

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES

June 17, 2009

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

Chair Mike Heuer called the regular meeting of the District 13 Board of Trustees to order at 5:04 p.m., on Wednesday, June 17, 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:	Thuy Vo Heidi Heywood Lyle Lovingfoss Mike Heuer Max Anderson (arrived at 5:05)
COLLEGE PRESIDENT:	Jim McLaughlin

Others in attendance: Mary Harding, Laura Brener, Ellen Peres, Bonnie Terada, Wendy Hall, Sue Groth, Margit Brumbaugh, Nolan Wheeler, Molly Howard, and Linda Clark.

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced LCC employees Karen Joiner and Roxanna Ahmadifard, ASLCC incoming President Jake Allegar, and Ray Byers of KLOG.

3. **APPROVAL OF AGENDA**

MOTION: By Lyle Lovingfoss, seconded by Thuy Vo,
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 May 27, 2009 meeting

4B. Revision to the Miscellaneous Fee Schedule for 2009-2010

MOTION: By Lyle Lovingfoss, seconded by Max Anderson,

The consent agenda was approved as presented including minutes from the May 27 Board meeting and the revision to the 2009-2010 miscellaneous fee schedule (technology fee increase).

MOTION CARRIED unanimously

5. **COLLEGE INPUT**

5A. **President's Report** – President McLaughlin reported on many of the year-end activities, including the Spring Reception and upcoming Commencement.

VP Mary Harding:

- There will be approximately 235 students walking in commencement this year and 430 graduating with degrees. **This year's speaker will** be former LCC student Tadd Wheeler who is currently enrolled in a Masters/Doctoral program at the University of Idaho.
- The 2008-09 enrollment will be the largest year in LCC history, **hovering right at 3000 annualized FTE's. Even with this record enrollment, the College has served every student.** Summer enrollment is currently 30% ahead of this time last year, and pre-enrollment for Fall seems to be following the same trend.
- She distributed a handout which focused on our worker retraining students, including their areas of study.

Vice President Laura Brener:

- Instruction has already added 28 classes to the summer schedule, and based on enrollment projections, more may be needed!
- The College received stimulus funding through the WDC for four classes. This money will fund 65 students, which we are working with WDC to identify. Additionally, WDC is helping fund co-location of two individuals in Financial Aid and Career and Employment Services to help process these students.

Vice President Ellen Peres

- We are winding down the pre-design for the Health and Science Building as the submittal deadline is June 30. She will share designs at the July workshop for the 70,000 sq. ft. building.
- Campus Services will be doing a lot of preventive maintenance this summer since they were not able to do as much last year as the Rose Center occupancy took most of their available time.
- We have started negotiations with the Southwest Washington Symphony per their request to make the Wollenberg Auditorium their home.

5B. ASLCC Report – Jake Allegar said he is looking forward to his incoming position as ASLCC President and working with the Board.

5C. LCCFAHE Report – N/A

5D. WFSE Report – Molly Howard reported that balloting to accept the state bargaining contract ended last Friday and it appears to be heading for ratification. The contract includes a Memorandum of Understanding to revisit increment raises if the economy improves. LCC will have three representatives at the upcoming State convention: Molly Howard, Vicky Echerd, and Tracy Stanley.

5E. LCC Foundation – Margit Brumbaugh reported that the Foundation continues to work on scholarship funding and to date, has six new ones for next year. They are busy working on and promoting the July 10 Chili Cook-Off Fundraiser.

5F. Legislative/Public Relations – Sue Groth reported that the spring schedule has been distributed, and that the new Catalog will be sent to the printer on June 18.

5G. Other –

6. INSTITUTIONAL MONITORING

6A. Institutional Excellence Monitoring Report – Wendy Hall, Karen Joiner and Roxanna Ahmadifard presented the 10th cycle of this monitoring report. Actions resulting from past review of the reports were discussed, as well as analysis from the review team.

7. PUBLIC COMMENT – None

8. SELF-MONITORING - None

9. DIRECTION SETTING/VISION

- 9A. 2009-2010 Fiscal Budgets – President McLaughlin asked the Trustees to look at the final draft of the 2009-2010 Annual Priorities, which show fiscal restraint due to reductions in funding. The focus continues to remain on teaching and learning. The Board gave its approval for next **year's annual priorities.**

Dr. McLaughlin next reviewed the budget assumptions for 2009-2010: No Salary Increases, Exception – Classified contractual step increments and Faculty tenure increments must be upheld; Health Benefits – 33% increase; Tuition increased by 7%; 11% Reduction Plan implemented; Record Student enrollment expected to continue thru 2010; Instructional program will be similar to current year; Utility increases anticipated at \$89,000; Unemployment costs increased by \$335,000; and Ending Balance for 2008-2009 estimated at \$250,000. Discussion was held regarding these assumptions.

Operating Budget – Vice President Ellen Peres presented an overview of the 2009-2010 operating budget of \$28,844,405, including a comparison **to last year's budget.** This has been one of the most challenging budgets prepared by the college. Cuts actually began last July. Reduction scenarios from 12 to 20 percent were tested for several months before the legislature firmed up the eleven percent figure. Offset by a seven percent annual tuition increase, the college was only left with \$900 thousand dollars to allocate. Approximately one third of that amount went to state directed nondiscretionary increases. The remaining discretionary funds were applied to utility and lease increases, technology and distance learning, and anticipated unemployment costs. An ending balance of \$250,000 is expected this year and projected for next year. Annual priorities for the college have been scaled back accordingly, but the college is preparing to serve an increasing level of student demand in the instructional programs. Budget documents were reviewed, discussion was held, and the following motion was proposed:

MOTION: By Max Anderson, seconded by Lyle Lovingfoss

That the fiscal year 2009-10 Operating Budget of \$28,844,405 **be approved as presented."**

MOTION CARRIED unanimously.

The ASLCC budget for 2009-10

Vice President Mary Harding explained that the ASLCC Executive Council deliberated on the requests made to them and considered requests **carefully and fairly. Based on the Trustee's approval to increase S & A fees** to the maximum at the May 27 Board meeting, the additional funds generated through that increase will be budgeted half to Contingency and half to the ASLCC budget.

The Athletics budget for 2009-10

Vice President Harding further explained that the proposed Athletics budget for 2009-10 provides funding for our athletic program. It is designed to cover their needs and contains enough contingency to cover post-season commitments that might arise. It also includes a contribution to the gymnasium remodel fund.

Max Anderson asked for clarification regarding elimination of the Soccer program.

MOTION: By Max Anderson, seconded by Thuy Vo

That the fiscal year 2009-10 Student Program Budget of \$292,064 and the Student Activities Athletic Budget of \$194,709 be approved as presented. Further explanation to be presented at the July Board meeting, which could result in potential budget adjustment to the Athletics **budget."**

MOTION CARRIED unanimously.

- 9B. Retreat Planning – After reviewing calendars, it was agreed to move the July workshop from the 15th to the 29th. It was also agreed to hold the meeting on campus and add the following agenda items to those already established: Health and Science pre-design, a skills center status report with John Krause; and a potential visit with Chris Reykdal of the State Board.
- 9C. Planning Calendar Review - The two-year planning calendar was reviewed. The Board would like to meet again with the Kelso and Longview School Boards; date to be determined later.

