

***Board of Trustees Regular Meeting Minutes
June 16, 2020***

5:30 pm Regular Board of Trustees Meeting

Zoom Link:

<https://zoom.us/j/94931592578?pwd=L2RXWkEzL1NmMFZ1eTN1N3hYUmhQZz09>

Meeting ID: 949 3159 2578

Meeting Password: OCBOT616

Trustee Bryant called the Board of Trustees Regular Meeting to order at 5:36 p.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 had nothing to report.
- Trustee Gonzalez had nothing to report.
- Trustee Miller had nothing to report.
- Trustee Bryant congratulated the graduating students on behalf of the Board of Trustees.

2. Communication from the Public

- Craig Goodman, Olympic College English Faculty, addressed the Board of Trustees. Mr. Goodman read a prepared statement to the Board regarding the faculty efforts in spring quarter to adapt to the new online environment, as well as discussed a recent email thread that negatively affected a faculty member.
- Barbara Parker, Olympic College Medical Assisting Faculty, addressed the Board of Trustees. Ms. Parker expressed her concerns regarding an action item on the agenda that proposes to change the annual administrative contracts to one-time appointment letters.
- Anthony Carson, Olympic College Counseling Faculty, addressed the Board of Trustees. Mr. Carson informed the Board of Trustees on some of the efforts of the Achieving the Dream (ATD) core team, although he made it clear he was not speaking on their behalf and was speaking on his own accord. Mr. Carson proposed the establishment, by the Board of Trustees, a student success vision statement, and expressed his desire to see the College improve the early alerts system for students and develop equity minded policies in its pursuit of Guided Pathways.
- Erin Douglas, Olympic College English Faculty, addressed the Board of Trustees. Ms. Douglas expressed her concerns regarding an action item on the agenda that proposes to change the annual administrative contracts to one-time appointment letters.
- Bruce Hall, Olympic College Geography Faculty, addressed the Board of Trustees. Mr. Hall expressed his concerns regarding an action item on the agenda that proposes to change the annual administrative contracts to one-time appointment letters.
- Sue Riddle, Olympic College Advising Faculty, was not present to address the Board of Trustees. However, Ms. Riddle submitted written comments to the Board of Trustees regarding her concerns on an action item on the agenda that proposes to change the annual administrative contracts to one-time appointment letters.
- Heather Newcomer, Olympic College Library Faculty, did not orally address the Board of Trustees. Instead, Ms. Newcomer submitted her comments in writing regarding her concerns on an action item on the agenda that proposes to change the annual administrative contracts to one-time appointment letters.
- Arlene Plevin, Olympic College English Faculty, addressed the Board of Trustees. Ms. Plevin spoke of her upcoming retirement, and her desire to see the Board of Trustees meet individually with the various constituent groups on campus (Faculty/Staff/Administrates/Students), provide more/continued support for the Office of Equity & Inclusion, and to seek out additional narratives about the College and end the use of anonymous surveys. Ms. Plevin submitted a written copy of her comments as well.

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

- Melody Collingsworth, 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 Review of SGOC Goals for 2019-2020: The SGOC had 5 main goals for the 2019-2020 academic year, two of which they were able to complete and the other three were not completed due to the impact of COVID-19.
 - To develop and implement a wearable mascot to be used at Olympic college and community events to inspire institutional pride within our school through student participation. - **COMPLETED**
 - Host the first annual homecoming week to unite the OC family by increasing student and alumni engagement through week-long programming. – **Not completed, impacted by COVID-19**

- To develop and foster a welcoming culture, implement faith/spiritual and green spaces to promote well-being and success. – **Not completed, impacted by COVID-19**
- Host a monthly snack and chat in the BSC to facilitate a better relationship between the SGOC and the student body insuring their voices are heard. - **COMPLETED**
- To foster a climate of equity and inclusion develop a like-self image across campus to include, Cultural artwork, I am OC student Photos, Student artwork on walls, Diverse and equitable student image representation across campus media, and OC history. – **Not completed, impacted by COVID-19**

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 read a prepared statement dealing with concerns of trust between the union (AHE) and college administration.

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

- Deb Montez, Chief Shop Steward, addressed the Board of Trustees. Ms. Montez spoke about the following topics:
 - State-Wide WPEA Bargaining: Margaret Hodun is representing Olympic College WPEA employees as the WPEA prepares for bargaining on the state-level.
 - LMCC Meetings: A LMCC meeting took place in May. The meeting was much longer than usual, due to the gap between meetings (COVID related), but felt it was a successful meeting. Ms. Montez welcomed Joshua Masters, the new Olympic College Employee & Labor Relations Manager, and appreciated his efforts.
 - Looming Budget Concerns: Concerns were expressed regarding the impending budget crisis and its effects on Classified Staff members (specifically increased stress). Additionally, Ms. Montez expressed concerns about any potential cuts to Classified Staff positions due to budget uncertainty, noting that if the job goes away the work should go away as well. It should not be distributed to other WPEA members (i.e. working them out of their classification), nor should it be distributed to administrators (i.e. skimming).
 - Concerns on Working Condition Changes Due to COVID-19: Ms. Montez discussed the recent changes to college operations necessitated by the COVID-19 pandemic, and how they intersect with the WPEA CBA. She has concerns about the additional work needing to be done as it relates to changing working conditions under the CBA.

6. Introduction of New Olympic College Employees

- Dr. E. Lee Felder, Vice President for Human Resources, introduced Joshua Masters, Employee & Labor Relations Manager.

C. Reports to the Board

1. President's Board Report

- The 2019-2020 Year-End Report to the Board of Trustees - Institutional Goals and Accreditation Recommendation Updates was reviewed.
 - o The section relating to the 2019-2020 Board of Trustees was reviewed. No questions were asked. Trustee Eckmann commented that the various Chambers of Commerce in North Kitsap are creating an Equity Task Force, and hopes that Olympic College students or the Poulsbo Campus itself will be involved in that work.
 - o The section relating to the Year 7 Accreditation Recommendations was reviewed. No questions nor comments were made.

D. Consent Items

1. Approval of the draft minutes for the May 19th, 2020 Regular Board of Trustees Meeting

Trustee Miller made a motion to approve the minutes as presented. Trustee Eckmann seconded the motion. A vote was held and was in favor of approving the May 19th, 2020 Regular Board of Trustees Meeting minutes as presented (4 – yes; 0 – no; 0 – abstaining).

E. Action Items

1. Action Item: 2020-2021 Services and Activities Fee Committee Budget Allocation (SGOC)

- Joshua Servian (SGOC), Mychal Walz, and Dr. Brendan Taga presented the 2020-2021 Services and Activities Fee Committee Budget Allocation (SGOC) Action Item. Trustee Eckmann motioned to approve the 2020-2021 Services and Activities Fee Committee Budget Allocation (SGOC) Action Item. Trustee Miller seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the 2020-2021 Services and Activities Fee Committee Budget Allocation (SGOC) Action Item (4 – yes; 0 – no; 0 – abstaining).

2. Action Item: Refund Policy Update

- Dr. Brendon Taga presented the Refund Policy Update Action Item. Trustee Eckmann motioned to approve the Refund Policy Update Action Item. Trustee Miller seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Refund Policy Update Action Item (4 – yes; 0 – no; 0 – abstaining).

3. Action Item: Tenure Status of Virginia White

- Prior to taking action on this item, the Board of Trustees met in Executive Session. See Section F below for further details.
- Dr. Mary Garguile and Dr. Alecia Nye presented the Tenure Status of Virginia White Action Item. Trustee Eckmann motioned to approve the Tenure Status of Virginia White Action Item. Trustee Miller seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Tenure Status of Virginia White Action Item (4 – yes; 0 – no; 0 – abstaining).
- Dr. Alecia Nye, Associate Dean – Nursing, introduced Virginia White who provided a few words regarding her newly granted tenure status.

4. Action Item: Re-Employment of “Off-Cycle” Probationary Tenure Track Academic Employees for 2020-2021

- Dr. Mary Garguile presented the Re-Employment of “Off-Cycle” Probationary Tenure Track Academic Employees for 2020-2021 Action Item. Trustee Eckmann motioned to approve the Re-Employment of “Off-Cycle” Probationary Tenure Track Academic Employees for 2020-2021 Action Item. Trustee Gonzalez seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Re-Employment of “Off-Cycle” Probationary Tenure Track Academic Employees for 2020-2021 Action Item (4 – yes; 0 – no; 0 – abstaining).

5. Action Item: Administrative Contract Policy Change

- Dr. E. Lee Felder presented the Administrative Contract Policy Change Action Item. Trustee Eckmann motioned to approve the Administrative Contract Policy Change Action Item. Trustee Gonzalez seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Administrative Contract Policy Change Action Item (4 – yes; 0 – no; 0 – abstaining).

6. Action Item: Administrative Tuition Waiver

- Dr. Brendon Taga presented the Administrative Tuition Waiver Action Item. Trustee Miller motioned to approve the Refund Policy Update Action Item. Trustee Eckmann seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Administrative Tuition Waiver Action Item (4 – yes; 0 – no; 0 – abstaining).

7. Action Item: Shop Building Renovation Program Update

- Ariel Birtley presented the Shop Building Renovation Program Update Action Item. Trustee Eckmann motioned to approve the Shop Building Renovation Program Update Action Item. Trustee Miller seconded the motion. There was no discussion nor questions. A vote was held and was in favor of approving the Shop Building Renovation Program Update Action Item (4 – yes; 0 – no; 0 – abstaining).

F. Executive Session

- The Board adjourned at 5:38 p.m. for a 0-minute recess before going into Executive Session at 5:38 p.m.
- The purpose of the Executive Session was to review the performance of a public employee. The Board met in Executive Session for 15 minutes.
- The meeting reconvened at 5:53 p.m. out of Executive Session.

G. Adjournment

Trustee Bryant adjourned the meeting at 7:28 p.m.

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