

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

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

Trustee Cheney called the Board of Trustees Regular Meeting to order at 5:07 p.m.

Board Members in Attendance:

Harriette Bryant Bev Cheney Jim Page

Others in Attendance:

David Mitchell, President
Shawna Bliss, Executive Assistant to President
Mary Garguile, Vice President for Instruction
Kay Ash, Vice President for Administrative Services
Bruce Marvin, Assistant Attorney General
Ted Baldwin, AHE President
Candace Alvarez, WPEA President
Nic Shakley, SGOC Executive Vice President

A. Consent Items

Approval of the draft minutes for the March 15, 2016 Regular Board of Trustees Meeting.
Trustee Page made a motion to approve the minutes. Trustee Bryant seconded the motion. The vote was unanimously in favor of approval of the March 15, 2016 minutes.

Approval of the draft minutes for the April 7, 2016 Special Board of Trustees Meeting.
Trustee Page made a motion to approve the minutes. Trustee Bryant seconded the motion. The vote was unanimously in favor of approval of the April 7, 2016 minutes.

B. Communication Items

1. Communication from the Public

There was none.

2. Introduce New OC Staff

Dr. Mitchell introduced Dr. Kay Ash, the Vice President for Administrative Services. Dr. Ash started work at the College on Monday, April 18th.

Dr. Ash's experience and background includes community college teaching and administrative positions at the state system level. She was the Director of Business Operations and Budget Reporting and Analysis for the Colorado Community College System Office. Before that she held administrative and management positions in the private sector. She holds a Ph.D. in Higher Education/Community College Leadership from Colorado State University and masters and bachelor's degrees in Business Management from Iowa State University.

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

Drayton Jackson was moderating a Politics and Education Legislative Panel at OC-Bremerton.

Nic Shakley, SGOC Executive Vice President, reviewed the SGOC monthly report. Nic noted

- the student government, representing the ASOC (Associated Students of Olympic College) has been renamed the SGOC (Student Government of Olympic College).
- SGOC elections for the 2016-2017 year are being organized.

4. Report of the Board

Trustee Page announced that PSNS & IMC will receive the 2016 ACT Partner of the Year Award. Bryan Watland, PSNS & IMF Training Superintendent, will be invited to attend the ACT awards dinner on May 12th. Trustee Cheney thanked Trustee Page for his work coordinating the ACT nomination.

Trustee Page reported that he enjoyed speaking with the organizational leadership class.

5. Report of the President of the College

Dr. Mitchell reported

- Drayton Jackson, SGOC President, moderated a Politics and Education Legislative Panel today. Several State legislators attended.
- Trustees Bryant and Page and Dr. Mitchell will attend the 2016 ACT Spring Conference. PSNS & IMF will be awarded the 2016 ACT Partner of the Year award. The ACT will forward the Board's nomination to the ACCT (Association of Community College Trustees) in May.
- The City of Bremerton and Olympic College sponsored Bremerton's BROAD HUMOR FESTIVAL April 13-17. Susan diRende, Founder of LA's Broad Humor Film Festival, and Marie Weichman, OC Professor of Art, organized the event. They had assistance from City and College staff and the staff of the OC Foundation Office. Broad Humor Bremerton featured female comedians (working as actors, writers, directors, and/or producers) connecting them to audiences while creating an educational and exciting event for our region. The festival included film, stand-up, and education. The proceeds from the ticket sales will go towards OC scholarships for female students studying the arts (writing and visual and performing arts).

6. Report of the Olympic College Washington Public Employees Association

Candace Alvarez reported that the WPEA will be starting negotiations. Margaret Hodun will conduct a preliminary meeting in April.

7. Report of the Olympic College Association of Higher Education

Ted Baldwin reported that the AHE is deep in negotiations; they are hoping to finish before the end of the school year.

Ted introduced four members of the College faculty:

- Steve Quinn – Academic Advisor, full time faculty
- Anne Mulligan – Practical Nursing, full time faculty
- Mary Kerdus – Practical Nursing, full time faculty (Mary noted that the Practical Nursing program is seeking national certification.)
- Katy Baldwin – Sociology, adjunct faculty (Katy noted that she will be going to Ireland to research a study abroad opportunity for OC's students.)

8. Report of the Olympic College Foundation

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

- The Foundation Board of Directors held their annual retreat on March 19th. They worked on developing a preliminary three-year strategic plan; it includes a fundraising campaign.
- There are four new members on the Foundation Board – Gayle Dilling, Meredith Green, Lloyd Mullen, and Kate Wilson.
- The Foundation was a major sponsor and supporter of the Broad Humor Festival.
- The Foundation is supporting a number of outreach events
 - o April 22nd – the 2016 YWCA Women of Achievement Luncheon; Lori Maxim will be recognized this year;
 - o May 13th – the 2016 Kitsap County Celebration of Philanthropy; Betty and Les Krueger will be one of three honorees receiving the Kitsap County Spirit of Philanthropy Award; and
 - o June 6th – the annual Donors & Scholars Celebration held in the BSC, starting at 5:30 pm.

9. Presentation – OC-Poulsbo Update

Candice Merrill, Director of WWU on the Peninsulas, reported on WWU on the Peninsulas. Candice highlighted the programs the University is offering on the peninsula and discussed the partnerships that WWU is building within the community. Specifically, Candice listed the six current programs (Business Administration, Educational Leadership, Elementary Education, Environmental Policy, Environmental Science, and Human Services), talked about the two programs coming soon (Multidisciplinary Studies and Cybersecurity), and mentioned a future program (Sustainable Business). She talked about Western's footprint on the OC-Poulsbo campus, second year milestones, and plans going forward.

Jim Funaro, Director of OC-Poulsbo, reported on the partnership with WWU. Candice and Jim are working to promote OC-Poulsbo and WWU on the Peninsulas in the community, particularly in the area high schools.

C. Study Session

1. Board Coverage of Upcoming Events

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

2. Study Session - 2015-2016 Board Goals Review

The Board reviewed and determined the progress made on their 2015-2016 Board Goals.

3. Study Session – 2015-2016 President’s Goals Review

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

4. Study Session – Budget Review

Dr. Mitchell conducted a study session regarding the College’s budget. Over the past 25 years State revenue collections, as a share of the economy, have fallen by nearly 30 per cent. Dr. Mitchell reviewed

- CTC budget comparisons.
- budget elements – revenue, student achievement initiatives, grants and contracts, Bremer Trust distributions, the International Student Program, and the fund balance.
- demands on fund balance – local capitol (CenCom building, modular building at OC-P, remodels, and the CIC building), Moore vs HCA decision, teach outs, balancing 2015-2016, ctcLink, and one time expenditures.
- Challenges of the 2015-2016 and 2016-2017 budgets – inadequate tuition backfill, inadequate funding of salary increases, enrollment decline, and no new restricted revenue.

D. Action/Information Items

1. Action Item: Amendment of Policy 200-09 – Use of Facilities

Trustee Bryant motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of approving an amendment to the Use of Facilities Policy, No. 200-09, by adding, at the end of the policy, the sentence “The College president or designee may authorize the use of state resources to support, promote, or solicit on behalf of charitable organizations.”

E. Executive Session

The Board adjourned at 7:03 p.m. for a 7 minute recess before going in to Executive Session.

The purpose of the Executive Session was to provide an update on negotiations.

At 7:10 p.m. the Board met in Executive Session for 20 minutes.

The meeting reconvened at 7:30 p.m. out of Executive Session.

F. Adjournment

Trustee Cheney adjourned the meeting at 7:30 p.m.

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