

MINUTES

October 18, 2024

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, Ben Haslam (AG-via Zoom), Tracy Stanley, Richard Arquette, Lucas Myers, Alex Brehm, Hannah Palenske, Bryanna Doumit, Kimberly Beebe & Shane Prine.

3. APPROVAL OF AGENDA

MOTION: By Alice Dietz, 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 September 18th 2024 Regular Meeting

4B. ASLCC Reserve Budget Request - LCC Athletics requested funding of \$7400 from ASLCC to purchase a new baseball net / cage. ASLCC approved this expense to be paid for out of ASLCC Reserves, which requires Board approval.

MOTION: By Mike Karnofski, seconded by Bogyeeoung Kim,
That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Seimears gave a physical report at this meeting. Details are as follows:

Vice President of Effectiveness & College Relations - Wendy Hall

- Wendy shared that Fall Quarter enrollment is the best that LCC has had in years. There is currently only a 2.5% enrollment rate gap from now to Pre-pandemic numbers.
- The Community Open House held as a part of LCC's 90th Celebration, even competing with a rain storm, LCC saw wonderful attendance. Faculty member Courtney Shaw spoke at this event. LCC also held a trivia game during and there was a 9 person tie.
- Accreditation Update - During the Year 6 Report there was a request for additional evidence but there were no major reports. The Year 6 Report was resubmitted and findings should be concluded by the end of the quarter. This round will only contain findings and no recommendations.
 - Next year will be the Year 7 Report.
- Wendy also noted that the Monitoring Cycle is going to kick in, there are 21 Student Applicants, those applicants will be invited to the orientations coming up.
 - Wendy offered the board personal orientations if they so chose.
- LCC is doing a mascot refresh, this will contain new imagery as well as a new mascot suit. This will roll out later this year.
- Trustee Dietz clarified if the enrollment date was specific to LCC or if it encompasses the entire state's data, Wendy shared that the numbers she shared was for LCC specifically but also gave the data of where LCC is within the rest of the state.

Vice President of Administrative Services - Nolan Wheeler

- Nolan shared that alongside the improving rates for enrollment, tuition rates are also on the rise as of September 30th. Nolan also shared that more specific numbers will come out during the Quarterly Finance report that will be shared in November.
- Nolan shared a Vocational Building Update - LCC is still meeting with the architect, 30% with construction documents is completed and they are working through minor details.
- Storyfield Update - The conceptual design and cost estimate was supposed to be submitted this week but it was not. Those are required to move forward.
- Nolan shared a highlight that the Women's Soccer Team won their game on 10/16

- Athletic Waiver Update - NWAC voted on October 15th, 2024 on the rules and it was deciphered that 100% only means 100% of Operating Tuition. This leaves a difference of \$300, because fees such as Building and S&A fees cannot be waived. More details to follow.
- In regards to the property that LCC was interested in purchasing, steps have begun moving forward.
- Nolan informed Trustees that on campus tomorrow October 17th, LCC is participating in The Great Washington Shake out at 10:17 AM. This is a statewide Earthquake Drill.

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

- 90th Anniversary - LCC celebrated it's 90th anniversary and honored Dr. Stecker. Wonderful evening celebrating Dr. Stecker and the college.
- Shared that the Foundation has raised over \$13 million of their \$15 million goal.
- Sent out a newsletter to donors with an update on the projects as a result of the campaign.
- On November 14th, there will be a Lifetime Donor Wall Event to honor people who have given \$10,000 or more to the college. They will be installing 26 new plaques. -
- The Second cycle for scholarships has begun and contains \$250,000 worth of scholarships.
- HR - WFSE ratified their contract
- Title IV changes July 31st, Kendra asked the board that during the November board meeting, they need to adopt the emergency rule again due to rules not allowing them to be permanently adopted until December.
- New Employee Onboarding launched earlier this month and has shown great success. This program will repeat twice later this year.
- HR participated in the Family Friendly Workforce Cohort
- RDW launched Walktober against CLark & WSU Vancouver.
- RDW is hosting a Halloween Department Challenge.

Vice President of Student Services, Sue Orchard

- Outreach team has grown and continues to partner with highschoools. A workshop for students is scheduled in January with Mark Morris .
- Basic Needs - Funding Senate 1559 - Postsecondary institution survey, this survey will be sent to students this fall asking about Basic Needs. This is a statewide survey, conducted through Western Washington and WSAC. It will take place from October 28th-Nov 22nd. Results will come in February
- Conversations between ELT & Dan Ruiz for election preparation, safe campus climate, providing spaces, how to vote, when to vote, counseling services are available. Dan will bring back the bias response team.

5B. ASLCC Report –

- During the Welcome weeks, the campus held 32 events. 19 of those events were held by ASLCC.
- This year there were 2135 Check Ins with 496 unduplicated attendees, this is a 60% increase from last year.
- ASLCC is putting on a Harvest Festival November 1st from 4 - 7 PM, it is open to the community members if they bring a donation of food.

- The Giving Tree Program begins November 4th.

5C. LCCFAHE Report –

1. A written report was submitted after the meeting and will be provided to the trustees. The Report is included below:

- “The first month of the academic year for faculty is in the books, and it has been a wild ride. The general consensus seems to be that our inservice week was really well-planned. We enjoyed reconnecting with old friends and meeting new colleagues, and there was a lot of cross-discipline collaboration. Then the school year started, and it feels like we have immediately retreated into our silos because there is SO much work to do to get the school year going.

We've spent the first three weeks with students getting to know names and faces, sorting out financial aid, introducing a new cohort of LCC students to the resources available. I have heard some faculty describe the first three weeks as "an all-out sprint that just keeps going." The energy on campus is great... but I think all faculty are hoping that it calms down just a little bit soon.

We're really excited by all of the new faculty that we welcomed to LCC this year. With the large number of retirements and departures over the past few years, we have an unprecedented number of faculty on the tenure track (as well as most tenured faculty serving on multiple probationary committees).

For our part, LCCFAHE is trying to update our records and really get to know the makeup of our faculty body. We sent out a survey on October 16th asking questions ranging from where folks live to what types of social events our association could plan to engage the faculty body. As the faculty turn over and we become more represented by a younger generation of educators, we need to think differently about what folks need and want.

Finally, faculty are doing a bunch of cool things on campus already this fall. A small sampling of this list includes:

- Chris Tower (Lang & Lit) hosted the first Northwest Voices, featuring Rene Denfeld, on October 15th.
- The Community Conversations series, moderated by Courtney Shah (History) is underway and getting rave reviews. Check these presentations out every Thursday of fall quarter at 11:30am in HSB 101.
- Tomorrow (October 17), Morgan Salisbury (Geology) is putting on a seminar about earthquakes as part of the Great Shake Out event. This event is 10am-12pm in the Student Center.
- The Drama program, led by Betsy Richard (Drama) is putting on a production of the French play Rhinoceros. A huge number of students attended auditions, and they are really excited about the work they've done so far. The show will run from November 15th to 22nd.
- And of course, I have to take a moment to brag about the Fighting Smelt Speech & Debate Team, coached by me (Alex Brehm, Communication Studies) and also assisted by faculty members Kailie Drumm (Nursing) and Larissa Arnold (Psychology). The Smelt have attended two tournaments so far this year, and were champions in the community college division at the Steve Hunt Classic tournament hosted by Lewis & Clark College.

5D. WFSE Report –

- The Classified Staff Union is working on several projects.
- WFSE ratified the contract on September 27th.
- WFSE & HR continue to work together in resolving issues that happen on the day to day.
- The State Wide Steward Program was restructured to be more accessible. The Steward Training alongside that is being revamped and expanded.
- WFSE has been involved with OFM for how AI is going to affect the workforce. Meetings are happening weekly in December and further on from there.
- WFSE is preparing for the legislative session on November 13th.

5E. Head Start/ECEAP Written Report –Head Start/ECEAP/EHS Budget Status and Program Reports were provided to the board in written format. No board members had any questions.

5F. Other – None.

6. PUBLIC COMMENT – None.

7. BOARD BUSINESS/INFORMATION ITEMS

7A. Review Proposed 2025 Board of Trustees Meeting Schedule— The board reviewed next year’s proposed meeting schedule for potential conflicts, action will be taken at the November meeting.

- Chairman Silva asked a clarifying question about the July meeting schedule. The meetings follow the typical format aside from a couple of things to be accounted for. The board had no further questions about the meeting schedule.

7B. Board Policy 2.11 - Board Pay – A new board policy was created to outline how Trustees are compensated for observed meetings and travel at LCC. Following the Board’s Policy Governance, the policy

- Bryanna shared that LCC has been following OFM policies for paying the trustees. LCC wanted to create a specific policy for this. The board had no questions about the policy.

MOTION: By Mike Karnofski, seconded by Liz Cattin,

That Board Policy 2.11 - be approved as presented.

MOTION CARRIED unanimously.

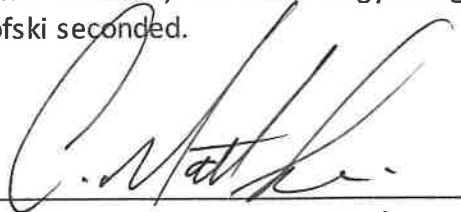
8. EXECUTIVE SESSION – No executive session

9. ADJOURN EXECUTIVE SESSION – N/A

10. ACTION AS A RESULT OF EXECUTIVE SESSION – N/A

11. **GOOD OF THE ORDER** – None

12. **ADJOURNMENT** – With no further business, Vice Chair Bogyoung Kim adjourned the meeting at 5:31pm, Mike Karnofski seconded.

A handwritten signature in black ink, appearing to read "C. Matt Seimears", written over a horizontal line.

C. Matt Seimears, Secretary to the Board