

# MINUTES

November 20th, 2024

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**1. CALL TO ORDER**

(DETERMINATION OF QUORUM)

Chair Marc Silva called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, October 16, 2024, in the Heritage Room 100 in the Administration Building of Lower Columbia College. 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:** Marc Silva  
Bogyong Kim  
Liz Cattin  
Mike Karnofski  
Alice Dietz

**COLLEGE PRESIDENT:** Matt Seimears

**2. INTRODUCTION OF GUESTS**

Sue Orchard, Kendra Sprague, Nolan Wheeler, Wendy Hall, Ben Haslam (AG-via Zoom), Richard Arquette, Lucas Myers, Dan Ruiz, Tamra Gilchrist, Mindy Leasure, Melanee Evans, Laurie Severson, and Hannah Palenske

**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 October 16<sup>th</sup>, 2024 Regular Meeting
- 4B.** Minutes of the September 18th, Special Meeting
- 4C.** Resolution #90 - Duplex Purchase.

- Chairman Marc Silva requested updates on the timing and location of the planned championship ceremony. Nolan confirmed he would share this information.

Vice President of HR, Legal Relations and Foundation, Kendra Sprague

- Vice President Nolan attended the LCCF Executive & Finance Committee meeting to present updates on the StoryField project to the Finance and Foundation Committees. The project received approval and is moving forward.
- The Capital Campaign continues to grow, with progress being made toward its goals.
- Gratitude was expressed to those who attended the Donor Wall Reception.
  - Chairman Marc Silva expressed that the event was enjoyable and that he eagerly awaits upcoming events.
- The annual year-end appeal is being launched in a two letter campaign. This campaign will include a featured student story and public service announcements shared by President Matt Seimears on the radio.
- The second round of scholarship awarding is underway. This cycle received 385 applications, with \$250,000 available to distribute. Awards will begin shortly.
- The Athletic Hall of Fame Event is scheduled for Wednesday, February 26th, 2025. Official invitations will be sent in January.
- The Foundation Audit for fiscal year 2024 has been reviewed, with no major discrepancies identified.
- The Retiree Luncheon is scheduled for December 16th, 2024.
- HR is preparing for the faculty hiring processes, with new procedures set to be implemented.
- Employees are encouraged to complete their Open Enrolment requirements during the current period.
- Changes to Title IX are being implemented and communicated.
- The college is transitioning from the GetInclusive platform to Vector.

Vice President of Student Services, Sue Orchard

- The FAFSA application for the 2024-2025 academic year is now live, and its progress is being closely monitored. A training session on the new FAFSA process was held, attended by 10 representatives from Kelso and RA Long to better assist students.
- LCC is integrating a new component of the Navigate system as its Content Management System (CMS). As Navigate is already familiar to staff, this integration is expected to streamline processes.
- The November Governance meeting focused on the Coordinated Care Model and an activity was led by faculty member Trey Batey and Advising Director Angel Ruvalcaba.
- LCC is nearing the announcement of its work on the Suspenders4Hope program, which focuses on four key areas:
  - Awareness campaigns
  - Wellness curriculum
  - Prevention training (both in-person and online)

6. The Speech and Debate team had a successful start to their season, achieving a decade-best opening performance.
7. Three choir students have advanced to the regional competition, marking a significant achievement.
8. The English department is beginning the Salal Review, an art and literature publication, and is collaborating with a graphic design student to enhance the online component.
9. The Biology department is working with WSU Vancouver and Clark County through the HMI grant. A group of faculty will visit on Friday to discuss strategies for supporting transfer students.
10. The High School Girls Basketball Jamboree will take place this Friday.
11. Planning is underway for the annual MLK Day events in partnership with local high schools.
12. LCC is collaborating with student activities to organize student nights, further enhancing student engagement on campus.

**5D. WFSE Report –**

- Due to unforeseen circumstances, this report will be given at the December Board meeting.

**5E. Head Start/ECEAP Written Report**

Bi-Annual Head Start Report

- Mindy Leisure, Head Start Director, delivered a presentation on ongoing monitoring and the new Head Start Program Performance Standards (HSPPS). The presentation focused on **Child Outcomes and Goals, Child Development Data, School Readiness Goals**, and progress on program goals.
- Mindy highlighted the implementation of a new safety poster and procedure, which has received positive feedback.
- During the presentation, Chairman Marc Silva inquired whether LCC establishes its own goals or benchmarks them against other Head Start programs. Mindy shared that LCC indeed does.
- Melanie shared that the program has introduced department-specific mascots, resulting in creative outcomes like the "Administrative Acorn."
- Mindy addressed the call to action for school superintendents to pause the Transitional Kindergarten Expansion until data collection is complete. When inquired by Marc Silva about the reception of this initiative, Mindy noted that it was well-received.

**5F. Other – None.**

**6. PUBLIC COMMENT – None.**

**7. BOARD BUSINESS/INFORMATION ITEMS**

**7A. DEI Update - Dan Ruiz**

- Dan presented a DEI update, discussing several key aspects of diversity, equity, and inclusion efforts at LCC. He highlighted the college's commitment to supporting DEI initiatives, explaining the importance of understanding DEI-related terms and how they are

12. **ADJOURNMENT** – With no further business, Mike Karnofski adjourned the meeting at 6:39 pm, Bogyoung Kim seconded.



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C. Matt Seimears, Secretary to the Board