

***Board of Trustees Regular Meeting Minutes
May 17, 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 5:00 p.m.

Board Members in Attendance:

Harriette Bryant Bev Cheney Jim Page Darlene Peters Steve Warner

Others in Attendance:

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
Kay Ash, Vice President for Administrative Services
Timothy Hagan, AHE Vice President
Candace Alvarez, WPEA President
Drayton Jackson, SGOC President

A. Consent Items

Approval of the draft minutes for the April 19, 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 April 19, 2016 minutes.

B. Communication Items

1. Communication from the Public

Jack Longmate, Adjunct Faculty, addressed the Board regarding the treatment of adjunct faculty. Jack distributed a document. In the document, he cited from the book Equality for Contingent Faculty. He would like the College to “provide part-time faculty fair and transparent job security and job protection.” Trustee Page thanked Jack for his document; the Board will review it.

2. Introduce New OC Staff

Jennifer Glasier, Dean of Enrollment Services, introduced Heather Lukashin, Director of International Education and Study Abroad.

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

Drayton Jackson gave everyone on the Board a water bottle with the new SGOC logo. Drayton reported

- There was a 20% increase in voter participation in this year's SGOC election.
- The 2016-2017 SGOC officers are
 - Shannon Turner – President
 - Nic Shakley – Executive Vice President
 - Ethan Eddy – Vice President for Public Relations & Communications
 - Austin Allbee – Vice President, OCP
 - Susan Ronald – Vice President, OCS
- The SGOC hosted a successful meeting with local legislators on April 19th.
- Stephen Lavoie, Vice President for Finance, completed the S&A budget. Stephen designed a quarterly update form to track programs. Stephen also obtained copies of contracts that grant *The Olympian*, Athletics and Recreation, and the Child Care Center a percentage of the annual S&A Fee budget. (Stephen is a Running Start student.)
- SGOC hosted its Ranger Talk at OCS.

4. Report of the Board

Trustees Bryant and Page attended the ACT Spring Conference.

- Trustee Page awarded PSNS & IMF the 2016 ACT Partner of the Year Award. Bryan Watland and Captain Burton accepted the award on behalf of PSNS & IMF.
- Trustee Page was elected Treasurer of the ACT for 2016-2017.
- The Policy Governance session was interesting. Trustee Page recommended using information from that session at the Board's retreat.

Trustee Page attended OC's entrance interview with the State auditors.

Trustee Page noted that constructing a YMCA near OC-P is a good idea but that the College is not in a position to assist in funding it.

Trustee Peters enjoyed touring the Barner property with Professor Digby. She was impressed with the students' cleanup efforts.

Trustee Warner attended OC-Shelton's Latino Days. He was impressed with this first effort and hopes it will be an annual event.

Trustee Warner also attended OC-S's Ranger Talk. He appreciated the conversation between students and staff.

5. Report of the President of the College

Dr. Mitchell was absent; Mary Garguile reported for him. Mary noted

- Dr. Mitchell, Mary, and Kay Ash attended the Ranger Talk at OC-S. While there, they met with Doug Sayan and OC-Shelton's Director Teresa McDermott to discuss offering educational opportunities for individuals recently released from correctional facilities.
- Dr. Mitchell held another meeting with the Graduate Kitsap planning committee.
- The College held its annual Tribute to Veterans and Active Duty Military on May 11th. It was well attended.

- The College held its annual Career Fair. The fair was well attended by students and appreciated by the companies participating.

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

Candace Alvarez reported Margaret Hodun is representing OC's WPEA at the negotiating table. Classified staff are looking forward to their annual retreat – the Classified Connection will be held on May 19th and 20th.

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

Ted Baldwin was unable to attend; Timothy Hagan, AHE Vice President, took his place.

Timothy reported that the AHE is in negotiations. He reported that a mediator is being brought in to assist with the negotiation process.

Timothy introduced one member of the College faculty – Maril Elliott – American Sign Language, full time faculty. Accompanying Maril were Joanna Jorgenson-Normandy, former student and Maril's interpreter; Randy, a Port Orchard police officer and former student, and Kyra, Maril's instructional aide and former student. Randy spoke passionately about Maril's work and expressed the need for more certified interpreters. <See Maril's report to the board on BoardDocs.>

8. Report of the Olympic College Foundation

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

- David was one of three executive directors to represent community colleges at a dinner hosted for Sue Cunningham, President of CASE (Council for Advancement and Support of Education).
- The Foundation raised \$16,345 (60 donors) in the Kitsap Great Give. The OC Student Carnival, held on the same day, was successful.
- The Donors and Scholars Celebration will be held on Monday, June 6th, at the Bremer Student Center.
- David attended a number of community events:
 - o Kitsap Community Foundation's annual event;
 - o NAACP event; and
 - o Admiral Theatre Preview Night. The College will sponsor 'Stages for All Ages' for students in the county and the OC Alumni Association will sponsor 'Artrageous'.
- The Alumni Association will host the annual Alumni Breakfast on June 9th.
- The Strategic Plan Task Force will present their plan at the next OC Foundation Board meeting.
- 86 'Finish Line' OCF scholarship students have completed a certificate/degree this year.

9. Presentation – Borderland Project

Jody DeLay reported on the Borderlands Project – an interdisciplinary project in which students, working alone or in teams, explored diversity and social justice issues. Two students shared their projects. Students' projects will be displayed during Borderlands Week (May 31 – June 3).

<http://www.olympic.edu/features/borderlands-project-competition>

10. Presentation – Chair Academy Leadership Conference

Elisabeth Briggs, Philip Mathew, and Allison Phayre reported on the Chair Academy Leadership Conference in San Antonio, TX. They talked about some of the workshops they attended and the impact those workshops have had/will have on their work at the College. They expressed appreciation for the invitation from Dr. Mitchell and the opportunity to attend the conference.

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 – Voluntary Framework of Accountability (VFA)

Summer Kenesson, Executive Director of Institutional Planning, Assessment, and Research, and Carrie Hillman, Title III Data Resource Analyst, discussed an overview of the VFA Data Collection Cycle 2015-2016 for the College.

3. Study Session – Revisit Board Goals and Review Civility Statement

The Board of Trustees reviewed their progress on the Board Goals and reviewed the Civility Statement.

D. Action/Information Items

1. Action Item: Tenure Status - Hayward

Trustee Warner motioned for approval. Trustee Bryant seconded the motion. The vote was unanimously in favor of granting tenure to Professor Victoria Hayward.

2. Action Item: Trustee Leadership Award

Trustee Page motioned for approval. Trustee Warner seconded the motion. The vote was unanimously in favor of the nomination for the 2016 Trustee Leadership Award.

3. Information Item: SGOC 2016-2017 Budget

Faviola Barbosa, Associate Dean of Student Leadership and Services, and Stephen Lavoie, SGOC Vice President for Finance, presented the SGOC 2016-2017 Budget; the Board accepted the SGOC 2016-2017 Budget as an information item. SGOC Trustee Cheney and President Drayton Jackson commended Stephen for his work on the budget.

4. Information Item: Third Quarter Financial Report (Jan-March 2016)

Kay Ash presented the Third Quarter Financial Report (Jan-March 2016); the Board accepted the Third Quarter Financial Report (Jan-March 2016) as an information item. The board expressed appreciation for the detail on the reports.

E. Executive Session

The Board adjourned at 7:15 p.m. for a 5 minute recess before going in to Executive Session.

The purpose of the Executive Session was a negotiation update.

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

At 7:30 p.m. it was extended for 5 minutes.
The meeting reconvened at 7:35 p.m. out of Executive Session.

F. Adjournment

Trustee Cheney adjourned the meeting at 7:35 p.m.

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