

***Board of Trustees Regular Meeting Minutes  
September 15, 2020***

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

**Zoom Link:** <https://zoom.us/j/92047347818?pwd=NXBYaG9JRUZaTjhoTnJFbjdvNWhpUT09>

**Meeting ID:** 920 4734 7818

**Meeting Password:** OCBOT-9-15

Trustee Bryant called the Board of Trustees Special Meeting to order at 5:34 p.m.

**Board Members in Attendance:**

Tom Eckmann Cheryl Miller Harriette Bryant Candelario Gonzalez Frankie Coleman

**Others in Attendance:**

Marty Cavalluzzi, President

H. Bruce Marvin, Assistant Attorney General

Adam Morris, Chief of Staff (minutes)

The Board read the Mission, Vision and Values.

**A. Communication Items**

**1. Communication from the Public**

- None.

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

- Melody Collingsworth, Program Assistant to SGOC, introduced the new Executive Council Officers of the Student Government of Olympic College (SGOC):
  - o Brooklyn Jennings - President
  - o Cassie Pastori – Vice President
  - o Kenna Dailey – Director of Finance & Operations
  - o Matthew Pereira – Director of Clubs & Student Life
  - o Emily Irvine – Director of Public Relations & Communications

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

- Trustee Miller had nothing to report.
- Trustee Eckmann reported on his attendance of the recent Board of Trustees Finance Committee meeting.
- Trustee Gonzalez had nothing to report.
- Trustee Coleman reported on his participation in an introductory meet and greet with the Association of College Trustees (ACT). Trustee Coleman also reported on the upcoming training with the Attorney General's Office on the Open Public Meetings Act (OPMA)
- Trustee Bryant reported on her participation in the Opening Days All College Convening.

## **B. Reports to the Board**

### **1. Student Government of Olympic College Board Report**

- Brooklyn Jennings, SGOC President, updated the Board of Trustees on their on-boarding efforts and other recent activities, to include:
  - o Navigating Zoom for classes and services;
  - o Team building with the SGOC Executive Council;
  - o Goal setting for the year;
  - o Upcoming Executive meetings;

### **2. Association of Higher Education Board Report**

- Val Torrens, President of the Olympic College Association of Higher Education, addressed the Board of Trustees. Ms. Torrens read a brief prepared statement and commented on:
  - o The work done by eLearning/Center with classes starting next week;
  - o How the enrollment drop has impacted faculty;
  - o The recent COLA;
  - o The upcoming decision to being mostly online during winter/spring quarters;
  - o Cuts to Administrative Positions;

### **3. Washington Public Employees Association Board Report**

- Deb Montez, Chief Shop Steward, addressed the Board of Trustees. In her comments, Ms. Montez discussed:
  - o WPEA contract bargaining (being done at the state level);
  - o Governance Taskforce process and implementation;
  - o Introduced a new shop steward: Jessica Gonzalez.
  - o The work being done by Classified Staff over the summer, while Faculty members were off contract;

### **4. College Report to the Board of Trustees**

- Olympic College President Marty Cavalluzzi presented the College's Report to the Board of Trustees. President Cavalluzzi introduced the report and opened a question and answer period.
  - o Trustee Miller inquired as to if there was any updated on the enrollment numbers sent out on September 10<sup>th</sup>. President Cavalluzzi informed her that there was not any update at this time. Allison Phayre, Executive Director of the Office of Institutional Effectiveness commented that, due to the recent ctcLink transition, the College is

having to work with the State Board for Community and Technical Colleges (SBCCTC) to ensure data accuracy, and due to ctcLink, our enrollment numbers will be “soft” for at least the first year after implementation.

- Trustee Eckmann asked for clarification on the feedback process for the proposed budget cuts. President Cavalluzzi informed the Board that the budget will be going out to the College soon, and they will be given time to provide feedback and comments before presenting the balanced budget to the Board at the October meeting.
- Trustee Eckmann inquired about the Board’s request for the President’s comments regarding the proposed Faculty Senate Charter. President Cavalluzzi informed the board that he has not had a chance to meet directly with Elisabeth Briggs to discuss his feedback, and would like to do so before providing that feedback to the Board. Discussions were held with Chair Bryant in advance of the Board Meeting regarding this, who approved of delaying the feedback presentation until the October Board Meeting.

### **C. Consent Items**

#### **1. Approval of the draft minutes for the August 18<sup>th</sup>, 2020 Regular Board of Trustees Meeting**

- Trustee Miller made a motion to approve the minutes as presented. Trustee Coleman seconded the motion. A vote was held and was in favor of approving the August 18<sup>th</sup>, 2020 Regular Board of Trustees Meeting minutes as presented (5 – yes; 0 – no; 0 – abstaining).  
None

#### **2. Approval of the draft minutes for the September 1<sup>st</sup>, 2020 Special Board of Trustees Meeting**

- Trustee Miller made a motion to approve the minutes as presented. Trustee Coleman seconded the motion. A vote was held and was in favor of approving the September 1<sup>st</sup>, 2020 Special Board of Trustees Meeting minutes as presented (5 – yes; 0 – no; 0 – abstaining).

### **D. Information/Action Items**

#### **1. Information Item – Yearly Events Calendar**

- Adam Morris presented the Yearly Events Calendar Information Item to the Board of Trustees. The Board accepted the Yearly Events Calendar Information Item.

#### **2. Information Item – Fiscal Year 2019-2020 Financial Reports**

- Karen Wikle, Chief Financial Officer, presented the Fiscal Year 2019-2020 Financial Reports Information Item to the Board of Trustees. The Board accepted the Fiscal Year 2019-2020 Financial Reports Information Item.

#### **3. Action Item – 2020-2021 Board Goals**

- Dr. Allison Phayre, Executive Director of the Office of Institutional Effectiveness, facilitated the continued discussion of the 2020-2021 Board Goals with the Trustees. After discussion, the Trustees decided to remove goal #9 from the list, and kept all other SMART goals the same. Trustee Eckmann motioned to approve the 2020-2021 Board Goals as edited. Trustee Coleman seconded the motion. There was no further discussion nor questions. A vote was held and was in favor of approving the 2020-2021 Board Goals (5 – yes; 0 – no; 0 – abstaining).

#### **4. Action Item – Resolution Authorizing the Continuing Operations of Olympic College Athletics**

- Dr. Brendon Taga, Vice President for Student Services, presented the Resolution Authorizing the Continuing Operations of Olympic College Athletics Action Item. Trustee Eckmann motioned to approve the Resolution Authorizing the Continuing Operations of Olympic College Athletics Action Item. Trustee Miller seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Resolution Authorizing the Continuing Operations of Olympic College Athletics Action Item (5 – yes; 0 – no; 0 – abstaining).

#### **5. Action Item – Fiscal Year 2020-2021 Operating Budget**

- Dr. Marty Cavalluzzi, President, and Karen Wikle, Chief Financial Officer, presented the Fiscal Year 2020-2021 Operating Budget Action Item. The budget presented reflected a deficit, which was intentional, so the Trustees could better see the effect of the trending enrollment decline. President Cavalluzzi and Ms. Wikle informed the Board that they will present a balanced budget at the October meeting. Trustee Eckmann motioned to approve the Fiscal Year 2020-2021 Operating Budget Action Item, pending a balanced budget being presented at the regular Board of Trustees meeting in October. Trustee Miller seconded the motion. There was no further discussion nor questions. A vote was held and was in favor of approving the Fiscal Year 2020-2021 Operating Budget Action Item (5 – yes; 0 – no; 0 – abstaining).

#### **E. Study Session**

- None

#### **F. Executive Session**

- None

#### **G. Adjournment**

Trustee Bryant adjourned the meeting at 6:34 p.m.

*This regular board meeting site is barrier free. Information for people with hearing or visual impairments may be provided by calling Access Services at 360-475-7540.*