

MINUTES

June 15, 2022

1. CALL TO ORDER

(DETERMINATION OF QUORUM)

Chair Mike Karnofski called the regular meeting of the District 13 Board of Trustees to order at 5:00 p.m., on Wednesday, June 15, 2022, in the Heritage Room in the Administration Building of Lower Columbia College. Due to the COVID-19 regulations put in place by Governor Inslee, 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: Mike Karnofski
Alice Dietz
George Raiter
Liz Cattin
Marc Silva

COLLEGE PRESIDENT: Chris Bailey

2. INTRODUCTION OF GUESTS

Sue Orchard, Wendy Hall, Kristen Finnel, Nolan Wheeler, Kendra Sprague, Tsering Cornell, Mark Gaither, Sarah Griffith, Tracy Stanley, Laura Sampson, Jason Malozzi, and Ray Byers (KLOG).

3. APPROVAL OF AGENDA

MOTION: By George Raiter, 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 May 25, 2022 Regular Board Meeting

4B. 2022-23 Quid Pro Quo Agreement with the LCC Foundation

Minor clarifying changes from the AAG. The LCC Foundation Board has approved.

MOTION: By Alice Deitz, seconded by, Marc Silva,

That the consent agenda be approved as presented.

MOTION CARRIED unanimously.

5. COLLEGE INPUT

5A. President's Report – President Bailey shared that enrollment numbers are looking encouraging but it is still too early to tell how enrollment will look for the upcoming quarter. A retiree social held last Friday was well received. New retirees were honored and faculty and staff were presented with awards at the all staff meeting that morning. The Spring reception followed, and was well attended.

President Bailey announced the LCC employees of the year. Winners are Danielle Casey (classified employee of the year), Sarah Griffith (exempt employee of the year), Jason Malozzi (full-time faculty of the year), and Catie Graham (adjunct faculty of the year). President Bailey read comments submitted about each winner and expressed congratulations from the college.

Award winners were each given an opportunity to say a few words and expressed gratitude for their awards. Sarah Griffith noted that all four of this year's award winners were members of the e-learning committee.

Next, President Bailey asked each vice president to report on their respective areas.

Vice President of Instruction, Kristen Finnel

- ✓ Two English faculty members are working on anti-racist curriculum practices, which will pave the way for the rest of the faculty
- ✓ The 22nd volume of the Salal review was presented during the art festival which was well attended by students and staff
- ✓ Faculty members Dawn Draus and Catie Graham held a 3-day workshop to improve student transitions from basic education to college credit programs
- ✓ The third and final training was completed with CWCOG and small businesses with an emphasis on goal setting, and was uploaded in Canvas for future use
- ✓ The BAS-TE program held a celebration on Monday night for the part-time cohort of graduates with the Superintendent of Public Instruction as the keynote speaker
- ✓ Fall quarter enrollment for BAS programs is looking good with 22 students enrolled in the BAS-TE and 18 students enrolled in the BAS-OLTM
 - Applications are still being accepted
- ✓ Kelso High School's Industrial Trades Program is working to get local high school students into industrial trades
 - CTE course are being held on Kelso's campus but all local high school students can attend
 - Seven students are currently registered and students can earn up to eight credits in this area
- ✓ Nine new tenure track faculty have been hired and will begin fall quarter
- ✓ Two tenure track positions are currently vacant and posted with a goal to have these positions filled by fall

Vice President of Administrative Services - Nolan Wheeler

- ✓ Nolan shared drawings of proposed exterior improvements to the Administration Building
 - The project includes a brick facade, metal accents and stucco repair
 - This project is possible due to capital funds that were allocated for the stucco repair, combined with excess funds from the Library project, which came in under budget

Vice President of Student Services, Sue Orchard

- ✓ This year's commencement ceremony will be held on campus
 - Approximately 1000 graduates and guests are expected and the event is taking a lot of effort from staff across campus
- ✓ The Multi-cultural Grad Night will be held tomorrow to recognize students of color and students from underrepresented populations
 - Provides another way, beyond commencement, to celebrate their accomplishments
- ✓ The ASLCC successfully held "Red Carpet Days" last week and provided a variety of activities for students, families and community members
- ✓ LCC is beginning to see an increase in enrollment in credit recovery and Running Start programs

Vice President of Effectiveness and College Relations, Wendy Hall

- ✓ LCC's Summer Open House will be held July 22, 4-7 pm on the LCC campus
 - The event will provide information on what LCC has to offer to community members and prospective students
 - Activities will include campus tours (Library, HSB, Rose Center) and classroom demonstrations by faculty members
 - The event will be family oriented and food will be served
 - The event was planned in conjunction with the Black Bears game to help draw community members to the event
- ✓ A number of new degrees have been approved, including a pre-nursing degree, which will serve students whether they pursue nursing at LCC or elsewhere
- ✓ Civil discourse meetings will begin August 18th and will be held every 2 weeks leading up to the election
 - Steve Warning will moderate the meetings and address how to have a discussion with the opposing side

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

- ✓ The TDN Students in Need Campaign surpassed the goal of \$35,000, raising a total of \$39,886
- ✓ A congressionally directed spending form was submitted by LCC through Senator Cantwell's and Senator Murray's office for vocational equipment
 - LCC made Senator Cantwell's recommended list and now the proposal will go to the Labor/Health & Human Services/Education committee
- ✓ An Alumni Association table will be set up during commencement
- ✓ Capital campaign consultants are assisting with a feasibility study
 - Results will be available July 18 and the foundation board will then decide the parameters of the campaign at the September meeting
- ✓ The foundation is currently in the scholarship awarding phase
 - Anticipating awarding \$600,000 in scholarships this year

- ✓ Bruce Pollock and Cathy Bakamas will be leaving the foundation board and Chris Searing will be joining
- ✓ The foundation will not hold a Gala this fall in anticipation of the launch of the Capital Campaign
- ✓ Progressing through negotiations with WFSE and will meet mid-July

President Bailey shared that this was Tsering Cornell's last meeting as the college AAG. Tsering has been appointed to the Clark County Superior Court bench. Tsering thanked the board.

5B. ASLCC Report –With students on break, no written 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, staff and students round third base as they head for home! What a two year stretch we have been on. The dedication shown by faculty, staff, and students is nothing less than remarkable as we have collaboratively navigated our way through a once a century global pandemic (fingers crossed). We look forward to an in-person and on campus commencement! A special thanks to Sue Orchard and her team for organizing this event. Many of us have been waiting years to get commencement back on campus (where we believe it belongs) - thanks Sue! The hiring wheel continues to turn as we have some amazing new people joining the team. We look to add more members by next fall or sooner. We often talk about rehiring people, but at the end of the day all we can do is hire positions. We can find someone to be the Dean over STEM, but I don't know if we will ever be able to replace how much Karen Joiner cares about the college. The same could be said of all our retirees. The LCC faculty are excited to extend our close-knit family, but we will miss our family that will be starting the next chapter in their lives in retirement. Once you are part of the LCC family, you are a member for life. LCC faculty are excited to see what next academic year looks like as we continue to re-engage with students in more of a face-to-face capacity (LCC 2.0™). We also look forward to getting the community back on campus and working with them in new and meaningful ways. The ideas LCC staff are bringing forward will cement the college's place in the hearts of our great community. I think it is still in the planning stages, but there is a next level "LCC gets the community on campus" event scheduled for July 22nd. I am sure I will be corrected when I am wrong, but I believe that this event is brought to you by LCC's very own Nicole Faber, Wendy Hall and others. I am bringing my whole family to the event and look forward to watching the Black Bears game at David Story Field that night; what a double header (LCC Community Double Header™)! This is my last correspondence as LCCFAHE President. There are too many people to thank for any success I have had. My success, if any, has been fueled by the amazing mentoring, collaboration, transparency, care, dedication, and support of all the LCC faculty, staff, and students (yes, you can learn a lot from the students if you listen). I could not ask for a more supportive place to work and grow. I look forward to growing into my position as the newest faculty curmudgeon and naysayer. I want to end by thanking one person. Wendy Hall has been instrumental in my growth as a person, faculty member and leader. She is the epitome of a true servant leader. Her tireless dedication to the community, college, faculty, students,

and staff is unparalleled. I have learned so much from her and she has become one of my best friends, a great mentor and fellow self-proclaimed behavioral economist that I frequently chat with. If you ever see a resignation letter from Wendy, rest assured my will be stapled to the back of hers. Thanks for all that each of you do for the college! Each of you has been truly inspirational in my growth at the college. Thanks for enduring my numerous spelling, typographical, and grammatical errors through the years. I am sure the English Department would be ashamed of what I have done to “their” subject. William “Brad” Benjamin, LCCFAHE President (15 days and counting).”

5D. WFSE Report – WFSE Union President Tracey Stanley provided some highlights to the Board of Trustees. Classified staff are keeping busy and gearing up for some of the busiest times of the year. When students and faculty are off campus, a lot of work such as deep cleaning, repairs and software updating occurs. Looking forward to a successful year but busy summer. The contract teams have come to some tentative agreements and economic discussions will take place after the June forecast. Working towards having a tentative agreement October 1. Most agree that the contract, originally negotiated in 2005, is mature. Looking forward to wrapping up and having a good contract representing both sides. The union represents approximately a half million members nationally; 43,000 Washington state employees, 500 local members (including the Department of Corrections and DSHS), and 300 LCC members. Membership is changing and growing.

5E. Head Start/ECEAP Written Report – A written report was submitted to the board and no members had any questions.

5F. Other – None

6. INSTITUTIONAL MONITORING

6A. Institutional Excellence & Community Enrichment Monitoring Report – As per board request, cycle 23 of the monitoring report was submitted in written format for review and discussion. No action is needed from the report. Information regarding a new KPI-disaggregated data, key performance will be presented at the July retreat.

Board member Liz Cattin noted that the Pace Survey result is above the mean and inquired about where the college stands in regards to percentage. Vice President Wendy Hall mentioned that percentage is difficult to determine because of how data is received. The benchmarks available are what is prepared in the report. Board member Alice Deitz noted the impressive GPA of student athletes.

7. PUBLIC COMMENT – None

8. BOARD BUSINESS/INFORMATION ITEMS

8A. 2022-23 Operating Budget – Presented by Nolan Wheeler

The total operating revenue budgeted for FY 2023 is \$28,903,277, which is an increase of \$1.8MM from the prior year. Most of the \$1.8MM is earmarked from the state for COLA, healthcare, equity work, and supporting homeless students. Total operating

revenue comprises revenue from several different sources including, the state appropriation, student tuition/fees, and other miscellaneous local revenue sources as well as \$200K from Federal CARES Act funds.

Board Chair Mike Karnofski questioned if a mid-year adjustment for 8% inflation would be required and Vice President Nolan Wheeler stated that it is possible.

MOTION: By, Liz Cattin seconded by, Marc Silva

That the fiscal year 2022-23 Operating Budget of \$28,903,277 be approved as presented.

MOTION CARRIED unanimously.

8B. Discuss Agenda for the Summer Workshop (7/20/22)

Board members were provided a draft to use as a starting point in developing the final agenda. Historically, this workshop covers such topics as the Board's self-evaluation, the annual report of accomplishments and the president's evaluation/contract. This month's agenda will include a review of the monitoring report dashboard and the 2022-23 strategic plan that will include strategic initiatives and annual priorities. Lastly, the workshop will provide time for strategic visioning for the college.

President Bailey offered board members an opportunity to give input for agenda items. Chair Karnofski suggested an update on athletic facilities and equity work. Alice Deitz expressed interest in learning more about the eLearning Committee and the success of the 4 employees/faculty of the year who all serve on this committee. Liz Cattin expressed interest in an update on DEI work. All mentioned items will be included on the retreat agenda along with historical topics.

9. EXECUTIVE SESSION – None

10. ADJOURN EXECUTIVE SESSION – N/A

11. ACTION AS A RESULT OF EXECUTIVE SESSION – None

12. GOOD OF THE ORDER – None.

14. ADJOURNMENT – With no further business, Chair Karnofski called for a motion to adjourn the meeting at 5:45 p.m.

MOTION: By, George Raiter seconded by, Liz Cattin,

That the meeting be adjourned.

MOTION CARRIED unanimously.

On July 20, 2022, the Board of Trustees of Community College District 13 approved minutes of the June 15, 2022 Regular Meeting.

Christopher C. Bailey, Secretary to the Board