

***Board of Trustees Regular Meeting Minutes
August 16, 2016***

5:00 pm Regular Board of Trustees Meeting, Olympic College Shelton, Johnson Library, Shelton, WA

Trustee Warner called the Board of Trustees Regular Meeting to order at 5:06 p.m.

Board Members in Attendance:

Harriette Bryant Jim Page Darlene Peters Steve Warner

Others in Attendance:

David Mitchell, President
Shawna Bliss, Executive Assistant to President
Mary Garguile, Vice President for Instruction
Damon Bell, Vice President for Student Services and Achievement
Cheryl Nuñez, Vice President for Equity and Inclusion
Janell Whiteley, Director of Business Services, representing Kay Ash, Vice President for Administrative Services
Bruce Marvin, Assistant Attorney General
Candace Alvarez, WPEA President
Jayne Barton, SGOC Vice President for Finance, representing Shannon Turner, SGOC President

A. Consent Items

Approval of the draft minutes for the June 21, 2016 Regular Board of Trustees Meeting.
Trustee Peters made a motion to approve the minutes. Trustee Page seconded the motion. The vote was unanimously in favor of approval of the June 21, 2016 minutes.

B. Communication Items

1. Communication from the Public

Suzanne Holley, OC Classified staff member, spoke. She expressed concern for the changes made in personnel in June, in particular at the satellite campuses. Suzanne feels that it has affected the campus climate. Trustee Warner thanked Suzanne for sharing her views.

2. Report of the Student Government of Olympic College (SGOC)

Shannon Turner was unable to attend; Jayne Barton, Vice President for Finance, attended in his place. Jane reported on the activities the SGOC has been doing this summer; she referred to Shannon's report on BoardDocs.

3. Report of the Board

PSNS was awarded the 2016 Washington State ACT Partner Award. Trustee Page proposed that the Board nominate PSNS for the national AACC award. The Board supported his proposal. Shawna Bliss will work with Trustee Page on the nomination.

Trustee Page has joined Washington State's Association of College Trustees (ACT) board. He attended the ACT retreat and is looking forward to serving his term as Treasurer.

Trustee Peters reported that Dr. Mitchell participated in a leg of the canoe journey. She shared pictures of the journey and presented Dr. Mitchell with a special t-shirt with the raven design.

4. Report of the President of the College

Dr. Mitchell responded to Trustee Peters report. He enjoyed participating in the 22-mile stretch from Suquamish to Blake Island. He complimented Darlene on her skill and thanked her for inviting him to pull.

Dr. Mitchell recognized Trustee Page for his five years of service and Trustee Peters for her ten years of service as Olympic College Trustees. Trustee Peters will be going off the board this fall. A new welding facility is going up at OC Shelton. It will allow the College to expand its welding class size and meet the Shelton community's professional technical needs. The structure is being built with expansion in mind.

5. Report of the Olympic College Washington Public Employees Association (WPEA)

Candace Alvarez reported that Margaret Hodun is working on the negotiating team in Olympia. Candace has been working on the end of year layoffs of classified staff.

6. Report of the Olympic College Association of Higher Education (AHE)

Ted Baldwin was not in attendance. There was no report.

7. Report of the Olympic College Foundation

David Emmons, Executive Director of the Olympic College Foundation, reported.

On July 27th, members of the OCF Board, Trustee Bryant, and several OS staff toured the Yama Project. The tour was fascinating; David hopes to arrange another visit.

Women's Funding Alliance gave a \$30,000 grant to the College to support new students who are not on scholarship but are in need of financial support.

David successfully claimed unclaimed property (2006) from the State of Nevada totaling \$55,000.

The Sons of Norway has given a second endowment gift for nursing.

The 2016 Community Luncheon will highlight students who received their AA at OC and went on to complete a Bachelor's degree offered at OC.

The OCF board will vote on the campaign at their September meeting.

David was able to achieve one of his 2013 goals. The College website now has a 'Donate Now' button. David was the first one to test it and it works!

8. Presentation – Olympic College – Shelton

Teresa McDermott, Director of OC-Shelton, reported on the current work and programs run at OC-Shelton.

- Nathan, an OCS student, completed high school by enrolling in the High School 21+ program. He plans to continue his education at OC and study engineering.
- Teresa introduced Rose Ferri, Transitions Coordinator. Rose works with laid off employees enrolled in OCS's Worker Retraining Program. The majority of students have studied welding. She expressed appreciation for the new facility.
- Teresa introduced Kandace Mackaben, Business Management faculty and Susan Ronald, SGOC VP for OC-S and student mentor at the Youth Entrepreneurship Camp. Kandace reported on the third year of Entrepreneurship Camp with a PowerPoint presentation. The camp was held from August 2-5, 2016. Students came from Choice High School.
- Teresa recognized, complimented, and thanked Lori Anderson for her 20+ years of service to Olympic College.

OC-Shelton is actively working to succeed in its mission - "changing lives and strengthening communities." The satellite college is celebrating its 20th year with a number of activities.

C. Study Session

1. 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: 2014-2015 Financial Report

Trustee Peters motioned for approval. Trustee Bryant seconded the motion. The vote was unanimously in favor of accepting the 2014-2015 Financial Report.

E. Executive Session

The Board adjourned at 6:06 p.m. for a 10 minute recess before going in to Executive Session.

The purpose of the Executive Session was to conduct its annual evaluation of the College President, Dr. David Mitchell.

At 6:16 p.m. the Board met in Executive Session for 15 minutes.

At 6:31 p.m. it was extended for 15 minutes.

The meeting reconvened at 6:46 p.m. out of Executive Session.

2. Action Item: Addendum to the President's Contract

The Board commended the President for his performance and leadership and expressed appreciation for the same. The Board voted on the addendum to the President's contract. The motion was to extend the President's contract an additional year through June 2019 and that his salary be increased by 2.8%. Trustee Page motioned for approval. Trustee Peters seconded the motion. The vote was unanimously in favor of accepting the addendum to the President's contract.

F. Adjournment

Trustee Warner adjourned the meeting at 6:58 p.m.

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