



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT 13
September 15, 2004

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair, Kay Cochran, called the regular meeting of the District 13 Board of Trustees to order at 5:01 p.m., on Wednesday, September 15, 2004, 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: Mike Heuer
Ann Mottet
Lyle Lovingfoss
Kay Cochran

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Ellen Peres, Wendy Hall, Janelle Runyon, Ron Adkisson, Nolan Wheeler, Laurel Williamson, Mary Harding, Bonnie Terada (arrived @ 5:16), and Linda Peck.

2. INTRODUCTION OF GUESTS -President McLaughlin introduced Vivian Miller of the WPEA.

3. APPROVAL OF AGENDA

MOTION: By Lyle Lovingfoss, seconded by Mike Heuer,
That the agenda be approved as presented.

MOTION CARRIED unanimously.

4. INFORMATION ITEMS -

4A. Reading of PERC Ruling - Vice President Ellen Peres explained that in April 2003, the Washington Public Employees Association filed a complaint of unfair labor practices against Lower Columbia College and the Washington

Federal of State Employees. Out of the nine allegations, seven were dismissed for lack of evidence. She then asked Nolan Wheeler, Interim Human Resources Director, to read the required statement for the one ruling related to Lower Columbia College: He read, *"The Public Employment Relations Commission, a state agency, has held a legal proceeding in which all parties were allowed to present evidence and argument. The Commission has found that we have committed unfair labor practices in violation of a state collective bargaining law, and has ordered us to post this notice to our employees: We will not interfere with, restrain, or coerce our employees in the exercise of their collective bargaining rights under the laws of the State of Washington. We will read this notice into the record at the next public meeting of the Board of Trustees of Lower Columbia College, and will append a copy thereof to the official minutes of such meeting. Date: 7-15-04."*

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

A. Minutes of the August 25, 2004 workshop

MOTION: By Ann Mottet, seconded by Lyle Lovingfoss,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

6. **COLLEGE INPUT**

6A. President's Report -President McLaughlin gave a brief overview of the week's orientation week activities. He attended the State Board retreat on September 14. Mary Harding gave the following enrollment update: Summer quarter enrollment finished at 521 FTE compared to 650 from last year. She said the drop was no surprise and was mostly attributable to the reduction in worker retraining and ABE/ESL students. Fall enrollment is 7% behind last year due to these same dynamics, but Nursing program enrollment should increase. College staff will continue to monitor enrollment carefully.

6B. ASLCC Report - Student president Jessica Grubb was not able to attend, so Vice President Mary Harding gave a brief update on upcoming student activities.

6C. LCCFAHE Report - Not available

6D. WPEA Report - Ron Adkisson reported that the classified staff has been working hard this summer with various projects. Communications are

good between WPEA and the HR Department (thanks, in part, to Nolan Wheeler). Labor Management meetings are going well with the top-level administrators, but he hopes to see improvement with the lower level management.

Lyle Lovingfoss said he has been very impressed with how great the grounds and facilities look.

6E. LCC Foundation - In Merlene's absence, Dr. McLaughlin gave a report of Foundation activities. The major gift campaign leadership is in place with Steve Vincent agreeing to chair the campaign. Our internal leadership team consists of Steve Jones, Darcy Smith, Karen Kearcher, and Don Correll. With the Board's facilities naming policy in place, the Foundation will be able to prepare naming opportunity information to coordinate with the campaign.

6F. Legislative/Public Relations - Janelle Runyon reported that her office is spending a huge amount of time working on the major gift campaign. She requested an opportunity to get a photo of the Board at the October 20 meeting, which will be used in the annual report.

6G. Other - None

7. COMMUNITY LINKAGES - None

8. INSTITUTIONAL MONITORING -

9. PUBLIC COMMENT - None

10. SELF-MONITORING - None

11. DIRECTION SETTING/VISION

11B. Update on Major Gift Campaign - Dr. McLaughlin said this item was well covered during the Foundation report.

11C. Planning Calendar Review - The Board requested that the monitoring report schedules be reflected on the next planning calendar.

12. BOARD EDUCATION

12A. TACTC Conference - Lyle Lovingfoss is planning to attend and Ann Mottet will check her calendar. Linda Peck will process the registrations.

13. EXECUTIVE SESSION - At 5:31 p.m., Chair Cochran called for a 30-minutes executive session to discuss real estate and personnel. No action anticipated.

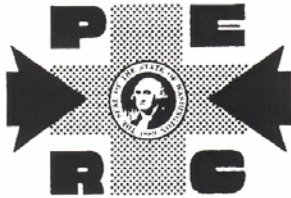
14. **ADJOURN EXECUTIVE SESSION** - Chair Cochran reopened the public session at 6:05 p.m.
15. **[ACTION] AS A RESULT OF EXECUTIVE SESSION** - None
16. **ADJOURNMENT** - With no further business, the meeting was adjourned at 6:06 p.m.

MOTION: By Mike Heuer, seconded by Ann Mottet,
That the meeting be adjourned.

MOTION CARRIED unanimously.

James L. McLaughlin, Secretary

APPENDIX A



PUBLIC EMPLOYMENT RELATIONS COMMISSION

NOTICE


THE PUBLIC EMPLOYMENT RELATIONS COMMISSION, A STATE AGENCY, HAS HELD A LEGAL PROCEEDING IN WHICH ALL PARTIES WERE ALLOWED TO PRESENT EVIDENCE AND ARGUMENT. THE COMMISSION HAS FOUND THAT WE HAVE COMMITTED UNFAIR LABOR PRACTICES IN VIOLATION OF A STATE COLLECTIVE BARGAINING LAW, AND HAS ORDERED US TO POST THIS NOTICE TO OUR EMPLOYEES:

WE WILL NOT interfere with, restrain, or coerce our employees in the exercise of their collective bargaining rights under the laws of the State of Washington.

WE WILL read this notice into the record at the next public meeting of the Board of Trustees of Lower Columbia College, and will append a copy thereof to the official minutes of such meeting.

DATED: 7-15-04

LOWER COLUMBIA COLLEGE

BY: 
Authorized Representative

THIS IS AN OFFICIAL NOTICE AND MUST NOT BE DEFACED BY ANYONE.

This notice must remain posted for 60 consecutive days from the date of posting, and must not be altered, defaced, or covered by any other material. Questions concerning this notice or compliance with the order issued by the Commission may be directed to the Public Employment Relations Commission, 112 Henry Street NE, PO Box 40919, Olympia, Washington 98504-0919. Telephone: (360) 570-7300.