

***Board of Trustees Regular Meeting Minutes
May 20, 2014***

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

Prior to the Board meeting, the Board of Trustees toured the Culinary Arts Department.

Trustee Warner called the Board of Trustees Regular Meeting to order at 5:05 p.m.

Board Members in Attendance:

Bev Cheney Jim Page Darlene Peters Alice Tawresey Steve Warner

Others in Attendance:

David Mitchell, President
Shawna Bliss, Executive Assistant to President
Mary Garguile, Vice President for Instruction
Bruce Riveland, Vice President for Administrative Services
Damon Bell, Vice President for Student Services and Achievement
Joan Hanten, Vice President for College Relations
Bruce Marvin, Assistant Attorney General
Chris Stokke, President AHE
Candace Alvarez, President WPEA
Brittanie Tonstead, ASOC Vice President – Diversity and Equity

A. Consent Items

Approval of the draft minutes for the April 15, 2014 Regular Board of Trustees Meeting.
Trustee Page made a motion to approve the minutes. Trustee Peters seconded the motion. The vote was unanimously in favor of approval of the April 15, 2014 minutes.

B. Communication Items

1. Communication from the Public

Dave Schiel, President of the WPEA, reported that Classified Employees will begin negotiations for the 2015-2016 contract. He requested the College to act fairly during the bargaining for the new contract. He pointed out that the Office of Financial Management suggested that all employees – Classified, Exempt, and Faculty – be treated fairly and equitably.

2. Report of the Associated Student Body of Olympic College

Brittanie Tonstead, ASOC Vice President, attending for Margarita Mashkina, reported

- The student survey was completed; results will be shared at the June meeting.
- The ASOC election ended today. The current officers are preparing a binder for the incoming officers.
- The students who attended the Vision Conference appreciated the opportunity to participate.
- This week is Student Spirit Week.
- Matt Tenney (<http://www.matttenney.com/keynotes/university>), inspirational speaker, will be speaking at OC next Wednesday, May 28th, at OCB and OCS.
- Jim Mohr, Dean of Student Development and General Studies, has been a great ASOC advisor this past year; the officers are grateful for his guidance and support.

3. Report of the Board

Trustees Page, Peters, and Warner attended the TACTC meeting held May 15-16 in Yakima; Dr. Mitchell attended, too. Trustee Page recommended bringing proxy votes to future TACTC meetings. He thought the meeting provided good training and guidance materials. Trustee Warner appreciated the sessions on programs in eastern Washington that focus on underserved populations and the sessions on outreach to high schools. He noted that attending these meetings is always interesting and helpful; he is also impressed with the innovations happening at OC. Other Board members agreed.

4. Report of the President of the College

David Mitchell reported

- Over 500 students voted in the ASOC election – a record. Next year, the ASOC is hoping for 1000.
- The College was interviewed by the Aspen Institute on May 13th. OC was probably one of 50 interviewed for the prize; Dr. Mitchell thinks three to four WA state community colleges made the cut. OC is recognized as having some of the best completion data in the country. He concluded by remarking that applying for the Aspen Prize has been a valuable experience; what he and the College have learned about OC has been invaluable. He will share the application with the members of the Board.

5. Report of the Olympic College Washington Public Employees Association

Candace Alvarez reiterated that, as Dave Schiel reported, Classified Employees will begin negotiations for the 2015-2016 contract.

6. Olympic College Association of Higher Education

Chris Stokke reported

- Faculty Council approved Faculty Emeritus for faculty members who will be retiring – Judith Brown (Biology), Nick Giovanni (Culinary Arts), Chris Hobson (Welding), and Ana Waisman (Language).
- The Board was given information about Faculty awards (history of the award, nomination criteria, and 2014 recipients). The Faculty Award Ceremony will be held on June 13, 2014.
- The faculty will be celebrating the end of the quarter on June 12th; the event will be held in HOC 108 from 11:00 am – 2:00 pm. Chris invited the Board to attend.

- Chris, a board member of the CKSD, recognizing the Board's interest in what the area school districts are doing in STEM, invited the Board to visit the aviation classrooms in the CKSD. The class instructors want to expand the program to the high schools and perhaps OC.

7. Report of the Olympic College Foundation

David Emmons reported

- 99 scholarships will be awarded at the Donor and Scholars' Celebration. David encouraged Board members to attend the event on June 2nd; it will be held at the Kitsap Conference Center and will begin at 5:30 pm. 639 students applied for scholarships this year.
- In July, the Foundation will award 26 scholarships to nursing program students.
- The Alumni Association will be hosting a movie night at the Admiral Theatre on Thursday, June 26th. The movie – *Animal House!*
- Every five years the Foundation Investment Committee reviews the relationship with the investment consultant. The committee reviewed seven proposals for investment services. Members unanimously selected Cornerstone Advisors to continue to provide investment services for the Foundation.
- The Foundation participated in the Kitsap Great Give; 38 donors – 6 new to the Foundation – donated \$12,840.
- Marilee Hansen, OCF Board Member, received the C. Keith Birkenfeld Humanitarian Award at Kitsap County Foundation's Celebration of Philanthropy on May 16th. She was awarded \$25,000 to give to nonprofits; she chose to give \$8,333 to the OC Foundation, the Bremerton Schools Foundation, and the Kitsap Regional Library.
- Joan Hanten, VP for College Relations, will be retiring on July 4, 2014. A celebration has been scheduled for Thursday, June 12th, from 3:00 – 4:30 pm in the Bremer Student Center. Invitations will be sent.
- Joan Hanten reported that Olympic College and the Olympic College Foundation will jointly sponsor the 2014-2015 School Days series at the Admiral Theatre. Approximately 8,000 students will attend a performance during the series. OC representatives will attend to promote education and the College.

8. Presentation – High School and Community Outreach

Erin Runestrand, Director, Running Start and High School Outreach, distributed two handouts. One handout summarized OC's outreach and OC's outreach calendar. The other handout summarized Running Start's enrollment increases, trends, and degree completions. Erin introduced Becca and Mark; they shared their Running Start experiences at OC. Both spoke positively about the experience; they noted the social challenges, the development of time management skills, and the opportunity to take different classes. They are looking forward to attending 4-year colleges.

C. Study Session

1. Olympic College – Bremerton School District

David Mitchell introduced Aaron Leavell, Bremerton School District's Superintendent. Dr. Leavell introduced members of the school board - President Scott Rahm,Carolynn Perkins, Alyson Rotter, and Vice President Dave Rubie. Dr. Mitchell, Dr. Leavell, and staff from the College and school district discussed

- STEM and nonSTEM pathways – what is being done in the school district and at OC; the efforts being made to coordinate programs and curriculum between the school district and the College; College summer programs for district students; a move towards adjusting OC’s curriculum to common core standards; the status of Smarter Balance assessments – an online exam tied to the Common Core State Standards - <http://www.smarterbalanced.org/>.
- Developing a culture of college among young people – emphasis on preparing high school graduates for college level coursework; college readiness for underserved and under-represented students; BSD’s AVID (Advancement Via Individual Determination); investigate AVID in the elementary grades and at the college level; promote college – beginning in the elementary grades (e.g. expand elementary school visits – currently Naval visits OC); successful OC programs Math Emporium and MESA; investigate college completion rates; investigate future funding.
- Building a partnership – work together to develop a more structured program aimed at creating and sustaining a culture of college; use high school transcripts to develop predictive analytics – tools for counselors and advisors to design effective placements/pathways for students; include STEM and non-STEM programs; work with the community to identify what jobs will need to be filled in the future so that programs can be developed to meet those future needs; emphasize career readiness; build and promote baccalaureate, associate and certificate programs; recruit high school graduates from under-represented populations; explore avenues of financial assistance (guaranteed scholarships?); educate the public on the educational advancements made in the BSD and OC; consider new programs (e.g. Horticulture); look into what happened with the “Bremerton Promise”.
- Dr. Leavell noted that the district is partnering with the CKSD to offer a free Summer Institute to be held on August 19th. He extended an invitation to OC and the Board to attend. He also noted that the district is considering turfing the stadium field and is interested in whether the College would like to partner in that upgrade.
- It was the consensus of the Boards that they meet, at least annually, to “keep the conversation going.”

2. Board Coverage of Upcoming events

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

D. Action/Information Items

1. Action Item: College Instructional Center (CIC) Construction Plans

Trustee Tawresey motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of approving the updated construction plans for the new College Instructional Center (CIC) building.

3. Action Item: Local Government Investment Pool (LGIP)

Trustee Tawresey motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of re-affirming the authority of the Vice President for Administrative

Services to authorize, on behalf of the College, investment of College monies in the Local Government Investment Pool (LGIP).

4. Action Item: Trustees Leadership Award

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the nomination for the annual Trustees Leadership Award.

5. Action Item: Foundation Tender of Gift for April 1, 2014 to May 15, 2014

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the Foundation Tender of Gift for April 1, 2014 to May 15, 2014.

6. Action Item: Leave Rollover – Dr. Mitchell

Trustee Tawresey motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of leave in excess of thirty days rollover for Dr. Mitchell.

7. Information Item: ASOC 2014-2015 Budget

Inyoung Cho, ASOC Vice President of Student Affairs, and Jim Mohr presented the ASOC 2014-2015 proposed budget; the Board accepted the budget as an information item.

8. Information Item: March, 2014 Financial Report

Bruce Riveland reviewed the March, 2014 financial report; the Board accepted the financial report as an information item.

9. Information Item: Budget Trends

Bruce Riveland made a PowerPoint presentation reviewing budget trends and future projections; the Board accepted the budget trends report as an information item.

E. Executive Session

The Board adjourned at 7:50 p.m. for 20 minutes to go in to Executive Session. At 8:10 p.m. it was extended for 5 minutes. The meeting reconvened at 8:15 p.m. out of executive session. The meeting adjourned at 8:17 p.m.

F. Adjournment

Trustee Warner adjourned the meeting at 8:17 p.m.

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