



General Library Item

Name Minutes 2006-07-19

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - July 19, 2006

1. Attendance

Board members present: Jay Bozievich, Roger Hall, Paul Holman, Susie Johnston, Larry Romine, and Michael Rose. Pat Riggs-Henson was absent. 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 Employees Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Happi Mathews.

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

B. Election of Chair and Vice Chair

Chair Hall opened nominations for chair of the board of education.

Holman nominated Jay Bozievich for chair of the board. Romine seconded.

Motion passed unanimously.

Chair Bozievich took his place as chair and opened nominations for vice chair of the board of education.

Rose nominated Pat Riggs-Henson. Hall seconded.

Motion passed unanimously.

1) Statements

Bozievich thanked the board members for electing him as chair. He hopes to encourage full participation of the board, and he pledged to support the one voice philosophy. It will be a challenging year ahead, and, while he understands it will be difficult, Bozievich looks forward to the challenge. He would like to spend more time in Salem advocating for additional funding, help the Foundation locate private sources of funding, as well as work on getting the local option levy passed in November. He promised to support the president and the comprehensive mission of the college.

B. President's Report

With respect to the budget, we are closing out the books for 2005-06, while preparing for the new year. We continue to work to implement the budget reductions. I will have a final report on the outcomes in September. As you can imagine, this is a very complex process, and there are still some issues to be ironed out.

I would like to welcome some of our classified staff here this evening. Knowing about the content of some of the e-mails they have received, I want to state—as I did today in an e-mail to all classified staff—that while there is a potential disagreement on the interpretation of the contract, no decisions have been made. The so-called threat to all classified members' jobs is an empty threat that was not created by us. As far as I am concerned, we are still in a collaborative, problem-solving mode.

College Council has been discussing the budget development process for 2006-07 and, as requested by the board, we will share recommendations on principles, criteria, strategies, priorities, assumptions and projections at the board retreat in September.

At the state level, the Governor is still talking about increasing the community college support fund to \$480 million. This will certainly help, but it will not solve our revenue problems. The State Board of Education, however, has requested that the Governor include \$529 million for support of community colleges. Obviously, we prefer that number! The governor will also include a capital construction package. We are number five on the list, so we should be funded for the Health and Wellness building.

Also, the governor is endorsing a new Opportunity Grant model. Community college presidents were involved in its development.

Tonight, you will vote on the ballot measure for the local option. If all of these efforts come to fruition, they will help our budget deficit. However, I think it is fair to say that the short- and long-term financial sustainability of the college is on the line. We must radically change how we are conducting our work if we are going to survive.

I am happy to report that our efforts to increase enrollment are paying off. Preliminary figures for 2005-06 indicate an increase of about 5.5 percent. Most of the increase was in non-credit instruction. That should help us three years from now as the figures are incorporated into the funding formula.

The Dental Assisting class of 2006 had a 100 percent pass rate on the general chairside exam, and all of the students are now Nationally Certified Dental Assistants. Fifty percent of those students were employed at the time of graduation with many others having scheduled interviews for employment.

The Respiratory Care Program had a graduating class of fifteen students, eleven of which are already employed or had job offers at the time of graduation.

The first year class of nursing students started with 72 students and ended with 70 students - we won't know the board exam results until Fall. The second year nursing class started with 70 students and ended with 66 students - we will have their board results in Fall term as well. However, the graduating nursing students have excellent job opportunities, and many students already have received multiple job offers.

Two weeks ago, I joined four other presidents and community college board members to talk with Congressman David Wu from Portland. He is co-chair of the Community College caucus in Congress. Over 110 members have joined, including Congressman DeFazio.

Last night I met with about thirty people and Governor Kulongoski to discuss his ideas for the education enterprise. I've been out on the speaking circuit quite a bit lately. I spoke recently to the Delta Rotary group, was the keynote speaker for Catholic Community Services, presented at the American Association of Community Colleges Future Leaders Institute and also at the Oregon Institute for Leadership Development.

Art instructors Lee Imonen and Andy Salzman, Division Chair Rick Williams, Board member Susie Johnson and I traveled recently to Ophir, Oregon, to see the work of sculptor Douglas Purdy. A patron of Mr. Purdy's would like to donate some of his sculptures to higher education, and Lane will be receiving three of them. We are very grateful to receive this beautiful artwork for our campus.

Finally, I would like to thank Roger Hall for his leadership this last year. His experience in leading the board and his style in working with staff is very much appreciated.

1) June Highlights

June 2006 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

Resolution No. 507, Authorizing Budget Transfers for 2005-06, was added to the consent agenda.

D. Statements from the Audience

Justin Blakely voiced his dissatisfaction with assistance he has received from Disabled Services. Don Jackson, Blakely's former high school principal, supported him in his efforts.

Marsha Bell, Enrollment Services Representative, spoke in support of the classified union contract. She shared excerpts from e-mails and commented on the difference between intent and impact.

Bob Baldwin, LCCEF President, expressed concern regarding the potential threat to the job security language in the classified union contract. The classified group have had too many serious reductions in positions and benefits and cannot sacrifice job security language.

Bret Nair, American Federation of Teachers representative, addressed the perceived crisis within the organization regarding reduction in force.

Scott Van Fossen, Counseling Advisor, addressed the perception that classified employees do not have meaningful work over the summer, describing the vital summer services and student contacts which meet the same standards as the rest of the year.

Carrol Barton, Library Assistant and LCCEF Secretary, asked the board to remember that the classified union has been functioning for some time. Because of prior misunderstandings between the administration and the union, there is an historical context for classified employees' concern regarding seniority and job security contract language.

Dean Hansen, Athletics supporter and fundraiser, demonstrated his support for the baseball program, which brings in tuition and fees and positive recognition for the school. He believes that athletes come to Lane for athletics and discover academics.

Ron Stewart, Athletics supporter and fundraiser, urged the board to keep the baseball and soccer programs alive. Athletics is the doorway for some students to enter college. His son came to Lane for baseball, discovered academics, and is now a teacher.

Thwing Havens, LCCEF and classified bargaining team member, spoke in support of the classified union contract language.

2. Consent Agenda

Romine moved to approve the consent agenda. Seconded by Rose.

Motion passed unanimously.

3. Policy Review

A. Second Reading

Hall moved, seconded by Romine, to approve the second reading of board policy D.100, Affirmative Action.

Motion passed unanimously.

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 subject to discriminatory practices. Protected 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

REVISED: July 27, 2004

REVIEWED: July 19, 2006

B. First Reading

1. Harassment, D.020

No change was recommended to this policy; a second reading will be held in September.

POLICY NUMBER: D.020

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: HARASSMENT

Harassment Policy

Lane has a zero tolerance policy regarding all forms of harassment. Any proven harassment will result in immediate and appropriate action to stop the harassment and prevent its recurrence, including employee discipline consistent with collective bargaining agreements, or student sanctions. Remedial action will be designed to stop the harassing behavior. Any remedial action will be in keeping with the educational mission of the college. Whether or not the alleged harassing behavior is sufficiently severe or pervasive to be judged a violation of this policy, the college may take action to address a complainant's concerns and to ensure that Lane, as a workplace and as an academic institution, maintains a respectful environment. All forms of harassment, including student- to-student harassment, are covered by Lane's harassment policies. Incidents of harassment may bring about sanctions up to and including termination of employment or expulsion from the college.

Sexual Harassment

Sexual discrimination in the form of sexual harassment is prohibited. Sexual harassment is defined as unwanted sexual advances, requests for sexual favors, and/or other verbal, written, visual, or physical sexual conduct that makes the terms or conditions of employment contingent on the acceptance of unwanted sexual advances, that negatively affects employment or educational opportunities, or that creates an intimidating, hostile, or offensive environment for one of the parties.

Harassment Based on Race/Ethnicity or National Origin

Harassment based on race, ethnicity or national origin is defined as unwelcome verbal, written or physical conduct based on a person's actual or perceived race, ethnicity or national origin that unreasonably interferes with an individual's work or academic performance, adversely affects the targeted individual's or others' work or learning opportunities, or creates an intimidating, hostile or offensive environment.

ADOPTED: November 9, 1998

REVISED: September 8, 2004

2. Proposed Policy: Advertising, D.130.

The following new policy was proposed for the board's consideration. A second reading will be held in September. A question arose regarding the use of the term "LCC." While it is not a preferred abbreviation of Lane Community College, legal counsel agreed to work it into number four of the following policy to ensure that it will be included in the policy.

POLICY NUMBER: D.130

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: ADVERTISING

GUIDELINE:

Advertisements shall relate to the mission, vision and core values of the College.

TRUTH IN ADVERTISING:

Advertisements shall tell the truth and shall reveal significant facts, the omission of which would mislead the public. Advertisers are responsible for providing accurate copy. Prior to making advertising claims, advertisers shall have in their possession documents that substantiate such claims.

RESTRICTIONS:

Lane Community College reserves the right to refuse any advertisement at any time, including, but not limited to the following:

1. Advertisements that are deemed to discriminate on the basis of age, sex, race, color, national origin, religion or sexual orientation.
2. Advertisements deemed to contain statements, illustrations or implications which are offensive to good taste or public decency.
3. Advertisements for any product or service which if purchased by a qualified individual would be in violation of any law.
4. Advertisements bearing the name/logo "Lane Community College" must be approved by the College.

4. Discussion/Action Items

A. Athletics Fundraising

Spilde asked the board for direction on sustaining the baseball and soccer programs. If the college covers the cost over and above the funds raised, the funds will have to come from another area of the college.

Some board members were concerned with losing the tuition, fees, and state FTE reimbursement of the students in these programs. Others felt that the cost to maintain the programs is too high. The president suggested that a more detailed report be provided in order that the board have better information to make a decision.

Rose motioned to table the discussion until the September board meeting, when a more detailed account will be provided. Hall seconded.

Motion passed unanimously.

B. Local Option Ballot

Legal counsel Meg Kieran explained the revisions on the local ballot measure language made as a result of recommendations from the June board meeting.

Romine moved to approve the ballot measure language. Holman seconded.

Motion passed unanimously.

C. Revision to Board Policies

Matsen explained that the reason behind the recommendations of revisions to board policies A.050 Financial Condition and Activities, A.070 Asset Protection, and C.030 Contractual Authority is to be as efficient as possible with fewer staff in operations and to mitigate delays that have occurred. She assured the board that College Operations will provide responsible stewardship of public funds.

Rose moved that the board authorize the revision of its policies to allow the president or designee to approve contracts with values of up to \$150,000 for public improvements and for goods and services contracts with values of up to \$100,000 per ORS 279A.075, to require formal bid/proposal processes for procurements with values above \$100,000, and revise the value of asset capitalization to \$10,000. Johnston seconded.

Motion passed unanimously.

D. President's Evaluation and Contract

The board has conducted the annual performance evaluation of President Mary Spilde. Hall read a summary of the board evaluation, stating that Spilde continues to perform her duties with passion and excellence. She received an outstanding performance evaluation for the fifth straight year.

Holman moved to accept the evaluation and authorize the board chair and vice chair to finalize the salary increase for the president (not to exceed the salary settlement for employee groups) and to clarify the language regarding early retirement and life insurance. Rose seconded.

Motion passed unanimously.

The board agreed that Lane is fortunate to have a president of such high quality.

E. Board Appointments to Community Organizations

Hall will continue to serve as the Lane Community College representative to the Foundation.

Johnston will continue to serve as the Lane Community College representative to the Lane Council of Governments.

Bozievich will continue to serve as the Lane Community College representative to the Lane Economic Committee of the Lane Council of Governments.

Rose will continue to serve as the Lane Community College representative to the Oregon Community College Association.

Romine moved to approve the board appointments to community organizations. Johnston seconded.

Motion passed unanimously.

5. Accountability/Reports

A. Benchmarks

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

- Budgeted Contracted Staff FTE and Student FTE

6. Reports

ASLCC President Happi Mathews stated that he is looking forward to a fun school year. ASLCC is working on a student union area in the cafeteria. They are working with Student Services to organize the Fall Kickoff event. An ASLCC retreat is planned for September 15 – 17.

LCCEF President Baldwin pointed out that the classified staff FTE line in the Budgeted Contracted Staff FTE and Student FTE benchmark report is for contracted staff only and does not include hourly employees, which makes up 20-25 percent of classified staff. In 1995-96, there was a clarification on the term "contracted," which makes it appear that staff increased. The local LCCEF union has budgeted \$10,000 for campaigning for Lane's local option levy. Baldwin has had a number of conversations with Associate Vice President Greg Morgan regarding staff development, which may give more opportunities for student workers. The union wants to look at alternatives, but needs to stay consistent with existing contract language. A permanent change in the contract language regarding job security cannot be accepted. He assured the board that LCCEF always prefers a collaborative process with the college administration. Although there is another round of cuts coming up, classified staff are looking forward to fall and getting ready for students to come back in September.

LCCEA President Salt reported that Faculty Professional Development program coordinator Jerry Ross has been replaced by Adrienne Mews, who is working hard in the transition and looking forward to her reign. Some faculty members are concerned about the impact of the class schedule change and the lack of class and time listings on enrollment. Salt noted that some people used the board evaluation to comment on faculty union involvement at the board table. He would be happy to discuss union issues with the board.

Associate Vice President Tim Craig reported that Kiss Me Kate is being presented by Lane Summer Musical Theatre and runs through July 30. Arts Division Chair Rick Williams was interviewed by the Register Guard about the Integrated Arts Learning Initiative that the division is developing with Springfield School District. The BizCenter has initiated a Center for High Tech Innovation program. The Employee Training Department has produced a \$45,000 revenue surplus this year. They will be sponsoring a Pain Conference in early October with a renowned expert in the field and will target healthcare professionals from around the state. Lane students received the majority of this year's Take Aim Scholarships, with twenty students each receiving between \$500 and \$3,000.

Matsen reported that Lane increased its recycling rate from 58 to 61 percent over the last year.

Two years ago, the board approved \$60,000 to fund energy management for two years, with the direction that Lane reduce its energy consumption by 10 percent. In that time, Lane has reduced energy use by 17 percent. Matsen received word this week that Lane's sustainability program is being recognized at the Conference for Campus Safety, Health, and Environmental Management Association and that the Worldwatch Institute wants to highlight Lane as a case study for campus sustainability.

Hall attended the Longhouse Groundbreaking ceremony on June 21 and felt it was very meaningful. He noted that Lane will be the first community college with a longhouse, outside of tribal colleges.

Holman requested a board retreat. One of the items he asked to discuss is the procedure for statements from the audience.

Johnston appreciated hearing from the staff and public and the sharing of their concerns and comments to the board. She attended the Longhouse Groundbreaking event, which was a fabulous ceremony. She enjoyed the afternoon and opportunity to travel with President Spilde to Ophir and witness the work of Douglas Purdy.

Rose reported that OCCA will be having a new board member training in early August. He asked board members to contribute to the Community College Political Action Committee.

Bozievich reported that the Lane Economic Committee is reviewing and ranking the Needs and Issues list. They heard from the City of Florence, who wants to expand the senior center. Bozievich thought Lane's Florence Center may be able to meet some of their needs. He thanked Roger Hall for doing a great job as board chair.

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

Wednesday, September 13, 2006, Boardroom, Building 3, Lane Community College

8. The board meeting adjourned at 8:37 pm.

Mary Spilde, President/District Clerk Jay Bozievich, Chair