



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

COMMUNITY COLLEGE DISTRICT 13

June 20, 2007

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Vice Chair, Max Anderson, called the regular meeting of the District 13 Board of Trustees to order at 5:04 p.m., on Wednesday, June 20, 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: Mike Heuer
Lyle Lovingfoss
Max Anderson
Kay Cochran

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Ellen Peres, Mary Harding, Merlene York, Janelle Runyon, Wendy Hall, JoAnne Booth, Bonnie Terada, and Linda Peck.

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced Faculty member Cary Rhode, as well as Therese Montoya, Kirc Roland, Steve Jones, and Maggie Stuart.

3. APPROVAL OF AGENDA –

MOTION: By Lyle Lovingfoss, seconded by Mike Heuer,

That the agenda be approved as presented.

MOTION CARRIED unanimously.

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

4A. Minutes of the May 23, 2007 Regular Meeting

MOTION: By Lyle Lovingfoss, seconded by Mike Heuer,

That the consent agenda be approved amended.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. **President's Report** – President McLaughlin reported that the College had hired Laura Brener as the new Vice President of Instruction to begin Aug. 1. He also reported:

- That the College received a successful Math Transition Project grant sponsored by the Gates Foundation, which will allow for some of LCC's Math Faculty will meet with local K-12 teachers to try to better align the math curriculum and transitions;
- The recent GED graduation had between 400-500 attendees;
- The Main Building renovation project has started;
- The labor strike has ended, which means our Fine Arts Center project is back on track;
- Enrollment – Vice President Mary Harding reported that spring enrollment was 1994 FTES, 3% lower than last spring. However, we didn't meet our annualized target enrollment; therefore, we will receive no growth enrollment, but we will also not be subject to a recovery year.

5B. **ASLCC Report** – N/A

5C. **LCCFAHE Report** – N/A

5D. **WFSE Report** – JoAnne Booth reported the contracted raises, as well as increased health insurance premiums, take affect in July. The union is working with some of the Head Start folks who were impacted by the Federal program budget cuts. The last union/management meeting was good.

5E. **LCC Foundation** – Merlene York reported that several naming opportunities became available with the construction of the Fine Arts Center. So far, the following have been approved, with three more possibilities:

- Eric Feasey Heritage Grove
- Quoidbach Courtyard
- Weyerhaeuser Plaza

She also reminded the Board that the Chili Cook-Off will be held on July 13, from 6:00-9:00 p.m.

5F. **Legislative/Public Relations** – Janelle Runyon reported that her office is working on the new 2-year catalog and web design updates. Additionally, she will be working with the new Marketing Committee to review our marketing strategies.

5G. **Other** – None

6. INSTITUTIONAL MONITORING –

6A. Institutional Excellence and Community Enrichment Monitoring Reports - Wendy Hall, Kirc Roland, Therese Montoya, Steve Jones and Maggie Stuart presented highlights from these two reports.

- Institutional Excellence Monitoring Report - “Institutional excellence” is not an easy concept to define or measure. The key performance indicators for this outcome were carefully determined so they would not duplicate other aspects of *excellence*, such as transfer students’ performance at universities and the estimated employment rate of professional/technical program completers. Indicators include student progress, relevance of programs, faculty/staff satisfaction and morale, external perceptions/satisfaction with LCC, student/graduate satisfaction with support services, and student persistence/performance. This report also presents data from the Student Services Retention program and the Running Start program. In addition, this report also presents the progress that has been made on the four strategic issues of the college’s Strategic Plan.
- Community Enrichment Monitoring Report - Part of the mission of Lower Columbia College is to enhance the local culture of our service district. In an atmosphere of openness and diversity, the College strives to enrich the local community by hosting a variety of cultural events, visiting lecturers, and political and educational forums. Lower Columbia College also enriches the local community by educating our students to be productive and responsible citizens. The faculty, staff, and administration of Lower Columbia College recognize the critical role of the institution in promoting cultural awareness, as well as cultural appreciation, in our local community. To this end, College personnel have made concerted efforts to connect with the community through art, theater, music, and athletic events, as well as political and educational forums. Through the college’s strategic planning process, the Executive Planning Committee identified two key performance indicators (KPIs) that are intended to measure the outcome of community enrichment. These include citizenship and cultural enrichment of students and community. Other data that are pertinent to the progress the College is making in this area have also been included, such as Tech Prep and the college’s Career Center.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Retreat Planning: Agenda/Location – The Board reviewed the proposed agenda items for their July 18 retreat. They also asked the President’s Office to try to find a local location off campus.

9B. Planning Calendar Review - The two-year planning calendar was reviewed.

10. BOARD BUSINESS

10A. TACTC Legislative Report – N/A

11. COMMUNITY LINKAGES – Lyle Lovingfoss reported that he and Thuy Vo had met with some of the Longview and Kelso School Board members and discussed some topical issues, such as alignment of the Math curriculum and Running Start. He said the discussions were well received, and he hopes to continue.

12. EXECUTIVE SESSION – At 6:13, Vice Chair Max Anderson called for a 5-10minute executive session to discuss personnel and real estate. No action anticipated.

14. ADJOURN EXECUTIVE SESSION – The public session was re-opened at 6:17 p.m.

15. [ACTION] AS A RESULT OF EXECUTIVE SESSION – None

16. ADJOURNMENT – With no further business, the meeting was adjourned at 6:20 p.m.

MOTION: By Lyle Lovingfoss, seconded by Mike Heuer,

That the meeting be adjourned.

MOTION CARRIED unanimously.

James L. McLaughlin, Secretary