

# MINUTES

October 20, 2021

---

**1. CALL TO ORDER**

(DETERMINATION OF QUORUM)

Due to the COVID-19 restrictions put in place by Governor Inslee, the LCC Board of Trustees meeting was held virtually via Zoom. Chair Alice Dietz called the regular meeting of the District 13 Board of Trustees to order at 5:01 p.m., on Wednesday, October 20, 2021, virtually via Zoom. When the meeting was called to order, the following individuals were present; there was a quorum.

**BOARD OF TRUSTEES:** Alice Dietz  
Liz Cattin  
Heather Mansy

**COLLEGE PRESIDENT:** Chris Bailey

**2. INTRODUCTION OF GUESTS**

Wendy Hall, Kristen Finnel, Kendra Sprague, Logan Harris, Bryanna Smith, Tsering Cornell, Marissa Heffernen, and Rob Davis.

**3. APPROVAL OF AGENDA**

**MOTION:** By Heather Mansy, seconded by Liz Cattin,  
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 September 15, 2021 Regular Board Meeting**

**MOTION:** By Liz Cattin, seconded by Heather Mansy,  
That the consent agenda be approved as presented.

**MOTION CARRIED unanimously.**

**5. COLLEGE INPUT**

**5A. President's Report** – President Chris Bailey shared that LCC lost about 15% in enrollments when COVID began and enrollments are now about 19% down since pre-

COVID. Running Start enrollments have also lowered this year and are down about 18.4% for fall quarter. International and BAS programs, however, continue to hold strong enrollments. There are currently 77 full time equivalent students in BAS programs and 30 international students representing 12 different countries at LCC. To help increase enrollment numbers, LCC is considering customer relations management software to advertise to prospective students and to assist with adult re-engagement. The drop in Running Start enrollments is a bit of a concern to the college budget, which will be reported out on for the board next month. In the meantime, employees will maintain low spending until the budget for the upcoming year is clearer. Vocational building design work is in full force. The team is also working on the next capital budget proposal, which is due at the end of December. For this proposal, the current Admissions building, the Applied Arts building, and the International center are on the list for replacements.

President Bailey also thanked Heather Mansy for her outstanding service to the LCC Board of Trustees.

Next, President Bailey asked each vice president to report on their respective areas.

Vice President of Instruction, Kristen Finnel

- ✓ There are many more courses on campus this quarter, either in a hybrid or face-to-face model
- ✓ Even more courses will be brought back to campus for winter quarter
- ✓ As a result of the vaccine mandate, children and families had to be shifted around/transitioned within Head Start due to the number of employees separated from employment
- ✓ Remodeling in the Learning Commons is going really well
- ✓ The WIFI hotspot, which now contains tutoring and e-learning, had over 450 check-ins last quarter
- ✓ Working on BAS-TE accreditation PESBE, which is due at the end of October
- ✓ Faculty are working on creating block schedules for students

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ The Transforming Lives committee selected Brittany Lovely for this year's Transforming Lives award winner
  - Brittany will be invited to next month's board meeting for recognition
  - As of this time, an in-person awards ceremony will be held in January
- ✓ The accreditation visit is next Monday and Tuesday
  - Alice and Mike were invited for the BOT interviews
  - This visit is an informal review that will not result in any formal recommendations

Vice President of Foundation, HR & Legal Affairs, Kendra Sprague

- ✓ This year's GiveMore24 event to raise funds for athletic scholarships was very successful
- ✓ The virtual Horns and Halos Gala has raised about \$60,000 so far with gifts still coming in
- ✓ History teacher Courtney Shah, Jeopardy winner, provided a large gift to the Student Success Fund

- ✓ LCC has hired 45 full time positions in the past three months
- ✓ As of October 19<sup>th</sup>, LCC employees were 90.9% vaccinated with 55 approved exemptions and 40 approved accommodations
- ✓ A variety of safety measures were taken to fit the needs of each position under an accommodation
- ✓ As a result of the vaccination mandate, LCC had 28 non-disciplinary separations, only 5 being full time positions

**5B. ASLCC Report** –ASLCC President Logan Harris reported updates on the ASLCC governing board and activities board. Since September, the group has had a lot of changes, including getting a new director. A few events have been held and the activities board has even received help from the statewide student union to host some events. The “Back to School Bash” was one of the events held and it was attended by a good number of students. The group plans to increase events in November including a club fair to support the continuation of clubs on campus. The governing board has been working hard to ensure that all ASLCC members are attending meetings and participating in their assigned committees. ASLCC students also attended the NACA conference to receive some leadership training. Lastly, almost all spots on the ASLCC have been filled and new hires will begin soon.

**5C. LCCFAHE Report** – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. “Faculty are continuing to innovate in both the face-to-face and virtual classrooms to give their students the best possible learning experience. The LCC faculty thanks HR for all the messaging they sent to help so many LCC faculty and staff meet Governor Inslee’s vaccine mandate. The LCC faculty thank the Emergency Operations Team for taking the actions they have to minimize the transmission of COVID-19 on campus. David Rosi is putting together a plan to host the regional Science Olympiad at LCC on campus March 5th of 2022, with a virtual backup plan. Courtney Shah is back with Community Conversations which can be viewed in person, via zoom, or watched later since they are being recorded. Led by Alex Brehm, The LCC Fighting Smelt Speech & Debate Team won 2nd place in community college team sweepstakes at the Steve Hunt Classic tournament, co-hosted by Lewis & Clark and Whitman Colleges. The tournament featured 69 colleges from 26 different states. Though competition happened online, the Smelt participated together from campus for the first time since the start of the COVID-19 pandemic. Stay Safe, Brad Benjamin, LCCFAHE President.”

**5D. WFSE Report** – WFSE president Tracy Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. “Good Evening LCC Trustees. As the ramifications of the pandemic, and now the vaccine mandate ordered by the Governor continue to affect all of us; the classified staff are continuing to work hard in order to serve our students, and support faculty and staff. We understand the difficult position the college administration was in adhering to the mandate; and quite frankly, the LCC Human Resources department was amazing in how they handled it. From what I saw, HR expressed compassion, grace, and empathy as they followed the directive, evaluated exemption paperwork, made accommodations where possible, and unfortunately, in some instances, had to separate employees where no other

option existed. This was an unenviable position that HR handled much better than many other State agencies did. This being said, many of us are continuing to work with others in dealing with their frustration, anger, fear, and confusion as staff express concern on how the college will manage workloads without causing further staff burnout. We still have much work to do. As we reel from the loss of co-workers, modified schedules, and different working conditions or environments, we need to continue to look at what is working and what is not. We need to pay attention to workloads and to those that may be struggling with the changes that the college has been forced to make. As this happens, I think about how often staff are asked to give grace to those we serve and support and I ask that those in positions of supervision be reminded to do the same. Stay safe, Tracy Stanley, President, WFSE.”

**5E. Head Start/ECEAP Written Report** – The Head Start/ECEAP/EHS Budget Status and Program Report was provided to the board in written format. No board members had any questions.

**6. PUBLIC COMMENT** – None

**7. BOARD BUSINESS/INFORMATION ITEMS**

**7A. Review Proposed 2022 Board of Trustees Meeting Schedule** – The 2022 proposed meeting schedule was reviewed for potential conflicts. No conflicts were presented and action will be taken at the November meeting, providing time for board members to submit any conflicts to Bryanna.

**8. EXECUTIVE SESSION** – None

**9. ADJOURN EXECUTIVE SESSION** – N/A

**10. ACTION AS A RESULT OF EXECUTIVE SESSION** – None

**11. GOOD OF THE ORDER** – Being her last meeting as an LCC board member, Heather Mansy thanked the vice presidents and President Bailey for all they do for the institution. She also introduced the idea of the board holding future study sessions that allow for more in depth discussion and question asking. Alice Dietz and Liz Cattin thanked Heather for her service to the board and the college, both on a state and national level.

**12. ADJOURNMENT** – With no further business, Chair Dietz adjourned the meeting at 6:05 p.m.

**On November 17, 2021, the Board of Trustees of Community College District 13 approved minutes of the October 20, 2021 Regular Meeting.**

---

Christopher C. Bailey, Secretary to the Board