



Longview, WA 98632

MEETING of JUNE 15, 2011

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES

MINUTES

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Board Chair Max Anderson called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, June 15, 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: Max Anderson
Thuy Vo
Heidi Heywood
Mike Heuer

COLLEGE PRESIDENT: James L. McLaughlin

Others in attendance: Laura Brener, Lisa Matye Edwards, Nolan Wheeler, Wendy Hall, Margit Brumbaugh, Sue Groth , Tracy Stanley, Seth Stewart, Bonnie Terada and Linda Clark

2. INTRODUCTION OF GUESTS – None

3. APPROVAL OF AGENDA – Chair Anderson indicated that he would entertain a motion to add Item 10B “Approve President’s Contract” to agenda:

MOTION: By Heidi Heywood, seconded by Mike Heuer,
That Item 10B be added: Approve President’s Contract

MOTION CARRIED unanimously.

MOTION: By Mike Heuer, seconded by Heidi Heywood,
That the agenda be approved with the addition of item 10B
as stated above.

MOTION CARRIED unanimously.

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

- 4A. Minutes of the June 1, 2011 Special Board Meeting
- 4B. 2011-2012 Quid Pro Quo Agreement with the LCC Foundation
- 4C. Early Head Start Budget and Grant Changes

MOTION: By Mike Heuer, 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 the operating budget, which is usually approved during the June Board meeting, will be brought to the Board in July due to the length of the special Legislative session. Prior to the delivery of the final Legislative mandate for spending in the 2011-2013 biennium, we used an 11.5% reduction of the base Operating Budget for FY 2011 as a starting point, exclusive of Legislative Earmarks and Proviso programs. The strategies for adopting, adhering and coping with the mandated State budget reductions arose out of the commitment of the College to the driving principals behind our mission. State appropriated operating funds have decreased nearly 21% from FY 2009-2010 for LCC. The operating base funds have decreased 26% while the earmarks & proviso program funds have declined over 25% during this time. Fortunately, local funds (primarily in the form of tuition dollars), has been very strong, which has allowed us to augment the decreases in State level funding. Along with tuition, other major sources of local revenue include the Running Start program & Admin Overhead fee revenues. The FY 2012 Operating Budget is necessarily based upon local revenues at or slightly below FY 2011 actual levels. Historically, 75% or less of local general and dedicated revenue was used to fund the annual operating budget. The carryover uncommitted balance of excess tuition dollars from FY 2011 is approximately \$ 1.5MM and will be coupled with an additional \$2.00MM of projected excess tuition revenue for the FY 2012 year to augment the other local revenues necessary to fund the operating budget for FY 2012. In all, excess tuition will comprise approximately 16% of the operating budget revenues. State funding reductions for FY 2012 included several key expenditures that are now passed along to the individual colleges to support. Savings from non-recurring full time Faculty & Exempt positions that are vacated will provide approximately \$ 260K in operating funds available to offset the budget reductions.

He also reported on the recent Achieving the Dream (ATD) conference that he attended, along with Lisa Matye Edwards, Laura Brener, and Wendy Hall. The ATD, which focuses on student achievement in completing college, will provide more funds and direction to help focus and examine the momentum points in our students' achievement.

Interim Vice President Nolan Wheeler:

- ✓ Demolition of the Hutch House was completed earlier in the week. We are hiring an architect to design the new CEO/CMS building, which will be built on that site.
- ✓ The Maple Terrace demolition (burn) is scheduled for July 30th
- ✓ The impact of the Health & Science building being cut from this year's Capital Budget will result in a year delay, but on the positive side, we're hoping that it will be fully funded one year later. If quotes for the demolition come in as projected, we anticipate having funds to building a parking lot when the apartments are removed.

Vice President Laura Brener:

- ✓ It's finals week! Summer quarter enrollment is barely below last summer's record number.
- ✓ Several curriculum reforms are underway, including: ESL curriculum and approach, a pre-college English
- ✓ We are outfitting an art design computer classroom in order to expand art offerings
- ✓ Three vacated full-time Faculty positions are being filled on a full-time temporary basis

Vice President Lisa Matye Edwards:

- ✓ New federal financial aid regulations are having high impact; frustrating to both staff and students
- ✓ Staff from Student Services are meeting with counselors/staff from local high schools on the new Running Start funding model
- ✓ Student-collected technology fees are helping to refresh computer labs this summer
- ✓ The Academic Standards Committee is making some changes and refinement in guidelines

- 5B. ASLCC Report** – ASLCC President Seth Stewart reported on the activities during Red Devil Days. ASLCC elections have been held, and the new officers will be busy over the summer with training opportunities.
- 5C. LCCFAHE Report** – Not available
- 5D. WFSE Report** – Tracy Stanley reported that they're anticipating the contract will be ready for ratification by October. Continuing to solicit area involvement in the local.
- 5E. LCC Foundation** – Director Margit Brumbaugh reported that the Foundation has approved \$124,500 in grants to the college for next year. They will retain \$25,000 for "mini-grants" throughout the year. Notification of scholarship awards will be out by the end of the month. There are some pending scholarship endowments in the works.
- 5F. Legislative/Public Relations** – Sue Groth said the fall class schedule is in the mail, and it includes the evening class schedule.

5G. Head Start/ECEAP Written Report – Includes program and budget status reports for April 2011.

5H. Other - None

6. INSTITUTIONAL MONITORING

6A. Institutional Excellence and Community Enrichment Monitoring Report – Vice President Laura Brener and Foundation Director Margit Brumbaugh presented highlights of these reports. The Institutional Excellence reports documents progress on the “institutional excellence” outcome. The values upheld by faculty and staff reflect the environment—one of integrity and excellence. Laura discussed action plans that have resulted from review of past reports, as well as highlights, and comments from the internal review team. The Community Enrichment report helps measure results of the college mission to enhance local culture and civic responsibility. Margit discussed some of the changes and events that have occurred as a result of focusing on the Community Enrichment outcome.

7. PUBLIC COMMENT – None

8. SELF-MONITORING – None

9. DIRECTION SETTING/VISION

9A. Retreat Planning – The Board reviewed a draft agenda for the July 20 Board workshop and added approval of the new Core Themes to the consent agenda. Cindy Hough will coordinate an afternoon training session for the Trustees.

9B. Planning Calendar Review – The Board reviewed the upcoming calendar items

10. BOARD BUSINESS/INFORMATION ITEMS –

10 A. GISS Data –Wendy Hall reviewed the LCC data that will be part of the notebooks for the conference. She shared some of the phrases and buzz words that will be seen repeatedly in the data.

10B. Approve President’s Contract – Chris Bailey’s contract was presented for review and subsequently signed by Board Chair Max Anderson

11. COMMUNITY LINKAGES – None

12. EXECUTIVE SESSION – None

14. ADJOURN EXECUTIVE SESSION –

15. ADJOURNMENT – With no further business, the meeting was adjourned at 6:17 p.m.

MOTION: By Heidi Heywood, seconded by Mike Heuer
That the meeting be adjourned.

MOTION CARRIED unanimously.

On July 20, 2011, the Board of Trustees of Community College District 13 approved minutes of the January 15, 2011 regular meeting.

James L. McLaughlin, Secretary