignments. Students are responsible for following guidelines as established by their instructors. All work generated by artificial intelligence should be properly attributed. Students found to be using AI outside of established guidelines will be treated on a case-by-case basis in alignment with college policies on academic dishonesty and student misconduct.

Employee Use

Faculty, staff, and administrators at Grays Harbor College should research and familiarize themselves with generative AI, and are permitted to use AI to facilitate their work as appropriate, as determined by an employee's direct supervisor. Student and institutional data, or other data protected by FERPA regulations, should never be used in conjunction with AI. AI is subject to all other institutional policies surrounding data privacy and technology. All work generated by artificial intelligence should be properly attributed.

X.6. – 2025-2026 Faculty Excellence Awards Approval

GHC Board of Trustees Meeting

April 14, 2026



Item Information:

Topic: 2025-2026 Faculty Excellence Awards Approval

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

Narrative

The 2025-2026 Faculty Excellence Awards Committee is pleased to recommend the following recipients for Faculty Achievement, Development, and Excellence Awards:

Faculty Achievement & Faculty Excellence

Bill Dyer – Faculty Excellence

Dr. Bill Dyer’s work in organizing and conducting the Grays Harbor College Jazz Festival and Grays Harbor College Small Schools Band Festival brings students and the community to GHC and serves as a tool of recruitment as well as student and community engagement. Based on these efforts the committee recommends Dr. Dyer receive \$1875 as a Faculty Excellence Award.

Tracey Ushman- Faculty Excellence- Nominated by Patrick Martin

In recognition of Tracey’s leadership and innovation in the development and implementation of a fully online AAS in Accounting, her facilitation of faculty professional development, her service on multiple tenure committees, and contributions to improvements in guided pathways and student advising, the committee recommends that Dr. Ushman receive \$1875 as a Faculty Excellence Award.

Rod McDonald – Faculty Achievement

Rod worked tirelessly to establish GHC as a WABO Approved Welder Testing Agency. He completed this, and has since overseen many tests for students and non-students. Each of these tests requires 4-6.5 hours of prep time, for which he is not compensated. This is required to ensure the instruction areas maintain compliance and suitability for regularly enrolled Welding students. In recognition of his tremendous effort and dedication, the committee recommends that he be awarded \$2001 as a Faculty Achievement Award.

Monica Todd – for Nursing Faculty- Faculty Achievement & Development

Monica was integral in achieving the International Nursing Association for Clinical Simulation and Learning (INACSL) Endorsement of the Grays Harbor College Nursing Simulation Lab (2024-2025 - endorsement until 2028). In addition, because the department operates without a lab assistant, the Nursing team spends a great deal of uncompensated time maintaining the lab to contribute to the general effectiveness of the college and, can enhance the teaching and learning process by providing deep cleaning, inventory, restocking and organizing the space to be ready for student learning. Because of these efforts and achievement, we recommend an award of \$5600, to be split between the 7 Nursing faculty.

Faculty Development

Terri Bell- Faculty Development

Terri will be attending the International Society for Technology in Education (ISTE) and Association for Supervision and Curriculum Development (ASCD) joint conference on June 28th – July 1st. The topics include curriculum development, emerging tech, student engagement, accessibility in CS, universal design, poverty, community and societal challenges, mental health and wellbeing, etc. In order to assist with this professional development, we recommend that Terri receive \$1250 in Faculty Development funds.

Action Requested:

Approval of the 2025-2026 Faculty Excellence Awards.

Follow-Up

None

X.7. – FY2026-27 Fee Schedule

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Written Report

Item Information:

Topic: FY2026-27 Fee Schedule

Prepared by: Jason Gordon, Vice President for Administrative Services

Attachments: FY2026-27 Fee Schedule

Narrative

As part of the annual budget development process, the College reviews the Fee Schedule each year. During this review, outdated fees are removed, and new or revised fee proposals are evaluated for inclusion.

For the FY2026–27 budget year, Instruction proposes the following fee revisions for Board consideration and approval. These changes primarily reflect efforts to streamline existing fees and address increases in operating and programmatic costs.

Description	FY2026 Current Fee	FY2027 Proposed Fee	Details
1. Culinary Arts	\$0	\$160	Proposal introduces a single consolidated program fee for Culinary Arts.
2. CUL 225	\$20	\$0	Proposal eliminates fee and consolidates into a single program fee for Culinary Arts.
3. CUL (190, 205)	\$70	\$0	Proposal eliminates fee and consolidates into a single program fee for Culinary Arts.
4. CUL (135, 185)	\$120	\$0	Proposal eliminates fee and consolidates into a single program fee for Culinary Arts.
5. CUL (145, 155, 165, 175, 215, 235)	\$175	\$0	Proposal eliminates fee and consolidates into a single program fee for Culinary Arts.
6. Physical Education Fee	\$0	\$15	Proposal introduces Physical Education fee and eliminates towel fee.
7. Physical Education Towel Fee	\$3	\$0	Proposal introduces Physical Education fee and eliminates towel fee.
8. Nursing Testing Assessment Fee	\$134	\$175	Proposal increases Nursing Testing Assessment fee by \$41 due to increased cost.
9. Placement Testing Fee (Retakes)	\$0	\$10	Proposal introduces Placement Testing fee for test retakes.
10. Nursing Test of Essential Academic Skills (TEAS)	\$90	\$100	Proposal increases Nursing Test of Essential Academic Skills by \$10 due to increased cost.

11. Prometric ASE/Diesel Certification	\$0	\$40	Proposal introduces Prometric ASE/Diesel Certification testing fee.
12. Test Proctoring Fee, Non-GHC students	\$15	\$30	Proposal increases Test Proctoring fee.

Summary & Next Steps

For FY2026–27, the College proposes nine revisions to the Fee Schedule. The majority of these changes are intended to consolidate fees for clarity and administrative efficiency, or to address documented increases in program-related costs.

Upon Board approval, the revised fees will take effect in the 2026–27 academic year, beginning Fall Quarter 2026.

Action Requested:

Approve the FY2026-27 Fee Schedule, including the proposed revised fees described in 1 to 12.

Follow-Up

None

**Grays Harbor College
Fee Schedule for 2026-27**

2026-27

Course Fees (per course unless otherwise noted)	
Automotive Technology	150.00
Transitions (Adult Edu) and English Language Acquisitions-per student per quarter	25.00
Carpentry Technology	150.00
Certified Nursing Assistant Fee	37.00
BAS - Computer Science	7.00
Culinary Arts	160.00
Diesel Technology	150.00
Drama Appreciation	55.00
English/Humanities Fee	7.00
First Aid/CPR	0.00
Flagger Certification (per class)	65.00
Human Services	14.00
Math / Engineering Fee (split fee code between Science & Math; not a new fee)	7.00
Natural Resources (NR-Forestry NR 101, 120, 131, 150, 158, 160, 258/259, 260, 270, 280, 285)	50.00
BAS-Forestry (BASF 312,321,332,385,400,421,432,434,451,461,471,493)	50.00
Natural Resources GIS (NR 110, 250)	87.00
Natural Resources 160 - State Park Camping Fees	21.00
Natural Resources 250 - Photo Fees	24.00
Natural Resources 260 - Tools	10.00
Physical Education Fee	15.00
Science	10.00
Social Science and P.E.	7.00
Welding Technology (WELD 101, 102, and 103)	55.00
Welding Technology (WELD 110, 120, 130, 240, 245, 248, 249, 250, 255, 260, 265)	150.00
Lab Fees	
Art Lab	16.00
BAST 301 Practicum Lab Fee	30.00
Biology Lab	20.00
Chemistry Lab (excluding CHEM& 110)	20.00
Geology Lab	20.00
Medical Assistant Lab (year 1- MEDAS 151)	100.00
Medical Assistant Lab (year 2- MEDAS 136)	200.00
Nursing Lab Fee	125.00
Music Lab (MUS 117, 118, 119, 190 217, 218, 219, 231, 232, 233, MUSC& 121, 122,123, 131, 132, 133, 221, 222, 223)	14.00
Physics Lab	20.00
Miscellaneous Fees	
BAS-TE Background Check	12.00
BAS-TE 302 (NES 102/103)	165.00
BAS-TE 303 (WEST-E)	100.00
Certified Nursing Assistant Background Checks	12.00

Credit For Prior Learning Assessment (per class)	45.00
Education National Background Fee (EDUC 202)	42.00
ECED& 120	125.00
Human Services Background Fee (HS 101)	12.00
Library Materials Replacement Fee, Plus Actual Replacement Cost of Item	7.50
Medical Assistant - Background Check & Insurance (MEDAS 151 and MEDAS 136)	30.00
Nursing Background and Immunization Checks (NURS 171, 271)	90.00
Nursing Insurance (NURS 171, 271) <i>(Supplied by outside insurance company; subject to change)</i>	21.35
Overnight Transcript Fee	25.00
Testing Fees (per instance)	
Automotive Technology (111, 112, 209, 211, 212) ASE Student Certification Testing	46.00
Certified Nursing Assistant Licensing Fee	100.00
CLEP® (College-Level Examination Program) <i>[Proctoring fee of \$20 non-GHC students]</i>	80.00
Commercial Trans/Maint (CDL) 3rd Party Testing Fee	175.00
Diesel Technology (DT 123, 223) ASE Student Certification Testing	46.00
Natural Resources 270 - WSDA Applicator License Exam Fee	70.00
Nursing (PVR 151)	150.00
Nursing Testing Assessment Fee (ATI) (NURS 171, 172, 173, 271, 272, 273)	175.00
Nursing Test of Essential Academic Skills (TEAS)	100.00
Placement Testing Fee (Retakes)	10.00
Prometric ASE/Diesel Certification	40.00
Refrigerant Test Fee (AUTO 102, 213) (Optional for Diesel Students)	24.00
Test Proctoring Fee, Non-GHC students (per Hour; then \$7.50 per 1/2 Hr increment)	30.00
Transcript Fee, Online Parchment	7.00
Administrative and other Misc. Operating Fees (per instance)	
Student ID Replacement	5.00
NSF (Insufficient Funds) Checks	35.00
Student Parking Replacement	5.00
All Students (per credit hour)	
Comprehensive Service Fee (Support for Parking, Graduation, Testing, Student IDs, Transcripts[placement?])	8.00
Student Union Building Fee (max 18 credit hours)	4.90
Technology Fee (max 10 credit hours)	3.50
Other Per Credit Charges	
Commercial Driver's License Lab 101, 150, 185	140.00
Applied and Advanced Applied Music Lessons	110.00
Independent Study	26.00

**Grays Harbor College
Fee Schedule for 2026-27**

Waivers:		
Adult Basic Education, English as a Second Language and GED Preparation	Per quarter	25.00
Apprenticeship	Waive 1/2 of standard per-credit tuition fee	Varies
Athletics – Resident 63, Nonresident 64,	Up to 25% of Operating Fee	Varies
Automotive Technology	Per credit	Varies
Emergency Medical Training	Per credit	25.00
High School Completion, Non-resident	Resident tuition fees	7.00
High School Completion, Resident, 19 or Older	Per credit	7.00
Industrial First Aid	Per credit	56.25
Nonresident/Op Fee Differential 68 (in accordance with WSAC Schedule)		
Journey person	Per credit	56.25
Over 18 Credit Exemption for Vocational Students For Required Vocational Preparatory Programs	More than 18 credits of additional operating fee	Varies
Parent Education	Per credit	14.00
Retirement Courses, 50 Plus, (CSI – Community Special Interest)	Per credit	33.50
Running Start Fee Waiver, Eligible Students	Per credit/quarter	Varies
Senior Citizen – Audit, 60 Years or Older	Per class; two classes per quarter, max	5.00
Senior Citizen – Credit, 60 Years or Older	Per class; two classes per quarter; 10 credits, max	5.00
State Employee, Space available	Per course	5.00
Veteran's Waiver (up to 18 credit hours)	25% of tuition	Varies
Children and Spouse of Totally Disabled or POW/MIA or Deceased Veteran	All tuition and fees	Varies
Children and Spouses of Deceased or Disabled Law Enforcement Officers and Firefighters	All tuition/Operating/Bldg/S&A fees	Varies
Person Wrongfully Convicted of Crime	All tuition and fees	Varies
Fines:		
Unregistered or improperly parked vehicles in student parking areas		20.00
Unauthorized parking in reserved or visitors parking lot		20.00
Unauthorized parking in roadway, yellow curbing, fire zone		30.00
Unauthorized parking in State of Washington disabled parking		50.00
Unsafe driving on campus		50.00

X.8. - Bishop Trust Investment/Scholarship Award

GHC Board of Trustees Meeting
April 14, 2026



Written Report

Item Information:

Topic: Bishop Trust Investment/Scholarship Award
Prepared by: Jason Gordon
Attachments: TIAA Bishop Investment Report 6-30-2025

Narrative

The Ed & Lillian Bishop Trust investment is managed by TIAA and provides funding for scholarships aimed at Grays Harbor County students pursuing higher education at institutions offering baccalaureate degrees. Below is a summary of the investment performance and scholarship allocation for FY2025.

Bishop Trust Investment/Scholarship Award		
Description	2026-27 Academic Year	2025-26 Academic Year
Investment Performance		
Beginning Value	\$ 5,646,652.52	\$ 5,258,565.58
Ending Value	6,316,115.43	\$ 5,646,652.52
Income (Loss)	\$ 669,462.91	\$ 388,086.94
Rate of Return (Estimated)	11.9%	7.4%
Scholarship Award		
Investment Policy (Ending Value)	4%	4%
Available to Award	\$ 252,644.62	\$ 225,866.10
Awarded		\$ 230,000.00
Number of Students Awarded		74

For the fiscal year 2025 (July 1, 2024, to June 30, 2025), the total income/loss was \$669,462.91, representing an estimated return of 11.9% on the beginning market value of \$5,646,652.52. In comparison, last year's estimated return was \$388,086.94, or 7.4%.

As of June 30, 2025, the total market value of the fund was \$6,316,115.43. Therefore, \$252,644.62 (4% of the market value) is available for Board approval as the scholarship allocation for the 2026-27 academic year.

The attached TIAA Bishop Investment Report provides a detailed performance analysis for the fiscal year ended June 30, 2025.

Summary & Next Steps

The Bishop Trust investment funds available for scholarship awards in the FY2026-27 academic year total \$252,644.62. Upon Board approval, the Vice President for Administrative Services will submit a request to TIAA for distribution. TIAA will then disburse the funds to the college, and the GHC Foundation will award the scholarships to eligible students. The college will distribute the scholarship funds accordingly.

Action Requested:

Approve the full amount of 4% or \$252,644.62 for the award of Bishop Scholarships during the 2026-27 Academic Year.

Follow-Up

None

XI.1. – Student Government Report

GHC Board of Trustees Meeting
April 14, 2026



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: April 14, 2026
Re: ASG February Board Report

ASGHC Updates:

1. S&A and Tech Fee Budget committee passed the S&A and Tech Fee budgets. The S&A budget was approved for \$588,615, and the Tech Fee for \$96,000. To be submitted for review by the board over the budget approval process.
2. Report from Marco:
There were a couple of events to celebrate Women's History Month at the Diversity and Equity Center (DEC):
 - Lunch and watched a podcast episode about Amelia Earhart.
 - Lunch and watched the movie Hidden Figures about the true story of African-American female mathematicians at NASA who played a vital role in the U.S. space program during the 20th century.
 - The DEC also took a group of students to visit the Northwest African American Museum in Seattle.
3. Student Life received boxes of hygiene products and basic clothing essentials from the Moore Wright Group, shared across campus and have some left over to use over Spring Quarter. Thank you to Shelly Hoffman for coordinating this effort.
4. Student Services is hosting a Career Fair on May 5th, with multiple employers from the community.
5. MAYhem is scheduled for May 20th.
6. The IMALIVE Mental Health Fair will be held on May 13th from 10:00 AM to 2:00 PM.
7. Aberdeen High School is coming to campus on May 28th for a Gear Up event.

XI.2 – Classified Staff Report

GHC Board of Trustees Meeting

April 14, 2026



Written Report

Item Information:

Topic: Classified Staff Report

Prepared by: Ryan Decker, Library & Archives Paraprofessional 3

Attachments: None

Narrative

The Staff Development and Training Committee held a spring potluck on April 1. Phil Robinson was selected as the classified staff quarterly award winner.

Summary & Next Steps

None

Action Requested:

None

Follow-Up

None

XI.3. – Represented Exempt Staff Report

GHC Board of Trustees Meeting

April 14, 2026



Written Report

Item Information:

Topic: Professional Exempt Representation

Prepared by: Deanna Shedley, Associate Director for Financial Services

Attachments: None

Narrative

We are currently in between Exempt Staff Representatives.

Summary & Next Steps

I am currently asking around to find a new representative.

Action Requested:

Not applicable.

XI.4. – Faculty Report

GHC Board of Trustees Meeting
April 14, 2026



Written Report

Item Information:

Topic: Faculty Report

Prepared by: Anita Plagge, Professor of Biology

Attachments: N/A

Narrative

- This meeting falls during the first week of the Spring Quarter. Some faculty members had relatively last-minute scrambling with class schedules as new sections were added.
- Some faculty already have appointments for student academic advising.
- The union is in negotiations regarding the contract for faculty working at SCCC.

Summary & Next Steps

None

Action Requested:

None

Follow-Up

None

XI.5. Administrative Services Report

GHC Board of Trustees Meeting
April 14, 2026



Written Report

Item Information:

Topic: Administrative Services Report

Prepared by: Jason Gordon, Vice President for Administrative Services

Attachments: None

Narrative

FY2026-27 Budget Development

The FY2026–27 budget development process is nearing completion and reflects improved state funding outlooks. Following final adoption of the FY2025–26 supplemental budget, the College received updated allocation figures from SBCTC, which were more favorable than earlier projections. These updated estimates allow the College to maintain financial stability while addressing compensation, inflationary cost pressures, and strategic investments aligned with institutional priorities.

The impacts of the new allocation model and the updated allocation figures are being analyzed to ensure conservative and sustainable revenue assumptions. The proposed operating budget will be presented to the Board of Trustees for review and action at the June meeting.

Lake Swano Dam Project

Predesign activities for the Lake Swano Dam Project have been completed. KPFF Consulting Engineers has developed an Alternatives Analysis report that evaluates two primary paths to address identified dam safety deficiencies: rehabilitation of the existing structure, or full removal of the dam with restoration of natural flow conditions along Alder Creek. The analysis considers safety, environmental impact, regulatory requirements, constructability, long-term maintenance responsibilities, and preliminary cost estimates.

Initial findings indicate that both options present distinct benefits and challenges related to risk reduction, environmental stewardship, and long-term liability. College leadership is currently reviewing the findings. The results of the analysis will be shared with the Board at the May Board of Trustees meeting.

Business Affairs Commission (BAC) Meetings Update

- BAC met on April 1, 2026, to review the new state allocation model and FY2026–27 allocation projections.
- The next BAC meeting is scheduled for April 30–May 1, 2026, in Walla Walla.

Audit

- The State Auditor’s Office (SAO) has started the audit for the FY2024-25 financial statements.
- The entrance meeting is currently being scheduled and anticipated to occur in late April.

Summary & Next Steps

FY2026-27 budget development, coordination with the Business Affairs Commission, and audit activities are ongoing administrative services activities. Further updates will be provided to the Board of Trustees in subsequent meetings as new information becomes available.

Action Requested:

None

Follow-Up

None

XI.6. – Human Resources Report

GHC Board of Trustees Meeting

April 14, 2026



Written Report

Item Information:

Topic: Human Resources Report

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

Attachments: N/A

Narrative

General Updates:

- Bargaining for SCCC portion of faculty contract is underway.
- Finishing work on a non-instructional department review for the Human Resources department.
- Working with Olympic College to onboard new employees for the Washington Corrections Center for Women (WCCW). Contracts beginning April 1st.
- PACE survey committee presenting workplace culture statements to Cabinet April 14th.
- Supervisor Training on *Navigating Difficult Conversations*, with Employee Assistance Program (EAP) held March 25th (25 participants).

New Employees:

- William Durden, Dean of Corrections Education (WCCW), 03/16/26
- Lori Heay, Program Manager A (WCCW), 04/01/26
- Jefferey Ingram, IT Customer Support – Journey (WCCW), 04/01/26
- Sioeli Lauptin, Corrections Education Navigator (WCCW), 04/01/26
- Mishelle Gillespie, Full-Time Basic Skills Instructor (WCCW), 04/01/26
- Ryan McDowell, Grounds & Nursery Services Specialist 4, 03/16/26

Changes in Employment:

- Roxa Banks, Program Manager A – Testing/Advising, 04/16/26

Searches:

- Recruitment Facilitator, (replacing Shelly Hoffman), closed
- Dean of Enrollment & Student Services, (replacing Ashley Bowie-Gallegos), closed
- Dual Credit Navigator, (replacing Cassaundra Smith), closed
- Financial Aid-Outreach Specialist, (replacing Jenny Crawford), closed
- Communications Consultant 1, (replacing Cheyenna Carroll), closed
- Program Coordinator SCCC, (replacing Carrie Warren), 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
 April 14, 2026



Written Report

Item Information:

Topic: Learning and Student Success Report

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

Narrative

Enrollment

Spring Quarter Enrollment Snapshot as of Tuesday, March 31st

FTE: Spring 2026	Spring 2025 04/01/2025 Day # -13	Spring 2026 03/31/2026 Day # -13	Difference	% Diff from 2025 to 2026	Spring 2025 FTE change to end of quarter	Final FTE Numbers for Spring 2025
1-Academic Transfer & Pre-College	476.5	523.4	47.0	9.9%	-23.3	453.2
2-Transition Programs	54.4	67.4	13.1	24.0%	94.9	149.3
3-Career and Technical Ed.	270.8	272.2	1.4	0.5%	47.5	318.4
4-BAS Programs	31.3	40.6	9.3	29.8%	5.2	36.5
State Funded Total	833.0	903.7	70.7	8.5%	124.3	957.3
Running Start FTE	341.0	317.2	-23.8	-7.0%	55.8	396.8
State + Running Start Total	1,174.0	1,220.9	46.9	4.0%	180.1	1,354.1
Stafford Creek FTE	0.0	1.0	1.0	0.0%	214.3	214.3
State + RS + SCCC Total	1,174.0	1,221.9	47.9	4.1%	394.5	1,568.5

As of March 31, 2026 (13 days prior to the start of Spring Quarter), Grays Harbor College is demonstrating strong year-over-year enrollment growth. State-funded FTE increased by 70.7 FTE (+8.5%) compared to the same point last year, reaching 903.7 FTE, while total FTE including Running Start is up 46.9 (+4.0%). The College has achieved 60.3% of its state-funded allocation target of 1,498 FTE, an improvement over 58.8% at the same point last year, despite a higher overall target. From a budget perspective, Spring enrollment is currently exceeding expectations at 102% of the quarterly budget target (904 FTE vs. 888 target), and the College has already met 100% of its annual state-funded FTE goal.

It is important to note that a portion of current state-funded FTE is expected to shift to Running Start as coding is finalized, which will adjust the College’s position to approximately 90% of the spring quarterly target and 97% of the annual target, leaving a modest gap to close prior to the end of the fiscal year. Week-over-week momentum remains strong, with state-funded FTE increasing by 15.8 and total FTE increasing by 124.0 in the past week alone. Additionally, 71% of Winter Quarter students have persisted into spring enrollment, indicating stable retention with continued opportunity for targeted outreach in the final weeks before the quarter begins.

Arts and Sciences Update

Articulations and Collaborations

Dean of Arts & Sciences, Aaron Coby, visited Saint Martin's University in March to continue the process of outlining a memorandum of understanding that would better articulate how GHC students transfer into Saint Martin's courses. Several programs and emphasis areas are being considered in the articulation including Biology, Criminal Justice, Political Science, English, Pre-Nursing, Social Work, Engineering, and Environmental Science.

Advising

New Director New Vision

Under the leadership of the new Director of Advising, Shelly Hoffman, the College is advancing a more integrated and collaborative approach to advising that aligns with the Guided Pathways model. Current efforts are focused on strengthening the connection between professional and faculty advising ensuring students experience coordinated, holistic support throughout their journey, from entry through completion. This work is centered on creating clearer pathways, consistent messaging, and shared responsibility for student success across instructional and student services teams.

Shelly has begun actively engaging Faculty Division Chairs and is planning participation in upcoming division meetings and the Academic Council/Division Chair meeting in April to further align advising practices and identify opportunities for collaboration. In parallel, she is partnering with the Director of Student Life, Jonni Dawson, and the E-Learning Coordinator, Jeremy Winn, to revitalize New Student Orientation. These efforts are aimed at building a more cohesive onboarding experience that connects students early to advising, resources, and expectations, ultimately strengthening persistence and completion outcomes.

Student Funding

Financial Aid

Financial Aid has made significant progress in supporting prospective students by prioritizing the processing of aid applications for those not yet enrolled. At this time, the team has successfully processed all but approximately 30 outstanding applications, ensuring that the vast majority of these students now have a financial aid package available to support their enrollment. This level of proactive service is not typically feasible at most institutions due to the volume of applications and the need to prioritize currently enrolled students; however, under the leadership of Associate Dean Carla Idohl-Corwin, this work has been intentionally prioritized as a strategic recruitment effort.

This approach reflects a shift toward using financial aid as a key lever for enrollment. By removing uncertainty around affordability earlier in the student journey, the College is better positioned to support students in making informed decisions about attending GHC. Building on this progress, the SSALT group recently engaged in discussion to identify targeted communication and outreach strategies to re-engage these students and ensure they are aware of their available funding packages, with the goal of increasing conversion from applicant to enrolled student.

Continuing Education/Extended Learning

One more milestone in the revival of the Community and Continuing Education was achieved by the program manager, Amy Hitchcock. The official [Community and Continuing Education registration website](#) was launched on March 23. This customized website was developed in collaboration with a team from the College and was guided by the team from Campus CE. Campus CE streamlines continuing education by providing intuitive online registration, payment processing, course and certificate management, reporting tools, and automated communication—making it easier for programs to boost enrollment, simplify administration, and deliver a seamless learner experience.

Nursing

Grays Harbor College’s Nursing program has implemented a comprehensive, multi-layered approach to preparing students for success on the Next Generation NCLEX (NGN), a high-stakes licensure exam that now emphasizes clinical judgment and decision-making. Preparation begins throughout the program with intentional alignment to the Clinical Judgment Measurement Model, ensuring students repeatedly practice recognizing, analyzing, and responding to complex patient scenarios. Additional targeted supports include faculty-guided remediation in high-need content areas, weekly medication safety and dosage calculation practice, and the use of standardized ATI assessments to identify and support students who may be at risk of not meeting benchmarks. These strategies are designed to build both content mastery and the applied clinical reasoning skills required for licensure success.

As a critical “last-mile” intervention, the program is proposing a required three-day ATI NCLEX Live Review for all graduating students, scheduled shortly before testing to reinforce learning and maximize retention. This intensive experience provides expert-led review across all NCLEX domains, individualized study planning, and focused test-taking strategies aligned with NGN expectations. Given the high stakes of the exam—where first-time pass rates significantly impact students’ ability to enter the workforce in a timely manner—this preparatory opportunity is essential. Ensuring all students have equitable access to this level of preparation strengthens both individual student outcomes and the College’s overall program success, while reducing the financial and personal burden associated with retesting and delayed employment.

Corrections Education Update

[Washington Corrections Center for Women](#)

Grays Harbor College officially began programming this Spring Quarter at the Washington Corrections Center for Women (WCCW), following its selection as the new education provider effective April 1, 2026. Under the leadership of Dean Will Durden, the College is working in close partnership with the Department of Corrections and the State Board to ensure a smooth transition of services, continuity of student pathways, and expansion of educational opportunities that support career readiness and successful reentry.

On April 2, President Dr. Carli Schiffner and Vice President for Learning and Student Success Holly Bringman visited the campus to connect with staff and students, providing lunch and GHC swag to welcome the new partnership and build community. These early efforts reflect the College’s commitment to establishing a strong, student-centered presence at WCCW and continuing its long-standing work of delivering high-quality education within correctional settings.

Stafford Creek Corrections Center

Hiring updates for Stafford Creek: The Associate Dean position is out for a third search this academic year; progress continues across several other key hiring efforts. The Financial Aid Support Specialist search advanced to second-round interviews in early March, despite a reduced candidate pool due to recent withdrawals. The Program Coordinator position has closed, and the hiring committee has been convened and is moving forward. Finally, the Basic Skills Faculty search will move forward with second-round, on-site interviews last week of March into the first week of April, reflecting the priority placed on filling this role as expeditiously as possible.

Transitions

HS+/GED

Enrollment in the HS+ program is steadily recovering following last year's record-high number of diploma completions. As of the conclusion of Fall Quarter, 32 high school diplomas have been awarded, demonstrating sustained progress in supporting student achievement.

English Language Acquisition (ELA)

Enrollment numbers in Advanced ELA courses continues to remain a challenge, resulting in the ongoing cancellation of second course offerings in our Advanced ELA classes. Efforts to identify and address participation barriers are ongoing. In contrast, enrollment in beginning-level ELA remains strong, with three cohorts consistently at full capacity.

Off-Campus Community Education - Conversational Spanish Courses

Participation in the Riverview Center's Conversational Spanish course, held twice weekly, has remained consistent at this time.

I-BEST

Enrollment in Professional-Technical programs with I-BEST components has increased this academic year, highlighting the effectiveness of the integrated model in promoting workforce readiness and student retention.

I-BEST Development Expansion Allocation

At the conclusion of the third year in a three-year funding cycle, the I-BEST Development Expansion Allocation continues to support program growth. This targeted funding has effectively supported the integration of I-BEST components within the Diesel Technology, Business Math, CNA, Human Services, and Medical Assistant programs, as well as a math course in Business Administration. These allocations have strengthened instructional capacity and enhanced student outcomes and workforce preparation across programs.

XI.8. – President’s Report

GRAYS HARBOR COLLEGE Board of Trustees Meeting
April 14, 2026



Written Report

Item Information:

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

Narrative

EVENTS:

GHC Town Hall, March 2, 19
Risk Management Training Parts I & II, March 3, 24
Ilwaco Education Center, Open House, March 4
Contract Negotiations, SCCC, March 6
Hello, Dolly! Bishop Center, March 6
Rural Guided Pathways, NCII, Institute #3, Pittsburgh, March 10-14
WorkSource Grand Opening, GHC, March 17
GHC Jazz Choir and Band Concert, Bishop Center, March 19
GHC String Ensemble Concert, Wellington Performance Hall, March 23
PESB, Board Meeting, Public Comment, March 26
CLNA, Community Feedback / Listening Session, March 26
WACTC, Legislative Updates, Committee Updates, and General Business Meeting, March 26-27
GHC Softball Game, March 28
Westport Chamber Fundraiser, March 28

MEETINGS:

Dr. Steve Ast, Senior Vice President, Inside Track, March 2
STTACC Leadership, Classified Statewide Organization, March 2
Dr. K.C. Johnson, Superintendent, Raymond School District, March 2
Labor Management, Faculty, March 3, 25

Nate Humphrey, Executive Director, SBCTC, Education Advisory Planning, March 5

Shandy Abrahamson, Director, Office of Native Education (ONE), OSPI, March 5

Medical Assistant Program Advisory Board, March 5

Washington Corrections Center for Women, Transition Planning, March 9, 16, 23

Isaac Humiston, ASGHC President, March 9

Legislative Committee, March 9

Greater Grays Harbor, Inc., Board Meeting, March 19

WACTC Wednesdays Meetings, March 18

Gray Pac Superintendent Meeting, March 20

Special GHC Board of Trustees Meeting, March 20

SCCC Students of History 148, Final Exam and Review, March 23

Quinault Nation, ONE (OSPI), ESD 113, and GHC, Planning Meeting, March 23

Dr. Bob Mohrbacher, President of Centralia College, March 23

NWCCU, Standards Committee, March 23

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

ACCREDITATION

Report attached from Associate Vice President Kristy Anderson.

THE IMPACT OF THE 2026 LEGISLATIVE SESSION & BUDGET IMPLICATIONS

The Washington State Legislative Session concluded March 12 and the budget numbers are nearly finalized at the State Board (nothing is “official” until the Governor signs off on the budget which needs to be done by April 4). This was one of the most unusual and challenging Legislative Sessions in decades, resulting in some interesting impacts for the SBCTC system. For example, in the last two weeks of session an amendment was added to the Senate budget directing the SBCTC (the agency) to eliminate a college from the community and technical college system by November 2026. This seemingly came out of nowhere, but it signaled concerns with our system that the SBCTC was not anticipating. Fortunately, the State Board leadership worked to eliminate the naming of a college and redirected the focus on finding efficiencies in the college system. A report will still be due to the Legislature by December 2026 but will focus on identifying efficiencies across the system. A small taskforce is being assembled next month to work on this report.

The impact of the Legislative Session on the community and technical college system includes:

- Funding for Guided Pathways, High Demand Faculty Salary Increases, Nurse Educator Salary Increases, and College Affordability Program (CAP) was “re-provisoed” for the biennium. This means the funding associated with these programs remains as intended and cannot be used for general operations.
- Funding for cost-of-living adjustments (COLAs) are in the budget, but not fully funded (79% funded / 21% unfunded).
- Funding for retroactive COLAs for WPEA is in the budget, but not fully funding (79% funded / 21% unfunded).
- Reduction in administrative operational funding by 1.5% across the system.
- Reduction of Running Start cap from 1.4 FTE to 1.3 FTE.

Grays Harbor College, alongside the 33 other community colleges in the state, are facing extreme hardship come July 1, 2026. Between cuts to the operating budget, a somewhat stagnant enrollment reality, and reductions of programs like Summer Running Start, all colleges in the system are grappling with the reality of stark economic times and how to operate a college within these circumstances. A handful of colleges have declared financial emergencies locally, allowing those colleges to expedite decisions around a reduction in force. Discussion is underway at WACTC about recommending to the SBCTC members that the system consider declaring a financial emergency. This would provide an “umbrella” financial emergency for the entire system and individual college boards could adopt as necessary. WACTC is carefully considering the political implications of such a declaration.

As previously shared, Grays Harbor College continues to operate from a balanced budget and has been fiscally conservative over the past few years. As noted above, the College faces reductions beginning July 1, 2026, and those will be on top of the reduction from the base state allocation that is a result of the new allocation formula going into effect. College presidents were recently told about the reality of the “fund swap” that was used to balance the state operating budget. If enough revenue is not generated to offset the swap, colleges could owe money to “make up” the difference—mid-year. With all of this on the horizon, Grays Harbor College will remain in a hiring frost, reduce travel, and look for other ways to save funding, until there is more certainty about the College’s future fiscal outlook.

ASPEN INSTITUTE

President Schiffner has been selected as one of 23 community college presidents nationwide to participate in the Aspen Institute Presidents Fellowship, a prestigious, year-long leadership program focused on advancing student success and economic mobility. The Aspen Presidents Fellowship brings together community college leaders from across the country to develop reform agendas that help more students complete credentials, transfer successfully, and graduate into good jobs. Dr. Schiffner will collaborate with national peers and experts to analyze labor market needs, strengthen institutional outcomes, and expand opportunities for students in Grays Harbor and Pacific counties.

Action Requested:

This is informational, no action requested at this time.

XI.8.a. - Accreditation

GHC Board of Trustees Meeting
April 14, 2026



Written Report

Item Information:

Topic: Institutional Accreditation

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

Attachments: None

Narrative

Year 7 Evaluation of Institutional Effectiveness (EIE) Report

Last month, GHC employees had the opportunity to provide feedback on GHC's draft Year Seven Evaluation of Institutional Effectiveness (EIE) Report. Overall, feedback was limited but positive, with a few individuals submitting significant additions and/or corrections. The Accreditation Steering Committee reviewed several of these suggestions at its meeting on March 19 and also provided additional input on the draft. Revisions will be incorporated before the report is sent to an external reviewer for feedback.

NWCCU Year 7 EIE - Site Visit Training

GHC's Accreditation Liaison Officer, Kristy Anderson, recently attended an NWCCU workshop designed to prepare colleges that are getting ready to host a Year Seven Evaluation of Institutional Effectiveness site visit. Key takeaways from the workshop include:

- The visit schedule is the responsibility of the visiting team chair; however, the ALO should collaborate with the team chair to help guide the planning process.
- The college should be prepared to provide transportation for visiting evaluators, including transportation to and from the airport and local transportation during the visit.
- With very limited exceptions, all meetings during the visit will be conducted in person.
- During the visit, colleges should ensure that key stakeholders are available to meet with the peer evaluation team as needed throughout the visit.
- All institutions are required to notify the public of the upcoming visit at least 90 days prior to the site visit. A copy of this notification must also be sent to the Commission.

As a reminder, the purpose of the Year 7 Evaluation of Institutional Effectiveness site visit is to evaluate how well the college is fulfilling its mission and meeting NWCCU Standards, with particular emphasis on institutional effectiveness, student achievement, and continuous improvement. The evaluation team will want to speak with representatives from the Board of Trustees to discuss the Board's role in governance, including oversight, leadership, and accountability.

Program Inventory Review & Update

This spring, NWCCU is supporting a program inventory clean-up process to ensure that each college's program inventory aligns with updated documentation practices. Each college is being asked to review its approved list of programs and correct any misreported items, errors, or omissions. Matt Edwards and Kristy Anderson have been working with staff in GHC's Learning and Student Support division to identify and implement any necessary updates.

Summary & Next Steps

The Accreditation Steering Committee will continue its work on the Year Seven Evaluation of Institutional Effectiveness report, which is due in early August 2026, in preparation for the college's comprehensive site visit in October. A communication message and strategy will be developed to meet accreditation requirements for public notification of the visit. Logistical preparations to support the visit are underway and will continue in advance of the visiting team's arrival.

Action Requested:

No action at this time.