



General Library Item

Name Minutes 2004-11-16

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - November 16, 2004

1) Attendance

Chair Paul Holman 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, Mike Rose, Kathleen Shelley, and Dennis Shine. Also present were President Mary Spilde; Vice President Sonya Christian; Vice President Marie Matsen; Executive Assistant to the President Tracy Simms; College Counsel Joe Leahy; Lane Community College Education Association member Stan Taylor; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Tony McCown. Associate Vice President Donna Koechig was absent. Lane Community College Education Association President Jim Salt was absent for part of the meeting.

2) President's Report

Later this evening we will be reviewing the assumptions upon which the budget projections will be based. I have asked Marie to develop a number of scenarios in the projections and we will review them at the December meeting. I want to be clear that this is administrative work. In the future, we will have more involvement from our governance councils but there simply was not the time to accomplish that this year.

You will have read that the news from Salem is not good. We can expect a budget reduction of 7-10 percent in state funds. Whether community colleges will be included in a strategic "add-back" list remains to be seen. In addition, the new funding formula may disadvantage Lane. I tell you this simply to prepare you for another round of difficult budget decisions.

There are some things we can do: The Office of Instruction and Students Services is developing an enrollment plan to impact our enrollment during the remaining two terms. As I have said before, most of our enrollment loss in the credit area is due to reductions we have made, although tuition increases are probably a factor. Our non-credit enrollment was significantly impacted by the state withdrawing funding from personal enrichment courses. Regardless, the pendulum has swung too far and we must recover some of that enrollment. This does not mean we can go back to having 12,648 FTE. We simply cannot support that level of enrollment with the funding we have. However, we need to aim for an enrollment of about 11,700 to maintain our position regarding the state distribution formula. Also, as you see from our audit report we do have more carryover than we projected. This is a good thing. However, it does not solve our ongoing recurring budget challenges.

We have had some discussion with the City of Eugene about utilizing some loan funds to refurbish the façade of the downtown center. The Eugene Downtown Urban Renewal Agency is attempting to improve the attractiveness of the downtown core, and improvements in our building would really help with that. I am recommending that we place this on the December agenda for discussion by the board.

The Oregon Diversity Institute went very well on November 5 and 6. It really was a class event. We had over 150 attendees and we received many positive compliments about the event. I would like to thank Dennis Carr, Jim Garcia, Jose Ortal and all the staff who made a significant contribution to hosting the event.

I attended the League meeting in Cedar Rapids earlier this month. We spent some time discussing the future of the League given Mark Milliron, the CEO's resignation. The board intends to do more planning before opening the position. Several colleges were reaffirmed as board members – Seattle, Sinclair, Dallas Foothill-de Anza. Also, Ann Arundel in Maryland was affirmed to fill the 20th board seat.

I also attended an AACCC meeting in Washington, D.C. last week. I serve on the Diversity, Inclusion, and Equity Commission.

Tomorrow I will be joining Andrea Henderson to meet with the board of Associated Oregon Industries to talk about how community colleges can be part of the economic recovery.

I wanted to make you aware of a couple of programs: Our expanded phlebotomy program is underway. Also, our Forensics team is doing well under the leadership of Andrew Kemp. They have already received team and individual awards in two competitions. They also were awarded a grant to organize the 2004 People Speak Forum which brought Mayor-Elect Kitty Piercy to the college.

Lane's Health Clinic received the 2005 Golden Gull Award for Clinical Practice from the Pacific Coast College Health Association at its annual meeting last month. The award was presented in recognition of the Strategic Breathing Initiative implemented by the clinic last year and led by Nadine Wilkes. The initiative improved provider training in treating asthma and related breathing programs, improved equipment for handling breathing emergencies, and fostered collaboration of Lane respiratory Therapy students and local allergists to provide free screening for staff and students. The PCCHA represents major public and private universities in British Columbia , Washington , Oregon , California , Idaho , Wyoming , Nevada , and Arizona .

We received the National Commission on Colleges and Universities draft evaluators' report and reviewed it for factual errors. Today we received the final report so we will be sharing it with the college community.

The Harvest Dinner was a wonderful event. We raised \$151,000 gross, in contrast with \$103,000 last year. The scholarship donations alone went from \$7,700 last year to \$23,500 this year. It truly was a great event. The food was exceptional, and I heard many positive comments from community members as they left. Mark your calendars for next year. It will be the first weekend in November 2005.

Hundreds of faculty, classified staff, managers, and students are to be thanked for their involvement in the Accreditation Self Study over the past two years in preparation for this fall's Accreditation visit. Nothing but "kudos" was received from the Evaluation team, and they were impressed with the college and all the work that went into preparing for the evaluation. Recognized at the meeting were: Marcia Sexton, Stan Barker, Nanci LaVelle, Stephen Pruch, Nadine Williams, Mary Jo Workman, Karen Edmonds, Dave Keebler, Mary Brau, Craig Taylor, Anne McGrail, and Russell Shitabata. Also commended were Kate Barry and Dan Timberlake for their work on Standard 3. Sonya Christian was especially recognized for her role in organizing Lane's accreditation process. Spilde, Christian, and Shitabata will attend a meeting in January to receive official notice on Lane's accreditation status from the Northwest Commission on Colleges and Universities.

3) Review of Agenda

The board agreed to move agenda item 4-D, Resolution 495, Ban Firearms on Campuses, to 3-A-2, under Policy Review.

4) Consent Agenda

Rose moved, seconded by Bozievich, to approve the consent agenda consisting of:

- Approval of the October 13, 2004, Minutes

Motion passed 6-0.

5) Policy Review

Second Reading of Board Policies

Hall moved, seconded by Rose, to approve the second reading of board policy D.030, Possession of Firearms.

Motion passed 6-0.

POLICY NUMBER: D.030

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: POSSESSION OF FIREARMS

No person, **including students, employees, college patrons and vendors** may **bring, possess, conceal brandish, use or** be in possession of a firearm, destructive device, or other dangerous weapon as defined by law, or give the appearance of being in said possession on college-owned or controlled property **or at activities under the jurisdiction or sponsorship of the college, except as provided by Oregon or federal law.** ~~or otherwise set forth in this policy. Permitted exceptions include use in conjunction with approved instructional demonstrations or by peace officers, persons summoned by peace officers, or members of the armed forces under orders for campus safety. Any other exceptions must be approved by the president. Those individuals with a concealed weapon handgun license permit are requested to provide a copy of the permit license to the Public Safety Office and are expected to voluntarily comply with this policy by not bringing a weapon onto college property or to college sponsored activities. Must keep the handgun unloaded and locked in a motor vehicle.~~

ADOPTED: November 9, 1998

REVISED: November 16, 2004

6) Resolution 495, Ban Firearms on Campuses

Rose moved, seconded by Hall, to adopt revised Resolution 495, Ban Firearms on Campuses. The resolution is filed with the original minutes.

Motion passed 5-2. (Jay Bozievich and Paul Holman – No) .

7) Budget Committee Appointments for at Large Positions 6 and 7

Romine moved, seconded by Rose, to approve the appointment of John Hamilton, At Large Position 6; and Stephen Alison, At Large Position 7; to the Lane Community College Budget Committee to complete three year terms effective immediately and ending June 30, 2007.

Motion passed 6-0.

8) Budget Assumptions

Matsen reviewed assumptions that will guide development of budget projections for 05-06. Four scenarios regarding state revenue will be developed. Rose cautioned the board that because enrollments have dropped at all community colleges, increased state funds may not be available.

Rose moved, seconded by Bozievich, to approve the budget assumptions for Fiscal Year 2005-06, noting that the assumptions will continue to be modified as new information is received.

Motion passed 6-0.

LCCEA President Jim Salt arrived at 8:40 p.m.**9) Success and Goal Attainment Report (SAGA)**

Kate Barry introduced Dan Timberlake and Mary Parthemer who were responsible for the Success and Goal Attainment Report. Timberlake described the six areas for best practices in promoting student success and learning. Parthemer emphasized that retention is the whole college's job. The SAGA Committee plans to educate staff about the best practices, collaborate to implement strategies, and engage more faculty from core instructional areas in their goals.

10) Benchmark

Craig Taylor reviewed the following benchmark:

- Grants and Contracts (through June 30, 2004)

11) Auditors Report

Matsen introduced Stan Barker, College Finance manager, and Scott Muhler, auditor. Muhler and Barker thanked staff for their work in preparing for the college's audit. Muhler reported that financial statements were clearly presented and that Lane received a "clean opinion," the highest rating possible. He pointed out revisions from last year, which included revised cover language, new statistical information at the end of the audit, and the inclusion of financial information for the Foundation department.

Roger Hall left the meeting.**12) Reports****ASLCC President Tony McCowen**

reported that the country achieved an 11 percent increase among 18-29 year old voters, that a successful open mike event was held in accordance with Bobby Seal, former Black Panther founder, and that the City of Eugene voted favorably for fair housing standards for low income residents. He introduced Courtney Anglin, Lane's chapter chair and the state board chair for OSPIRG, and congratulated Paul Holman on being elected to the Florence City Council. The Oregon Student Association, consisting of seven public universities, OHSU and Lane, will be advocating for a flat grant during the next legislative session.

LCCEF President Bob Baldwin

attended the Oregon Diversity Institute and thanked staff who organized the successful conference. He thanked the board for approving Resolution 495, Ban Firearms on Campuses. Baldwin expressed union concerns that the administration had decided not to enforce contract provisions relating to vacation accrual, and said employees don't help themselves or the college by not taking vacation.

LCCEA President Jim Salt

said the governance system is moving ahead full speed and that bargaining begins with the college for the LCCEA main agreement on Thursday, November 18. Although the Workload Advisory Committee is making progress, workload remains a major concern with full and part-time faculty.

Vice President Sonya Christian

is looking forward to working with the LCCEA on appropriate levels for full and part-time faculty. There are seven goals that higher education is working on in conjunction with its "More, Better, Faster" initiatives. On November 5, a workshop on the transgender experience was held. Continuing Education Programs are being featured on television this week.

Vice President Marie Matsen

The student/staff Health Clinic has been open on a pilot basis summer and fall terms; complete results will be reported at a later date; however, initial surveys are excellent with high satisfaction ratings. Staff attended a conference at the University of Portland on education for sustainability. Information learned at the conference will help Lane move forward toward more sustainable operations.

Board Members**Jay Bozievich**

recognized Mary Spilde who received the 2004 Tenison Haley Award for her diversity leadership. He expressed appreciation to all staff and students involved with the self study, and congratulated Paul Holman for winning a position on the Florence City Council. Bozievich reported that the Lane Council of Governments received Federal economic development funds to help increase small business programs. He encouraged everyone to help support the Lane baseball team by purchasing oranges.

Mike Rose

complimented those who organized the Foundation's Harvest Dinner and Auction and the Culinary staff and students providing an excellent dinner. At an Oregon Community College Association meeting, the legislative framework of proposals was discussed. Rose participated in a meeting with Eugene Commissioner Peter Sorenson, Mary Spilde, Tim Craig, and others to discuss Lane's reduction in workforce training grant money. He encouraged new ways of making the budget process more meaningful for lay budget committee members.

Dennis Shine

attended the Oregon Diversity Institute and a Hindu Celebration of Lights, an International Students' event. He encouraged the recruitment of more international students. Shine attended the President's Forum this morning, along with other board members and their guests and thought it was a successful event. His notes from the October Association of Community College Trustees Conference will be distributed November 22.

Kathleen Shelley

announced that Centro Latino Americano is searching for a new director. She said the Oregon Diversity Institute provided an opportunity to learn something new and was a great place to network. The President's Forum was

informative and well received by the guests she invited.

Paul Holman

read the following committee report regarding President Spilde's contract. He reminded the board of Work Sessions on November 22 and 29.

**President's Contract
Committee Report to the Board of Education**

At the September board meeting the board completed the annual evaluation of the president resulting in another outstanding performance review. The board authorized the chair and vice chair, Kathleen and me, to discuss compensation and contract issues with the president. The president has a contract, being in the first year of a three year rolling contract, and so the entire contract is not up for discussion, only modifications as determined by the committee.

We have met with the president and have determined the following:

1. The president should be awarded a salary increase not to exceed the management increase. It should be noted that the president has refused to take a pay raise for the last two years and so is still receiving the same salary as she received when she began her presidency three and a half years ago. We urge the president to accept the raise this year.
 2. In order to allow for not taking the raise, the president's FTE has been reduced. It is obvious that the president works more than full time so we are asking the president to officially return to 1 FTE.
 3. Retirement insurance will be adjusted, and the retirement language will be slightly modified such that it incurs no additional cost to the college.
 4. We have asked the president to consider staying at the college for a minimum of five years, through June 2010. The president would be given an incentive to make that commitment. The details of that have yet to be worked out but it could take the form of deferred compensation or a retirement annuity.
- Given the outstanding performance of the president and the shortage of qualified leaders in community colleges due to retirements, we believe we should do everything we can to encourage the president to stay at Lane. The financial situation in Oregon is still very uncertain and we believe that we need stability in the leadership of the college. Legal counsel will modify the contract as appropriate.

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

Wednesday, December 8, 2004, Boardroom, Building 3, Lane Community College.

14) The board meeting unanimously adjourned at 9:20 p.m. .

Paul Holman, Chair

Mary Spilde, President/District Clerk