



General Library Item

Name Minutes 2006-09-13

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - September 13, 2006

1. Attendance

Board members present: Jay Bozievich, Roger Hall, Paul Holman, Susie Johnston, Pat Riggs-Henson, Larry Romine, and Michael Rose. Also present were: President Mary Spilde; Vice Presidents Sonya Christian and Marie Matsen; Associate Vice Presidents Donna Koechig, Greg Morgan, and Patrick Lanning; Executive Assistant to the President Tracy Simms; College Counsel Joe Leahy; 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 Matthews.

A. Chair Bozievich called the meeting to order at 6:31 p.m.

B. President's Report

Here we are again, the beginning of another exciting academic year at Lane Community College. I hope that everyone had an enjoyable summer and is ready to tackle the challenges that face us this year. Since we will be having a work session next week to discuss, among other things, budget development, I will not go into that at this time. Suffice it to say that we will continue to face serious budget difficulties that will call for very difficult decisions. I am happy to say that College Council is making good progress on developing the recommendations for your review regarding budget development. We have finalized principles, criteria, the budget development process and timeline and priorities. Today we had a strategy discussion beginning with looking at strategies used in the past and our analysis of their success. Tomorrow, we will continue the discussion and be ready to recommend a strategy to you next week. We have filed the local option ballot measure and associated explanatory statements.

I am pleased to announce that the HIV Alliance was recently awarded a \$2 million (\$400,000/year for 5 years) federal grant to create a pilot model for the delivery of dental services for people living with HIV. Lane is the main partner in this endeavor, building on our existing dental clinic. This was definitely a group effort. We were greatly helped with the vision and writing of the grant by Lane dentist Lohring Miller and our grant writer Aaron Shonk. The grant will provide \$740,000 in direct support for equipment and staffing in our dental clinic.

Lane saw additional increases in our reuse and recycling rate for last year. The College reused or recycled 60.67% of its outbound material and created \$60,374.27 in savings and revenue.

Governor Kulongoski has requested that the 17 Oregon community colleges offer tuition waivers to dependents of Oregon military personnel killed in the current conflict in Iraq and Afghanistan. Several Oregon colleges have already adopted a policy on this. I will be working with the chair to place this on the agenda at a future time.

A draft of the Commission on the Future of Higher Education, also known as the Spellings Commission, has been released. It will be finalized later this month. There are a number of recommendations that, if implemented, would impact the college. We will prepare an executive summary for your review.

Last month, I mentioned that we had paid a visit to Ophir to select sculptures that will be donated to the college. Here are the pictures of the sculptures we will receive. We are indebted to the sculptor, Doug Purdy, and the donor, Mr. Don Pollack.

In early August, I attended my first AACC board meeting. The focus for this year is improving the image of the community college. I think my participation will be helpful to the college. I was given advance notice about some grant opportunities that we are pursuing.

The Foundation is moving forward with planning for the capital campaign. The board has finalized the projects that will be included in the campaign. They are:

Health and Wellness Building - \$7.5 million; Endowed Chairs - \$3 million; Scholarships \$2.5 million; and Fund for Innovation \$1.5 million. We are now meeting with potential donors and opinion leaders in the community to test these priorities. Over the last several months, the Foundation has also gone through a process to appoint a number of new board members. That process has resulted in the addition of several people that are really committed to the success of this campaign. Our campaign advancement committee is headed up by Tony Baker. I expect that, among my other duties, I will be spending a certain amount of time meeting with donors but that certainly falls into one of my major goals for this year - to generate additional revenue for the college.

We've been doing some good work in Marketing. It all began with Lane Preview Night and then moved into Early Orientation and Registration, coordinated by the Student Services area, where we had the most participation ever with over 1,700 students. Hopefully you will have noticed that we updated the format of our schedule and changed it into a magazine format. "Aspire" was a major shift. We are hoping that over time as we work with Aspire and improve it, it will be more helpful to our community in terms of sharing our story with them. We have made several improvements to the website. If you haven't seen them, I invite you to visit the site. We've made several improvements to ExpressLane where students register. We are doing a number of television and radio spots, and all of these are public service announcements which were produced free of charge from the respective stations. We are doing some print advertising in the Register-Guard, the Daily Emerald, and the Eugene Weekly. Lane Transit District buses have signs on the front of each bus and information inside as well. There are advertisements in movie theaters. Myspace.com (where kids live on the web these days) has a link to the Lane website. There is a professional technical program DVD with brochures. We printed 7500 Lane Viewbooks, the primary college brochure developed last year, in the spring, and we already need to reorder, which is a good sign that people are picking them up and using them.

Fall inservice has begun. On Monday, several faculty and Instructional and Student Services managers joined us to broaden the conversation on fundamental redesign of instruction. The intent was to bring faculty up to date and hear feedback on how we will move this initiative forward. It was a lively conversation and portends well for future work. We will be inviting the faculty at large to join us for a conversation next week. On Friday, the Classified Professional Development Team will be offering some sessions. Today, we had division meetings. On Monday, we will be hosting Vincent Tinto, a recognized expert in student success.

On Wednesday, we will have Strategic Learning Initiative activities, and on Tuesday we will have the all-college gathering in the morning in the Center for Meeting and Learning. I invite you to attend if you can make it.

1) July and August Highlights

July and August 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

Two items were added the agenda:

4E. Oregon Community College Association (OCCA) board meeting attendance, and

4F. Budget Committee Appointments

D. Statements from the Audience

Justin Blakely, student, requested a partial refund.

Jeff McKay, baseball program supporter, emphasized that sports is part of the education process. He has been involved in baseball at all levels and can confirm the benefits to students. He acknowledged the work of the athletics fundraising group.

Dean Hansen, athletics fundraising organizer, assured the board that the athletics fundraising committee is devoted to doing everything they can to raise funds up to \$100,000. He appreciated how difficult the decision of maintaining athletics is for the board, especially in light of other cuts and decisions to be made this year.

Pete White, part-time instructor, expressed concern regarding a parking ticket he received and unclear language regarding parking citations, policies, and the treatment of learners.

2. Consent Agenda

Romine moved, seconded by Riggs-Henson, to approve the consent agenda consisting of:

- The approval of July 19, 2006 Minutes

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Harassment, D.020

Riggs-Henson moved, seconded by Romine, to approve the second reading of board policy D.020, Harassment.

Motion passed unanimously.

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

REVIEWED: September 13, 2006

2. Proposed Policy: Advertising, D.130

Riggs-Henson moved, seconded by Holman, to approve the second reading of board policy D.130, Advertising.

Motion passed unanimously.

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" or "LCC" must be approved by the College.

ADOPTED: September 13, 2006

B. First Reading

1. Equality of Opportunity, D.060

One change was recommended on this policy and is reflected below; a second reading will be held in October.

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, **gender identity**, 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

2. Equality of Opportunity in Admissions, D.070

One change was recommended on this policy and is reflected below; a second reading will be held in October.

POLICY NUMBER: D.070

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: EQUALITY OF OPPORTUNITY IN ADMISSIONS

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, **gender identity**, pregnancy, disability, religion, expunged juvenile record, or veterans' status.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

4. Discussion/Action Items

A. Athletics Fundraising

Greg Morgan provided explanation on costs and revenues for athletic programs baseball and soccer, acknowledging that exact costs are difficult to pinpoint because of indirect costs. The board recognized that Dean Hansen and his group have done an outstanding job with fundraising and that the programs have overwhelming community support. Sean Mondragon, Athletics Director, answered questions regarding the baseball and soccer programs, explaining that it is difficult on coaching and athletics staff as well as the student athletes because of the uncertain future of the programs. Mondragon informed the board on number of students, the commitment of the coach to raise funds, and the amount of tuition waivers for student athletes.

It was determined that the programs cost the college approximately \$40,000 per year; actual cost of the program will vary based on factors such as league placement and participation in championship tournaments and playoffs.

Romine moved that the programs be continued with the college absorbing the cost beyond the minimum of \$100,000 raised by the group or any other organization. Rose seconded.

Spilde reminded the board that if this program is continued, another area of the college will have to be reduced to cover the cost.

Motion passed unanimously.

4B. OCCA Strategic Plan

The Oregon Community College Association (OCCA) is establishing a strategic plan to direct the course of community colleges over the next fifteen years. The board discussed the plan, providing feedback for the September 29, 2006, OCCA board meeting.

4C. Economic Impact Study

Spilde gave the board members background information on the economic impact study included in the mailing, which is the executive summary. The full report is available upon request.

Most board members were pleased with the numbers and encouraged college administrators to get this information out to the community and to college employees. One board member questioned the data behind the statistics and wanted to see the complete report.

4D. Community Involvement Strategy

This topic arose in the board 2005-06 self-evaluation. Spilde provided suggestions on ways to increase community involvement. The board agreed to the strategy.

A template will be sent out for members to list community organizations in which they are involved to determine where board members and staff are engaged and see if there are gaps.

4E. OCCA Board Meeting Attendance

Rose, the board representative to OCCA, is unable to attend the OCCA meeting on September 29. Board members will check their calendars to determine who can attend in his place.

4F. Budget Committee Appointments

Riggs-Henson moved, seconded by Rose, to approve the appointment of Rick Yecny, Zone 1, Stefan Ostrach, Zone 3, and Marsten Morgan, Zone 5, to the Lane Community College Budget Committee to complete three-year terms effective immediately and ending June 30, 2009.

Motion passed 6 – 0. Hall abstained.

5. Accountability/Reports

A. Benchmarks

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

- Percent of County Population Enrolled

The board took a ten-minute break at 8:20 p.m.

Roger Hall left the meeting.

6. Reports

ASLCC President Matthews reported that he attended the Oregon Community College Student Association conference. He commented that community colleges need to show a united front to the legislature, which is one of the reasons for supporting OCCA. ASLCC has voter registration coming up, and they are gearing up for the fall drive. The goal is 1500 new registrations, and the deadline is October 18. The student lounge will be opening up in the south cafeteria.

LCCEF President Baldwin reported that the classified union has three cases pending arbitration, all involving the layoff process. He asked the board to understand that the union has a record of trying to work with the administration and has put forward ideas of how to settle these cases. The union needs to be certain that positions with benefits are not reduced if positions without benefits are not. One concern is that at the same time classified staff were cut, the faculty contract was adopted with no rollbacks for faculty. In all political pressures, it can't become history that classified staff gives if everyone else is not.

LCCEA President Salt reported that faculty are back, and an excellent new faculty orientation was held. Faculty are concerned about the Aspire magazine, and they encourage the administration to evaluate the magazine to ensure that students are able to find courses and that enrollment is not affected. Salt voiced concern over the decision to continue the baseball and soccer programs, stating that some may wonder why it was addressed early in the year before other considerations. He attended the Oregon Education Association meeting in August and was appointed to be the OEA state representative. Faculty are increasingly encouraged by the direction the fundamental redesign work is taking, but some possible directions are potentially threatening to faculty and instruction. He encourages administration to explore Guskin's model.

Vice President Christian described the fundamental redesign process. So far, there have been exciting conversations and she anticipates immediate as well as long-term benefits. Regarding the Aspire magazine, one of the reasons the schedule format was changed is because of the number of students using the web. Seventy percent of enrollment is done before the printed schedule comes out. In the efforts to raise FTE last year, the target growth was 4 percent. However, the numbers are in, showing a 5.5 percent FTE growth for 2005-06. Christian commended all staff, manager and faculty who made the effort for the growth. The board was invited to the September 18 lecture by Vincent Tinto.

Vice President Matsen reported that Greg Morgan has been working hard with finance staff implementing a finance help desk. The changes in the Bookstore this year have had a positive impact on students. Some of those changes include the use of credit cards and how the Bookstore staff are handling cash register checkout, resulting in an increase in the number of students helped per hour. The Worldwatch Institute highlighted Lane on its website for its sustainability in learning and in operations. KLCC's Thonbuster is underway. Log on to klcc.org to make a contribution. Rose responded to Salt's comment about the baseball and soccer decision, stating that the conversation is probably not over. He announced that Mary Spilde will speak regarding the local option levy at the Eugene City Club on October 27. Tony Nathan will be the opposing speaker. The City Club highlights ballot issues every Friday in October. The meetings are broadcast on KLCC on Mondays at 6:30 pm.

Johnston reported that she is now working with United Way for the 2006 campaign, and one of her accounts is Lane Community College.

Romine also responded to Salt regarding the baseball and soccer programs. The programs need the entire year to fundraise. He requested that the budget development calendar be sent to the budget committee members now instead of in the spring. He also requested a report on the cost comparisons on full- and part-time faculty for a future meeting.

Bozievich echoed Romine's statement regarding the athletics fundraising. The committee had asked the board to make the decision early in order to raise funds throughout this academic year. Bozievich reported that he and Johnston attended the OCCA training for board trustees. The Lane Economic Committee finalized the needs list. He and Riggs-Henson are on a political action committee – Friends of LCC -- which is now accepting contributions to advocate for the passing of the local option levy. He reminded employees that they can't advocate on the job, but they can advocate after hours and can also contribute. He reported that he will be changing his residence. Although he will move outside of the zone, he will still be in district and can stay on the board until his term expires.

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

Tuesday, October 17, 2006, Boardroom, Building 3, Lane Community College

8. The board meeting adjourned at 9:08 p.m.

Mary Spilde, President/District Clerk Jay Bozievich, Chair