



General Library Item

Name Minutes 2004-06-09

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - June 9, 2004

1) Attendance

Chair Mike Rose called the meeting of the Lane Community College Board of Education to order at 6:30 p.m. Present were: Board Members Jay Bozievich, Roger Hall, Paul Holman, Larry Romine, Kathleen Shelley, and Dennis Shine. Also present were President Mary Spilde; Vice President Marie Matsen; Executive Director Tim Craig; Executive 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 Tony McCown.

2) President's Report

In response to board direction to acknowledge the importance of the college's major outreach centers by holding a board meeting at each center, I recommend that the board hold its October meeting on a rotating basis at the Cottage Grove and Florence Centers, beginning with Florence on October 13, 2004.

It is hard to believe that another year is winding to an end. Fortunately, we have not been under quite so much pressure this year because of the budget. Faculty and staff have been able to focus more on teaching and learning and all it takes to support student success. That is much more fun than cutting the budget. I would like to take this opportunity to thank all the faculty and staff for their continued dedication, hard work and commitment to Lane and our students.

With this last report of the academic year I want to spend some time reporting some very positive things to you.

1. We received some very good news last week. Standard and Poor's reaffirmed our A+ rating with a stable outlook. At a time when some community colleges have been downgraded and indeed the state has lost ground, Lane was able to maintain our rating. The report cited our cost containment measures and our tuition policy as two important factors in obtaining this rating. I want to thank Marie Matsen for her vigilant work in raising budget issues, especially when none of us wants to hear it! I also want to congratulate the board for making some very hard decisions. This contributed to the rating.

2. The State Board of Education has adopted a resolution supporting continued federal funding of the single parent/displaced homemaker programs. The resolution stressed the state board's strong support for the programs and advocated strategies for their continuance and expansion. The resolution has been presented to the governor. In 1999, the federal government decided to eliminate dedicated funding for these programs and yet 14 of the Oregon's community colleges have maintained their commitment. I am happy to say that Transitions to Success, part of Lane's Women's Program, is one of these programs. It makes a huge difference in bringing students to the college and preparing them for success. The state board stated that the programs are a model for providing exemplary services that are also efficient, coordinated and cost effective.

3. The second draft of the self-study for accreditation has just been released and we are on track for final document to be mailed to the Northwest Commission on Colleges and Universities July 27.

4. You may have noticed our new sculpture in Moskus Courtyard. Master woodcarvers Yoshiki Kawada and Mineo Shimada worked for two weeks with the students of Lee Imonen's site specific sculpture class to create the large, two-sided mahogany relief panel, "Long Life." The sculptors are from Inami, Japan, a small town in Toyama Prefecture, an Oregon sister state with a long and rich history of carved wooden sculptures. Sculpture instructor Lee Imonen attended the Inami International Wooden Sculpture Camp 2003 and became so inspired that he coordinated the cultural exchange that resulted in the two artists collaborating with his class. The class began working with the sculptors on a weekend retreat at Siltcoos Station in Florence, where they got to know their international guests, and watched them work while receiving one-on-one instruction. Since the return of the master woodcarvers to Japan, the students have worked diligently to complete the project this term. A dedication ceremony for the sculpture will be held Thursday, June 10, at 4:30 p.m.

Also celebrated will be the acquisition of the previously loaned "Conception of Creation" bronze sculpture sited near the new wood sculpture. The master woodcarvers Yoshiki Kawada and Mineo Shimada, instructor Lee Imonen and students, members of the Moshofsky family of Eugene who donated cedar for the project, representatives of Emerson

Hardwoods who offered mahogany at a deep discount, representatives of Zippo Logs, contributors of milling labor for the woodcarving project, and Don Tykeson, who assisted in the purchase of the bronze sculpture, will be in attendance.

5. An independent study just completed by Campbell-Delong Resources states that the small businesses assisted by the Oregon Small Business Development Centers created 3,300 new jobs and \$53 million in new wages in the year ending July 2003. OSBDCN is headquartered at Lane.

6. Three of our students were recognized in the League Art and Literary Competitions. Tamara Pinkas our League representative is here to introduce them.

- Tamara Pinkas, Lane's League for Innovation representative, announced the three winners of the League's Student Literary Competition: Deborah Schneider (sponsored by Merry Caston); Kyla Wetherell (sponsored by Drew Viles); and Lara Coley (sponsored by Lance Sparks). The student authors will be published in the League's literary magazine.

7. I wanted to mention Alex San Pedro who received the Jack Kent Cooke Foundation scholarship. You may have seen the article in The Register-Guard. This scholarship for \$30,000 each year will enable Alex to attend the prestigious Pratt Institute in New York. We are very proud of Alex and grateful to the foundation for earmarking funds for community college students.

8. You may remember Susan Whitmore who was president of the Associated Students of Lane Community College two years ago. She just graduated from Lewis and Clark College summa cum laude and with departmental honors with a degree in economics. After working for a while she plans to attend graduate school and teach in a small private liberal arts college or a community college. Also, Lawrence Gillespie who was very active in student government and particularly the Black Student Union, stopped by recently. He is two terms away from completing his Masters degree in counseling. It is wonderful to see these student successes and to hear how Lane prepared them well for their four year experience.

I could go on and on about the great work that is going on but I have two more items I would like to mention. First, I want to thank Rebecca Hill for her outstanding leadership this year. She has been an active and involved ASLCC president always advocating for students and working collaboratively with us. Finally, I want to give music faculty Jim Greenwood and Ron Bertucci an opportunity to tell you about our summer musical, "Fiddler on the Roof."

- Jim Greenwood and Ron Bertucci, Music instructors, introduced the summer musical "Fiddler on the Roof" opening July 16. The first show will be dedicated to George Alvergue, former board member and instructor who passed away January 12, 2004, for his passion and love of the theater.

3) Budget Hearing

Chair Rose recessed the regular board meeting at 6:50 p.m., and called the Budget Hearing to order.

President Spilde added Student Activity Fees as agenda Item E.

There were no statements from the audience.

Resolution 492, 2004-05, Budget Adoption and Appropriation

Romine moved, seconded by Bozievich, to adopt Resolution 492, 2004-05 budget adoption and appropriation.

Motion passed unanimously.

Resolution 493, Imposing and Categorizing Taxes for 2004-05

Bozievich moved, seconded by Holman, to adopt Resolution 493, Imposing and Categorizing Taxes for 2004-05.

Motion passed unanimously.

Shine moved, seconded by Shelley, to approve the following student activity fees effective July 1, 2004:

Student Activity fee for ASLCC Child Care Co-op - \$1.00
 Student Activity fee for Child Development Center - \$1.00
 Student Activity fee for Student Clubs and Organizations - \$1.00
 Student Activity fee for International Student Program - \$1.00
 Student Activity fee for Women's Program - \$1.00
 Student Activity fee for ASLCC Legal Services - \$1.44

The total fee increase will be \$6.44.

Motion passed unanimously.

The Budget Hearing adjourned at 7:55 p.m., and the regular meeting reconvened.

Chair Rose added the Proposal to Reinstate Intercollegiate Athletics as an agenda item following 2-B, Personnel.

President Spilde distributed revisions to policies D.090, Student Activity Fee, and D.100, Affirmative Action. [Filed with the original minutes]

4) Statements from Audience

The following citizens advocated for the reinstatement of the Lane baseball program: Bob Butler, Keith Baltzer, Dale Hartley, and Dean Hansen. Sam Kirby spoke about his experiences as a student and catcher for the baseball team. Richard Archambeau, Native American Student Association (NASA) advisor, and Morgan Caughey, NASA president, thanked the board for extending the Longhouse fundraising deadline. Art Lancaster stated that a Longhouse website had been developed and that \$1,321.58 had been raised in a fundraising project. Project members included Brandi Rife, Kimberly Cronin, Hope Morris, Martha Nendel, and Vonnice Adams-Black.

5) Proposal to Reinstate Intercollegiate Athletics

President Spilde distributed the administration's response to the proposal to reinstate intercollegiate athletics with options for the board to consider. [Attachment 1] Chair Rose expressed appreciation to the group of citizens willing to raise money to reinstate intercollegiate athletics at Lane. Several board members stated that it was important to

establish stable funding and that the community's fundraising effort should not compete with the Foundation's work. Mr. Hansen assured the board that if the fundraising goal was not reached by December 2004, a donor was willing to fill the gap. Chair Rose proposed a future board discussion on whether external fundraising should drive the availability of offerings at the college. In addition, a partial transcript of the discussion on the proposal to reinstate intercollegiate athletics is included with the minutes. [Attachment 2]

Following discussion, Hall moved, seconded by Bozievich, to approve Option 2 which states:

Approve reinstatement of two intercollegiate sports for one year contingent on fundraising by the community of approximately \$135,000. Continuation dependent on fundraising for the 2005-07 period to be completed by December 2004. Thereafter, one additional year's funding to be certified each December. Further, that fundraising efforts must not compete with collegewide Foundation efforts and that there be limited impact on Foundation and Athletics staff. Until further research is conducted, it is not determined which women's sport program would be added under Option 2.

Motion passed 6-1 (Dennis Shine - NO) .

6) Consent Agenda

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

- Approval of the May 12, 2004, Minutes.

Motion passed unanimously.

The board took a 5 minute break at 8:49 p.m.

7) Second Reading of Board Policies

Romine moved, seconded by Shelley, to approve the second reading of board policy C.050, Purchasing Procedure; D.050, Use of Intoxicants and Controlled Substances; D.060, Equality of Opportunity; D.070, Equality of Opportunity in Admissions; E.090, Interfund Loans; E.100, and Debt Issuance and Management. The policies follow:

Motion passed unanimously.

POLICY NUMBER: C.050

POLICY TYPE: BOARD-PRESIDENT LINKAGE

POLICY TITLE: PURCHASING PROCEDURE

All procurement on behalf of the college shall be executed in accordance with the requirements of Oregon Revised Statute 279 (ORS 279), the Oregon Community Colleges Exemptions and Associated Personal Services Procedures (OCC Exemptions), and Oregon Administrative Rules 125 (OAR 125), ~~and~~ 137 (OAR 137) **and Lane Community College administrative procedures**. Where federal procurement regulations apply and are more restrictive than the state regulations, the federal regulations shall prevail. The OCC Exemptions shall prevail over the provisions in OAR 125 and where topics are not addressed in the OCC Exemptions, the rules of OAR 125 shall remain in force.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

POLICY NUMBER: D.050

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: USE OF INTOXICANTS AND CONTROLLED SUBSTANCES

No person may bring onto college property or into any college-owned facility or to any college-sponsored class or activity any intoxicating beverage, dangerous drug, narcotic, marijuana, glue, or thinner controlled substances, volatile inhalants, for the purpose of ingesting the same mind or mood alteration, except in the situations specified in this policy. No person may appear on college property or in any college-owned facility or in any college-sponsored class or activity under the influence of any of the above-mentioned substances.

Exceptions to this policy are as follows:

- Alcoholic Beverages may be used/served:
 - for cooking and/or instructional purposes in food preparation labs or classes related to the science and/or service of alcoholic beverages or
 - at college-sponsored activities using procedures specified in LCC administrative rules (ex.: <http://2011sitearchive.lanecc.edu/cops/foodalc.htm>) or
 - at college activities catered by legally licensed and insured businesses or agencies, using procedures specified in **State/OLCC** administrative rules.

Under no circumstances shall alcohol be served at college-sponsored activities to underage minors as defined by state law.
- ~~Dangerous drugs and narcotics~~ **With appropriate documentation, medical marijuana, prescription opiates, or other psychoactive medications**, may be used as legally prescribed by a licensed medical practitioner.
- Glue and thinners may be used in class-related lab environments and in facilities construction and maintenance.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

POLICY NUMBER: D.060

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: EQUALITY OF OPPORTUNITY

The board directs strict adherence to the principles embodied in Oregon and Federal "Equal Employment" legislation.

Lane Community College shall provide employment opportunity to all qualified persons and prohibit discrimination on the basis of age, sex, race, color, religion, physical or mental disability, national origin, marital status, sexual orientation, pregnancy, veteran's status, familial relationship, expunged juvenile record, association with anyone of a particular race, color, sex, national origin, marital status, age or religion, opposition to safety and health hazards or application for Worker's Compensation benefits.

ADOPTED: November 9, 1998

REVIEWED: June 9, 2004

POLICY NUMBER: D.070

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: EQUALITY OF OPPORTUNITY IN ADMISSIONS

~~Under no circumstances shall an applicant be denied admission to the college because of age, sex, race, color, religion, physical or mental disability, national origin, marital status, sexual orientation, pregnancy, veteran's status, familial relationship, expunged juvenile record, association with anyone of a particular race, color, sex, national origin, marital status, age or religion, except as based upon a bona fide educational, state or federal qualification, nor shall preference for admission be based on economic status.~~

Anyone who is at least 18 years of age for credit classes and at least sixteen years of age for continuing education classes may enroll at Lane Community College. Under no circumstances shall an applicant who is otherwise qualified be denied admission or given a preference for admission to the college based on an individual's race, color, national origin, sex, age, marital status, familial relationship, sexual orientation, pregnancy, disability, religion, expunged juvenile record, or veterans' status.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

POLICY NUMBER: E.090

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: INTERFUND LOANS

Loans from one fund to another shall conform to the requirements of ORS 294.460 and be authorized by the Board of Education. Interfund loans may not be from: a Debt Service fund, a Financial Aid fund, employee/retiree benefit funds, or funds legally restricted to specific uses. Repayment of the loan must be budgeted according to an approved schedule and at a stated rate of interest.

The full repayment of interfund loans shall occur no later than:

- five years from the date of the loan, if the funds are to be used to acquire or improve real or personal property, or
- June 30 of the fiscal year following the year in which the loan was authorized, if the funds are to be used for operating purposes.

ADOPTED: June 9, 2004

POLICY NUMBER: E.100

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: DEBT ISSUANCE AND MANAGEMENT

The president shall ensure that sufficient funds are available to meet current and future debt service requirements on all indebtedness, while adequately providing for recurring operating requirements. The issuance of debt limits the college's flexibility to respond to future learning priorities; consequently, the college shall issue and manage debt in a manner which maintains a sound fiscal position, protects its creditworthiness and complies with ORS 341.675 and ORS 341.715.

To meet the objectives of this policy the president shall ensure that the college incurs and services all debts in a manner that will:

- Maintain a balanced relationship between debt service requirements and current operating needs.
- Maintain and enhance the college's ability to obtain access to credit markets, at favorable interest rates, in amounts needed for capital improvements and to provide essential learning services.
- Prudently incur and manage debt to minimize costs to the taxpayers and ensure that current decisions do not adversely affect future generations.
- Preserve the college's flexibility in capital financing by maintaining an adequate margin of statutory debt capacity.

The board shall approve borrowing as described in Board Policy C.040. Long-term debt (due more than a year in the future) shall not be issued to fund normal operating needs.

ADOPTED: June 9, 2004

8) First Readings of Board Policies

Legal Counsel is revising Policy D.080, Conflict of Interest, and it was deferred to the July 27 meeting.

First readings of the following board policies were held:

POLICY NUMBER: B.110

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: GOVERNING STYLE

The board will govern with an emphasis on meeting community needs, respecting diverse viewpoints, leading strategically, clearly distinguishing board and president roles, making collective decisions, being future-oriented, and being proactive.

More specifically, the board will:

- Operate in all ways mindful of its obligation to the people of its district.
- Enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, policy-making principles, respect of roles, speaking with one voice, and adherence to ethical practices.
- Keep adequately informed about relevant global and local educational and other issues, actively gathering information to fulfill this role.
- Direct, control, and inspire the organization through the careful establishment of the broadest organizational values and perspectives through written policies.
- Focus chiefly on intended long-term impacts on the world outside the organization (Ends), not on the administrative or programmatic means of attaining those effects.
- Be an initiator of policy. The board will be responsible for board performance.
- Use the expertise of individual members to enhance the ability of the board.
- Monitor and regularly discuss the board's own process and performance.
 - Self-monitoring will include ~~at least a bi~~ **an** annual comparison of board activity and discipline to its Governance Process and Board-Staff Relationship policies.
 - Continual redevelopment will include orientation of new members in the board's adopted governance process and periodic board discussion of process improvement.

ADOPTED: November 9, 1998

POLICY NUMBER: D.090

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: STUDENT ACTIVITIES FEES **(FOR STUDENT-INITIATED PROGRAMS)**

Students may be assessed a mandatory fee for the purpose of supporting a board approved student-initiated program. The board ~~will~~ **may** approve those student-initiated programs that it determines provide educational value to the students **consistent with the college mission and goals**. After board approval, the fee initiative will be placed on the ballot for the student elections. The student election results, as they relate to the fee initiative, are advisory only. After the student elections, the fee initiative will come before the board for final approval or disapproval.

ADOPTED: November 9, 1998

REVISED: July 12, 2000

REVISED: December 2002 (former Policy Title: Tuition and Fees)

POLICY NUMBER: D.100

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: AFFIRMATIVE ACTION

The board directs strict adherence to the principles embodied in Oregon and Federal "Affirmative Action" legislation. Lane Community College shall take affirmative action in the recruitment and employment of members of protected groups. Protected groups are those groups of persons who have historically been ~~most disadvantaged by~~ **subject to** discriminatory practices. ~~Protected groups are African Americans, Asian Americans, Hispanic Americans, Native Americans, women, disabled veterans, veterans of the Vietnam era and disabled persons~~ **classes include age, sex, race, religion, disability, national origin, veterans, sexual orientation, and expunged juvenile record**. Lane Community College has an adopted affirmative action plan and is committed to maintaining and following its affirmative action plan in the recruitment and employment of members of protected groups.

ADOPTED: December 13, 2000

POLICY NUMBER: D.110

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: TUITION

In order to maintain a constant tuition rate relative to inflation: E each December, the board will adjust the per credit tuition rate to reflect changes in an appropriate index for two-year public colleges since the last tuition adjustment. The rate will be rounded to the nearest half-dollar and become effective the following academic year (Summer Term).

~~For other adjustments:~~

Periodically and as needed, 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.

This policy shall be in effect until the end of the 2004-05 academic year, at which time the board may review the policy with students and staff, and determine whether a) to continue the policy or b) to revise the policy.

ADOPTED: November 13, 2002

9) Diversity Plan

In response to a board request, Spilde distributed information about current college programs, activities, and services that support college diversity activities. [Attachment 5] The board had also requested a report of prioritized Diversity Plan action items. Jim Garcia, diversity coordinator, reviewed this report. The board suggested that the report differentiate between funded and non-funded action items. Spilde said presenting the priorities is the first step. The second step would be to develop an implementation action plan that would transition to the new governance system and through the budget process. Spilde recommended that the board provide guidance at the September meeting.

10) President's Evaluation and Contract Process

That board requested that Spilde provide a self evaluation as part of the president's evaluation packet. After the materials are distributed and returned, Chair Rose and Vice Chair Holman will review the responses and develop a summary for discussion with the president during the July Executive Session. The board recommended that the instrument be reviewed and refined for 2005.

11) Board Assessment

The board assessment will be coordinated by the Institutional Research, Assessment and Planning Department and results provided. The board will discuss their assessment and goals in September.

12) Association of Community College Trustees - Membership

The board discussed the merits of membership with the Association of Community College Trustees. Board members, except for Romine, determined that it was worthwhile to continue membership. Shine spoke about the benefits of sharing meeting information by providing written reports.

13) Benchmarks

Craig Taylor responded to board questions and comments on the following Benchmarks:

- Students by Age Group – Fall Terms
- Race/Ethnicity of Students – Credit Students
- Credit Students: Gender and Enrollment Status – Fall Terms
- Reasons for Attending Lane (New Credit Students)

14) Accreditation - Highlights

Nadine Williams reviewed highlights from Standard Five of the Self Study, Library and Information Resources. Stephen Pruch presented an overview of Standard Five (T), Technology and Information Resources.

15) Reports

ASLCC President Tony McCowen

- New ASLCC officers include vice president Shauku White, campus events and multicultural coordinator Elizabeth Rosso, treasurer Ryan Koch, and senators Joseph Bosch, Tom Casey, Moriah Demers, Sandin Riddle, Marcia Sexton, Chika Takahashi, Justin Tittlefritz, and Krystine Watkins.
- The efforts to create housing standards by ASLCC and other groups have produced results. The Eugene City Council directed staff to draft language for the creation of a rental housing ordinance program with minimum habitability standards.
- ASLCC and others continue planning for this fall's voter registration drive.

LCCEF President Bob Baldwin

- Although not opposed to reinstating Intercollegiate Athletics, Baldwin advised that the best interests and priorities of the community and college be kept in mind in conjunction with recent layoffs of seven staff in grant funded programs.
- On the classified wage scale, a level 8 staff member would still be eligible for food stamps. More than half of classified staff of color are below level 8.
- There are concerns that there is not a strong system of internal promotion from one position to the next, and that the only recourse is to resign and apply for positions outside Lane.

LCCEA President Jim Salt

- A report will be given in July on the result of a joint college/faculty meeting to discuss full-time/part-time faculty.
- The Workload Advisory Committee is working hard to process work adjustments for faculty who have requested reviews this past year.
- Although nine is the average, 21 faculty have applied for sabbaticals next year; funding may be a problem.
- LCCEA passed a motion to finance support for the Eugene/Springfield Solidarity Effort to promote workers' rights in the community.

Executive Director Tim Craig

- The Business Development Center announced that Springfield Creamery was awarded "Business of Year" and that Springcreek Gardens was named "Farm Business of the Year."
- KEZI television recently featured Lane's welding program.
- Congratulations to the Titan baseball team in winning the NWAACC Baseball Championship.

Vice President Marie Matsen

Matsen explained why Lane achieved an A+ bond rating from Standard & Poor's on its general obligation bonds. Matsen expressed appreciation to the staff, LCCEA, LCCEF, Budget Advisory Group, president, and board in carrying through on difficult, courageous budget decisions that had everything to do with Lane achieving an A+ rating.

Board Members

Jay Bozievich said Intercollegiate Athletics not only inspires students to get involved in athletics, but encourages other students to participate in intramural activities.

Roger Hall declared that the big news and major accomplishment tonight was Lane's A+ bond rating by Standard & Poor's. Hall congratulated the board, faculty, staff, and administration for taking the bull by the horns and making Lane financially stable for a few more years.

Kathleen Shelley reported the success of Central Latino Americo fundraiser and thanked Lane staff for their support and participation in that event. Shelley attended the graduation for Graphic Design students and congratulated them for a quality program. Student Renee Manford received an award from the League for Innovation at that event.

Dennis Shine also attended the Central Latino Americano fundraiser and complimented the food provided by the Culinary students. Shine attended a Standard 6, Governance and Administration, discussion at the college and a Lane Council of Governments meeting in Oakridge. Shine spoke about the benefits of sharing meeting information by providing written reports.

Mike Rose reminded the board that the next meeting is delayed from the regularly scheduled second Wednesday of the month on July 14 to Tuesday, July 27.

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

Note: Tuesday, July 27, 2004, Boardroom, Building 3, Lane Community College.

17) The board meeting unanimously adjourned at 10:20 p.m.

Mike Rose, Chair

Mary Spilde, President/District Clerk