



MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

COMMUNITY COLLEGE DISTRICT 13

June 18, 2008

1. **CALL TO ORDER AND DETERMINATION OF QUORUM**

Vice Chair, Mike Heuer, called the regular meeting of the District 13 Board of Trustees to order at 5:33 p.m., on Wednesday, June 18, 2008, 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: Lyle Lovingfoss
Mike Heuer
Thuy Vo

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Mary Harding, Ellen Peres, Wendy Hall, Margit Brumbaugh, Molly Howard, Kam Todd, Bonnie Terada, and Linda Clark.

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced Dean, Robert Rodger, Faculty Alex Whitman and Maggie Stuart, ASLCC President Justin Rosetti, and Carrie Peterson of the *Daily News*.

3. **APPROVAL OF AGENDA**

Mike Heuer explained that all items requiring Board action needed to be moved to the front of the agenda since Lyle Lovingfoss would be leaving early and his vote ensured a quorum. Additionally, consideration of the recently-approved Faculty contract needed to be added to the agenda as item 3A. Therefore, the agenda needed to be restructured as follows: 1) Add item 3A “Consideration of Faculty Contract,” 2) Move 9A “2008-09 Fiscal Budgets to item 3B, and 3) move item 15 “Adjournment of Business meeting” to item 4B.

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo

That the above changes to the agenda be approved

MOTION CARRIED unanimously 3-0.

3A. Consideration of the 2008—2011 Contract between Lower Columbia College and the Lower Columbia College Faculty Association

President McLaughlin explained that contract negotiations had recently been completed and needed Board approval so the provisions of the contract could take place immediately. Kam Todd, one of the Faculty representatives of the negotiating team, explained that 75 items were changed—some minor, some significant. He said it was a very good negotiating team and the Faculty voted 44-0 in favor of ratification.

Mary Harding, representing the LCC Administration, characterized the negotiations as intense but friendly and that both sides worked very hard to make it a good contract for all. Also, a memorandum of understanding was agreed to so that the topic of Workload Criteria could be re-opened in the fall.

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo,

After review and discussion of the proposed contract, I move for ratification of the 2008-2011 contract between Lower Columbia College and the Lower Columbia College Faculty Association

MOTION CARRIED unanimously 3-0.

3B. 2008-09 Fiscal Budgets

Operating Budget – Vice President Ellen Peres that this year’s budget took a surprising turn for the better. The college received over \$800,000 in new funding this year. Although 73% of new dollars are earmarked, we have been able to fund some specific items and address the fact that hourly accounts and goods and services have not had an increase in over eight years. We are addressing concerns over Math instruction by adding a full-time temporary instructor; we are adding a position in the Financial Aid Office and increasing the Tutoring Coordinator’s time in the popular new Learning Commons, which will also be moved forward and integrated into the College mainstream by a new Dean. Funding directed to technology will assist in implementing a paperless employee application process, and becoming a wireless campus. In addition, we have set aside funding for staff professional development, a 2% across the board increase to goods and services, and a 4% increase to hourly accounts. All of these have been accomplished without dipping into the reserve. In fact, we have \$50,000 to address emerging needs. It is truly a better budget year than we have seen for quite some time.

Budget documents were reviewed, discussion was held, and the following motion was proposed:

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo

That the fiscal year 2008-09 Operating Budget of \$28,119,546 be approved as presented.”

MOTION CARRIED unanimously 3-0.

The ASLCC budget for 2008-09

Vice President Mary Harding explained that this budget represents additional funds over the past year as our student leaders chose to collect the maximum S & A rates authorized by the SBCTC. All organizations that submitted requests were funded, and there is a contingency fund which will be allocated once the school year begins to fund requests that were not submitted during the regular application period. We should have a robust set of clubs and activities as a result of these allocations.

The Athletics budget for 2008-09

Vice President Harding further explained that the proposed Athletics budget provides funding for our athletics program, including some NWAACC administrative increases, increased costs for insurance and internal allocations intended to support our study tables, concessions, and fundraising.

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo

That the fiscal year 2008-09 Student Program Budget of \$271,583 and the Student Activities Athletic Budget of \$181,055 be approved as presented.”

MOTION CARRIED unanimously 3-0.

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

4A. **Minutes of the May 14, 2008 Board meeting.**

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo,

That minutes of the May 14, 2008 Board meeting be approved as presented.

MOTION CARRIED unanimously 3-0.

4B. **Adjournment of Business Meeting**

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo,

That the business portion of the Board meeting be adjourned at 6:10 p.m.

MOTION CARRIED unanimously 3-0.

Mike Heuer invited those in attendance to stay for the rest of the public meeting

Max Anderson arrived at 6:15 p.m.

5. **COLLEGE INPUT**

- 5A. **President's Report** – President McLaughlin reported on the successful commencement held on June 13. He also reminded everyone that the dedication and grand opening of the Rose Center would be held in less than two weeks...June 27-28. He asked the Vice President's to report on the following:

Mary Harding

- o Spring enrollment ended at 3% ahead of last year, which should ensure that our biennial target is met. Spring and Fall pre-enrollment is running very strong and ahead of last year.
- o We are looking to phase in "Direct Lending" to students, which is a self-contained student loan program due to the fact that many financial institutions are no longer offering loans to students, and, student loans have gone up 63% in recent years.

Ellen Peres

- o The Contractor is still working on a few punch list items for the Rose Center, but our permanent certificate of occupancy is in process.
- o The remodel project for the second floor of the Don Talley Building is underway.

5B. ASLCC Report – Newly elected ASLCC president, Justin Rosetti, introduced himself and thanked the Board for the opportunity to participate in their monthly meetings.

5C. LCCFAHE Report – Kam Todd explained that contract negotiations had been the focus and the Faculty is gearing up for a busy summer schedule.

5D. WFSE Report – Molly Howard reported that Tracy Stanley has been elected as Vice President for Local 1400. Contract negotiations are continuing.

5E. LCC Foundation – Margit Brumbaugh reported that the Foundation will be funding \$50,000 in Exceptional Faculty grants, and \$85,000 in other grant support to the College. The golf marathon raised over \$32,000 for scholarships.

5F. Legislative/Public Relations – President McLaughlin explained that Janelle Runyon's last day had been June 16, and that the vacant position would be announced very soon.

5G. Other – None

6. INSTITUTIONAL MONITORING –

6A. Institutional Excellence and Community Enrichment Monitoring Reports – Wendy Hall, Alex Whitman, Maggie Stuart, Margit Brumbaugh, and Dean Robert Rodger reported on Cycle IX of these reports. The team discussed the data, past action plans, and reported on the highlights. Complete copies of the reports are available from the Office of Institutional Research.

7. PUBLIC COMMENT – None

8. SELF-MONITORING - None

9. DIRECTION SETTING/VISION

9A. 2008-09 Fiscal Budgets – Moved to item 3B

9B. Retreat Planning/Agenda/Location – Dr. McLaughlin explained that the all-day Board retreat is scheduled for July 16, location to be determined. On the

agenda will be the usual reports of annual accomplishments, evaluation of the president, review of college direction, and self-evaluation. Additionally, he has asked the Cabinet to prepare a 5-year “look to the future” which he will share. Max Anderson asked that time be set aside to talk about Board Leadership.

9C. Planning Calendar – No changes

10. BOARD BUSINESS/INFORMATION ITEMS

10A. TACTC Legislative Report – No Report

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION –

15. ADJOURNMENT – Meeting adjourned at 7:05 p.m.

On July 16, 2008, the Board of Trustees of Community College District 13 approved minutes of the June 18, 2008 regular meeting.

James L. McLaughlin, Secretary