



Longview, WA 98632

**MEETING of APRIL 18, 2012**

**LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES**

**MINUTES**

**1. CALL TO ORDER AND DETERMINATION OF QUORUM**

Board Chair Thuy Vo called the regular meeting of the District 13 Board of Trustees to order at 5:05 p.m., on Wednesday, April 18, 2012, in the Heritage Room in the Administration Building of Lower Columbia College. When the meeting was called to order, the following individuals were present; there was a quorum.

**BOARD OF TRUSTEES:** Max Anderson  
Heidi Heywood  
Steve Vincent  
Thuy Vo  
**COLLEGE PRESIDENT:** Chris Bailey

Others in attendance: Lisa Matye Edwards, Nolan Wheeler, Margit Brumbaugh, Sue Groth, Wendy Hall, Tracy Stanley, Adam Wolfer, Bonnie Terada and Linda Clark

**2. INTRODUCTION OF GUESTS –** Maggie Stuart, Dean of Instructional Programs.

**3. APPROVAL OF AGENDA –**

**MOTION:** By Heidi Heywood, seconded by Steve Vincent,  
  
That the agenda be approved as presented with the following correction: Remove the word “including” in the first motion

**MOTION CARRIED** unanimously.

**4. CONSENT AGENDA -** The following consent items were offered for the Board’s consideration.

**4A.** Minutes of the March 21, 2012 Board Meeting

**MOTION:** By Heidi Heywood, seconded Max Anderson,  
  
That the consent agenda be approved as presented

**MOTION CARRIED** unanimously.

5. COLLEGE INPUT

**5A. President's Report** – President Bailey reported good news on the budget front. On the capital side, we received funding for the Health & Science building, and it appears that our request for \$500,000 of vocational and nursing equipment will also be funded. We're also beginning the process to apply for \$1.5 million EDA grant geared for enhancements to the new building. On the operating side, 0% additional cuts to higher ed, Work study and Opportunity grant funding remains, and no increase in employee health care premiums.

We hosted a team from Eastern Washington University last week to discuss their presence on the LCC campus. It was a very productive meeting and we'll continue meeting throughout the summer. We'll also be hosting a team from Peace Health on April 19 to discuss current and potential collaborations.

We met with a representative from Green River Community College regarding bringing an International Student program to LCC. We're in preliminary discussions but it looks like we will franchise with them for a fee and they will guarantee us ten students for the coming year and help us continue development of a robust program.

Vice President Lisa Matye Edwards:

- ✓ She recapped several student events including those specific to the Talent Search program. The LCC "insanity challenge" made the front page of the newspaper.
- ✓ Admissions, Financial Aid, and Cashiering staff are all looking forward to moving back to the newly-remodeled space in the Admissions Building.
- ✓ The Fitness Center project will have an impact on athletes during construction, but AD Kirc Roland is working with the local school districts so our athletes can access their training facilities.

Interim Vice President Nolan Wheeler:

- ✓ We held a pre Master Planning session with interested architects and had 22 attend and 11 submitted proposals. Currently in the process of scoring the proposals and we will conduct interviews on April 25. The process is handled by the State GA's representative
- ✓ Nolan showed slides of the ADC remodel project, Student Center project, and renderings of the new Health & Science building and Fitness Center

Instruction:

- ✓ President Bailey reported that Laura Brener was off campus as part of an accreditation team. She and Maggie Stuart had recently returned from a conference in Florida where LCC received a national award for the I-Trans program.
- ✓ The LCC Forensics Team "The Fighting Smelt" recently took a first place at a national tournament

**5B. ASLCC Report** – Not Available

- 5C. **LCCFAHE Report** – Adam Wolfer reported that we have received a great pool of candidates for several open faculty positions; interviews are scheduled for the next several weeks. The Association is working hard to increase membership. Association officer elections will be held during the May meeting.
- 5D. **WFSE Report** – Tracy Stanley said the federation is ramping up for collective bargaining; we have two LCC staff on the team. One of the articles of focus will be getting more benefits for part-time employees.
- 5E. **LCC Foundation** – Director Margit Brumbaugh reported that scholarships applications are up 75% and completed applications up 118% from last year thanks to the efforts of many! Endowments are also up, which translates to more money for scholarships. The Foundation will have \$150,000 for grant and Exceptional Faculty awards for the coming year. The Healthy Futures capital campaign will kick off with the first of four feasibility meetings on April 26. The Foundation received two significant donations in the past couple of weeks: An unrestricted donation of \$240,000 and another for \$150,000 targeted toward worker retraining assistance.
- 5F. **Legislative/College Relations** – Sue Groth reported that two STEM workshops will be held in April and May for middle and high school students. The College Relations Office is working on marketing for both summer and fall quarters.
- 5G. **Institutional Research, Planning and Assessment** – Wendy Hall is working on the ATD implementation plan. The three initiatives are: Improving Faculty/Student engagement, strengthening advising, and improving the first-year experience. The next site visit will be May 9-10. On a side note, our new graduation rate is 33%.
- 5H. **Head Start/ECEAP Written Report** – Includes program and budget status reports for February 2012.
- 5I. **Other** – None
- 6. **INSTITUTIONAL MONITORING**
  - 6A. **Basic Skills and Pre-College Monitoring Report** – Maggie Stuart presented highlights of this report including past action plans.
- 7. **PUBLIC COMMENT** – None
- 8. **SELF-MONITORING** – None
- 9. **DIRECTION SETTING/VISION**
  - 9A. **Quarterly Budget Report** -Nolan Wheeler presented the local funds equity summary as of March 31, and the revenues and expenditures variance analysis report.
  - 9B. **Planning Calendar Review** – The Board reviewed the upcoming calendar items.
- 10. **BOARD BUSINESS/INFORMATION ITEMS** – None

- 11. COMMUNITY LINKAGES** – Heidi Heywood reported that President Bailey had spent most of a day last week in Wahkiakum. He attended the Council/Wahkiakum Governmental Council meeting, was the keynote speaker at the Chamber meeting, and met with several key leaders including school district staff.
- 12. EXECUTIVE SESSION** – None
- 13. ADJOURN EXECUTIVE SESSION** –
- 14. ACTION as a RESULT OF EXECUTIVE SESSION**
- 15. ADJOURNMENT** – With no further business, the meeting was adjourned at 6:33p.m.

**MOTION:** By Steve Vincent, seconded by Max Anderson

That the meeting be adjourned.

**MOTION CARRIED** unanimously.

On May 16, 2012, the Board of Trustees of Community College District 13 approved minutes of the April 18, 2012 regular meeting.

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Christopher C. Bailey, Secretary to the Board