



General Library Item

Name Minutes 2003-07-09

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION July 9, 2003

1) Attendance

Chair Roger Hall called the meeting of the Lane Community College Board of Education to order at 6:44 p.m. Present were: Board Members Jay Bozievich, Paul Holman, Larry Romine, Kathleen Shelley, Mike Rose, and Dennis Shine. Also present were President Mary Spilde; Vice Presidents Marie Matsen and Cheryl Roberts; Assistant to the President Tracy Simms; College Counsel Meg Kieran; Lane Community College Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Rebecca Hill.

2) Oath of Office Administered to Board Members

Vice Chair Shine administered the Oath of Office to Jay Bozievich, Zone 2; Roger Hall, At-Large Position 6; Paul Holman, Zone 1; Larry Romine, Zone 5; and Mike Rose, At Large Position 7.

3) Election of Chair and Vice Chair

Nominations for the position of chair were opened. Shelley moved to nominate Mike Rose for chair. Shine moved to nominate Roger Hall for chair. Hall respectfully declined.

President Spilde ended her statement by wishing everyone a restful and renewing summer.

Motion to nominate Rose for chair passed unanimously.

Nominations for the position of vice chair were opened. Romine moved to nominate Holman as vice chair. Bozievich moved to nominate Shine as vice chair.

Motion to nominate Holman for vice chair passed unanimously.

4) President's Report

- Because of little movement on the state budget, the Speaker of the House may attempt to separate budgetmaking from the Senate and move budget bills through the House to see if there are enough votes. The two parties have a philosophical difference: The Democrats want to identify what is needed and then figure out how to fund it, while the Republicans want to take the amount of money available and decide how to spend it. The legislature did pass a continuing resolution to provide funding for the first month of the biennium, which would cover Lane's delayed April payment and August payment. The State Treasurer has stated that unless the legislature has a budget by the end of July, he will not be able to secure the loans needed to meet state expenditures. Because of the situation at the state level, continuing resolution money may be in jeopardy.
- Legislative bills that affect Lane do not appear to be moving. A bill the governor introduced regarding an education endowment fund did make amendments to use the interest from the community college support fund as opposed to the interest from our local tuition. However, it would take \$30 million from the general fund each year for 64 biennia to fund the corpus, so the bill may not be approved. The capital construction bill is also at an impasse.
- Main campus projects during the summer include parking lot improvements, concrete replacement, landscaping, and completion of the remodeling of the Center Building's fourth floor.
- Lane Webviewer, a calendar of college meetings and events, went live this week. Website follows:
- http://showlane.lanecc.edu:28000/wv3_servlet/urdrun/wv_event.DayList?evdt=20030729,evfilter=15691
- As part of the Strategic Plan's update, a planning group has been established. The group will spend some time developing a draft of strategic directions and goals for collegewide review.

Tamsen Wassell, Loyalty Path Associates, will facilitate a process and develop a proposal to move the governance system discussion forward. A draft will be presented in October for collegewide discussion.

- A final LASR report will be given at this meeting, and a final bond report will be given in September. Future LASR and bond project updates will be included in the President's Report. To better align the college, while meeting accreditation standards, two standing agenda items have been added -- Policy Review and Accreditation. The Monitoring Reports title was changed to Accountability/Reports.

- A team of faculty, classified, and managers attended the Association of American Colleges and Universities' Greater Expectations Institute in Denver. The team produced a plan for taking the next steps to be learning-centered and will create a statement on the work that has been done to date. Collegewide discussions will be held to form clear principles on what learning-centered means at Lane. Following that, plans will be developed to integrate learning-centered principles into how employees do their work.

Bond Report ñ Bob Mention

The mediation process to settle some Workforce Training Center pricing issues was completed. The Center Building's fourth floor remodel continues to move ahead on schedule. Plans are being developed to investigate why an excessive amount of water is flowing into the sewer lagoon.

LASR Report

Although the LASR project will continue until 2004, Linda DeWitt presented her final report to the board. Stephen Pruch recognized DeWitt's outstanding leadership, strength, and work on the success of the LASR Project which began in 2001. Pruch said DeWitt managed to do three difficult jobs simultaneously. Rose congratulated DeWitt and all staff involved with this project. DeWitt thanked everyone for the wonderful tribute, and said all those involved with the project deserve the same honor and respect.

Spilde leaves on vacation July 15 until Aug. 20. Matsen and Roberts will stagger acting president duties while she is on vacation.

5) Board Agenda Review/Changes

4-E, First Reading of Board Policies Global Governance Commitment and College Governance System, were moved to 4-B.

6) Consent Agenda

Romine moved, seconded by Bozievich, to approve the revised Consent Agenda, consisting of the following:

- Approval of the June 11, 2003, Minutes
- Revised Personnel. Addition: Timothy Craig, management, executive director, Business, Workforce Development and Extended Learning.
- Appointment of District School Clerk and Deputy Clerks
- Election Canvas

Motion passed unanimously.

7) Policy Review ñ Board Policy A.070, Executive Directions, Asset Protection,

In its review of the referenced policy and the drafted supporting administrative policy on Naming Buildings and Facilities, the board recommended language changes. A second reading will be held in September.

The president shall assure that assets are protected, adequately maintained, and not placed at risk.

Accordingly, the president shall:

1. Insure against theft and casualty losses and against liability losses to board members, staff, and the organization itself in an amount similar to the average for comparable organizations.
2. Prevent uninsured personnel from access to material amounts of funds.
3. Assure that plant and equipment are not subjected to improper wear and tear or insufficient maintenance.
4. Assure that the organization, its board, or staff, are not unnecessarily exposed to claims of liability.
5. Assure that every purchase (A) includes normally prudent protection against conflict of interest; and (B) of over \$75,000 includes a stringent method of assuring the balance of long-term quality and cost.
6. Protect intellectual property, information, and files from loss or significant damage.
7. Receive, process, or disburse funds under sufficient controls to meet the board-appointed auditor's standards.
8. Invest or hold operating capital in secure instruments, including insured checking accounts and bonds of at least AA rating, or in interest-bearing accounts except where necessary to facilitate ease in operational transactions.
9. Not endanger the organization's public image or credibility, particularly in ways that would hinder the accomplishment of its mission.
10. Not name a building, substantial parts of buildings, or significant landscape features of Lane Community College without prior approval of the board; and, when a building has substantial support from a donor, not without prior involvement of the Foundation.

8) Governmental Accounting Standards Board audit

Scott Mueller, Kenneth Kuhns & Co., explained changes in college audit reports to align with Government Accounting Standards board changes.

The board took a five-minute break at 7:55 p.m.

9) First Reading:

A first reading of Board Policy B.020, Global Governance Commitment was held; recommended changes are below in bold type. A second reading will be held in September.

The Board of Education, on behalf of the district, will work to ensure that Lane Community College achieves the appropriate results, at an appropriate cost, to advance the college vision, mission, core values, and strategic directions. The board shall avoid unacceptable actions and situations through the expression of its board policies and compliance with Oregon Revised Statutes.

The Board will govern by policy. It will establish appropriate ends policies and executive direction policies and ensure that accountability measures are clearly identified and reported on a frequency and method chosen by the Board.

A first reading of Board Policy B.070 College Governance System was held; recommended changes are below in bold type. It was debated whether to have a first reading of the policy, but the majority board consensus was to go forward with the first reading, with a second reading as soon as it is feasible.

Lane Community College shall be governed by a system that is learning-centered system and fulfills the vision, mission, and core values of the college.

The president shall be the steward of the governance system, be accountable and responsible for the decisions made in the governance system, and evaluated accordingly.

The ~~board recognizes~~ **college governance system shall recognize** that the best decisions are made through the inclusion of many and diverse voices. The system of governance shall ensure that the authority, responsibility, accountability, and relationship among and between the board, managers, faculty, staff, and students are clearly described and communicated. The system of governance shall be evaluated as to its:

1. Clarity
2. Wide and explicit communication
3. Effectiveness
4. Efficiency and timeliness
5. Processes that encourage employee and student participation in problem solving and decision making
6. Processes that assure that decisions are made at the appropriate level, by the appropriate group with the needed expertise
7. Recognition of the support needed for employees and students to participate and contribute usefully

10) Distance Learning

Cynde Leathers, coordinator, Distance Learning, gave a brief overview of the program. From its beginning in 1979, there have been 71,500 enrollments. Lane now has an interactive classroom as well as an array of online courses and telecourses.

11) Board Appointments to Community Organizations

Hall moved, seconded by Holman, to approve the following board appointments as presented.

Appoint Roger Hall to serve as the LCC representative to the Foundation for 2003-04.

Appoint Dennis Shine to serve as the LCC representative to the Lane Council of Governments for 2003-04.

Appoint Jay Bozievich to serve as the LCC representative to the Lane Economic Committee, Lane Council of Governments.

Appoint Mike Rose to serve as the LCC representative to the Oregon Community College Association for 2003-04.

Appoint Kathleen Shelley to serve as the LCC representative to Centro Latino for 2003-04.

Motion passed unanimously.

12) Aviation Maintenance Technician Program

Romine moved, seconded by Shine, to approve the following recommendations for the Aviation Maintenance Technician Program:

- Hold the fourth full-time faculty position vacant because fewer sections will be offered during the year.
- Unlike the other Advanced Technology programs included in differential pricing, there is an additional factor (International students) that affects student enrollment. Therefore, the proposal excludes AMT from differential pricing.
- Offer the introductory courses only once a year creating a cohort of students.

Motion passed unanimously.

13) Accountability/Reports

Craig Taylor reviewed the Benchmarks and responded to questions from the board.

14) Reports

ASLCC President ñ Rebecca Hill

ASLCC activities include: Participation at a Student Executive Management Training Conference, discussion of senator roles and the importance of their active participation on student groups, research on shared governance at other community colleges, and plans for a summer concert. Students plan to attend an Oregon Student Association board retreat in August.

LCCEF President ñ Bob Baldwin

The tone and tenor of classified bargaining has been very positive and cooperative. Classified is looking forward to a Strategic Plan that allows planning in a strategic fashion, while making progress on governance. LCCEF is in favor of the recommendations developed by the Racial Harassment Response Team. As a result of budget reductions, stress is having an adverse impact on classified staff.

LCCEA President ñ Jim Salt

No statement was given.

Vice Presidents

Cheryl Roberts

Student Summer on the Green Concerts are being planned. TV station KMTR was on campus in early June to talk to English language students during ESL Awareness Week.

Marie Matsen

In acknowledgement of Baldwin's comments regarding workload stress, the LCCEF is helping to assist people having difficulty dealing with workloads, and this is being discussed by the Executive Team. Regarding the different

characterizations of the two governance policy readings and the board's approval to hold first readings tonight, Matsen said the choice to hold the president responsible for developing policy governance was a big step toward maintaining trust in the president and the administration.

Board Members

Jay Bozievich attended a Lane Council of Governments meeting for Shine who was attending an ACCT meeting. At the LCOG meeting, concerns were expressed regarding the adoption of low budgets for school districts.

Roger Hall wished President Spilde a relaxing vacation. He urged board members to turn in their evaluations.

Dennis Shine attended an American Association of Community College Trustees' meeting. Discussions were held on bringing boards up to speed on information technology. He noted that Bozievich will be taking his place as the board representative to the Lane Economic Committee.

Kathleen Shelley said the Rites of Passage Opening Ceremonies was a wonderful, well-attended celebration providing lots of good food. The closing ceremonies will be held in three weeks.

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

No August board meeting will be held. The next regular meeting will be **Wednesday, September 10, 2003,**

Boardroom, Work Session beginning at 4:30 p.m., Regular Meeting beginning at 6:30 p.m. in the Boardroom of the Administration Building, Lane Community College.

17) Adjournment

The board meeting unanimously adjourned at 9:55 p.m.

Mike Rose, Chair

Mary Spilde, President/District Clerk
Lane Community College