



1600 Maple Street
Longview, Washington

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT 13
October 19, 2005

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair, Mike Heuer, called the regular meeting of the District 13 Board of Trustees to order at 5:10 p.m., on Wednesday, October 19, 2005, 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
Thuy Vo
Lyle Lovingfoss
Ann Mottet

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Mary Harding, Laurel Williamson, Ellen Peres, Bonnie Terada, Janelle Runyon, Merlene York, Nolan Wheeler, JoAnne Booth, and Linda Peck.

2. INTRODUCTION OF GUESTS – President McLaughlin introduced LCC probationary faculty members Rick Atkins, Joan Herman, Louis LaPierre and Scott Rausch. Other LCC staff in attendance included Roxana Ahmadifard, Bill Stahley, Bunpa Lim, Therese Montoya, Joe Hobson, Darcy Smith, and John Krause. Also attending was Ray Byers of KLOG Radio.

3. APPROVAL OF AGENDA

MOTION: By Ann Mottet, seconded by Lyle Lovingfoss,
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 21, 2005 Workshop

4B. Washington Online (WAOL) Operating Fee

4 C. **Resolution #49 – Tuition Waivers** for Victims of Hurricane Katrina

MOTION: By Ann Mottet, seconded by Thuy Vo,

That the consent agenda be approved as presented, including minutes from the September 21 board meeting, a reduction in the WAOL operating fee from \$40.00 per credit to \$20.00 per credit, effective winter quarter 2006, and authorization of Resolution #49 to waive allowable operating fees for victims of Hurricane Katrina, effective fall quarter 2005, for a period of time not to exceed one year from adoption.

MOTION CARRIED unanimously.

5. **COLLEGE INPUT**

5A. **President's Report** – President McLaughlin reported that the upcoming 5-year accreditation review will take place on November 8-9. The final report was emailed to all staff, as well as being included in this month's Board packets. He said he was very proud of the effort put forth on this report, and it involved ten committees comprised of approximately 100 staff and faculty. Vice President Williamson explained that the two evaluators will be focusing on the recommendations from the 2000 full-scale report, including an in-depth look at the assessment process in Gen. Ed., and related programs. President McLaughlin also reported that the Strategic Planning Committee will be reconvening, as will the Facilities Planning Committee; LCC's very own *Sabal Review* won first place as the best Small College Literary Magazine in the Pacific-Western Division of the national Community College Humanities Association for 2005; and our Phi Theta Kappa chapter recently inducted twenty-four new members. This morning, he spoke to over 150 FHA high school students and shared the importance of succeeding in education and its effect on their future plans and goals.

Vice President Harding reported that tenth day enrollment was at 2068, compared to 2170 at this time last year; however, it is

considerably less than our fall goal of 2476 FTEs. We continue to track all enrollments carefully. The best enrollment news is that 36% of local area graduates are enrolled...this is the highest yield of graduates in LCC's history. Also, Running Start enrollment is up 28%, while our worker retraining enrollment is back to the 2000 levels. Vice President Harding also reported that enrollment decline is an issue with the majority of our state's community and technical colleges.

- 5B. ASLCC Report** – Vice President Harding reported that the students were not in attendance due to a very busy week of Health Awareness activities.

- 5C. LCCFAHE Report** – Not available.

- 5D. WFSE Report** – JoAnne Booth reported that the classified staff is making good progress under the new contract, which is very different from the previous WPEA contract. Training is being provided for new shop stewards and volunteers are coming forward to represent the WFSE on various college committees. The WFSE transition team meetings will be co-chaired by JoAnne and Beverly Becerra.

- 5E. LCC Foundation** – Merlene York reported that the Foundation is gearing up for the November 7 Scholarship Social. The annual audit showed that the LCC Foundation received over \$875,000 in donations and provided approximately \$360,000 in support to the college. They continue to work on the annual campaign with current donations efforts up over \$750,000. The next Foundation fundraising event will be a golf marathon on May 18. Their next board meeting is scheduled for November 28.

- 5F. Legislative/Public Relations** – Janelle Runyon reported that Senator Doumit and Representative Blake attended the October 4 Salmon Bake. The State Board continues to work on statewide messaging. Marketing efforts are changing over to the "new" LCC look and continues to explore new ways to reach potential students.

- 5G. Other** –

- 6. INSTITUTIONAL MONITORING** – None

- 7. PUBLIC COMMENT** – None

8. **SELF-MONITORING** - None

9. **DIRECTION SETTING/VISION**

9A. Outreach Activities to K-12's – Vice President Harding explained that she and her staff were responding to the Board's request at the last meeting to report on outreach efforts to the local high schools. She said she is proud to introduce the staff involved in this effort: Roxana Ahmadifard, Bill Stahley, Bunpa Lim, Therese Montoya, Joe Hobson, Darcy Smith, and John Krause. Also involved, but not able to attend, were Dan Johnson and Terrence Green. Vice President Harding provided statistics such as the number of high school graduates (by district) and the subsequent percentages enrolled at LCC this fall. The 36% "capture" rate of June grads is the highest in LCC history. The Recruiting and Advising staff described the various recruiting activities that are being done, including quarterly postcard mailings to high school students, communications with counselors about our Transfer and Technical programs, as well as upcoming events. In addition, the LCC annual report and pocket fact book are distributed. Some of the activities for high school students include College Information Night, the Sophomore Career Fair, Parents' Nights, Tech Prep Presentations, Institute Visits, and Running Start Outreach.

The Board thanked Mary and the staff for the fine report and the tremendous efforts they have put forth toward recruiting.

9B. Other Outreach Activities – President McLaughlin reported that he had talked with the K-12 superintendents about our Board (or members of our Board) attending their board meetings. If our Board wants to pursue this, the superintendents would like to know what our agenda would be prior to the meeting.

9C. Planning Calendar Review - The two-year planning calendar was reviewed, and Janelle Runyon said she would have more information on the statewide legislative plan for the November meeting.

10. **INFORMATION ITEMS**

10A. Proposed 2006 Meeting Schedule – The Board will review the proposed 2006 meeting schedule prior to action at the November meeting.

11. **COMMUNITY LINKAGES** – None

12. **EXECUTIVE SESSION** – At 6:50 p.m., Chair Heuer called for a 10-15-minute executive session to discuss personnel. No action anticipated.
14. **ADJOURN EXECUTIVE SESSION** – Chair Heuer reopened the public session at 7:01 p.m.
15. **[ACTION] AS A RESULT OF EXECUTIVE SESSION** – None
16. **ADJOURNMENT** – With no further business, the meeting was adjourned at 7:02 p.m.

MOTION: By Ann Mottet, seconded by Thuy Vo,
That the meeting be adjourned.

MOTION CARRIED unanimously.

James L. McLaughlin, Secretary