

***Board of Trustees Regular Meeting Minutes
April 15, 2014***

5:00 pm Regular Board of Trustees Meeting, Olympic College Poulsbo, Room #221, 1000 NW Olympic College Way, Poulsbo, WA

Trustee Warner called the Board of Trustees Regular Meeting to order at 5:00 p.m.

Board Members in Attendance:

Bev Cheney Jim Page Darlene Peters Alice Tawresey Steve Warner

Others in Attendance:

David Mitchell, President
Shawna Bliss, Interim Executive Assistant to President
Mary Garguile, Vice President for Instruction
Bruce Riveland, Vice President for Administrative Services
Joan Hanten, Vice President for College Relations
Bruce Marvin, Assistant Attorney General
Chris Stokke, President AHE
Candace Alvarez, President WPEA
Margarita Mashkina, ASOC President

A. Consent Items

Approval of the draft minutes for the March 18, 2014 Regular Board of Trustees Meeting.

Trustee Page made a motion to approve the minutes. Trustee Cheney seconded the motion. The vote was unanimously in favor of approval of the March 18, 2014 minutes.

B. Communication Items

1. Communication from the Public

There was none.

2. Report of the Associated Student Body of Olympic College

Margarita Mashkina reported -

- She attended a leadership conference in Washington, DC.
- Candidates are applying for student government; applications are due April 25th.
- Students have completed a student survey; the survey will be used to develop student services and activities.

3. Report of the Board

Trustee Cheney attended the Navy League luncheon on April 8th. The audience appreciated Dr. Mitchell's presentation; it was excellent.

Trustees Page, Peters, and Tawresey attended the Vision Conference on April 11th; they appreciated its focus and mix of participants (students, faculty – full time and adjunct, staff – classified and administrative, and community leaders), noted its organization, and look forward to hearing about the strategic goals that will emerge from the participants' responses.

Trustee Peters enjoyed attending the OC-Bellevue double header; OC won the first game but lost the second.

4. Report of the President of the College

David Mitchell reported that he made a presentation at the Bremerton Rotary on March 31st entitled "Expanding and Improving Student Access and Achievement at Olympic College." The meeting was well attended; the members appreciated the annual update. He also enjoyed making the presentation at the Navy League; he would like to see representation from Olympic College in the Navy League.

5. Report of the Olympic College Washington Public Employees Association

Candace Alvarez reported that the WPEA will begin negotiations of the 2015-2016 contract on May 3rd.

6. Olympic College Association of Higher Education

There was no report.

7. Report of the Olympic College Foundation

David Emmons reported

- 501 students have applied for scholarships. David invited the board members to attend the annual donor-scholar event scheduled for June 2nd.
- The Finlay home sold for the asking price.
- The Alumni Association will be hosting a movie night at the Admiral Theater in June.
- The Investment Committee, as part of its due diligence, put out for bid and is now reading proposals from investment consultants; the decision for the consultant will be made at the May retreat.
- The Foundation will be participating in the Kitsap Great Give on May 6.

8. Presentations – Western Washington University partnership with Olympic College

Dr. Mitchell welcomed Western Washington University (WWU); he introduced Dr. Earl Gibbons, Vice Provost, Extended Education and Jim Funaro, OC-Poulsbo's Director. Jim spoke about the collaboration between Olympic College and WWU. Dr. Gibbons gave a concise history of WWU and its program offerings on the peninsula. He introduced Ms. Candice Merrill - Director of Operations, Western on the Peninsulas; Ms. Kathy Johnson - Manager, Western on the Peninsulas; Dr. Troy Abel - Resident Faculty Member, Huxley College of the Environment; and Ms. Nancy Bluestein-Johnson - Program Manager, Huxley College of the Environment. Dr. Gibbons and Candice reflected on the achievements of the current programs. Dr. Gibbons concluded by thanking OC for its collaboration and speculating on future developments between WWU and OC. He also thanked the Board for its support.

C. Study Session

1. **CIC Building Updated – Bruce Riveland and Walter Schacht**

Bruce Riveland introduced Walter Schacht, architect of the College Instructional Center (CIC) Building. Based on considerations from the BEST study, Walter redesigned the CIC from a four-story building to a three-story building resulting in a gross square footage reduction, but adding space back in by the addition of classrooms between the north and south hallways. The redesign saves 1.5-1.6 million, and results in more efficient and better use of the space for academic programs (active learning environments). The Board will need to take action approving the final design at a future meeting.

2. **SAI Points – David Mitchell and Mary Garguile**

The study session on SAI will be presented at a future Board of Trustees meeting.

3. **Board Coverage of Upcoming events**

The Board of Trustees discussed upcoming calendar items and determined who would be attending.

D. Action/Information Items

1. **Action Item:**

There were no action items this month.

2. **Information item: PACE survey**

Dr. Mitchell reported on the Personal Assessment of the College Environment (PACE) survey. The purpose of the survey was to obtain the perceptions of personnel concerning OC's climate and to provide data to assist OC in promoting more open and constructive communication among faculty, staff, and administrators. It was administered to 1105 employees at OC; 400 completed and returned the instrument for analysis. The overall results from the PACE survey indicate a healthy campus climate.

The report was distributed to the President's Council at their meeting today and given to the Board of Directors this evening. The Council will carefully consider the survey results as they move forward in developing OC's strategic 5-year plan. The Board will be informed of actions taken by the Council.

E. Executive Session

The Board adjourned at 6:50 p.m. for 20 minutes to go in to Executive Session. At 7:10 p.m. it was extended for 15 minutes. At 7:25 p.m. it was extended for an additional 11 minutes. The meeting reconvened at 7:36 p.m. out of executive session. The meeting adjourned at 7:37 p.m.

F. Adjournment

Trustee Warner adjourned the meeting at 7:37 pm.

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