

MINUTES

January 18, 2023

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Mike Karnofski called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, January 18, 2023, in the Administration Building Heritage Room. Due to the COVID-19 restrictions put in place by Governor Inslee, the LCC Board of Trustees meeting was also offered virtually via Zoom. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Mike Karnofski
Alice Dietz
Marc Silva
Bogyong Kim

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Nolan Wheeler, Kendra Sprague, Wendy Hall (Zoom), Kristen Finnel (Zoom), Shelley Williams (AG), Byron Ford, Alex Brehm, Jaida Barrows, Richard Arquette, Vidal Villagran, Jill Yates, and Bryanna Smith.

President Bailey introduced LCC's newest trustee, Bogyong Kim, who was appointed to the LCC Board of Trustees on January 12, 2023.

LCC's Transforming Lives nominee, Vidal Villagran, was introduced by Jill Yates. A check was presented to Vidal by Kendra Sprague on behalf of the LCC Foundation.

3. APPROVAL OF AGENDA

MOTION: By Alice Dietz, seconded by Marc Silva

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 14, 2022 Regular Board Meeting

MOTION: By Alice Dietz, seconded by Marc Silva,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Chris Bailey shared that enrollments were flat for fall quarter, which was a concern, but there has been an uptick in winter enrollments. Overall FTE is up 2% for the year and 6.7% for winter quarter. Some other colleges in the system are also seeing upticks in enrollments and some remain flat. Application numbers at LCC are up 17.6% for the year compared to last year. Financial aid applications are down about 1% from last year and will be a key area of focus. There is a plan in place to target financial aid application completion, including FAFSA nights, dinner support sessions, etc.

Kate Baumgartner, from Senator Murray's office, visited LCC today for a tour and further conversation on the proposed Vocational Building and the need for equipment. Also discussed during the visit was Head Start, FAFSA and daycare.

President Bailey testified in Olympia last week in support of the Governors proposed capital budget. Additionally, advocated for LCC's proposed Vocational Building and funding to support it.

There is a group of 26 students coming to visit LCC from Korea this month. An additional group of Korean students will be visiting with students in the K-12 system in February. There is a network of Korean Christian schools that Longview's Three Rivers Christian School is currently working with that can assist with a partnership for LCC. Four additional students from Japan are scheduled to come to LCC, likely in the spring but no later than the fall.

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

Vice President of Instruction, Kristen Finnel

- ✓ LCC faculty worked with campus services staff to create seven new active learning classrooms on campus during winter break
- ✓ Currently in the interviewing process for the open dean position; 19 applicants
- ✓ Working with Peace Health to hold a RN residency panel to provide information to students on opportunities available to them after graduation
- ✓ Head Start will be holding a Self-Assessment Virtual Data Carousel on January 19th at 5:30pm
 - Fliers have been provided to trustees who are encouraged to attend
 - Team members will be sharing program strengths and areas for growth in each of the service content areas and asking for input about priorities to consider for the continuation grant application, training and technical assistance plan and program goals
- ✓ There was a 250% increase in the use of tutoring services since last year

Vice President of Administrative Services - Nolan Wheeler

- ✓ Received the cost estimate for the Center for Vocational and Transitional Studies in the winter and it is in line with the amount requested in the governor's budget

- Receiving some questions from legislators regarding the “lost buying power” portion of the cost-estimate
- LCC is hopeful for a fully funded project
- ✓ In regards to athletics, both the men’s and women’s teams are currently undefeated in the west

Vice President of Student Services, Sue Orchard

- ✓ The audit from the Veterans Administration came back clean with no findings or recommendations
- ✓ Outreach efforts continue to support an increase in enrollments
- ✓ LCC just received a small grant from Career Connect Southwest
- ✓ LCC’s Financial Aid team recently brought forward some concerns regarding difficulties in awarding grant funding
 - Chris brought the issue to the state board who put together a work group and solved the issue almost immediately
 - Had a very positive impact in financial aid offices across the system

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ Now accepting applications for BAS-TE, BAS-OLTM and Medical Assisting cohorts to start in the 23-24 academic year
- ✓ Kicked off a series of planning meetings to work on the college annual priorities
- ✓ Held a successful assessment day for faculty in January
- ✓ Now that all colleges are live in the ctLink system, improvements that were put on hold can be made during the new implementation phase
 - Multi-factor authentication (MFA) is a new feature in ctLink that is now available for colleges to protect system data

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

- ✓ Faculty contract negotiation teams met last week for facilitated training
 - The first negotiation session will occur in February
- ✓ The fall employees of the quarter were announced at the last All-Staff meeting and winners were Jaimie Nelson (exempt) and Linda Garcia (classified)
- ✓ The Foundations’ annual appeal recently raised nearly \$110,000
- ✓ Scholarship season kicks off February 1st and runs through the end of April
- ✓ To assist with enrollment efforts, LCC will offer a second scholarship awarding opportunity in the fall this year with the addition of a foundation staff person
- ✓ The recent foundation audit was clean with no recommendations
- ✓ Gifts to the Foundation for the month of December totaled \$560,000
- ✓ This year’s athletic excellence event will be on February 15

5B. ASLCC Report – ASLCC Executive Director Jaida Barrows presented updates on behalf of ASLCC. Welcome week, hosted by ASLCC during the first week of the quarter, was very successful. For MLK day of service, about 30 volunteers from LCC helped the Longview Parks and Rec clean up areas around the lake including the Japanese Gardens. There are two positions open in ASLCC, a mental health advocacy director and a marketing director. The group will be conducting interviews for the positions this week. Many activities are coming up to keep students engaged.

5C. LCCFAHE Report – LCCFAHE Union President Alex Brehm presented on behalf of faculty. Faculty had a nice opportunity to rest during the winter break. It seems like a

lot of faculty are viewing this quarter as a “back to basics” quarter. Faculty are re-focusing on the fundamentals-teaching, being in the classroom and working with students. Students seem to be moving away from learning “how to college”. This quarter schedule has a lot of Monday holidays, which present some challenges for faculty.

Some specific excitement includes:

- Two new full-time tenure track faculty in ESL/ABE and Language and Literature
- Celebrating the retirement of long-term faculty member David McCarthy
- The Drama Program is putting on a performance of Top Girls, that has been tailored by Betsy Richard to the specific students participating
- The theme for this quarter’s Community Conversation Series is “books that move us” and is facilitated by LCC faculty member and Jeopardy champion Courtney Shah
- David Rosie is spearheading the return of the Science Olympiad, a national science nonprofit that promotes STEAM topics for K-12 students
- Three faculty members, in collaboration with faculty across the ctcLink system, will be going to Olympia to lobby for fully funded pay increases
- The speech and debate team will host the 50th annual debate tournament, open to anyone in the community, next weekend
 - Expecting about 20 colleges from around the region (5 colleges traveling over 500 miles) to participate
- Six faculty members are involved in the upcoming faculty contract negotiations

5D. WFSE Report – No report from the classified staff union for this Board meeting.

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 15, 2023 Board Workshop –The draft agenda for the February 15, 2023 Board Workshop was provided to board members for review. Chris Bailey mentioned that a workshop on a specific topic is usually provided to board members during the February meeting and asked for specific workshop topic requests from trustees. Mike Karnofski requested an update on the BSN and equitable facilities for athletics. Marc Silva requested a list of potential workshop topics to choose from. The agenda will be finalized for next month’s meeting.

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 had the opportunity to meet with representative Gluesenkamp Perez to discuss LCC’s proposed Vocational Building.
- 12. ADJOURNMENT** – With no further business, Chair Karnofski adjourned the meeting at 5:50 p.m.

On February 15, 2023, the Board of Trustees of Community College District 13 approved minutes of the January 18, 2023 Regular Meeting

Christopher C. Bailey, Secretary to the Board