

***Board of Trustees Regular Meeting Minutes  
February 15, 2022***

**5:30 pm** Regular Board of Trustees Meeting

**Zoom Link:** <https://olympic.zoom.us/j/93695568428?pwd=Rkw3VjF3WStjZGJPMHMrSUo2aUN5dz09>

**Meeting ID:** 936 9556 8428

**Meeting Password:** OCBOT0215

Trustee Miller called the Board of Trustees regular meeting to order at 5:32 p.m.

**Board Members in Attendance:**

Tom Eckmann   Harriette Bryant   Frankie Coleman   Candelario Gonzalez   Cheryl Miller

**Others in Attendance:**

Marty Cavalluzzi, President

H. Bruce Marvin, Assistant Attorney General

Adam Morris, Chief of Staff (minutes)

**A. Study Session**

- None.

**B. Communication Items**

**1. Introduction of New Olympic College Employees**

- Evelyn Hernandez, Chief Information Officer, introduced Yuki George, IT Network/Telecommunications-Journey, to the Board of Trustees.
- Trevor Ross, Executive Director of the Olympic College Foundation, introduced J. Thomas Peterson, the Olympic College Foundation's Director of Scholarships and Programs, to the Board of Trustees.
- Teresa McDermott, Title, introduced Steven Gosslin, Reentry Navigator, to the Board of Trustees.

## **2. Report off the Board of Trustees**

- Trustee Miller reported on her recent attendance of the ACCT Legislative Summit in Washington, D.C.
- Trustee Bryant reported on her recent attendance of the ACCT Legislative Summit in Washington, D.C.
- Trustee Eckmann had nothing to report.
- Trustee Gonzalez had nothing to report.
- Trustee Coleman had nothing to report.

## **3. Communication from the Public**

- None.

## **C. Reports to the Board**

### **1. Student Government of Olympic College Report to the Board of Trustees**

- Mr. Brandon Gall, President of the Student Government of Olympic College (SGOC), submitted a written report to the Board of Trustees.
- Mr. Gall provided the Trustees with an oral report as well, and his comments focused on:
  - o Offering his congratulations to the newly tenured faculty;
  - o Efforts by the SGOC to connect with students regarding the college-wide diversity survey currently underway;
  - o The SGOC Financial Reserves Spend-down plan, including an upcoming focus group centered on a proposed Wellness Center. Further focus groups planned in spring.
  - o Plans to bring back the student-led opera, hopefully in June;
  - o The S&A Fee Budget process;
  - o Educating the student body on the SGOC and their work;
  - o Attendance of recent events;
- There were no further questions nor discussion.

### **2. Washington Public Employees Association Report to the Board of Trustees**

- Nora Downard, Shop Steward, addressed the Board of Trustees. In her comments, Ms. Downard discussed:
  - o Congratulations to the newly tenured faculty;
  - o Positive views of the recent Governance Training, and comments on compensation clarity for governance participation;
  - o WPEA concerns and updates, including:
    - Vacant/Open positions at the college, and the difficulty to track them;
    - ctcLink issues with accessing data and the finance pillar is ongoing, with little movement towards resolution by the SBCTC;
    - Seeking nominations for the state-wide bargaining team. Nominations are open until 2/22, and final team will be announced 3/1. Bargaining to begin soon after;
    - Working toward a resolution on the Facilities department restructure. They are working with Carroll McWhorter in Human Resources and want to ensure classified work remains classified work.

### **3. Association of Higher Education Report to the Board of Trustees**

- Craig Goodman, President of the Olympic College Association of Higher Education, addressed the Board of Trustees. Mr. Goodman's report included:
  - o A welcome to the new Olympic College employees introduced this evening;
  - o Congratulations to the newly tenured faculty;
  - o Recognition of the work done by newly tenured faculty over the course of the pandemic, and comments on the tenure process and faculty importance at the college.

### **4. Faculty Senate Report to the Board of Trustees**

- Elisabeth Briggs, Chair – Faculty Senate, provided a report to the Board of Trustees. Ms. Briggs' report included:
  - o Congratulations to newly tenured faculty on behalf of Faculty Senate, and comments on the work done by those new faculty who have hit the ground running. Ms. Briggs expressed appreciation for those involved in the tenure process, including the committees, Deans, Division Office staff;
  - o Thanked Val Torrens for providing the January report to the Board;
  - o Comments on administrative evaluations concerns;
  - o Faculty appointments to the various college-wide councils and committees by the Faculty Senate;
  - o Plans to start holding Faculty Senate meeting in person with a virtual option for attendance.

### **5. President's Report to the Board of Trustees**

- Dr. Marty Cavalluzzi, President, submitted a written report to the Board of Trustees.
- President Cavalluzzi congratulated the newly tenured faculty members for their achievements.
- There were no further questions or comments by the Board.

### **6. Instruction's Report to the Board of Trustees**

- Martin Cockroft, interim Vice President for Instruction, submitted a written report to the Board of Trustees.
- Mr. Cockroft provided the Trustees with an oral report as well, in which he congratulated the newly tenured faculty member and discussed the rigor of the tenure process.
- There were no further questions or comments by the Board.

### **7. Student Services' Report to the Board of Trustees**

- Dr. Brendon Taga, Vice President for Student Services, submitted a written report to the Board of Trustees.
- There were no further questions or comments by the Board.

### **8. Administrative Services Report to the Board of Trustees**

- Ron Ellison, Vice President for Administrative Services, submitted a written report to the Board of Trustees.
- Mr. Ellison offered his congratulations to the newly tenured faculty members.
- There were no further questions or comments by the Board.

### **9. Equity & Inclusion's Report to the Board of Trustees**

- Cheryl Nunez, Vice President for Equity & Inclusion, submitted a written report to the Board of Trustees.
- Ms. Nunez congratulated the newly tenured faculty members.
- There were no further questions or comments by the Board.

### **10. Human Resource's Report to the Board of Trustees**

- Joshua Masters, Interim Executive Director for Human Resources, submitted a written report to the Board of Trustees.
- Mr. Masters provided the Trustees with an oral report as well, which covered:
  - o His agreement with WPEA that more support from SBCTC in resolving ctcLink issues would be great. Mr. Masters commented that the recent transition from NeoEd to TAM (a ctcLink module) should vastly improve position tracking abilities.
  - o An update on administrative evaluations was included in the HR Board Report this month, with further information to be presented at next month's meeting;
  - o Congratulations to Cathy Anderson, Human Resources Consultant 3, for attaining her Society for Human Resource Management Certified Professional credential. It is a lot of work to earn that certification, and Mr. Masters will be meeting with Human Resources Institute in the near future in order to make the certification training available to the entire HR staff.
- There were no further questions or comments by the Board.

### **11. Information Technology's Report to the Board of Trustees**

- Evelyn Hernandez, Chief Information Officer, submitted a written report to the Board of Trustees.
- Ms. Hernandez offered her congratulations to the newly tenured faculty members.
- There were no further questions or comments by the Board.

### **12. Office of Institutional Effectiveness' Report to the Board of Trustees**

- Dr. Allison Phayre, Executive Director of the Office of Institutional Effectiveness, submitted a written report to the Board of Trustees.
- Dr. Phayre provided the Trustees with an oral report as well, which covered:
  - o Congratulations to the newly tenured faculty members;
  - o The announcement of her plans to resign her current position as Executive Director of Institutional due to recent personal/health issues, and reverting back to her Chemistry faculty position in fall the fall;
- Trustees Eckmann and Miller thanked Dr. Phayre for her wonderful work and service to the college as Executive Director of Institutional Effectiveness.

### **13. Olympic College Foundation's Report to the Board of Trustees**

- Trevor Ross, Executive Director of the Olympic College Foundation, submitted a written report to the Board of Trustees.
- Mr. Ross provided the Trustees with an oral report as well, which covered:
  - o Congratulations to the newly tenured faculty members;
  - o An announcement that the Olympic College Foundation will be giving away close to \$450,000 in scholarships this year, as opposed to the roughly \$300,000 anticipated;

- Reminder of the April 10th date for Foundation's Annual Auction & Brunch. The event will be held at Anthony's in Bremerton, who will be providing a covered patio in addition to their indoor seating to accommodate the 150 guests with plenty of space for social distancing. Tickets are available on the OC Foundation website.
- There were no further questions or comments by the Board.

#### **14. Chief of Staff's Report to the Board of Trustees**

- Adam Morris, Chief of Staff, submitted a written report to the Board of Trustees.
- Mr. Morris offered his congratulations to the newly tenured faculty members.
- There were no further questions or comments by the Board.

### **D. Consent Items**

#### **1. Approval of the draft minutes for the January 18, 2022 Regular Board of Trustees Meeting**

- Trustee Coleman made a motion to approve the draft minutes for the January 18, 2022 Regular Board of Trustees Meeting as presented. Trustee Eckmann seconded the motion. A vote was held and was in favor of approving the January 18, 2022 Regular Board of Trustees Meeting minutes as presented (5 – yes; 0 – no; 0 – abstaining).

### **E. Information/Action Items**

#### **1. Action Item: Tenure Status for Erin Hayden**

- Dr. Brendon Taga, Vice President of Student Services, presented the Tenure Status for Erin Hayden Action Item. Trustee Bryant made a motion to award tenure to Erin Haden. Trustee Coleman seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Erin Hayden (5 – yes; 0 – no; 0 – abstaining).
- Elain Williams Bryant, Dean of Student Development, introduced Erin Hayden, who provided comments on her newly granted Tenure status.

#### **2. Action Item: Tenure Status for Jae Shim**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Dr. Jae Shim Action Item. Trustee Eckmann made a motion to award tenure to Dr. Jae Shim. Trustee Bryant seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Dr. Jae Shim (5 – yes; 0 – no; 0 – abstaining).
- John Vaughan, Dean of Mathematics, Engineering, Science, & Health (MESH), introduced Dr. Jae Shim, who provided comments on his newly granted Tenure status.

#### **3. Action Item: Tenure Status for Katy Trichler**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Katy Trichler Action Item. Trustee Coleman made a motion to award tenure to Katy Trichler. Trustee Eckmann seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Katy Trichler (5 – yes; 0 – no; 0 – abstaining).
- Alecia Nye, Associate Dean of Nursing, introduced Katy Trichler, who provided comments on her newly granted Tenure status.

**4. Action Item: Tenure Status for Kimberly Stewart**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Kimberly Stewart Action Item. Trustee Gonzalez made a motion to award tenure to Kimberly Stewart. Trustee Coleman seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Kimberly Stewart (5 – yes; 0 – no; 0 – abstaining).
- Norma Whitacre, Dean of Business & Technology, introduced Kimberly Stewart, who provided comments on her newly granted Tenure status.

**5. Action Item: Tenure Status for Linda Greene**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Linda Greene Action Item. Trustee Eckmann made a motion to award tenure to Linda Greene. Trustee Bryant seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Linda Greene (5 – yes; 0 – no; 0 – abstaining).
- Dr. Alecia Nye, Associate Dean of Nursing, introduced Linda Greene, who provided comments on her newly granted Tenure status.

**6. Action Item: Tenure Status for Maria Guarneri-White**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Dr. Maria Guarneri-White Action Item. Trustee Bryant made a motion to award tenure to Dr. Maria Guarneri-White. Trustee Coleman seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Dr. Maria Guarneri-White (5 – yes; 0 – no; 0 – abstaining).
- Dr. Beccie Seaman, Dean of Social Science & Humanities, introduced Dr. Maria Guarneri-White, who provided comments on her newly granted Tenure status.

**7. Action Item: Tenure Status for Rachel Grimsley**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Rachel Grimsley Action Item. Trustee Eckmann made a motion to award tenure to Rachel Grimsley. Trustee Coleman seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Rachel Grimsley (5 – yes; 0 – no; 0 – abstaining).
- Dr. Alecia Nye, Associate Dean of Nursing, introduced Rachel Grimsley, who provided comments on her newly granted Tenure status.

**8. Action Item: Tenure Status for Amy Hesketh**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Amy Hesketh Action Item. Trustee Coleman made a motion to award tenure to Amy Hesketh. Trustee Gonzalez seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Amy Hesketh (5 – yes; 0 – no; 0 – abstaining).
- Dr. Beccie Seaman, Dean of Social Science & Humanities, introduced Amy Hesketh, who provided comments on her newly granted Tenure status.

**9. Action Item: Tenure Status for Craig McBride**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Dr. Craig McBride Action Item. Trustee Bryant made a motion to award tenure to Dr. Craig McBride. Trustee Gonzalez seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Dr. Craig McBride (5 – yes; 0 – no; 0 – abstaining).
- John Vaughan, Dean of Mathematics, Engineering, Science, & Health (MESH), introduced Dr. Craig McBride, who provided comments on his newly granted Tenure status.

**10. Action Item: Tenure Status for David Pearl**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Dr. David Pearl Action Item. Trustee Eckmann made a motion to award tenure to Dr. David Pearl. Trustee Bryant seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Dr. David Pearl (5 – yes; 0 – no; 0 – abstaining).
- Dr. Beccie Seaman, Dean of Social Science & Humanities, introduced Dr. David Pearl, who provided comments on his newly granted Tenure status.

**11. Action Item: Tenure Status for Emerald Lessley**

- Martin Cockroft, interim Vice President for Instruction, presented the Tenure Status for Dr. Emerald Lessley Action Item. Trustee Coleman made a motion to award tenure to Dr. Emerald Lessley. Trustee Eckmann seconded the motion. There was no discussion or questions. A vote was held and in favor of granting Tenure status to Dr. Emerald Lessley (5 – yes; 0 – no; 0 – abstaining).
- Dr. Beccie Seaman, Dean of Social Science & Humanities, introduced Dr. Emerald Lessley, who provided comments on her newly granted Tenure status.

**12. Action Item: 2022-2023 Re-employment of Probationary Academic Employees**

- Martin Cockroft, interim Vice President for Instruction, presented the 2022-2023 Re-employment of Probationary Tenure Track Academic Employees Action Item to the Board of Trustees. Trustee Eckmann made a motion to approve the re-employment of the listed probationary tenure track academic employees for 2022-2023. Trustee Bryant seconded the motion. There was no discussion or questions. A vote was held and in favor of approving the re-employment of the listed probationary tenure track academic employees for 2022-2023 (5 – yes; 0 – no; 0 – abstaining).

**13. Information Item: Yearly Events Calendar – February 2022**

- Adam Morris presented the Yearly Events Calendar – February 2022 Information Item to the Board of Trustees.
- There were no questions nor discussion.
- The Board accepted the Yearly Events Calendar – February 2022 Information Item

**14. Information Item: Budget Update - Month Ending December 2021**

- Angela Hamilton, interim Director of Business Services, and Ron Ellison, Vice President for Instruction, presented the Budget Update - Month Ending December 2021 Information Item to the Board of Trustees.

- There were no further questions or comments by the Board.
- The Board of Trustees accepted the Budget Update – Month Ending December 2021 Information Item.

#### **15. Information Item: 2022-2023 Fee Requests (New and Changes)**

- Ron Ellison, Vice President for Instruction, presented the 2022-2023 Fee Requests (New and Changes) Information Item to the Board of Trustees.
- Trustee Eckmann asked for further explanation of the proposed Exam Soft fee. Mr. Cockroft explained that the fee is for the Physical Therapy Assistant and Nursing programs to cover Examsoft, a specialized software for measuring and reporting data on course and program learning outcomes, which links those reports to program-specific accreditation requirements. Both PTA and Nursing have program specific accreditation requirements they must meet in order to operate, and meeting these requirements takes a lot of work. Examsoft allows for automated reporting and tracking that will free up PTA and Nursing faculty to spend more time on teaching, curriculum development, and advising.
- The Board of Trustees accepted the 2022-2023 Fee Requests (New and Changes) Information Item.

#### **16. Information Item: Updated Instructional Calendars for 2021-2022 and 2022-2023**

- Martin Cockroft, interim Vice President for Instruction, presented the Updated Instructional Calendars for 2021-2022 and 2022-2023 Information Item to the Board of Trustees.
- There were no questions nor discussion.
- The Board accepted the Updated Instructional Calendars for 2021-2022 and 2022-2023 Information Item.

#### **F. Executive Sessions**

- The Board adjourned at 5:32 p.m. for a 0-minute recess before going into Executive Session.
- The purpose of the Executive Session was to review the performance of a public employee.
- At 5:32 p.m. the Board met in Executive Session for 20 minutes.
- The meeting reconvened out of Executive Session at 5:52 p.m.
  
- The Board adjourned at 7:45 p.m. for a 0-minute recess before going into Executive Session.
- The purpose of the Executive Session was to consult with legal counsel regarding agency enforcement actions or actual or potential agency litigation.
- At 7:45 p.m. the Board met in Executive Session for 15 minutes.
- At 8:00 p.m. the Board extended their Executive Session by 10 minutes.
- The meeting reconvened out of Executive Session at 8:10 p.m.

#### **G. Adjournment**

- Trustee Miller adjourned the meeting at 8:11 p.m.

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