

MINUTES

November 17, 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 5:01 p.m., on Wednesday, November 17, 2021. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Alice Dietz
Michael Karnofski
George Raiter
Liz Cattin

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Kristen Finnel, Nolan Wheeler, Kendra Sprague, Bryanna Smith, Jennifer Mankowski Dixon, Logan Harris, Olivia Lovely, Laurie Severson, Melanee Evans, Connie Ramos, Veronica De Jesus, Brittany Lovely, and Mindy Leasure.

- Transforming Lives Nominee, Brittany Lovely, was introduced to the Board of Trustees. On behalf of the Foundation Board of Directors, Kendra Sprague presented a \$500 check to Brittany in recognition.

3. APPROVAL OF AGENDA

MOTION: By Liz Cattin, seconded by Mike Karnofski,

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 October 20, 2021 Regular Board Meeting

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Chris Bailey shared that LCC recently had its three-year mid-cycle review and received a lot of praise from the evaluators. LCC was described as an amazing organization with a “culture of assessment”. Accreditors encouraged LCC to tell more of its story. Evaluators were also impressed by the high levels of engagement across the campus, including the engagement of board members.

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

Vice President of Instruction, Kristen Finnel

- ✓ Faculty are working on determining the spring schedule
- ✓ LCC received the approval to continue to offer “College in the High School” for the next two years
- ✓ LCC is working with Equity Northwest on DEI work

Vice President of Administrative Services - Nolan Wheeler

- ✓ The Capital Project Request Report is due December 15
 - LCC will be requesting a replacement for the Admissions, AAR and International buildings
 - Peers around the state will score the projects and they will be ranked in order to proceed
- ✓ Pre-design work for the Vocational building is expected to be completed in February and then an architect will be hired for the design phase
- ✓ Experiencing some pretty significant supply chain issues for materials needed to finish the library remodel
- ✓ Still seeing positive COVID cases on campus, but intakes are slightly decreasing
- ✓ Continue to maintain safety protocols on campus

Vice President of Student Services, Sue Orchard

- ✓ Student services staff are busy getting students ready for winter quarter
- ✓ LCC, along with Highline college, will be working with Equity Northwest on a yearlong DEI project focusing on several equity competencies
- ✓ The legislature has been really intentional in supporting community colleges in DEI work

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

- ✓ The LCC Foundation raised over \$70,000 during the Horns and Halos Gala
- ✓ Gearing up for year-end appeal, a dual letter that is sent out right after Thanksgiving and before Christmas
- ✓ The foundation board approved and selected the estate of Donald Lansing as benefactor of the year out of 11 nominees
- ✓ The foundation board approved a \$50,000 donation from the foundation to LCC's Rose Center for the Arts for equipment upgrades
- ✓ The foundation will be receiving a \$50,000 gift from the Cowlitz Tribe for scholarships
- ✓ LCC won the Walktober challenge against WSU Vancouver

- ✓ The HR team has begun meetings with employees under approved accommodations for the vaccination requirement for re-review after the 60-day approval ends

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ Shared a presentation displaying current trends with LCC's male student population
 - Male student enrollments are on the decline at LCC, and have been for a long time, but it has gotten significantly worse during the pandemic
 - LCC dropped to 28% males in 2021
 - There are many broader implications for society

5B. ASLCC Report –ASLCC President Logan Harris reported that the Activities Board has hosted many successful events this year and plan to host many more. One of the events hosted was a club fair to help promote clubs on campus since the decline of participation as a result of the pandemic. The ASLCC has also started conversations regarding the fitness center fee being charged while the fitness center is closed for general student use.

5C. LCCFAHE Report – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. “Faculty continue to provide support to their students and each other as we push through the sixth or seventh (I can’t really remember anymore) term of COVID learning. More faculty will be coming to campus in Winter term and we look forward to serving our students in whatever modality is best for them. Nursing students administered 160 flu shots. Community conversations continue on Thursday’s led by Courtney Shah and can be viewed live or broadcasted. Betsy Richard’s students performed Private Eyes, by Steven Dietz, a comedy of suspicion in which nothing is ever quite what it seems on November 12, 13 & 14 to an actual audience of 40 people at each show. There was no stream or recording of the show, sorry. Faculty continue to work together to bridge our differences and find best practices in an ever-changing landscape. We understand that the country is fractured upon many lines, but we still strive to work collaboratively for the betterment of the districts we serve. Faculty are wishing all Board members, staff, students, and faculty a happy and safe Thanksgiving. Stay safe and be well, Brad Benjamin, LCCFAHE President.”

5D. WFSE Report – WFSE president Tracy Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. “Good Evening LCC Trustees. Last month I communicated to you that staff continue to deal with the consequences of the pandemic; unfortunately, we still are and our work to resolve this goes on. Staffing issues in various areas continue to make providing services more difficult and are causing stress upon not only those providing the services, but also upon those we serve. I make this statement fully aware that the college administration continues to recruit and hire employees in a competitive recruitment market that makes finding qualified candidates to fill positions difficult. However, we still need to fill the vacant classified staff positions not only to provide the services for our students, faculty, staff and community, but also to provide relief for those staff that have, and continue to carry on the mission of the College. The classified staff Union is hopeful that while

working with the administration we can continue to identify areas of need. We believe together we can resolve the issues that exist in staffing levels, workloads, service expectations, and quite frankly, the exhaustion of staff that have continually provided services to our campus community throughout the entirety of this pandemic and the mandate. After meeting with the College administration during our Union Management Communication Committee (UMCC) on Tuesday, November 16, 2021, and exchanging information and ideas, the classified staff committee members are hopeful that the administration will be able to address our concerns and that together we can resolve them. Stay safe. Tracy Stanley, President, WFSE.”

5E. Head Start/ECEAP Written Report – Head Start/EHS/ECEAP monthly program and budget reports were provided in written format. No board members had any questions.

5F. Other- None

6. PUBLIC COMMENT – None

7. INSTITUTIONAL MONITORING

7A. Quarterly Budget Status Report – Vice President Nolan Wheeler presented the quarterly budget status reports to provide an update of the College’s financial status for review and discussion.

7B. Bi-Annual Head Start Report – Mindy Leasure provided the bi-Annual update on the Head Start Program, including updates on observation-based assessment, school readiness outcomes and goals, facility goals in progress, COVID-19, enrollment, and recruitment. The program planning timeline for Head Start was also shared with the board. A document will soon be sent to the ELT and Board of Trustees regarding WSA Head Start ECEAP legislative advocacy goals.

8. BOARD BUSINESS/INFORMATION ITEMS

8A. Review Proposed 2022 Board of Trustees Meeting Schedule – The 2022 proposed meeting schedule was reviewed for potential conflicts. No conflicts were presented.

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That the 2022 Board of Trustees Meeting Schedule be approved as presented.

MOTION CARRIED unanimously.

9. EXECUTIVE SESSION – None

10. ADJOURN EXECUTIVE SESSION – N/A

11. ACTION AS A RESULT OF EXECUTIVE SESSION – None

- 12. GOOD OF THE ORDER** – Mike Karnofski invited all to attend the Kelso tree lighting ceremony on December 3rd.
- 13. ADJOURNMENT** – With no further business, Chair Dietz called for a motion to adjourn the meeting at 6:43 p.m.

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On December 15, 2021, the Board of Trustees of Community College District 13 approved minutes of the November 17, 2021 Regular Meeting.

Christopher C. Bailey, Secretary to the Board