

MINUTES

June 16, 2021

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Due to the COVID-19 restrictions put in place by Governor Inslee, the LCC Board of Trustees meeting was held virtually via Zoom. Chair Alice Dietz called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, June 16, 2021. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Alice Dietz
Mike Karnofski
Heather Mansy
Liz Cattin

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Kristen Finnel, Nolan Wheeler, Kendra Sprague, Tsering Cornell, Eli Tovar, Ray Byers, Connie Ramos, Mindy Leasure, and Bryanna Smith.

Chris Bailey announced the LCC employees of the year. Winners are Marco Pedroza-Bravo, (classified employee of the year), Shani Dennick (exempt employee of the year), Mike Strayer (full-time faculty of the year), and Becky Grabenhorst (adjunct faculty of the year). Chris read some comments submitted about each winner and expressed congratulations from the college.

3. APPROVAL OF AGENDA

MOTION: By Heather Mansy, seconded by Mike Karnofski,

That the agenda be approved as presented with a correction to the date of the workshop listed in item 8B.

MOTION CARRIED unanimously

4. CONSENT AGENDA

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

4A. Minutes of the May 19, 2021 Regular Board Meeting

4B. 2021-22 Quid Pro Quo Agreement with the LCC Foundation

Minor clarifying changes from the AAG. The LCC Foundation Board has approved.

4C. Head Start Health Screening Structures-Equipment Request

Requesting approval for the use of grant funds for Head Start Health Screening Structures (Equipment) at the Barnes and Barnes North Centers.

MOTION: By Mike Karnofski, seconded by Liz Catton,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Chris Bailey shared some examples of LCC success that occurred during the 20-21 academic year. LCC continues to make gains in Guided Pathways work and has received a lot of praise from Guided Pathways coaches for the work being done. Some significant efforts have been made to address equity gaps and a course has been set for some serious diversity and equity work in the next two years ahead. Despite the economic uncertainty, LCC was able to negotiate a significant pay raise for faculty and convert 10 full-time faculty contracts to tenure-track positions. This week, the first bachelor's degree cohort will be graduating from LCC. In addition, LCC recently received approval for a second Bachelor of Applied Science in Organizational Leadership and Technical Management, with first classes scheduled for fall. A major library renovation has also been started that is hoped to be finished sometime in November. In addition, Legislative funding has been received for the design of a new 55,000 square foot vocational building.

In athletics, LCC had amazing success. The six teams compiled a record of 70 wins, 14 losses, and 2 ties for an 83% winning percentage. The softball team had a perfect, undefeated season. With spring results pending, LCC student athletes had a cumulative 3.34 GPA with 18 student athletes earning 4.0 GPAs. There were 566 Rapid COVID-19 Tests of LCC student athletes with only 2 positive tests, a positivity rate of just 0.35 percent. LCC's Volleyball Coach, Karri Smith, was named NWAC Coach of the Year and LCC's Emma Nelson was named National Two-Year Player of the Week and 1st Team National All-American by the American Volleyball Coaches Association. LCC's Speech and Debate Team, The Fighting Smelt, are considered to be one of the top five community college programs in the nation under virtually any metric. Ilinca Slabu, LCC student and daughter of LCC employees, Minel and Claudia Slabu, won a national debate (top speaker) in an IPDA tournament this year.

Next, President Bailey asked each vice president to report on their respective areas.

Vice President of Instruction, Kristen Finnel

- ✓ Faculty and the office of instruction staff have been busy planning for fall and winter quarters, with spring quarter planning on the horizon as well
- ✓ LCC has 16 students in the first cohort of graduates for the BAS-TE program
 - There is a high demand for this program and 32 students have already signed up for the next quarter

- ✓ 15 students have signed up for the new BAS-OLTM, most from industrial trades areas
- ✓ Seeing an increase in industries who are requesting work based learning

Vice President of Administrative Services - Nolan Wheeler

- ✓ The IRS audit is ongoing with document and information sharing between staff and the IRS
- ✓ The financial statement audit is almost complete with an exit conference scheduled before the end of the month
 - A management letter is expected during the exit conference
- ✓ There has been a significant downturn in COVID intakes during the past month
- ✓ Instead of hosting a vaccine clinic aimed towards providing the vaccine to Running Start students, the few students who claimed an interest in receiving the vaccine were provided resources on places to go
- ✓ Additional items were opened to be repaid by FEEMA
- ✓ The low bid for the library came from a contractor LCC worked with on the Don Talley roof project

Vice President of Student Services, Sue Orchard

- ✓ Friday is commencement with a graduate parade from 1-4 and a virtual ceremony in the evening
- ✓ Starting in July, student services staff will continue online support but will also open doors for in-person support
- ✓ LCC's Student Emergency Assistance Grant (SEAG) was renewed for the next two years at \$135,000 per year which is a significant increase from the previous years at \$30,000 in 2020 and \$35,000 in 2021
- ✓ LCC received the Students Experiencing Homelessness (SSEH) pilot grant
 - Over the next two years, SSEH will provide \$182,531 to support students with housing resources, case management, and other support services, such as access to food, laundry, shower, and storage facilities

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ LCC will be launching a new ctcLink mobile app on Saturday
- ✓ In this year's commencement video, associate degree recipients are listed by degree type and student "thank yous" are listed at the end of the video

Vice President of Foundation, HR & Legal Affairs, Kendra Sprague

- ✓ Held a drive-through staff appreciation event on Monday with a foundation presence
- ✓ There are now four new foundation board members and a new chair
- ✓ The foundation grant committee funded a variety of projects for the upcoming year
- ✓ Many donor cultivation activities are occurring/planned
- ✓ There will be a foundation presence at the graduation drive through on Friday
- ✓ The "Give More 24" event begins September 23rd, which benefits athletic scholarships
- ✓ The annual Horns and Halos event will be held virtually on October 7th
- ✓ There are a lot of positions being filled at LCC for a variety of reasons

5B. ASLCC Report –ASLCC president Eli Tovar provided some highlights to the Board of Trustees from the 2020-21 year. Highlights included discussing priorities of advocacy

for the year, creating a legislative agenda, meeting with legislators and receiving support, interviewing and hiring the next ASLCC cohort, hosting many successful events, and providing workshops to students.

5C. LCCFAHE Report – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. “What a year. Faculty have made it through their second COVID spring term. The additional effort faculty have given to help their students succeed in such different educational settings is a testament to their dedication to LCC. Faculty would like to thank all staff and administrators for providing professional development, support, words of wisdom, encouragement, and for being available to commiserate with while we all endured a year that we will never forget. The collaboration shown between all LCC employees is amazing and really shows how special it is to work at LCC. We would like to thank Sue Orchard and the commencement committee for putting together the commencement events this Friday. As always, we are sad to see our graduates go, but we could not be prouder of these students who persevered through this year. The Performing Arts had multiple live streamed events to get their work out to a broader audience. I am sure there were more faculty achievements to report, but I think faculty are overwhelmed with the end of the year and the grading frenzy that it comes with. Faculty look forward to next year and finding the next ‘new normal’ and I think we are all hoping it is one with less ZOOM. Have a great summer and be safe, Brad Benjamin, LCCFAHE President.”

5D. WFSE Report – WFSE Union President Tracey Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. “Good Evening LCC Trustees. The classified staff union report is not much different than it was last month. Staff are continuing to work with the administration on various issues while we are looking forward to wrapping up another academic and fiscal year. We are excited about the future possibilities brought about by increased vaccinations and the positive outlook in re-opening of not only our college campus, but the re-opening of other areas in the state. We have all lost so much in the last year and a half; both physically and emotionally. The idea of returning to some resemblance of what was is an exciting and welcome change. As changes continue, we have high hopes for the future; a healthy work environment, returning co-workers, returning students, and a healthier society as a whole. Thank you, have a wonderful evening and stay safe! Tracy Stanley, WFSE Chief Steward.”

5E. Head Start/ECEAP Written Report – A written report was submitted to the board and no members had any questions. The bi-annual Head Start report was also submitted to the board in written format.

5F. Other – None

6. INSTITUTIONAL MONITORING

6A. Institutional Excellence Monitoring Report – As per board request, cycle 22 of the monitoring report was submitted in written format for review and discussion.

7. **PUBLIC COMMENT** – None

8. **BOARD BUSINESS/INFORMATION ITEMS**

8A. **2021-22 Operating Budget – Presented by Nolan Wheeler**

The total operating revenue budgeted for FY 2022 is \$27,066,243, which is an increase of \$1.2MM from the prior year. Total operating revenue comprises revenue from several different sources including, the state appropriation, student tuition/fees, and other miscellaneous local revenue sources. Total operating expenditures for FY 2022 are \$27,066,243, which is an increase of \$1.2MM from the prior year. This amount adds back a portion of the roughly \$1.7MM in budget reductions implemented in June 2020 due to COVID-19. These additions were prioritized by the Executive Leadership Team with high priority given to Guided Pathways initiative and efforts to better serve students.

MOTION: By Heather Mansy, seconded by Mike Karnofski,

That the fiscal year 2021-22 Operating Budget of \$27,066,243 be approved as presented.

MOTION CARRIED unanimously.

8B. **Discuss Agenda for the Summer Workshop (7/28/21)**

Board members were provided a draft to use as a starting point in developing the final agenda for the summer workshop. Historically, this workshop covers such topics as the Board’s self-evaluation, the annual report of accomplishments and the president’s evaluation/contract. This month’s agenda will include a public hearing following the WAC rulemaking process. The agenda will also include a review of the monitoring report dashboard and the 2021-22 strategic plan that will include strategic initiatives and annual priorities. Lastly, the workshop will provide time for strategic visioning for the college. Mike Karnofski requested adding “shared athletic facilities” to the agenda.

9. **EXECUTIVE SESSION** – None

10. **ADJOURN EXECUTIVE SESSION** – N/A

11. **ACTION AS A RESULT OF EXECUTIVE SESSION** – None

12. **GOOD OF THE ORDER** – Heather Mansy shared that she will not be seeking re-appointment at the end of her term in October. Heather introduced Brittany Lovely, who will be submitting her application for the upcoming open position on the board.

14. **ADJOURNMENT** – With no further business, Chair Dietz called for a motion to adjourn the meeting at 6:15 p.m.

MOTION: By Mike Karnofski, seconded by Heather Mansy,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On July 28, 2021, the Board of Trustees of Community College District 13 approved minutes of the June 16, 2021 regular Meeting.

Christopher C. Bailey, Secretary to the Board