



Longview, WA 98632

MEETING of MARCH 15, 2017

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES

MINUTES

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair George Raiter called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, March 15, 2017, 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: | Heidi Heywood Bob Gregory George Raiter Steve Vincent Heather Mansy |
| COLLEGE PRESIDENT: | Chris Bailey |

Others in attendance: Wendy Hall, Nolan Wheeler, Brendan Glaser, Sue Orchard, Kendra Sprague, Tracy Stanley, Brad Benjamin, Kim Witherspoon, Jacob Roes and recorder Linda Clark

2. INTRODUCTION OF GUESTS – There were several visitors present to attend the meeting and to observe the award of tenure. Guest list included: Jim Stanley, Maggie Stuart, Kyle Hammon, Mark Gaither, Randy Byrum, Ann Williamson, Michaela Jackson, Katrina Fuller, Nicole DiGerlando, Amber Lemiere, Hiedi Bauer, Janell Haynes-Hughes, Becky Connolly, Karen Joiner, Betty Hayes, Sheri Evald, Eric Lemiere, Melinda Harbaugh, Lindsey Keevy, Danielle Kirkwood, Gabe Kirkland, David Benson, Kat Cooper, and Klint Hull. Betsy Richards and Nathan Shepherd were in attendance to fulfill probationary requirements.

Also in attendance were LCC's two All Washington Academic nominees, Raul Arellano and Andrew Jaspers. These two outstanding students were presented with a check for \$250 from the LCC Foundation, represented by Kendra Sprague.

3. APPROVAL OF AGENDA - Chair Raiter recommended moving consent Item 4C (Resolution 73) to Item 9B to allow for discussion during executive session.

MOTION: By Heidi Heywood, seconded by Heather Mansy,
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 February 27, 2017 Board Workshop

4B. Minutes of the March 8, 2017 Special Executive Session

~~**4C.** Resolution #73 – Apartment Purchase (moved to item 9B)~~

4D. Head Start/EHS/ECEAP Items:

- 2016-17 Head Start/EHS Continuation Grant Funding Application and 2017-18 Head Start/EHS Budget
- 2016-17 Head Start/EHS Self-Assessment
- Strategic Plan Update
- Head Start Program Performance Standards Implementation Plan.
Background: Implementation of the new standards will require updating of existing policies and procedures, as well as development of some new policies. The LCC Board will be approving the changes and additions throughout the year as development occurs.
- Per the new Head Start Performance Standards, the following policies require approval at this time:
 - Overview of Hiring (HR3a); Inclement Weather P&P (EDUC8a); Coaching Process P&P; Professional Development P&P

MOTION: By Heidi Heywood, seconded by Heather Mansy,

That the consent agenda be approved as amended by moving item 4C to 9B.

MOTION CARRIED unanimously.

5. TENURE CONSIDERATION –

5A. Chair Raiter explained that there would be no need for an executive session prior to a vote on tenure.

MOTION: By Heidi Heywood, seconded by Heather Mansy,

I move that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committees at the March 9, 2016 special executive session, do hereby grant tenure to **Amber Lemiere**, effective with the beginning of Fall Quarter 2017.

MOTION CARRIED unanimously.

Chair Raiter further explained that all probationary faculty reviewed in the special executive session will be continuing in the tenure-track process.

6. COLLEGE INPUT

6A. President's Report – President Chris Bailey noted that students from the Wako, Japan, International High School were on campus today as part of their stay at Mark Morris High School. He then turned the reporting over to his Vice Presidents.

Brendan Glaser – Instruction

- Head Start update. Brendan explained that we have been talking with the Longview School District superintendent about Head Start facilities. Depending on the school district's facilities decision, we may need to establish alternate housing. Also a potential impact on Head Start facilities will be the mandated reduction of class size as outlined in the McCleary decision. By 2020, new Head Start regulations will require 6 hour days for children instead of 4, which means we cannot offer both morning and afternoon classes in the same room. Facilities have become very concerning to our Head Start program as there is already a large wait list of children to serve. On a more positive note, Vice President Nolan Wheeler explained that our Head Start program is purchasing a 5000 sq. ft. modular building with federal grant funds that will house three classrooms.
- President Bailey explained that Representative Herrera-Beutler's office is going to look into the impact of the Head Start regulatory changes. Brendan said it doesn't appear that the federal government will provide funding for the new mandates.
- There is an upcoming article in TDN about the therapy dogs on campus to help students during the stress of finals week.

Vice President Nolan Wheeler – Administration/Finance

- The new athletic bus is scheduled to arrive on March 17th.
- Testing of our emergency notification system will occur next week on March 21st.

Vice President Sue Orchard– Student Services

- Building on enrollment trends discussed at the last Board meeting, Sue reported that LCC has taken over the annual sophomore fair which is scheduled for March 31st. Typically, we have 500 sophomores in attendance, but we had to cap his year's attendance at just over 1100! The sophomores will also be receiving information on upcoming Running Start information sessions.

6B. ASLCC Report – Jacob Roes reported that student government has been slowing down on activities. They finished and approved their budget proposal, and advertising has been sent out for next year's ASLCC openings. Planning is underway for Red Devil Days.

6C. LCCFAHE Report – Brad Benjamin reported that the recent welding competition held at LCC was again highly successful with more participants than ever before. The Rose Center keeps putting out hits in drama and music. The Fighting Smelt have been doing well. The NanoCon international film festival is scheduled for March 24th in the Rose Center. Brad thanked Brendan for his help and guidance on the two faculty planning days during spring break. He feels the collaboration will be very beneficial as we ramp up for the accreditation visit in Fall 2018.

- 6D. WFSE Report** – Tracy Stanley explained that WFSE staff are pushing Legislators to fund the statewide negotiated contract and approve the Governor's budget. They are also lobbying for more for higher education funding. The Washington State Labor Council established a committee including Trustees from our community and technical college system and all of the unions, to discuss issues with funding, apprenticeship programs, etc. Many LCC staff members are involved in the lobbying efforts.
- 6E. Effectiveness and College Relations** – Wendy Hall passed around two TDN articles relating to Lower Columbia College.
- 6F. LCC Foundation and Human Resources** – Kendra Sprague reported that HR has posted two tenure track faculty positions for Art and Welding. Our Human Resources Department is migrating to a new online application system called “New-gov.” It will take time to implement, but we’re anticipating completion sometime this summer. She also reported that Faculty contract negotiations are progressing well

On the Foundation side of the house:

- ✓ Over \$300,000 will be available for student scholarships next year
- ✓ Received a clean 2016 audit
- ✓ Will be offering foundation grants as well as exceptional faculty grants next year in the amount of \$50,000. Due to market conditions, this is the first time in a few years that the Foundation has been able to offer these grants.
- ✓ Will be partnering again this year with the TDN for our Students in Need campaign. The campaign launches this Sunday through April 30th. The TDN has set a goal of \$40,000 this year.
- ✓ The Foundation is sponsoring an alumni event at the May 13th baseball game at Story Field. Alumni will get into the game free, with activities throughout the game.

6G. Head Start/EHS/ECEAP Written Report

- ▶ Monthly program and budget status reports for January 2017

6H. Other

7. PUBLIC COMMENT – None

8. BOARD BUSINESS/INFORMAITON ITEMS –

- 8A. Election of Board Officers** – Nomination for new officers occurred at the February Board meeting; therefore, Chair Raiter called for a motion:

MOTION: By Heidi Heywood, seconded by Steve Vincent,

That Bob Gregory be elected as Chair and Heather Mansy as Vice Chair for 2017-18.

MOTION CARRIED unanimously.

George Raiter passed the gavel to incoming Chair, Bob Gregory

9. **EXECUTIVE SESSION** – At 5:45 p.m., Chair Bob Gregory Bob called for a ten minute executive session—from 5:45 to 5:55—per RCW 42.30.110(b) to discuss potential purchase of real estate. At 5:55, Kim Witherspoon announced that the executive session would be extended until 6:05.
10. **ADJOURN EXECUTIVE SESSION** – Chair Bob Gregory re-opened the public meeting at 6:05.
11. **ACTION AS A RESULT OF EXECUTIVE SESSION** – Chair Gregory explained that there would be action as a result of the executive session as follows:

MOTION: By Heidi Heywood, seconded by Heather Mansy,

That Resolution #73 be approved for the purchase of apartments located at 1615 20th Avenue, Longview, WA.

MOTION CARRIED unanimously.

Chair Gregory explained that this purchase is consistent with the Board and College initiatives, and is a logical step for student housing and student success.

12. **ADJOURNMENT** – With no further business, the meeting was adjourned at 6:08 p.m.

On April 19, 2017, the Board of Trustees of Community College District 13 approved minutes of the March 15, 2017 Board meeting.

Christopher C. Bailey, Secretary