



1600 Maple Street
Longview, Washington

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT 13
May 23, 2007

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair, Thuy Vo, called the regular meeting of the District 13 Board of Trustees to order at 5:04 p.m., on Wednesday, May 23, 2007, 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
Lyle Lovingfoss
Max Anderson
Kay Cochran

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Ellen Peres, Wendy Hall, Janelle Runyon, Nolan Wheeler, Dan Johnson, JoAnne booth, Kam Todd, Lauren Mason, and Linda Peck.

2. INTRODUCTION OF GUESTS – President McLaughlin introduced Faculty members George Dennis, Mary Stone, and student Larry Alexander.

3. APPROVAL OF AGENDA –

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

MOTION CARRIED unanimously.

4. CONSENT AGENDA - The following consent items were offered for the Board's consideration. President McLaughlin explained the background for each.

- 4A. Minutes of the March 21, 2007 Regular Meeting
- 4B. Miscellaneous Fee Schedule
- 4C. ASLCC Reserve Expenditure Request for \$6,000
- 4D. Quid Pro Quo Agreement with the LCC Foundation for the period of July 1, 2007 through June 30, 2008

MOTION: By Lyle Lovingfoss, seconded by Kay Cochran,
That the consent agenda be approved amended.

MOTION CARRIED unanimously.

5. **COLLEGE INPUT**

- 5A. **President's Report** – President McLaughlin reported that many positive things were happening on campus.
 - Our Head Start program just wrapped up a full Federal review at 3:15 today. The Review team is giving the Lower Columbia College Head Start project an absolutely clean audit, which is amazing considering that they look at over 1700 items for compliance!
 - The annual Employee Recognition Breakfast was held on this morning, and the winner of the Classified Employee of Year was Joyce Mills.
 - The Barnes 4th grade students were on campus once again to hear our message that LCC will always have room for them, and that anyone can go to college.
 - LCC Math Faculty Dawn Draus is working on a Math Transition Program that would put our math teachers and local K-12 math teachers together for a math transition conference this summer to work on curriculum alignment.
 - Our search for a new Vice President of Instruction is down to four interviews, and we should be nearing a decision shortly.
 - How about those Lady Devils? NWAACC Champions once again! In fact, they have now won 8 of the last 9 tournaments. Great job by Coach Tim Mackin and his team. The men's baseball team begins their NWAACC tournament at LCC's Story Field on May 24.
 - Enrollment: We currently have 1944 FTE's, which is above enrollment for spring 2006. We anticipate enrolling an additional 90 students, which will put us at 98.8% of our state-targeted average. This is not enough for enrollment growth, but it will keep us from being in a recovery year.
- 5B. **ASLCC Report** – ASLCC President Lauren Mason reported on the final Red Devil Days activities. The International Festival will be held on the LCC campus June 2, with assistance from our Multicultural Club. The 2007-08 elections will end May 30, and the Council is busy working on the 2007-08 ASLCC budget.

At this time, Dr. McLaughlin told the board that a student would like to talk to them about the effect of LCC on her life. She had written a story about her student life at LCC and all of the wonderful staff and faculty who had helped her along the way.

- 5C. LCCFAHE Report** – Kam Todd reported that the Faculty had just completed elections. He will remain President, Karen Kearcher will be Vice President, and Steve Byman will be Treasurer. He also reported that the Faculty was very excited about the Vice President for Instruction candidates and were very positive on 3 of the 4. Kam also took the opportunity to talk about the recent national win by LCC's own Forensics Team.
- 5D. WFSE Report** – JoAnne Booth reported that their local officers have taken Officer Training courses. There are a couple of issues on campus they are working on, and they are making progress. The new classified contract goes into effect on July 1.
- 5E. LCC Foundation** – In Merlene's absence, Max Anderson reported that the Foundation reached a new milestone with assets over \$10 million! The major gift campaign is up over \$4.15 million, and the Chili Cook-off will be held on July 13.
- 5F. Legislative/Public Relations** – Janelle Runyon reported that her office is extremely busy with year-end activities, and will have more to report after commencement!
- 5G. Other** – Ellen Peres reported that we may not have budgets to present in June since the Governor just signed both the operating and capital budgets; however, we will present them to the Board in July. On a facilities note, Ellen reported that the Main remodel project will begin June 1 and should be completed by start of fall quarter. We just hired an architect for the gymnasium remodel project; we will be submitting a request for matching funds from the State Board in the hope of doing the entire project in one phase instead of three. The Fine Arts Center is progressing and had gained a day back.

6. INSTITUTIONAL MONITORING –

6A. Basic Skills/Pre College Education Monitoring Report - Wendy Hall, George Dennis, Mary Stone, and Merilee Hertig provided this report.

- Enrollment in pre-college math was down 11.3% in 2005-06, quite unexpectedly. This is particularly significant due to the fact that MATH is the largest FTE-generating discipline at LCC.

- Success rates in pre-college math and English courses exceed comparative national figures. Success rates in subsequent college level English courses are consistent with national rates, while success in subsequent college level math courses exceeds the national rate by a fair margin. The fact that LCC is at or above par when compared with community colleges nationally indicates that intervention strategies designed to increase student achievement have had some success.
- Time to completion rates in the CEO (high school drop out recovery) program exceed the average, but the number of students completing high school through the program over the past five years—145—is notable considering that most participants face multiple barriers to success.

6B. Quarterly Budget Report – Ellen Peres gave current budget status reports for the third quarter. We're close to target, but will not have very much carryover. Max asked about the Food Services deficit and Ellen responded that it will be removed at the end of this year.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Review Suggested Mission, Vision, and Value – President McLaughlin explained that language has not changed since he brought it before the Board at the last meeting. The Executive Planning Committee will be finalizing the college's strategic plan and presenting it to the board in July, which includes the mission, vision, and value statement. President McLaughlin asked the Board for unofficial approval of the draft language so it can be included by the printing deadline for our catalog. The Board reviewed the language and gave approval for it to be printed in the catalog as presented.

9B. Planning Calendar Review - The two-year planning calendar was reviewed. They elected to have the TACTC conference report moved to the June meeting, and move the budgets to the July workshop. Also to be included in the July workshop is action on the Strategic Plan, and possible guest speaker from the State Board.

10. BOARD BUSINESS

10A. Committee Assignments for 2007-08 – After review, the Trustee agreed to roll over all committee assignments from last year.

10B. TACTC Legislative Report – The Board asked to table this top to the June meeting.

10C. Sabbatical Report – Dr. McLaughlin thanked the Board for granting him sabbatical leave during fall quarter. He said it gave him an opportunity for rejuvenation reflection, and reconnection.

11. COMMUNITY LINKAGES – None

12. **EXECUTIVE SESSION** – At 7:13, Chair Thuy Vo called for a 15-minute executive session to discuss personnel. No action anticipated.
14. **ADJOURN EXECUTIVE SESSION** – The public session was re-opened at 7:24 p.m.
15. **[ACTION] AS A RESULT OF EXECUTIVE SESSION** – None
16. **ADJOURNMENT** – With no further business, the meeting was adjourned at 6:47 p.m.
MOTION: By Kay Cochran, seconded by Max Anderson,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On June 20, 2007, the Board of Trustees of Community College District 13 approved minutes of the May 23, 2007 regular meeting.

James L. McLaughlin, Secretary