



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

COMMUNITY COLLEGE DISTRICT 13

November 27, 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 Tuesday, November 27, 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
Mike Heuer (arrived at 5:15)

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Ellen Peres, Mary Harding, Laura Brener, Margit Brumbaugh, Nolan Wheeler, Bonnie Terada, Tracy Stanley, and Linda Clark.

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced Katie McKie, representing the ASLCC, Molly Howard, Sandy Junker, Suzanne Johnson, Shelly Guinn, Carleen DeGallier, and Nicole Taylor.

3. APPROVAL OF AGENDA

Discussion: Dr. McLaughlin asked that a discussion regarding a proposal from Strategic Baseball Ventures be added as item 10B.

MOTION: By Lyle Lovingfoss, seconded by Kay Cochran,

That the agenda be approved with the addition of item 10B “*Strategic Baseball Ventures Proposal.*”

MOTION CARRIED unanimously.

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

4A. Minutes of the September 18, 2007 board workshop.

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

MOTION CARRIED unanimously.

5. **COLLEGE INPUT**

- 5A. **President's Report** – President McLaughlin introduced Susan Hoosier, Small Business Specialist, who gave a brief explanation to the Board on what the Small Business Development Center offers to local small businesses (those who have less than 500 employees). He also reported that Lower Columbia College has officially acquired Maple Terrace Apartments, making way for design and construction of a new Health and Science Building by 2013. The Vice President's gave the following reports:

Ellen Peres

- o She reported that the Rose Center construction is moving forward with hiring of a new electrical contractor. Substantial completion is scheduled for January.

Mary Harding

- o Enrollment is not quite where we want it as we're about 100-150 FTE below our goal. We have large Running Start and CEO enrollments, but, unfortunately, they are not state-reportable FTE's. Down substantially in Abe/ESL as WorkSource eliminated some FTE-generating coursework.
- o We have formed a Strategic Enrollment Management Committee to look at enrollment as a whole. We're not alone as the system has not recovered from enrollment decline of 2005-06.
- o Mike Heuer weighed in that possible FTE's may be generated as Weyerhaeuser layoffs occur since part of the severance package will contain a monetary component for education.

Laura Brener

- o Notification was received that LCC won a national exemplary award for its LPN2RN program in the category "Responding to Community Needs." We were the only community college in Washington to receive one of these awards.
- o LCC was the only college within the state to respond to the State's request for curriculum development and implementation of an online LPN program that could be delivered in rural areas. To date, we have had great support from the Washington State Hospital Association,

Johnson and Johnson, and the State Board for curriculum development.

- An ASE Automotive Review Team was onsite this week and gave preliminary recommendation for recertification.

5B. ASLCC Report – ASLCC Vice President Katie McKie reported that nationally-acclaimed speaker/author Dr. Michael Eric Dawson would be on campus November 28 for a lecture and book signing. She also reported on that the next “Tutor Madness” activity will be held in honor of Sherrie Fittro.

5C. LCCFAHE Report – None

5D. WFSE Report – Tracy Stanley reported that our WFSE staff has begun holding informal monthly information tables to distribute information and answer questions. LCC has one staff member elected to the 2009-10 contract negotiations team and three on the Higher Education Policy Council.

5E. LCC Foundation – Margit Brumbaugh reported that recent Scholarship Social was the largest ever with over 300 in attendance! This event honors scholarship donors and gives them and the recipient students an opportunity to meet. The Foundation also added twelve new scholarships this year. Long-time donors, Mr. & Mrs. Hanson, recently donated \$79,000 to purchase a beautiful new Grand Piano for the new Rose Center. The Foundation Board met on November 26 where they voted to supplement funds in the college’s quest for state funding for the gymnasium remodel project.

5F. Legislative/Public Relations – None

5G. Other –

6. INSTITUTIONAL MONITORING –

6A. Head Start Bi-Annual Report – Sandy Junker, Suzanne Johnson, Carleen DeGallier, and Shelly Guinn gave an update on Head Start/ECEAP as follows:

- Oral Health Initiative Grant – LCC’s program was one of 52 recipients nationwide for this grant. The goal of the program is to improve access to care for Head Start populations and reduce barriers to this care through education, community partnerships, and infrastructure development. Interestingly, Washington’s one-year olds are 5 times as likely and our two-year olds are more than twice as likely to as children nation-wide to have dental decay. Last year, our program covered 468 dental screenings, 392 fluoride applications, and numerous classroom visits, as well as provided 24 screenings/fluoride applications to younger siblings. As a result, increased numbers of Head Start students completed their dental treatment needs. Our program has been selected as one of 16 in the nation with potential as a

national model for promising oral health practices. They are reported at the ABCD (Access to Baby and Child Dentistry) program has increased access to dental care for ALL Medicaid eligible children 0-5 years old. We have 7 local dentists participating and we have 768 children enrolled in the program.

- Update on 2006-07 Outcomes Report – Suzanne Johnson provided an updated on the Head Start Outcomes in the areas of language development, literacy, mathematics, science, creative arts, social/emotional development, approaches to learning, and physical development.
- Sandy Junker reviewed the Head Start Reauthorization platform, and provided an update on the planning process for the updating of the Community Assessment which will be approved by the Policy Council in January. The key strategic issues identified last year as a result of the Community Assessment are: Increase Head Start/ECEAP opportunities in Cowlitz County; Expand the community’s awareness of the importance of early learning; Research and develop the style of program needed to provide a therapeutic classroom; increase Behavior Specialist hours; Increase educational opportunities for child and family health and safety; Increase access to services that sustain healthy lifestyles; Decrease barriers to transportation issues; Increase and maintain family self-sufficiency opportunities; Mentor inexperienced parents; and Provide consistency in teaching strategies and materials to improve outcomes for all children. Through the analyzing the updated Community Assessment the strategic goals will be reviewed and updated as needed.

6B. Access Monitoring Report – Wendy Hall and Nicole Taylor reported on Cycle IX of this report. Highlights from the report included:

- FTE counts excluding Worker Retraining show solid growth both in short and long (5-year) term. Recruitment and retention efforts have been successful even during a period of strong economic growth/stability.
- Capture rate of high school seniors (graduates) is steady.
- Enrollment in Distance Education is strong
- Basic Skills enrollments are strong. Increased efforts are needed to bring more Basic Skills students into college level courses and programs.
- Increased enrollments in Running Start. This is a “mixed blessing” since these FTE’s don’t currently count as state FTE.

6C. Quarterly Budget Report – Vice President Ellen Peres provided an status update on the first quarter operating budget, including the local funds equity summary, quarterly variance of budgeted revenues and expenditures, and an operating budget status review.

7. PUBLIC COMMENT – None

8. **SELF-MONITORING** – None

9. **DIRECTION SETTING/VISION**

9A. **Rule-making Hearing on Proposed new Student Conduct Code, Chapter 132M-121 WAC, published at WSR 07-21-108.** Chair Thuy Vo opened the public hearing for this rule at 6:34 p.m. Vice President Harding reported that no written comments had been received. Chair Vo closed the public hearing at 6:36.

9B. **Action on Proposed Chapter 132M-121 WAC** – Chair Vo called for a motion.

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

Question: Lyle Lovingfoss asked for a brief summary of the need for a new rule. Vice President Harding and AAG Bonnie Terada explained that this rule simplified the old one, streamlined appeal process, and generally made it more humane and in line with current need. No more discussion.

MOTION CARRIED unanimously.

9C. **Planning Calendar Review** - The two-year planning calendar was reviewed; no changes to the existing schedule.

10. **INFORMATION ITEMS** –

10A. **2008 Meeting Schedule** – The Trustees reviewed the proposed meeting schedule for 2008.

MOTION: By Lyle Lovingfoss, seconded by Max Anderson,
That the proposed meeting schedule be approved as presented.

MOTION CARRIED unanimously.

10B. **SBV Baseball Venture** – President McLaughlin and Mary Harding explained that the College had been approached by a group called Strategic Baseball Ventures to consider leasing the David Story baseball field to them, from June to mid-August, for a 30-game inter-collegiate league. This group identified the Longview/Kelso area as a prime location and considered the LCC field, as well as Stan Rister stadium in Kelso. We currently are reviewing the 6th proposal, and have major concerns about the benefits to the

community as well as the college. We're concerned about the risk of nuisance since the baseball field is surrounded by residential housing, the risk of alcohol-related incidents, and wear and tear on the field as well as our staff. Dr. McLaughlin said that the College has tried to consider all options, but could not find enough benefits to the College to recommend it to the Board. The Board asked that they be updated if further requests are received, but it sounds problematic to them at this time.

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION –

13. ADJOURNMENT – With no further business, the meeting was adjourned at 7:10 p.m.

MOTION: By Lyle Lovingfoss, seconded by Kay Cochran,
That the meeting be adjourned.

MOTION CARRIED unanimously.

On December 19, 2007, the Board of Trustees of Community College District 13 approved minutes of the November 27, 2007 regular meeting.

James L. McLaughlin, Secretary