

***Board of Trustees Retreat Meeting Minutes
August 24, 2016***

8:30 am Board of Trustees Retreat Meeting, A Lighthouse at Hammersley, Shelton, WA

Trustee Cheney called the Board of Trustees Regular Meeting to order at 9:00 a.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
Kay Ash, Vice President for Administrative Services
Damon Bell, Vice President for Student Services and Achievement
Mary Garguile, Vice President for Instruction
Cheryl Nuñez, Vice President for Equity and Inclusion
Jacquie Curry, Interim Executive Assistant, Human Resource Services
David Emmons, Executive Director, Olympic College Foundation
Evelyn Hernandez, Executive Director, Information Technology
Summer Kenesson, Executive Director, Institutional Planning, Assessment, and Research

A. Communication Items

1. Communication from the Public

There was none.

B. Morning Session

1. Cabinet Reports

Cabinet members discussed their challenges and goals. The Board listened and asked questions with the intent that they would glean ways to support the College as they draft their 2016-2017 goals (during their afternoon session).

2. Cabinet – Board of Trustees Discussion

Summer gave an overview on enrollment management – starting with the student – and why they want to go to college (their goals); how to influence students’ decisions (recruitment); how to get them in that first class; how to keep them in school (retention); and how to assist them in reaching their goals (progression and completion).

C. Afternoon Session

1. Cabinet – Board of Trustees Discussion (continued)

Cabinet members discussed topics with the Board of Trustees to consider as the Board begins to develop its five-year enrollment management/business plan.

Using data, Cabinet discussed the following topics:

- Identifying priority target areas for enrollment (basic studies, baccalaureates, workforce)
- Determining the relative emphasis on increasing enrollment, retention, and developing new instructional programs
- Considering the role the cost per FTE plays
- Meeting enrollment targets and student completion goals and closing opportunity gaps; can policies be developed that align with all of these areas simultaneously
- Providing data/information the Board needs
- Determining the role of OCP and OCS
- Determining the role of distance learning
- Determining the role of a globalized curriculum supported by international education and study abroad

2. Board Legislative Communication Plan

The Board of Trustees met with Dr. Mitchell to discuss the Board legislative communication plan.

3. Review – 2015-2016 BOT work plan

The Board of Trustees met with Dr. Mitchell to review and discuss their progress on their 2015-2016 work plan.

4. Draft – 2016-2017 BOT work plan

The Board of Trustees met with Dr. Mitchell to draft their 2016-2017 work plan.

D. Adjournment

Trustee Cheney adjourned the meeting at 4:00 p.m.

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