



Instructional Council Minutes

March 11, 2014

Main 148– 3:00 pm

Member Attendance

Voting Members: Don Correll, Don Derkacht, Dawn Draus, Max Everett (ASLCC), Brendan Glaser, Kyle Hammon, Joan Herman, Karen Joiner, Grace Leaf, Peter Livins, Tamara Norton, Dennis Shaw, Maggie Stuart, **Ex Officio Members:** Renee Carney, Natalie Richie (recorder)

Called to Order: 3:01 pm

Consent Items:

- Minutes of the January 14, 2014 meeting were unanimously approved as written.
- Minutes of the February 11, 2014 meeting were unanimously approved as written.

New Business:

Budget Discussion – Wendy Hall shared information on Lower Columbia College’s budget which was initially presented at the March 3rd All Staff meeting. Wendy’s role is to meet with different groups on campus prior to the April budget forums to begin brainstorming solutions to balance the 2014-2015 budget. The goal of these meetings is to inform campus of the current budget status, prepare participants for the April budget forums, and discuss options for increasing revenue. The forums will operate similar to the master plan forums held earlier this year. Information can be found on the LCC [Budget & Enrollment webpage](#). Faculty & staff are encouraged to sign up for one of the campus forums. In reviewing LCC’s State Appropriate document, which lists that 85% of LCC’s budget is to cover personnel, a suggestion was made to showcase how the remaining 15% of funds is allocated out (travel, goods & services, utilities, etc). Wendy noted she would pass along the request to the appropriate party.

Round Table:

Instructional Cabinet – Most recent focus has been on the budget. Nolan and Grace are working together to establish a timeline for the move. Faculty are encouraged to work with the appropriate dean to schedule tours or request changes to the facility plans. Scheduling of triennial meetings is beginning for spring quarter.

Humanities – The Tempest is in the final week with only one actor who was done Shakespeare prior. Performances will be held Thursday – Saturday.

Transitional Studies – Received a grant courtesy of Bill Gates to equip low level ESL courses with iPads.

ASLCC – Currently fundraising for upcoming trip and voting is underway for new ASLCC officers.

Student Services – One policy is currently out for campus review: Campus Smoke and Tobacco Free Policy. Also there is discussion about updating the student email policy to require students to use the college provided email as the official source for communication. One noted benefit would be cost-saving measures. The Technology in Education committee is working on moving student emails off our server and over to Google accounts. One perk for the students is it gives them access to google apps. Lynn Lawrence is still out on medical leave, in her absence, contact Karla Rivers, Carmilla Rollins, & Nichole Seroshek.

Nursing & Allied Health - Working on plan for first wave of HSB move. 7 year accreditation work is being done.

College in the High Schools - pilot work is being completed in efforts with Jerry at Mark Morris. Kelso's Core to College program is designed to work on alternative HS math classes which will help prepare students for LCC's Math 107 class. Last night's Math bootcamp was extremely successful last night. There is an 80% success rate for students using testing for math placement.

Social Science – Courtney presented to the historical society last week. Courtney was recognized in the meeting as a scholar on the LCC campus. An announcement was made on the passing of former LCC instructor Peter John and recognition of his work and contribution to the LCC campus.

Adjourn: 3:55pm

Next meeting reminder: April 15, 2014 @ 3:00pm in Main 148

Our Mission:

The mission of Lower Columbia College is to ensure each learner's personal and professional success, and influence lives in ways that are local, global, traditional, and innovative.