

Lower Columbia College Minutes

Operations Council – February 19, 2026

Attending: Kristen Finnel, Magnus Altmayer, Jason Arrowsmith, Merry Bond, Henry Brewster, Stefanie Gilberti, Tamra Gilchrist, Sarah Griffith, Wendy Hall, Richard Hamilton, Dani Hart, Andie Ingram, Kari Johnson, Donna Myers, Natalie Richie, Lupe Rodriguez, Angie Rogers, Dan Ruiz, Angel Ruvalcaba, Laura Sampson, Nichole Seroshek, Janel Skreen, Sheila Timm, April Tovar Villa, Rheannon Van de Voorde, Nolan Wheeler, and Tracy Powell.

Called to order by Interim President Finnel

MEETING TOPICS

- Budget: Nolan Wheeler reviewed the FY27 Operating Budget Assumptions that were presented to the Board of Trustees at its February 18, 2026, meeting.
 - Current projections based on Governor Ferguson's proposed budget.
 - FY27 allocation will include a decrease of 1.5% across the board.
 - FY27 allocation will include a reduction tied to goods and services expenditures.
 - FY27 allocation will decrease by an additional \$114,667 due to the updated allocation model.
 - FY27 Tuition/Fee Revenue has been increased by 5% from the FY26 Projected Final Amount. Total budgeted \$7.35MM
 - FY27 Running Start Revenue has been increased by 5% from the FY26 forecasted collection amount. Debt service for the Main Building COP will then be deducted from that total (\$250,000). Total budgeted: \$4.2MM
 - FY27 Open Doors Revenue forecasted to increase to \$20K.
 - All local revenue in FY26 will be expended, and there will be no carry-forward into FY27.
 - There will be a 2% salary increase for all classified and exempt staff. Faculty will receive a 2.7% salary increase. These increases will be only partially funded (79/21) in the FY27 State Allocation.
 - FY27 health insurance rates will increase to \$1,355/month from \$1,315/month. This increase will be partially funded (79/21) in the FY27 State Allocation.
 - FY27 Operating Budget will total approximately \$38MM.

During the discussion, Nolan Wheeler was asked about the tuition increase percentage. He noted that he did not have the exact figure available, but

indicated it was based on the November growth factor rate of approximately 3%. Additional information will be shared at the April All-Staff meeting.

Wendy Hall reported that staff is finalizing the budget forums tracking spreadsheet, which will be available to employees to monitor the progress of budget forum recommendations.

- **Leadership Transition:** Interim President Kristen Finnel's contract was extended through April 6, 2026. The Board has not announced the timeline for a national presidential search. Kristen Finnel encouraged the council to remain focused on students and advancing the LCC mission.
- **Draft Operations Council Procedural Template:** Wendy Hall presented the draft template developed by a task force to define the council's role in reviewing policies and procedures as part of shared governance. The work addresses an NWCCU accreditation recommendation to provide exempt employees with a formal voice in the governance process. Council members discussed the council's advisory role, recommendation process, and the role of ELT in final decision-making following campus review and feedback. The discussion will continue at the next meeting.
- **Policies and Procedures**
 - **Policy 273 Immigration Rights: Procedure Q&A:** Dan Ruiz reviewed Policy 273, developed in response to questions about ICE interactions on campus and aligned with the Keep Washington Working Act. The policy outlines the college's role and identifies designated contacts if ICE arrives on campus. Dan reminded council members not to intervene or physically engage. Sam Orth is preparing a campus-wide communication with guidance from the Assistant Attorney General.
 - **Policy 272 General Complaint and Grievance Process:** Wendy Hall reviewed proposed revisions to Policy 272, noting that the extent of the changes required a complete redraft rather than a tracked-changes version. The revisions incorporate feedback from the college's Assistant Attorney General and Governance Council. Council members were encouraged to submit questions or recommendations to Wendy Hall or Sam Orth.

ROUND TABLE DISCUSSION (if time allows)

Richard Hamilton announced a scheduled campus power outage on March 28- 30, affecting the Physical Science, Science, Steam Plant, and Vocational buildings. The Admissions building will remain open.

Stefanie Gilberti shared that a gallery opening for the college's new exhibit will be announced soon.

The FY26 Q2 Operations Council Quarterly Report begins on the following page.

LOWER COLUMBIA COLLEGE

OPERATIONS COUNCIL QUARTERLY REPORT - JANUARY 2026

Effectiveness & College Relations

- **Accessibility**

- ECR staff continue to support LCC's progress toward compliance with the new accessibility laws (WCAG), which take effect on April 24, 2026. Efforts, including employee training support, evaluation, and remediation of artifacts and forms posted to the LCC website, are ongoing.

- **Accreditation**

- Following the October visit, LCC received one recommendation:
 - "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)"
- The President and the Accreditation Liaison Officer are to appear before the NWCCU on January 28, 2026. An official letter from the NWCCU outlining the next steps is expected by February.

- **Assessment**

- Faculty completed section B of the Curriculum and Program Review instrument and conducted multiple activities regarding the Global Skill Teamwork during the winter assessment day held on January 2, 2026.

- **ctcLink**

- Coordinated a cross-functional workgroup to finalize the Student Financial Responsibility Agreement (SFRA), launching January 12, 2026. Completion is required for Spring registration (excluding students under the age of 18 and continuing education students).
- Collaborated with Registration, Student Financials, and Financial Aid to move AENR and CENR Service Indicator Impact from date-based to date and term-based impacts, resulting in more accurate service indicators for these departments.

- Facilitating the annual ctcLink security role audit. The Finance pillar is currently underway, with HCM and Campus Solutions scheduled through Summer 2026.
- Developed an automated notification system using ctcLink to alert students who are on class waitlists of enrollment barriers specific to their situation and provide tailored resolution steps. Documentation is being shared as a best practice with other colleges.
- Created an HCM PS Query to facilitate HB1200 WEA file uploads.
- Edited a CS PS Query to accurately reflect students on a waitlist when the “swap” action was used
- Edited a CS PS Query to support review of waitlisted students by student groups.
- Supported the implementation of Category 4 data masking in the Finance pillar.
- Updated communication templates related to 1098-T processing to support the reporting process.
- Collaborated with SBCTC to implement a global change to the time period for waitlist changes in the Term/Session table. This change resolved an issue with SACR security for enrollment.

● Enrollment

- At 2,245 (state) and 2,821 (total), overall fall 2025 enrollments finished well above the prior year.
 - State FTE +10.9%.
 - Total FTE +7.5%.
 - Academic Transfer FTE +16.2%.
 - Professional/Technical FTE +10.8%.
 - Basic Skills FTE +8.8%.
 - Running Start FTE +11.8%.

● Institutional Research

- Hosted faculty data labs during Fall Assessment Day to support Curriculum and Program Review.
- Successfully met Financial Value Transparency/Gainful Employment (FVT/GE) 2024 & 2025 Reporting deadlines (9/30 & 10/1), in collaboration with other departments.

- Supported college efforts in a successful Year 7 Accreditation visit (Oct 15-17).
- Conducted Faculty Listening and Feedback Sessions in collaboration with the Office of Diversity, Equity & Inclusion.
- Established a new protocol for the annual institutional monitoring planning lunches.
- Published on the LCC website, the most recent Student Climate Survey Report (CCSSE Race Ethnicity Survey Report from Spring 2025 administration).
- Prepared for the winter quarter Employee Budget Forums.
- Prepared for the winter quarter Student Listening & Feedback Sessions.

● **Laserfiche**

- Working closely with IT and MCCi to troubleshoot an error with a student lookup table used for workflows.
- Working with MCCi to create “jackets” in Laserfiche to streamline repository documents and eliminate duplicate files when a name changes or an EMPLID is merged.

● **Marketing**

- LCC’s winter 2026 enrollment campaign ran from November 17 to January 1.
 - At mid-campaign (as of December 23rd), analytics indicate above-average performance across all platforms.
 - META (Facebook and Instagram)
 - Impressions: 54,310
 - Clicks: 1,889
 - CTR: 3.48% (compared to 0.95% industry average)
 - Google
 - Impressions: 7,199
 - Clicks: 2,703
 - Click-Through Rate: 37.55% (compared to 2.00% industry average)
 - Phone calls generated: 25
 - Streaming Television
 - Impressions: 23,542
 - View Completion Rate: 98.63% (compared to 96.00% industry average)

- Geofence
 - Impressions: 53,528
 - Clicks: 202
 - Click-Through Rate: 0.38% (compared to 0.13% industry average)
- Advertising with all local radio stations, The Daily News, and the Wahkiakum County Eagle is ongoing (focusing on quarterly enrollment).

● Media Coverage

- Lower Columbia College president placed on administrative leave - The Reflector | Jan 09, 2026
- Lower Columbia College president placed on administrative leave - The Daily News | January 07, 2026
- Lower Columbia College Fighting Smelt Speech & Debate Team - The Daily News | Nov 24, 2025
- Construction to close part of 15th Avenue starting Monday - The Daily News | Nov 23, 2025
- LCC debate team ranks above 4-year colleges - The Daily News | Nov 03, 2025
- LCC debate team earns historic placement - The Daily News | Oct 21, 2025
- LCC names soccer coach Max Anderson Alumnus of the Year - The Daily News | Oct 10, 2025
- New LCC welding lab to be named after longtime instructor - The Daily News | Oct 10, 2025
- National bestselling author to join Longview Northwest Voices - The Daily News | Oct 05, 2025
- Longview City Council withdraws Charlie Kirk Way proposal - The Daily News | Sep 26, 2025
- [Proposed Charlie Kirk Way would cost Lower Columbia College at least \\$50,000](#) - The Chronicle | Sep 22, 2025
- Lower Columbia College's Head Start has seen a chaotic year - Seattle Times | Sep 02, 2025
- Loss of WA funding causes LCC cuts, as former staff speak out - The Daily News | Aug 06, 2025
- [Lower Columbia College offers new robotics degree](#) - The Daily News | Jul 30, 2025

- The Daily News Students in Need fund drive surpasses \$61K - The Daily News | Jul 02, 2025 - PHOTOS: LCC grads prepare for Friday ceremony - The Daily News | Jun 18, 2025
- The [Daily News Students in Need fund drive nears \\$57K](#) - The Daily News | Jun 12, 2025

● Organic Social Media Analytics

- LCC's social media channels are performing well. New engagement strategies for LinkedIn are under development.

	Followers	New followers since Fall 2024	Page & Profile Impressions	Engagement*
LinkedIn	9,403	+200	19,516	-20.1%
Facebook	7,420	+160	290,197	+80.5%
Instagram	1,674	+126	117,113	+160.0%

*The average engagement rate for higher education is 2.92%.

● Website Analytics

- Year over year, visits to the “apply for admission” page increased by nearly 50%.

	Fall quarter 2024 (Sept 1 - Dec 31)	Fall quarter 2025 (Sept 1 - Dec 31)	Percent change
Visits to the LCC homepage	121,023	122,163	+0.9%
Visits to the Apply page	18,347	15,984	-12.9%

- Top 10 page visits between September 1 and December 31, 2025:
 1. Canvas login
 2. LCC homepage
 3. Academic Calendar
 4. Faculty and Staff homepage
 5. ctcLink
 6. Apply for admission
 7. Career Pathways (Programs of Study)
 8. Nursing homepage
 9. Current students homepage
 10. Class Schedule

Diversity, Equity & Inclusion

- **Student Programs**

- Say it Right, Take a Bite Event hosted by DEI Peer Mentors Retreat with MSSDC virtual, Tri-cities, Washington
- Faculty of Color Mentorship Program-State Board-Related to WAC
 - Focused on making connections between faculty success and student success
 - By building relationships
 - Create a community that will help the retention of faculty members
 - PD aligned with student success and faculty development
- Veterans Alliance Club-Colorado Springs National Conference of Student Veterans
 - 2 student veterans and club advisor
 - The largest gathering of student veterans in the world to share experiences and network, gain insights that shape the future of education and careers for veterans.

- **Student Housing**

- Every unit is occupied.
 - **2020-21:** 35 students
 - **2021-22:** 42 students
 - **2022-23:** 44 students
 - **2024-25:** 48 students
 - **2025-26:** 61 students

Instruction

- **Early Learning Center**

- **Enrollment**
 - Enrolled 14 new children in the fall quarter, and have capacity for 12 more children aged 4 years. Continually enrolling from the waitlist.

- **Grants**
 - Grant-funded purchases are being made, and a part-time hourly worker was hired from the Complex Needs Grant award.
- **Workforce Stability**
 - Hired three part-time hourly employees and three new student employees.
- **Head Start**
 - **Enrollment**
 - Full enrollment (97% or higher) was met each month.
 - Family mobility is high, leading to high enrollment turnover.
 - Continuing to accept enrollment applications year-round to manage enrollment turnover.
 - **Fiscal**
 - \$33,522 in Head Start Supplemental Funds Awarded for nutrition services, equipment replacement, and installation. Installation is complete.
 - Spending is on track for all grants. Federal in-kind rose to 23% of the 40% target at the end of November. Efforts to increase volunteer participation continue.
 - Prepared applications for DCYF Child Care Complex Needs Grants. These small grants (for licensed child care centers), if awarded, will cover some costs for additional center aide hours to support Head Start children with complex needs at three of our centers next fiscal year. These funds are separate from the DCYF ECEAP Complex Needs Grant, for which the program already received \$25,000 for this year as an allotment in the ECEAP Contract.
 - **Program Planning & Implementation**
 - Required annual Self-Assessment and Community Assessment are underway and will be completed in the Winter quarter.
 - Baseline assessments for child development and family strengths & needs were completed.
 - Head Start Associations and the ACLU won two lawsuits that resulted in preliminary injunctions for all states' Head Start programs in upholding the Head Start Act and Program Performance Standards:
 - The federal government is blocked from implementing the Executive Orders around Diversity, Equity, and Inclusion,

and cannot make further reductions to the Office of Head Start staff.

- The federal government is blocked from attempting to restrict immigrant enrollment in Head Start.

- **Workforce Stability**

- A strong focus has been on growing the early learning workforce. Sixteen of the twenty-one employees onboarded in the fall quarter are recruits to classroom early learning work, with the majority new to the field.
- Recruitment continues for one Lead Teacher, two Bus Drivers, and two Food Service Workers.

- **Instructional Programs**

- **Library & Learning Commons**

- **Events:** On October 1, the Learning Commons welcomed 228 students, faculty, and staff to the fourth annual Library & Learning Commons Open House and saw 38 participants engage with an informational scavenger hunt.
- **Usage Snapshot:** Staff answered over 1,877 questions from students, faculty, staff, and community members. The library's classrooms and teaching areas were reserved 218 times. The library's study rooms were reserved 190 times. The library's classroom Chromebook sets were checked out 28 times.
- **Instruction:** Faculty librarians conducted 29 information literacy instruction sessions to over 529 students and facilitated online, asynchronous support in 11 classes. Librarians met with 37 unique students during 59 one-on-one reference desk appointments.
- **Tutoring:** The Tutoring Center supported 627 tutoring sessions and at least 258 individual students. Of those sessions, there were 506 in-person appointments, 58 online appointments, and 63 total eTutoring Zoom appointments. 87% of the students receiving Tutoring assistance earned a 2.0 or higher.

- **Nursing Programs**

- Winter/Spring associate degree applications closed on October 31, with the most significant volume of applications received since the pre-pandemic period. A total of 123 candidates applied on time, and 100 qualified for admission for the 35 available seats.
- On October 16, LCC's BSN program received initial accreditation through 2030.

- **BAS: Organizational Leadership & Technical Management Programs**
 - **Program Growth:** OLTM has nearly 45 graduates/alumni, over 53 currently enrolled students, and is preparing to launch Cohort 6 in Summer/Fall, with 9 students already accepted, either fully or provisionally.
 - **Applied Entrepreneurship:** OLTM 330 students developed an entrepreneurship project creating swim lessons for autistic children, which was successfully launched at the Southwest Washington YMCA and funded by United Way.
 - **Industry Alignment:** BAS-OLTM has established a 12-member advisory committee representing diverse industries, including nonprofit, medical, manufacturing, logistics, commerce, business, finance, and instrumentation. We continue to work collaboratively with this team to ensure our program is relevant and produces quality employees for our local workforce, including a growing partnership with Perry Tech graduates in community/industry leadership roles.
- **Business Management and BAS- OLTM**
 - **High Impact Learning:** Approximately 60 LCC students from three different courses participated in a Collaborative Online International Learning (COIL) exchange with students from Germany and the Middle East, including Morocco and the United Arab Emirates. Three faculty members from LCC participated in the training, which not only enabled them to design but also implement projects, thereby facilitating our students' learning and application of leadership skills across diverse cultural contexts.
- **New Program Launch: Automation, Instrumentation and Robotics (AIR)**
 - LCC successfully launched the new AIR program this fall with an inaugural cohort of ten students.
 - A new lab space has been secured in the Health and Science Building, providing students with a modern learning environment until the completion of the new CVTS building.
 - The Foundation received a \$10,000 donation to help directly support the program start-up for equipment.
 - Several local industries have been a part of program development including: ASC Steel Deck, Bluescope Steel/Steelscape, Central Welding Supply, Columbia Cascade Company, Genentech, Georgia Pacific, JT Marine, Kalama Chemical, Lifeport, Miller Welding, Nippon, Randoco Tanks, R.D. Olson, Rightline, Selway Machine Tools, Topper Industries, USNR, EE Tech Group, Waite Specialty, Western Fab, Columbia Electric Supply, Weyerhaeuser, Norpac, Nucor Skyline Steel, Scot Industries,

Steel Management Services, Interfor, Divert, Kyocera, Smurfit/WestRock, PUD, JH Kelly, Solvay, and Columbia Steel Services.

○ **College and Career Prep**

- In Fall Quarter 41, college prep students, 131 HS+ students, 48 GED prep students, and 90 ELL students attended College and Career Preparation classes.
- 19 HS+ students completed requirements for their high school diploma.
- In Fall 2025, College and Career Preparation integrated a new model for end-of-the-quarter CASAS post-testing and pre-registration advising, integrating drop-in advising/navigating for all students as part of their CASAS post-testing appointment on site in MAN 127, allowing staff to offer guidance on winter and future quarter enrollment without the need for the student to schedule an additional follow-up appointment.
- Throughout the quarter, CCP staff compiled various examples of program data, performance numbers, and program training materials in preparation for their Program Review scheduled with SBCTC BEdA staff in late January.

○ **I-BEST**

- Fall 2025 I-BEST enrollment was 422, an almost 27 percent increase from 333 in the fall of 2024.
- I-BEST enrollment is up nearly 164 percent in two years, from 160 in the fall of 2023 to 422 in fall 2025. Eliminating CASAS testing and increasing Academic I-BEST classes contributed to the growth.
- To the credit of our excellent instructional teams and I-BEST advocacy, 30 of the 53 I-BEST classes were 100 percent I-BEST enrolled, or nearly 57 percent.
- Early Childhood/Education enrollments in 11 classes totaled 134, or almost 32 percent of all I-BEST enrollments.
- New Academic I-BEST added for the fall quarter: CHEM 100 and MATH 125.

○ **Education**

- Early Childhood supported workforce development efforts by enrolling over 30 students who received Early Achievers grant funding.
- Both associate programs engaged in recruitment and outreach efforts by visiting the Kelso School District to present Education program options to CTE students and strengthen secondary–postsecondary partnerships.
- Hosted fall Education After Hours: Serving the Students in Front of Us. 80+ attendees, including students, faculty, alumni, advisory board members, and educators across our region. The event focused on networking and equity-focused support for students impacted by parental

incarceration. Dinner was provided in part by a grant from The LCC Foundation.

- Two BAS-Teacher Education students received 'Shining Star' awards for their work in Longview School District.
- The EDUC associate program saw a notable increase in enrollment, indicating a growing student interest.
- Both associate programs fully utilized I-Best support. EDUC (100-200 level) and ECED accounted for over 30% of total i-Best enrollment in the fall quarter.
- EDUC and ECED programs implemented program adjustments in response to advisory committee feedback to strengthen alignment with workforce needs, student access, and program effectiveness.

● **Instructional Operations**

○ **Faculty Development:**

- A total of \$8,357.59 was awarded in Fall 2025. A current balance of \$5,332.41 remains in the budget.

○ **Equipment:**

- Secured \$165,191 in equipment funding to support instructional quality and program modernization. Coordinated multi-source financing (grants, fees, operating, and foundation) for cross-department equipment purchases, which are currently in progress.

○ **25Live/Facility Use:**

- 2,481 events with 10,687 occurrences were scheduled on the LCC Campus during the Fall quarter.
- The most used buildings during the Fall quarter were the HSB, MAN, and RCA buildings.

○ **Rose Center for the Arts**

- Booked and sold out a touring show of Allen Fitzpatrick's "A Christmas Carol" in the Center Stage Theatre
- Facilitated the 2nd annual Rose Center for the Arts Holiday Celebration, where 636 people attended the events Dec. 1-6
- Supported 9 visual art performances for Drama, Symphonic Band, Jazz Ensemble, and managed the box office ticketing through the Ticketsource platform for 4 external event rentals, generating \$4,694 in revenue for RCA
- Hosted 64 external event rentals in the building

○ **Simple Syllabus:**

- After approximately 11 months of project development, we fully implemented the [Simple Syllabus](#) platform in the fall quarter. Simple Syllabus is a centralized, template-driven platform that

enables instructors to quickly personalize and publish interactive class syllabi directly within their Canvas course. Required information & policies are automatically populated to ensure the most current language is displayed each quarter.

- **2026/27 Position Planning:**

- In the process of hiring two tenure-track positions for the next academic year (SUDS & Math). Interviews will occur in the winter, with an anticipated start date of the fall quarter.

- **Fall In-Service Week:**

- Included over 30 professional development & training sessions for LCC employees over the course of 6 days!

- **Workforce & Career Services**

- **Basic Needs programs**

- The usage of the food pantry continued to increase in the Fall quarter 2025 compared to the previous fall. Overall, 385 students (an increase of 16%) checked into the food pantry for support 2,415 times, a 22% increase in student visits.
- A total of 72 holiday meals (serving 270 students and family members) were distributed to students in need. Each meal consists of a precooked turkey, stuffing, mashed potatoes, rolls, vegetables, and cranberry sauce.
- A total of \$26,400 was disbursed to students affected by the November 2025 SNAP benefits pause. This funding was awarded directly to students for food needs and supported 264 students at \$100 each.
- The National College Student Hunger and Homelessness Awareness Week was held from November 17th to 21st. The food pantry hosted events each day of the week to build community, strengthen empathy, and raise awareness of hunger and homelessness on campus. A total of 232 students, faculty, and staff participated in the events.

- **Workforce & Career programs**

- In the Fall quarter, the Workforce & Career Services team met with at least 484 individual students for 1,012 appointments to provide support for academic and career advising, access to basic needs and public benefits, referrals to resources, and other support. Additionally, 84 students dropped in for assistance with completing applications for book vouchers, emergency aid, workforce funding, or other support requests.
- The WorkFirst program underwent a fiscal and programmatic monitoring visit in December. The SBCTC monitoring visit is

conducted every three years and reviews fiscal compliance, student support, and adherence to federal and state regulations.

- The BFET program has partnered with DSHS to offer a mobile clinic on campus. DSHS staff are available on campus to help students apply for food benefits or to resolve issues or questions. This year, a total of 866 LCC students are potentially eligible for food benefits but have not yet received them.

Student Services

● Registration

- Total admission applications increased 23% compared to the same period last year (from 1,101 to 1,357), mainly driven by 60% increases in both professional/technical and bachelor's degree program applications.
- Registration implemented automated waitlist error notifications for students. When a student joins a waitlist for a whole class, and the waitlist process can't automatically move them into an open seat, they'll receive an email notification with instructions to resolve the issue.
- A new public [Transfer Rules Dashboard](#) was launched in December, enabling students and advisors to quickly look up any course equivalency rule in ctcLink to see how transferred-in courses will satisfy their LCC program requirements.
- LCC's Grade Forgiveness Policy has been significantly updated to make it more equitable and accessible. A much larger pool of students is now eligible to request grade forgiveness, excluding unsuccessful course attempts from their GPA.
- LCC now offers 10 credits of foreign language to students who have earned the Washington State Seal of Biliteracy, providing bilingual students with a new opportunity to receive credit for their language mastery without having to retake language classes.
- Registration's evaluation team has implemented a new system in ctcLink to track transcript evaluations and graduation evaluations using milestones. Instead of relying on spreadsheets and emails, monitoring data will be stored in a central repository, accessible on demand, and can trigger automated communications and workflows.

- **Financial Aid & Veteran Services**

- During the first four weeks of the fall 2025 quarter, 1,483 LCC students received over \$4.8 million in financial aid (federal and state), scholarships, and other support funding. This represents:
 - a 5% increase in total funding compared to the same period in Fall 2024 and a 23% increase over Fall 2023
 - a 9% increase in the number of students receiving funding compared to Fall 2024 and a 19% increase over Fall 2023
- Continued to see growth in both enrollment and current student engagement with financial aid. FAFSA applications are up 22.3% year over year, indicating strong student awareness of and access to available resources.
- These outcomes reflect the ongoing collaboration and shared commitment across departments to support student access, persistence, and affordability.
- Use of veterans' education benefits continues to increase.
- To date, 122 students have used VA benefits this year, representing an 8% increase compared to the prior academic year, underscoring continued growth in service to veteran students.
- Early access to aid supports student enrollment decisions and persistence through the quarter.

- **One Stop**

- The One-Stop team tracked 3,119 student engagements from the week after the start of the Fall quarter through the first week of Winter.
 - Unique student headcount of 1,628.
 - Of those appointments with reported meeting modalities, 71% were in person, and 29% were over Zoom or phone.
- The One-Stop established a new, robust training program for student employees, including required weekly sessions. Training was delivered by multiple Student Services departments, expanding frontline employees' knowledge and ability to support students effectively.

- **Advising**

- The advising team had 1,276 advising appointments between the week following the start of the Fall quarter and the first week of Winter.
 - The unduplicated student headcount is 1,031.

- Of those appointments with reported meeting modalities, 47% were over Zoom or phone, and 53% were in person.
 - The Advising team provided Winter New Student Advising (NSA) appointments to 263 new students.
- 59 students attended the Red Devil Welcome Day event for the Winter quarter.
- Advising team's internal Fall 2025 to Winter 2026 retention tracking showed increases across all pathways compared to last Winter, ranging from 4% to 12%, with DTA students experiencing the most significant gains. Our team continued to expand advisor access to students by increasing drop-in availability during priority registration and reducing appointment wait times.
- The advising team collaborated with Registration and Financial Aid to provide proactive support to students enrolled in FA-ineligible courses, helping them prevent financial aid holds and disbursement delays. Advisors also enhanced support for students on SAP suspension by guiding them through the MTF appeal process.

● Testing

- Administered 2,405 proctored exams during the Fall quarter, both in person and remotely, serving 576 unduplicated students during Fall 2025. This represents an almost 20% increase from Fall 2024. In addition, the Testing team supported faculty proctoring needs by processing 161 proctoring and lab reservation requests.
- Evaluated 227 Multiple Measures placements, compared to 152 in Fall 2024, and processed 382 Math Guided Self-Placement submissions and 494 English Directed Self-Placement submissions.
- Proctored 252 Pearson Vue exams and 394 employment exams, 130 community exams, and provided 99 nursing entrance exams.

● TRIO

- TRIO implemented quarterly "Coffee and Conversation with TRIO" sessions in the lobby of the library to recruit potential TRIO students. During the fall quarter, 27 students were recruited for the TRIO program due to this initiative.
- TRIO took 12 students to Portland State University on Oct. 23, 2025, where they received an admissions and financial aid presentation and a campus tour.

- TRIO took 12 students to WSU Vancouver on Nov. 14, 2025, where they received an admissions and financial aid presentation and a campus tour.

● Running Start

- 543 Running Start students started the Winter quarter
- New Schools for Winter: Napavine (increase senior enrollment), Lake Stevens & Vancouver School of Arts
- Running Start Book Loan Program Growth: The number of fee-waiver students utilizing our book loan program is increasing, indicating a growing student need in tandem with enrollment. The program supported
 - Fall 2025: 89 students —> Winter 2026: 107 students, nearly 20% growth quarter to quarter
 - Winter 2025: 54 students —> Winter 2026: 107 students, 98% increase (nearly doubled from last year)
- Student Engagement: Interviews with current and former students, content filmed in classroom settings
 - Visit LCC Running Start Instagram & Facebook to view student interviews
 - Motivational Mondays & Self-Care Sundays: Biweekly posts providing tips and strategies to prepare for the week ahead
 - Resources Posts: Promotes student services such as the food pantry, tutoring, and counseling
- Academic Standing Outcomes from Fall 2025 to Winter 2026
 - Suspensions: 0 (*None suspended for Winter*)
 - Notice: 5 (*2 enrolled for Winter*)
 - Concern: 68 (*55 enrolled for Winter*)
 - Good Standing: 500 (*494 enrolled for Winter*)
- Overall Academic Standing (All Students)
 - Total students enrolled at the end of Fall 25: 573
 - Suspension: 0 (0%)
 - Notice: 5 (0.9%)
 - Concern: 68 (11.9%)
 - Good Standing: 500 (87.3%)
- Key Takeaways
 - No students were suspended for the Winter Quarter
 - Students on Notice represent a small share of the enrolled population.
 - These results show that early intervention and structured support are helping students improve their academic performance and stay on track.

- **Outreach**

- During the 4th quarter of 2025, the Outreach team completed the following:
 - 12 – FAFSA completion events at our partner high schools
 - 2 - FAFSA Nights at LCC
 - 9 – College Fairs
 - 2 – Application Days
 - 24 – Partner high school visits; tabling and office hours
 - 3 – Parent/Teacher conference events at partner high schools
 - 4 – Program presentations by faculty
 - 5 – Dual credit presentations
 - 2 – Early bird Senior Success events; completed admissions, FAFSA, and onboarding for 48 students
 - 6 – Non-event specific tours
 - 5 – Community-related events (Kelso/Longview Chamber, FBLA competition, Multicultural Night at Kelso High School, Latino Resource Fair at Woodland HS, Walk at the Lake)
- During the time period noted above, Outreach interacted with 1985 students. Highlights include 631 students receiving a tour of Lower Columbia College at the Kelso/Longview Chamber of Commerce Career Expo and 72 students attending an Admissions and Financial Aid presentation during the Future Business Leaders of America (FBLA) Competition.
- Due to low turnout at Financial Aid Nights at high schools last year, the Outreach team worked with our partners to assist students with FAFSA completion in their Civics classes, reaching 149 students at RA Long, 72 at Mark Morris, and 82 at Woodland HS. *Note – not all students chose to complete the FAFSA; some students completed the WASFA; many students did not come with the required information (SSN, parents' email, etc.) to complete the FAFSA, as requested. Outreach continues to work with our partners to find innovative ways to reach students and families to help them complete FAFSA/WASFA.
- As part of the Horizons Grant, the rural navigator attended the NCAN Conference in New Orleans, LA, and the director attended the Limitless Convening in Wenatchee, WA.

- **Disability & Access**

- Conducted 88 new student intakes.
- 182 students accessed accommodations, a slight increase from last year and our most significant volume in a single quarter.

- Assisted 18 students with pregnancy-related (Title IX) accommodations.
- Provided accommodations to 22 English Language Learner (ELL) students.
- Presented at a resource fair at Mark Morris High School on October 16th to help aid the transition for students with disabilities.

International Programs

● Federal Compliance

- I-17 Recertification: The LCC International Programs Office (IPO) will file for recertification in October 2025 (required every two years).
- Will petition to add the new Bachelor of Science in Nursing and potentially the Bachelor of Science in Computer Science for international enrollment. The wait period is approximately nine months.

Human Resources & Foundation

● Foundation

- 2025-26 Scholarship Cycle 2 offered 140 scholarship awards totaling \$260,000. 441 students completed applications, and the awards will be final in January.
- 2025-26 Scholarship Cycle 1 award information, including thank you letters and biographies, will be mailed to donors the first week of January.
- 2026-27 Scholarship Cycle 1 will be open March 3rd – April 30th, with more than \$700,000 in awards available. Full application details can be found on the LCC scholarship webpage.
- The Opportunity Can't Wait Campaign goal was successfully met and exceeded, reaching 102.22% and raising \$15,333,227 by the end of December. The Campaign Celebration will be held in March.
- Ten nominations were submitted for the 2025-26 Benefactor of the Year award. The Foundation Executive Committee selected Dr. Richard Nau as the 2025-26 Benefactor of the Year.
- The Lifetime Donor Reception was held on November 12th. 160 donors were in attendance as we celebrated donors who reached \$10,000 in lifetime giving. 16 new plaques were added to the donor wall, and 8 plaques were upgraded after reaching higher giving levels. The Estate of

Charles “Chuck” Klawitter was honored as the 2024-25 Benefactor of the Year, and Max Anderson was honored as Alumnus of the Year.

- The Foundation’s year-end appeal raised \$60,500 by the end of December.
- The 2025 Retiree Association’s Holiday Luncheon was held on December 15th in the LCC Rose Center. Nearly 35 retirees were in attendance. A group photo was taken, and a New Year’s card will be mailed out in January.
- The Holiday Thank-a-thon was held in December. LCC scholarship recipients and student athletes called 252 donors to thank them for their support of LCC scholarships, students, the college, and athletic programs.
- The 2024-25 financial audit is in the final stages of completion. No significant errors or discrepancies were found. The audited statements will be presented to the Foundation Executive and Finance Committees in January.
- October, November, and December’s gifts and pledges totaled \$1,158,957.

- **Human Resources**

- The Talent Acquisition Specialist position remains vacant due to budget cuts. TAS duties were redistributed among some of the HR team.
- The HR webpage was redesigned with usability in mind, making it easier to navigate and more helpful for everyone. The new page will launch very soon.
- Onboarding
 - New Hires
 - Felicia Sanchez, Fiscal Analyst 3 (12/1/2025)
 - Joe Young, Assistant Director of Finance (10/30/2025)
- Fall Quarter RA! Award goes to the individual who creates a welcoming and positive environment, brings out the best in coworkers and/or students, and handles difficult situations and people with grace. Our RA! award winners were:
 - Classified: Kim Luu
 - Exempt: Lindsey Schuhmacher
- Fall Quarter Professional Development Offerings for faculty & staff:
 - Hacktober Cybersecurity Awareness presented by IT
 - Jotforms Simplified with Gavin Montes
 - Less Stress & More Joy Workshop with Amy Leneker
 - Search Advocate Quarterly Connect Meeting & Search Advocate Continuing Education Opportunities

- Supervisor Workshops:
 - Work Study Essentials: From Eligibility to Award Management
 - Elevate Your Team: Harnessing the Power of ed2go & Continuing Education for Employee Development.
 - HR Legal Updates, Reminders, & More!
- Quarterly trainings:
 - Emergency Preparedness (all modules)
 - Ethics & De Minimis Rules
 - FERPA: Family Educational Rights Policy Act
- Recruitment
 - Overhauled the Career pages, which launched on January 1, 2026. The goals were to make them easier to navigate and give applicants a better understanding of what it is like to work at LCC.
- Red Devil Wellbeing Events & Activities
 - RDW hosted another Halloween decorating challenge by partnering with ASLCC, and the campus really brought the holiday to life!
 - All-Staff Holiday Celebration- Celebrated the holidays with everyone after the December All-Staff meeting with a charcuterie board, photo booth, snow machine, festive sweaters, and annual holiday card competition to round out the year with all LCC staff and faculty.
 - Red Devil Tailgate - Celebrated a Red Devil Volleyball game with a staff and faculty potluck before the big game, and had our LCC Foundation in attendance to help cheer the team on!
 - Walktober Walking Challenge against Clark College- Clark College beat us this year, but not by much! Finished out the month with 285,216 steps to Clark's 290,718- but will get them next year!
 - For fall, focused on sharing resources with faculty and staff and spreading awareness of the Employee Assistance Program and all that it offers.
- Jotforms: HR has made some headway in moving employee forms to Jotforms.

Administration

- **Enterprise Services**

- **Bookstore**

- Partnered closely with both Deans and faculty to receive textbook requisitions, resulting in 95% on-time submissions, allowing our

textbook buyer to source textbooks in bulk, receiving larger discounts for the Bookstore, and resulting in exponentially fewer “out of stock” or “backordered” items ordered by students online.

- All Fall quarter online orders were processed and mailed, or confirmed ready for pickup within 1-2 business days.
- Processed 648 online orders.
- The bookstore held a buyback event.
- Had 113 courses using Inclusive Access, 97.2% of students chose to participate.

- **Food Services**

- Coordinated with the Food Pantry to create hot meal vouchers for needy students.
- Catered 60 events on campus
- Partnered with the Fitness Center to provide cookies and breakfast sandwiches for the Juice Bar instead of sourcing from an external vendor

- **Fitness Center**

- Sponsored & hosted the Fitness Fun Run (155 participants).
- 97 New Fitness Center Memberships added
- 27 Auto Belay training classes were taught
- 8 routes were reset on the climbing wall
- A new static rope for 9 climbing runs was added
- 5 Ascent climbing groups

- **Juice Bar**

- “Welcome Back Week” - daily drink specials and activities were provided
- Juice Bar dishwasher & ice machine were repaired

- **External Event Rentals**

- 89 events were held on campus
- 29 future events were scheduled

- **Finance**

- FY25 Financial Statement audit started in early January.

- **Athletics**

- The overall Fall GPA for athletes was 3.28
 - Soccer 2.67

- Volleyball 3.18
- Men's Basketball 3.35
- Women's Basketball 3.56
- Baseball 3.5
- Softball 3.25
- LCC's run as the President Cup (academic achievement) winners came to an end when Peninsula edged LCC by just a few percentage points. Lower Columbia had won three consecutive President Cups.
- The LCC Volleyball team won the West Region Championship and qualified for the NWAC Playoffs.
- The LCC soccer team finished 4th in the West and missed the playoffs by just one point.
- Both LCC basketball teams were highly ranked in the NWAC Pre-Season basketball polls (Men 1st, Women: 4th).
- Lower Columbia hosted successful basketball tournaments over the holidays.

● **Campus Services**

- Capital Projects
 - Center for Vocational and Transitional Studies (CVTS)
 - Neeley Construction hit the ground running once they received their notice to proceed in October.
 - Geopier installation has begun in the old 15th Ave. parking lot in advance of pouring the concrete footing and slab. The Geopier foundation system is a ground improvement method that strengthens weak or compressible soils to support shallow foundations.
 - The City of Longview required that the 20-inch waterline be removed from campus and rerouted down 15th Ave. Completion is scheduled for mid-February 2026.
 - Baseball Field Lighting, Grandstand, Concession Stand Project.
 - Architects are currently working on the pre-design. The project is currently in permit review with the city.
 - Minor Improvement Project
 - Currently working on the scope and design of the Applied Arts and Admissions heating system project.
 - Replace Transformers, Electrical lines, vaults, and switchgear
 - A portion of this project was completed in August and September. However, the switchgear and transformer will

arrive in May 2026 and will require another power outage for their installation.

- Construct a Softball Batting Facility
 - The project is currently underway.
- Sub-Metering Campus Buildings
 - Washington State Clean Building Act requires colleges to track utilities for each building. The project is currently underway to install and verify that all buildings have working sub-meters.
- Retro-commissioning Grant
 - The college received \$107,000 to complete retro-commissioning on two buildings to improve building performance, extend the life of building systems, and reduce greenhouse gas emissions.
 - Two buildings were selected, the Health & Science Building and the Gymnasium/Fitness Center.
 - An initial audit was completed in September of 2025 to get a baseline for electric / gas usage.
- Maintenance
 - Maintenance staff spent approximately 118.5 hours on preventative maintenance this quarter, including roof inspections and repairs, HVAC inspections, water heater inspections, checking mechanical rooms and verifying operations.
- Custodial
 - Completed approximately 90 rooms and event set-ups over the three-month period.
 - Increased carpet & mat extraction schedule in various areas across campus due to increased dirt and debris from construction.

● Information Technology

- Restarted Technology in Education Committee (TEC), held two meetings, revised bylaws and submitted to ELT for approval, and integrated mtg timeline to coordinate with IT Dept. planning cadence.
- Coordinated with LCC Foundation to accommodate awards for projects with IT components, ensuring that they are considered in the IT resource planning process.
- Instituted Multi-Factor Authentication (MFA) on all student Google accounts for improved security footprint.

- Closed 969 IT helpdesk tickets (Oct–Dec 2025, excluding calls and projects).
- Created project plan for new campus 5G wireless network upgrade and expansion for the south campus, including approved funding.
- Completed security camera installation project for the south campus, including a new server, expanded storage array, and 26 additional UHD cameras for improved visibility and security in areas with elevated risk.
- Updated the core Microsoft Office Suite software campus-wide to the latest secure version.
- Worked with the Head Start team to secure eRate funding reimbursement of +/- \$30,000 for network infrastructure and resources.
- Conducted successful campus-wide Informacast and Avigilon emergency notification/access tests.
- Expanded cybersecurity training campaign through the KnowBe4 platform.
- Received a 2025 State and Local Government Cybersecurity Grant Program (SLCGP) award of \$67,776 to add KnowBe4 Cybersecurity Training licensing that will cover all LCC campus employees.
- Received, unboxed, and inventoried over 800 pieces of IT equipment, including 200 desktops, 100 laptops, 400 monitors, and 100 docking stations.
- Completed over 25 back-end development projects and responded to several challenging public records requests.

● **Environmental Health & Safety**

- Conducted the campus-wide Great Shakeout earthquake drill, increasing earthquake safety awareness and testing out emergency communications systems (both Informacast & RAVE texting).
- Revised the new Use of Force policy and procedure (that applies to Security Services) for campus review. The latest training and scope will enable security personnel to protect themselves better if they need to defend themselves.
- Scheduled Active Threat survival training with renowned expert, Jesus Villaherrmosa.
- Coordinated Situation Awareness training for employees (taught by our very own expert, Cassondra Rosales).
- Four members of our emergency response team completed Community Emergency Response Team training and Program Manager training.

- A schedule for CERT basic training has been outlined, and recruitment for a new cohort has begun!
- Research into alternative OSHA training platforms is underway.
- Janel Skreen completed the Asbestos Awareness Train the Trainer course.
- Conducted Stop the Bleed training for the CERT team.