LAKE TAHOE COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

Regular Tuesday, February 22, 2011

Meeting Lake Tahoe Community College

Room L104

5:00 p.m. Closed Session 7:00 p.m. Open Session

MINUTES

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

Wenck

Staff: Julie Booth, Kurt Greene, Tom Greene, Diane Lewis, Steve Maradian, Sue Niehoff,

Cynthea Preston, Michelle Risdon, Lori Thorne

Call to Order Board President Frederick Wenck called the meeting to order at 5:00 p.m. and

announced items to be discussed in Closed Session.

Recess to Closed

Session

The meeting recessed to Closed Session at 5:01 p.m.

Recess Frederick Wenck called a recess at 7:25 p.m.

Reconvene to

Open Session

The meeting reconvened to Open Session at 7:28 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

Financial

Statements for the Quarter

Ended 12/31/10

Sue Niehoff reviewed the financial statements for the quarter ending December

31, 2010 and answered questions (Attachment A).

Strategic Planning Session Summary

Tom Greene thanked the Board members for participating in the Strategic Planning session noting it was a productive and engaging day and good starting point. The next step will be setting up goal teams around each of the strategic issues, taking the information, and narrowing it down to very specific goals. Aaron McVean and Dr. Greene have outlined the process to be used by these 'goal teams' and hopefully a focused draft will be ready by the end of March. He and Aaron McVean are currently working on a 'Plan for Planning' that will tie into program reviews and specific goals for specific departments.

Board of Trustees Self-Evaluation Summary

Dr. Wenck reported that the Board reviewed their Self-Evaluation and put together some goals. He also noted the Board would like to hear directly from staff/faculty members on items going on around campus.

Dr. Wenck introduced Julie Booth as the new Administrative Assistant to the Board of Trustees who will be taking over for Lori Thorne who is returning to the Instruction Office.

Consent Agenda

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

- Approval of Resolution Number 8—2010/11 Intrafund Appropriation Transfers and Reserve Transfer
- Approval of Warrant Batch Number 1092, Revolving Cash Fund Reimbursement Report Number 7, in the Amount of \$7,900.83
- Approval of Regular Warrant Batch Numbers 1088, 1090, 1091, 1093, and 1094
- Approval of Financial Aid Warrant Batch Numbers 1089 and 1096
- Approval of Personnel Action Number 13—2010/11
 - -Employment of adjunct instructors for Spring Quarter 2011

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

Board Member Reports and Comments

Karen Borges commented on the following items:

- welcomed Julie Booth
- thanked everyone involved in the Strategic Planning Session; the same focus seemed to keep coming up with each different group
- attended the Valentine fundraiser that was well-attended and well-performed
- attended Winter Expo and was impressed with the crowds and felt it was good access for students coming here

Kerry David commented on the following items:

- thanked everyone for participating in the Strategic Planning session; it was a
 good opportunity for the Board to interact with the college community and
 suggested we perhaps look into a bi-annual opportunity for this interaction
- missed the Valentine function but attended the Rail Jam (Winter Expo) and felt it was a good opportunity to allow local kids a view of the college; accolades to everyone involved

ADOPTED MINUTES

Board Member Reports and Comments continued

Molly Blann commented on the following items:

- echoed comments about the planning session
- attended Winter Expo and saw a diverse group that hopefully will eventually become LTCC students

Roberta Mason commented on the following items:

- also echoed comments about Winter Expo
- Self-Evaluation need to make sure Board members know about all events
- very impressed with Valentine fundraiser with wonderful talent
- attended the Lake Tahoe Collaborative with the new City Manager, new Rec leader, and new Fire Chief
- Presidential Search committee update: closes this Friday, committee will review applications in March with final interviews during the Amgen tour

Dr. Wenck commented on the following items:

- echoed comments about Winter Expo
- replied to the Classified and College Council resolutions with a letter generated by attorney, Dave Larsen, signed by Dr. Wenck – it is recognition that we are all trying to work together for the good of the students and the good of the college. We are all trying to do our very best but some tough decisions will have to be made.
- Annual Easter Egg Hunt for Optimist will take place in late March

Academic Senate Comments

Michelle Risdon commented on the following items:

none

Classified Staff Organization Comments

Diane Lewis commented on the following items:

did receive the response to the resolution late Thursday; scanned it and sent it
out to the classified staff and a meeting will take place tomorrow. Thanked Dr.
Wenck for sending it – it was appreciated.

Administrator Comments

Kurt Green commented on the following items:

- \$2,000 goal reached for Valentine fundraiser
- Christina Proctor is following-up with the vendors from the Winter Expo
- poetry reading on Friday, March 4th at 7:00 pm in the Library
- thanked everyone for attending the Winter Expo all responses heard from the community have been positive

Administrator Comments

Cynthea Preston commented on the following items:

- welcome to Julie happy to see you
- biology and math department adjunct faculty has been doing teaching demo; next Monday night a potential adjunct will be teaching in a live classroom situation
- Jackie Lou and Diane Lewis have been putting together Classified staff training
- math and Science department gatherings math department is doing this on Friday evening; science in the fall with former employees
- recognized the business department with Eric Sturgess, Jon Kingsbury, and Treva Thomas working collaboratively together
- recognized Virginia Boyar as we are looking at grant opportunities and she has been investigating using her contacts around the state
- on Latino community board at FRC which is planning the annual Cinco de Mayo event

Tom Greene commented on the following items:

- March 17th will be an opportunity for Board members to participate in a re-roll out of the ERP plan with a small reception and all are invited to attend if available; please read over the project charter; general overview putting pieces in place to assist in not burning out human resources
- thanked facilitators for Strategic Planning session: Aaron Barnett, Michelle Risdon, Jon Kingsbury, and Walter Morris – special thanks to Aaron McVean for his continued good work
- thanked Kurt Green for the work he put into the Winter Expo and what a wonderful outreach opportunity it was
- Accreditation all teams have met and are revising their standards which are due the third week of March

Sue Niehoff commented on the following items:

- diligently working on budgets; added some items that have never been part of budgets before so budget managers can better understand their budgets
- Daily updates coming out of Sacramento quarterly meeting in Sacramento to talk to colleagues about what they are doing based on state cuts
- Denise Russell leaving to take a job in Astoria, Oregon; Sue is meeting with Barnes & Noble tomorrow to meet the new Bookstore Manager

Interim Presiden Report and Comments

Interim President Steve Maradian commented on the following items:

- three new proposals on the table for fee increases
- thanked Tom Greene for role in ERP; the IT folks remain excited and engaged
- talked to Jack Scott today; census date issue has been defeated but various budget scenarios are still in play
- thanked Kurt Green and all involved in the Winter Expo part of the theme to get more people on campus; suggested opening campus for tours or classrooms to get people into the buildings
- participating on the Amgen Tour committee and LTCC is close to getting the BMX event on campus as well as some movies
- attended fundraiser
- campus is trying to reach out to the community
- \$2.5M/year is the floor of money available for ways to reach out to the community and we will be looking into that
- students were pleased to be able to attend the SPS and be heard

Next Meeting Date

The next regular meeting of the Lake Tahoe Community College District Board of Trustees is scheduled for Tuesday, March 8, 2011, at 6:00 p.m., in room L104 on the College campus.

Adjournment

The meeting adjourned at 8:10 p.m.

Signed by Steve Maradian Secretary Board of Trustees Lori Thorne

ADOPTED AND ORDERED INTO THE MINUTES

	April 12, 2011
Steve Maradian, Secretary	Date