



Longview, WA 98632

**MEETING of NOVEMBER 16, 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 5:06 p.m., on Wednesday, November 16, 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  
Heidi Heywood  
Steve Vincent  
Mike Heuer

**COLLEGE PRESIDENT:** Chris Bailey

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

**2. INTRODUCTION OF GUESTS –** Chair Anderson introduced Head Start Director Sandy Junker and Assistant Director Suzanne Johnson, and ASLCC Officer Jeremy Schoenberg.

**3. APPROVAL OF AGENDA –**

**MOTION:** By Heidi Heywood, seconded by Steve Vincent,  
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 October 19, 2011 Board Meeting**

**MOTION:** By Heidi Heywood, seconded Mike Heuer,  
That the consent agenda be approved as presented

**MOTION CARRIED** unanimously.

## 5. COLLEGE INPUT

**5A. President's Report** – President Bailey provided the latest budget scenario. The Governor's proposed budget looks at tuition increase, as well as potential reduction in the State Need Grant, and elimination of State Work Study funding. It calls for a 0% reduction to community colleges in this year, and a 13% reduction next year. Obviously, we are very concerned about the impacts/barriers on our students, which may result in decreased FTE enrollment for LCC. Therefore, the Cabinet's key focus is on enrollment management and strategies to maintain, including credit for prior learning, Veterans enrollment and retention, STEM enrollments, work-based learning, and increase scholarships to help offset the reductions in aid.

Vice President Laura Brener:

- ✓ The Instruction Department is conducting a CPLA assessment, which is portfolio-based. It will look at a student's past training, work experience, and such things as apprenticeships.

Vice President Lisa Matye Edwards:

- ✓ We were just notified that a Rainier woman, also an LCC student, has gone missing, but there is no apparent danger to other students. *The Daily News* will be covering the story.
- ✓ Registration/Admissions, Financial Aid, and Cashiering are gearing up to move in December to accommodate the remodeling project to Admissions. Communication will be sent to students on where to find staff during the temporary accommodations during Winter Quarter.
- ✓ The Talent Search grant is up and running with the hire of two coordinators. Betty Hayes and the coordinators have a target to recruit 400 students.

Interim Vice President Nolan Wheeler:

- ✓ Capital Projects:
  - The Maple Terrace clean-up is underway; anticipate completion by December 1.
  - We have submitted the Health & Science Building for consideration in the supplemental budget.
  - The ADC remodel and Student Center area remodel are both on track.
  - Fitness Center – The users group has met twice and the architect has made preliminary renderings. The project includes remodeling of the current upstairs fitness area and locker rooms.

**5B. ASLCC Report** – ASLCC President Seth Stewart introduced ASLCC Vice President Jeremy Schoenberg. Seth also reported that several student representatives are going to Olympia to participate in a mock hearing urging lawmakers to protect and dedicate funding for the state's community colleges.

**5C. LCCFAHE Report** – Adam Wolfer, representing the Faculty Association, thanked Joe Quirk for his "Budget 101" session to faculty. He also urged everyone to "wear red" on November 28 to support education.

**5D. WFSE Report** – Tracy Stanley provided information that the union is sponsoring a steward training on campus; hoping to get 6 or 7 individuals signed up as stewards.

There will be a lobby training day on January 7<sup>th</sup>. Two LCC employees purchased \$500 worth of toys for the upcoming Jumbo's Toy Run.

- 5E. **LCC Foundation** – Director Margit Brumbaugh reported that she had just returned from a CRD Conference in Washington, DC, where she presented our scholarship process, which she had reviewed and researched last year with the focus of increasing rate of applications; thereby increasing student retention. We will be implementing this process next year. The Foundation Executive and Finance Committees met this week and are working on the annual appeal, as well as putting together naming opportunity information sheets for the upcoming Fitness Center and Health & Science building campaigns.
- 5F. **Legislative/Public Relations** – Sue Groth reported that Leslie Slape will be the new education reporter for *The Daily News*. The winter class schedule is in the mail. This schedule was done in more of a marketing format with student success stories. She explained that the mailing is extremely cost effective— 5 cents to mail and 12 cents to print. A former LCC engineering student is working with faculty to help develop a 2-year AS degree in Engineering.
- 5G. **Institutional Research, Planning and Assessment** – Wendy Hall discussed the Achieving the Dream initiative. This first year is a planning year, involving many in depth surveys. Some of the preliminary gap areas include: Male students, retention of Hispanic students, and success rates in the 20-25 year olds. When all of the survey assessment is done, the results will feed into a small number of initiatives, which will become an implementation plan. With the hiring of a new IR assistant, LCC may become eligible to become a “leader” college in the ATD initiative.
- 5H. **Head Start/ECEAP Written Report** – Includes program and budget status reports for September 2011.
- 5I. **Other** – None

## 6. INSTITUTIONAL MONITORING

- 6A. **Bi-annual Head Start Report** – Sandy Junker and Suzanne Johnson presented the bi-annual update on the Head Start/Early Head Start/ECEAP Programs, including special programs, results of the Head Start Program Information Report (PIR), Enrollment, Early Head Start, Planning for 2010-11, Shared Decision Making, Governing Roles and Responsibilities and Policy Council Representatives.

The Health Care Institute program, which trains parents to use a medical reference guide, “What to do when my Child Gets Sick” (in seven languages) has proven to dramatically reduce doctor and ER visits. Because of this success, the program has been maintained through private donations for the past two years. The Oral Health/ABCD Dental program for children under age six continues to be extremely successful. Cowlitz County went from # 37 out of 39 counties in Washington State in 2007 in having the lowest dental outcomes for Medicaid children under 6 years of age to number two in the state! Other special programs of note include the painting of

the Broadway Learning Center and the R.A. Long Teen Building with volunteer help. Staff from LCC's Campus Services and Longview School District were a great help.

Suzanne summarized the Program Information Report (PIR), including end of year statistics regarding enrollment, family demographics, education of staff, and health/nutrition/mental health/family services. She also reviewed the Teaching Strategies Gold, which is an authentic, observational assessment system for children from birth through kindergarten; designed to identify students' strengths, needs, and interests. We have upgraded our assessment system to the Creative Curriculum Gold, which helps teachers be intentional in their teaching by pinpointing where children are in development and learning. Enrollment for 2011-12 (including Head Start/ECEAP, and Early Head Start) is at 498 with a waitlist of 220+ children.

Sandy discussed the Early Head Start program, which is in its second year. Funding is still stable; and the head Start and EHS grants will be combined. Sandy also reviewed the 2011-12 program planning timeline, including the strategic plan update scheduled for February 2012.

7. **PUBLIC COMMENT** – Jeremy Schoenberg explained that the ASLCC was sponsoring a Christmas tree drive; trees will be decorated and displayed in the Student Center; then given to students in need for their own Christmas.
8. **SELF-MONITORING** – None
9. **DIRECTION SETTING/VISION**
  - 9A. **Planning Calendar Review** – The Board reviewed the upcoming calendar items.
10. **BOARD BUSINESS/INFORMATION ITEMS** –
  - 10 A. **2012 Board Meeting Schedule** – After review of the proposed meeting schedule at their October meeting, the following motion was made:

**MOTION:** By Heidi Heywood, seconded Mike Heuer,  
  
That the 2012 meeting schedule be approved as presented

**MOTION CARRIED** unanimously.
11. **COMMUNITY LINKAGES** – None
12. **EXECUTIVE SESSION** – None
13. **ADJOURN EXECUTIVE SESSION** –
14. **ACTION as a RESULT OF EXECUTIVE SESSION**

- 15. ADJOURNMENT** – With no further business, the meeting was adjourned at 6:27 p.m.

**MOTION:** By Mike Heuer, seconded by Heidi Heywood

That the meeting be adjourned.

**MOTION CARRIED** unanimously.

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Christopher C. Bailey, Secretary to the Board