



Longview, WA 98632

MEETING of JANUARY 20, 2010

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 5:05 p.m., on Wednesday, January 20, 2010, 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: Mindi Linqvist
Thy Vo
Mike Heuer
Max Anderson
Heidi Heywood

COLLEGE PRESIDENT: Jim McLaughlin

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

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced Laura Waltrip, the new ASLCC President, Alina Nestjorkina, ASLCC Vice President, Helen Kuebel, Dale Groff, Brendan Glaser, Jon Kerr, Kyle Hammon, Tamara Norton, and Roxanna Ahmadifard.

3. APPROVAL OF AGENDA

MOTION: By Heidi Heywood, seconded by Max Anderson,
That the revised 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 December 16, 2009 meeting

4B. Head Start/ECEAP Self-Assessment Policy and Procedure, MSYS 9a

MOTION: By Heidi Heywood, seconded by Thuy Vo,

That the consent agenda be approved as presented, including minutes of the December 16, 2009 Board meeting, and Head Start/ECEAP Self-Assessment Policy and Procedure, MSYS 9a.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President McLaughlin reported that LCC is serving over 40 percent more students this year than last, and that system-wide enrollment is **20,000 FTE's over where it was one year ago**. He discussed the latest in the budget situation, which now includes interest in cutting \$500,000 from capital projects. The early retirement incentives that were approved at the December Board meeting have resulted in twelve retirements so far, which makes significant inroads toward our current budget reduction goal.

Vice President Mary Harding:

- o As of the end of fall quarter, the College has seen a 53 percent **increase in the past two years; virtually a "college and a half!"**
- o **Tenth day enrollment for Winter quarter has exceeded last quarter's** record enrollment. Staff are working very hard in the Student Services area to accommodate this dramatic increase.
- o The ASLCC conducted a special election yesterday resulting in Laura Waltrip being elected as their new President.
- o **Both the men's and women's basketball teams are doing very well, and** the annual athletics fundraising auction will be held on Friday, Jan. 22.

Vice President Laura Brener:

- o The student nurses got together and provided eight \$50.00 gift certificates for needy student families during the holidays.
- o Although Faculty are carrying heavy loads, they are still participating in extra activities, i.e. the recent STEM activity on Jan. 16 for high school students; the upcoming annual welding competition, and continuation of the weekly Community Conversations series.

Vice President Ellen Peres:

- o Facilities: The new parking lot may be done in February if weather **permits; we're moving forward with the Head Start edition to house** their administrative staff; and plans continue for the Health and Science building, which will be presented at the February Board meeting.

- o She received a surprise email from the Legislature this week asking for balances all capital projects accounts except for the minor renovations account. **So, we're stepping up the timeline to use funds from that account to move the Disabilities Office to the Admissions Center.**

5B. ASLCC Report – VP Alina Nestjorkina reported that enrollment in the student government class is 29—the largest in over 27 years! Three of the officers attended a leadership conference in Washington, D.C. which focused on promoting student activities and student empowerment. The annual Winter Festival will be held January 27-28. Also, she is now receiving the weekly legislative newsletter from the State Board and will summarize the key points of interest to students and post in the student center.

5C. LCCFAHE Report – N/A

5D. WFSE Report – Molly Howard reported that the Federation will be heading to Olympia on Friday, January 22, to get their message to legislators regarding some of the upcoming bills.

5E. LCC Foundation – Margit Brumbaugh reported that the Foundation has received a very good response from staff and community for the annual appeal. Scholarship renewals are underway for 2010-11. Scholarship endowments are starting to come back; she will be sending status letters to the endowment donors in the next couple of weeks. Mark your calendars for the May 13 golf marathon.

5F. Legislative/Public Relations – Sue Groth reported that she and President McLaughlin had met with all six local legislators prior to start of the session. She included three 1-page information sheets in the TACTC Winter Conference materials, as well as an LCC fact card; both of which contain timely information for the January 25 legislative reception during the conference.

5G. Head Start/ECEAP Written Report - November 2009 Budget Status Report and November End-of-Month Program Report.

5G. Other – President McLaughlin reported that the baseball contract has been finalized pending Bonnie Terada's signature.

6. INSTITUTIONAL MONITORING

6A. Professional/Technical and Customized Ed Monitoring Report – Deans Brendan Glaser and Helen Kuebel presented the report. Brendan explained that he and Helen would be putting the actual monitoring report results into context instead of reviewing the data. They discussed the strategies and related actions taken from last year's data, followed by a discussion on "How did we do?" and finished by discussing what to watch for in the future.

6B. Quarterly Budget Report – Vice President Ellen Peres reviewed the second quarter local funds equity summary, the quarterly variance report of budgeted revenues and expenditures, and the operating budget status review. Tuition revenues are considerably higher this year due to increased enrollment; these one-time dollars are being used for specific projects such as converting the soccer practice field into a parking lot, and offering early retirement incentives. Expenditures are right on target.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Planning Calendar Review - The Board reviewed a draft of the February 17 workshop agenda and will get back to the President with possible additions. The joint meeting with Longview and Kelso School Boards in May was also discussed.

10. BOARD BUSINESS/INFORMATION ITEMS –

10A.[ACTION] Recommendation to confer Faculty Emeritus Title to Kathy Demarest – Dr. McLaughlin explained that this recommendation had come through the proper channels in accordance with the Faculty Contract, and that he concurred with the recommendations of the Language and Literature Department and the Sabbatical Review Committee.

MOTION: By Mindi Linqvist, seconded by Heidi Heywood,

That the title of Faculty Emeritus be conferred to Kathy Demarest as recommended by the Sabbatical Review Committee, and in accordance with administrative policy 319.

MOTION CARRIED unanimously.

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION – None

15. ADJOURNMENT – With no further business, the meeting was adjourned at 6:15p.m.

MOTION: By Max Anderson, seconded by Thuy Vo,
That the meeting be adjourned.

MOTION CARRIED unanimously.

On February 17, 2010, the Board of Trustees of Community College District 13 approved minutes of the January 20, 2010 regular meeting.

James L. McLaughlin, Secretary