

November 28, 2023
REGULAR MEETING MINUTES

REGULAR MEETING - JACKSON CONFERENCE CENTER & ZOOM

Zoom: <https://us02web.zoom.us/j/83574559617>

PRELIMINARY MATTERS

Call to Order

Chair Jerry Martin called the regular meeting to order at 5:00 p.m.

Land and Labor Acknowledgements, were read by Dr. John Hudson, VP of Diversity, Equity & Inclusion.

Executive Session

At 5:05 Chair Jerry Martin stated the board would convene into executive session for 30 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. At 5:35 Chair Martin called the regular meeting back in session.

President's Update

Dr. Crawford acknowledged the union represented staff were who were in attendance at the meeting and said it was great to see so many people in person.

Public Comments:

No individuals present or online at the time of the Board Chair's request wished to make a public comment

Reports from the Board

Trustee Dr. Betty Cobbs gave an update on the fall ACT Conference which she attended. She shared information about the presentation from South Puget Sound. She stated closing the gap is a top priority and we can do so by utilizing the resources we already have.

Consent Agenda - Minutes:

Vice Chair Kelly Shepherd moved to approve the minutes from the September 19, 2023 Regular Meeting, October 17, 2023 Study Session, and October 17, 2023 Special Meeting as presented. Trustee Toraya Miller seconded and the motion was approved unanimously.

BOARD ACTION ITEMS

Dr. Cathy Leaker, Vice President of Instruction presented on the probationary contract for first year tenure track faculty, Jihyun Nam-Transitional Studies. She highlighted that he teaches with grace and scholarly experience. He includes Washington State landmarks in teaching, gets great feedback from students, and even took the CTT courses over the summer. Vice Chair Kelly Shepherd moved to renew the probationary contract for first year tenure track faculty, Jihyun Nam, Trustee Toraya Miller seconded and the motion passed unanimously. The trustees, staff, and community members in attendance applauded.

Chair Jerry Martin presented the draft 2023-24 Board Priorities. Trustee Dr. Betty Cobbs moved to approve the 2023-2024 Board Priorities. Trustee Kelly Shepherd seconded and the motion passed unanimously.

REPORTS TO THE BOARD

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|------------------|---------------------------------|
| Kelsey Lindstrom | Exempt Union Representative |
| Anne Brackett | Faculty Senate Representative |
| Stephanie Doyle | Classified Union Representative |
| Azrael Howell | Staff Senate Representative |
| Nina Benedetti | Faculty Union Representative |
| Narjis Alshatee | ASB Student Representative |

Kelsey Lindstrom reported that the professional staff training provided by Human Resources has been very beneficial.

Anne Brackett reported that the Faculty Senate met twice during fall quarter. The topics covered included:

- A discussion of course cancellation and scheduling changes with guest Dr. Cathy Leaker
- An accreditation self-study in miniature using NWCCU Standard 1c.
- A guided review of Starfish in collaboration with the SF team
- A review of the Online Teaching Expectations for 2023 to provide feedback to Campus Council

Stephanie Doyle reported that no one has said there would be layoffs, but staff are nervous due to previous experience in 2020. She said staff are short staffed, understaffed, and overworked. They felt there was limited information regarding changes in fall classes and that staff and students were not made aware of the changes. She reported that restructuring had not been discussed at campus council.

Azrael Howell said congratulations to Stephanie Doyle for bringing these items forward. He said he thinks the intent is to grow the trust so voices of staff should be heard. Potential is there for all of us to be great.

Nina Benedetti echoed support for Classified Staff. Anything you can do to support is great. She reported that adjunct faculty that have been cut are worried about what will happen going forward. She indicated that the unions don't have a voice on campus council or committees. She said invite us so we can go back and report what went on etc. She met with Dr. Crawford and met with Dr. Hudson to increase social issues.

Narjis Alshatee gave an update on student events and topics on campus which included that they are working with Cascadia Fruits to provide fresh fruit for students and the food bank. 100 people have visited the foodbank this month. They are working on which artist to bring for winter quarter. The basketball classic is 12/1-12/3 and the new coach for men's basketball was a NW Champion.

INFORMATIONAL ITEMS

Erica Dias, Associate Vice President of Campus Operations gave an update on the college's master plan by reviewing what the college has done so far and look ahead at the next steps. She said the master plan it is one of our top 5 priorities. There will be a scope and study to utilize and optimize space. There will be more details once we are working with an architectural firm. We are in Phase 1 and Phase 2 will show what has happened. This item has been included in the 2023/2024 fiscal year budget with a cap of \$400,000.

Cathy Leaker, Vice President of Instruction and Dana Harker, Department of English Chair gave a presentation on Accreditation. They reviewed the expectations for year seven -Evaluation and Institutional Effectiveness (EIE) as established by NWCCU. The four elements of standard one were described and they detailed the EIE related activities in Winter and Spring quarters.

Shelby Burke, Vice President of Finance presented the monthly budget update and fiscal health measures update for FY 2022. Trustee Toraya Miller said it was an excellent and robust presentation. Vice Chair Kelly Shepherd said she appreciates the fiscal measures and good to see benchmark.

Josh Ernst, Vice President of Human Resources and Compliance presented an HR update. He said there is a lot that will be happening with reviewing and updating campus policies and making process improvements. The college is offering more training for staff for HR related topics as well as other topics beneficial to college staff. He gave an update on the VSI incentive program and presented snapshots in time as to who we are as employees at the college by showing demographics. Our student population want faculty and staff that look like them and we have work to do in this area.

The meeting was adjourned by Chair Jerry Martin at 8:15

The next Board of Trustees Meeting will be held on February 20, 2024 in the Jackson Conference Center & virtual.

Gerald Martin

Gerald Martin (Feb 16, 2024 08:17 PST)

Jerry Martin, Chair
Board of Trustees



Dr. Chemene Crawford, Secretary
Board of Trustees