

NO MEETING HELD.

DEPARTMENTAL REPORTS START ON THE NEXT PAGE...

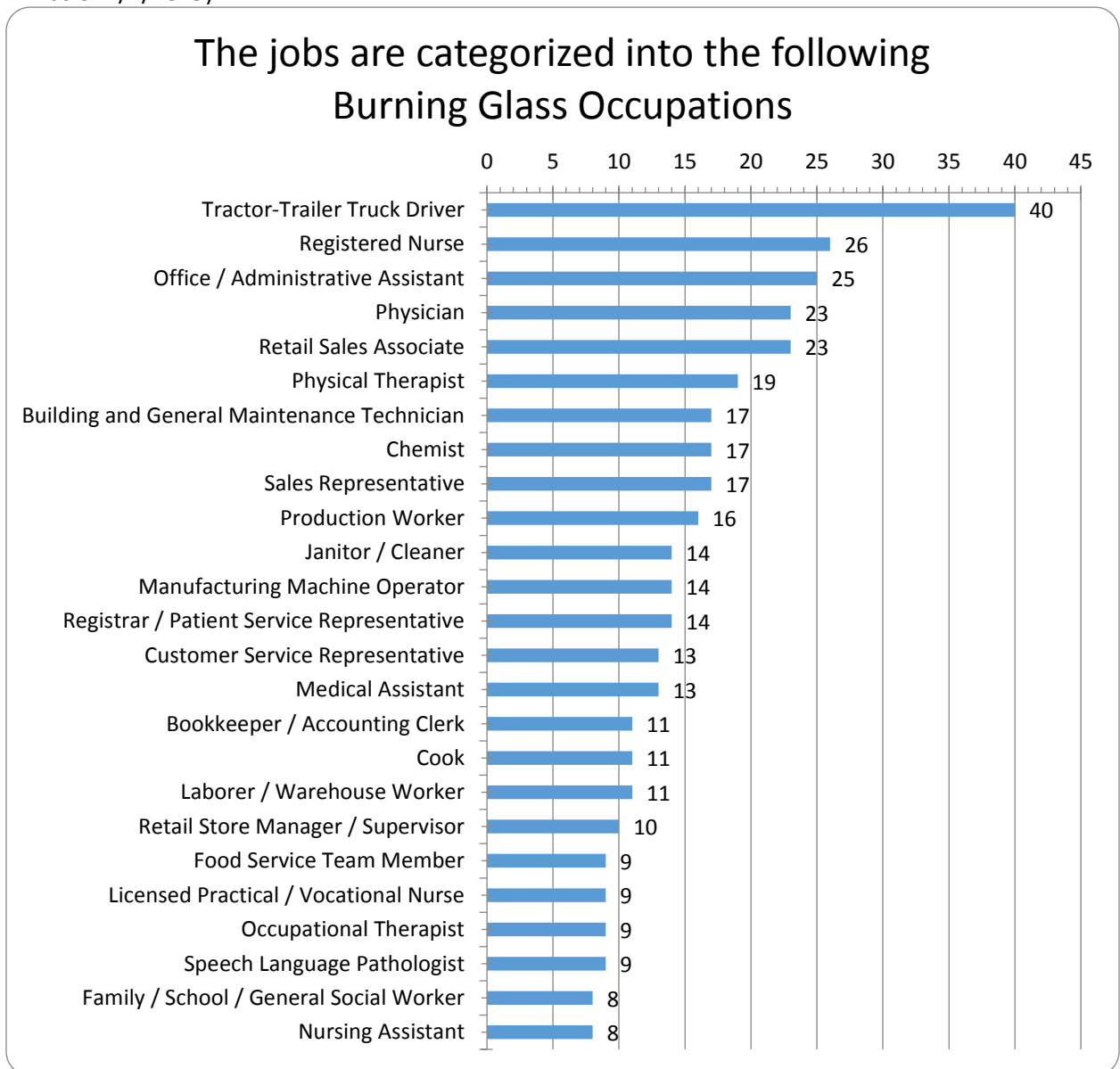
OPERATIONS COUNCIL REPORT – President’s Office

July 2019

- Wendy Hall, Effectiveness and College Relations
- Hahli Rogers, Corporate and Continuing Education
- Kendra Sprague, Human Resources and Foundation

CORE THEME I: WORKFORCE AND ECONOMIC DEVELOPMENT

- LCC has a new “[Careers in Industry](#)” video funded through Carl Perkins that will be used extensively to promote our industrial trades programs during the 2019-20 academic year.
- The top 25 job postings in Cowlitz & Wahkiakum Counties in the last 90 days (via Burning Glass as of 7/1/2019):



CORE THEME II: TRANSFER AND ACADEMIC PREPARATION

- Effectiveness & College Relations has prepared for the 2019 Summer Assessment Institute, scheduled for the week of July 15. The focus of this year's institute is Quantitative Literacy. The institute will pilot the American Association of Colleges and Universities' instrument as a potential replacement for the locally developed Numeracy rubric. Four hundred and thirty nine (439) artifacts have been received to date across multiple departments and disciplines.

CORE THEME III: STUDENT ACCESS, SUPPORT AND COMPLETION

- As reported on the [LCC news and media webpage](#), recent media coverage includes:
 - [LCC graduates more than 400 'amazing and inspiring' students, everyday heroes](#)
 - Though they look like regular people, the 2019 Lower Columbia College graduates are each superheroes in their own right, said LCC Student Body Chief Justice Sydney Pearson. The Daily News | June 24, 2019
 - [Four LCC students highlight diversity, successes among 2019 graduates](#)
 - Renteria, Kangas, Smith and Dark will be among the many success stories sitting in the crowd at Friday's graduation. The ceremony is the "high point" of the year, as it honors students who have struggled or stumbled in life and now have a brighter future because of their education. The Daily News | June 21, 2019
 - [LCC approves \\$26M operating budget, keeps close eye on declining enrollment](#)
 - The Lower Columbia College Board of Trustees Wednesday approved a nearly \$26 million operating budget for 2020, a boost of \$1.6 million over this year's budget. The Daily News | June 21, 2019
 - [LCC commencement date has been set](#)
 - Lower Columbia College's 83rd annual Commencement will take place on Friday, June 21 at 6:30 p.m., at Kelso High School's Schroeder Field. The Wahkiakum County Eagle | June 13, 2019
 - [Local preschool for low income families serves 'broader range' under new law](#)
 - A recent change in state eligibility rules for a free preschool program for low income children will benefit a broader range of families, according to local officials. The Daily News | June 11, 2019
 - [LCC's production of 'Proof' explores personal identity, mental illness](#)
 - Keeping with its year-long theme of "personal identity," the Lower Columbia College theater program rounds out the school year with David Auburn's "Proof." The Daily News | May 29, 2019
 - [LCC wins NWAC Baseball crown](#)
 - One year ago, Lower Columbia College pitcher Justin Solt came out of the bullpen to notch the final out as the Red Devils won their first NWAC Baseball Championship crown under head coach Eric Lane. The Daily News | May 28, 2019
 - [Play explores intersection between mental illness and genius](#)
 - The Lower Columbia College drama department will present David Auburn's Pulitzer Prize winning play "Proof." The Daily News | May 23, 2019
 - [LCC to present play](#)
 - Proof, David Auburn's Pulitzer Prize winning play, will be presented at Lower Columbia College Center Stage Theater. The Wahkiakum County Eagle | May 23, 2019
 - [Local Head Start preschool to convert three classrooms to full-day programs](#)
 - Lower Columbia College Head Start will double the number of free, full-time preschool classes available for eligible families starting in August. The Daily News | May 23, 2019
 - [Students in Need breaks \\$35,000](#)

- Students in Need, The Daily News’ drive to raise money to assist students at Lower Columbia College, has reached \$35,011. The Daily News | May 16, 2019
 - [Poet presents workshop and reading](#)
 - State poet Florence Sage is the guest speaker at a Northwest Voices event in Longview. The Daily News | May 15, 2019
 - [LCC hosts second annual Volcano Conference Thursday](#)
 - The Lower Columbia College Geology Club is hosting its Second Annual Volcano Conference and Lawetlat’la Day. Mount St. Helens is known as Lawetlat’la to the Cowlitz tribe. The Daily News | May 13, 2019
 - [Northwest Voices event set for May 22](#)
 - Lower Columbia College has announced that State Poet Florence Sage will be featured at the May 22 Northwest Voices event in Longview. The Wahkiakum County Eagle | May 9, 2019
 - [Students in Need drive earns TDN 'Partner of the Year' award](#)
 - The Washington Association of College Trustees named TDN the 2019 community college “Partner of the Year” earlier this month in honor of its annual fundraising for the Students in Need Campaign. The Daily News | May 1, 2019
- In support of Guided Pathways implementation, Effectiveness & College Relations conducted focus groups with 190 students to determine whether the draft meta-major label and titles were clear to our student population. Based on student feedback, the college adopted the term “**Career Pathways**” to describe meta-majors, and finalized the meta-major titles.

Draft Titles	Final Titles
Accounting, Business & Information Technology	Accounting & Business
Arts & Communication	No change
Education	Teacher Education & Early Learning
Health & Wellness	Health Sciences & Wellness
	Information Technology
Manufacturing, Trades & Transportation	No change
Science, Technology, Engineering & Math (STEM)	No change
Social Science, Humanities & Public Service	Social Science, Humanities & Criminal Justice

- In collaboration with Registration, Effectiveness & College Relations created and entered the data structure necessary for meta-major coding required in Legacy beginning July 1. The new coding structure is necessary because we are required to track and report outcomes by meta-majors starting with the 2019-20 academic year. Similar coding will be entered into the PeopleSoft system.
- In collaboration with Advising, Effectiveness & College Relations developed a new enrollment funnel to identify where we are losing students during the onboarding process.

CORE THEME IV: INSTITUTIONAL EXCELLENCE

ctcLink -

- On the ctcLink front, weekly notifications of service disruption continue to go out to the campus community, as Subject Matter Experts (SMEs) in Finance, Human Resources, Payroll, Registration and the Office of Instruction continue to work on data configuration. A very heavy burden has been placed on a relatively small group of individuals to complete ctcLink work related to their areas, a situation that will continue in the months ahead. Eli Hayes, LCC's ctcLink project manager, resigned effective July 5 to take a job with the state project team. Efforts are underway to locate a replacement for him. Activities related to reporting under the ctcLink system launched in May, including identifying query developers for each pillar, identifying training opportunities beginning in summer 2019, and documenting existing query and reporting processes that need to be converted.

Foundation

- LCC's Alumni Association's growth continues with membership reaching 641 alumni, with 57 signing up at Commencement. The foundation hosted a table at commencement to increase awareness. Refreshments were provided to graduates and their families. As part of our donor retention strategies, staff made phone calls, as well as thank you notes, to donors who made gifts thank them for their continued generosity.
- Cowlitz Black Bears – We teamed up with the Cowlitz Black Bears for a fun night of baseball and fundraising. The Black Bears will donate half of online sales to the foundation for their July 11th game against the Kelowna Falcons. The party deck is reserved for foundation guests with all you can eat, prizes and dollar beers. We are promoting the event through social media, email and a local area postcard mailing. General admission and Grandstand tickets are available, but we are hoping most people will purchase tickets to the party deck. We are planning to have Kirc Roland throw out the first pitch to former LCC baseball player and current Cowlitz Black Bears player, Rance Pittman.
- The annual Horns and Halos Gala will take place on Saturday, September 28 in the Rose Center for the Arts. Fundraising efforts for this year's signature event will be for College Success to support the College's needs. LCC is celebrating it's 85th birthday this year and the event theme will coincide with celebrating 85 years of providing excellence in education. We sent approximately 250 save-the-date cards to our donors and constituents. Invitations will go out in August.
- The 2019-20 Scholarship application season is now closed. 512 completed applications were received with nearly \$400,000 in scholarships available. Scholarship awarding is currently underway.
- Approximately 40 current and new retirees attended this year's Spring Reception. Attendees enjoyed a morning social and were encouraged to stay for the awards ceremony followed by the All-Staff BBQ. Welcomed into the Retiree Association this year: Maggie Berryman; Vicki Echerd; Ken Ecklund; Brendan Glaser; Rita Lawless; Rhonds Meyers; Molly Moncrief; Anh Nguyen; Andrea Gillaspay-Steinhilper; Judy VanderMaten; Barb Wilson; Marie Wise; Jim Woodruff; and Trudy Woods. Joe Green was also honored as the newest retired faculty member who was conferred Faculty Emeritus by the LCC Board of Trustees.
- Invitations for the Annual Summer Board Social went out to nearly 100 former and current LCC Foundation Board members. The Foundation will host an evening to celebrate the accomplishments of the past year with members and their guests/spouses.
- May and June gifts and pledges totaled \$366,350, which included \$35,101 from the TDN Students in Need campaign, \$40,000 from the J & S Foundation for annual nursing scholarships,

\$219,600 from the Estate of Robert Quoidbach split between an endowed scholarship and unrestricted, \$10,000 from the Wollenberg Foundation for unrestricted, \$14,535 from the Community Foundation for SWWA for the Mashinter Endowment, and \$10,800 from Malou Roth for two new annual scholarships.

Human Resources

- HR brought Anne Gillies, Director of OSU's Search Advocacy Program, to campus to facilitate a two-day Search Sponsor Workshop for LCC supervisors. The workshop helped supervisors learn more about how their role as a search sponsor plays into diversity, equity, and inclusion in the hiring process.
- To ensure employees are adequately informed on all LCC policies and procedures as well as federal and state laws and mandates, we assigned two on-line trainings spring quarter HR Policies: Employment of Family / Household Members & Employee Relationships and Clery Act.
- Stefanie Neill and Alex Brehm facilitated an Intercultural Communication workshop for faculty and staff.
- At the Employee & Retiree Recognition Ceremony, 14 retirees were honored and the EOY awards were given out. Nichole Seroshek won the exempt EOY award and Danielle Casey won the Classified EOY award. Gina Challed won the Faculty of the year award and Abbie Leavens won the adjunct faculty of the year.
- June 17th was our annual all staff BBQ and training day. The BBQ was fun-filled with about 300 employees and retirees and some outdoor activities. Anthony Kelley was our trainer for the day. He facilitated a workshop on race called Negotiating through the Funk: Racial Identity & Critical Conversations. About 40 attended the interactive session.

Wellness

- Through the Red Devil Wellness (RDW) program, the use of the Bioelectric Impedance Analysis scale on the first Monday of every month continues to be a hit.
- RDW had a table at the Red Devil Days to share upcoming events and what the wellness program has to offer faculty, staff, and students at LCC.
- We are excited to be offering a Community Supported Agriculture (CSA) program again this year for faculty and staff. There are about 40 signed up for CSAs through Terralumina Gardens. Terralumina will drop produce off weekly from June to September for faculty and staff to pick up CSA shares on campus.
- RDW put on the Summertime Salad Cookoff on June 12 so interested faculty could attend before they're off for summer. About 35 attended and it was full of healthy, salad dishes!

New Hires/New Assignments

- 06/01/2019 Claudia Slabu Purchasing Manager Finance
- 06/17/2019 Jon MacArthur HVAC Tech, CMS

OPERATIONS COUNCIL REPORT – STUDENT SERVICES

May 2019

- Sue Orchard, VP of Student Services
 - Dani Trimble, Workforce & Career Services
 - Nichole Seroshek, Registration
 - Stacey Sowders, Outreach and Enrollment
 - Marisa Geier, Financial Aid
 - Paz Clearwater, Student Activities
 - Lupe Rodriguez, Running Start
 - Marie Boisvert, International Programs
 - Mary Kate Morgan, Disability Support Services
 - Jodi Reid, TRiO Programs
 - Jennifer Houge/Leszek Cromwell, Counseling Services
 - Byron Ford, Advising and Testing
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***WHEN REPORTING FOR YOUR DEPARTMENT, PLEASE ENSURE YOUR REPORT IS:**

1. **3rd person**
2. **Provides quantitative data (i.e. “The VPSS had 34 students attend...”)**
3. **Concise**
4. **Answering the question: Why is this important for the Board to know?**

CORE THEME I: WORKFORCE AND ECONOMIC DEVELOPMENT

- Outreach and Workforce and Career Services represented LCC at the Cowlitz Business Expo hosted by the Kelso-Longview Chamber of Commerce. At this event, LCC academic programs were promoted and staff networked with local industry representatives to increase employer engagement initiatives.
- Workforce & Career Services staff are continuing to collaborate with Workforce Southwest and WorkSource to provide integrated services for low income and dislocated workers in our community. As part of these efforts, negotiations are underway for the 2019-2020 Infrastructure Funding Agreement (IFA) and outline how LCC will contribute to the workforce development system. As part of this work, WorkSource staff are currently co-located on campus one day a week, which will increase to full-time in the Fall quarter to provide students with more coordinate services and support.
- Workforce & Career Services staff represented LCC in evaluating the RFA proposals for the WorkSource operator and WIOA services contracts through Workforce Southwest. This competitive bid process is part of the public-private partnership that provides business and case management services through WorkSource.

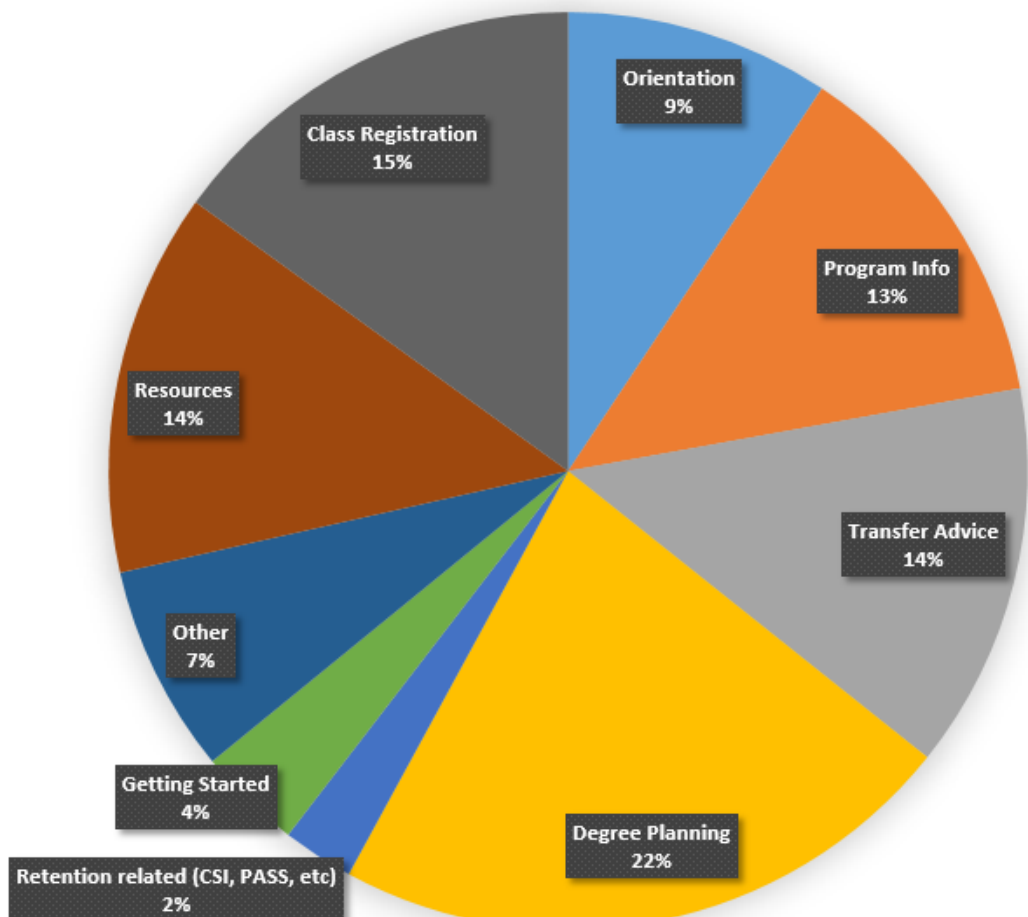
CORE THEME II: TRANSFER AND ACADEMIC PREPARATION

- Workforce & Career Services and Advising & Testing hosted the second annual Career Exploration and Transfer Fair on February 27th. This event provided students with career exploration activities, information on LCC programs of study, and an opportunity to meet with representatives from transfer universities. In addition to LCC faculty and staff, 87 students attended the event.
- International programs had its first student admitted to the University of California - Davis, continuing the upward trend of graduates being admitted to increasingly selective transfer institutions.

CORE THEME III: STUDENT ACCESS, SUPPORT AND COMPLETION

- Opportunity Grant continues to support students with career development, financial aid, advising, and other intensive services for students. In Spring quarter alone, the program was able to provide over \$100,720 in financial aid, which covered tuition, fees, books, tools, and emergency aid to students.
- In Winter quarter, Opportunity Grant students achieved a 3.35 average GPA and the overall retention rate for the program was over 90% for the 2017-2018 year.
- 285 Students attended New Student Orientations for Spring Quarter
- 230 out of 360 PINs were issued to pre-nursing advising students - most were done electronically through a check-up on Spring Quarter class plans and how it fit into their ed plan
- Disability Support Services proctored 189 exams winter quarter 2019 compared to 143 exam winter quarter 2018, which is a 32% increase in one year.
- 36 students with disabilities accessed priority registration spring quarter which is a notable rise. DSS attributes this to additional outreach to students approved for this accommodation.
- In an effort to improve students' comprehension of their programs of study, over 350 1-year ed plans were created for new and returning students that signed up for Spring NSOs
- Approximately 50 students identified through Academic Early Warning were reached out to in late February - the next round of calls begin this week (4/22)
- Pre-nursing advising exceeded their Winter Quarter goal of at least 50% of their advisees having an educational plan
- Advising and Testing Advised 382 students in one-on-one appointments:
 - Current Students - 203
 - New Students - 114
 - Returning Students - 64

Advising Appointment Reasons



- Outreach and Career Services talked to parents and students at Mark Morris High School's student-led conferences.
- Outreach and Faculty from Automotive Technology, Welding and Manufacturing represented LCC at the NW Youth Careers Expo in Portland, OR, speaking with over 100 high school students from Oregon and SW Washington attended the event.
- Outreach and the Student Ambassadors attended College Planning Day at Clark College, and presented about opportunities at LCC to four groups of 15-20 high school juniors and seniors from SW Washington.
- Outreach, with support from Student Services, hosted over 600 sophomores from areas high schools at the Sophomore Career Fair, giving students the chance to learn about a variety of careers from 50+ area professionals.
- Outreach and the Student Ambassadors hosted 180 seventh graders and 12 teachers/chaperones from Cascade Middle School for a campus tour. Students received a welcome in the Rose Center, and then had a chance to learn about opportunities and resources at LCC services from Auto and Diesel Faculty, Fitness Center, Career Center, Running Start staff, and Learning Commons tutors and staff.
- Outreach and the Student Ambassadors hosted 60 fifth graders and five teachers/chaperones from Wallace Elementary School for a campus tour. Students

toured the Health and Science Building, did a scavenger hunt in the Library, completed a fitness challenge in the Gym, and had a chance to learn about why college is important from Career Center staff.

- Outreach and Workforce Services represented LCC at Wahkiakum High School's Career Day. Students from Wahkiakum and Naselle middle and high schools were in attendance.
- Staff from Outreach, Opportunity Grant and Advising attended a Financial Aid "Train the Trainer" event at St Martin's College to support student access, hosted by the Washington Student Achievement Council.
- End of April events for Outreach include:
 - An application workshop for graduating Kelso High School seniors with no post-secondary plan
 - Tours for Longview Public Schools McKinney-Vento students, Castle Rock Middle School AVID students, and Wahkiakum 7th graders.
- International programs welcomed two new international students for Spring quarter, one from Japan, and another who is a dual citizen of Nigeria/Belize.
- International programs had a 96% retention rate from Winter to Spring, losing only one online student, and one student transferring after being admitted to Brigham Young University.
- Running Start had 86% of students pass with GPA of 2.00 or above Winter quarter
- Running Start students are not always given enough credit or acknowledgement for their hard work, dedication and accomplishments, therefore the team decided to feature LCC's current Running Start seniors on social media (Facebook, Instagram and Twitter). This has been a big hit with our students and parents and even the high schools.
- Running Start held 8 information sessions, including one in Spanish, throughout March and April. This year it was decided to have a student panel made up of 2-4 current Running Start students. Positive feedback was received by future RS students and parents, as it allowed them the opportunity to hear the opinion and received feedback from a current student in the program.
- At the Information session, Running Start decided to also provide families with LCC and RS application so they could turn them in at the end of the information session. This helped remove a barrier for most students, as they didn't have to go online and create an account and then apply.
- In an effort to become more visible to students, the Student Activities office moved to the first floor of the Student Center in March.
- Student Activities and ASLCC presented a robust series of programs throughout March and April, including:
 - "Should I Still Watch This Show? Pop Culture in the Me Too Era" Lecture and discussion on March 5th that saw 15 participants.

- International Women’s Day Panel on March 8th attended by around 20 people.
- “The Book of Mistakes” lecture and workshop with author/illustrator Corinna Luyken on March 12th attended by 32 people.
- Mario Kart tournament with 18 participants on March 14th.
- Raffle in collaboration with the Tutoring Center that incentivized tutor visits the week before finals.,
- Finals week relaxation events including bath bomb making, candle making, and massages.
- Spring Bowling night on April 11th. Over 35 LCC students and their families showed up to bowl.
- Glow-In-The-Dark Roller Rink Night on April 17th. A highly successful event that saw 112 people check-in to skate on a temporary roller rink setup in Myklebust Gymnasium.
- 17 students attended “Washington’s Undiscovered Feminists” lecture and discussion on April 16th with artist Mayumi Tsutakawa.
- ASLCC’s Earth Day speaker Dr. Brian Henning from Gonzaga University presented “Heating Up: The Ethics of Climate Change” on April 22nd. 62 students, staff, and faculty members attended this events. ASLCC handed out potted plants afterward to attendees.
- In conjunction with Sexual Assault Awareness month, ASLCC held an awareness event with THE Hope Project on April 23rd that discussed consent and methods for bystander intervention. While only 6 students attended, the discussion was meaningful and education.
- ASLCC has been holding weekly informational sessions throughout April for prospective candidates for ASLCC 2019-20. Applications are due on Friday, May 3rd by 5pm.
- ASLCC Hall of Honors Applications are out now and are also due Friday, May 3rd by 5pm.
- ASLCC has been meeting weekly to prepare a budget recommendation for Service & Activities Fee revenue for FY20. The final draft of this recommendation will be brought before the Board of Trustees during their May meeting.
- ASLCC will attend Student Voice Academy on May 3-4 to prepare a legislative agenda for the 2020 legislative session.
- TRIO hosted a Financial Literacy workshop on April 16th with 8 students attending.
- The Multicultural Club took 10 students and 1 adviser to Yakima, WA for the 29th Annual Students of Color Conference. This conference is the only one of its kind in the nation for Community and Technical College students and 60 LCC students have attended in the past five years.

CORE THEME IV: INSTITUTIONAL EXCELLENCE

- The draft cohort default rate was released at the end of February 2019. LCC’s rate has decreased from 23.3 to 15.7%. Final rates will be available in September 2019.

- The Registration office has attended 6 sets of ctclink business process fit gap sessions during the months of April and May.
- The Registration office is completing ctclink data validation for Bio/Demo data converted during cycle 1. Cycle 2 conversion files and configuration assignments will be completed by 4/24.
- The Multicultural Club advisor John Killian has been serving on the planning committee for the Students of Color Conference for 5 years now, and was recently nominated for a leadership position within the council.
- The ctclink Academic Advising build session (replacement for degree audit) is scheduled for May 2.
- Registration office staff are coordinating with BAS-TE program staff on credentials evaluation to support the BAS-TE selective admissions process.
- Kristy Gutierrez and Byron Ford presented on LCC's Advising Institute to 20+ CTC advisors and UW staff 4/19 at UW-Seattle
- In an ongoing effort to improve advising for students, an online class, the Advising Institute, was finished and is available as a resource for faculty advisors. Resources range from an intro to advising to the specifics of LCC.
- Mary Kate Morgan presented at "Together We Can" conference on March 14th which focuses on transitioning individuals with disabilities in Cowlitz County post K-12.
- Disability Support Services participated in the Mark Morris transition fair March 14th by offering handouts to students in an effort to help them transition knowing the differences in accommodations offered in higher education.
- Sue Orchard, Byron Ford, and Dani Trimble presented on "Holistic Student Supports: Redesigning Advising for Every Student" at the statewide Student Success Institute in Spokane on April 11.
- EAB consultant Bridget Hubbard made her third trip to LCC on March 18 to provide an overview of Navigate's advisor platform. The event had 62 attendees from Student Services, Instruction, and Administration.

Dates:

April 26-Last day for a 50% tuition refund

April 30-Last day to apply for spring graduation

May 6-Summer quarter registration begins

May 24-Fall quarter priority registration begins for qualifying veterans and veteran dependent students

May 28-Last day to apply for summer quarter admissions (degree and certificate students only)

April 25- Running Start Early Bird Application Deadline

May 13- Running Start Current Student registration begins

May 20 Running Start New Student registration begins

LOWER COLUMBIA COLLEGE OPERATIONS COUNCIL REPORT

May 2019

Administration

Nolan Wheeler, VP

Jason Arrowsmith, Security

Desiree Gamble, Finance

Richard Hamilton, Campus Services

Cliff Hicks, Auxiliary Services

Sherie Hockett, Payroll

Brandon Ray, Information Technology

Kirc Roland, Athletics

Janel Skreen, Safety & Security

CORE THEME IV: INSTITUTIONAL EXCELLENCE

Information Technology Services

- IT Services updated the servers with the latest security patches.
- IT Services updated and tested the Emergency Notification system.
- IT Services upgraded the student portal to make it easier for new students to retrieve their username and password.
- IT Services configured a secured connection for transferring ctcLink information.
- IT Services setup audiovisual conference rooms in the Administration building and the library.
- IT Services setup silent “alert security” buttons for HR and the Foundation.
- IT Services setup wireless access in the ballfield press box.

Safety & Security

- Administrative Services conducted a test of our emergency notification system, Informacast, on April 2nd. By and large the system worked as expected with a few exceptions. Those exceptions are being worked on by I.T.
- Security has only received one applicant to date for the Work Study Parking Enforcement position. The position has been re-posted.
- Security has extended the posting for a PTH security guard. They have received several applicants, but the process is ongoing.
- The increase in homeless persons wandering on to campus continues. Individuals have been found rummaging through refuse containers and dumpsters possibly looking for recyclables. Security is aware and attempting to deter this type of behavior.
- All students that are registered sex offenders have checked-in with Jason Arrowsmith for Spring 2019.
- Nolan Wheeler, Wendy Hall and Janel Skreen served in the PIO capacity for Deputy DeRosier’s procession and memorial service.
- The inter-local agreement with our off-site reunification location was updated and new signatures were obtained.
- The City of Longview Public Works conducted a walk through in order to issue LCC a new pre-treatment water discharge permit.
- Mold and other hazardous materials were abated in the Oak Terrace garages by PBS Environmental. Leaky pipes causing the moisture are being repaired and new garage doors have

been installed on the east side of the building.

- Jason and Janel will both assist with Title IX Spectrum training on April 30th for Student Services.

Athletics

- The LCC baseball team has shown that they will in contention for a third straight NWAC championship. The Devils are ranked second in the latest NWAC poll and are in a first place tie with Tacoma in the NWAC West.
- The LCC softball team is also a serious contender after coming up with solid wins over good teams. Despite battling injuries, the Devils are ranked sixth in the most recent NWAC poll and are in third place in the NWAC South.

Bookstore

- The Lower Columbia College Bookstore OER savings for students will eclipse the two million dollar mark in April!

Campus Services

Capital Projects

Main Remodel Project

We are excited to announce that J H Kelly has informed us that the project is scheduled to be completed by August 1, 2019. This will allow Campus Services personnel to move everyone back in to their new spaces by Fall Quarter 2019. Over the next two weeks, we will finalize our furniture order (classrooms, labs and offices) and our audio/video classroom equipment order.

Head Start Modular Classrooms

LCC, LCC Head Start/ECEAP, and the Kelso School District continue planning for installation of a modular building on the Barnes Elementary property. This building is part of a federal grant received by our HeadStart/ECEAP Program. We finally received permission from Region X and have placed the order for the modular building. JH Kelly has begun the ground work and prep for the early August modular building delivery.

Operations Council Report

Instruction Division – Spring 2019

Dr. Kristen Finnel, Vice President of Instruction
Karen Joiner, Executive Dean & Director of Nursing
Tamra Bell, Dean of Instructional Programs
Kyle Hammon, Dean of Instructional Programs
Melinda Harbaugh, Dean of Instruction and Learning Resources
Theresa Stalick, Associate Dean of Basic Education for Adults
Mindy Leasure, Director of Head Start
Sarah Griffith, Director of eLearning
Natalie Richie, Director of Instruction Division Operations

CORE THEME I: WORKFORCE & ECONOMIC DEVELOPMENT

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CORE THEME II: TRANSFER & ACADEMIC PREPARATION

- Members of the Math Department have been working all year to reconstruct the first course in the pre-college math sequence. The new course uses best practices in constructivist pedagogy and takes up critical thinking and generalizable problem solving as the central tasks, as well as building the soft skills that we know our students need to succeed. The course uses OER and will be piloted this summer.
- The Math Department has been working with Transitional Studies to support teaching for mathematical thinking in the pre-college curriculum. In a series of biweekly joint professional development sessions, they have developed strategies for structuring active learning including Number Talks, using manipulatives, supporting discourse, and using formative assessments.
- Members of the Math Department attended the Washington Mathematical Association of Two Year Colleges' annual conference to learn about emerging models for accelerating pre-college and non-STEM math sequences. As a part of preparations for Guided Pathways they are beginning to work on a "co-requisite model" for Math 125 and Math 141, which will support "just-in-time" learning and review, as well as allowing students to get to and through their college math requirements faster.
- The Transitional Studies Department is in the process of switching to a new testing series as required by the SBCTC. Starting July 1, all ABE students need to take the CASAS Goals tests for math and English. The new tests were developed to better align with the College and Career Readiness Standards (CCRS) that are currently used in Transitional Studies classes. The new tests should improve student placement and provide a better picture of students' learning gains. Retesting all existing ABE and ABE-IBEST students is a massive undertaking and requires ongoing effort.
- Unduplicated enrollment in I-BEST is up from 226 in 2017-2018, to 277 in 2018-2019, or 22.6 percent.
- For winter quarter 2019, 170 students enrolled in I-BEST classes. This is an increase of 32 percent from winter 2018; 101 students, or 59.4 percent, earned Honors level GPAs of 3.25 or higher, and fifteen students earned a certificate or degree.
- For spring quarter 2019, 154 students enrolled in I-BEST classes. This is an increase of 15 percent from spring 2018 (Honors GPA information not available yet)

CORE THEME III: STUDENT ACCESS, SUPPORT & COMPLETION

- Year 1 of the Guided Pathways' efforts are coming to a close. Next year faculty and staff will come together to find solutions to meet 3 foundational requirements of the Guided Pathways Grant: students completing both college-level Math & English in their first year, and students completing a class in their meta major within the first two quarters. Program Maps will also be created for every degree and certificate. It will take all faculty and staff coming together to deliver solutions that build a foundation for the rest of our Guided Pathways efforts can stand on.
- The Learning Commons participated in the ASLCC Study Night on June 5, to help prepare students for finals. The event hosted 134 participants.
- Faculty Librarian Andrea Gillaspy-Steinhilper updated and augmented the [LCC Library's OER Repository](#), making more textbooks free or low-cost for students. The repository currently contains 44 textbooks for 14 disciplines at LCC.
- The Office of Instruction was awarded Foundation funding to buy a set of tablets for administering class evaluations to students. The online survey format is accessible - the paper forms are not. This shift saves time and money for the institution and increases student equity.
- LCC student Mitchell Levy earned a bronze award for IPDA Debate at Phi Rho Pi Nationals. Five total LCC students competed at this national honor society tournament.
- The Learning Commons and IT program faculty, staff, and students offered two Tech Check Days this quarter. This event provides current students an opportunity to have their computers worked on free of charge, while giving IT program students hands-on experience with help desk and desktop support.
- In alignment with the Annual Priority Core Theme III to provide Student Access, Support and Completion, I-BEST students continue to receive twice the support and instruction with excellent results. Sixty percent of the professional/technical students graduating in spring quarter 2019 have been enrolled in I-BEST at some point in their academic career.
- The LCC Testing Center has been working with the Transitional Studies Department to set up the CASAS Math test in the Testing Center. Starting immediately, students who placement test into Math 50 in the Testing Center, will immediately CASAS test to determine the ABE class that best fits their needs for college math preparation. Math 50 classes are no longer available from the math department.

CORE THEME IV: INSTITUTIONAL EXCELLENCE

- The Instruction division has completed ctLink data validation for all course and class information. Next round of data validation begins in June.
- The Instruction division celebrated the Annual Outstanding Student Awards on May 22nd. Over 40 students were recognized across various academic departments. Pictures of the evening are available on the [LCC Flickr](#) page.
- The Office of Instruction purchased 10 tablets in an effort to streamline the student evaluation process. Each administrative assistant is being trained on how to use the devices & setting up their own online evaluation folders.

- Vice President of Instruction, Dr. Kristen Finnel, was the keynote speaker for this year's Pathways 2020 Community Report Card event where she addressed over 100 community leaders about "Why Cowlitz County" and more specifically "Why she choose LCC."
- Planning for the [2019 Fall In-Service](#) week is well underway and will be held Friday, September 13 through Friday, September 20, 2019. A draft schedule is now available! If you are interested in hosting a conference session on either Monday or Tuesday that week, please submit a proposal! A [call for proposals](#) was sent out and are due by June 17.
- **25Live** reports that 1,789 non-section (non-academic) event occurrences were booked and took place on the LCC Campus during the Spring Quarter. This includes Meetings, Trainings, Presentations, Conferences, Athletic Games/Practices, etc.
 - 11,896 Event occurrences took place total (including academic classes) during Spring Quarter.
- **25Live** reports that the expected attendance for ALL events (academic and non-academic) was 79,813 during Spring Quarter.
- **25Live** reports that all event reservations (academic and non-academic) totaled 23,804 hours of use during Spring Quarter.
- **Faculty Development Committee:** All funds had been awarded during Winter Quarter, but some were not used or came in under budget. The available funds have been awarded to approved applications for summer 2019 as long as the June 21st deadline was met. Previously denied applications were revisited by the committee as well. 2018/2019 Applications are closed. A total of \$1809.00 was awarded in spring.
- LCC was acknowledged by the International Public Debate Association as the 4th place community college for public debate in the nation for the 2018-2019 season (placing behind only Bossier Parish CC (LA), Lee College (TX), and College of Western Idaho (ID)).
- A free drawing group, Draw RCA, was established, and will meet at the Forsberg Art Gallery on Wednesdays from 12-4pm starting May 1st. The program will continue until the end of the summer.
- "All RCA" Spring Events email, flyers, and posters were created and distributed to the community.
- Annette Ward presented a talk on nutrition and dietary protein at a community event in Ridgefield on May5, 2019.
- LCC Nursing and Medical Assisting students, as well as ASLCC, sponsored the annual LCC Health Fair in the Student Center on June 6. Screenings for blood pressure and blood glucose were provided.

TOPICS OF INTEREST

- The launch of LCC's first BAS degree is going well. Brenda Carpenter was hired and comes to LCC with a wealth of knowledge and an impressive background. Her community involvement will be invaluable when working with our K-12 partners.
- Thank you to Ken Ecklund, Tamra Norton, Rob Davis, & Jim Franz for serving as Department Chairs for the last several years! Your commitment & leadership to our Instruction Division is invaluable, we appreciate you and are so thankful for your service!

- Vocal Music Instructor Gina Challed was nominated for the Longview Chamber of Commerce's Crystal Apple Award for higher education teacher of the year.
- Vocal Music Instructor Gina Challed was selected by the LCC student body as Faculty of the Year.
- eLearning Coordinator Danielle Casey was named LCC's Classified Employee of the Year.

Upcoming Events

- **Jun 27**, 2pm, 7th Inning Stretch, RCA 139
- **Jul 1**, 1pm, CPR/First Aid Training, Don Talley Vocational Building 214
- **Jul 1-Aug 29**, 2pm, 7th Inning Stretch, RCA 139
- **Jul 10**, 10am, Anime Club Bake Sale, Student Center 101 - Student Center Lobby
- **Jul 11**, 12pm, Faculty & Staff Whiffle Ball Game, Baseball - David B. Story Field
- **Jul 17-Aug 21**, 10am, Erin Robinson Grant - Art Exhibition, Rose Center for the Arts 110 - Gallery
- **Jul 31-Aug 21**, 9am, Bending Wood: Hand-Built Boat Exhibit
- **Jul 31-Aug 28**, 12pm, Draw RCA, RCA 101/121/134 - RCA Lobby
- **Aug 1**, 5pm, First Thursday - Gallery Open, RCA 110 - Gallery
- **Aug 27**, 11am, Therapy Dogs Stress Release Clinic, Alan Thompson Library Building 106 - Learning Commons
- **Sep 10**, 9am, Finding Stability in an Unstable World, RCA 101/121/134 - RCA Lobby, Rose Center for the Arts 123 - Wollenberg Auditorium, RCA0117
- **Sep 20**, 10am, New Student Welcome Event, Student Center 101 - Student Center Lobby, Student Center 122 - Cafeteria
- **Sep 24-30**, 10am, Kate Ampersand Art Exhibition, Rose Center for the Arts 110 - Gallery
- **Sep 25**, 4pm, Audition! LCC Quarterly Drama Play Production, Rose Center for the Arts 131 - Theatre

AUXILIARY PROGRAM

Head Start

- **Workforce:** Expanded funding has provided the opportunity for the program to offer 12 new classified hires. Positions for Lead Teachers, Assistant Teachers, Child and Family Development Specialist, and Maintenance/Custodian are either in process or still in recruitment. Please see the LCC Jobs page for details. Recruitment for part-time positions will occur later this summer.
- **Funding Applications:** The program was awarded \$25,000 from the Community Foundation for SW Washington for our Barnes Expansion Project in Kelso reducing the fundraising goal to \$127,000.
- **Facilities Update:** Work has begun on the foundation for the newest center in Kelso. The modular building will be delivered the first week of August. Classes at this new site in September.
- **Recruitment/Enrollment/Early Learning Advocacy:** On May 21st the Governor signed the Expanded ECEAP Eligibility bill (SB5437) and it goes into effect on 7/28/19.

Families now have more potential options available for them. If they've tried enrolling in the past and were not eligible, they should try again now that SB5437 expanded enrollment categories passed. If the program has space available, a family of 3 with an income of \$27,729 could qualify, and if that family of 3 has any risk factors their income can be as high as \$42,660 and still potentially qualify. ECEAP services are free to qualifying families, and care advocates are working with families to figure out their options. Applications are currently being accepted online at lowercolumbia.edu/head-start/, in person at 1720 20th Avenue, or call 360-442-2800 for an application over the phone.