

Minutes

Operations Council – October 8, 2018

Attending: Jason Arrowsmith, Chris Bailey, Tamra Bell, Marie Boisvert, Paz Clearwater, Marisa Geier, Wendy Hall, Melinda Harbaugh, Eli Hayes, Cliff Hicks, Karen Joiner, Mindy Leasure, Mary Kate Morgan, Sam Orth, Brandon Ray, Natalie Richie, Guadalupe Rodriguez, Hahli Rogers, Kirc Roland, Stacey Sowders, Kendra Sprague, Theresa Stalick Nolan Wheeler, and recorder Linda Clark.

Leading with Racial Equity for Leadership.

LCC Faculty Member, Nicole DiGerlando, introduced the two presenters from Puget Sound Educational Service District: Nikum Pon (Director of Equity in Education) & Eileen Yoshina (Manager of Equity in Education). Eileen is who facilitated the Leading with Racial Equity training back in June, which was a great workshop targeted to all faculty and staff.

DEPARTMENTAL REPORTS START ON THE NEXT PAGE...

OPERATIONS COUNCIL REPORT – President’s Office

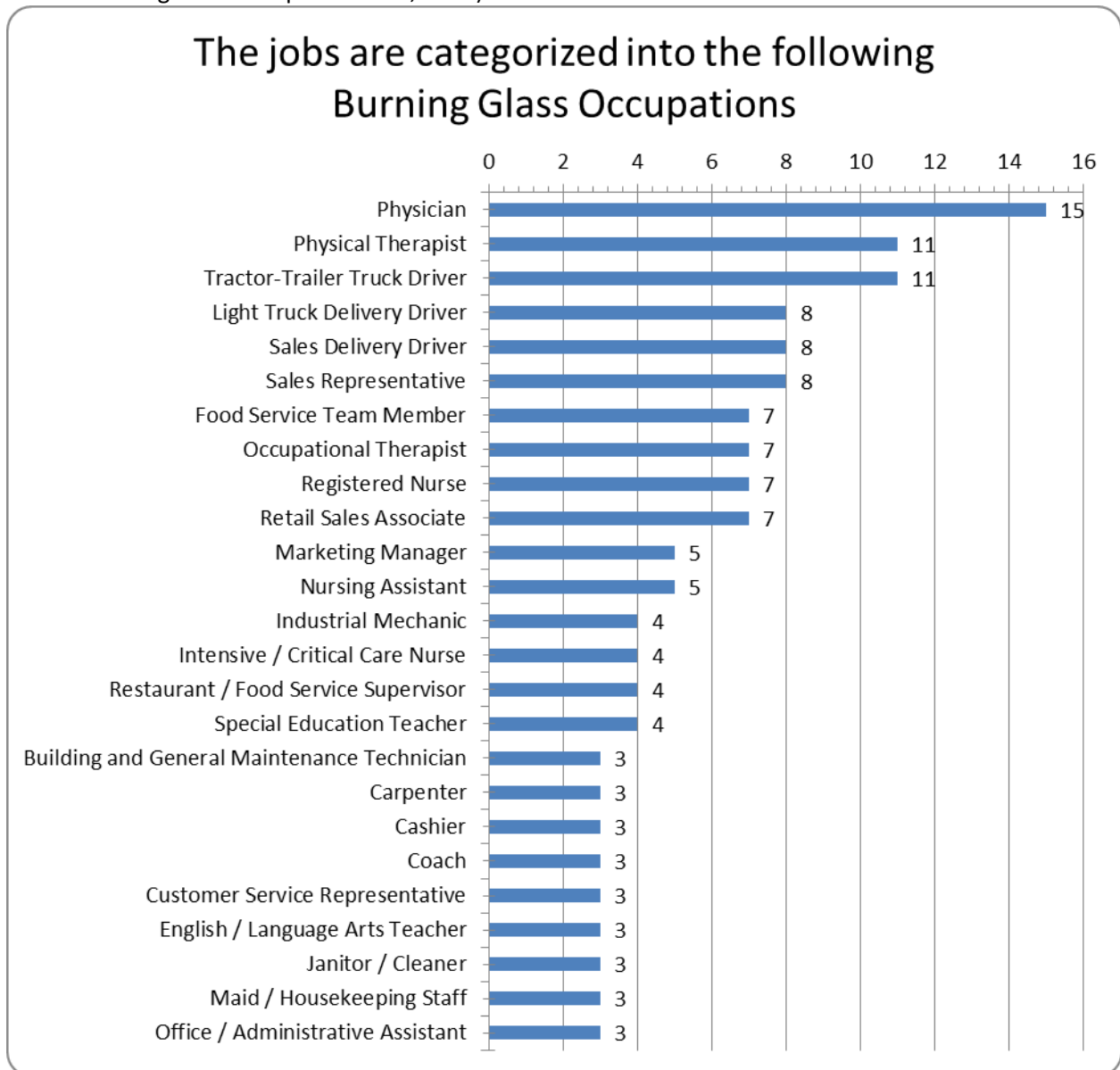
October 2018

- Wendy Hall, Effectiveness and College Relations
 - Hahli Rogers, Corporate and Continuing Education
 - Kendra Sprague, Human Resources and Foundation
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CORE THEME I: WORKFORCE AND ECONOMIC DEVELOPMENT

- Corporate Partnerships & Training
 - Began a partnership with King County to deliver Mental Health First Aid trainings. To date the partnership has trained 85 service organization employees.
 - Contract with Selway to deliver training to a 5 state region in partnership with LCC’s Machining Department. To date more than 75 incumbent workers have completed training.
 - Two CDL sessions started this month. Both sessions were full with 4 trainees each. To date, 2 have completed, 2 are scheduled to test, and the remaining 4 are finishing driver training time in October prior to testing.
 - Eight Weyerhaeuser employees began Industrial Maintenance Technician (IMT) training this month. This is part of an internal apprenticeship program that assists incumbent workers in gaining skills and promotion within their departments at the Longview site.
- Continuing Education & Community Engagement
 - 11 community members received their flagger certification to fill vacant positions within the community
 - First round of Fall sessions began with a total of 323 students registering.
 - A new fitness class began this Fall, Tai Chi for Health
- Career Connected Learning
 - Team members have begun working with K12 CTE programs to welcome students back to school and get them registered in the CTE Dual Credit program where they can earn LCC Prof-Tech credit while completing HS grad requirements with a B or better - making the transition to LCC more seamless.
 - In partnership with Cowlitz Master Gardeners and the Bits & Bots Robotics team, LCC hosted more than 150 families at Family STEM Night. Families were able to participate in hands-on activities relating to electrical systems, catapults, insects, music, 3D art, plus much more while enjoying a free pizza dinner. This event is possible through a generous donation through the LCC Foundation.

- The top 25 job postings in Cowlitz and Wahkiakum Counties in the last 30 days (via Burning Glass for August 31 – September 29, 2018):



CORE THEME III: STUDENT ACCESS, SUPPORT AND COMPLETION

- Recent media coverage includes:
 - [Longview artist’s exhibit shows her journey through cancer treatment. When her cancer treatment isolated her from the world, Longview resident Anne-Marie Carr used art to reach out \(The Daily News\).](#)
 - [Lower Columbia College gains high-tech microscope. Lower Columbia College recently unveiled its new scanning electron microscope, which can magnify samples of up to 100,000 times the actual size \(The Daily News\).](#)
 - [Lectures focus on ‘The Mind at Work.’ Lower Columbia College instructors and a community member will discuss ‘The Mind at Work’ during LCC’s 2018 fall quarter Community Conversations speaker series \(The Daily News\).](#)

- [‘Pickett Plaza’ dedication honors former LCC president. The LCC Foundation is naming the water feature and surrounding stone circles seating area near Anderson Family Pavilion for former president Pete Pickett \(The Daily News\).](#)
- [U.S. political turmoil undercuts LCC’s recruitment of foreign students.](#) LCC's effort to accommodate Japanese visitors fits into a broader push for a larger, more diverse international student population (The Daily News).
- [Former Longview librarian leave legacy of education, arts.](#) Most notably, Judy Fuller established the Northwest Voices program, bringing local and regional authors to our community (The Daily News).

CORE THEME IV: INSTITUTIONAL EXCELLENCE

Accreditation - Accreditation update: preparation for our upcoming Year Seven Report and Visit, scheduled for October 17-19, 2018, continues. The [final Year Seven Report](#) has been posted to the [accreditation webpage](#). Remaining tasks include:

1. Schedule interviews as requested by evaluators.
2. Promote/recruit students for student forum.

ctcLink news - LCC recently submitted the following draft plans required by the state project team:

1. ctcLink Project Organizational Change Management Plan
2. ctcLink Project Communications Plan
3. ctcLink Project Training Plan
4. ctcLink Project Charter
5. ctcLink Project Risk Management Plan
6. ctcLink Project Data Cleansing Plan
7. ctcLink Project Baseline Schedule

Foundation

- The Foundation participated in the Community Foundation of SW Washington’s Give More 24! event on Thursday, September 20th in support of LCC Athletic Scholarships. We raised over \$14,730 in 24 hours through matching gifts and online donations powered through social media outlets such as Facebook and Twitter.
- The Athletic and Foundation offices hosted a table at the Back to School Bash from 11-2 p.m. for students and staff members to participate.
- The Foundation and the Athletic Department sent the Athletics Booster membership solicitation letter out to 980 constituents and we have raised over \$19,000 so far for the Athletics Excellence fund through the Booster program.
- The Foundation celebrated the naming of the Pickett Plaza in a ceremony hosted on Monday, September 17th. He and his wife Karen are supporters of the foundation and are members of the Wertheimer Planned Giving Society leaving the LCC Foundation in their estate plans.
- The Foundation hosted the Horns & Halos Gala on Saturday, September 22nd. Nearly 200 people attended the wonderful event where we celebrated the transformational power of education and honored the Alumnus of the Year, Lou Mace, and the Benefactors of the Year, Jim and Marianne Mitchell. Our keynote speaker was LCC 2018 Alum, Clinton Howard, whose personal story of transformation through education was an impactful one.
- As part of our donor retention strategies, staff made phone calls, as well as sent thank you notes, to donors who made gifts in August to thank them for their continued generosity. The Foundation has grown the Alumni Association to 515 members with four new members signing up in September.

- Nearly \$400,000 in scholarships have been awarded for the 2018-19 academic year. This year's Scholarship Social will be held Thursday, October 25th at 7pm. The evening will include a meet and greet with scholarship sponsors, students and staff in addition to a short program.
- The Foundation is working with the Auditor on the 2017-2018 financial audit. We now move into the final stage of the audit process.
- In September, we received over \$127,000 in gifts and pledges including \$10,000 from the Gene Haas Foundation for annual scholarships, \$10,000 from South Seattle College (Biella Grant) for Student Success, and \$7,000 from Dan Evans for College Success and Athletics.

Human Resources

- September was a busy month with recruitment and hiring! Human Resources welcomed and oriented all new and part-time employees. HR is working on revamping our new hire orientations to be (mostly) paperless! We hope to go live with our new orientation process later this fall!
- During in-service week at the President's Award Luncheon, we awarded service pins to employees' for their years of service and we honored over 500 years of service. Anna Mallett was also awarded the Classified Sunshine Award. HR is changing the exempt award process to mirror the Classified awards. There will now be quarterly exempt awards and the four quarterly exempt award recipients will be nominated for exempt employee of the year.
- To ensure employees are adequately informed on all LCC policies and procedures as well as federal and state laws and mandates, we assign on-line trainings to employees. For Fall quarter 2018, we assigned Workplace Violence and Managing Bias trainings.
- HR continues to work closely with IT and Payroll on implementation of TLR, the new electronic time and leave reporting system.

Wellness

- Through the Red Devil Wellness program, the use of the Bioelectric Impedance Analysis scale on the first Monday of every month continues to be a hit. Wellness was integrated into the fall in-service week. We offered walking routes for breaks and walking meetings. Additionally, in collaboration with Food Services, Red Devil Wellness hosted a Healthy Campus Bowls potluck, which was very well-attended. The Fitness Center offered a free fitness center day and saw a large increase in memberships and lots of faculty, staff, and students participated in the various fitness classes.

New Hires/New Assignments

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|-------------|-------------------|--|
| • 9/10/2018 | Jesse Herman | Custodian 1 |
| • 9/10/2018 | Michal Ann Watts | Basic Education for Adults Instructor |
| • 9/10/2018 | Dana Cummings | Accounting & Business Instructor |
| • 9/10/2018 | Anita Quirk | Criminal Justice Instructor |
| • 9/10/2018 | Mary Hebert | Math Instructor |
| • 9/10/2018 | Joanna Mosser | Political Science Instructor |
| • 9/10/2018 | Holly Brewster | Math Instructor |
| • 9/10/2018 | Kali Brandt | Nursing Instructor |
| • 9/10/2018 | Victoria Soladey | Medical Assisting Instructor |
| • 9/10/2018 | Mavourneen Rister | English Instructor |
| • 9/10/2018 | Byron Ford | Director of Advising & Testing |
| • 9/10/2018 | Shalaina Williams | Instructional Services Manager |
| • 9/10/2018 | Stephen Tokarski | BAS-TE Program Manager |
| • 9/14/2018 | Lily Terry | Health Specialist |
| • 9/24/2018 | Kelsey Hanson | Fiscal Tech 2 |
| • 9/24/2018 | Mikayla Springob | Assistant Director of Residence |
| • 9/24/2018 | Rachel Purcell | Web Marketing & Communications Coordinator |

LOWER COLUMBIA COLLEGE OPERATIONS COUNCIL REPORT

October 2018

Administration

Nolan Wheeler, VP

Jason Arrowsmith, Security

Desiree Gamble, Finance

Richard Hamilton, Campus Services

Cliff Hicks, Auxiliary Services

Sherie Hockett, Payroll

Brandon Ray, Information Technology

Kirc Roland, Athletics

Janel Skreen, Safety & Security

CORE THEME IV: INSTITUTIONAL EXCELLENCE

Information Technology Services

- IT Services updated the servers with the latest security patches.
- IT Services updated HP printers with the latest firmware updates.
- IT Services installed outside emergency notification speakers to cover the Head Start play areas.
- IT Services upgraded the ID badge printing application for student and employee IDs.
- IT Services configured the emergency notification solution so that digital signage is included in the methods for notifying people when emergencies occur.
- IT Services expanded wireless network coverage in the Campus Services, and Steam Plant.
- Wireless – external on library and physical science
- IT Services began developing a database for Campus Services to replace an old, DOS-based File Pro database and improve shipping and receiving services as well as copier management.
- IT Services completed the network infrastructure upgrade by extending single mode fiber optic cable to the Admin building and Campus Services so that all buildings on campus have a redundant connection back to the Health and Science Building.
- ITS setup a new server for monitoring network activity to improve security.
- ITS setup a new server for monitoring network activity to be more proactive in troubleshooting and resolving service outages.
- IT Services completed work on the podiums in HSB and the Fitness Center to improve air circulation, equipment maintenance, and troubleshooting.

Safety & Security

- Security hired a new part-time security guard, Michael Forgione. He is currently in training but should be up to speed and ready to go in early October.
- LCC's annual security report (ASR) has been completed, published and distributed according to the Department of Education requirements.
- LCC Trespass procedure and Security Team Diversity training has been submitted to the Office of Civil Rights for approval.
- Jason Arrowsmith participated in Title IX training for Athletics staff and Student Athletes at the beginning of Fall quarter.
- Campus safety week is the first week of October! A schedule has been posted and we welcome

anyone who would like to attend.

- LCC hosted a Crisis Communication Workshop for our regional partners on 9/26 & 27. This training provided our team with critical communication skills to use during an emergency (both internally and externally).
- Janel Skreen provided our ceramics faculty with an extensive Right to Know training pertaining specifically to the materials used in that area. She will continue to work with ceramics faculty to improve their lab safety programs.

Athletics

- The GiveMore24 event was held on Thursday September 20 and through a joint effort of the LCC Foundation and Athletics raised \$14,605 for student/athlete scholarships. Out of the 155 organizations taking part, the LCC Foundation finished #10 in the total number of donors with 90. Thanks to all who helped out
- LCC was well represented at the NWAC Showcase events on Saturday September 22nd. Six LCC baseball players participated at Bellevue College and three LCC softball players showed well at Delta Park in Portland.
- 115 LCC athletes attended the orientation event at the Laufman Auditorium on Monday September 17th.
- LCC hosted the NWAC Cross Over volleyball tournament on Friday and Saturday September 14-15. LCC finished with a 6-1 record.

Finance

- Kelsey Hanson, our new Cashier, started 9/24/18.
- The SAO completed our state CAFR audit without any issues.
- Finance and Registration submitted a written letter to the IRS in response to a penalty notice received for missing or incorrect TINs in the 2016 tax year on forms 1098-T and 1099-MISC. LCC is requesting a waiver for 90% of the proposed penalty.

Campus Services

Maintenance

- Maintenance staff spent about 15 hours on preventative maintenance this month, including roof inspections and repairs, storm drain cleaning, building inspections, scupper cleaning, filter changing, and emergency lighting checks.
- We are very happy to report that all the apartment units are finished and now occupied! A big thank you to Travis Waldo who worked overtime several nights and weekends to get them done in time for students' arrival.
- Maintenance is working on getting all of the apartment door and mail keys organized and a system put in place to systematically issue and track them.
- Campus Services has advertised for two new Maintenance employees. One Maintenance Mechanic I and 1 Maintenance Custodian. The former is to replace Jim Young, who recently retired, and the latter will be partially funded by Head Start and work over there 50% of the time. We expect to have both of these new employees on board by November.

Custodial

- Custodial hired 3 new full-time custodians. All three were previously working on the custodial crew, so ramp up for these employees has been understandably quick.
- Cindy Moenck has been hired as the Custodial Supervisor after Jim Woodruff's retirement. She is excited to make changes and take the custodial team even further.

- Custodial spent over 30 working hours on the set up and take down of the Foundation's Horns and Halos event. This is a big event every year and Custodial plans well in advance to make accommodations for the event's set up and take down needs.

Key Shop

- Jim Woodruff has officially retired and Minel is now the Key Shop supervisor. Campus Services has put out an advertisement for a new Locksmith who will operate under Minel's guidance. We expect to have this new hire on board in November.
- Access controls will soon be online for HSB and the Fitness Center. Emileigh Briones is set to manage the program on the Campus Services side of things – this will include entering people who have requested and been approved access to these facilities into the system, coding and testing the card, and then issuing the card to the individual. This project is still in the very early stages and we hope to have a more detailed update next month.

Print Shop/ Central Services

- We are just about ready to go live with our new Public Surplus website. Keep an eye out for an e-mail from Minel about the launch and directions on how to make an account. This system will allow both internal departments and the wider community to see what is available in surplus storage online. It will be a much more efficient and user friendly way to manage surplus materials and we expect a significant increase in revenue.

Capital Projects

Main Remodel Project

Bids were opened for Phase 2 of the Main Project and the low bidder was JH Kelly at \$2.26MM. We are excited to work again with JH Kelly and expect the final phase of this project to go much smoother than the prior phases. We are still estimating a completion date around Fall Quarter 2019.

Head Start Modular Classrooms

LCC, LCC Head Start/ECEAP, and the Kelso School District continue planning for installation of a modular building on the Barnes Elementary property. This building is part of a federal grant received by our HeadStart/ECEAP Program. We finally received permission from Region X and have placed the order for the modular building. Once drawings are provided for the modular building, we will work with DES to put the groundwork and utilities infrastructure out to bid.

OPERATIONS COUNCIL REPORT – STUDENT SERVICES

October 2018

- Dani Trimble, Workforce & Career Services
 - Nichole Seroshek, Registration
 - Stacey Sowders, Outreach and Enrollment
 - Shain Wright, Retention
 - Marisa Geier, Financial Aid
 - Paz Clearwater, Student Activities
 - Lupe Rodriguez, Running Start
 - Marie Boisvert, International Programs
 - Mary Kate Morgan, Disability Support Services
 - Jodi Reid, TRiO Programs
 - Jennifer Houge, Counseling Services
 - Byron Ford, Advising and Testing
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CORE THEME I: WORKFORCE AND ECONOMIC DEVELOPMENT

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CORE THEME II: TRANSFER AND ACADEMIC PREPARATION

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CORE THEME III: STUDENT ACCESS, SUPPORT AND COMPLETION

- Disability Support Services and eLearning collaborated together to present an online accessibility training to over 30 staff and faculty September 10th. PDF accessibility and Ally (canvas accessibility checker) were the main topics covered at this training.
- Disability Support Services conducted 51 student intakes in the month of September, which is the largest amount in one month to date.
- Two fall Veteran Briefings took place September 26th at 10am and 2pm. This information session for veterans and dependents covers veteran benefits, workforce, counseling, advising, and disability support services.
- Outreach and Retention began training for seven new Ambassadors in early September, collaborating and co-training with student government and tutors (Student Activities and the Learning Commons).
- Outreach, including four of LCC's new student ambassadors, represented the college at the Cowlitz Tribal Health Fair/Walk held at Lake Sacajawea on Sept 15, with several hundred community members attending.
- Outreach presented at the Washington Council Fall Counselor Workshop at WSU-V, connecting with SW Washington High School Counselors about new opportunities at LCC.
- Outreach delivered two workshops at Wahkiakum High School for 32 graduating seniors – College Admissions and College and Scholarship Essay-writing.

- Outreach collaborated with South Puget Sound CC's Outreach department to connect both groups of Student Ambassadors. LCC Ambassadors visited SPSCC to learn from SPSCC Ambassadors about how they support the Admissions process, and were able to participate in a campus presentation and tours.
- ASLCC and three Student Ambassadors attended the Student Leadership Conference at South Puget Sound Community College from September 5-7 with student leaders from all around the state.
- Retention led two retention workshops with staff and faculty at In-Service Conference day, with approximately 50 attendees total.
- The College Student Inventory (CSI) opened during the first week of Fall quarter, a new requirement for all incoming students to assess non-cognitive factors related to student success. Students are now required to complete this survey prior to signing up for New Student Orientation. Many student services staff have collaborated to create a detailed implementation plan with the goal of providing preventative resources and supports for new students.
- Student Ambassadors worked during the first week of classes to support ASLCC's week of welcome event series, greet students and help them navigate their first day of school.
- Student Ambassadors are working to call approximately 75 students who were dropped for non-attendance to provide support returning to classes Winter quarter.
- TRiO conducted 25 new student intakes and is still actively recruiting for just over 100 spots for the 2018-2019 academic year.
- International programs implemented a 3-week new student program that assists new students with navigating the US academic system.
- International programs assisted new students with job placement, finding on-campus employment for 6 of the 8 new students (thus far).
- International programs participated in the GSM Agent fair in Portland, OR, speaking with 10 representatives from countries including Vietnam, Thailand, and Taiwan.
- Advising & Testing assisted 140 students as they attended New Student Orientation.
- LCC's EAB project team formed four Engagement teams who will be tasked with the implementation of the Navigate platform. The Onboarding, Advising, Academic Planning, and Communication teams consist of 1-2 leaders and 4-5 members each.
- Running Start currently has 459 students (from 20 different high schools) enrolled as of September 25th for Fall 2018.
- A Scavenger hunt was held during Running Start NSO to help 272 students navigate campus and find resources.
- 260 parents attended the Running Start NSO during the month of September.
- Texts were sent out to Running Start students to welcome them to LCC and remind them that Fall quarter classes began September 17th.

- The Running Start team also participated in their first ever Instagram Live to welcome current and new students to fall quarter with 190 followers and approximately 25 live viewers. Students follow this to stay up-to-date on campus events.
- Running Start students quarterly who qualify for the fee waiver with some book assistance through the RS book loan program. After listening to student and parent concerns it was decided that we open up the book loan to new students starting Fall 2018. In doing so we were able to assist 66 student with books for fall quarter.
- ASLCC completed over 40 hours of training to prepare them for the 2018-19 year on topics such as S&A fees, activity planning, civic engagement, diversity/equity, and leadership.
- ASLCC held a Week of Welcome from September 17-21 to welcome students back to campus, including events like:
 - Helping students finding their classes on Monday and Tuesday while handing out swag, coffee, and snacks. Over 400 students stopped by to be welcomed to campus.
 - A Free Fitness Center Day on Wednesday that offered free classes and smoothies. The event saw over 30 new Fitness Center membership signups.
 - The Back to School Bash on Thursday welcomed a variety performer and caricature artists to campus. Over 300 students stopped by for food, ice cream, and fun!
 - ASLCC Drive-In Movie Night was successful despite the rain. A good portion of Parking Lot I was filled and many students from the campus apartments walked over and sat in the provided seating.
- Advising held the following sessions/classes at Faculty In-Service:
 - Advising 101: Nuts & Bolts of Advising
In collaboration with Traci Fuller, Athletics Ed Planner
Attendees: 26
Mix of faculty and professional advisors
 - Advising 102: Beyond Scheduling
In collaboration with Adam Wolfer, Chemistry faculty
Attendees: 24
 - Advising 103: Advising to Transfer
In collaboration with Tara Starr, WSUV Admissions Counselor
Attendees: 12
Mix of faculty and professional advisors
Guest speaker: Kirby Gleason from Warner Pacific University

CORE THEME IV: INSTITUTIONAL EXCELLENCE

- TRiO took a group of 7 (3 staff, 4 students) to Houston, Texas to rebuild houses damaged by Hurricane Harvey. The group worked on four different houses and completed several projects (flooring, insulation, roofing, sheet rock, trim, replacing doors, etc.) while in Houston.

- TRiO Director, Jodi Reid, was selected to be a part of the Emerging Leaders Institute, which is run by the Northwest region of TRiO: NAEOP (Northwest Association of Educational Opportunity Programs). This program will provide Jodi with a two-day training in Eugene, OR in October, as well as prepare her for potential state and national TRiO leadership positions and opportunities.
- Workforce & Career Services staff, Stefanee Bunn and Steven Boyer presented at the national *Addressing Challenges of Poverty* conference in Atlanta, Georgia to share how LCC has participated in the Bridges out of Poverty work in our community.
- The Registration office participated in EAB Navigate Engagement Team orientation and began working on data collection processes for the EAB Navigate project
- The Registration office collaborated with the Finance Office on a response to the IRS in regards to notice 972CG (requesting a waiver for proposed penalties for missing or inaccurate student TIN's).
- The Registration office produced student and program data to include in our annual Gainful Employment report.

New Hires

Sarah Westlund, Program Assistant in Testing. Sarah is currently working on her Associate's degree here at LCC. During her time as a student, Sarah has been working as a part-time Assistant in the Testing Center where she will now contribute to the team on a full-time basis.

Mikayla Springob, Assistant Director of Residence Life & Student Programs. Mikayla studied Political Science and International Studies at Colorado State University, where she also worked in residence life and TRiO.



Operations Council Report

Instruction Division – October 2018

Brendan Glaser, Vice President of Instruction
Karen Joiner, Executive Dean & Director of Nursing
Tamra Bell, Dean of Instructional Programs
Kyle Hammon, Dean of Instructional Programs
Melinda Harbaugh, Dean of Instruction and Learning Resources
Theresa Stalick, Associate Dean of Basic Education for Adults
Suzanne Boursaw, Director of Head Start
Sarah Griffith, Director of eLearning
Natalie Richie, Director of Instruction Division Operations
Dani Trimble, Director of Workforce Programs and Career Services
Lynell Amundson, Manager of Continuing Education

CORE THEME I: WORKFORCE & ECONOMIC DEVELOPMENT

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CORE THEME II: TRANSFER & ACADEMIC PREPARATION

- Transitional Studies used the Back to School Bash on Thursday, September 20th as an opportunity to clarify options for Basic Education for Adults, high school completion and pre-College students. By hosting a table, navigators Alé Sanchez and Jill Yates were able to reach out to a wide variety of students and LCC staff members to provide current and detailed information regarding Transitional Studies' classes and specific programs including I-BEST, High School 21+, High School Completion and pre-college level ABE English and math classes.

CORE THEME III: STUDENT ACCESS, SUPPORT & COMPLETION

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CORE THEME IV: INSTITUTIONAL EXCELLENCE

- Fall In-Service week began with 250+ employees attending a conference-style training day. Most offices were closed from 8-1pm. President Bailey was the keynote speaker, followed by Diversity & Equity speaker, Michael Benitez. Over 10 trainings were offered during 3 time slots allowing employees to select of training of interest for them. Employees provided feedback via a survey with 100% respondents (50 individuals) rating the first conference day as "good." Suggestions for consideration will be shared with the Fall In-Service Planning team in efforts of improving 2019.
 - The art gallery exhibit opening for Anne-Marie Carr's 100 Day Project: An Art Journey through Leukemia was extremely well-attended and exceeded \$1,000 in art sales. Visitors are now able to complete point of sale purchases in the art gallery.
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TOPICS OF INTEREST

- Shalaina Williams transitioned into her new role with LCC as the Instruction Services Manager. Shalaina primary responsibility will be to oversee daily operations of LCC's event & room scheduling system, 25Live.

Upcoming Events

- **Oct 2,14**, 10am, Tech Check Day, Alan Thompson Library Building 106 - Learning Commons
- **Oct 2**, 3pm, LCC's Got Talent, Rose Center for the Arts 101/121/134 - RCA Lobby, RCA 123 - Wollenberg Auditorium
- **Oct 4-25**, 11am, Interview like a Pro! Administration Building 114 - HR Conference Room
- **Oct 4**, 12pm, Community Conversations: A Strengths-Based Approach to Autism
- **Oct 9**, 3pm, Excel Workshop - Intro to Data Visualization, Applied Arts Building 108 - Lab
- **Oct 10**, 11am, ASLCC Clubs, Organizations, & Involvement Fair, Student Center 120 A, B, C + 122 - Cafeteria & Conference Room
- **Oct 11**, 12pm, Community Conversations: How Exercise and the outdoors Boost Mood and Brain Power
- **Oct 15-19**, 8am, Flu Shot Clinic, Health & Science Building 235 - Conference Room
- **Oct 22**, 7:30pm, Mark Morris High School Fall Preview Choir Concert, Rose Center for the Arts 101/121/134 - RCA Lobby, RCA 123 - Wollenberg Auditorium
- **Oct 24**, 3:30pm, Northwest Voices Writing Workshop, Main Building 146
- **Oct 25**, 12pm, Community Conversations: The Teen Brain: Creative, Impulsive, Miraculous, Terrifying and Incomplete.
- **Oct 26**, 9am, Safe Zone 2.0 Training, Student Center 216 - ASLCC Clubs & Org Room
- **Oct 26**, 7pm, National Theatre Live Presents: Macbeth, Rose Center for the Arts 101/121/134 - RCA Lobby, Rose Center for the Arts 123 - Wollenberg Auditorium
- **Oct 30-31**, 9am, TIAA CREF Campus Counseling, Administration Building 144 - HR Conference Room
- **Oct 30**, 4pm, Art Gallery Opening Reception: Artist Hart James, Rose Center for the Arts 110 - Gallery

AUXILIARY PROGRAM

Head Start

Head Start/ECEAP children began on September 11th with 485 children enrolled. With jobs opening up at the LCC East location and Broadway, some active recruiting is underway.

October 13th is the day of the Early Learning Conference. The theme is "Getting to know you –Building Relationships with Children and Families". There are many workshops planned and the keynote speaker will be Ray Soriano from Bellingham. Over 200 participants are expected this year.

Many staff changes have occurred this summer including two leadership members. Sue Boursaw is leaving near the end of September and her position is currently open to be filled by mid-October. Mindy Leasure, Assistant Director, will be the Interim Director starting October 1st until the position is filled.

Carleen Wolgamott, Head Start/EHS/ECEAP Health Specialist has retired as of August 31st. Lily Terry has been hired in her place. She comes to us with a Bachelor's in Health Science/Community Health (CAL State Univ.)