



Longview, WA 98632

MEETING of MARCH 18, 2015

LOWER COLUMBIA COLLEGE BOARD OF TRUSTEES

MINUTES

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Heidi Heywood called the regular meeting of the District 13 Board of Trustees to order at 5:02 p.m., on Wednesday, March 18, 2015, in the Heritage Room in the Administration Building of Lower Columbia College. When the meeting was called to order, the following individuals were present; there was a quorum.

BOARD OF TRUSTEES: Heidi Heywood
Max Anderson
Thuy Vo
George Raiter
Steve Vincent

COLLEGE PRESIDENT: Chris Bailey

Others in attendance: Erin Brown, Lisa Matye Edwards, Brendan Glaser, Nolan Wheeler, Kendra Sprague, Wendy Hall, Kim Witherspoon, Adam Wolfer, Tracy Stanley, Drew Davidson, and recorder Linda Clark

2. INTRODUCTION OF GUESTS – There were several visitors present to attend the meeting and to observe the award of tenure. Guest list included: Ray Byers of KLOG/KUKN Radio Station, Jacqueline Marr, Nicky Worthen, Mark Gaither, David Rosi, Annette Ward, Kathy Stafford, Ann Williamson, Peter Livins, Amber Lemiere, Josie Zbaeran, Rheba Rukkila, Nicole Di Gerlando, Amber Di Gerlando, Vicki Echerd, Kyle Hammon, Corry Kile, Ameer Kile, Jim Stanley, Hiedi Bauer, Darlene di Vida, Karen Joiner, Brad Benjamin, Nadine Lemmons, Margit Brumbaugh, Melinda Weatherford, Mary Leach, Armando Herbelin, Randy Byrum, Maggie Stuart, Natalie Richie, Robert Cochran, Nicole Boyer Cochran, Kat Everman, Rob Davis, Tamra Davis & daughter, Dani Trimble, David Benson, Sarah Griffith, Elizabeth Engel, Klint Hull, Linda McKeon, Amy Kenney, Jessica Kooiman, Evelyn Davis, and Vicky Soladey.

3. APPROVAL OF AGENDA

MOTION: By Thuy Vo, seconded by Max Anderson

That the agenda be approved as presented.

MOTION CARRIED unanimously.

4. **CONSENT AGENDA** - The following consent items were offered for the Board's consideration:

A. Minutes of the February 18, 2015 meeting

B. Head Start/EHS/ECEAP Items:

- 2014-15 Head Start/ EHS Self-Assessment Action Plan
- Head Start/ EHS/ ECEAP Strategic Plan Goals & Objectives
- Head Start/EHS/ECEAP Selection of Families (ERSEA 3a)
- Head Start/ECEAP Enrollment of Families (ERSEA 3e)
- Head Start/ECEAP Selection Criteria 9ERSEA 3d)
- EHS Selection Criteria (ERSEA 3d1)
- Parent Reimbursement Policy (PGOV 1e)
- Head Start/EHS Grant/Budget

MOTION: By Steve Vincent, seconded by Thuy Vo,

That the consent agenda be approved as presented

MOTION CARRIED unanimously.

5. **TENURE CONSIDERATION –**

5A. Chair Heywood called for a ten minute executive session at 5:06 p.m. for consideration of evaluation of personnel. Action anticipated.

5B. Action as a Result of Executive Session – Chair Heywood re-opened the public meeting at 5:15 p.m., and called for a motion on tenure.

MOTION: By Max Anderson, seconded by George Raiter,

I move that the Board of Trustees, after having given reasonable consideration to the recommendations of the Probationary Review Committees at both the March 11, 2015 special executive session, and the above executive session, do hereby grant tenure to **Rob Davis, Nicole Di Gerlando, Corry Kile, and Elizabeth Engel**, effective with the beginning of Fall Quarter 2015.

MOTION CARRIED unanimously.

At 5:16 p.m., Chair Heidi Heywood called for a ten minute break. The public meeting was re-opened at 5:24 p.m.

6. COLLEGE INPUT

6A. President's Report – President Bailey reported that Vice President Lisa Matye Edwards has submitted a letter of resignation effective May 8 to work at Arapaho Community College in Colorado. Both he and the Board thanked her for and acknowledged the importance of her work in the Student Services area.

Brendan Glaser – Instruction

- He explained Renee Carney will be leaving to take a position with Canvas. She has done great work in the eLearning and educational partnership areas.
- The passing of Mike New, former fire science instructor has hit our campus community hard.

Vice President Nolan Wheeler – Administration/Finance

- We are finalizing the punch list with the contractor in the Fitness Center, which means we will soon have our permanent occupancy permit.
- The contractor started work two weeks ago on the Applied Arts renovation project
- Plans for demolition of IOB is in the City's hands. We had a pre-bid walk through with contractors today.
- We are working on installation of a boiler system for the Student Center as we move away from a central boiler system.
- He and Richard met with the City's consultant regarding water quality. We are experiencing some problems with the scale build-up in the filter systems.

Vice President Lisa Matye Edwards – Student Services

- There was a lovely vigil held on campus for Alisha Ann McLeod. Her family has asked to hold a memorial on campus and Nolan is working out the details with them. They have also asked for donations to go toward the Student Success Fund.
- Our outreach coordinator is on maternity leave, but the work is being covered by a number of staff--all going well.
- We are encountering issues with the LCC Athletics bus due to age, but team transportation has been worked out for the immediate future.
- Commencement plans are well underway. It will again be held at the Kelso Stadium.
- Next month, the Board will have copies of the new Student Code of Conduct in preparation of public hearing and adoption at the May Board meeting.

6B. ASLCC Report – Drew Davidson reported that Civics Week will be held on May 12-14. Most important item of the week will be the vote on the Fitness Center fee.

6C. LCCFAHE Report – Adam Wolfer reported that Faculty were deeply affected by the loss of Mike New and student Alisha McLeod. He expressed the Faculty's great appreciation for the leadership of Lisa Matye Edwards. He gave the Board an invitation the Board to attend the next faculty meeting to exchange questions and answers.

- 6D. WFSE Report** – Tracy Stanley said the WFSE is getting more and more LCC staff involved, and several are going to trainings. Some staff have told her they are distraught about losing Lisa, and some have also asked her many questions about the Board that she cannot answer. For example: Why weren't two of the vice presidents at the last Board meeting regarding strategic planning? At that meeting, the Board said they would be looking at the 30,000 ft. level and staff are afraid that their view will be distorted. Also, Staff do not know what is going on with the climate survey.

George commented on the 30,000' view observation. Being a policy governance board, they have to be very respectful and careful not to step over the line between governance (the Board's responsibility) and administration (the responsibility of the President and staff who report to the President). The Board is working through the president on the employee survey results action plan. Heidi explained that the Cabinet is working on the plan at this time to ensure that the comments and suggestions are taken into account, and the Board will be reviewing the plan to ensure issues are appropriately addressed as we move forward.

- 6E. LCC Foundation** –Erin Brown apologized for missing the last meeting, but she was at the national ATD conference with Bob Gregory presenting on our Student Success model, and how we are working with the LCC Board, students, and community to provide assistance to those who most need it.

We will be celebrating Student Success on Saturday, March 31st, at the Horns and Halos Gala. Sid Snyder will be named as Alumni of the Year, and our own Steve Vincent will be celebrated as Benefactor of the Year. She acknowledged Paul Laufman's contribution of \$50,000 to fund the Student Success Fund. We also received \$10,000 from Weyerhaeuser this year.

- 6F. Effectiveness and College Relations** – Wendy Hall highlighted two items. If you are visiting the LCC website Monday morning, it will have a brand new look! Second item is that our Year Seven accreditation has been delayed a year--from 2017 to 2018.

- 6G. Human Resources** - Kendra Sprague reported that the Human Resources staff are working diligently to fill seven faculty positions this coming year. The Wellness Committee continues to evoke wellness and camaraderie through a variety of activities and events.

6H. Head Start/EHS/ECEAP Written Report

- ▶ Monthly program and budget status reports for January 2015

6J. Other

- 7. PUBLIC COMMENT** – Randy Byrum thanked Lisa Matye Edwards for streamlining the financial aid process for students, and Thuy Vo wished her well in her new position in Colorado.

8. BOARD BUSINESS/INFORMAITON ITEMS –

8A. Election of Board Officers – Nomination for new officers occurred at the February Board meeting; therefore, Chair Heywood called for a motion on the 2015-2016 nominations:

MOTION: By Steve Vincent, seconded by Thuy Vo,

That Max Anderson be elected Chair, and George Raiter Vice Chair for 2015-2016

MOTION CARRIED unanimously; gavel passed from Heidi to Max

Steve Vincent thanked Heidi Heywood for her work as Board Chair for the past year.

- 9. EXECUTIVE SESSION** – Max Anderson requested a 10-minute executive session to review the performance of a public employee @ 5:57 pm. No Action Anticipated. At 6:08, AAG Kim Witherspoon announced extension of the executive session for an additional 10 minutes.
- 10. ADJOURN EXECUTIVE SESSION** –Chair Anderson re-opened the public meeting @ 6:20.
- 11. ACTION as a RESULT OF EXECUTIVE SESSION** – None
- 12. ADJOURNMENT** – With no further business, Heidi moved to adjourn at 6:21 p.m.

On April 15, 2015, the Board of Trustees of Community College District 13 approved minutes of the March 11, 2015 special Board Meeting and the March 18, 2015 regular Board Meeting

Christopher C. Bailey, Secretary