



General Library Item

Name Minutes 2005-12-14

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - December 14, 2005

1) Attendance

Board members present: Jay Bozievich, Roger Hall, Susie Johnston, Pat Riggs-Henson, Larry Romine, and Michael Rose. Board member absent: Paul Holman. Also present were: President Mary Spilde; Vice President Marie Matsen; Vice President Sonya Christian; 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 Jeremy Riel.

A. Chair Hall called the meeting to order at 6:30 pm.

B. President's Report

Here we are at the end of another fall term. Doesn't it seem like we just started?

As always, I will start with a budget update. You will recall that last month you reviewed projections for FY '07, and at that time I cautioned you that the projections would likely change as they always do. That was especially probable this year as the projections were done before the audit was completed. Well, the audit has been completed and we will discuss it later in the meeting. As you will see, we received a "clean" audit, and everything is as it should be in that regard. We are within board policy parameters as it relates to our ending fund balance. Of course, I wish we had more ending fund balance, but I suppose you could say that we used our resources in the service of learning to provide opportunities for students.

As we reviewed the final figures and took another look at the projections, the budget office realized that there was an anomaly in the personnel services area of the projections. Upon further investigation, it appears that the personnel services figures in the projections were significantly under-estimated. Largely, this is due to vacant positions and special appointments not showing up in one of the Banner files. This is a system problem that we are working on fixing. Last year we had almost twice as many special appointments as we have had in the past. The result of all of this is that, at this time, we believe that our budget deficit for '07 will be significantly higher than the first estimate showed. As a result, I believe we will not be able to bridge to the '08 budget but will need to immediately begin to review everything we do, and make some reductions for the '07 budget. At this point, we are thinking about a hybrid model of recurring reductions and one-time savings, but I will bring more details on that in January.

In the meantime, we have been working with managers to assure that the position list the budget office is working with is as accurate as possible. We are developing an implementation plan for the budget process already approved by College Council and the board, and we will develop a new projection as soon as possible. In addition, we will have to reduce planned expenditures in the current year. After the first of the year, we will be communicating with the college community in writing and through meetings and will get this process moving.

Just to be clear, the problem here is with the projections. I don't think we would have done anything differently in terms of filling the vacant positions; and, as you will hear, the audit is fine.

Obviously, I am very disappointed that we will have to go through a difficult budget process. In some ways, I suppose, we have been fortunate to have almost three years without having to do this, but that will not make this process any less difficult.

Actually, prior to this, I had been doing quite a bit of thinking about the long-term sustainability of the college given the lack of investment in higher education in this state and nationally. I came to the conclusion a few weeks ago and actually talked with Roger and Mike about the fact that we were going to have to think about how we do our work differently if we were going to be able to serve the community at the level we need to and live within our means. Of course, this does not mean that we will give up trying to increase the public investment in education, but while we are doing that we will need to take care of balancing the budget.

Later in the meeting you will be asked to approve the advisory committee membership. As you see we have a large number of people in the business community who give us their time so that we can assure that our professional technical programs are meeting the workforce needs of the district. We certainly appreciate their contribution.

I attended the Oregon Workforce Investment Board meeting in Salem last week. One of the policies proposed may have impact on the satellite one-stop centers in community colleges, such as the one we have here at Lane. I have sent information to all the Oregon presidents to make sure we have a united position on our response.

The fall League board meeting was held at the end of November. We interviewed finalists for the League CEO position. Dr. Gerardo de los Santos was selected. Gerardo has been at the League for six years, most recently as Chief Operating Officer and interim CEO. He attended a community college, received his doctorate from UT Austin Community College Leadership Program, and has been a teacher and administrator at a community college. He has published books and monographs and has good relationships with the League's federal and foundation partners. I am looking forward to working with him in his new role.

The League Board had a very good idea exchange. One of the things we discussed was sustainability and as a result, Lane will be hosting a workshop for teams of staff from League colleges to discuss best practices in sustainability and see if there are projects on which we could collaborate. Assuming there are, we would ask the League staff's assistance in applying for grant funds. The League representatives meeting was also good. There are eight new League representatives, which means that Tamara Pinkas, Lane's representative, is now one of the senior representatives. Some time during the next few months, Tamara will come back and give you a report on the League. At this time of the year, there are always a number of celebrations. One example is the Shining Star event hosted by the Foundation where donors and their scholars are paired up. As usual, it was a wonderful event. It is always great to see the gratitude of the recipients and the pride of the donors.

Following the usual business of the meeting, we will be adjourning to the new Health Clinic for a little holiday cheer and so that you can tour the facility. In the meantime, I would like to wish everyone a holiday season full of peace and joy.

1. November Highlights

November 2005 Highlights at Lane Community College as offered in the board mailing were presented.

2. Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review/Changes

Chair Hall added agenda item 4-D, Real Estate.

D. Statements from Audience

John Hegele expressed concern about Lane's refund policy. He submitted a letter to the board.

2. Consent Agenda

Bozievich moved, and Rose seconded, to approve the Consent Agenda consisting of:

- November 9, 2005 Minutes
- Advisory Committee Memberships
- Tuition Rate, Board Policy D.110

Motion passed unanimously.

3. Policy Review

A. Second Reading

Riggs-Henson moved, seconded by Bozievich, to approve the second reading of board policy D.010, Personnel Services.

Motion passed unanimously.

1) Personnel Services, D.010

POLICY NUMBER: D.010

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: PERSONNEL SERVICES

The president or designees shall be authorized to commit the college on such items as personnel transactions, voluntary and non-voluntary payroll deductions, and in those personnel matters requiring immediate resolution.

ADOPTED: November 9, 1998

REVIEWED: May 12, 2004

B. First Reading

1) Gambling, D.040

Kieran suggested adding the word "illegal" to the beginning of this policy. A second reading will be held in January.

POLICY NUMBER: D.040

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: Gambling

Illegal gambling of any form, whether played for money, check or any item or service representative of value, is prohibited on the Lane Community College campus or facilities under its direction and control.

ADOPTED: November 9, 1998

REVIEWED: May 12, 2004

4. Discussion/Action Items

A. Auditor's Report

Matsen introduced Stan Barker, College Finance manager, and Scott Muller, auditor from Kenneth Kuhns & Co. Muller reported that financial statements were clearly presented and that Lane received a "clean opinion," the highest rating possible.

Rose moved, seconded by Riggs-Henson, to accept the audit.

Motion passed unanimously.

B. Budget Priorities

Spilde reviewed the budget priorities as driven by the strategic directions of the college and included in the president's and vice president's goals for the year. These priorities will guide the development of budget projections for 2006-07. Riggs-Henson moved, seconded by Bozievich, to approve the budget priorities for Fiscal Year 2006-07.

Motion passed unanimously.

C. State Board of Education Policy Paper

Oregon's State Board of Education (SBE) is reviewing high school graduation and diploma requirements and is requesting feedback from educators, business, and the community. The board made several comments regarding the paper which will be compiled and sent to SBE.

D. Real Property

In November's executive session, the board authorized the college to make an offer on the McVay property, owned by the Oregon Military Department (OMD). Spilde reported that Lane offered \$640,000 (the asking price was \$740,000) and the offer was accepted with some contingencies that need to be resolved. OMD wants to retain rights to minerals on the property, and Lane is asking them to waive the rights.

In terms of paying for the property, proceeds from the Cottage Grove property will be used, as well as a loan from one of the auxiliary funds which can be paid back at the regular rate over a number of years.

There are no immediate plans for the property, except for use by our science and biology programs. The board viewed this purchase as an investment for the future.

Rose moved, seconded by Johnston, that the board authorize President Spilde to sign the earnest money agreement contingent on the resolution of the mineral rights issue.

Motion passed unanimously.

5. Accountability/Reports

A. Benchmarks

Craig Taylor, Institutional Research and Planning director, responded to questions and comments on the following Benchmarks:

- General Fund Revenues and Transfers by Source
- General Fund Expenditures by Category

B. Energy

Matsen introduced Anna Scott, Energy Analyst and graduate of Lane's energy program. Scott discussed Lane's energy use and tracking, highlighting EWEB energy conservation measures and energy reduction goals.

6. Reports

ASLCC President Jeremy Riel stated that the student government has set goals for winter term. Regarding tuition, of course students are going to oppose an increase. At council levels, however, they realize that there aren't many options. The student focus will be at the state level for funding.

LCCEF President Bob Baldwin reported that union elections took place yesterday, wherein he was re-elected as president. Baldwin believes that the only way to solve our funding problems will be to go to the voters. He applauded the board for their decision on the McVay property. Labor relations remain a challenge, but progress is being made.

LCCEA President Jim Salt discussed labor relations. The bargaining team is becoming increasingly frustrated with the bargaining process. Faculty have had concerns about the effort to move student evaluation from paper to online. The turnout online is well below what it was on paper.

Vice President Sonya Christian recommended paying a visit to the art department for stocking stuffers from the Art-O-Mat. She mentioned that the Continuing Education department is working with senior organizations to implement the federal government's prescription drug plan. Continuing Education views this as a way for Lane to be visible as well as provide service to senior citizens.

Vice President Marie Matsen commended KLCC for their pivotal work. Regarding the mayor's sustainability initiative, Lane has agreed to be a convener for conversations and activities related to education in this area. Lane met with representatives from several school districts yesterday, and we are working with students, their parents, and teachers on building sustainability into the curriculum and putting it into practice. Bookstore raffles raised \$1,258 for needy students and their families. The Bookstore and OSPIRG sponsored a used book drive; 475 books were donated during finals week. These books will be sold online, and funds will be used to distribute books and literacy materials to reestablish reading resources in New Orleans.

Board Reports

Bozievich attended the Lane Economic Committee meeting on November 21, where it was reported that the three RV manufacturers got together to talk about what they need in terms of training across companies rather than individually.

Riggs-Henson will be meeting with CentroLatinoAmericano.

Johnston attended three recent events on campus: the signing of the Talloires Declaration, the Shining Star scholarship reception, and the Women in Transitions graduation ceremony.

Romine wished everyone happy holidays.

Rose had one last concern on the SBE paper regarding the kind of mandates that may be facing community colleges. He attended a meeting with gubernatorial candidate Kevin Mannix and encouraged everyone to talk with candidates about community colleges.

Hall expressed appreciation for the hundreds of people who give time to the college through our advisory committees. He attended the quarterly Foundation meeting, and acknowledged the enormous amount of time and effort the Foundation board gives to the college.

7. Date, Place, and Proposed Agenda Items for the Next Regular Meeting

Wednesday, January 18, 2006, Boardroom, Building 3, Lane Community College

8. The board meeting unanimously adjourned at 8:12 pm.

9. Tour of the Health Clinic

The meeting ended with a tour of the new health clinic facilities.

Mary Spilde, President/District Clerk Roger Hall, Chair