



General Library Item

Name Minutes 2002-09-11

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
September 11, 2002

Attendance

Chair Roger Hall called the meeting of the Lane Community College Board of Education to order at 7:40 p.m. Present were: Board Members 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 Tim Harold; Lane Community College Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Greg Dunkin. Board Member Bob Ackerman was absent.

Chair Hall requested the board and audience stand for a moment of silence in remembrance of the anniversary of the terrorist attack on the World Trade Center and Pentagon and to honor the many lives lost. Hall expressed hope for a leadership endowed with uncommon wisdom and courage so that enlightened decisions could be made, leading to a world of greater understanding and peace.

Oath of Office Administered to Board Member

Chair Hall administered the Oath of Office to Board Member Larry Romine, representing Zone 5. After completing an interview and selection process, Romine was appointed by the board to complete George Alvergúe's remaining term ending June 30, 2003. Alvergúe resigned for personal reasons effective August 1, 2002.

President's Report

§ Bob Ackerman, board member and state representative, was not able to be at the meeting due to legislative meetings in Salem. Dan Timberlake, new director of Counseling, was introduced.

§ A new state budget proposal includes increased personal income taxes to be referred to the voters in November; borrowing \$200 million this year and repaying the debt from Oregon's future payments from the National Tobacco settlement; and unspecified targeted cuts of \$50 million statewide. Discussion continues on a \$2.9 million cut to community colleges for self-improvement courses. At a September 10 press conference, the Governor implemented across-the-board cuts of \$482 million effective September 11. If ballot measures 19 and 20 on the September 17 election do not pass, an additional \$215 million shortfall will be added to the \$482 million. Also, in 2003-04, the state faces a \$1.4 billion shortfall, causing at least a three-year problem for funding public education statewide. Lane could lose anywhere from \$280,000 to \$2.8 million in current-year funding. Decisions need to be made soon for greater flexibility in making these cuts.

§ Out of 73 Rites of Passage Summer Academy students, 67 graduated successfully, and 14 plan to attend Lane this fall. Programs were available for African American, Latino/Latina, Native American, and Asian American students. Assessments and a staff survey will be conducted for the purpose of improving next year's Academy.

§ In preparation for fall term, the president and vice presidents met with new faculty. Faculty Connections, an orientation for new faculty, began today. Inservice is scheduled next Tuesday with some activities reduced or eliminated due to the college's revenue shortfall. Board members were invited to join staff at inservice activities.

§ For the first time in many years, an Annual Report to the community was developed. Joan Aschim, Dan Moret, and Tracy Simms assisted in this project. To reduce expenses, the report wrapped around the fall schedule. The board received promotional work highlighting college programs.

§ Anne McGrail and Tamara Pinkas prepared the formal application for Lane's continued membership in The League for Innovation in the Community College.

§ Mary Spilde was invited by the Assistant Secretary of Education for the U.S. Department of Education to participate in a work group to advise the department on community college issues relating to the reauthorization of the Higher Education Act and the Workforce Investment Act.

§ On September 11, people gathered at Main Campus for a blessing of the site where Lane plans to build a Longhouse for students to learn about Native American culture, as well as provide additional classroom space. On the same day, a Remembrance Ceremony was held at Bristow Square marking the anniversary of the terrorist attack in New York and Washington, D.C.

Bond Report

In response to a board member's question, Bob Mention said the schedule for the Sewer Lagoon Upgrade had been extended due to retesting of inflow readings. Remodeling of the fourth floor of the Center Building continues.

LASR Report

Steve Pruch described the Lane Administrative Systems Renewal Project (LASR) as a multi-year, multi-million dollar project that replaces the college's outdated information systems. The project is as significant as the Bond Project, but in a different way, and will soon provide a lot more self-service on-line assistance to staff and students. One benefit of LASR is the integration of free software that assists administrative assistants in doing office functions, as well as faculty who teach on-line courses.

Statements from the Audience

§ Kathleen Koontz advocated for more nursing instruction in Florence.

§ Diane Burch encouraged the board to remember the value of the Florence campus as it makes budget decisions.

§ Rob Spooner said Lane should meet more local needs at less cost.

Consent Agenda

Romine moved, seconded by Shelley, to approve the Consent Agenda, which included:

§ Minutes of the July 17, 26, September 3 and 6, 2002, board meetings.

§ Personnel

§ USDA Renewal

Motion passed 6-0.

First Reading: Tuition Policy

The board discussed the following recommendation and requested additional information and comparative data be provided at the October meeting.

RECOMMENDATION:

§ In order to maintain a constant tuition rate relative to inflation:

Each December, the board will adjust the per credit tuition rate to reflect changes in the Higher Education Price Index (HEPI) since the last tuition adjustment. The rate will be rounded up to the next whole dollar and become effective the following academic year (Summer Term).

§ For other adjustments:

Periodically, the board will review Lane's tuition rates to ensure: a) that tuition revenues are appropriate for the needs of the district and, b) that Lane's tuition is comparable with other Oregon community colleges.

Impact of 2002-03 State Budget

During the August 26, 2002, Work Session, the board requested that the administration develop options for rebalancing the 2002-03 budget in light of the projected state revenue shortfall. Spilde consulted with employee and student leaders and developed options for the board, listed below.

The following process was proposed:

August 28-30: Preliminary meetings with leadership of employee groups and students

September 3-11: Executive Team develops options for board discussion

September 11: Board review and direction to administration

September 12-30: Discussions with faculty, staff, and students refinement of options

October 4: Proposal mailed in board packet

October 9: Board decision

This time line may be adjusted depending on action taken by the legislature that may result in a referral to voters in November.

Fall:

1. Continue restrictions on spending initiated in 2001-02. (e.g. raise the bar on approval to post vacant positions, energy conservation)
2. Review implications of reductions in service as a result of budget decisions already made and impacts of further cuts (e.g. curtailing hours, length of processing time)
3. No classes added to published schedule so that we may save "extra section" funds. Exceptions are classes mandated for students (e.g. Reading 80) and tuition-based classes.

Winter and Spring:

1. Utilize unrestricted carryover. The auditors have not finalized the carryover at this time. The board adopted a policy last Spring authorizing use of carryover for four purposes, one of which was to respond to state revenue shortfalls.
2. Do not allocate additional "extra section" funds.
3. Reduce use of part time classified staff.
4. Reduce number of course sections.
5. Consider temporary tuition "surcharge" for winter and spring to avoid reductions in course offerings.

The board discussed the proposed options and recommended the following:

- Request alternatives using the similar structure above to allow balance and trade-offs.
- Add Florence Advisory Board input to Aug 28-30 timeline or fold them into future meetings.
- Provide dollar amounts or ranges next to each item.

- Share the schedule and options with staff and the community.
At a recent all staff meeting, Spilde asked staff for ideas. She plans to send faculty budget information, conduct a forum on campus, and continue budget-related press releases. Internal discussion will continue, options will be refined, and a proposal will be mailed to the board in October.
- Develop an Op Ed article for the Register-Guard.

Management Compensation Study Implementation

The board approved a new management pay structure in May 2001. All managers who fell within the target ranges were placed on the new structure. All newly hired managers have been placed on the system according to guidelines developed by HR Northwest and Personnel Services. Ten individuals fall below the minimum target range for their positions. In 2001-02, the management group held back a portion of its compensation settlement to fund placing these ten individuals on the new salary structure. It is essential to have all managers placed on the system to make it functional.

In response to a board member's question, Spilde assured the board that exact language from the original HR Northwest Report was followed in developing the criteria for payment on the management pay structure. The step increase process will be replaced by a performance-based system, with money set aside for excellent performance. Each year, the board would provide direction on the cost of living and amount of money for performance based increases. The new performance evaluation system will be completed by December and based on that and the parameters set by the board, the administration will award performance-based increases as appropriate.

Rose moved, seconded by Romine, to authorize that the administration appropriately place managers on the management pay structure according to the guidelines.

Motion passed 5-1. (No ñ Salmony)

Due to a miscommunication, a revote was conducted.

Revote: Motion passed 6-0.

Benchmarks

Craig Taylor reviewed the following Benchmark:

§ Percent of County Population Enrolled

Reports

Board Members

Mike Rose reported that, due to legislative sessions, the Oregon Community College Association's annual convention in late October was postponed to January.

Dennis Shine complimented Jane Scheidecker's presentation at the Lane Economic Committee meeting. Shine will represent Lane at the American Community College Trustees meeting.

Lucille Salmony advocated for holding future board meetings at the Florence campus. She encouraged Florence citizens to communicate their budget concerns or ideas to the board and president.

Kathleen Shelley attended the Longhouse blessing. She also was present at the September 11 Remembrance Ceremony and plans to attend the ACCT meeting with Shine.

Roger Hall reminded board members to complete and return the Self-assessment Survey by September 20. He acknowledged Larry Romine's willingness to replace George Alvergue as a board representative to the Senior Companion Program and congratulated him on his appointment to the board. Hall encouraged community college support for education funding at the state level.

ASLCC President

Greg Dunkin said Lane's international student enrollment is half where it was the year before and cited post September 11 and visa denials as likely reasons for the decrease. Dunkin's concerns include additional tuition increases and serious delays in processing financial aid applications.

LCCEA President

Jim Salt looks forward to a new student year. Some of the challenges ahead include fully implementing the faculty's six-year contract, reopening contractual discussions, working on the joint health insurance package, and lobbying across the state to address educational needs and elect pro-education legislators. Salt encouraged Florence faculty and staff to stay after the meeting to meet him. He looks forward to working with the board over the next two years.

LCCEF President

Bob Baldwin expressed concerns with the lack of progress on the joint health insurance package, sick leave bank, and lag payroll processes. He asked the administration to set time limits for bargaining so issues could be resolved in a more timely manner.

Vice Presidents

Cheryl Roberts responded to Greg Dunkin's concerns about financial aid delays by noting that fewer staff now serve many more students. For example, Counseling had 500 more students this year compared to last year. Roberts has engaged in wonderful conversations with new faculty who revealed their excitement at being a part of Lane. New relationships have been forged with the business community. This past year, Lane has served over 13,000 displaced workers in Lane County.

On behalf of KLCC, Marie Matsen thanked board members for attending the first annual volunteer recognition event. Frank Nearing received a special award for his many years as a KLCC volunteer. KLCC received six national awards for local public radio broadcasting. Managers and staff have been going the extra mile working on bond projects, getting ready for classes, and doing regular maintenance.

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

Wednesday, October 9, 2002, beginning at 7:30 p.m., in the Boardroom of the Administration Building, Lane Community College.

Moving Board of Education Meeting from January 8 to January 15, 2003

A decision will be made in October.

Adjournment

The board meeting unanimously adjourned at 10:10 p.m.

Roger Hall, Chair
Board of Education

Mary Spilde, President/District Clerk
Lane Community College

Prepared by:
Laura Tamura, Board Secretary