

LOWER COLUMBIA COLLEGE

GOVERNANCE COUNCIL MINUTES

May 5, 2026

Members Present: Trey Batey, Brad Benjamin, Kailie Drumm, Kristen Finnel, Michal Ann Ure, Dan Ruiz, Nolan Wheeler, Amber Lemiere, Wendy Hall, Ashleigh Kruckenberg, and Tracy Powell.

Guests Present:
None

1. Approval of Minutes

Kristen is working with Janel Skreen to implement the recommended revisions to the Continuity of Operations Plan (COOP), clarifying that it is a delegation plan rather than a succession plan. Stef Gilberti will report the results to the Instructional Council.

The minutes of February 4, 2026, and April 15, 2026, meetings were approved.

MOTION: By Michal Ann Ure, seconded by Ashleigh Kruckenberg, moved to approve the minutes of February 4, 2026, and April 15, 2026.

OUTCOME: The motion carried unanimously.

2. Unpaid Leave

The Council discussed allowing full-time faculty to take unpaid leave as a cost-saving measure. Full-quarter requests would go through the Sabbatical Committee, while requests for less than a quarter would be discussed with the faculty member's supervisor, chair, and dean. The Council noted that unpaid leave may affect retirement benefits and PTO accrual.

The council supported the sabbatical approach but emphasized the need for parameters to ensure students are not impacted. VPAL will draft language for review by the Instructional Council. Nolan will discuss the communication timeline with Human Resources.

Estimated savings are \$15,000–\$18,000 per participating faculty member, including the cost of adjunct replacement. Adjunct faculty are not eligible for unpaid leave. The existing 4% participation guideline will be reviewed, with consideration given to individual circumstances and instructional needs. Faculty decisions by June 30 would help with scheduling.

3. Policies and Procedures

[Policy 101 - Shared Governance DRAFT](#)

Policy 101 was revised to incorporate recommendations from the Governance Council and

Operations Council. Amber Lemiere moved to approve the revised policy, and Ashleigh Kruckenberg seconded the motion.

MOTION: Amber Lemiere, seconded by Ashleigh Kruckenberg, moved to approve the revised Policy 101 - Shared Governance.

OUTCOME: The motion carried unanimously.

4. Shared Governance Activity (DEI Committee)

Faculty representatives led a collaborative activity to review and map college committees and governance structures, which can be used as an employee resource.

The Council discussed recommending that committees review and update their bylaws, procedural templates, and webpages. Tracy Powell will add the recommendation to the minutes for referral to ELT. The Council also discussed creating a topical committee list to support ASLCC and potentially include it in the student handbook.

The Council agreed to continue developing resources to support Policy 101.1A, revisit the work at the next meeting, and work toward a campus rollout in fall 2026. The goal is to clean up and organize committee information during the 2026–27 academic year. The Council also discussed whether the Committee on Committees could oversee maintenance of the committee list.

5. Other: None

With no further comments, the meeting was adjourned at 4:26 p.m.