



Longview, WA 98632

MEETING of OCTOBER 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 5:03 p.m., on Tuesday, October 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: Thuy Vo
Heidi Heywood
Steve Vincent

Mike Heuer (arrived at 5:12)

COLLEGE PRESIDENT: Chris Bailey

Others in attendance: Lisa Matye Edwards, Laura, Brener, Nolan Wheeler, Kendra Sprague, Erin Brown, Sue Groth, Tracy Stanley, Adam Wolfer, Bonnie Terada, and Linda Clark

2. INTRODUCTION OF GUESTS –

President Bailey introduced new Faculty members Terri Skeie and Rob Davis, and former student Dustin Gotcher. At this time, Dustin explained that he was a 2011 graduate of the LCC Machining program and that he and fellow student, William Parsons, wanted to give something back to the College; for the past year, they have been working on a brass bell, which he then presented to the Board.

3. APPROVAL OF AGENDA –

MOTION: By Steve Vincent, 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 September 19, 2012 Board Workshop

4B. Head Start/EHS/ECEAP Policies:

- Overview of hiring, policy HR3a (tabled from 9/19/12 meeting)
- Selection of families, policy ERSEA 3a

MOTION: By Steve Vincent, seconded by Heidi Heywood,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. **COLLEGE INPUT**

5A. **President's Report** – President Bailey discussed enrollment initiatives including the progress being made on the K-12 Math program with Toutle Lake and Kalama. We are also seeing an increase in communication with Wahkiakum High School's new principal, as our Outreach specialist has been asked to visit their campus on a monthly basis. Work continues on establishing a University Center with Eastern Washington University and possibly WSU-V. The International Student program is taking more time to develop than initially anticipated, but we do hope to have ten students enrolled for winter quarter. Margit Brumbaugh and Lisa Matye Edwards will be traveling with an education contingent to China next month where they hope to establish connections with sister schools.

Vice President Laura Brener:

- ✓ One of LCC's adjunct instructors, Michael Kohlmeier, received a 2012 Teacher Excellence Award from Evergreen State College.
- ✓ Resource Teams for the Year Three Accreditation Report have been identified and will begin work this month. She anticipates a draft by end of the quarter.
- ✓ The Faculty iPad learning community is researching new mobile device curriculum enhancements and will showcase the results with the rest of the faculty.

Vice President Lisa Matye Edwards:

- ✓ The Educational Talent Search outreach program is in its second full year, and we have a full contingent of students.
- ✓ Student Support Services and TRIO are incorporating community service into their programs, as are the athletic teams. It's great for the students and community.
- ✓ The increase in cost for GED testing is now in effect from \$75 to \$150. The test provider increased the cost in anticipation of offering the 5-test series online only by next year. LCC is already offering both the paper and online testing to students. The Foundation stepped up and provided funding to those students who could not afford the test.

Vice President Nolan Wheeler:

- ✓ Final results from the Facilities Master Plan symposium will be available to campus within the next week.
- ✓ Our Fitness Center design was presented to the State last week and we anticipate their feedback by the end of the month.
- ✓ The Health and Science Building project is going very well. Dave Cordero's Earth Science class was invited to look at the site and ask the contractor questions.

5B. ASLCC Report – N/A

5C. LCCFAHE Report – Adam Wolfer reported the results of the faculty elections: Hiedi Bauer was elected as secretary, and the Executive Council will consist of Kam Todd, Randy Byrum, Klint Hull, Jeanne Hammer, and David Benson. The contract now provides opportunity to work with new probationary faculty in explaining the tenure track process and helping them prepare for it.

5D. WFSE Report – Tracy Stanley reported that we now have eight stewards on campus. She anticipates that LCC will hold 3 of the 4 Local offices once elections are held. Staff are excited about the training opportunity on October 20, as well as other trainings scheduled throughout the year. She is getting calls from staff who are interested in the Voluntary Employee Separation Incentive for next year.

5E. LCC Foundation – Director Erin Brown explained that the Foundation Board approved moving into the capital campaign mode in the amount of \$7 to \$10 million dollars. The four components of the campaign will be: Equipment for the Health and Science building; two student success funds; and funding for the Fitness Center remodel, which they are “rebranding” as an Athletic Excellence fund. They also approved a work plan to crosswalk with the Board’s strategic goals. Last week’s Scholarship Social was very successful with 275 attendees and a formal program in the Wollenberg. On November 15, the Foundation will reveal the Benefactor of the Year recipient.

5F. College Relations – Sue Groth reported that LCC was hosting the statewide Public Information Commission today and tomorrow. Several college-related articles have been published in the Daily news including one on LCC’s newest faculty members.

5G. Human Resources –Kendra Sprague reported Human Resources is increasing professional development trainings and opportunities for staff between now and March. Recruiting has been busy as we interview for six positions.

5H. Institutional Research and Planning – N/A

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

5J. Other – None

- 6. INSTITUTIONAL MONITORING**
 - 6A. Quarterly Budget Report** – Vice President Nolan Wheeler provided an overview of the quarterly financial memo and report.
- 7. PUBLIC COMMENT** – Rob Davis said the meetings with new tenure track faculty members was very helpful.
- 8. SELF-MONITORING** – None
- 9. DIRECTION SETTING/VISION**
 - 9A. Planning Calendar Review** – The November Board meeting will be changed from November 21st to the 28th.
- 10. BOARD BUSINESS/INFORMATION ITEMS –**
 - 10 A. 2013 Meeting Schedule** – The Board reviewed the proposed meeting schedule and will take action next month.
- 11. COMMUNITY LINKAGES** – None
- 12. EXECUTIVE SESSION** – At 5:50 p.m., Chair Vo called for a ten minute executive session to consider the selection of site or the acquisition of real estate by lease or purchase. No action will be taken.
- 14. ADJOURN EXECUTIVE SESSION** – Chair Vo reopened the public meeting at 6:07 p.m.
- 15. ADJOURNMENT** – With no further business, the meeting was adjourned at 6:08.m.

Christopher C. Bailey, Secretary to the Board