

***Board of Trustees Regular Meeting Minutes  
October 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 5:03 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  
Ted Baldwin, AHE President  
Candace Alvarez, WPEA President  
Drayton Jackson, ASOC President

**A. Consent Items**

**Approval of the draft minutes for the September 15, 2015 Regular Board of Trustees Meeting.**

Trustee Cheney made a motion to approve the minutes. Trustee Peters seconded the motion. The vote was unanimously in favor of approval of the September 15, 2015 minutes.

**B. Communication Items**

**1. Communication from the Public**

There was none.

**2. Report of the Associated Student Body of Olympic College**

Drayton Jackson reported

- The officers of the ASOC enjoyed attending the reception at Dr. Mitchell's home before fall quarter started.

- The ASOC welcomed students to Olympic College during the first week of school and helped them get oriented and settled.
- 900 students visited the College's Multicultural Center the first week of school.
- The student newspaper, *The Olympian*, is being published monthly.
- Construction of the College Instruction Center (CIC) began Monday, October 19<sup>th</sup>, resulting in the loss of approximately 250 parking spaces. Students handled the changes to parking very well. Drayton credited the smooth transition to excellent communication from the College prior to the changes and to the timing; he thought having construction start after the students had been in school a couple weeks was a very good idea. Dr. Mitchell admitted that he could not take credit for that; construction was delayed because the general contractor was waiting for a permit.

### **3. Report of the Board**

- Trustee Tawressey expressed appreciation to the College for her eleven years on the board and thanked the board members for their friendship and hard work. Alice introduced Harriette Bryant and welcomed her to the College as the newest board member. Trustee Bryant was appointed to take retiring Trustee Tawressey's place on the Olympic College Board of Trustees.
- The Board welcomed Harriette to the board. Trustee Bryant expressed appreciation for the opportunity to work on the College Board of Trustees.
- Dr. Mitchell thanked Alice for her eleven years of service to the College. She was given a token of his appreciation and respect for her service to the College.
- Trustee Page expressed dismay that he was unable to attend the ACCT Leadership Congress; he thanked Trustee Warner and Dr. Mitchell for attending.
- Trustee Cheney expressed interest in AVID, a program that is being implemented in South Kitsap's high school and junior highs.
- Trustee Peters enjoyed attending the reception at Dr. Mitchell's home; she enjoyed meeting the ASOC officers. She thanked Dr. Mitchell and his wife, Patti, for hosting the reception.
- Trustee Warner reported that it was his first time to attend the Community Luncheon but it would not be his last. He enjoyed talking with the people at his table and thought the luncheon was outstanding.
- Trustee Warner also attended the ACCT Leadership Congress, October 14<sup>th</sup> – 17<sup>th</sup>; he will share his session notes with the board. Steve was particularly interested in the session describing the creation of community engagement centers within the diverse neighborhoods of a city. He thinks his town of Shelton could do something similar.
- Trustee Warner and several OC representatives met with Supt. Apostle at OC-Shelton. Steve is looking forward to collaborating with the Shelton School District and reaching out to the underrepresented populations in the area. He is particularly interested in a move towards biliteracy certification.

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

Dr. Mitchell reported

- He is starting his 14<sup>th</sup> year at Olympic College.
- He attended the ACCT Leadership Congress; he also enjoyed the sessions.

- He completed the Title IX training on identifying and responding to sexual misconduct. He found it to be comprehensive, informative, and engaging. He encouraged the board members to complete it. Cheryl Nuñez will send the link to the Board.

#### **5. Report of the Olympic College Washington Public Employees Association**

Candace Alvarez reported.

- The state approved the WPEA's sponsorship of an apprenticeship program to self-promote within their community.
- Contract negotiations will begin in January.

#### **6. Report of the Olympic College Association of Higher Education**

Ted Baldwin reported.

- Community colleges are reliant upon part-time employees (i.e. adjunct faculty) and it's important for the colleges to work fairly with them. Trustee Page asked Ted to send the board articles about colleges that are successfully working with adjunct faculty.
- Students are succeeding at Olympic College. There are students who do not complete a degree at community college but do, in fact, complete higher education degrees after departing from the community college and moving on to a university; those students need to be counted.

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

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

- 347 people attended the Community Luncheon – the largest group on record. The video featuring three OC students and their stories was very well done and received. It has been posted to Facebook and is on YouTube. The Foundation will be nominating the video for a CASE award – Best Video for a Campaign Event.
- The Foundation will also be nominating Bob Abel, OC Professor of Physics, for a CASE award – Community Outreach: Alumni, Donor, Community Engagement. He will be nominated for providing opportunities for the Kitsap community to hear from the astronomers who held their annual meeting in Bremerton. Bob arranged for lectures every evening during the meeting. The community and the astronomers appreciated the opportunity to share and learn more about astronomy.
- The Foundation will be sending its Campaign Case Statement to the Foundation board this week. The consultant will be meeting with the Foundation board, College staff, and community stakeholders the week of October 26<sup>th</sup>.

#### **8. Report of the Vice President for Equity and Inclusion**

Cheryl Nuñez reported that all faculty and staff are completing Title IX training. The students will also be completing their own Title IX training program. Both programs were distributed by Campus Clarity; a number of community colleges in the state are using the programs to educate their faculty, staff, and students.

#### **9. Presentation – Bremer Trust**

John Mitchell, managing trustee of the Bremer Trust, reported

- Dr. Mike Connolly retired from his position as managing trustee for the Bremer Trust on September 1, 2015. John Mitchell has taken his place as the managing trustee.

- The board has three members on its governing board. In addition to John, Barbara Stephenson is on the board and Steve Rice has been appointed to fill the third position.
- John introduced Steve Rice (of Bremerton architecture firm Rice Fergus Miller) to the College board.
- Since its formation in 1987, the Bremer Trust has distributed more than \$8 million to Olympic College.
- The Bremer Trust is directly responsible for some of OC's buildings – the Sophia Bremer Child Development Center and the three residence hall buildings.

## **10. Presentation – Student Achievement Initiative**

Summer Kenesson, Executive Director of Institutional Planning, Assessment, and Research, distributed an updated report on the College's standing in the Student Achievement Initiative (SAI). Summer reviewed the Student Achievement Initiative and reported on the College's progress, identifying areas of weakness, and suggesting interventions.

Trustee Page recommended that the board get reports on a more frequent basis. He would like to hear the stories, good and bad, that describe OC's students – their growth as well as gaps and discrepancies in growth – so the board can better determine how to align the College's resources around common goals.

## **C. Study Session**

### **1. Board Coverage of Upcoming Events**

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

### **2. Potential Partnership with South Kitsap School District (SKSD)**

Dr. Mitchell introduced Dr. Michelle Reid, Superintendent of the South Kitsap School District (SKSD). Dr. Mitchell and Supt. Reid discussed the SKSD's proposed partnership with Olympic College (OC) and the Kitsap Regional Library (KRL).

Dr. Reid discussed the concept of a high school that would serve as an educational center. The center will have a Science, Technology, Engineering, Art and Mathematics (STEAM) focus. It will serve both PreK-20 students and parents and community members.

The partnership will identify and address local needs, creating and implementing guided pathways toward high demand fields. The partnership will align with the mission, vision and values of the College and with the SKSD's 2020 goals of access, retention, and equitable outcomes.

A Memorandum of Understanding (MOU) has been drafted. The KRL is reviewing the MOU. The College will give the draft MOU to Bruce Marvin, AAG, for counsel. The Board will review and discuss the partnership at its November meeting.

### **3. Budget – SBCTC Allocation Funding Model and OC Budget Dynamics**

Dr. Mitchell reviewed the SBCTC allocation funding model PowerPoint and the OC budget spreadsheets. He stressed the importance of revenue management moving forward.

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

**1. Action Item: Election of Board Chair and Vice Chair**

Trustee Page motioned for approval. Trustee Bryant seconded the motion. The vote was unanimously in favor of electing Trustee Bev Cheney as Board Chair and Trustee Steve Warner as Board Vice Chair for the 21015-2016 year.

**2. Action Item: Board of Trustees 2014-2015 Goals Assessment**

Trustee Bryant motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the Board's 2014-2015 goals assessment.

**3. Action Item: Board of Trustees 2015-2016 Goals**

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the Board's 2015-2016 goals.

**4. Action Item: President's 2015-2016 Goals**

Trustee Cheney motioned for approval. Trustee Peters seconded the motion. The vote was unanimously in favor of the President's 2015-2016 goals.

**5. Action Item: 2016 Transforming Lives Award**

Trustee Peters motioned for approval. Trustee Cheney seconded the motion. The vote was unanimously in favor of the nomination for the 2016 Transforming Lives Award.

**6. Action Item: Foundation Tender of Gift for September 16, 2015 to October 20, 2015**

Trustee Warner motioned for approval. Trustee Bryant seconded the motion. The vote was unanimously in favor of the Foundation Tender of Gift for September 16, 2015 to October 20, 2015.

**7. Information Item: ASOC 2015-2016 Constitution and Bylaws**

Damon Bell presented the ASOC 2015-2016 Constitution and Bylaws; the Board accepted the 2015-2016 Constitution and Bylaws as an information item.

#### **E. Executive Session**

There was no executive session.

#### **F. Adjournment**

Trustee Cheney adjourned the meeting at 8:00 p.m.

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