



Longview, WA 98632

MEETING of JUNE 16, 2010

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES

MINUTES

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Heidi Heywood called the regular meeting of the District 13 Board of Trustees to order at 5:02 p.m., on Wednesday, June 16, 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
Heidi Heywood
Max Anderson arrived @ 5:10

COLLEGE PRESIDENT: Jim McLaughlin

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

2. **INTRODUCTION OF GUESTS** – President McLaughlin introduced Ray Byers, Alina Nestjorkina, Roxanna Ahmadifard, Richard Hamilton, Brendan Glaser, Joe Quirk, Cary Snyder and Mike Gilman.

3. APPROVAL OF AGENDA

MOTION: By Thuy Vo, seconded by Mindi Linqvist,
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 April 21 and May 19, 2010 Board meeting**
- 4B. 2010-11 Quid Pro Quo Agreement with the LCC Foundation**
- 4C. Early Head Start Grant, Budget, and Start Date for 2010-11**
- 4D. Addition to the Miscellaneous Fee Schedule for 2010-11**
- 4E. Increase of Facility Use Fee for 2010-11**

MOTION: By Mike Heuer, seconded by Thuy Vo,

That the consent agenda be approved as presented, including minutes from the April 21 and May 19 Board meetings; the 2010-11 Quid Pro Quo agreement with the LCC Foundation; the Early Head Start Grant, budget and start date for 2010-11; addition to the Miscellaneous Fee Schedule, and increase of the Facility Use Fee

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President McLaughlin provided an update on the upcoming graduation ceremonies. He reported that LCC worker retraining students are so successful that the State Board asked, "How do we do it?" He also reported a couple of highlights from the recent transfer student survey.
Vice President Mary Harding:

- o Summer enrollment is currently at 1256, which is 31% ahead of this time last year and early fall enrollment is running 11% ahead. We ended spring quarter with a record 3176 FTE's.
- o This year's graduation class of 472 Associate Degree earners is the largest in LCC history.

Vice President Laura Brener:

- o Provided an update on the new "College in the High School" classes to be offered in Woodland fall quarter. These advanced placement classes will count toward both high school and college credits. The curriculum will be aligned during the summer with Woodland and LCC faculty.
- o The accreditation self-study is very close to completion. Once the draft is finalized, it will be placed on our internal website for review. Wendy is collecting required exhibits in both paper and electronic formats.

Vice President Ellen Peres:

- o The IT Staff is in the process of upgrading the College's infrastructure core system. Once that upgrade is complete, a new voice over internet phone system will be installed.

- **User's** group meetings for the Health and Science Building are nearing completion. The architects will then work on final design by this fall, and bids will be mailed in the spring.

5B. ASLCC Report – Outgoing ASLCC President Laura Waltrip provided a report on the Red Devil Days last month.

5C. LCCFAHE Report – Kam Todd discussed the impact of the increased enrollment on full-time Faculty. While adjuncts pick up the extra classroom loads, the bulk of activities fall to the full-time faculty. Contract negotiations begin next year.

5D. WFSE Report – Molly Howard reported that the Federation has begun contract negotiations with the State. A salary survey has been completed and posted on the Federation website. The survey shows 82% of staff are below median range.

5E. LCC Foundation – N/A

5F. Legislative/Public Relations – Sue Groth reported on the many positive activities held on campus in May and June. Reminder that commencement will be this Friday, June 18.

5G. Head Start/ECEAP Written Report – April 2010 Budget Status Reports for Federal and ARRA Early Head Start, and the April End-of-Month Program Reports.

5G. Other – None

6. INSTITUTIONAL MONITORING

6A. Institutional Excellence and Community Enrichment Monitoring

Reports – Vice Presidents Laura Brener, Mary Harding and Ellen Peres provided a recap of both reports. Highlights included the new Fast Track GED program, expansion of I-Best, implementation of I-Trans, preliminary planning for Transfer Express (accelerated degree program), and implementation of changes to financial aid application and award processes. Highlights of the Community Enrichment report included a report of the substantial increase in the exhibits in the Rose Center Art Gallery, community support of LCC fundraising activities, and the successful Community Conversations lecture series.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. 2010-11 Fiscal Budgets - President McLaughlin asked the Trustees to look at the final draft of the 2010-11 Annual Priorities, which remain focused on teaching and learning.

Operating Budget – Vice President Ellen Peres presented an overview of the 2010-2011 operating budget of \$30,383,525. We have had another **challenging year and the state’s economy doesn’t appear to be improving** quickly. Record enrollments this past year provided an infusion of one-time dollars, but our ongoing funding is again being reduced. The reduction for 2010-2011 is \$950 thousand. As result of reductions this year, our ending balance for 2009-2010 is lower than it has been, and it is anticipated only \$200,000 will be available for the next year. Many of the increases included in **next year’s budget are due to the short term influx of students to meet the** criteria of using one-time funds to meet those costs. We will use \$1.4M of this **year’s one-time** excess enrollment dollars to be prepared to serve up to the same level of enrollment next year. We will continue to analyze our expenditure **patterns and prepare for the possibility of future cuts based on the state’s** economic forecast.

MOTION: By Max Anderson, seconded by Mike Heuer

That the fiscal year 2010-11 Operating Budget of \$30,383,525 be approved as presented.

MOTION CARRIED unanimously.

ASLCC budget for 2010-11

Vice President Mary Harding explained that the ASLCC Executive Council deliberated on the requests made to them and considered requests carefully and fairly and recommend the attached budget.

Athletics budget for 2010-11

This budget provides funding for **the College’s** athletic programs. It is designed to cover their needs and contains enough contingency to cover post-season commitments that might arise. Mary explained that there is more money in **next year’s athletic budget due to the sheer numbers of students paying S & A** fees of which a portion goes directly to athletics.

MOTION: By Mike Heuer, seconded by Max Anderson

That the fiscal year 2010-11 Student Program Budget of \$351,088 and the Student Athletics Budget of \$234,059 be **approved as presented.”**

MOTION CARRIED unanimously.

9B. Retreat Planning - It was agreed to hold the July workshop on campus due to budget constraints. In addition to the agenda items previously established, the Board would like to review and discuss a list of questions submitted by TACTC to all system Boards, review of the joint Board meetings with Kelso and Longview, and review of the tenure process.

9C. Planning Calendar Review – No additions

10. BOARD BUSINESS/INFORMATION ITEMS – None

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION – None

15. ADJOURNMENT – With no further business, the meeting was adjourned at 6:55p.m.

MOTION: By Max Anderson, seconded by Mindi Linqvist,
That the meeting be adjourned.

MOTION CARRIED unanimously.

On July 21, 2010, the Board of Trustees of Community College District 13 approved minutes of the June 16, 2010 regular meeting.

James L. McLaughlin, Secretary