

MINUTES

March 16, 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 5:00 p.m., on Wednesday, March 16, 2022. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Alice Dietz
Mike Karnofski
Liz Cattin
Marc Silva
George Raiter (Joined at 5:03 p.m.)

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Nolan Wheeler, Kendra Sprague, Tsering Cornell, Mindy Leasure, Logan Harris, 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 February 16, 2022 Regular Board Meeting

4B. Minutes of the March 9, 2022 Special Executive Session

4C. HS/EHS 07/01/2022-06/30/2023 Non-Competing Continuation Funding Application for \$4,634,026: Requesting approval for the submission of the 2022-23 Head Start/Early Head Start (Non-Competing Continuation) Grant Funding application and budget for \$4,634,026. In addition to the funded federal enrollment, State and/or local sources of funds support services to 10 Head Start children. A 20% local match of

\$1,158,506 is also required. Due to the expected slow recovery from the pandemic, this application seeks approval to waive 50% of the non-federal match in the amount of \$579,254.

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. TENURE CONSIDERATION

5A. Executive Session – The Board of Trustees, along with the Deans, President and Vice Presidents Kristen Finnel, Kendra Sprague and Sue Orchard, reviewed probationary faculty materials in detail during the March 9, 2022 executive session, and had no reason to go into executive session for further review.

5B. Adjourn Executive Session – None

5C. Action as a Result of Executive Session—This year, there are eleven instructors in the tenure track process, but none are up for actual tenure. The names of the eleven tenure track faculty are: Natasha Allen, Ashley Cahill, Leszek Cromwell, Jennifer Houge, Ian King, Abbie Leavens, Amber MacLaren, Carole McCormick, Mavourneen Rister, Vicky Soladey, and Barry Walther. No formal action is required for the continuation in the probationary process.

6. COLLEGE INPUT

6A. President's Report – President Chris Bailey shared that State FTEs are down about 8.5% this quarter. Enrollment has had a large impact on the college, including on the budget. There will be a lot of upcoming transition work with the large amount of turnover being experienced among board members and presidents. Chris received a call from the Seattle Times in regards to the decline on male enrollment.

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

Vice President of Administrative Services - Nolan Wheeler

- ✓ New health and safety guidance continue to differentiate between non-vaccinated and vaccinated campuses, meaning that LCC can't remove some of the mitigating activities in place
- ✓ The financial audit is nearing completion and is going well
- ✓ The CVTS (Vocational Building) Predesign Report was submitted to the State Board last week for review
 - The report will be updated based on this review and submitted to OFM in the next few weeks
- ✓ The request to replace the Admissions Building and the Applied Arts Building (PRR) scored above the minimum number of points to be included in the next capital budget request
 - The request was initially ranked #8 in the scoring, but the final ranking will be unknown until the appeal process is completed in the next month

Vice President of Student Services, Sue Orchard

- ✓ Commencement for 2022 will be live and in-person, hosted on LCC's campus
 - Trustee members are invited and encouraged to attend
- ✓ Working on updating the Equity and Diversity Strategic Plan
 - Consultants are working with LCC and are currently participating in listening sessions to help develop the plan

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ Recently published the updated Fact Book which is a great resource for trustee members
- ✓ LCC continues to perform above average in marketing and applications are up 14.3% at this time
- ✓ The Transforming Lives Awards Ceremony has been rescheduled for May 19, during the ACT Spring Conference
- ✓ There are two BAS degrees being offered at LCC, both low on applications this year

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

- ✓ Celebrated the classified and exempt winners of this year's Extra Mile Award at the February All Staff Meeting
- ✓ Celebrated classified staff last week by replacing the annual classified breakfast with a boxed breakfast delivery
- ✓ The annual Students in Need Campaign, which raises money for the Student Success Fund, will begin on Sunday and will run through May 1
 - Will feature Transforming Lives winner Brittany Lovely
 - The goal is to raise \$35,000 this year
- ✓ The Foundation board has decided to disburse \$50,000 in Foundation Grants and \$50,000 in Exceptional Faculty Grants this year
 - Faculty and staff can submit grant applications for projects not normally supported by the Operating Budget
- ✓ Have over \$575,000 in scholarship funding to award
- ✓ The capital campaign feasibility campaign is progressing

6B. ASLCC Report – ASLCC President Logan Harris provided an overview on the ASLCC for new board member, Marc Silva. Logan also reported that the ASLCC is underbudget and hopes to utilize the budget for the year. There is also a very strong upward engagement of students in events on campus.

6C. LCCFAHE Report – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. "Faculty are excited for the end of Winter term and a much-needed break. Starting the Winter term with Omicron surging felt like we were back on the COVID rollercoaster again, but by midterm more-and-more faculty were back on campus and we look forward to Spring term being the next new normal will be with hopes that next Fall term will look more like pre-COVID (the new new new normal). You can't quantify how important the causal interactions or watercooler talk is on Campus and how much is lost on ZOOM, but in terms of student success and staff morale. Thanks again to all the Administrators and staff for being so flexible and for working tirelessly behind the scenes to facilitate faculty's ability to ensure student success. The Washington Science

Olympiad is virtual this year and several LCC faculty helped run the events for regional on March 4th. David Rosi is one of the tournament directors. The Fighting Smelt speech and debate team had excellent results at three recent tournaments. LCC was champion in the 2-year college division of the Earl Wells Virtual Tournament hosted by Oregon State University. The team followed that result up with a fifth-place finish (out of 25 eligible schools) in the community college division of the Pacific Southwest Collegiate Forensics Association's Spring Championship Tournament. Most recently, team captain Penelope Anderson qualified in five different public speaking events for the AFA National Speech Tournament at our regional qualifier. The season concludes with two national tournaments. First, the Fighting Smelt will compete in the National Online Forensics Championship from March 18th-20th. Then, we will travel to our first in-person tournament in over two years: The Phi Rho Pi National Championship, in St. Charles, MO. Thanks for all that each of you do for the college, Brad Benjamin LCCFAHE President.”

6D. WFSE Report – WFSE Union President Tracy Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. “Good Evening LCC Trustees. As we close out winter quarter the classified staff are looking forward to spring and the opening of more buildings and in person services on campus. We are also looking at the staffing levels and those areas that need to be addressed due loss of staff, whether it is due to those leaving LCC employment, or transitioning to different jobs, there are areas where services are suffering. Though we are fully aware of the decrease in enrollment and that our FTEs always suffer when unemployment rates are low, we do see vacant exempt positions being filled and new exempt positions created. Discussions during our Union Management Communications Committee (UMCC) meetings have taken place and the College administration has stated that classified staff positions are being filled; however, there are areas and departments that continue to need to be addressed. This will be even more pertinent as we approach the fall quarter and need to have trained staff in place as more students and faculty will be on campus. Our hope is that we are able to not only recruit and hire more staff to support our students and faculty, but also retain our amazing staff that serve our college community. The classified staff Union is also preparing for our next round of contract negotiations for the 2023-2025 Higher Education Community College Coalition Collective Bargaining Agreement with the State. Our second team meeting was today, March 16, 2022. We have two bargaining team members on that team, Carol Moore who works in Head Start, and myself giving voice to our members and the classified staff of LCC. Stay safe. Tracy Stanley President, WFSE Local 1400, Chief Shop Steward.”

6E. Head Start/ECEAP Written Report – A written report was submitted to the board and no members had any questions. Mindy Leasure also provided an overview of the Head Start department for new board member Marc Silva.

6F. Other – None.

7. PUBLIC COMMENT – None

8. BOARD BUSINESS/INFORMATION ITEMS

8A. Election of Board Officers for 2021-22 – Per policy governance, the Board annually nominates officers in February and elects officers in March. At the February 16, 2022 Board Workshop, Mike Karnofski was nominated as incoming Chair and Liz Cattin as incoming Vice Chair.

MOTION: By George Raiter, seconded Mike Karnofski,

That based on nominations from the February 16, 2022 Board meeting, Mike Karnofski be elected Chair, and Liz Cattin as Vice Chair for the period March 2022 to March 2023.

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 – Alice Dietz participates in the ACT nominating committee and shared that the committee is looking for nominees and new faces.

13. ADJOURNMENT – With no further business, Chair Karnofski called for a motion to adjourn the meeting at 5:45 p.m.

MOTION: By Alice Dietz, seconded by Liz Cattin,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On April 20, 2022, the Board of Trustees of Community College District 13 approved minutes of the March 16, 2022 Regular Meeting.

Christopher C. Bailey, Secretary to the Board