

MINUTES

GOVERNANCE COUNCIL – November 12, 2025

Members Present: Matt Seimears, Kristen Finnel, Wendy Hall, Nolan Wheeler, Kendra Sprague, Dan Ruiz, Dana Cummings, Adam Wolfer, Kailie Drumm, Shiree Bent, Amber Lemiere, Lucas Myers, Michal Ann Ure, and Tracy Powell

Guests Present: Sam Orth and Cory Strand

Call to Order

The meeting was called to order at 3:02 PM.

1. Approval of Minutes

- a. The minutes of the October 7, 2025, meeting were approved.

MOTION: By Kendra Sprague, seconded by Michal Ann Ure

The minutes of October 7, 2025, be approved.

MOTION CARRIED unanimously

2. 2024-25 HR Diversity Report (Sam Orth)

- a. Notable items:
 - i. Full-time faculty applicant pools are the most diverse among all classifications; however, faculty are the least diverse employee group. Data shows that the search advocate program is working, but there may be room for improvement.
 - ii. The average time to hire is 76 days, compared to 108 days for our peers for non-continuous postings.
- b. Kailie Drumm confirmed that the cost of the search shown in the presentation is primarily related to employee salaries due to the time commitment. Additional fees are related to advertising.
- c. Amber Lemiere asked if there was data on applicants dropping out of the process. Sam Orth has looked at SparkHire, but could look further. Sam noted that application withdrawals are very common. HR is researching the job target tool to explore options for increasing the number of applicants. HR would like to focus on adjunct recruitment and requested council input.
- d. Lucas Myers agreed with focusing on adjuncts, as they often become future tenure-track faculty. It may be beneficial to review and refine the adjunct interview list to ensure all interviews meet the criteria.
- e. Amber Lemiere noted that some faculty applicants of color are concerned about living in Cowlitz County, which may be a form of “quiet quitting”.
- f. Cory Strand recommended reaching out to PeaceHealth to see if they experience similar issues and have recommendations.
- g. Amber asked, and HR acknowledged, that we have long-standing, tenured faculty, which also contributes to the limited number of position openings that can be filled with diverse candidates.

h. The council affirmed its focus on the adjunct faculty.

3. Academic Calendar Revision

- a. [2025-2026](#)
- b. [2026-2027](#)

MOTION: By Lucas Myer, seconded by Kailie Drumm,

The Academic Calendar Revisions for 2025-2026 and 2026-2027
be
approved.

4. Policies and Procedures

- a. [Draft Policy 673 - Use of Force](#)
- b. [673.1A Procedure](#)

MOTION: By Amber Lemiere, seconded by Lucas Myers

Policy 673 and Procedure 673.1A be approved after typos
and spacing are corrected.

MOTION CARRIED unanimously

5. Accreditation Recommendation (Wendy Hall)

- a. LCC received only one recommendation. Vice President Wendy Hall noted the recommendation is still in draft form and subject to change.
 - i. The evaluation team recommends that the institution strengthen, clarify, and publicly document decision-making structures and processes to ensure that the views of faculty, staff, administrators, and students are considered in the shared governance process.
(Standard 2.A.4)
- b. Lucas Myers and the FAHE are working to educate faculty about shared governance.
- c. Amber Lemiere shared that Clackamas College has a handbook on its shared governance. Lucas Myers will send a copy of the handbook to Wendy Hall.
- d. Wendy noted the recommendation states that LCC has gaps with exempt and classified employees, whereas the faculty has fewer gaps. Staff is working with UMCC to increase attendance and explore additional budget development opportunities. Another avenue might be for the Monitoring Committee chairs and co-chairs to meet with ELT.
- e. Wendy also noted that Policy 101 may be expanded to include a flow chart. If the policy is revised, it will be sent to the council. She requested additional recommendations to improve the shared governance process.

- f. For the next meeting, Matt would like faculty input on how to strengthen faculty shared governance. Kailie Drumm asked for clarification as they are creating flow charts for reporting issues. She noted that faculty wanted more conversations, such as what happened this summer, etc. Amber noted that GC and IC have been working on sharing information. We are making changes, but they must be formalized. Certain things are missing in order and meeting rhythm, such as the timing of department meetings in relation to IC, etc. The meeting calendar is underutilized. Amber commended Kristen for requesting reports from IC, but said, "What is a good report out"? Questions were raised, "How are we reaching adjuncts? How do we incentivise their engagement?"
- g. Lucas shared that attending/reporting at department chair meetings has been beneficial. Additionally, UMCC and WFSE leaders are now meeting monthly with Matt to assist with communication.
- h. Amber brought up a particular meeting where the information provided had already been shared at multiple meetings. It was noted that there are times when a specific meeting is the only opportunity for a particular group to hear the information.

6. Budget Update (Nolan Wheeler)

- a. Vice President Nolan Wheeler shared that the state budget outlook is somewhat bleak. LCC has a budget for next year as part of the biennial budget cycle, but that could change.
- b. LCC does not have a signed contract for BFET.
- c. Vice President Kristen Finnel indicated that several faculty members retired last year, and many of those positions had not been filled. She had hoped to fill five faculty positions this year, due to five faculty members submitting their retirement notices. However, one faculty member withdrew their intent to retire, leaving four open positions. To remain fiscally responsible, she proposed hiring two positions: Math/Statistics and Substance Abuse Disorders. The latter position will flow nicely into a new bachelor's program. Kristen will meet with ELT, sharing the two positions and getting their final approval to move forward.
- d. The current allocation model was implemented in 2010-11 and benefited LCC and Clark College, among others. The new allocation model will be based on a 4-year average. The allocation may fluctuate each year based on enrollment. Funds must be paid back over 6 years.
- e. The question was raised: how to determine the number of faculty to hire when the target is ever-changing? Nolan advised that the model is based on a four-year rolling average, so staff will be able to see the trends, and the reduction won't be as drastic as if it were based on a one-year average. The

issue we are experiencing this year is due to the state's errors and shortfalls that leave LCC as a discretionary recipient.

- f. Drama FTEs have been consistently low for the past few years. Although the drama position will not be filled, staff are looking for ways to bring programs to campus to continue to allow for community engagement. Additionally, Kristen continues to review staff redundancies and streamline processes.
- g. Welding and Nursing were #3 and #4 on the priority list. Kristen agrees there is a need for both of these positions, but prefers to be cautious at this time.
- h. Lucas - How are we handling stress in nursing? Kristen shared that Merry is working with her faculty to ensure all of their needs are being met.
- i. Kailie - there will be holes as they just learned about another adjunct retiree in nursing. The plan is to use more adjuncts.
- j. More adjuncts with benefits will save money? Kristen has researched this, and full-time faculty is a significant cost increase. Kristen can review again with HR and will share the data with this group.
- k. Lucas is concerned about shortchanging nursing, but agrees that faculty positions in Math and Substance Abuse are critical.
- l. Kristen met with the Deans. There are other reasons besides adjuncts that those two positions did not rise to the top. Amber asked if adjuncts could get paid for helping out with programmatic activities, like advising, and Kristen shared that is already happening, and the Department Chairs could reach out to their Deans if they need additional support.
- m. Amber inquired if there would be more clarity about the Budget in January. Nolan stated that the next legislative session starts in January, but the budget is likely not to be finalized until March/April.
- n. Amber indicated that notification of Tiers 1, 2, and 3 was received last spring and asked what next year might look like.
- o. Nolan Wheeler advised that we must wait to see before making decisions.
- p. Matt requested that the Governance Council bring their faculty communication expectations to the December 3 meeting.

7. Continuous Improvement in Student Services

- a. Matt Seimears addressed the group and acknowledged that he was a finalist for a President position at a university in South Dakota.
- b. The budget reduction process has been complex and challenging. Communications with HR regarding budget reductions began last November, 2024. Throughout the process, every Vice President was given the opportunity to make budget cuts. Administration, Instruction, and HR made cuts, but Student Services did not.
- c. How can Governance Council assist ELT with Tier 2 and Tier 3 communications? Communications have occurred during All-Staff meetings,

and the President has sent multiple emails that have gone unread. Should we move All-Staff to a virtual or hybrid meeting model?

- d. Amber was appreciative, as this was the first time anyone had asked how this group could help. She wondered how the council could communicate better.
- e. Matt provided the following information.
 - i. Initiating Faculty Quarterly Conversations may be an option.
 - ii. Faculty should bring issues to the Governance Council.
 - iii. It is Illegal to discuss employee information.
 - iv. His goal is to rebuild and repair.
 - v. All presidents have had budget cuts.
- f. Kailie thinks people are aware of the unfortunate effects, and they are more concerned that the escalation from tier 2 to tier 3 was too rapid. The budget meeting information was not provided in layman's terms. She would have preferred to know about the vision for Student Services and how it would benefit from being placed under the DEI umbrella. She inquired whether staff have been asked about their workload.
- g. The reorg on paper makes sense, but the other pieces are lost, such as the Giving Tree.
- h. Dan Ruiz advised that ASLCC voted against the Giving Tree because it was too much work for them. He would like to move the event to Christmas and find a way to hold this, as it is important. Kailie shared that it has always been a Christmas event.
- i. Amber shared that college employees feel a sense of uncertainty and asked what the process would be like if she were fired. Would she be able to say goodbye or have her bio shared?
- j. Nolan noted that the process for faculty differs from that for other employee groups. While projecting warmth is best practice, he shared an earlier experience in his career that had negative consequences when an employee was allowed to send a goodbye message.
- k. Matt stated there are other legal ramifications associated with such actions. Can we utilize this group to collaborate with HR in developing a process? How do we ensure the processes for terminated employees are known and understood?

8. Other

- a. The council agreed to extend the council meetings to 1.5 hours.

With no further comments, the meeting was adjourned at 4:57 PM.