

***Board of Trustees Regular Meeting Minutes
September 16, 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, members of the Board toured the Barner property with Professors Susan Digby and Marie Weichman.

Trustee Warner called the Board of Trustees Regular Meeting to order at 5:03 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
Bruce Marvin, Assistant Attorney General
Chris Stokke, President AHE
Candace Alvarez, President WPEA
Arvin Endino, ASOC President

A. Consent Items

Approval of the draft minutes for the August 19, 2014 Regular Board of Trustees Meeting.
Trustee Tawresey made a motion to approve the minutes. Trustee Page seconded the motion.
The vote was unanimously in favor of approval of the August 19, 2014 minutes.

B. Communication Items

1. Communication from the Public

Jack Longmate asked for the status on his recommendations that the Board
(1) cancel its working agreement with Employers Unity LLC to process
unemployment claims and provide legal representation and have those functions

- be assumed by Olympic College personnel; and
- (2) remove the boilerplate statement on all adjunct employment notification letters that reads, “This contract is offered in good faith as reasonable assurance of employment at Olympic College.”

Trustee Warner assured Mr. Longmate that the Board is reviewing his recommendations and will respond.

Adam Zech asked for the status on his request for a review of the weapons policy. Trustee Warner responded that the Board was not prepared to address a specific policy at this time. The Board is working on developing a standard process for reviewing policy. Once in place, the Board will use the process. Dr. Mitchell reported that a hearing is scheduled at the end of October to review the student conduct code; he encouraged Adam to attend and participate.

2. Report of the Associated Student Body of Olympic College

Arvin Endino reported that the ASOC officers have been in training. The officers are planning activities to encourage more student involvement. Arvin introduced five of the ASOC officers: Josiah Beaushaw – Executive Vice President, Logan Roth – VP Student Affairs, Brandy Miller – VP Finance & Operations, Christopher Longmire – VP Diversity & Equity, and Ygnacio Waring-Enriquez – VP Poulsbo.

3. Report of the Board

Trustee Cheney commended Alice Tawresey for her Trustees’ welcome address at today’s Opening Days’ Ceremony, David Emmons for his role as emcee, and Dr. Mitchell for his presentation. She shared that the opening ceremony was informative and fun; Trustee Tawresey concurred.

Trustee Warner shared an article from the Seattle Times reporting sales-tax reliance to rising income inequality. Washington is among the states that depend most heavily on sales tax for revenue; a report links a decline in growth of such funds to the rising concentration of wealth for the richest US households:

http://seattletimes.nwsourc.com/html/localnews/2024548711_taxreportxml.html

4. Report of the President of the College

David Mitchell reported on Opening Days; he also commended Trustee Tawresey on her welcome address which highlighted the changes she has witnessed in the ten years she has served on the Board. It was interesting to hear how the College has grown during that time.

Dr. Mitchell noted that classes start on Monday, September 22nd. The College is expecting enrollment figures to be down. However, summer enrollment was 2% higher than a year ago. He also noted that local legislators recognize that their constituents expect them to find a solution to the lack of funding for education. The Washington state Supreme Court is holding the Legislature in contempt for not making enough progress toward fully funding public education. In an order in the McCleary school-funding case, the court said it won’t issue any sanctions until at least the close of the 2015 legislative session.

5. Report of the Olympic College Washington Public Employees Association

Candace Alvarez reported that she spent the summer working on issues related to classified staff and spent time in Olympia on health and welfare negotiations.

6. Olympic College Association of Higher Education

Chris Stokke reported that the faculty are looking forward to the start of the new year.

7. Report of the Olympic College Foundation

David Emmons reported that

- the Foundation awarded the College \$461,930.35 at Opening Days - \$15,000 for Funds for Excellence, \$63,205 for the Haselwood Library, \$36,784 for campus programs, and \$55,000 to begin the Student Completion Initiative to assist students with 75 or more credits to finish their programs;
- invitations to the 19th Community Luncheon have been mailed, advertising has been arranged, and the program is being organized; Congressman Derek Kilmer will be attending the Community Luncheon;
- the Olympic College Foundation Executive Committee voted to accept the Robert B. Stewart gift;
- over the summer, \$443,596 in endowments to the College were transferred to the Foundation endowment account resulting in ten additional scholarships;
- the Sons of Norway are interested in making a \$25,000 gift;
- the Board is working on a new campaign. They would like to attend the BOT meeting in January to discuss it.

8. Presentation – Student Achievement Program Data

Mary Garguile reviewed the two documents in BoardDocs related to student achievement:

- a report on the acceleration done in developmental English allowing students to get college ready sooner – completing two classes at once, saving students money and time. Mary noted that the most effective strategy for student commitment and success is to accelerate the completion of college ready courses.
- a report on the MESA program – the student enrollment has increased each year; students in the program have persisted and achieved more momentum points/student when compared to non-MESA STEM students. Federal funding ended this year; because of its success, the college was able to get continued funding.

C. Study Session

1. Board Coverage of Upcoming Events

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

2. Civility Statement

Dr. Mitchell presented the current civility statement. The Strategic Initiative 2 committee met April 10, 2013. They reached consensus on the following statement:

Civility is more than mere politeness; it is treating all people - regardless of their points of view, values, beliefs, and interests - with dignity and respect. At every level of authority, power, influence, or privilege in relation to others, each employee has the proportionate responsibility to ensure their own civility, while creating positive change.

The President's Council endorsed the statement on April 16, 2013. Candace Alvarez explained the process the committee used in reaching consensus on the statement.

The Board agreed to continue to study the topic of civility with a possible move towards creating a resolution. Trustee Warner will collect information from Shelton School District; ASOC President Arvin Endino will look at whether the students of OC have a civility statement.

D. Action/Information Items

1. Action Item: Policy Review Procedure

The Trustees are interested in adopting a standard policy review procedure. Before voting to approve the proposed procedure, the Board of Trustees want guidelines that reflect the College's mission, vision, values, and goals; they want to be able to use those guidelines to determine what they should and may consider when reviewing policy. The policy review procedure will be edited and presented at the October Board meeting.

2. Action Item: Copyright Policy

Trustee Tawresey motioned for approval. Trustee Peters seconded the motion. The vote was unanimously in favor of adopting the copyright policy.

3. Action Item: Foundation Tender of Gift for September 16, 2014

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the Foundation Tender of Gift for September 16, 2014.

4. Action Item: Stewart \$2Million Gift

Trustee Tawresey motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of approving the proposal to rename the Bremer Automotive Technology Center to the Robert B. Stewart Engineering Building, the main classroom (BAT 122) to the Robert B. Stewart Technology Center, and the materials testing classroom (BAT 123) to the Robert B. Stewart Engineering Laboratory, in consideration of a new Foundation Scholarship Endowment gift in the amount of \$2,000,000.00.

A naming event has been scheduled for October 17th at 10:00 a.m. (Since the meeting, the date has been changed to October 31st at 10:00 a.m.)

5. Action Item: Endorse Collaborative Strategic Plan – Vision and Goals

The Trustees appreciate the College's efforts to make the Collaborative Strategic Plan open and transparent to all, including the Board. The Trustees are interested in endorsing the Collaborative Strategic Plan – Vision and Goals. The item presented was mislabeled. Bruce Riveland will make the necessary changes to the item and present it, again, at the October Board meeting.

6. Action Item: Approve Lease of Second Residence Hall Building

Trustee Tawresey motioned for approval. Trustee Page seconded the motion. The vote was unanimously in favor of approving the lease of the second residence hall building.

7. Information Item: Grievance Policy

Recent legislative changes require that Olympic College update existing policies and procedures regarding the prevention of discrimination and harassment in our college community. Bruce Marvin discussed the draft Grievance Policy; it condenses, replaces, and/or updates the College's

policies to ensure compliance with existing laws and best practices. Specifically, this policy replaces Olympic College's existing Non-Discrimination Policy (200-19), Sexual Harassment Policy (200-20), Domestic Violence in the Workplace Policy (400-07), Grievance Procedure (200-05), and Adjudicative Proceedings (200-10). It also adds language addressing sexual violence and non-retaliation. The policy will be edited and presented again.

8. Information Item: June, 2014 Financial Report

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

9. Information Item: 2013-2014 BOT Goals Assessment

Trustee Page reviewed the Board's assessment of their 2013-2014 goals; the Board accepted the 2013-2014 BOT goals assessment.

10. Information Item: 2014-2015 BOT Goals

Trustee Page reviewed the Board's proposed goals for 2014-2015; the Board accepted the 2014-2015 BOT goals. The Trustees would like the minutes to report their ongoing performance related to their goals.

E. Executive Session

There was no Executive Session.

F. Adjournment

Trustee Warner adjourned the meeting at 7:03 p.m.

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