



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT 13  
September 17, 2008**

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

Lyle Lovingfoss called the regular meeting of the District 13 Board of Trustees to order at 5:05 p.m., on Wednesday, September 17, 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:** Thuy Vo  
Lyle Lovingfoss  
Kay Cochran  
Max Anderson (arrived @ 5:08)  
Mike Heuer (arrived @ 5:14)

**COLLEGE PRESIDENT:** Jim McLaughlin

Others in attendance: Ellen Peres, Mary Harding, Laura Brener, Nolan Wheeler, Margit Brumbaugh, Justin Rosetti, Tracy Stanley, Molly Howard, and Linda Clark.

**2. INTRODUCTION OF GUESTS** – President McLaughlin introduced Sue Groth, LCC's new Director of College Relations and Marketing. Vice President Laura Brener introduced new Faculty Pete Livins and Sue Yarbrough, the two new Instructional Deans Kyle Hammon and Jon Kerr, and second year Faculty Courtney Shah, who was attending as part of her probationary requirement.

**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.

**4A. Minutes of the July 16, 2008 workshop**

**MOTION:** By Lyle Lovingfoss, seconded by Thuy Vo,  
That the consent agenda be approved amended.

**MOTION CARRIED** unanimously.

5. **COLLEGE INPUT**

**5A. President's Report** – President McLaughlin said it had been an exciting and busy week with the return of Faculty and that he would ask each Vice President to give a report on their respective areas. At their Fall quarter retreat, the Cabinet focused on the Governor's request that all colleges reduce their operating budgets by 1% due to lower-than-anticipated state revenue. They developed a strategy for compliance that included reduction of out-of-state travel, instituting a "soft" hiring freeze, and reducing the increase in goods and services from 2% to 1%. These measures will reduce the operating budget by \$260,000, but will not significantly impact our operating funds, nor result in any staff layoffs for the current year. Other topics discussed at the retreat included review of the graduate and student services surveys, which were quite positive, use of the Rose Center by non-college groups, and approval of the emergency plan and desk reference.

Vice President Laura Brener reported:

- o With the next full-scale accreditation visit in October 2010, she did a presentation for all staff at Monday's all-staff meeting
- o The Part-time Faculty orientation was held on September 16 with over 50 adjuncts attending.

Vice President Mary Harding reported:

- o Enrollment: Summer enrollment ended at 696 FTE's, which is the 4<sup>th</sup> highest in the past 30 years. Fall enrollment is currently 15% ahead of this time last year. There are 136 worker retraining students, 230 Running Start FTE's, and 136 students using the tuition payment plan. Financial Aid applications are up 21% and student loans are also way up.
- o Athletics: There are currently 119 student athletes enrolled. Both the volleyball and soccer teams are competitive and just beginning league play. The Athletic spaghetti feed will be held November 19, the main fundraising auction will be held on January 9.

Vice President Ellen Peres reported:

- With all of the new hires and subsequent office moves, the Human Resources Office, Campus Services Staff, and IT staff have been extremely busy.
- The Rose Center is up and running
- Remodel of the 2<sup>nd</sup> floor of the Don Talley building is complete, and the Math office remodel project in Main should be completed in a couple of weeks. The International building has been remodeled to accommodate the CEO program.
- An architect has been hired for the Health and Science building and will assist in completing the pre-design.

**5B. ASLCC Report** – ASLCC President Justin Rosetti reported that he has a great staff in student government. Back-to-school week activities are going well, with many exciting events planned for the rest of the week. He also reported that they are in the process of setting goals.

**5C. LCCFAHE Report** – None

**5D. WFSE Report** – Tracy Stanley reported that they received news that the Higher Ed Coalition came to a tentative agreement yesterday. The contract must be ratified by October 1, so voting will be done electronically. She discussed some of the important negotiated items.

**5E. LCC Foundation** – Margit Brumbaugh reported that the Foundation Board will meet on August 22 for their first meeting of 2008-09. She is working on the annual report with Sue Groth. The annual Scholarship Social will be held on October 14.

**5F. Legislative/Public Relations** – In her first report to the Board, Sue Groth said she has had an opportunity to meet with a lot of the staff. Her office is working on the Annual Report, and they are already thinking about how to celebrate LCC's 75<sup>th</sup> anniversary next year.

**5G. Other** –

**6. INSTITUTIONAL MONITORING** –

**6A. Year-End Budget Report** – Ellen Peres reviewed the 2008-09 budget, and said it was a very good year as they ended with a substantial carry forward balance.

**7. PUBLIC COMMENT** – None

**8. SELF-MONITORING** – None

**9. DIRECTION SETTING/VISION**

**9A. Planning Calendar Review** - The two-year planning calendar was reviewed. President McLaughlin explained that the Longview and Kelso superintendents would like to have another joint board meeting in May 2009 to review topics that were discussed at the first joint meeting.

**10. INFORMATION ITEMS –**

**11. COMMUNITY LINKAGES –** None

**12. EXECUTIVE SESSION –** None

**14. ADJOURN EXECUTIVE SESSION –** N/A

**13. ADJOURNMENT –** With no further business, the meeting was adjourned at 6:03 p.m.

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

**MOTION CARRIED** unanimously.

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James L. McLaughlin, Secretary