



Longview, WA 98632

MEETING of SEPTEMBER 18, 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 4:32 p.m., on Wednesday, September 18, 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
Max Anderson
COLLEGE PRESIDENT: Chris Bailey

Others in attendance: Joe Quirk, Nolan Wheeler, Tracy Stanley, Lisa Matye Evans, Brendan Glaser, Erin Brown, Sue Groth, Kendra Sprague, Bonnie Terada, Max Everett and Linda Clark

2. INTRODUCTION OF GUESTS – President Bailey introduced the Director of Student Activities, Roxana Ahmadifard, who in turn, introduced the newly elected student government officers.

3. APPROVAL OF AGENDA –

MOTION: By Heidi Heywood, seconded by Thuy Vo,
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 July 29, 2013 Board Workshop

MOTION: By Heidi Heywood, seconded by Max Anderson,

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Bailey provided a quick rundown of the College's initiatives as follows:

Rural Outreach - We are confirmed in Toutle Lake (Fall Quarter) and Castle Rock (Winter Quarter), as well as two community sites in Wahkiakum. We're also in preliminary discussions with Woodland.

International Programs - We received 31 applications resulting in seven students starting LCC this fall. We did receive twenty-one applications from Bangladesh students, but those did not materialize. There are many more applications in the pipeline for winter quarter.

B & I – We are in the process of screening and interviewing for an Executive Director of Business and Industry.

Student Success – He shared the latest CCSSE results, which measure how students feel about their relationship and engagement with the college. LCC had great results and all positive movement from the previous survey.

Vice President Lisa Matye Edwards:

- ✓ As Vice President of Student Services, Lisa administered the Oath of Office to the incoming ASLCC Officers.
- ✓ Students of Western Governor's University are now eligible for the state need grant, which is a good thing, but on the downside, reduces the amount of need grants available to other state college students. This translates to roughly 128 students at LCC who will not get this funding.
- ✓ Enrollment - we are basically at the same point as last year, which is 15% over our state target

Vice President Nolan Wheeler:

- ✓ Nolan reported that the Health & Science building is scheduled for completion in March.
- ✓ The low bid for the Fitness Center came in at \$6.6 million—The State Board is in the process of vetting the bid.
- ✓ Furniture has been received and moved in to the University Center, and Eastern Washington and City U have already moved their offices into the space.
- ✓ New Bookstore manager Cliff Hicks and Joe Quirk have been working on book rentals; students will save approximately 60% over book purchases
- ✓ The mass incident drill that took place earlier today was really beneficial to all agencies involved.

Interim Vice President Brendan Glaser:

- ✓ Brendan reported that many faculty activities are taking place this week. We have great new faculty onboard.

5B. ASLCC Report – ASLCC President Max Everett reported that the new officers are working on back-to-school activities and Harvest Fest in October

- 5C. **LCCFAHE Report** – Adam Wolfer reported that faculty are excited to be back. The process is moving forward to hire a VP of Instruction. Negotiations will begin in January for new faculty contract.
 - 5D. **WFSE Report** – Tracy Stanley reported that more classified staff are getting involved in the union. She is working with Human Resources for potential trainings for the coming year.
 - 5E. **LCC Foundation** – Erin Brown provided an update on upcoming Foundation events. Nominations for Benefactor of the Year should be circulated in the next 2-3 weeks. Forty new placards will soon be added to the donor wall in the Rose Center. Two upcoming events to mark on your calendars: The Oct. 17 Scholarship Social and the Nov. 21 Social for the unveiling of the new names added to the donor wall. The Foundation Executive Board held a retreat where they adopted goals that are in alignment with the LCC Board of Trustee’s Outcomes. Last, but certainly not least, the next campaign phase is the external campaign--one for student success and one for athletic excellence
 - 5F. **Human Resources** – Kendra Sprague reported that new employee orientations were done last week and this week. Several professional development activities were offered during this week's In-service schedule, and there will be a training next week for the classified contract.
 - 5G. **Legislative/Public Relations** – Sue Groth discussed the College Relations Office role in the mass incident drill. Also, the new LCC website was launched last week; it is easier to navigate and has a new robust calendar system.
 - 5H. **Institutional Research and Planning** – N/A
 - 5I. **Head Start/ECEAP Written Report** – Includes program and budget status reports for June/July 2013.
 - 5J. **Other** –
6. **INSTITUTIONAL MONITORING**
- 6A. **Year-end Budget Report** – Joe Quirk presented the report. Local Funds are concerning due to declining enrollment; that's why we're looking at budgets closely. Growth in the International Student and Business & Industry programs are crucial for their revenue-generating potential. We anticipate that our operating funds from the state will not be cut with the current revenue projections, which are much higher than anticipated.
7. **PUBLIC COMMENT** – None

8. **BOARD BUSINESS/INFORMATION ITEMS –**
 - 9 A. **2013-14 Committee Assignments** – In light of the expected appointment of a new Trustee, the Board decided to table the committee assignment to the October 2013 meeting.
9. **EXECUTIVE SESSION** – At 5:43 p.m., Chair Vincent called for a twenty minute executive session to discuss personnel and real estate. No Final Action to be taken. Kendra Sprague, Nolan Wheeler, and President Bailey were asked to stay.
10. **ADJOURN EXECUTIVE SESSION** – Chair Vincent reopened the public meeting at 6:05 p.m.
11. **[ACTION] as a RESULT OF EXECUTIVE SESSION** - None
12. **ADJOURNMENT** – With no further business, the meeting was adjourned at 6:06 p.m.

On October 16, 2013, the Board of Trustees of Community College District 13 approved minutes of the September 18, 2013 regular meeting.

Christopher C. Bailey, Secretary to the Board