

***Board of Trustees Regular Meeting Minutes
January 19, 2016***

5:00 pm Regular Board of Trustees Meeting, Olympic College Bremerton, Humanities Student Services Building, Room 119/121, 1600 Chester Avenue, Bremerton, WA

Trustee Cheney called the Board of Trustees Regular Meeting to order at 5:01 p.m.

Board Members in Attendance:

Harriette Bryant Bev Cheney 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
Bruce Marvin, Assistant Attorney General
Ted Baldwin, AHE President
Drayton Jackson, ASOC President

A. Consent Items

Approval of the draft minutes for the November 17, 2015 Regular Board of Trustees Meeting.

Trustee Warner made a motion to approve the minutes. Trustee Bryant seconded the motion. The vote was unanimously in favor of approval of the November 17, 2015 minutes.

B. Communication Items

1. Communication from the Public

Allison Phayre, OC professor of Chemistry, posed two questions: “What do you see as your role on the Board of Trustees?” and “Why do you want to serve on the Board?” The members of the Board articulated their role on the Board of Trustees: support the mission, vision, and values of the College; adopt, amend, or revoke College policy; approve the College budget, capital budget requests, and operating fees; serve as College advocates in the community and to the State legislature; support the College faculty, staff, and administration; hire and retain the College

president; approve and support the goals of the president; oversee and approve the College budget; follow governance procedures; award tenure; and approve sabbaticals. The Board identified a number of reasons for seeking a position on the Board of Trustees: support higher education, the College, and the community; be a supportive voice for the College in the community; work for equity and inclusion at the College; promote and support a diverse faculty, staff, and student body; and work to make higher education available for underrepresented populations.

2. Report of the Associated Student Body of Olympic College

Drayton Jackson reported

- The ASOC is actively supporting programs that expand the minds and support the well-being of OC's students.
- Drayton appreciated the opportunity to engage with Dr. Mitchell in a President to President interview (January 19). It was taped and will be made available for viewing.

3. Report of the Board

Trustees Bryant and Peters attended the Human Rights Conference. They reported that it was well organized and informative.

Trustees Bryant, Cheney and Page attended the Martin Luther King Celebration. Trustee Cheney loved the energy in the meeting. Trustee Page was impressed with the attendance, the program, and the speakers, especially OC student Shannon Turner.

Trustee Cheney enjoyed attending the Foundation's 'Jingle Mingle.'

Trustee Cheney appreciated reviewing the state auditor's report.

Trustees Peters, Bryant, and Warner enjoyed attending the CIC Groundbreaking event. Despite the rain and cold, there was a good turnout.

Trustees Peters and Warner attended Dr. Mitchell's Legislative breakfast the first week in January. They were pleased with the legislators' attendance, interest in OC's programs, and thoughtful questions. They were impressed with the students' stories.

Trustee Warner was happy to attend the 'Graduation Shelton' pep rally. He was pleased that approximately 100 community members turned out to support Shelton School District's efforts to promote high school graduation. He was also pleased that OC had such a strong representation.

Trustee Warner will be attending the 'World Languages Summit' at the University of Washington. He is looking forward to hearing about efforts to promote dual language immersion programs.

4. Report of the President of the College

Dr. Mitchell reported

- Heidi Townsend, Director of Student Financial Services, introduced Rachel Lee, Assistant Director of Financial Aid.
- The College enjoys co-sponsoring the annual Martin Luther King, Jr. Celebration. Dr. Damon Bell did an excellent job emceeding the program. The event drew a large, diverse crowd. This year Norman Rice delivered the keynote address; it was excellent.
- Dr. Mitchell had an opportunity to visit Bremerton High School; he met with the high school's Interact Club (the high school Rotary). He was impressed with the interest in

completing high school and, walking through the school, with the diversity of the student body.

- The College is working with Bishop Robertson, President of New Life Community Development Agency, and Martitha Maye, Executive Director of Kitsap Immigrant Assistance Center, to create an initiative for educational equity and achievement. There will be a meeting on February 3rd with community leaders to propose building a coalition that will promote graduation and access to higher education in Kitsap and Mason counties.

5. Report of the Olympic College Washington Public Employees Association

Candace Alvarez was unable to attend. There was no report.

6. Report of the Olympic College Association of Higher Education

Ted Baldwin introduced some members of the OC faculty:

Val Torrens – Political Science and Communications, Adjunct Faculty

Terri Major – English, Full Time Faculty; Supervisor for the Writing Center

Mirelle Cohen – Sociology, Full Time Faculty; Supervisor for Human Services, SSH

Elisabeth Briggs – Math, Full Time Faculty

Allison Phayre – Chemistry, Full Time Faculty

Kirsten Meador – Advisor, Full Time Faculty

Ted reported that Martin Cockroft, in his capacity as Program Lead for the Center for Teaching and Learning, has offered new hire training to faculty (full time and adjunct) this quarter. Martin intends to offer it quarterly.

7. Report of the Olympic College Foundation

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

- Over 175 people attended the CIC Groundbreaking Ceremony.
- Consultants Sue Kubik and John Lippincott will be meeting with the OC Foundation Board on Thursday, January 21st, in HSS 119, to discuss the OCF Feasibility Study. The Board of Trustees are invited to attend.
- The OC Employee Giving campaign met its goal of \$25,000.
- Plans are underway for the 9th Annual Auction & Brunch @ Anthony's. It will be held on Sunday, March 6th, 10:00 am – 1:00 pm. The theme is 'Red Carpet Affair.'
- The Council for Advancement and Support of Education (CASE) gave a Gold Award for fundraising videos to the film shown at the College Community Luncheon last fall.
- Tickets for the Alumni Association's Valentine's Dinner are on sale - \$80/couple. The dinner will be held on February 12th. It will be prepared by OC's Culinary Arts Department.
- The OC Foundation is a member of the Center for Nonprofit Excellence. The Center will be sponsoring 'LEAN Principles for Nonprofits' on February 11th at OC-Bremerton (HSS 129).
- Tim and Bev Ryan donated \$100,000 to the College. The Ryan Family Nursing Scholarship will provide \$10,000 in scholarships per year for ten years.

8. Presentation – WWU on the Peninsulas Update

Candice Merrill, Director of WWU on the Peninsulas, reported on WWU on the Peninsulas. Candice distributed a new flyer on 'Western on the Peninsulas' highlighting the programs the University is offering on the peninsula and discussed the partnerships that WWU is building within the community.

Jim Funaro, Director of OC-Poulsbo, reported on the partnership with WWU. Jim distributed a report outlining 'Poulsbo Campus Metrics' and discussed the enrollment and use of the OC-Poulsbo facility. Candice and Jim are working to promote OC-Poulsbo and WWU on the Peninsulas in the community, particularly in the area high schools.

9. Presentation – Report of the Vice President for Equity and Inclusion

Cheryl Nuñez reported on her division. She used a PowerPoint presentation to introduce the department leadership and staff and highlight the work being done in the Office of Equity and Inclusion, the Communications and Web Services Department, and the Human Resource Services Department. Shawn Devine, Director of Communications and Web Services, and Dave Slown, Executive Director of Human Resource Services, were present and spoke about their departments. <A pdf version of the PowerPoint is on BoardDocs.>

C. Study Session

1. Board Coverage of Upcoming Events

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

2. 2015-2016 Board Goals

The Board reviewed and determined the progress made on their 2015-2016 Board Goals. The Board recommended removing 'and reward' from 2c and 3b.

3. 2015-2016 President's Goals

Dr. Mitchell reviewed the progress he has made on his 2015-2016 President's Goals.

D. Action/Information Items

1. Action Item: OC-Poulsbo Modular Building

Trustee Bryant motioned for approval. Trustee Peters seconded the motion. The vote was unanimously in favor of the OC-Poulsbo modular building.

2. Action Item: Foundation Tender of Gift for November 18, 2015 to December 31, 2015

Trustee Peters motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of the Foundation Tender of Gift for November 18, 2015 to December 31, 2015.

3. Information Item:

Dr. Mitchell presented the 2016 Legislative Agenda and 2016 Supplemental Capital Budget Request in regards to higher education; the Board accepted the 2016 Legislative Agenda and 2016 Supplemental Capital Budget Request as an information item.

E. Executive Session

There was no Executive Session.

F. Adjournment

Trustee Cheney adjourned the meeting at 7:38 p.m.

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