



Longview, WA 98632

**MEETING of OCTOBER 18, 2017**

**LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES**

**MINUTES**

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

Board Chair Bob Gregory called the regular meeting of the District 13 Board of Trustees to order at 5:01 p.m., on Wednesday, October 18, 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:** Bob Gregory  
Heidi Heywood  
Heather Mansy  
Steve Vincent

**COLLEGE PRESIDENT:** Chris Bailey

Others in attendance: Sue Orchard, Nolan Wheeler, Wendy Hall, Brad Benjamin, Kendra Sprague, and Linda Clark.

**2. INTRODUCTION OF GUESTS –** Linda McKeon, Clinton Howard, Trey Batey and Lucas Myers (LCC Probationary Faculty), Randy Byrum, and Guy Smith.

**3. APPROVAL OF AGENDA –**

**MOTION:** By Steve Vincent, seconded by Heather Mansy,

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 August 23, 2017 Board Workshop

**MOTION:** By Steve Vincent, seconded by Heidi Heywood,

That the consent agenda be approved as presented

**MOTION CARRIED** unanimously.

5. COLLEGE INPUT

**5A. President's Report** – President Chris Bailey reported that Fall quarter state-supported enrollment is up 3.5%--LCC one of few colleges in the system with enrollment growth--and our Running Start enrollment is up 20% from last year. LCC Athletics was recognized last year by the NWAC for having the best overall athletic excellence on the field, and we just learned that our 2016-17 athletic teams placed second for academic excellence!

Administrative Services, Vice President Nolan Wheeler

- ✓ **Main Bldg. Project** – Due to lack of a State capital budget, the college is self-funding Phase 1 (exterior work) of this project, which he estimates will be completed within 4-5 weeks; however, the project will then halt until a capital budget is passed.
- ✓ He will have a financial update next month to share with the Board.

Student Services Report, Vice President Sue Orchard

- ✓ Student Services has been busy backfilling vacant positions with internal staff and hiring replacements, and she feels they have an incredible team in place.
- ✓ LCC's student cohort default rate (financial aid) was recently released. She explained that if an institution gets near the 30% default rate, there is risk of losing financial aid funding, so we keep a close eye on the results. In 2009, the college was at a 27% default rate, but the latest results (as of 2014), showed the default rate down to 20%. She attributes this success to focused counseling to students on grants, financial aid, loans, etc.

**5B. ASLCC Report** – New ASLCC President Clinton Howard reported that this year's ASLCC team is very strong and well-rounded in both college and community activities. They are working with the Dept. of Health on suicide awareness, cancer awareness, and other activities. The ASLCC team is focusing on team-building and have set goals, such as helping with student hunger insecurities, homelessness, student jobs, etc. ASLCC funded TRiO students and advisors to travel to Texas to help with Hurricane Harvey relief efforts.

**5C. LCCFAHE Report** – Brad Benjamin reported that the nurses are giving flu shots this week. Transitional Studies is working on making their Canvas courses accessible, as well as developing AER resources for their students. Transitional studies is offering Math 87-97 for prof/tech students. Lucas Myers provided information on the fall STEM event for middle school students in coordination with Community Education. The high school welding competition will be held on campus again this year. Armando Herbelin has created an extraction tool for Canvas that extracts student learning data to assist with student assessment activities. Armando is also working on a virtual reality STEM event. Mark Gaither is running a Business 100 class; Trey Batey and Alex Emerson are starting a Bilingual club; and Trey and Lucas are starting an undergraduate research club. Hiedi Bauer has had two poems published.

**5D. WFSE Report** –Linda McKeon, representing the WFSE, reported that our staff are keeping busy at the local, state and national levels. Members are involved in various activities including the State Board long-term advocacy task force, contract and steward trainings, legislative and political action, and attending state and national conferences. Staff are currently preparing for the next round of contract negotiations and are in the process of setting up a team for the community college coalition. Lastly, they have sponsored events to help educate members on various political and social justice issues that affect state workers, higher education, jobs, and our community.

**5E. Effectiveness and College Relations** –Wendy Hall introduced the 2017-18 Transforming Lives Nominee, Clinton Howard. She explained that Heidi Heywood was the Board representative on the selection committee. Clinton has been on the Presidents list, he is the current ASLCC president, and received the outstanding student award from the Psychology Department last year. Wendy will be submitting the LCC application to the State Trustees Association.

**5F. Foundation and Human Resources** – Kendra Sprague reported that the Horns and Halos gala has raised over \$85,000—it was a great event! The recent Givemore24 campaign raised \$21,000 for athletic excellence. The Foundation also held a dedication in the Disability Support Services space for Applied Industries. Last but certainly not least, Jeanne Moksness, former LCC employee, donated \$80,000, so we will be dedicating the lobby of the Fitness Center in her name. The Foundation raised over \$190,000 last month.

Kendra did some research on the naming of facilities protocol. Community College Trustees have the authority to name facilities, but in 2013, our Board passed a resolution authorizing the Foundation Board to name facilities as part of the Healthy Futures campaign. If the Board would like to revisit this topic at a future board meeting, let us know.

**5G. Head Start/ECEAP Written Report** – Included in the Head Start/EHS/ECEAP monthly program report and budget status for August 2017.

**5I. Other** - None

**6. PUBLIC COMMENT** – None

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

**7A. Review Proposed 2018 Board of Trustees Meeting Schedule** – The Board reviewed the proposed schedule and agreed to move the February and August workshop dates to the 22<sup>nd</sup> of each of those months to accommodate scheduling conflicts. Final approval will be on the agenda for the November meeting.

- 7B. Policy Governance Section 3-3; Second Reading** – Chair Gregory explained that the president’s evaluation process has evolved during the past couple of years and the suggested revision correctly reflects the current process.

**MOTION:** By Steve Vincent, seconded by Heather Mansy,

That Section 3-3 of Board Policy be revised as presented.

**MOTION CARRIED** unanimously.

Chair Gregory presented the compiled results of the 2015-16 and 2016-17 self-evaluation which are done annually during the summer workshop. Wendy advised that since board evaluation is now an accreditation standard, our Trustees may get a request to meet with the accreditors during the scheduled visit in October 2018.

**8. EXECUTIVE SESSION** – None

**9. ADJOURNMENT** – With no further business, Heather Mansy proposed a motion to adjourn, seconded by Heidi Heywood. The meeting was adjourned at 5:37 p.m.

**On November 15, 2017, the Board of Trustees of Community College District 13 approved minutes of the October 18, 2017 Board Meeting.**

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Christopher C. Bailey, Secretary to the Board