



1600 Maple Street  
Longview, Washington

## MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

### COMMUNITY COLLEGE DISTRICT 13

April 15, 2009

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#### 1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Mike Heuer called the regular meeting of the District 13 Board of Trustees to order at 5:01 p.m., on Wednesday, April 15, 2009, 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.

<b>BOARD OF TRUSTEES:</b>	Thuy Vo Heidi Heywood Lyle Lovingfoss Mike Heuer
<b>COLLEGE PRESIDENT:</b>	Jim McLaughlin

Others in attendance: Mary Harding, Laura Brener, Ellen Peres, Bonnie Terada, Wendy Hall, Kam Todd, Sue Groth, Margit Brumbaugh, Tracy Stanley, Nolan Wheeler, and Linda Clark.

#### 2. INTRODUCTION OF GUESTS – President McLaughlin introduced Dean Jon Kerr, Faculty Jeff Lucas and Mary Leach, and reporter Leila Summers.

#### 3. APPROVAL OF AGENDA

**MOTION:** By Heidi Heywood, seconded by Lyle Lovingfoss,

**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 March 18, 2009 special meeting

**MOTION:** By Lyle Lovingfoss, seconded by Thuy Vo,

**Discussion:** *Under item 7B, change the word "general" to "generation."*

The consent agenda was approved as amended.

**MOTION CARRIED** unanimously

## 5. COLLEGE INPUT

**5A. President's Report** – President McLaughlin discussed the budget and subsequent legislative session, which is ongoing. At this point in time, there isn't much movement from the Legislature; the House and Senate budget reductions range from a high of 14.3% to 9.5%. We are, of course, hoping that the end result is no more than a 10% reduction, which the College has already addressed in layoffs and other cuts. If cuts are above 14%, he said it would definitely result in a degradation of services to students. Work on the 2010 full-scale evaluation continues and is going well.

VP Mary Harding:

- Spring quarter 2009 is the largest spring quarter in the history of LCC running 31% ahead of last year for traditional student enrollments (transitional studies student enrollment is not yet finalized). She also reported that the College is serving 229 worker retraining students, and that our Financial Aid Department has processed over 30% more applications than last year.
- ASLCC College Civics week continues with speakers and activities relating to voting. Roxanne Ahmadifard and Jason Hoseney have stepped in to assist with the ASLCC.

Vice President Laura Brener:

- Due to the elimination of one Deans' positions, Instruction is in the process of reallocating and reassigning duties to the remaining three deans. Helen Kuebel will assume the role of Assistant Dean of Health and Nursing.
- With our increased focus on performing arts, the College is offering a "Jam Band 101" this quarter for students who play instruments, but are not specifically music majors.
- We have established agreements with some of the local high schools as a result of the Transition Math Project which will allow students to enroll directly into college-level math if they have taken specific math courses in high school; they will not have to take the COMPAS placement test.
- This quarter's STEM project will be on artificial intelligence.

Vice President Ellen Peres

- She spoke to supervisors and managers earlier in the week regarding a reduction in services due to recent cuts. Both the IT and custodial/maintenance departments lost staff, so service from those areas will be changing. She stressed that both departments will continue to provide the best service possible to staff, students, and the community.

**5B. ASLCC Report** – Not available

**5C. LCCFAHE Report** – Kam Todd discussed the impact of record enrollment on Faculty and how they are trying to take as many overloads as possible to accommodate student needs, as well as determining the process for dropping students who don't show in order to make more room for those who want/need a specific class. Nominations for Faculty officers are underway and elections will be held after May 5.

**5D. WFSE Report** – Tracy Stanley reported that the classified staff are also extremely busy with the increase in enrollment, and have some concerns about getting all the work done with fewer employees; but, all-in-all, spirits are good, things are fairly quiet, and statewide negotiations continue.

**5E. LCC Foundation** – Margit Brumbaugh reported that the Foundation Finance Committee will meet next week to discuss next year's budget, which will then be taken to the Board for approval. She is happy to announce that there will be five new annual scholarships offered next year. Plans for the July 10 chili cook-off are going well; 8 restaurants will be participating.

**5F. Legislative/Public Relations** – Sue Groth explained that budget and legislative updates were shared with staff during spring break in an effort to keep everyone apprised of the ongoing session and potential impacts. Also, class schedules for Fall will be done next week!

**5G. Other –**

**6. INSTITUTIONAL MONITORING**

**6A. Basis Skills and Pre-College Education Monitoring Report** – Wendy Hall, Jon Kerr, Mary Leach, and Jeff Lucas presented the 10<sup>th</sup> cycle of this monitoring report. Actions resulting from past review of the reports were discussed, as well as analysis from the review teams. Jon Kerr reported on the many successes that our I-Best students have had this year and how many of those strategies may be used in our traditional curriculum. Some highlights from the report include:

- LCC substantially improved goal completion rates for both "Basic Literacy" and "Improve English Language Skills" in 2007-08.
- The number of students completing CASAS post-tests increased from 46 to 54% in 2007-08. The number of students completing at least one program level increased from 55 to 58%.
- The number of ESL students progressing to college level courses appears to be decreasing over time. In contrast, the number of ABE students moving on to college level coursework has increased substantially. 20.4% of the 2007-08 cohort was enrolled in college level by the subsequent fall,

compared to 10.5% of the 2001-02 cohort. I-BEST programming may be contributing to the increase.

- The completion rate for CEO students continues to increase. 28% of the 2003-04 CEO cohort completed a high school credential compared to 18% of the 2007-08 cohort. The proportion of CEO students going on to college level courses has increased substantially. 64.8% of the 2007-08 was enrolled in college level work by 2007-08, compared to only 39.2% of the 2001-02 cohort.
- GED pass rates for LCC continue to exceed both state and national figures. In 2008, 67% of GED testers at LCC passed compared to 60% at the state level (national figures for 2008 are not yet available). 59% of I-BEST students in the 2006-07 cohort had earned a college degree or certificate by fall 2008. In contrast, only 5% of the total 2006-07 ABE cohort had earned a college certificate or degree by fall 2008.
- 66.4% of pre-college math completers passed their course/s with a 2.0 or better in 2007-08, down from 69.9% in 2006-07. In the 2008 National Community College Benchmarking Project, LCC placed in the top 5% nationally for developmental math enrollee success rates.
- 74.1% of pre-college English completers passed their course/s with a 2.0 or better in 2007-08, down from 81.1% in 2006-07. In the 2008 National Community College Benchmarking Project, LCC placed in the top 32% nationally for developmental English enrollee success rates.
- Pre-College FTE increased 8% in 2007-08, at a total of 259 FTE.

**6B. Quarterly Budget Report** – Vice President Ellen Peres provided a status update on the third quarter operating budget, including the local funds equity summary, a revised quarterly variance of budgeted revenues including a column showing the adjusted budget, expenditures, and an operating budget status review.

**7. PUBLIC COMMENT** – None

**8. DIRECTION SETTING/VISION**

**8A. Planning Calendar Review** - The two-year planning calendar was reviewed.

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

**9A. Committee Assignments** – The Board discussed next year's assignments and agreed to keep them the same until September. After that, they will annually review these assignments in September instead of April.

**9B. Joint Board Meeting with School Districts** – President McLaughlin explained that the Cabinet has been working on potential agenda topics for the May 27 meeting with the Kelso and Longview School Boards, and he asked for additional ideas. At this point, he had three major topics on the list, including an update on the Skills Center, Shared Program update,

and an update on the Transition Math Project. Some potential sub-topics discussed: STEM program, CEO, Career Connections, and Health and Science Building. The Board asked that ample time be allowed for discussion, so Dr. McLaughlin said he will work on a more detailed agenda after his individual meetings with the two district superintendents.

**9C. TACTC Summer Conference** –Mike Heuer, Lyle Lovingfoss, and Thuy Vo will be attending the May 14-15 conference. They discussed agenda and logistic details.

**10. COMMUNITY LINKAGES** – None

**11. EXECUTIVE SESSION** – None

**12. ADJOURN EXECUTIVE SESSION**

**13. [ACTION] Resulting from Executive Session** - None

**14. ADJOURNMENT** – With no further business, the meeting was adjourned at 6:54 p.m.

**MOTION:** By Lyle Lovingfoss, seconded by Thuy Vo,  
That the meeting be adjourned.

**MOTION CARRIED** by unanimous consent.

On May 27, 2009, the Board of Trustees of Community College District 13 approved minutes of the April 15, 2009 regular meeting.

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James L. McLaughlin, Secretary