

***Board of Trustees Regular Meeting Minutes  
March 21, 2017***

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

Trustee Warner called the Board of Trustees Regular Meeting to order at 5:05 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  
Kay Ash, Vice President for Administrative Services  
Bruce Marvin, Assistant Attorney General <via phone>  
Ted Baldwin, AHE President  
Deb Montez, WPEA President  
Shannon Turner, SGOC President

**A. Consent Items**

**Approval of the draft minutes for the February 14, 2017 Regular Board of Trustees Meeting.**

Trustee Page made a motion to approve the minutes. Trustee Cheney seconded the motion. The vote was unanimously in favor of approval of the February 14, 2017 minutes.

**Approval of the draft minutes for the March 9, 2017 Regular Board of Trustees Meeting.**

Trustee Bryant made a motion to approve the minutes. Trustee Peters seconded the motion. The vote was unanimously in favor of approval of the March 9, 2017 minutes.

## **B. Communication Items**

### **1. Communication from the Public**

Tracy Flood, President of the NAACP Unit 1134, introduced herself to the Board. The NAACP has a partnership with OC and looks forward to continuing that partnership. They hold their board meetings on the OC-Bremerton campus. The mission of the NAACP is to ensure the political, educational, social, and economic equality of rights of all persons and to eliminate race-based discrimination.

Jack Longmate addressed the Board; he made reference to his presentation to the Board last spring regarding the treatment of adjunct faculty, the current legislative session, and his essay in the March issue of *The Ranger*.

Amanda Hacker, WPEA Staff Representative, reported to the Board that a vote of no confidence was sent to the College administration on January 20, 2017. There has been no resolution. Amanda wants assurance from the Board that the College will be accountable. Amanda will speak monthly until the issues identified in the vote of no confidence are addressed. Amanda left a packet of communications-to-date for each Board member.

Shannon Turner, speaking as a student, expressed his appreciation to the Board for the work they have done to promote the mission, vision, and values of Olympic College. He appreciates the genuine regard he feels from the people who work and study on this campus.

### **2. Introductions**

Barry Janusch, OC's Athletic Director, introduced the Athletic Hall of Fame inductees for 2017. The inaugural Hall of Fame class includes student athletes, coaches, and teams spanning the 71-year history of the College. The twelve inductees include defensive back Mike O'Brien, softball player Erika Quint, basketball coach Phil Pesco, and coach & instructor Charolette York. The complete list with bios is here:

<https://www.olympic.edu/athletics/olympic-college-athletics-hall-fame>

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

Shannon Turner reported.

- Susan Ronald, SGOC Vice President – Shelton Campus, organized a Shelton Town Hall for Thursday evening, March 23, at OCS. The forum will feature State Representatives Dan Griffey (Allyn) and Dre MacEwen (Union).
- The SGOC represents the students at OC through governing, program planning, and working collaboratively with the OC administration. It is important that the SGOC be kept informed of issues that affect student success and development. They appreciate timely communication from faculty, staff, and administration.

### **4. Report of the Board**

- Trustees Cheney and Page attended and participated in the OCF Auction and Brunch. They appreciated the work of the Foundation in planning such a fun and successful event.
- Trustee Page attended and participated in the state audit. As part of the audit, Jim completed a risk assessment; he shared copies with the BOT.

- Trustee Warner enjoyed spending February 16 with Dr. Mitchell in Olympia. The State legislators and staff were welcoming, interested, and supportive.

## **5. Report of the President of the College**

Dr. Mitchell reported.

- The College is one of four finalists for the American Association of Community College's (AACC) 2017 College/Corporate Partnership of the Year Award. The College and PSNS & IMF are being recognized for their long-standing and successful partnership.
- Dennis Defa has been appointed Executive Director of Human Resource Services; he will begin in early April. Dr. Mitchell acknowledged Jacquie Curry for her excellent work as the Interim Executive Director.

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

Deb Montez reported that she was elected Shop Steward on March 1. Deb is looking forward to representing OC's WPEA; she will be attending and reporting at monthly Board meetings.

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

Ted Baldwin reported.

- The AHE strives for open communication and accountability.
- Declining enrollment has resulted in serious budget considerations. At this time, three faculty positions will be filled for fall 2017.

## **8. Report of the Olympic College Foundation**

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

- The Auction and Brunch was a record-breaking event this year, to date, the event made \$20,000 more than last year. There has been an 89% increase in revenue in the last five years. Only 154 people are able to attend the event.
- Community service – 75 OC students, faculty, staff, and administrators marched in the 26<sup>th</sup> Annual St. Patrick's Day Parade. The ten students going to Ireland were there.
- The OC Alumni Association was invited to participate in Clearwater Casino's Parade of Service. Each participant created a wagon float. The OCAA won third place – not bad for a first year entry.
- The Bainbridge Island Chamber of Commerce named Olympic College as one of the finalists for Non-Profit of the Year; the Bainbridge Island Museum of Art (BIMA) won.
- The OC Alumni Association will host the Kitsap Wine Festival this summer; all monies raised will benefit the OC Promise.

## **9. Presidential Search Report**

Trustee Warner reported. The board held a special board meeting on March 9. No action was taken. Trustee Page expressed an interest in applying for the president's position; he recused himself from the search and hiring process. Trustee Warner consulted with AAG Bruce Marvin to assure that the process to date was acceptable moving forward.

## **10. Presentation – ctcLink Update**

Evelyn Hernandez, Chief Information Officer, and Rich Lunden, ctcLink Director, reported on the ctcLink project. Evelyn and Rich presented an overview of the project. The handouts and the PowerPoint presentation are on BoardDocs.

## **11. Presentation – Capital Project Update**

Bob Pasquariello, Director of Facility Services and Capital Projects, reported on capital projects. Bob distributed and reviewed a report to the Board. He reported on the status of the CIC building, the CenCom building, various energy and maintenance projects on the OC-Bremerton campus, the OC-Shelton Weld Shop, and the OC-Poulsbo modular building.

## **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 – Review Board Policy 100-13 – Support for Student Achievement**

Trustee Cheney led a follow up review and discussion of Board Policy 100-13. Trustee Cheney recommended three areas that could be more specifically addressed in the policy:

- diversity and equity
- communication
- risk-taking or innovation.

The Board agreed with Trustee Cheney's proposal. AAG Bruce Marvin will review the changes made to the policy. The Board will review an Information Item at the April Board meeting.

### **3. Study Session – Review Board Policy 100-07 – Award of Tenure**

Trustee Warner, following the Board's policy review process, led a review and discussion of Board Policy 100-07. He believes the policy is still needed and should not be combined with any other policy.

Trustee Warner recommended that the board review the policy, the RCWs, and pages 51-57 in the AHE agreement in an effort to know and understand the policy. The Board will complete the review at the April Board meeting.

### **4. Study Session – Trustee Liability**

AAG Bruce Marvin will present an executive overview of trustee liability at the April BOT meeting.

## **D. Action/Information Items**

### **1. Action Item: Sabbatical Requests**

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the sabbatical requests.

### **2. Action Item: Fee Proposals**

Trustee Cheney motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of the proposed fees for the 2017-2018 year.

### **3. Action Item: Presidential Search Advisory Committee**

Trustee Cheney motioned for approval. Trustee Peters seconded the motion. The vote was unanimously in favor of appointing Trustee Warner as Chair and Trustee Bryant as Vice Chair of the Presidential Search Advisory Committee. Trustee Page abstained from the vote.

### **4. Action Item: Consultant for the Presidential Search**

The OC Purchasing Services Office received nine consultant applications; Trustees Page, Peters, and Warner reviewed the nine applications. The trustees focused on the four consultants who had done business in the State of Washington. Each trustee used the same scoring sheet; Barb Tosland, Procure & Supply Specialist, also completed a scoring sheet. The trustees reviewed AGB, ACCT, Gold Hill Associates, and the partnership, Hough Education Consulting, LLC and EJB Consulting, LLC. The trustees and Barb completed the review independently and unanimously made the same recommendation. Hough Education Consulting, LLC and EJB Consulting, LLC put together a comprehensive plan, responsive to the College's needs. They have worked extensively with State colleges and boards and understand the State system. They understand the need to work with all stakeholders, the importance of transparency, and indicated that they will address and facilitate the transition of the new president to the College.

Trustee Bryant motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of offering a contract to Hough Education Consulting, LLC and EJB Consulting, LLC to serve as consultants for Olympic College's presidential search. Trustee Page abstained from the vote.

### **E. Executive Session**

There was no executive session.

### **F. Adjournment**

Trustee Warner adjourned the meeting at 7:25 p.m.

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