

# LAKE TAHOE COMMUNITY COLLEGE DISTRICT

## BOARD OF TRUSTEES

Regular  
Meeting

Tuesday, March 22, 2011  
Lake Tahoe Community College  
Room L104  
6:00 p.m. Closed Session  
7:15 p.m. Open Session

## MINUTES

Present: Molly Blann, Kerry David, Roberta Mason, Bryan Swartout, Frederick Wenck

Absent: Karen Borges

Staff: Julie Booth, Kurt Green, Tom Greene, Steve Maradian, Sue Niehoff, Cynthia Preston, Michelle Risdon

Guests: Jacob Hurd, Jonathan Moore

**Call to Order** Board President Frederick Wenck called the meeting to order at 6:00 p.m. and announced items to be discussed in Closed Session.

**Recess to Closed Session** The meeting recessed to Closed Session at 6:01 p.m.

**Recess** Frederick Wenck called a recess at 7:33 p.m.

**Reconvene to Open Session** The meeting reconvened to Open Session at 7:37 p.m.

**Opening Ceremonies** Board President Frederick Wenck led the Pledge of Allegiance to the Flag and welcomed guests in the audience.

**Hearing of the Public on Items Not on the Agenda** None

**Disability Resource Center Update** Bob Albrecht provided updates on the Disability Resource Center which included plans to grow the program when the center is slow. Proctoring has been moved to the TLC as much as possible. The DRC provides academic counseling and the students are using more alternate media than ever before. Ideas of recycling surplus computer systems back to students is a topic of interest in the DRC.

**ADOPTED MINUTES**

Beth Marinelli-Laster is working half time and last year the DRC spent \$49k in interpreting generated by four students; this year to date the DRC has spent \$18k as there are only 2 students. Mr. Albrecht is in the process of building a relationship with WNCC to meet the interpretive needs while satisfying the needs of the students who require assistance. He and some Girl Scout volunteers are creating a functioning space off campus for students who need assisted living skills training.

Kerry David asked how funding for 2010/11 would continue for the next fiscal year. Mr. Albrecht noted that the state matches funds dollar for dollar and that these amounts will vary depending on the amount of enrollments.

*(Attachment A)*

**Community  
Education  
Coordinator**

Steve Maradian showed a brief PowerPoint presentation titled "Poverty to Prosperity." Tom Greene updated the Board on the Community Education framework and how the resources are beginning to be identified, including a rough draft of the responsibilities of a Community Education Coordinator position, and he will be addressing the interests and concerns seen in Academic Senate, College Council, and will be identifying possible solutions. The goal is to begin offering these courses in Fall 2011. These courses would not be specific with quarters or terms, but would incorporate weekend institutes, and serving demands seen in ISSI and other community interests. Discussion regarding fees and structures circulated.

**Consent Agenda**

Consent Agenda items number 6. Approval of Personnel Action Number 15—2010/11 removed from the agenda and voted on separately.

Moved Blann/Seconded David/Passed unanimously to approve the Consent Agenda as presented:

- Approval of Minutes—March 8, 2011 Regular Meeting
- Approval of Minutes—March 15, 2011 Special Meeting
- Approval of Resolution Number 13—2010/11 Intrafund Appropriation Transfer
- Approval of Regular Warrant Batch Numbers 1101, 1103, 1104 and 1105
- Approval of Financial Aid Warrant Batch Number 1102
- Approval of Personnel Action Number 15—2010/11, 6.b.1  
- Temporary reassignments and backfill

Moved David/Seconded Blann/Passed unanimously (Abstention: 1 [Mason]) to approve Consent Agenda item number 6. Approval of Personnel Action Number 15—2010/11, 6.a.1. as presented. Consent Agenda item number 6.b.2. was postponed to the April 12, 2011 meeting.

*(Attachments B, C, D, E, F,G)*

**ADOPTED MINUTES**

- Consideration of Acceptance of Annual Report of Crime on Campus for Calendar Year 2010** Moved Blann/Seconded Mason/Passed unanimously to accept the Annual Report of Crime on Campus for the 2010 Calendar year as presented. (Attachment H)
- Kerry David asked if these were reported to insurance and if there has been an increase with slips and falls. This document will be posted to the website and available on campus.
- Consideration of Approval of Proposed Revisions for the 2011/12 College Catalog** Moved Mason/Seconded Blann/Passed unanimously to approve the revisions for the 2011/12 College Catalog as presented. (Attachment I)
- Approval of 2011/12 Professional Development Leave Proposals** Moved David/Seconded Mason/Passed unanimously to approve the 2011/12 Professional Development Leave Proposals as presented. (Attachment J)
- Approval of Reduced Teaching Load for a Full-Time Faculty Member** This item was postponed to a future Board Meeting.
- Board Member Reports and Comments** Bryan Swartout commented on the following items:
- the Council will be attending the ASC Council April 1<sup>st</sup> – 3<sup>rd</sup>
  - the students would like to make the student center more student orientated
  - recognized Jacob Hurd who was in attendance. Both of these students will be traveling around the state and will be identifying what student centers look like and hope to bring a fresh new perspective to LTCC
  - circulated a schedule of events that the Student Council will be hosting in the Spring
  - “Open Mic Night” is another activity ASC will be hosting in the spring and students are excited about the opportunity this presents to the students and community
  - Kings tickets are still available for purchase
- Kerry David thanked Bob Albrecht for his presentation on the DRC and for serving the students with the restraints in the budget.
- Molly Blann commented on the following items:
- None

**ADOPTED MINUTES**

Roberta Mason commented on the following items:

- Presidential search is moving forward and thanked everyone who has been working hard on this project. The committee will be meeting Thursday afternoon to select candidates to interview. Mrs. Mason thanked Pam Barrett for her efforts and support. Names for chosen candidates will be announced prior to final interviews
- thanked Jackie Lou for the file management classes, and appreciates the classified development workshops that are being hosted
- Steve Fernald put a luncheon together for the AAUW members and appreciates the delicious efforts
- appreciates the hard work for those who are putting in time with the ERP project and appreciates the staff and faculty who are making this happen
- the play “Almost Maine” was a great success and well received

Dr. Wenck commented on the following items:

- “Almost Maine” was a hit
- the ERP kickoff for “Project View” was a success and appreciated the efforts of those who have contributed

**Academic Senate  
Comments** Michelle Risdon commented on the following items:

- None

**Administrator  
Comments** Cynthea Preston commented on the following items:

- Steve Fernald and his advanced cooking class prepared the AAUW luncheon
- spent the day with Mammoth students, several whom are planning to attend LTCC in the fall
- Career Pathways Grant is going to be submitted this week. Approximately \$382k that will come to the college over a three year period.
- Larry Green is in the process of writing his Applets so students can access them on the iPhone
- the NASA project is moving forward. The students and Cathy Cox will be meeting via phone each Friday with a NASA mentor to prepare them for this project.

Kurt Green noted the Jim Hildinger auction was a success.

Tom Greene commented on the following items:

- reviewed the Enrollment Report, along with the Spring Quarter Enrollment Comparison chart, enrollment reflects the loss of ski patrol courses. The additional capacity that was built in the spring schedule to capture the enrollment in the spring was addressed.
- thanked the Board members who attended the ERP kickoff

**ADOPTED MINUTES**

- Accreditation committees are handing off their drafts this Friday and the project is on track. Thanked both Cynthia Preston and Michelle Risdon for their hard work and efforts with this task.
- the Public Library has asked LTCC to provide the series of self-help law books for both English and Spanish. Lisa Foley is working with the local court systems and the public Library to bring these resources to be housed at LTCC. In addition, two computer systems will also be provided and maintained.
- Strategic Plan goal teams are being formed and the finalized strategic plan will go through the shared governance system in May

Sue Niehoff commented on the following items:

- the college has submitted 99% of the budgets and these are being entered into QSS. This will begin the efforts to adapt the budget to the State of California.
- the bookstore no longer wants to run the Coffee Cart; outside vendors are being solicited. The bookstore is willing to offer coffee and warm food; enhancements would be necessary to move forward in this direction.

***Interim President  
Report  
and Comments***

Steve Maradian commented on the following items:

- 2010 Annual Performance Report is in the Board packet for review
- the Accreditation Visit is schedule for October 24<sup>th</sup> through the 27<sup>th</sup>
- appreciates Tom Greene and those who are working on Project View. The ERP project is moving forward. The Portal will be introduced to the College Council. Faculty and staff will be going through a series of testing to become familiar with this new system. There is a new Datatel representative and phone support will continue as the project moves forward.
- CEO Scott Lay has been sending out information to keep everyone aware of the state's fiscal situations
- Congress is considering cutting PELL Grants. If this happens, the majority of students will be affected. AACC will continue to lobby for students to have the financial resources they need to be successful. Dr. Maradian encouraged the Financial Aid Director to give a report to the Board in the near future
- finding alternative funding sources for the foundation is something that is being considered, the Foundation is a critical for the community and is important for LTCC
- the campus is lucky to have an amazing IT department; encouraged long-term technology considerations, as we move forward into distance education as a significant source

***Next  
Meeting  
Date***

The next regular meeting of the Lake Tahoe Community College District Board of Trustees is scheduled for Tuesday, April 12, at 6:00 p.m., in room L104 on the College campus.

***Adjournment***

The meeting adjourned at 9:07 p.m.

## ADOPTED MINUTES

Signed by Steve Maradian  
Secretary  
Board of Trustees  
Julie Booth

ADOPTED AND ORDERED INTO THE MINUTES

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Steve Maradian, Secretary

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April 12, 2011

Date

**ADOPTED MINUTES**