



Longview, WA 98632

MEETING of JANUARY 19, 2011

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 5:00 p.m., on Wednesday, January 19, 2011, 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
Max Anderson
Mindi Linqvist

COLLEGE PRESIDENT: Jim McLaughlin

Others in attendance: Ellen Peres, Nolan Wheeler, Wendy Hall, Sue Groth, Tracy Stanley, Kam Todd, Seth Stewart, Brendan Glaser, Bonnie Terada, and Linda Clark

2. INTRODUCTION OF GUESTS – President McLaughlin introduced LCC Faculty Member Jim Franz and community member Dave Slotwinski.

3. APPROVAL OF AGENDA –

MOTION: By Max Anderson, 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 from the December 15, 2010 Board Meeting

4B. Head Start/EHS/ECEAP Policy Revisions PGOV 3b and 4e

MOTION: By Mindi Linqvist, seconded by Thuy Vo,
That the consent agenda be approved as presented

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President McLaughlin explained that two of the three vice presidents were not available for this evening's meeting. He provided an update on student activities for Vice President Lisa Matye Edwards as follows:

Student Services Update:

- The recent annual athletics auction netted approximately \$20,000!
- The college recently experienced major computer problems in Financial Aid due to a problem with the state system; however, even in light of that, Financial Aid processed more checks than any other quarter in college history—over 2000. The new Financial Aid student portal had nearly 71,000 visits this quarter.
- Lisa Matye Edwards is on a committee working on a state task force to upgrade the state's ailing technology system. An upgrade of this magnitude will cause major implementation issues, but once completed, it will integrate services and processes between colleges. The projected cost will be between \$60-\$100 million dollars.
- Enrollment: We have already met our annual enrollment goal. Spring quarter enrollment is 394 less than this time last year indicating a flattening out trend.

Vice President Ellen Peres:

- The new computer backbone upgrade is about finished, which means implementation of the new voice over internet phone system will begin. This is a daunting task since our IT department has been decimated by layoffs and a recent specialist taking a military leave.
- The College takes possession of the Maple Terrace Apartments on February 1, and has reached an agreement with the City Fire Department to use the facility for training. The City will assume all liability, as well as communication with the public. The burn will be conducted on a weekend to lessen impact on normal college operations.

President McLaughlin explained that he and VP Brener attended the annual accreditation meeting with the Commissioners to review LCC's recently completed review. It was a good review for Lower Columbia College.

He talked about the upcoming TACTC Legislative meeting and the opportunity to meet with local legislators. He distributed copies of three handouts pertaining to the Governor's proposal to restructure the education system in Washington State. He explained that most of the Community College presidents and the K-12 superintendents have very deep concerns about the proposal. The Board indicated they would like to gather more information before taking a stand on this topic.

5B. ASLCC Report – ASLCC President Seth Stewart reported on activities, including the upcoming special elections next week and the January 28 comedic show featuring Ty Barnett, which will be held in the Wollenberg Auditorium.

- 5C. LCCFAHE Report** – Kam Todd discussed the December luncheon between Faculty and local legislators, which was well attended and quite positive...they hope to do this again next year instead of the one-day lobbying effort in Olympia. Faculty are concerned about the Governor's education proposal as well. He will be attending the national NEA conference in March. A labor and employee relations training is scheduled in April. Bargaining will begin soon as the current contract expires the end of June; he is hopeful that negotiations can be wrapped up by commencement. He read highlights from the House's supplemental budget, but the Senate version is not out yet.
- 5D. WFSE Report** – Tracy Stanley reported that the local met last night and discussed the Governor's proposal—the union has serious concerns about it. They had a good UMCC meeting earlier this week; Dr. McLaughlin came and talked about budget and potential implications—not all “doom and gloom.” Statewide negotiations are continuing.
- 5E. LCC Foundation** – N/A
- 5F. Legislative/Public Relations** – Sue Groth provided details about the upcoming reception with legislators on January 24 at the TACTC conference. LCC, Grays Harbor, Olympic and Peninsula are once again combining efforts for this event. She and Dr. McLaughlin met with all local legislators in one-on-one meetings during the past couple of months and shared information about the College, its programs, the Health and Science Building, and budget. We are keeping fingers crossed that the Health & Science Building remains funded on the Capital Budget list.
- 5G. Head Start/ECEAP Written Report** – Including program and budget status reports for November 2010. Heidi shared with the Board that the first review of our Early Head Start program went well.
- 5H. Other**
- Max Anderson said the president search is moving along. The second meeting on January 13 focused on screening and ranking processes. Committee members agreed to do their best to read every application, which means they most likely will not be able to provide a list of top candidates for the Board's consideration at the March meeting—most likely for the April 20 meeting. He also distributed copies of the presidential search brochure (thanks to Sue Groth and her staff). Nolan Wheeler explained that over 250 brochures had been mailed and advertising sent to all appropriate educational publications. In addition, the new webpage designated for the search has had tremendous interest. To date, the site had been viewed a total of 1133 times.

6. INSTITUTIONAL MONITORING

6A. Professional Technical/Customized Education Report – Dean Brendan Glaser provided a summary of this monitoring report including actions from past reports, licensure rates and the overall enrollment increase in the professional technical programs. The ICP program has also shown tremendous growth--up 43% last year. Part of this increase is attributed to Andrea Leary who has been reaching out to the community to determine what their needs are—not just focusing on what our students’ needs are. Satisfaction rates for LCC’s Customized Ed programs ranged from 95-99%. The number of pre-employment tests administered nearly doubled in 2009-10, increasing from 199 to 565.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Quarterly Budget Report – Ellen Peres presented on second quarter funds equity, revenues and expenditures. She said the College is right where it should be at this time, but we’ll have to wait and see what the legislative session brings for next year’s budget.

9B. Planning Calendar Review – No changes

10. BOARD BUSINESS/INFORMATION ITEMS –

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION –

15. ADJOURNMENT – With no further business, the meeting was adjourned at 6:10 p.m.

MOTION: By Mindi Linqvist, seconded by Max Anderson

That the meeting be adjourned.

MOTION CARRIED unanimously.

On February 16, 2011, the Board of Trustees of Community College District 13 approved minutes of the January 19, 2011 regular meeting.

James L. McLaughlin, Secretary