

MINUTES

March 14, 2018

3:00 p.m.

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Bob Gregory called the regular meeting of the District 13 Board of Trustees to order at 3:02 p.m., on Wednesday, March 14, 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
 George Raiter
 Heather Mansy arrived @ 5:09 p.m.

COLLEGE PRESIDENT: Chris Bailey

2. ATTENDEES

Kendra Sprague, Brendan Glaser, Karen Joiner, Melinda Harbaugh, Tamra Bell, Kyle Hammon, and AAG's Kim Witherspoon and Sarah Pagen.

3. EXECUTIVE SESSION

At 3:03, Chair Gregory called for a two-hour Executive Session for the specific purpose of considering award of tenure, per RCW 42.30.110(g). No action anticipated.

4. ADJOURN EXECUTIVE SESSION

Bob Gregory called the public meeting back to order at 4:10 p.m., and announced that the meeting would be recessed until 5:00 p.m.

5. RE-OPEN PUBLIC MEETING

Chair Gregory re-opened the public meeting at 5:00 p.m.

6. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Nolan Wheeler, Clinton Howard, Brad Benjamin. Guests (per sign-in sheet): Adam Wolfer, Dawn Draus, Jeanne Hamer, Mavourneen Rister, Mason Malozzi, Mary Herbert, Shari Samuels, Natalie Richie, Marinda Strine, Judy Brennan, Becky Connolly, Betsy Richard, Trey Batey, Katrina Fuller, Armando Herbelin, Mary Leach, Jim Franz, Nicole DiGerlando, Amber DiGerlando, Sarah Griffith, Don Derkacht, Jim Stanley, Klint Hull, Marie Boisvert, Kyle Hammon, Stefan Rijnhart, Maggie Stuart, Randy Byrum, Michael Strayer, Karen Joiner, Lucas Myers, Melinda Harbaugh, Terri Skeie, Hiedi Bauer, Janell Haynes-Hughes, Amber Lemiere, Mark Gaither, Brittany Lovely, David Benson, Kurt Harbaugh, Nadine Lemmons, ***Morgan Salisbury, Lindsay Keevy, Jennie Mynhier, David Pittsley (attending for probationary requirements)***, and Linda Clark, recorder.

6A. Introduction of Lower Columbia College's All-Washington Academic Team

Wendy Hall introduced LCC's two All-Washington Academic Team members. Marinda Strine, a Running Start student, will graduate in June and plans to attend the University of Washington to become a doctor. Clinton Howard, ASLCC President. Wendy explained that Clinton is also being recognized as a Coca Cola bronze medallion winner, which carries a \$1000 national scholarship award. On behalf of the LCC Foundation, Kendra Sprague presented both students with \$250 for being named to the All-Washington Academic Team.

7. APPROVAL OF AGENDA

Chair Gregory explained that one additional item needed to be added to the Consent Agenda as Item 8C: Consideration of Head Start carryover in the amount of \$8,062.62.

MOTION: By George Raiter, seconded by Heather Mansy,
That the agenda be approved as amended.

MOTION CARRIED unanimously

8. CONSENT AGENDA

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

- 4A.** Minutes of the February 22, 2018 and February 27, 2018 Board Meetings
- 4B.** Head Start/EHS Continuation Grant, FY 2017, ACF Grant #10CH0207 for \$3,846,988
- 4C.** Head Start Carryover from FY 2016 to FY 2017 in the amount of \$8,062.62

MOTION: By George Raiter, seconded by Heather Mansy,
That the consent agenda be approved as amended.

MOTION CARRIED unanimously.

9. TENURE CONSIDERATION

Chair Gregory explained that the Board had reviewed probationary faculty materials during executive session, and entertained a motion for award of tenure.

MOTION: By Heidi Heywood, seconded by Heather Mansy,

I move that the Board of Trustees, after giving reasonable consideration to the recommendations of the Probationary Review Committees at the special executive sessions on February 27 and March 14, 2018, do hereby grant tenure to Trey Batey, Stefan Rijnhart, Becky Connolly, Janell Haynes-Hughes, Jason Malozzi, Lucas Myers, Shari Samuels and Betsy Richards effective with the beginning of Fall Quarter 2018.

MOTION CARRIED unanimously

10. COLLEGE INPUT

10A. President's Report – President Bailey provided a brief update on the State operating budget. He also explained that progress is being made on the BAS in Education program. He then asked the vice presidents to provide updates from their areas:

Brendan Glaser, Vice President of Instruction

- ✓ The initial review of our BAS application was very good.
- ✓ Sue, Wendy, and he completed the first of the College Spark tasks called Scale of Adoption.

Nolan Wheeler, Vice President of Administrative Services

- ✓ The Capital budget funded all the projects from last year's list, and LCC's vocational building proposal scored 10th overall. In addition to increasing our score from last year, the size of the building was increased by 5000 sq. ft. Most of the projects ahead of our vocational building are growth projects based on population projections, so the Puget Sound area schools scored high.
- ✓ The financial statement audit is wrapping up, and the exit conference is scheduled for Friday, March 23.
- ✓ The Main Building Project--Phase 2--should go before the City of Longview next week for a plan review, followed by bidding a few weeks after.
- ✓ The EDA grant for equipment in the Health and Science building is within six months of expiring; however, we have encountered obstacles with procurement. Senator Patty Murray's office has been assisting in the issue which has resulted in a request to extend the grant for an additional six months.
- ✓ The State operating budget doesn't appear to hold any surprises. We are currently waiting for the State Board to input the numbers so we can begin finalizing our own operating budget.

Sue Orchard, Vice President of Student Services

- ✓ Regarding the Guided Pathways grant, she is researching software options to help with student retention and success.
- ✓ The Sophomore Career Fair will occur March 30th at LCC. To date, there are 836 students registered, and 50 presentations scheduled.
- ✓ The LCC Food Pantry is getting a lot of positive press and offers of help. Outside sources have also been contacting us to assist with the supply of food.
- ✓ Senator Murray's office will be visiting campus to meet with ELC staff and parents in April.

10B. ASLCC Report – Clinton Howard shared that he and a few other LCC students were part of a statewide student contingent who went to Olympia to talk about the importance of funding the State Need Grant. He received a message last week that the State has agreed to fully fund the grants within 4 years. Student Government continues to work on projects, and the Activities board has implemented a system to help plan and schedule quarterly events.

10C. LCCFAHE Report – Brad Benjamin thanked everyone who helped reschedule the Board meeting. He also reported on the following:

- ✓ Students Services and ASLCC's work on the food pantry has touched a lot of faculty. At the last Association meeting, Faculty voted to give \$150.00 from their association to the Food Pantry.
- ✓ Drama - The *Wrestling Season* wrapped up to great reviews
- ✓ Alex Brehm's Fighting Smelt are traveling to Whitworth for a forensics tournament
- ✓ Northwest Voices recently sponsored two poets
- ✓ The coding club is working on an LCC parking app
- ✓ Two of Jim Stanley's Accounting students are doing taxes for AARP
- ✓ Faculty are excited to move forward with guided pathways
- ✓ Science Olympiad - Over 500 students participated and over 80 faculty and staff volunteered their time

10D. WFSE Report – Not Available.

10E. Effectiveness and College Relations – Wendy Hall provided an update on the accreditation visit which will be LCC's first review under the new standards. We have a first draft of the report done. We will be on a parallel track to maintain our associate degree accreditation as we move forward with our BAS program and 4-year accreditation.

10F. Foundation and Human Resources – Kendra Sprague said that she and Chris met with the *Daily News* editor and the paper is once again going to sponsor a 6-week feature on our Students in Need Campaign. The goal for the campaign is to raise \$50,000. Scholarship applications are now open, and the Foundation has nearly \$400,000 to award to LCC students.

HR is wrapping up the faculty recruitment and hiring process for both Math and Political Science tenure track positions. Recruiting for a Nursing instructor will occur during spring quarter.

Bob Gregory said he received a call from a community member saying how impressed he was with the recent donor event.

10G. Head Start/ECEAP Written Report – January 2018 monthly budget status and program report.

11. PUBLIC COMMENT – None

12. BOARD BUSINESS/INFORMATION ITEMS

12A. International Program Report – Marie Boisvert, Director of International Programs, provided an update on the program. Enrollment was low for fall, but strong for winter. We have launched a fully online application form, which has been very helpful, as well as a more robust IP webpage. The diversity of our current students is much

more representative than in previous years. Some of the challenges and opportunities include:

- ✓ There is a 7% statewide decline in international students (visa issuance rates are actually down 17%); however, we stayed steady with our enrollment at 21.
- ✓ Looking for food and ethnic support services which involves transportation to Portland.
- ✓ Mechanisms to bring international and domestic students together
- ✓ The need to consider international students when creating policies and procedures
- ✓ Continue to bring the world to LCC through additional opportunities such as study abroad.

The short-term exchanges with Atomi University in Japan continue to be very successful. In fact, we recently signed an MOU for longer-term stays of 1, 2 or 3 quarters for students to learn English. LCC will be offering two of the short-term programs this year.

12B. Election of Officers – Chair Gregory explained that officers are elected annually in March per Board policy. Nominations occurred at the February 22nd workshop.

MOTION: By Heidi Heywood, seconded by George Raiter,

Based on nominations from the February 22, 2018 board meeting, I move that Heather Mansy be elected Chair, and Steve Vincent as Vice Chair, for the period March 2018 to March 2019

MOTION CARRIED unanimously. The gavel was passed from Bob Gregory to Heather Mansy

13. EXECUTIVE SESSION

None

14. ADJOURNMENT

With no further business, Chair Mansy called for a motion to adjourn the meeting at 6:12 p.m.

MOTION: By George Raiter, seconded by Heidi Heywood,

That the meeting be adjourned

MOTION CARRIED unanimously

On April 18, 2018, the Board of Trustees of Community College District 13 approved minutes of the March 14, 2018, Board Meeting.



Christopher C. Bailey, Secretary to the Board