

***Board of Trustees Regular Meeting Minutes  
April 21, 2020***

**5:30 pm** Regular Board of Trustees Meeting  
**Zoom Link:** <https://zoom.us/j/92563683162?pwd=czdoZTBVa3JESXprVUVWdldyZThWQT09>  
**Meeting ID:** 925 6368 3162  
**Meeting Password:** OC-BOT-421

Trustee Gonzalez called the Board of Trustees Regular Meeting to order at 5:37p.m.

**Board Members in Attendance:**

Harriette Bryant   Candelario Gonzalez   Cheryl Miller   Tom Eckmann

**Others in Attendance:**

Dr. Marty Cavalluzzi, President  
H. Bruce Marvin, Assistant Attorney General  
Adam Morris, Chief of Staff (minutes)

The Board read the Mission, Vision, and Values

**A. Study Session**

- 1. None**
  - There was no presentation this month.

**B. Communication Items**

**1. Report of the Board of Trustees**

- Trustee Eckmann reported out on the following topics:
  - o His attendance at the Annual Action & Brunch fundraiser hosted by the Olympic College Foundation;
  - o Olympic College student Andre Henderson and his recent award as a Transforming Lives Award recipient;
  - o Group Legislative visits in Olympia, consisting of Trustees, President Cavalluzzi, and a student;
  - o His attendance of the Professional-Technical (ProfTech) Advisory Dinner;

- Trustee Bryant thanked the Olympic College staff and faculty for the work they have been doing in response to COVID-19 and the ctcLink transition;
- Trustee Miller echoed the comments by Trustee Bryant, and congratulated Andre Henderson who also was a DREAM Scholar at the recent Achieving the Dream (ATD) conference. Andre was one of 8 students selected nationwide.

## **2. Communication from the Public**

- No members of the public signed up to address the Board of Trustees.

## **3. Student Government of Olympic College (SGOC) – Verbal Report (3 min.)**

- Desire Jones, President of the SGOC, addressed the Board of Trustees and provided them with an overview of their activities since the last meeting, to include:
  - o SGOC is working on wellness checks-ins with students. Want to connect with people to make sure the students were handling ctcLink transition, as well as transitioning to completely on-line education.
  - o Malika Campbell and Melody Collingsworth starting a “follow” campaign (via social media). The goal is to connect with students to make sure they have the most accurate information possible.
  - o The budget process has been finalized by the budget committee. They worked to find a way to fund all the requests submitted.
  - o Earth week activities are planned for this week.
  - o SGOC met recently to plan an event, tentatively set for May 28<sup>th</sup>, titled: OC Has Talent.

## **4. Association of Higher Education – Verbal Report (3 min.)**

- Val Torrens, President of the Olympic College Association of Higher Education, addressed the Board of Trustees. Ms. Torrens introduced herself as the new President of the OC Association of Higher Education due to the past president, Craig Seybold, having to step down for personal reasons. Ms. Torrens discussed the challenges faculty have been experiencing while shifting to 100% online instruction, such as: issues between ctcLink and Canvas, messaging to students/student email issues, and all of the stress that comes with making such a huge change on short notice.
- No questions were asked, but Trustee Eckmann thanked the faculty for the work they are doing to keep students in school.

## **5. Washington Public Employees Association – Verbal Report (3 min.)**

- Deb Montez, Chief Shop Steward, addressed the Board of Trustees. Ms. Montez spoke about issues they are experiencing with the Labor Management Communication Committee (LMCC) meetings. The last two meetings (March and April) were cancelled, and they are hoping to resolve some outstanding issues at the upcoming May meeting. Ms. Montez also expressed concerns about communication between the college and the union, stating that the emails they have received throughout all of this have been long and, at times, confusing, and would like more frequent and shorter messaging. They are also working on group messaging to the WPEA, so that it does not have to all be filtered through the shop steward(s). Ms. Montez also wanted to commend the work being done by the Classified Staff, specifically Information Technology (IT) and facilities/custodial, as well as the staff in eLearning.

## **6. Introduction of New Olympic College Employees**

- Marty Cavalluzzi, Olympic College President, introduced Dr. Brendon Taga as the new Vice President for Student Services.
- Marty Cavalluzzi, Olympic College President, introduced Trevor Ross as the new Executive Director of the Olympic College Foundation.
- Alecia Nye, Associate Dean - Nursing, introduced Shelly Chavez, Nursing Faculty.
- Alecia Nye, Associate Dean - Nursing, introduced Theresa Crowell, Nursing Faculty.

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

### **1. Combined Report – Summary of Olympic College’s Response to the novel coronavirus (2019-nCoV)**

- The report was reviewed, and no questions were asked.

## **D. Consent Items**

### **1. Approval of the draft minutes for the February 25<sup>th</sup>, 2020 Special Board of Trustees Meeting**

Trustee Bryant made a motion to approve the minutes as edited. Trustee Miller seconded the motion. A vote was held and was in favor of approving the February 25<sup>th</sup>, 2020 Special Board of Trustees Meeting minutes as submitted (4 – yes; 0 – no; 0 – abstaining).

## **E. Action Items**

### **1. ACTION ITEM: 2019-2020 Fee Requests**

- Trustee Gonzalez presented the 2019-2020 Fee Requests Action Item. Trustee Eckmann motioned to approve the 2019-2020 Fee Requests Action Item. Trustee Bryant seconded the motion. There was no discussion or questions. The vote was in favor of approving the 2019-2020 Fee Requests Action Item (4 – yes; 0 – no; 0 – abstaining).

### **2. ACTION ITEM: 2020-2021 Fee Requests**

- Trustee Gonzalez presented the 2020-2021 Fee Requests Action Item. Trustee Bryant motioned to approve the 2020-2021 Fee Requests Action Item. Trustee Miller seconded the motion. There was no discussion or questions. The vote was in favor of approving the 2020-2021 Fee Requests Action Item (4 – yes; 0 – no; 0 – abstaining).

### **3. ACTION ITEM: Sabbatical Requests**

- Trustee Gonzalez presented the Sabbatical Requests Action Item. Trustee Eckmann motioned to approve the Sabbatical Requests Action Item. Trustee Miller seconded the motion. A discussion and question period took place. Trustee Eckmann asked if these were paid sabbaticals. Dr. Cavalluzzi and Dr. Garguile informed him that they were, and that the college is required to keep the cost for sabbaticals at 150%, or less, of the normal cost to run those courses with the faculty members requesting sabbaticals. Bruce Marvin, AAG, helped to clarify the motion being considered: the motion is to grant sabbaticals for the top 3 proposals presented in the ranked ordering done by the Sabbatical Committee (Caroline Hartse, Amy Lawrence, and Ted Wayland). The vote was in favor of approving the Sabbatical Requests Action Item (4 – yes; 0 – no; 0 – abstaining).

**4. ACTION ITEM: Workplace Violence Prevention Policy**

- Trustee Gonzalez presented the Workplace Violence Prevention Policy Action Item. Trustee Miller motioned to approve the Workplace Violence Prevention Policy Action Item. Trustee Eckmann seconded the motion. There was no discussion or questions. The vote was in favor of approving the Workplace Violence Prevention Policy Action Item (4 – yes; 0 – no; 0 – abstaining).

**5. ACTION ITEM: Re-approve 2020-2021 Instructional Calendar**

- Trustee Gonzalez presented the Re-approve 2020-2021 Instructional Calendar Action Item. Trustee Bryant motioned to approve the Re-approve 2020-2021 Instructional Calendar Action Item. Trustee Eckmann seconded the motion. A discussion and question period took place. Trustee Eckmann asked if there are any other changes to this calendar that could be anticipated due to COVID-19. Dr. Garguile, Vice President for Instruction, informed him that they do not believe there will be any more changes at this time. The vote was in favor of approving the Re-approve 2020-2021 Instructional Calendar Action Item (4 – yes; 0 – no; 0 – abstaining).

**6. ACTION ITEM: Resolution Authorizing Continuing Operations of Olympic College**

- Trustee Gonzalez presented the Resolution Authorizing Continuing Operations of Olympic College Action Item. Trustee Eckmann motioned to approve the Resolution Authorizing Continuing Operations of Olympic College Action Item. Trustee Miller seconded the motion. There was no discussion or questions. The vote was in favor of approving the Resolution Authorizing Continuing Operations of Olympic College Action Item (4 – yes; 0 – no; 0 – abstaining).

**7. ACTION ITEM: Resignation of the Board Chairperson position by Trustee Candelario Gonzalez**

- Trustee Gonzalez presented the Resignation of the Board Chairperson position by Trustee Candelario Gonzalez Action Item. Trustee Eckmann motioned to approve the Resignation of the Board Chairperson position by Trustee Candelario Gonzalez Action Item. Trustee Miller seconded the motion. Trustee Gonzalez read a prepared statement, explaining his decision. He believes it is in the best interest of the College for a more experienced Trustee to hold the position of Chairperson during this unprecedented time. The vote was in favor of approving the Resignation of the Board Chairperson position by Trustee Candelario Gonzalez Action Item (4 – yes; 0 – no; 0 – abstaining).

**F. Executive Session**

- The Board adjourned at 6:27 p.m. for a 3-minute recess before going into Executive Session at 6:30p.m.
- The purpose of the Executive Session was to review the performance of a public employee and to consult with legal counsel regarding agency enforcement actions or actual or potential agency litigation.
- The Board met in Executive Session for 45 minutes.
- The meeting reconvened at 7:16 p.m. out of Executive Session.

## **G. Adjournment**

Trustee Gonzalez adjourned the meeting at 7:17 p.m.

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