



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT 13
February 18, 2009**

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Trustee Lyle Lovingfoss, called the workshop of the District 13 Board of Trustees to order at 9:06 a.m., on Wednesday, February 18, 2009, 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
Thuy Vo
Heidi Heywood (by speaker phone)

Mike Heuer (arrived at 10:10)

COLLEGE PRESIDENT: James L. McLaughlin

Others in attendance: Ellen Peres, Laura Brener, Mary Harding, Wendy Hall, Nolan Wheeler, and Linda Clark

2. INTRODUCTION OF GUESTS – President McLaughlin introduced Dean, Kyle Hammon.

3. APPROVAL OF AGENDA

MOTION: By Thuy Vo, seconded by Heidi Heywood,

That the agenda be approved as presented.

MOTION CARRIED by unanimous consent.

4. **CONSENT AGENDA -**

4A. Minutes from the January 21, 2009 regular meeting

4B. Faculty Contract Language regarding E-Learning

MOTION: By Thuy Vo, seconded by Heidi Heywood,

That the consent agenda be approved as presented, including minutes from the January 21, 2009 Board meeting, and the Faculty Contract Language regarding E-Learning.

MOTION CARRIED by unanimous consent.

5. **COLLEGE INPUT**

5A. **President's Report** – President McLaughlin asked the vice presidents to give reports from their respective areas:

- **Mary Harding** – Winter quarter enrollment is at 2697 FTE's (a new milestone), and an increase of 22% over this time last year. Spring quarter schedules are out. Steelscape workers were recently approved for retraining money, so we're expecting more worker retraining students.
- **Laura Brener** – She gave a brief history of the background of the recently approved contract language regarding e-learning. The new language incorporates distance learning, hybrid classes, enhanced classes, and clarifies definitions. It was a good negotiation.
- **Ellen Peres** – The recent state audit was completed with no findings, just a few suggestions. LCC continues to have clean audits year-after-year, which is a testament to the fine work by the business office staff, particularly Dennis Farland. We're moving forward on the pre-design for the Health and Science building. The architects will be meeting with the user's group next week. We've finally closed out the Rose Center building; punch list with the contract is complete.

President McLaughlin also discussed impending budget reductions. We won't know the full impact of the reductions until the Legislature finalizes the budget; so administration is preparing for reductions scenarios of 10%, 12%, 15% and 20%. The Board and Administration were unified in identifying a series of budget reductions that will reduce internal services and support functions before reducing direct instructional capabilities.

6. INSTITUTIONAL MONITORING –

6A. Transfer Monitoring Report – Wendy Hall, Kyle Hammon, and Jerry Zimmerman discussed the data and highlights of the 10th cycle of the Transfer Monitoring report:

- LCC students continue to earn at least a 3.0 grade point average, on average, at the four-year institutions to which they transfer.
- Eighty-seven percent of former transfer students rated the quality of instruction that they received at LCC as “good” or “very good” in 2009, compared to 89% the prior year.
- Transfer student FTE increased 2% to 1,246 in 2007-08, up from 1217 the year before.
- Fall-to-fall persistence of First-Time New Transfer Students increased to 50.7% (fall 2007 to fall 2008), up from 46.2% the year before.
- The number of transfer students receiving an associate degree in 2007-08 was 215, up from 200 (+8%) in 2006-07.
- Graduate rates of “prepared to transfer” students remained consistent in 2007-08, with one out of three graduating within a year of achieving 45 or more college level credits with a 2.0 or greater grade point average, one out of two after two years, and three out of four graduating within three years.
- In a 2009 survey, former LCC transfer students reported a 78% satisfaction rate with the quality of transfer information provided by professional advising staff, and a 75% satisfaction rate with the quality of transfer information provided by faculty advisors. This question was new in 2009.
- In summer 2008, faculty assessed two of the college’s General Education Outcomes for DTA students in a summer institute. The outcomes assessed were Multiculturalism and Critical Thinking.

6B. Head Start Report – Sandy Junker explained that the program had just completed the annual Head Start self-assessment to ensure compliance with the federal regulations, which reviews over 1700 program specifics. Included in the self-assessment were: Identifying strengths and areas of growth. Four specific areas of strengths were identified (community assessment, community partnerships, the mental health program and the leadership team). The action plan for the areas of growth was also reviewed and discussed. Sandy also summarized the 2009-2010 Head Start budget as being “flat funded” at both the State and Federal levels, and is projecting a \$268,866 shortfall.

Suzanne Johnson and Paul Youmans provided an update on the 2009-10 strategic planning goals and objectives, as well as key findings from the 2009 Community Assessment Survey update on demographics, community health and education, economy and employment, community safety, and community services. Sue provided an update on the Fall 2008-09 Outcomes Report covering such areas as curriculum, language

development, literacy, mathematics, social emotional development, physical health, and strategies for 1st quarter.

7. BOARD BUSINESS

7A. TACTC Conference Report – Thuy, Lyle, and Dr. McLaughlin gave a brief update on the recent TACTC conference, which centered mostly on the budget and testifying on behalf of community college issues.

7B. Nomination of Board Officers for 2009-10 – The Board reviewed the progression of officers, and the agreed to nominate Mike Heuer as Chair for next year and Heidi Heywood and Vice Chair.

8. EXECUTIVE SESSION – None

9. ADJOURN EXECUTIVE SESSION –

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

11. ADJOURNMENT [ACTION]

MOTION: By Mike Heuer, seconded by Heidi Heywood
That the meeting be adjourned.

MOTION CARRIED by unanimous consent. Meeting was adjourned at 11:25 a.m.

On March 18, 2009, the Board of Trustees of Community College District 13 approved minutes of the February 18, 2009 regular meeting.

James L. McLaughlin, Secretary