



Longview, WA 98632

MEETING of MAY 16, 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 5:00 p.m., on Wednesday, May 16 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: Laura Brener, Lisa Matye Edwards, Nolan Wheeler, Sue Groth, Margit Brumbaugh, Kendra Sprague, Tracy Stanley, Adam Wolfer, Bonnie Terada and Linda Clark

2. INTRODUCTION OF GUESTS –

3. APPROVAL OF AGENDA –

MOTION: By Mike Heuer, seconded by Heidi Heywood,
That the agenda be approved as presented

MOTION CARRIED unanimously.

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

- 4A.** Minutes of the April 18, 2012 Board Meeting
- 4B.** 2012-13 Miscellaneous Fee Schedule

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 provided an update on the following:

- ✓ Follow-up with the Eastern Washington partnership: LCC and EWU counterparts continue to talk and a team of LCC staff will visit the Eastern campus this summer
- ✓ We have signed a letter of intent to partnership with Green River for our International Student program
- ✓ The technology master plan is underway with open meetings completed. Nolan and Brandon Ray are working on a draft to present for campus review.
- ✓ Update on our Enrollment Management Plan: We currently have 3175 FTES, which is 23% over our target.
- ✓ Senator Murray visited campus to talk with students about loan debt
- ✓ Dawn Draus, LCC Math Faculty, will take the lead on developing a K-12 math partnership starting with Toutle Lake and Kalama School districts.

Vice President Laura Brener:

- ✓ Fourteen LCC Faculty recently attended a national Teaching and Learning Conference and many of them were presenters
- ✓ The transition to CANVAS, our new learning management system, is going well. Renee Carney had developed a very thoughtful implementation plan
- ✓ Instruction is busy working on an intensive English program, as well as developing academic support for the new International Student program

Vice President Lisa Matye Edwards:

- ✓ Registration, Financial Aid and Cashiering will begin their move back to the Admissions Center on Monday, May 21.
- ✓ LCC has three staff leading their respective State groups: Renee Carney, Megan Jasurda and Marissa Greear.
- ✓ There are approximately 100 people signed up for the Ellis Amdour training on May 18

Interim Vice President Nolan Wheeler:

- ✓ We are ramping up efforts to get the Health and Science Building bid as quickly as possible to accommodate the State Treasurer's Office bond sale dates; so for the time being, all other projects are on brief hold as we work through the permit and bid processes for the new building

5B. **ASLCC Report** – Seth Stewart reported that it is a busy time for the ASLCC with Red Devil Days going on and several events and activities upcoming. Elections have been moved back to afford more marketing time and, hopefully, generate more interest.

5C. **LCCFAHE Report** – N/A

5D. **WFSE Report** – Tracy Stanley said it is a very busy time for all staff. LCC will have two representatives on the state bargaining committee.

5E. **LCC Foundation** – Director Margit Brumbaugh reported that scholarship awards will take place next week. \$117,000 in grants will be awarded next year. Marv LeRoy, campaign consultant, will be on campus May 31, to finalize interviews which will take place in early July.

5F. Legislative/College Relations – N/A

5G. Institutional Research, Planning and Assessment – Wendy Hall provided an update on the recent visit with our Achieving the Dream coaches and College Spark staff. As a result of the visit, we've added an institutional research piece through technology, which is a main component to becoming a leader college. Work continues on the \$1.5 million EDA grant.

5H. Head Start/ECEAP Written Report – Includes program and budget status reports for March 2012.

5I. Other – None

6. INSTITUTIONAL MONITORING

6A. Community Enrichment and Institutional Excellence Monitoring Report – Vice President Laura Brener provided a recap of this report, including actions that resulted from past reviews. The key performance indicators discussed included professional development of faculty and staff; faculty/staff satisfaction and morale; condition of infrastructure; external perceptions/satisfaction; student/graduate satisfaction; and cultural enrichment of students and community.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Planning Calendar Review – The Board reviewed the upcoming calendar items and discussed attendance at upcoming events and the TACTC spring conference in June.

10. BOARD BUSINESS/INFORMATION ITEMS – None

11. COMMUNITY LINKAGES –

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 6:03p.m.

MOTION: By Max Anderson, seconded by Heidi Heywood

That the meeting be adjourned.

MOTION CARRIED unanimously.

On June 20, 2012, the Board of Trustees of Community College District 13 approved minutes of the May 16, 2012 regular meeting.

Christopher C. Bailey, Secretary to the Board