



General Library Item

Name Minutes 2002-04-10

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION APRIL 10, 2002

1\ Attendance

Chair Robert Ackerman called the meeting of the Lane Community College Board of Education to order at 7:38 p.m. Present were: Board Members George Alvergue, Roger Hall, Mike Rose, Lucille Salmony, Kathleen Shelley, and Dennis Shine. Also present were President Mary Spilde; Vice Presidents Marie Matsen and Cheryl Roberts; Assistant to the President Tracy Simms; College Counsel Joe Leahy; Lane Community College Education Association President Margaret Bayless; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Jennifer Gainer.

2\ President's Report

- Janet Anderson began March 1 as the new director of the Lane Community College Foundation.
- Lane's class schedule won first place in the annual Paragon Awards competition sponsored by the National Council for Marketing and Public Relations. The Redesign Team included: Diane Dann, Tim Blood, Mary Brau, Trish Hamer, Margaret Kimble, Jan Kleminsky, Bill Klupenger, Debra Lamb, Angela Miller, Pete Peterson, Lori Steger, Susan Swan, and Craig Taylor. Institutional Advancement produces the class schedule.
- At the President's Council meeting, it was reported that the state budget issues continues to be an issue for community colleges. The next revenue forecast could mean an additional reduction of two to three percent for community colleges. The next special legislative session is scheduled for June 4.
- The Public Employees Retirement System's unfunded liability has placed more of a burden on employers. The PERS rate will increase, perhaps eight percent spread over several years, to cover the unfunded liability.
- At the board's request, the Travel Committee continues to research issues regarding Lane's travel policy. Plans are to incorporate language on two of the issues immediately in addition to dealing with the other issues that were raised.
- Lane's faculty journal, The Community College Moment, has been published for a second time and is one way to showcase the intellectual and artistic pursuits of faculty.
- The Executive Team continues to review proposals and explore community partnerships for retaining programs and services.
- Total FTE at the end of the first week of spring term is 3,067, a 3.4 percent increase over spring term 2001.
- Mary Spilde, Janet Anderson and Foundation board members attended special sessions of the Council for Resource Development Regional Conference held in Portland last week.

Bond Report

The remodel of the north side of the Center Building will be completed June 17, 2002, not June 1, as reported in the Bond Status Report.

LASR Report

Linda DeWitt acknowledged the hard work of the LASR Steering Committee and many staff members toward the implementation and success of the LASR Project. The Finance Team is in the final three months of preparation before their July 1 go live date.

3\ Agenda Review Changes

Budget issues scheduled for discussion at the Work Session will be discussed under 4-E, Budget Development.

4\ Statements from the Audience

The following speakers advocated for an increase to the student mandatory fee to support hiring an Oregon Student Association campus organizer: Jake Mulkayhey, Brit McEachern, Charles Hoffman. Gaston Carter advocated for the student health fee. The following speakers advocated for retaining various credit and non-credit programs: Robert Thompson, Jim O'Brien, Teo Wences, Omar Usuf, Peggy Hudson, Machiko Shirai, Phyllis Hockley, Madeline Smith, Phoebe Atwood, Gloria Hodges, Don Hildenbrand, Mary Seereiter. Bret Force stated concerns regarding the proposed student activity fee increase.

5\ Consent Agenda

Rose moved, seconded by Shelley, to approve items 2-A, B, and C, of the Consent Agenda, consisting of the following.

- Minutes of the March 13 and 18, 2002, board meetings.

- To regretfully accept the letter of resignation for the purpose of retirement from Jay Weeden, Mail Courier, College Operations, effective June 30, 2002.
- To recommend that carpeting for the Workforce Training Center be purchased from Rubenstein's Contract Carpet, Inc. of Eugene, Oregon, for the amount of \$252,622 and that the president be authorized to execute all documents necessary to implement the purchase.

Motion passed unanimously

Salmony moved, seconded by Hall, to reconsider Item 2-A, Approval of the March 13, 2002, Minutes.

Motion passed unanimously.

Salmony moved, seconded by Hall, to clarify language in the March 13, 2002, minutes under items 9 and 10. Motions that stated to preliminarily approve funding will be changed to preliminarily approve the administration's recommended level of funding.

Motion passed unanimously.

6\ Resolution 467

Rose moved, seconded by Salmony, to approve Resolution 467, authorizing additional 2001-02 Financial Aid Fund and Special Revenue Fund Appropriations.

Motion passed unanimously.

7\ Resolution 468

Shelley moved, seconded by Shine, to adopt Resolution 468, authorizing budget transfers for the 2001-02 fiscal year.

Motion passed unanimously.

8\ Monitoring Report: Benchmarks

Craig Taylor reviewed the following Benchmarks:

- Importance of Skills and Effectiveness of Lane Training (2 pages)

9\ Financial Condition and Activities: Quarterly Report

A revised Quarterly Report was distributed with a correction to the final two figures on line one.

10\ Non-credit Tuition

At its March meeting, the Board of Education approved tuition rates for credit classes and requested that the administration develop a recommendation regarding non-credit tuition for discussion/action at the April meeting. It was determined that an increase to \$2.65 per clock hour for non-credit tuition does not cover the total cost of non-reimbursable classes.

Ackerman moved, seconded by Salmony, to defer the motion to the May meeting, at which time a recommendation for all non-credit tuition would be provided, along with comparative data from other community colleges. The administration recommended approval of the increase so that it could go into effect summer term. Additional information would still be provided at the May meeting.

Salmony moved, seconded by Ackerman, to amend the motion to approve an increase to non-credit tuition from \$2.10 per clock hour to \$2.65 per clock hour, for summer term.

Motion passed unanimously.

11\ ASLCC Mandatory Student Fee Proposal

The Associated Students of Lane Community College (ASLCC) proposed the following five ballot measures for the 2002 May elections. Greg Dunkin, ASLCC, responded to concerns regarding funding an Oregon Student Association campus organizer and urged the board to have faith in student autonomy.

Hall moved, seconded by Ackerman, to approve proposed ASLCC ballot measure language, filed with the original minutes, as a non-binding recommendation to the college for inclusion in the May 2002 election.

1. Continuation of OSPIRG at the amount of \$2.25 per student per term.
2. Funding for the Torch at an amount of \$1.75 per student per term.
3. Increase current level of funding for Student Health from the current \$6 per student per term to \$8.
4. Increase basic operation budget for ASLCC from the current \$5 per student per term to \$6 per student per term to provide for support for student clubs and organizations.
5. Increase current level of funding for the Oregon Student Association by \$1.13 to fund a campus organizer for ASLCC.

Motion passed unanimously.

The board took a 10-minute break at 9:50 p.m.

12\ Efficiencies Committee Report

Steve Pruch, Executive Team member, identified the purpose, outcomes, and scope of the Efficiencies Committee. He introduced facilitator Peg Allison, who provided additional details and introduced members including Elizabeth Uhlig, Peggy Hudson, Annick Todd, Linda Loft, Bret Force, Mike Mayer, Susan Swan, and Steve Pruch. The board suggested a follow-up report, implementation guidelines, and the establishment of a permanent committee.

13\ Renewable Energy Technician Program

Rose moved, seconded by Ackerman, to approve the Renewable Energy Technician Program as a new option for the existing Energy Management Technician Associate of Applied Science degree.

Motion passed unanimously.

14\ Budget Development

The following items were carried over from the Work Session not held prior to the board meeting:

- LCCEA budget proposal: The board agreed the administration needed time to read and analyze the report, and meet with LCCEA representatives prior to addressing this topic at the May board meeting.

- Parking Fee: Two options for a Parking Permit Program were distributed. The board directed the administration to begin exploring a parking permit program. A status report is expected in June.
- Foundation: Janet Anderson gave a brief report on the status of the Foundation Business Campaign. \$80,000 has currently been raised with the potential for more.
- Ackerman moved, seconded by Shelley, to adopt the following Budget Policy.
- Budget Policy: Carryover ñ Any unanticipated carryover beyond that which is budgeted will be held in reserve to address the uncertainties of: 1. State budget and potential revenue decreases; 2. Effects of unpredictable enrollment; 3. Unfunded PERS liability; and 4. One-time expenditures related to emergent physical plant and equipment needs.

Motion passed unanimously.

- Unappropriated ending fund balance calculations were distributed.
- Enterprise Zone: This will result in \$260,000 more transferred to the General Fund. Foodservices and Bookstore overhead to the General Fund will change to 8 percent of gross revenues for FY 2003. This will result in an estimated \$260,000 increase in administrative recovery revenues for the General Fund budget.
- Bad debt history: FY97 to FY01 bad debt history figures were distributed. Lane's current credit policy was distributed.

15\ Reports

Board Members

Mike Rose invited the board and staff to attend the Gubernatorial Forum on April 15 sponsored by the League of Women Voters. Six gubernatorial candidates plan to attend. On April 19, the City Club will hold a discussion on Ballot Measure 13.

Lucille Salmony received a letter from the Florence Advisory Committee chair and hopes to address their special needs soon.

George Alvergue complimented the Efficiencies Committee for their comprehensive report and encouraged union involvement in the budget process.

Dennis Shine acknowledged the work by the administration in responding to the many budget-related emails.

LCCEF

On behalf of LCCEF, Bob Baldwin expressed support to the college for moving forward in the budget development process. He acknowledged that, as a result of budget reductions, many time sheet staff would not have jobs beginning July 1, 2002. Baldwin expressed concerns with past board support regarding the college budget and questioned the amount of funds expended for the labor consultant.

LCCEA President

Margaret Bayless invited the board to a Copia Lecture Series on April 13 titled "Conscious of Class: Ideology and the American Dream."

Vice Presidents

Cheryl Roberts distributed Highlights from the Office of Instruction and Student Services.

Marie Matsen reminded the board that budget projections might result in a negative fund balance. She found an error in the current projections for next year's personal services. After the error was found, she notified Spilde. Members of the Business Technology staff were also notified, as they had been particularly concerned about the personal services area of the projections and had been working with Matsen on behalf of Lane. The error resulted in a change to the personal services projections. Matsen also ran this year's actual position list to calculate the current year's personal services expenditures, because there was a concern that those projections were high. By using an entirely different method, Matsen came within a few thousand dollars within the current projections and feels confident that these figures are not too high.

16\ Date, Place, and Proposed Agenda Items for Next Regular Meeting

The next regular meeting will be **Wednesday, May 8, 2002**, beginning at 7:30 p.m., in the Boardroom of the Administration Building, Lane Community College.

17\ Future Agenda Items

18\ Adjournment

The board meeting unanimously adjourned at 12:23 a.m.

Robert Ackerman, Chair

Mary Spilde, President/District Clerk

Prepared by:

Laura Tamura, Board Secretary