

MINUTES

January 19, 2022

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, January 19, 2022. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Alice Dietz
Liz Cattin
Mike Karnofski

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Kristen Finnel, Nolan Wheeler, Kendra Sprague, Tsering Cornell, Logan Harris, Ashley Cahill, and Bryanna Smith.

3. APPROVAL OF AGENDA

MOTION: By Mike Karnofski, seconded by Liz Cattin,

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 December 15, 2021 Regular Board Meeting

MOTION: By Liz Cattin, seconded by Mike Karnofski,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Chris Bailey shared that LCC has seen a large drop in enrollments for winter quarter, likely due to a variety of factors including inclement winter weather and the Omicron COVID variant. A lot of work is being done to try and

support enrollments and a lot of strategies are being developed. President Bailey also reminded trustee members that the ACT Winter Conference is being held virtually next week. For the conference, SBCTC staff asked LCC and only one other college to present on Guided Pathways implementation and work.

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

Vice President of Instruction, Kristen Finnel

- ✓ CASAS testing was allowed to be waived during COVID, but has been implemented again beginning January 1, which has deterred some enrollment for Basic Education students
- ✓ Due to the constant need for closures, the pandemic is really hurting Head Start and the Early Learning Center programs
- ✓ Industrial Trades areas have made programmatic changes to include an internship experience within all of their program areas
- ✓ LCC is working on creating an articulation agreement with WSU and WSU-V for some art courses
- ✓ Not including students who checked in at other buildings on campus, about 2,025 students were supported by the WIFI hotspot during fall quarter 2021
- ✓ The Instruction department continues to provide technology to students in need, including Chromebooks and hotspots

Vice President of Administrative Services - Nolan Wheeler

- ✓ The supply chain is impacting the progress on the library renovations, but the college should be able to plan for a spring quarter opening
- ✓ Should be able to provide a mockup of the new Vocational Building for the board retreat in February
- ✓ Submitted a project request for the replacement of the Applied Arts and Admissions buildings that must score a 70 or above to receive capital design funding
- ✓ Starting work for next years budget; enrollment is negatively affecting revenue
- ✓ COVID intake systems are swamped and have required some extra help around campus to ensure all safety measures continue to be followed
- ✓ Due to quarantine requirements, there has been a lot of struggle keeping some buildings open on campus
- ✓ The NWAC has changed the definition of fully vaccinated to include boosters for student athletes
- ✓ For LCC events, audience members will be limited to family members of the student participants

Vice President of Student Services, Sue Orchard

- ✓ The LCC Food Pantry has seen a three-fold increase in the amount of food distributed to students since 2018
- ✓ As part of legislative requirements, LCC will engage in an inclusive process to update its Diversity, Equity and Inclusion Institutional Plan, which was approved in 2019
 - The Diversity and Equity Committee is vetting consultants to assist with engaging the campus community in consensus building and feedback about the new plan

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ This year's Transforming Lives Awards Dinner was canceled
 - LCC's nominee was selected as the keynote speaker for the event
- ✓ Planning has begun for fiscal year 2022-23
 - Planning begins with monitoring teams and the president
 - The draft annual priorities will be presented at the February Workshop
 - This is the first year that community members will be included in monitoring teams
- ✓ LCC currently receives direct grant support from College Spark and will receive a fifth year of funding next year if the upcoming evaluation goes well
- ✓ An article was recently printed in the TDN regarding the decline in male enrollment at LCC
 - Data shows that the 25-34-year-old population is affected the most
 - Leadership in the community seem to want to help with the decline

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

- ✓ The Daily News ran an article on LCC's selection of Benefactor of the Year
- ✓ Hall of Fame Inductees will be honored at the February 2 basketball game
- ✓ The Annual Giving Committee will be holding a raffle to support athletics
- ✓ The Annual Report to the Community is being prepared and will go out to nearly 10,000 mailboxes next month
- ✓ The scholarship application opens February 1st and there will be nearly \$550,000 to award to students
- ✓ There was a clean foundation audit this year with no findings of any kind
- ✓ Will be seeking approval from the foundation board to hire a capital campaign consultant for a feasibility study
- ✓ Fall quarter employee RA! award winners were announced at the All Staff meeting on December 16, 2021
 - The exempt award winner was Richard Arquette and the classified winner was Danielle Casey

5B. ASLCC Report – ASLCC Executive Director Logan Harris shared that he will be representing the ASLCC at the upcoming Supporting Students Experiencing Homelessness Panel and will highlight things that LCC is doing, including the campus food pantry. Logan also mentioned that there is a remodel in the works in the student center to provide laundry services to students. It is also the start of the legislative session, and a lot of student unions provide a chance for students to speak to senators and house members of Washington State. In regards to events, the recent MLK day of service had about 40 students sign up and even more attend, including LCC graduates. Student engagement seems to be increasing from last quarter and some larger events will take place next month.

5C. LCCFAHE Report – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. "Just when we think we are making good on the COVID situation, Omicron tries to ruin our expansion of face-to-face learning. Faculty have been working collaboratively with our students and administrators to try to ensure we are meeting students' educational needs while keeping them safe. Some classes have temporarily changed modalities

midterm, which requires a lot of work. I am proud of the work the LCC faculty continue to do to try to ensure student success. In Fall term, Josie Zbaeren had her students research child development across the world for EDUC&115. They had to create something that was not digital for the hybrid class. She was impressed with all of the visual aids presented. We learned about 15 different countries. She was very proud of her students. This quarter, in Josie's EDUC&204, each of her students will create a children's book. The book will explain or teach children about a disability, condition or exceptional need. The idea is to teach children about acceptance, exceptional needs, inclusion or empathy. The students will author the book, include illustrations, laminate and bound the book. They will read the book to the class and then add it to the early learning classrooms. College 101 (Mavoureen Rister) achievements: They are rolling out our three part 'Advising Assignment' to ensure that every COLL 101 student will meet with their advisor and register for classes to aid in retention. They are also beginning the Career Pathway Project, where students will work on a plan for taking the correct classes within their pathway, research their specific career, set short and long-term goals to complete their degrees/certificates, and will bring it all together in a final class presentation to aid in both retention and completion. The LCC Faculty would like to thank all administrators who are providing guidance as we face the Omicron variant. It is impacting staff, faculty, students and the children of each group. Being flexible and empathetic will get us through this difficult time. Stay safe, Brad Benjamin, LCCFAHE President."

5D. WFSE Report – WSFE Union President Tracy Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. "Good evening LCC Trustees. I look forward to the day that I can report to you without mentioning workloads, the pandemic, and the stress on classified staff; but unfortunately, I do not see that day coming any time soon. Classified staff continue to work with the College administration on various issues that arise both due the normal situations of our daily work and environment, and that of the circumstances and effects of the pandemic. Staff still face situations of shifting workloads and duties due to the ever-changing conditions related to carrying on the mission of the college, serving students, faculty, and our community in our current environment. We are appreciative of the College administration's awareness of both the physical and emotional tolls that we are facing with the increased or changing workloads and having to deal with possible exposures and illnesses not only to ourselves, but also to those that we know and care about. Talking to members of the Classified Staff Union, the toll both physically and mentally is considerable. As we continue to work on the situations that arise, our wish for everyone everywhere is to continue to stay strong, educate others, and be diligent in keeping yourselves and those around you safe. Take care, Tracy Stanley President, WFSE."

5E. Head Start/ECEAP Written Report – A written report was submitted to the board and no members had any questions.

5F. Other – None

6. PUBLIC COMMENT – None

7. BOARD BUSINESS/INFORMATION ITEMS

7A. Review Draft Agenda for February 16, 2022 Board Workshop –The draft agenda for the February 16, 2022 Board Workshop was provided to board members for review. Chris Bailey proposed adding a work session providing a more in depth look at enrollment strategies with a 30-minute presentation and a 10-minute Q&A. Board members approved the addition. The draft will be finalized for the February workshop.

7B. Emergency Rule to Amend WAC 132M-126-115, 132M-126-145, & 132M-126-155- Lower Columbia College must amend their chapter 132M-126-115, 132M-126-145, & 132M-126-155 WAC to meet new case law and guidance from the Department of Education regarding the federal regulations for Title IX of the Education Amendments of 1972 (Title IX) that specify how recipients of Federal financial assistance covered by Title IX, including postsecondary institutions, must respond to allegations of sexual harassment consistent with Title IX’s prohibition against sex discrimination. Lower Columbia College filed an Emergency Rulemaking Proposal, a Preproposal Statement of Inquiry and a Proposed Rule Making Form to follow the permanent rulemaking process. An additional Emergency Rulemaking proposal is needed to extend the current Emergency Rule in place while the rulemaking process is completed.

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That the Board adopt the emergency rule changes to WAC 132M-126-115, 132M-126-145, & 132M-126-155 as drafted.

MOTION CARRIED unanimously.

8. EXECUTIVE SESSION – None

9. ADJOURN EXECUTIVE SESSION – N/A

10. ACTION AS A RESULT OF EXECUTIVE SESSION – None

11. GOOD OF THE ORDER – Mike Karnofski thanked the LCC Foundation for providing funding to deliver business courses through the Longview Downtown Business Association. Liz Cattin thanked the LCC service group for assisting with a community project on the MLK holiday.

12. ADJOURNMENT – With no further business, Chair Dietz adjourned the meeting at 5:52 p.m.

On February 16, 2022, the Board of Trustees of Community College District 13 approved minutes of the January 19, 2022 Regular Meeting.

Christopher C. Bailey, Secretary to the Board