



Longview, WA 98632

**MEETING of DECEMBER 21, 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 5:03 p.m., on Wednesday, December 21, 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 and Linda Clark

**2. INTRODUCTION OF GUESTS –** Tracy Stanley introduced IT Technician Gary Lienhard.

**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 November 11, 2011 Board Meeting

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

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

That the consent agenda be approved as presented,  
including minutes from the November 11, 2011 Board  
meeting and revisions to Head Start/EHS/ECEAP Policies  
PGOV 3b and PGOV 4e

**MOTION CARRIED** unanimously.

5. COLLEGE INPUT

**5A. President's Report** – At this time, there appears to be a lull in the special session of the legislative; they have resolved about 25%, but not much affecting higher education, so we're still working with the premise that the Governor's budget cuts will be 0% this year and 13% next year. The capital budget is still unclear, but the Presidents have voted to support a STEM-focused job creation bill, which may result in funding for our Health and Science building

Vice President Laura Brener:

- ✓ She had a meeting with the Toutle Lake superintendent to discuss offering "College in the High School" there. The courses would be Math, Physics, and English 101.
- ✓ We have begun the partnership with Centralia College for ICP, which means we will serve students and employers in Cowlitz, Lewis and South Thurston counties. Additionally, LCC has been approached to be the model for ICP training for other colleges.

Vice President Lisa Matye Edwards:

- ✓ Student Services has moved registration and financial aid to the Student Center conference rooms and cashiering to the Rose Center. IT and Maintenance staff worked all weekend to ensure an effective transition.
- ✓ Over 30 people were trained on suicide prevention hosted at LCC. Part of the curriculum familiarized staff with free resources available for students.

Interim Vice President Nolan Wheeler:

- ✓ Campus will be closed for an "efficiency" break December 22-28.
- ✓ Andre Pak and Associates, SBCTC Consultants, completed a comprehensive assessment of our buildings and spaces. They were very complimentary of our use of excess tuition dollars to fund physical and technical infrastructure projects. Their building summary recommends that IOB and the Science building be removed—they will no longer provide maintenance and operation dollars for them. We will be working with the State Board to fund some projects, such as HVAC and roofing projects.
- ✓ Capital Projects:
  - Nolan showed several architectural renderings of the Fitness Center as a result of the user group recommendations. He, Sue Groth, and the Foundation are working on materials for the campaign.
  - Maple Terrace clean-up is almost complete.

**5B. ASLCC Report** – Not Available

**5C. LCCFAHE Report** – Not Available

**5D. WFSE Report** – Tracy Stanley reported that morale is high among the classified staff. More trainings have been offered and received great reviews. In addition, 7-8 more shop stewards were trained, and we're hoping to send two for lobby training.

**5E. LCC Foundation** – Director Margit Brumbaugh reported that the annual appeal letters were sent out. Two bronze sculptures have been donated to the college from June

Rose. Scholarships will open in January, and we're working on ways to increase scholarship awareness to students and staff.

**5F. Legislative/Public Relations** – Sue Groth reported the College Relations Office has been working on new ideas for awareness and donations, as well as providing new materials for high schools and our website. She recommended that the Board look at the student success blog on the website. We have chosen James McBride as the LCC entry into the TACTC-sponsored Transforming Lives Award, which will be presented during the TACTC legislative conference on January 22.

**5G. Institutional Research, Planning and Assessment** – Wendy Hall reported that the ATD teams have been working hard and will have an implementation list by the end of February.

**5H. Head Start/ECEAP Written Report** – Includes program and budget status reports for October 2011.

**5I. Other** – None

## **6. INSTITUTIONAL MONITORING**

**6A. Access and Completion Monitoring Report** – Lisa Matye Edwards presented highlights of this report (the first of the Cycle 13 reports). The two objectives of this report is to offer a full array of educational programs and support services to meet the diverse needs of Cowlitz and Wahkiakum Counties; and, to provide students with the support needed to pursue and achieve their educational goals. Lisa reviewed actions resulting from past reviews of the report, as well as enrollment data, participation data, student persistence, progress, and completion, as well as student satisfaction and success of academic support programs.

**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. They will discuss agenda items next month for the February workshop.

**10. BOARD BUSINESS/INFORMATION ITEMS –**

**10 A. Faculty Emeritus Consideration** – The Board discussed the nomination materials submitted by the Sabbatical Review Committee recommending the award of Faculty Emeritus to retiring faculty members George Dennis, Richard Kelly, and Mike Dugaw.

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

That the title of Faculty Emeritus be conferred to George Dennis, Richard Kelly, and Mike Dugaw 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

**13. ADJOURN EXECUTIVE SESSION** –

**14. ACTION as a RESULT OF EXECUTIVE SESSION**

**15. ADJOURNMENT** – With no further business, the meeting was adjourned at 6:14p.m., followed by a tour of the Admissions Center and Student Center.

**MOTION:** By Mike Heuer, seconded by Steve Vincent

That the meeting be adjourned.

**MOTION CARRIED** unanimously.

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Christopher C. Bailey, Secretary to the Board