



Longview, WA 98632

**MEETING of April 15, 2015**

**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 5:00 p.m., on Wednesday, April 15, 2015, 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:** Thuy Vo  
George Raiter  
Max Anderson  
Steve Vincent

**COLLEGE PRESIDENT:** Chris Bailey

Others in attendance: Nolan Wheeler, Lisa Matye Edwards, Brendan Glaser, Kim Witherspoon, Erin Brown, Wendy Hall, Kendra Sprague, Adam Wolfer, Tracy Stanley, Drew Davidson, and Linda Clark.

**2. INTRODUCTION OF GUESTS –** Darlene de Vida, Brad Benjamin, Jim Stanley, Angie Rogers, Kam Todd, Vicki Echerd, Hiedi Bauer, David Benson, Courtney Shah, Kat Everman, Eli Hayes, Jack Humphrey, Cliff Hicks, students Ben Soleim, Bonnie Ellis, and Alex Stewart.

**3. APPROVAL OF AGENDA –** With no additions or revisions to the agenda, Chair Anderson called for a motion to approve.

**MOTION:** By George Raiter, seconded by Thuy Vo,  
That the agenda be approved as amended.

**MOTION CARRIED** unanimously.

**4. CONSENT AGENDA -** The following consent items were offered for the Board's consideration.

**4A.** Minutes of the March 11, 2015 Special Meeting

**4B.** Minutes of the March 18, 2015 Regular Meeting

**MOTION:** By Steve Vincent, seconded by Thuy Vo,  
That consent agenda be approved as presented.

**MOTION CARRIED** unanimously.

## 5. COLLEGE INPUT

**5A. President's Report** – President Chris Bailey explained that we are very anxious to see what comes out of the Legislative this session as they discuss budget. The assumption at this time is that the community college system is expecting a rather flat budget with tuition likely static, although there is some discussion about cost of living allowances (Colas). We will be waiting to see how the details shake out as our budget process continues. He also reported on the following highlights:

- ✓ Transitional Studies – We received survey data from our High School 21+ students. 94% reported they are satisfied or very satisfied with the program, and 20 out of 26 are planning to transition to college.
- ✓ We received an Open Resources mini-grant which will convert English 101 & 102 to using Open Resources instead of textbooks in a continuing effort to save students money.
- ✓ Enrollment is down about 4% for spring, but we're still up 2% for the year. The new allocation model, if passed, will provide additional money during the second year of the biennium.
- ✓ Renee Carney, Director of eLearning, resigned to take a job with Canvas. Several people have stepped in to help while we post and interview for a new Director.
- ✓ With Lisa Matye Edward's departure to Arapahoe College next month, parts and parcels of her duties will be handled by Kendra, Wendy, Brendan, and himself for the time being.

### Vice President Lisa Matye Edwards:

- ✓ She distributed a copy of WAC 132M-125 which is replacing our current Student Code of Conduct. The new one is a comprehensive state model that meets new rules and regulations, specifically in regards to the new Violence against Women and Title IX requirements. This WAC will be presented next month for public hearing and subsequent approval by the Board.

### Vice President Nolan Wheeler:

- ✓ The Applied Arts renovation project is moving along as we're still on schedule for a mid-June completion date.
- ✓ IOB - The successful bidder will likely mobilize next week for abatement and preliminary work. Immediately following the demolition, the landscaping and pavilion construction will take place.
- ✓ Fitness Center - 98% of the equipment is in. Our new Fitness Center Manager starts on Monday and will begin by scheduling orientations for the students, staff and faculty to use the facility.

**5B. ASLCC Report** – Drew Davidson reported that the ASLCC is hoping for a May vote in regards to the fitness center initiative. Next week is filled with several "Awareness" activities and events. Applications are being taken for next year's officers. The Tech Fee Committee is proud to announce that it funded 53 new computers in the library.

**5C. LCCFAHE Report** – Adam Wolfer explained that interviews have started for the new faculty positions. He also reported on the following:

- ✓ Faculty Association elections concluded yesterday.

- ✓ The Fighting Smelt Forensics team received several honors at three recent competitions
- ✓ Community Conversations tomorrow with Hiedi Bauer
- ✓ Faculty are concerned about the decision made regarding replacement of the VP of Student Success and voted unanimously to express their concerns in writing to the Board—Adam distributed a copy of the letter at that time.

Chair Anderson asked President Bailey if he had seen the letter, which he answered that he had not. The Board gave President Bailey the letter to handle administratively.

- 5D. WFSE Report** –Tracy Stanley said staff are working on communication within their ranks, and are utilizing formal processes to resolve issues.
- 5E. LCC Foundation** – Erin Brown thanked those who attended the recent Horns and Halos Gala, which raised over \$60,000 for the Student Success fund. She also just secured another \$50,000 scholarship for Nursing. The Foundation is embarking on a strategic plan with their Wertheimer Society regarding financial planning, and will hold four free seminars for the community.
- 5F. Effectiveness and College Relations** – Wendy Hall presented Ben Soleim, our All-Washington Academic Team nominee this year, with a medal, certificate and check. She explained that he wasn't able to attend the state ceremony due to a forensic tournament, so that is why we are honoring him tonight.

Ben thanked staff and faculty who helped him along the way and for the speech and debate team family at LCC. He expressed disappointment that Dan Schabot was not granted tenure and said he would like to see more student involvement in the tenure process in the future.

- 5G. Human Resources** – Kendra Sprague explained that in addition to the faculty recruitment that the Human Resources staff is working on, administrative performance evaluations just went out. The Wellness Committee continues with activities for the month. The State Employees Credit Union will be on campus to talk to employees about identity theft and stretching your dollars.
- 5H. Head Start/ECEAP Written Report** – Included Head Start/EHS/ECEAP program and budget status reports for February 2015.

Chair Max Anderson mentioned that Head Start underwent an audit recently and although an official report hasn't been received yet, all indicators is that they will have another great audit.

- 5I. Other** – None

**6. INSTITUTIONAL MONITORING**

- 6A.** Basic Skills and Pre-College Monitoring Report - Brendan Glaser presented the information into two sections. He explained that Basic Skills ABE, ESL, CEO, IBEST, and ITRANS. Our goal is to transition students in Basic Skills into college. One-fifth of our enrollment are people taking basic skills coursework. Some of the highlights include an increase in the number of ABE students enrolling in college level studies, completion rates for I-BEST and I-TRANS are trending upwards, and CEO enrollment continues to increase.

Pre-College students are those who enroll in college but may lack some necessary skills to do so. They also qualify for financial aid and pay tuition; basic skills students do not. Some of the highlights include a decrease in the withdrawal rate in pre-college math courses while success in pre-college math has increased substantially from prior years. Additionally, pre-college students moving on to college level math succeeded at a much higher rate in 2013-14 than in past years. Pre-college English success rates also increased last year and the success rates in college level English also increased substantially.

- 6B.** Quarterly Budget Report – Nolan Wheeler reviewed the 3-page report with the Board and summarized that the College’s financial status is good through the end of the third quarter. Early projections is that we will be presenting about a \$21.6 million dollar budget in June. He reported a net \$36,000 revenue from the Oak Terrace Apartments.

**7. PUBLIC COMMENT – None**

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

**9. EXECUTIVE SESSION – None**

**10. ADJOURNMENT –** With no further business, the meeting was adjourned at 6:13 p.m.

**On May 20, 2015, the Board of Trustees of Community College District 13 approved minutes of the April 15, 2015 Board Meeting**

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Christopher C. Bailey, Secretary to the Board