

# MINUTES

October 21, 2020

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**1. CALL TO ORDER**

(DETERMINATION OF QUORUM)

Due to the COVID-19 restrictions put in place by Governor Inslee, the LCC Board of Trustees meeting was held virtually via Zoom. Chair George Raiter called the regular meeting of the District 13 Board of Trustees to order at 5:03 p.m., on Wednesday, October 21, 2020, virtually via Zoom. When the meeting was called to order, the following individuals were present; there was a quorum.

**BOARD OF TRUSTEES:** Alice Dietz  
Michael Karnofski  
George Raiter

**COLLEGE PRESIDENT:** Chris Bailey

**2. INTRODUCTION OF GUESTS**

Sue Orchard, Wendy Hall, Kristen Finnel, Nolan Wheeler, Bryanna Smith, Kim Witherspoon, and Marissa Heffernen.

**3. APPROVAL OF AGENDA**

**MOTION:** By Mike Karnofski, seconded by Alice Dietz,

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 16, 2020 Regular Board Meeting**

**MOTION:** By Mike Karnofski, seconded by Alice Dietz,

That the minutes of the September 16, 2020 Regular Board Meeting be approved as presented.

**MOTION CARRIED unanimously.**

**4B. ASLCC Annual Budget Recommendations for 2020-21**

**MOTION:** By Mike Karnofski, seconded by Alice Dietz,

That \$100,000 from the Student Activities Reserve (264-63400) to be used to support purchasing furniture for the common areas and student workspaces in the Learning Commons be approved.

**MOTION CARRIED unanimously.**

**5. COLLEGE INPUT**

**5A. President's Report** – President Chris Bailey shared that not much new information has been provided since the last board meeting. President Bailey was able to inform the board that state FTE enrollments are down 18.2% for fall. Next, President Bailey asked each vice president to report on their respective areas.

Vice President of Instruction, Kristen Finnel

- ✓ Brought back a number of additional hybrid courses that are going very well
- ✓ Hoping to make a decision regarding LCC's winter modality in mid-November
- ✓ Will be submitting the proposal for the second BAS program by the end of November
- ✓ Seeing an uptick in students who are utilizing the drop-in WIFI hotspot area
- ✓ Nursing pass rates have come back and they are very high

Vice President of Administrative Services - Nolan Wheeler

- ✓ The EOC has determined that there are student needs for additional services to open
- ✓ The student center has been opened for the "Drop-In Wi-Fi Hotspot"
- ✓ All students participate in health screenings to enter buildings on campus
- ✓ The governor has provided new guidelines on student housing, which are being reviewed and implemented by the EOC for LCC
- ✓ Athletics has moved from the red phase to the yellow phase allowing some loosening on restrictions

Vice President of Student Services, Sue Orchard

- ✓ Basic Food Employment & Training program has been expanded to let all students participate and receive benefits (not including BAS students) which allows LCC to provide more wrap around support for students
- ✓ Starting to gear up for winter enrollment with a lot of targeted outreach
- ✓ Trying to connect with students who were attending LCC but have recently stepped away
- ✓ Will hear from managers who work directly in outreach/advising at next month's board meeting

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ Announced the 2021 Transforming Lives winner, Adelina Machucha Santiago, who will be invited to the January board meeting
- ✓ In a few weeks, LCC will be meeting with the Cowlitz County Tribe

Vice President of Human Relations, Kendra Sprague

- ✓ President Bailey provided a brief report in Kendra's place, due to Kendra being unable to attend this meeting
- ✓ The community responded very well to the virtual Gala held this year

- 5B. ASLCC Report** –ASLCC President Eli Tovar was unable to attend the meeting and no report was provided.
- 5C. LCCFAHE Report** – LCCFAHE Union President Brad Benjamin submitted a written report that was read by President Chris Bailey. The report read as follows. “LCC faculty members continue to do what it takes to ensure the success of our students. I believe we continue to learn how to best serve our particular student population and what best practices in education are as social distancing practices evolve. Faculty members persist in being positive forces of change in student’s lives and continue to be mindful of the growing mental health crisis affecting the world, but particularly, today’s youth. The LCCFAHE encourages everyone to vote this election season. Stay safe, Brad Benjamin, LCCFAHE President.”
- 5D. WFSE Report** – WFSE president Tracy Stanley submitted a written report that was read by President Chris Bailey. The report read as follows. “Good Evening LCC Trustees. Unfortunately, once again I am double booked this evening. I am happy to say our contract negotiations went extremely well and were quite effective and efficient in the new environment of negotiating via Zoom meetings. We came to a tentative agreement September 24, 2020 and our WFSE Community College Coalition members ratified the agreement September 29, 2020. Classified staff continue to be very busy, both on campus and off. The staff continue to adapt and flourish in our current environment by continuing to provide excellent service to our students, faculty staff and community. Virtual meetings have become normal and we continue to be productive whether we are on campus or not. Our staff are all used to working with technology; however, many processes such as virtual meetings, digital signatures, scanning and uploading files are not tasks all of our staff do on a regular basis. Staff have stepped up and continue to develop skills in areas many of us had not needed to be versed in prior to the pandemic. I applaud everyone for their determination and hard work in our current work environment. I also applaud all of those staff that continue to come to campus to fulfill the duties of their jobs so others are able to be safe, whether they come to campus or work from home. They put not only themselves at risk, but their families as well so others may remain safe. Have a wonderful evening and stay safe! Tracy Stanley, WFSE Chief Steward, President, WFSE Local 1400, Council Secretary, WFSE/AFSCME Council 28.”
- 5E. Head Start/ECEAP Written Report** – The September 2020 Head Start/ECEAP/EHS Budget Status and Program Report was provided to the board in written format. Also included were the monthly budget reports from March-June. These budget reports were delayed due to ctclink conversion challenges.
- 6. PUBLIC COMMENT** – None
- 7. BOARD BUSINESS/INFORMATION ITEMS**
- 7A. Review Proposed 2021 Board of Trustees Meeting Schedule** – The 2021 proposed meeting schedule was reviewed for potential conflicts. No conflicts were presented

and action will be taken at the November meeting providing board member to submit any conflicts to Bryanna.

8. **EXECUTIVE SESSION** – None
9. **ADJOURN EXECUTIVE SESSION** – N/A
10. **ACTION AS A RESULT OF EXECUTIVE SESSION** - None
11. **ADJOURNMENT** – With no further business, Chair Raiter called for a motion to adjourn the meeting at 5:33 p.m.

**MOTION:** By Mike Karnofski, seconded by Alice Dietz,

That the meeting be adjourned.

**MOTION CARRIED unanimously.**

On November 18, 2020, the Board of Trustees of Community College District 13 approved minutes of the October 21, 2020 Regular Meeting.

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Christopher C. Bailey, Secretary to the Board