

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES

July 29, 2009

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

Chair Mike Heuer called the meeting of the District 13 Board of Trustees to order at 8:40 a.m., on Wednesday, July 29, 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
COLLEGE PRESIDENT:	Jim McLaughlin

Others in attendance: Mary Harding, Laura Brener, Ellen Peres, Bonnie Terada, John Krause and Linda Clark.

2. **APPROVAL OF AGENDA**

MOTION: By Lyle Lovingfoss, seconded by Heidi Heywood,

That the agenda be approved as presented with the addition of a short executive session with the AAG.

MOTION CARRIED unanimously.

3. **CONSENT AGENDA** - The following consent items were offered for consideration.

4A. Minutes of the June 17, 2009 meeting

4C. LCC Head Start/ECEAP Governing Body Roles and Regulations

MOTION: By Lyle Lovingfoss, seconded by Heidi Heywood,

That the consent agenda be approved as presented including minutes from the June 17 Board meeting and approval of the attached Head Start Policy Council bylaw changes and 2008-09 Self-Assessment Summary.

MOTION CARRIED unanimously

4. BOARD INFORMATION

- 4A. Review Athletic Budget – During the budget session at the June meeting, the Board asked for additional background information on the athletic budget allocation. Vice President Mary Harding explained the budget development process includes both operating and athletic budget sources. Due to funding reductions in the state operating budget, staffing and program cuts were made in March, including suspension of the soccer program. On the flip side to the funding cuts, increased enrollment resulted in higher S & A fees of which athletics derives a percentage. Therefore, more money was available for distribution this coming year for athletic programs.
- 4B. Health and Science Building Pre-Design – Vice President Ellen Peres explained cost, process, and timeline for design and construction of the Health & Science Building, which is scheduled for substantial completion in February 2013. The pre-design for the building was submitted to the State on June 30.
- 4C. Skills Center Status – Associate Vice President John Krause reviewed the recommendations from the Executive Summary of the Skills Center feasibility study. The recommendation is for a Cowlitz and Wahkiakum Counties Skills Center to be a branch campus in partnership with the Clark County Skills Center. The focus will be to offer opportunities to local K-12 students in a broad array of relevant skills training, as well as college credit, industry certification, apprenticeships, and internships. The projected FTE would be 75 FTE per year for the first three years increasing to a maximum of 150 FTE. The earliest projected start-up would be 2011 or 2013.

5. SETTING DIRECTION/VISION

- 5A. Visit with Jan Yoshiwara of the State Board – Jan Yoshiwara, Deputy Executive Director of Education, reviewed and explained the findings, conclusions, and recommendations of the Mission Study Task Force. Discussion followed.
- 5B. Discussion of Future Direction – The Board discussed the implications **from the State Board's Mission Study and applicability to local situations**

6. SELF-MONITORING

- 6A. Self-Evaluation –The self-evaluation provided an opportunity to monitor the **Board's process and performance as outlined in Board policy**. They used an individual and collective evaluation instrument as a starting point. Immediately following, they adjourned to lunch and continued the discussion of policy governance with Trustee Emeritus, Gary Healea.

At 12:21, Chair Mike Heuer, called for a 5-10 minute Executive Session with AAG Bonnie Terada for legal counsel, followed by a 90-minute lunch break.

Chair Heuer re-opened the public meeting at 2:05 p.m.

7. INSTITUTIONAL MONITORING –

- 7A. **President's Report of Annual Accomplishments for 2008-09** – President McLaughlin presented the 2008-09 report of annual accomplishments. He said that this has been one of the most challenging years ever faced at Lower Columbia College. Losing \$600,000 in current year funding, followed by an 11 percent reduction in our state apportionment, necessitated a number of difficult cutbacks, while serving more people than ever in the 75-year history of LCC—over 3000 **annualized FTE's**—and not a single student was turned away. Statistics from the national community college benchmarking survey were excellent. Dedication, hard work and innovative responses by our faculty and staff this year have proven beneficial not only to our students but to the entire community. A community perception survey taken this spring generated positive ratings of 93 percent and higher for LCC in every mission category. In May, LCC received the Large Business of the Year Award from the Kelso-Longview Chamber of Commerce Education Foundation, and honor that reflects a tremendous team effort.

President McLaughlin also discussed the key “plus and minus” issues of last year. The Board expressed their appreciation of strong staff morale in the face of such difficult challenges and noted that it took remarkable leadership to accomplish that.

Priority goals for 2009-2010 were discussed and it was agreed to put plans for a university **center into the College's Master Facilities Plan.**

8. EXECUTIVE SESSION

- 8A. **President's Evaluation/Contract Consideration** – At 1:30 p.m., Chair Heuer called for a 30-minute executive session to discuss personnel; specifically evaluation and contract consideration for the president -- Action anticipated. Nolan Wheeler was called to participate in the executive session.

9. ADJOURN EXECUTIVE SESSION – Chair Mike Heuer reopened the public meeting at 3:00 p.m.

10. [ACTION] AS A RESULT OF EXECUTIVE SESSION –

MOTION: By Max Anderson, seconded by Lyle Lovingfoss
That the appointment of Dr. James L. McLaughlin
as President of Lower Columbia College be
extended for one year; through June 30, 2014,
effective September 1, 2009, at an annual salary
to remain at one hundred sixty-five thousand two
hundred forty dollars & 00/100 (\$165,240), with
five additional days of Personal Leave granted to
be used by August 31, 2010. The additional
week of annual leave will be continued and
allowed to accrue.

MOTION CARRIED unanimously.

11. **ADJOURNMENT** – With no further business, the meeting was adjourned by
unanimous consent at 3:02 p.m.

On September 16, 2009, the Board of Trustees of Community College District 13 approved
minutes of the July 29, 2009 workshop.

James L. McLaughlin, Secretary