

MINUTES

March 20, 2024

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Vice Chair Marc Silva called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, March 20, 2024, in the Administration Building Heritage Room 100. The 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: Marc Silva
Bogyong Kim
Mike Karnofski
Alice Dietz

COLLEGE PRESIDENT: Matt Seimears

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Nolan Wheeler, Kendra Sprague, Kristen Finnel, Shelley Williams (AG), Tracy Stanley, Lucas Myers, Mindy Leasure, Bryanna Doumit, and Larissa Arnold.

3. APPROVAL OF AGENDA

MOTION: By Alice Dietz, 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 February 21, 2024 Board Workshop

4B. Minutes of the March 13, 2024 Special Executive Session

4C. Head Start/EHS/ECEAP Program Goals 2024-2029

**4D. Head Start Non-Competing New (Change in Scope: Enrollment Reduction)
Application and In-Kind Waiver FY24- \$5,110,573**

4E. 2024-25 Tuition and Fee Waiver Schedule: The tuition and fee schedule reflects the approximate 3% increase authorized by legislation and approved by SBCTC effective

Fall Quarter 2024. The waiver schedule lists the tuition waivers that will be applicable to LCC students, effective Fall Quarter 2024.

- 4F. 2024-25 Miscellaneous Fee Schedule:** Increases were based on the growth rate factor established by the State of Washington’s Office of Financial Management (OFM) if an increase in the fee was required based on course spending levels. This year’s growth factor is 6.40%.

MOTION: By Mike Karnofski, seconded by Bogyong Kim,

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 and Kendra Sprague, reviewed probationary faculty materials in detail during the March 13, 2024 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– Vice Chair Silva noted that this is the annual review of probationary faculty, including recommendations of the Probationary Review Committees. This year, there are eight Tenure Track Faculty members up for tenure consideration. The Board must take action to grant or deny tenure. There are twelve additional faculty in the probationary process. If the Board decides to non-renew any of the 1st or 2nd year probationary faculty, it must be done in public session.

MOTION: By Alice Dietz, seconded by Bogyong Kim,

That the Board of Trustees, after having given reasonable consideration to the recommendation and belief of the Tenure Review Committee, that Natasha Allen needs additional time to complete satisfactorily a professional improve plan already in progress and the Committee’s further belief that Natasha Allen will complete the plan satisfactorily, extend Natasha Allen’s probationary period for three quarters, excluding summer quarter.

MOTION CARRIED unanimously.

MOTION: By Mike Karnofski, seconded by Bogyong Kim

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary

Review Committee, do hereby grant tenure to Ashley Cahill, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Bogyong Kim, seconded by Mike Karnofski

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Leszek Cromwell, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Alice Dietz, seconded Bogyong Kim

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Ian King, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Mike Karnofski, seconded by Alice Dietz

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Abbie Leavens, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Bogyong Kim, seconded by Alice Dietz

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Mavourneen Rister, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Alice Dietz, seconded by Bogyong Kim

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Vicky Soladey, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

MOTION: By Mike Karnofski, seconded Bogyong Kim

That the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committee, do hereby grant tenure to Barry Walther, effective with the beginning of Fall Quarter 2024.

MOTION CARRIED unanimously.

6. COLLEGE INPUT

6A. President's Report – President Matt Seimears deferred the floor to Executive Assistant Bryanna Doumit, who recognized Trustee Kim for recently being confirmed by the Senate.

Next, President Seimears asked each vice president to report on their respective areas.
Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ Winter quarter enrollment finished off strong and enrollment for spring quarter is looking good at this time
 - For the first time, enrollment for spring quarter is flat compared to pre-pandemic enrollment on the same date
- ✓ The start time for the All-Washington Academic Team Ceremony has changed
 - Trustees that wish to attend will be registered through the President's Office and should inform Bryanna
- ✓ Gainful employment, a federal compliance mandate, has returned and will have very tight deadlines

Vice President of Administrative Services - Nolan Wheeler

- ✓ The expense side of the budget has been updated and department reports have been provided to Vice Presidents for review
- ✓ The first draft of the state budget allocation has been received, including Running Start rate changes
- ✓ Notified yesterday by the Senate Capital Legislative Liaison and the Department of Commerce management that LCC was required to submit the legislative intent forms for both Story Field and the softball facility allocation
 - Forms were submitted yesterday and the contract writing process will begin with the Department of Commerce
 - If a resolution is needed, it will be brought to the Board for approval
 - Exploring the capability of expanding the softball facility to also provide a Futsbal location
- ✓ The financial statement audit is near completion

Vice President of Instruction, Kristen Finnel

- ✓ The instruction department is happy to recognize all the faculty who received tenure earlier this meeting
- ✓ LCC has received an accepted offer for welding and diesel instructors and offers have been sent for math and business instructors

- ✓ Phase two for LCC's proposed Bachelors of Science in Nursing has been submitted, along with the statement of need for the proposed Bachelors of Science in Computer Science
- ✓ There has been a recent Board inquiry regarding offering GED services in Kelso
 - Kristen noted that services have been offered but, unfortunately, underutilized
- ✓ A Faculty Appreciation Luncheon will be held on March 28th and Trustees are invited to attend

Vice President of Student Services, Sue Orchard

- ✓ Visiting local high school principals, along with President Seimears, to discuss ways LCC can support K-12 partnerships
- ✓ LCC has joined the steering committee for the Gates Horizon Grant focused on increasing post-secondary attainment for students in rural areas
- ✓ FAFSA delays continue, along with communications to students to share information and encourage understanding
- ✓ The legislature passed the postsecondary Basic Needs Act to increase support and access to basic needs for students
 - Part of that legislation required LCC to develop a hunger-free basic needs campus strategic plan
 - A workgroup, which included nine students, have developed a strategic plan, which is due to the State Board by April 1, 2024

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

- ✓ The Students in Need Campaign launched in the Daily News on Thursday and will run through May 31st
- ✓ The capital campaign continues and has reached over 75% of the goal
 - The alumni taskforce phase was launched at the beginning of this month
- ✓ LCC's 90th anniversary celebration will occur on October 4th
- ✓ Funds were granted by congress to support the new Vocational Building equipment
- ✓ Two softball teams were inducted into the Hall of Fame on the new Tam O'Shanter turf
- ✓ HR is preparing for upcoming contract negotiations with the classified employees union

6B. ASLCC Report – None.

6C. LCCFAHE Report – LCCFAHE Union President Lucas Myers presented on behalf of faculty. Lucas noted that winter quarter is usually a grind for faculty, this quarter included. Lucas also noted that faculty are seeing an uptick in the number of sections of courses being offered, which is a positive indicator for enrollment increase. Lastly, Lucas shared that all of LCC's athletic teams have won the region so far and the athletic department team GPA was a 3.4 this quarter.

6D. WFSE Report – WFSE Union President Tracy Stanley presented on behalf of classified staff. Tracy noted that there is an energizing movement for staff toward spring quarter. Staff participate in various projects during spring break and spring quarter. In regards to union activity, Tracy noted that invoking demand to bargains

provides opportunities to ask additional questions and collect staff feedback. Restrictions with the salary schedule have led to an increased staff turnover rate. As Kendra mentioned, bargaining will begin soon and will continue through the summer. Lastly, Tracy noted that there was a lot of staff concern around change at the presidential level when President Bailey announced his retirement. However, since President Seimears began his tenure at LCC, there has been nothing but positive comments shared.

6E. Head Start/ECEAP Written Report – A written report was submitted to the board and no members had any questions.

6F. Other – None.

7. PUBLIC COMMENT – None

8. BOARD BUSINESS/INFORMATION ITEMS

8A. Election of Board Officers for 2022-23 – Per policy governance, the Board annually nominates officers in February and elects officers in March. At the February 21, 2024 Board Workshop, Marc Silva was nominated as incoming Chair and Bogyong Kim as incoming Vice Chair.

MOTION: By Alice Dietz, seconded Mike Karnofski,

That based on nominations from the February 21, 2024 Board meeting, Marc Silva be elected Chair, and Bogyong Kim as Vice Chair for the period March 2024 to March 2025.

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 will need to attend next month’s meeting virtually.

13. ADJOURNMENT – With no further business, Vice Chair Silva adjourned the meeting at 5:48 p.m.

On April 17, 2024, the Board of Trustees of Community College District 13 approved minutes of the March 20, 2024 Regular Meeting

C. Matt Seimears, Secretary to the Board