

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES  
MINUTES

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 5:06 p.m., on Wednesday, October 21, 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  
  Mindi Linqvist  
  Heidi Heywood  
  Mike Heuer

COLLEGE PRESIDENT:         Jim McLaughlin

Others in attendance: Ellen Peres, Mary Harding, Laura Brener, Bonnie Terada, Nolan Wheeler, Sue Groth, Tracy Stanley, Jake Allegar, and Linda Clark.

2. INTRODUCTION OF GUESTS – President McLaughlin introduced **the College's** newest trustee, Mindi Linqvist, who was appointed by the Governor just last week.

3. APPROVAL OF AGENDA

MOTION:                         By Heidi Heywood, seconded by Thuy Vo,  
  
  That the agenda be approved as amended by adding review of the 2009-2010 Trustee committee assignments as item 5G.

MOTION CARRIED unanimously.

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

4A. Minutes of the September 16, 2009 meeting

MOTION:                         By Thuy Vo, seconded by Heidi Heywood,  
  
  That the consent agenda be approved presented.

MOTION CARRIED unanimously.

## 5. COLLEGE INPUT

### 5A. **President's Report** – President McLaughlin reported on a couple of highlights since last month's meeting.

- He will be traveling to Spokane next week to attend the Workforce Development Conference to receive a Governor's Best Practices award for the College's RONE program.
- The Washington State Humanities Association met earlier this week on the LCC Campus. The *Salal Review*, published by LCC staff and students, won the Associations 2009 Campus Literary and Arts Magazine for 2009 (editor, instructor Joe Green); and LCC instructor Jerry Zimmerman was honored with an exemplary status award for his contributions.
- Vice President Ellen Peres was recently selected as the Outstanding Business Officer of the region and will be accepting her award next week.
- He is working with Ellen Peres and AAG Bonnie Terada on the final details of the agreement with the West Coast Baseball League; hoping to complete the negotiations soon.
- He distributed a copy of an article from the *Community College Week* on what occupations have the most job openings for people with AA or Bachelor degrees. LCC is well positioned to provide workers in these fields: Nursing, Allied Health, Elementary Education/Early Education, Automotive Tech, and Computer Tech programs.

#### Vice President Mary Harding:

- Enrollment: Current state-funded enrollment is at 3232 FTE's, which is 27% higher than last year and 48% higher than two years ago. The **total enrolled FTE's is 3600, including 292 Running Starts students, 200 CEO students, 26 Community Ed students, 28 ARRA-sponsored program students, and 54 in the "other" categories. Based on summer and fall quarters, we have already achieved 58% of our state target.**
- The new Fact Book was distributed to the Trustees and she called attention to page 14. The College customarily enrolls around 30% of the local high graduates the following September, but last year, we only enrolled 24%. After researching some possible scenarios, she **determined that it may be just a "blip" but may also be associated with decreased enrollment in the Longview High Schools.**
- We received word that our Title IV Financial Aid recertification was approved. This year, we have already process \$2.9 million in Pell grants, and increase of 81% over last year), as well as \$5.1 million in Stafford Loans, a 95% increase.
- The annual flu shot clinic was held this month. The students pay for the vaccines and the student nurses give the shots. The County Health Department has volunteered to provide free H1N1 vaccine for students **as soon as it's available.**
- **More than 120 people attended the recent Parent's Night; more than at any other time.**
- Basketball begins Thanksgiving weekend.

Vice President Laura Brener:

- o The Self-Study for Accreditation continues to move along nicely. She has reviewed 7 of the 9 Standards to date.
- o Plans are underway to institute a slightly different process to select faculty for open tenure track positions. We currently have six positions that are being filled on a temporary basis. The individuals in those positions have been in that capacity for one or two years. A committee is being established to review the credentials, reviews, and observations of these instructors. Upon completion of the review, the Committee will either recommend offering to place them in the three-year tenure track process, or go out for a national search. The Faculty Association is in full agreement with this.

Vice President Ellen Peres reported:

- o The College will be starting a new project soon. We have received \$151,000 in grant funds to construct new administrative space for Head Start Administration. Plans are to add a section to the existing Head Start building, which will provide office and meeting space in a better location on campus.
- o Construction of a new parking lot on the practice field hit a little snag in the approval process with the City, but is now on track to begin as long as the weather holds out.

- 5B. ASLCC Report – ASLCC President Jake Allegar reported that the student government sponsored Red Cross Blood Drive which exceeded its goal. Student Government has prioritized four major goals for the year including aesthetic improvements to the campus and improvements within the student government itself (re-writing bylaws and increasing membership). They are also sponsoring a Harvest Fest for students and their families.
- 5C. LCCFAHE Report – No Report
- 5D. WFSE Report – Tracy Stanley reported that the union is trying to get more staff involved, and that they are working with the HR Department to schedule times for contract training.
- 5E. LCC Foundation – No Report
- 5F. Legislative/Public Relations – Sue Groth explained that the state PIO meeting is taking place this week in Vancouver and that LCC is up for an award. During the meeting, they will be working on the system-wide legislative campaign.

The College has received great media coverage and we will be having another article on the donation of the major chemistry equipment that was received earlier in the quarter.

Winter Schedules will be mailed within a couple of weeks.

5G. Other –

- The Board reviewed the 2009-2010 Committee Assignments due to the end **of Lyle Lovingfoss’s tenure on the Board. New Trustee Mindi Linqvist agreed** to take his place on the TACTC Legislative Action Committee.
- Chair Heuer explained that he received a letter from the Department of Education inviting a Board member to participate in a grant review for Head Start on November 4. None of the Trustees were able to attend, but President McLaughlin explained that we will be well represented by Head Start Administrators and Policy Council Members.
- On future Board agendas, the monthly Head Start budget status reports will be built into the Consent Agenda providing the Board an opportunity to review them and ask questions.
- They discussed awarding Trustee Emeritus status to Lyle Lovingfoss and agreed to do that at the November meeting with a brief reception. Details to be worked out prior.

6. INSTITUTIONAL MONITORING –

- 6A. Quarterly Budget Report – Ellen Peres reviewed the first quarter budget which **is right on track. Staff are being cooperative and conservative as we aren’t sure** what the state revenue projections may be for the coming months.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

- 9A. Planning Calendar Review - The two-year planning calendar was reviewed.

10. INFORMATION ITEMS –

- 10A. Proposed meeting schedule for 2010 – The proposed schedule for next year was distributed for review, and approval of the schedule will be on next **month’s agenda.**

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 6:10.

MOTION: By Thuy Vo, seconded by Heidi Heywood,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On November 18, 2009, the Board of Trustees of Community College District 13 approved minutes of the October 21, 2009 regular meeting.

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James L. McLaughlin, Secretary