

MINUTES

JANUARY 17, 2018

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Bob Gregory called the regular meeting of the District 13 Board of Trustees to order at 5:02 p.m., on Wednesday, January 17, 2018, 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
 Steve Vincent
 Heather Mansy arrived @ 5:07 p.m.

COLLEGE PRESIDENT: Absent

Others in attendance: Wendy Hall, Kendra Sprague, Nolan Wheeler, Kim Witherspoon, Clinton Howard, and Linda Clark.

2. INTRODUCTION OF GUESTS

Mark Gaither, representing the Faculty Association; Alex Brehm, probationary faculty, Tamra Bell, Karen Joiner, Paz Clearwater, Amber Lemiere, and Brittney Lovely.

3. APPROVAL OF AGENDA

Chair Bob Gregory requested the addition of Item 8A: Discussion of ACT Winter Conference attendance.

MOTION: By Heidi Heywood, seconded by Heather Mansy,

 That the agenda be approved as amended with the addition
 of item 8A (see above).

MOTION CARRIED unanimously

4. CONSENT AGENDA

The following consent items were offered for the Board's consideration.

4A. Minutes of the November 15, 2017 Board Meeting

4B. Resolution #75: Authorize Local Funds Expenditure for Welding Lab Clean-up

MOTION: By Heidi Heywood, seconded by Heather Mansy,

 That the consent agenda be approved as amended.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Chris Bailey explained that the Vocational Building Capital proposal is being fine-tuned and will be submitted by the deadline later in the month. He also called attention to a website called *College Navigator* (a national site for college statistics) which contains data on individual colleges. LCC's data is now included should the Trustees want to peruse it.

Instruction Report, Vice President Brendan Glaser

- ✓ He thanked Tamra Bell, Randy Byrum and David Pittsley on their handling of the recent closure of the welding lab, which was done in the best interest of our students.

Administration and Finance Report, Vice President Nolan Wheeler

- ✓ N/A (Nolan Wheeler was not in attendance)

Student Services Report, Vice President Sue Orchard

- ✓ No update

5B. ASLCC Report – Jacob Laes provided an update on ASLCC activities including recent events such as: holiday bingo, relaxation day, and a wreath giveaway to students which included a gift card for food. The literacy program with Longview School District is going well. The ASLCC officers recently attended a communications training and team-building event. Overall, he said that there was good engagement in the various events. ASLCC president, Clinton Howard, is currently in Texas with other LCC TriO students helping with Hurricane Harvey relief efforts.

5C. LCCFAHE Report – Brad Benjamin thanked all students, staff, faculty and administration for making this such a good fall quarter. He echoed Brendan's appreciation for the way the welding lab issue was handled, ensuring student success. Last week, Business 100 held a culminating project on a viability study to bring a Trader Joe's store to Cowlitz County--it was a great event reflecting student learning. He also thanked Brendan and HR for moving quickly on faculty hiring for next year.

5D. WFSE Report – Vicki Echerd reported that WFSE has started contract bargaining. Work continues to serve and educate members.

5E. Effectiveness and College Relations – Wendy Hall provided an update on ctLink. LCC, along with the other system colleges, are currently participating in a readiness assessment to determine the new conversion (deployment) schedule. The State Board and one other college (not LCC) will be the next to be deployed. LCC will likely be in the following deployment.

LCC was recently invited by researchers associated with College Spark to participate in two projects. The first relates to organizational change, and the second addresses the use of faculty professional development to affect student outcomes. Both topics will appear in a series of white papers on how to increase student success.

- 5F. Foundation and Human Resources** – Kendra Sprague said the two open faculty positions will be posted tomorrow and interviews should be done before faculty leave for spring break.

The Foundation Executive Committee selected Jim and Marianne Mitchell as Benefactors of the Year. They will be honored at the gala in September. The annual Foundation appeal letter was sent out this year using two methods—mail and the new mobile fundraising app.

The Hall of Fame event will be held on February 3. This is the main fundraiser for the Athletics Excellence fund and athletic scholarships.

- 5G. Head Start/ECEAP Written Report** – Included in the Head Start/EHS/ECEAP written report:

✓ Head Start/EHS/ECEAP monthly program report – October 2017.

6. INSTITUTIONAL MONITORING

- 6A. Access, Support and Completion Monitoring Report** – Vice President Sue Orchard provided a recap of this monitoring report and its related Key Performance Indicators:

- Participation rate of persons who live within the service district
- Participation and success rates of diverse student populations
- Enrollment
- Student persistence
- Student progress/completion
- Student satisfaction with support services
- Success of academic support programs

Sue also recapped some of the actions that have come about as a result of past reviews of this monitoring report, as well as an analysis of our strengths, weaknesses, opportunities and threats in providing access to students.

7. PUBLIC COMMENT – None

8. BOARD BUSINESS/INFORMATION ITEMS

- 8A. ACT Winter Conference** – Discussion as to who would be attending the January Act Conference, which includes the Transforming Lives Dinner. Linda will send an email follow up.

9. EXECUTIVE SESSION

At 6:15 p.m. Chair Gregory called for a 15-minute executive session to evaluate the qualifications of an applicant for public employment and to discuss with legal counsel ongoing litigation per RCW 42.30.110 (g) and (i). No Action Anticipated. At 6:30 p.m., Kim Witherspoon made a public announcement that the executive session would be extended for an additional 15 minutes.

10. ADJOURN EXECUTIVE SESSION

Chair Gregory re-opened the public meeting at 6:31 p.m.

11. ACTION AS A RESULT OF EXECUTIVE SESSION

None

12. ADJOURNMENT

With no further business, the meeting was adjourned at 6:32 p.m.

On January 17, 2018, the Board of Trustees of Community College District 13 approved minutes of the December 13, 2017 Board Meeting.

Christopher C. Bailey, Secretary to the Board