

***Board of Trustees Regular Meeting Minutes
January 20, 2015***

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

Trustee Page called the Board of Trustees Regular Meeting to order at 5:02 p.m.

Board Members in Attendance:

Bev Cheney Jim Page 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
Josiah Beaushaw, ASOC President

A. Consent Items

Approval of the draft minutes for the November 18, 2014 Regular Board of Trustees Meeting.

Trustee Tawresey made a motion to approve the minutes. Trustee Cheney seconded the motion. The vote was unanimously in favor of approval of the November 18, 2014 minutes.

B. Communication Items

1. Communication from the Public

After the meeting had started, Greg, an OC Alumnus, arrived and asked to address the Board. Trustee Page allowed him to speak. Greg believes the Veterans' Service Office is understaffed and asked the Board to consider expanding the staff. Trustee Page thanked Greg and told him the Board would take his comments under advisement. (Greg did not complete a communication form and did not give his full name.)

2. Report of the Associated Student Body of Olympic College

Arvin Endino resigned from the ASOC presidency; Josiah Beaushaw, Executive Vice President, will complete Arvin's term of office. Josiah submitted and reviewed his ASOC report with the Board.

- The ASOC is looking into installing suggestion boxes throughout campus.
- The Budget Committee Orientation will be held during the last week of January. A working timeline has been created. The ASOC plans to present the ASOC Budget information item at the April 21st BOT meeting and the ASOC Budget action item at the May 19th BOT meeting.
- The Club Fair will be held on February 13th.
- There are a number of events planned for Black History Month culminating in a celebration at the Admiral Theatre on February 27th from 6:00-7:30 p.m.
- There was a 'Pillar Discussion' on the topic of evaluation held on January 16th. Staff and students attended and engaged in an interactive discussion. The next 'Pillar Discussion' will be held on February 6th in HSS 129; the topic for discussion will be disability.
- The ASOC student government is going to have a series of panels to allow for and promote more engagement with campus. The first panel is scheduled for Thursday, January 22nd, in the BSC, N/S Conference Room from 9:00-10:15 am, 11:00-12:15 pm, and 1:00-2:15 pm. The second panel is tentatively scheduled for February 19th.

3. Report of the Board

Trustee Warner attended a planning meeting with OC staff and Lynn Longan (Executive Director, Mason County EDC) at OC Shelton to discuss holding a community summit for Shelton and Mason County residents in May. The summit will focus on serving underrepresented populations and creating a culture of college and career readiness in the community.

Trustee Tawresey attended the Counselors' breakfast; she enjoyed talking to the counselors about the baccalaureate programs offered at OC.

Trustee Cheney has taken a position as the Interim Assistant Superintendent for Educational Services for the South Kitsap School District. She will continue to serve on the Olympic College Board of Trustees.

4. Report of the President of the College

David Mitchell announced that he will use part of his reporting time to introduce new full time employees. He asked Damon Bell to introduce Faviola Barbosa, the Associate Dean for Student Leadership & Success. She will be working with the ASOC, the Multi-Cultural Center, student conduct, and, eventually, residence life.

He also reported

- Representative Derek Kilmer hosted a Town Hall meeting at OC Poulsbo on Saturday, January 17th. Dr. Mitchell agreed to introduce Congressman Kilmer and talk about higher education.
- Dr. Mitchell attended Bainbridge Island's morning meeting of the Bainbridge Island Oatmeal Club, a retired men's club, and discussed OC and its partnership with Western Washington University.
- Dr. Mitchell attended the meeting at OC Shelton with Trustee Warner. After the meeting, he toured the Mason County Transit Center/Community Center.
- Olympic College is a co-sponsor of and participates in the annual Dr. Martin Luther King, Jr. Day Celebration held at the Kitsap County Fairgrounds. Dr. Mitchell attended; he

complimented emcee, Dr. Damon Bell, and OC speaker, Drayton Jackson. He noted that Drayton's speech was well prepared and delivered; it focused on the importance of education in the context of the work of Dr. King.

5. Report of the Olympic College Washington Public Employees Association

There was no report.

6. Olympic College Association of Higher Education

There was no report.

7. Report of the Olympic College Foundation

David Emmons reported

- The Foundation will hold its 8th annual auction and brunch on March 1st at Anthony's Restaurant from 10:00 am – 1:00 pm. The theme this year is nautical. The Board is looking for new auction items.
- The Alumni Association has a database of over 8000 names. The Foundation is working to make the association a larger presence in the community.
- The Foundation has joined the Kitsap Center for Nonprofit Excellence. Training for nonprofits will be held at the OC Poulsbo campus on March 24th.
- The Foundation Board has interviewed and selected a campaign consultant to conduct the feasibility study for the campaign.
- The Foundation is posting 110 scholarships on Washboard.org. Over \$450,000 will be awarded for the 2015-2016 year.

8. Presentation – Collaborative Strategic Plan – Resource Allocation Process

Bruce Riveland presented a PowerPoint presentation reporting on the work of the Academic and Support Task Forces to date. He explained how the process will move forward

- the templates will be beta-tested and refined, if necessary;
- programs will be judged using the academic template/rubric or the support systems template/rubric and returned to the task forces;
- the task forces will determine quintiles; and
- the quintiles will be forwarded to the Budget Committee for use in developing the budget.

Alice Tawresey requested the slides from the PowerPoint pinpointing the percentages for determining the quintiles.

9. Presentation – BAS – Organizational Leadership and Technical Management

Dr. Philip Mathew and Norma Whitacre presented a PowerPoint presentation of the BAS – Organizational Leadership and Technical Management program. The program will target information systems, leadership, and accounting. The program is designed to fit on any Associate degree; the program will add leadership and management skills to what the students already have learned.

The advisory team included Dr. Philip Mathew, Dr. Bonnie Adams, Karen Bolton, Molly Young, Martin Cockroft, and Norma Whitacre. It was a collaborative process which resulted in an interdisciplinary program. This program is geared for people with technical degrees who want to go into management. Program highlights include a strong ATA program, highly qualified faculty,

open to all Associate degree graduates, hybrid delivery, and core classes are integrated with BAS IS.

Following approval by the OC Board of Trustees, the team will seek SBCTC approval, NWCCU approval, and complete a detailed curriculum. The anticipated date of implementation is fall 2015.

C. Study Session

1. Board Coverage of Upcoming Events

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

2. 2014-2015 Board Goals - Review

The Board reviewed their 2014-2015 goals. They identified what they had accomplished, what they were working on, and what they needed to do to complete their goals before the end of the year.

3. 2014-2015 President's Goals - Review

Dr. Mitchell reviewed his 2014-2015 goals. He identified what he had accomplished, what he was working in, and what he needed to do to complete his goals before the end of the year.

4. What data does the Board want to have?

Summer Kenesson, Executive Director of Institutional Planning, Assessment, and Research, prepared a handout entitled 'Dashboard Data' that the Board reviewed before the meeting. Summer identified the various data that her department could compile for the Board. She asked what might be the indicators the Board would find most useful. The Board expressed an interest in

- high school progression to community college and then onto to higher education or job placement;
- correlating student financial aid, loans, scholarships to performance, persistence and completion;
- average debt for OC students vs students in other institutions; and
- regarding initiatives, how well OC is doing compared to other colleges.

D. Action/Information Items

1. Action Item: BAS – Organizational Leadership and Technical Management

Trustee Tawresey motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of approving the proposal for a BAS – Organizational Leadership and Technical Management.

2. Action Item: Award of Tenure Policy

Trustee Tawresey motioned for approval. Trustee Warner seconded the motion. The vote was unanimously in favor of the revised Award of Tenure Policy.

3. Action Item: Ratify the Action to Approve the Student Fee Increase

Trustee Cheney motioned for approval. Trustee Warner seconded the motion. The vote was unanimously in favor of ratifying the action to approve the student fee increase.

4. Action Item: Foundation Tender of Gift

Trustee Tawresey motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of Foundation Tender of Gift for November 14, 2014 to January 15, 2015.

5. Action Item: Black History Month Resolution

Trustee Tawresey motioned for approval. Trustee Warner seconded the motion. The vote was unanimously in favor of passing the Black History Month Resolution.

E. Executive Session

The Board adjourned at 6:50 p.m. for a 6 minute recess before going in to Executive Session.

At 6:56 p.m. the Board met in Executive Session for 10 minutes.

The meeting reconvened at 7:06 p.m. out of Executive Session.

F. Adjournment

Trustee Page adjourned the meeting at 7:06 p.m.

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