LOWER COLUMBIA COLLEGE
BOARD OF TRUSTEES WORKSHOP

MINUTES

JULY 2, 2026

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1. CALL TO ORDER (DETERMINATION OF QUORUM)

Chair Kim called the regular meeting of the District 13 Board of Trustees to order at 8:30 a.m. on Thursday, July 2, 2026, in Heritage Room 100 of the Administration Building at Lower Columbia College. The meeting was also available virtually via Zoom. The following individuals were present, constituting a quorum.

BOARD OF TRUSTEES:	Bogi Kim, Chair Alice Dietz, Vice Chair Liz Cattin Mike Karnofski Marc Silva
COLLEGE PRESIDENT:	Kristen Finnel, Interim President

2. INTRODUCTION OF GUESTS:

Guests: Bryanna Doumit, Michaela Jackson, Jenny Smith, Guadalupe Rodriguez, Angie Rogers, Bre Higgins, Becca Noce, and Sarah Griffith.

Others in Attendance: Nolan Wheeler, Wendy Hall, Stefanie Gilberti, Dan Ruiz, Kim Witherspoon (AAG), Marcos Martinez, LCC Heritage Room, and Tracy Powell.

Virtual Attendees: Minka Atkinson, Ian Triana, April Tovar, and LCC Chat Moderator/Laura Sampson.

3. APPROVAL OF AGENDA

Chair Kim called for a motion to approve the agenda. Trustee Karnofski moved to approve the agenda as presented, and Trustee Silva seconded the motion.

MOTION:	By Trustee Karnofski, seconded by Trustee Silva
OUTCOME:	**The motion carried unanimously**

4. CONSENT ITEMS

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

4.a. Minutes of the June 10, 2026, Regular Board Meeting

4.b. Board Resolution #94: Baseball Grandstand and Lighting Project Certificate of Participation for FY28 (COP)

Chair Kim called for a motion to approve the consent agenda as presented. Trustee Silva moved, and Trustee Karnofski seconded the motion.

MOTION:	By Trustee Silva, seconded by Trustee Karnofski
OUTCOME:	**The motion carried unanimously**

5. COLLEGE INPUT (REPORTS)

5.a. Head Start/ECEAP/EHS Written Report, Budget Status, and Program Report

A written report was provided to the Board.

6. PUBLIC COMMENT:

An opportunity for public comment was provided; none was received.

7. BOARD WORKSHOP TOPICS

7.a. Dual Credit

Interim President Kristen Finnel, Michaela Jackson, Guadalupe Rodriguez, Sarah Griffith, and Bryanna Doumit presented an overview of Lower Columbia College's Dual Credit opportunities, highlighting programs that connect high school, college, and career pathways. The presentation included information on Running Start, College in the High School (CiHS), Career and Technical Education (CTE) Dual Credit, the Horizons Advising Partnership, and the Big Blur Initiative.

The presenters explained that dual credit pathways enable high school students to earn both high school and college credits simultaneously, helping students accelerate degree completion, reduce the overall cost of postsecondary education, improve college success, and strengthen workforce development.

7.b. 2024-25 Lower Columbia College Human Resources Demographic Data

Becca Noce, Talent Acquisition Specialist, presented the 2024–25 demographic data on behalf of Human Resources Director Sam Orth, who was unable to attend. The presentation included workforce demographics, recruitment, and retention efforts. Noce noted that the college's goal is to develop a workforce that reflects its student population and highlighted enhancements to recruitment strategies that have increased applicant volume. She noted that recruitment data can vary significantly from year to year based on hiring needs and that the workforce is predominantly female, largely due to the inclusion of Head Start employees. Noce also shared that the 2025–26 Human Resources Demographic data will be presented to the Board in October.

7.c. Male & Hispanic Student Enrollment

Vice President Wendy Hall provided the Board with a written overview of changing demographics in Cowlitz County, noting that the Hispanic/Latino population is the fastestgrowing racial and ethnic group. She also highlighted a five-year increase in the male population. Hall shared that Lower Columbia College's new bilingual Outreach Navigator position is expected to strengthen outreach efforts and increase enrollment among these growing demographic groups.

7.d. Strategic Planning and Institutional Monitoring (Wendy)

7.d.i. KPI Performance Review (Scorecard)/Mission Fulfillment Summaries

Vice President Wendy Hall presented a recap of Lower Columbia College's Scorecard and Mission Fulfillment summaries and requested feedback on the revised format developed in response to the Board's request. Trustee Cattin expressed appreciation for the increased emphasis on areas that did not meet expectations and the inclusion of strategies for improvement. The Board responded favorably to the revised format overall.

7. e. Policy Governance (ACTION)

7.e.i. Board Policy 4.06 - Asset Protection

7.e.ii.Board Policy 4.07 - Communication and Council to the Board

The Board of Trustees regularly reviews sections of Board policy to determine whether revisions are needed and approves updates as appropriate. Minor revisions were made to Board Policies 4.06 and 4.07 to improve clarity.

Chair Kim called for a motion to approve Board Policies 4.06 and 4.07 as presented. Trustee Dietz moved, and Trustee Cattin seconded the motion.

MOTION:	By Trustee Dietz, seconded by Trustee Cattin
OUTCOME:	**The motion carried unanimously**

7.f. Allocation Model

Vice President Nolan Wheeler presented an overview of the allocation model, highlighting 20 years of data comparing the college's operating budget with state budget allocations. He noted that the college's operating budget increased by approximately $20 million between FY2007 and FY2027.

Wheeler also explained the flow of state funding from the Legislative Appropriations Act through the allocation model, including provisos, earmarks, and the four-year safe harbor provision. He concluded with a comparison of the previous allocation model and the 2025 model.

Under the new allocation model, Lower Columbia College is projected to experience a total funding reduction of $912,704.

7.g. Student Achievement Initiative (SAI)

Vice President Wendy Hall and Director of Institutional Research Angie Rogers presented an overview of the Student Achievement Initiative (SAI), Washington State's performance funding system for community and technical colleges. They explained that the SAI is designed to improve public accountability by measuring and reporting student achievement outcomes. The initiative also provides financial incentives to colleges for increasing student achievement. SAI funding is based on each college's share of performance points earned across three funding categories and represents approximately 5% of the College's total state allocation.

7.h. Presidential Search

Vice President Wendy Hall presented a draft presidential search timeline on behalf of Human Resources Director Sam Orth, who was unable to attend. The timeline reflected the version previously shared with the Board, and a handout was distributed.

The Board discussed stakeholder engagement and recommended conducting listening sessions with a broad range of internal and external stakeholders, including faculty, staff, students, Head Start families, Foundation representatives, K-12 partners, business and industry leaders, and community members. Trustees suggested offering sessions at various times and locations, as well as an online survey to provide additional opportunities for input.

The Board also discussed presidential search best practices, including campus visits, finalist site visits, and structured interview processes. Trustees emphasized the importance of using open-ended questions to identify the leadership qualities and priorities desired in the College's next president. Listening sessions are anticipated to begin in spring 2027, with the position expected to be posted in fall 2027.

8. BOARD BUSINESS/INFORMATION ITEMS

8.a. Board Self-Evaluation

The Board conducts an annual self-evaluation to assess its effectiveness in fulfilling its governance responsibilities, both individually and collectively. The evaluation supports continuous improvement and fulfills accreditation requirements related to Board performance and governance.

Vice President Wendy Hall reviewed the purpose of the self-evaluation and invited feedback on the current evaluation instruments, noting that the questions may be revised to better meet the Board's needs while continuing to satisfy accreditation requirements.

Trustees noted that the questions provide valuable opportunities for reflection and align with evaluation practices used by other governing boards. The Board discussed seeking input from peer colleges regarding their self-evaluation processes, and staff will gather additional information.

8.b. Report of Annual Accomplishments 2025-26

The Board received the 2025–26 Report of Annual Accomplishments, a comprehensive summary of achievements, outcomes, and progress related to the College's Strategic Plan. The report serves as a narrative companion to the annual monitoring reports, highlighting key institutional accomplishments, performance results, and progress toward strategic priorities. It provides additional context for the Board's review of the College's effectiveness in advancing its mission and achieving expected outcomes. The Board expressed appreciation for the report and had no questions.

8.c. 2026-27 Board Calendar and Meeting Schedule Review

The Board reviewed the 2026–27 Board calendar and meeting schedule, including potential conflicts with the proposed February 17, 2027, meeting date. Assistant Attorney General Kim Witherspoon will research applicable meeting guidelines and provide additional information to the Board.

9. EXECUTIVE SESSION:

No Executive Session was held.

10. ADJOURN EXECUTIVE SESSION:

Not applicable.

11. RESULT OF EXECUTIVE SESSION:

Not applicable.

12. ADJOURNMENT

Chair Kim called for a motion to adjourn. Trustee Cattin moved, and Trustee Silva seconded, to adjourn the meeting at 11:23 a.m.

MOTION:	By Trustee Cattin, seconded by Trustee Silva
OUTCOME:	**The motion carried unanimously**

On July 30, 2026, the Board of Trustees of Community College District 13 approved the minutes of the July 2, 2026, regular meeting.

Dr. Kristen Finnel

Kristen Finnel, Interim Secretary to the Board