



Longview, WA 98632

MEETING of MAY 15, 2013

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES

MINUTES

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Board Chair Steve Vincent called the regular meeting of the District 13 Board of Trustees to order at 4:06 p.m., on Wednesday, May 15, 2013, 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

COLLEGE PRESIDENT: Chris Bailey

Others in attendance: Lisa Matye Edwards, Nolan Wheeler, Tracy Stanley, Adam Wolfer, J. Wylie, Bonnie Terada, and Linda Clark.

2. INTRODUCTION OF GUESTS –

President Bailey introduced Frank Renz and Bruce McComb, our ATD coaches, Karen Joiner, Roxana Ahmadifard, and Dan Shabot. Roxana introduced members of the ASLCC Executive Council. The LCC Forensics Team was also in attendance, including Leah Moore, Assistant Coach, and Daryl Pipkin, Jessie Quick, Jessica Clark, Dessa Cole, Emily Mattison, King Zeh-Rahk, and Tanner Wiley. The Team was congratulated on a very successful year, including national placings. J. Wylie also had a gift to present to coach Mike Dugaw, who was not able to attend.

3. APPROVAL OF AGENDA –

MOTION: By Heidi Heywood, seconded by Thuy Vo,

That the agenda be approved as amended

MOTION CARRIED unanimously.

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

4A. Minutes of the April 17, 2013 Board Meeting

4B. ASLCC Financial Code Changes – Prior to a vote, Heidi explained that she had made notations of a few scrivener notes and gave those to Roxana Ahmadifard.

MOTION: By Heidi Heywood, seconded by Thuy Vo,

That the consent agenda be approved as presented, including minutes from the April 17, 2013 board meeting and the ASLCC financial code changes as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

- 5A. President's Report** – President Bailey explained that the meeting agenda was intentionally kept brief tonight due to the annual Chamber-sponsored Business and Education Awards Reception, which begins at 5:30. LCC has seven nominees.
- ✓ He also reported that the May 10 “EWU @ LCC” day was an amazing success. The information sessions and booths were well attended all day, followed by a wonderful concert.
- Vice President Lisa Matye Edwards:
- ✓ Summer enrollment is open and 280 already enrolled. Priority registration for fall quarter is also open.
 - ✓ LCC will once again host the NWAACC baseball tournament over Memorial Day weekend.
- Vice President Nolan Wheeler:
- ✓ He has conducted several faculty tours of the Health and Science building.
 - ✓ The Finance team is doing as much legwork as possible for next year's budget, although nothing can be finalized until the Legislature passes the state budget.
- 5B. ASLCC Report** – J. Wylie reported that the ASLCC is busy working on bylaws and the constitution. He made a suggestion that Justin Ford be granted a lifetime membership for his contributions to ASLCC.
- 5C. LCCFAHE Report** – Adam Wolfer provided results of the recent Faculty Association election: President Adam Wolfer; Vice President David Rosi; Vice President of Adjuncts Darlene de Vida; Treasurer Jim Stanley; Secretary Hiedi Bauer; Executive Council Kam Todd, David Benson, Randy Byrum, Brad Benjamin, and Nadine Lemmons.
- 5D. WFSE Report** – Tracy Stanley explained that the quarterly classified staff training opportunity is being offered on Saturday with Dan Schabot as speaker. Their Association is working more closely with the Faculty Association on mutual concerns, such as proper cleaning/handling of the chemical labs.
- 5E. LCC Foundation** –Erin Brown talked about the upcoming “Horns and Halos” gala on Saturday, May 18, which will be the kick-off of the \$6 million capital campaign for Student Success, equipment for the Health and Science building, and support for Business and Industry. June Rose will be honored as the Benefactor of the Year, and Paul Laufman as Alumni of the Year. The internal giving campaign wrapped up with an 88% employee participation rate!
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5F. Human Resources – N/A

5G. Institutional Research and Planning – Wendy reported that she pulled data regarding retention and completion for our Veteran students per request at the last Board meeting. Results: Fall to Winter Retention increased almost 9% in 2011 compared to 2010, but decreased more than 5% in 2012. Fall to Spring Retention either decreased or remained the same as the Fall to Winter Retention. Fall to Fall Retention dropped from 63.64% in 2010 to 57.14% in 2011. However, this data indicates that in 2011, more than 57% of veteran students returned to LCC after their 1st year. More than half of the total completions attained from the cohorts were for certificates or degrees that take 1 year or more to complete. Over 24% of veteran students who started at LCC in Summer/Fall 2010 attained completion, and over 7% of veteran students who started at LCC in Summer/Fall 2011 attained completion. It is expected that the completion rates for these cohorts will increase over time, because enough time may not have elapsed for students to complete their degree/certificates.

5H. Legislative/College Relations – Sue Groth reported that the Legislature is back in special session. LCC has had great press coverage in *The Daily News* regarding our partnership with Eastern Washington University.

5I. Head Start/ECEAP Written Report – Includes program and budget status reports for March 2013.

5J. Other –

6. INSTITUTIONAL MONITORING

6A. Discussion with Achieving the Dream Coaches – Frank Renz explained that he has over thirty years experience in community college, and that there are 45 ATD leadership coaches nationally serving 178 colleges. ATD was established in 2004 to improve student success in community colleges. When a college is accepted into the program, it is assigned both a leadership and data coach who assist them for 3-5 years in planning and implementation. Throughout his various visits to LCC, he finds that the Trustees are a critical component of committed leadership, and that the college is focused on student outcomes and completion. In his opinion, LCC is on the right track is in the top 25% of colleges at this level. Bruce McComb, data coach, explained that he helps the institution create a culture of evidence by using quantitative data, which is followed up by using qualitative data for analysis. He said the College is going a great job in this regard. In closing, he said he has high hopes that LCC will become an ATD Leadership College.

Steve thanked the coaches for their guidance in helping LCC improve student completion.

7. PUBLIC COMMENT – None

8. **BOARD BUSINESS/INFORMATION ITEMS** – None
9. **EXECUTIVE SESSION** – None
10. **ADJOURNMENT** – With no further business, the meeting was adjourned at 5:07 p.m.

MOTION: By Thuy Vo, seconded by Heidi Heywood

That the meeting be adjourned

MOTION CARRIED unanimously.

Christopher C. Bailey, Secretary to the Board

On June 19, 2013, the Board of Trustees of Community College District 13 approved minutes of the May 15, 2013 regular meeting.