



General Library Item

Name Minutes 2006-11-08

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - November 8, 2006

1. Attendance

Board members present: Jay Bozievich, Paul Holman, Susie Johnston, Larry Romine, and Michael Rose. Also present were: President Mary Spilde; Vice Presidents Sonya Christian and Marie Matsen; Associate Vice Presidents Donna Koechig, Patrick Lanning, Greg Morgan; and Stephen Pruch; 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 Matthews.

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

At their annual conference in October, the Oregon Community College Association (OCCA) recognized long-term board members for their years of service. Susie Johnston, who had attended the conference, presented these awards to our board members Roger Hall and Michael Rose for sixteen years and eight years respectively of service to the board. Congratulations and thank you for your service.

B. President's Report

I will just start by saying that we are very disappointed at the failure of the local option levy. From the reaction of most of the people that spoke to me at the fairgrounds last night, everyone was shocked that it failed. This is a wake-up call on a number of fronts. We will study the precinct voting data when they are available to see if there were shifts from areas of support over the last ten years. I will not disrespect the voters by complaining about the result. We just need to move on and do our best to convince the legislature of our needs and make the decisions we need to keep the college financially viable. I would like to thank Jay Bozievich and Pat Riggs-Henson for co-chairing the campaign committee, Roger Hall for participating, Bob Baldwin for his work as treasurer, Jim Salt and Bob for raising money for the campaign, and Happi Matthews and Tracy Simms for their participation. Finally, Scott Carpenter did a great service to the college by participating on the committee.

Enrollment for Fall term was up slightly. Total student FTE for the fourth week of Fall 2006 was 3,025.08. This was 1.2 percent greater than the fourth week of Fall 2005. Total reimbursable student FTE for Fall 2006 was 2,937.93, which was 1.6 percent greater than last Fall. Based on reimbursement categories, credit FTE was up 0.1 percent, and non-credit FTE was up 7.3 percent. Overall, the state was down 1.6 percent, but that included a whopping 16.1 percent increase from Oregon Coast and 17 percent for Tillamook Bay. However, that only represents 34 FTE, so I think we are holding our own. Nevertheless, Sonya Christian has been working with our non-credit areas, particularly employee training, to make more progress on enrollment enhancement this year.

The National Council for Marketing and Public Relations recently presented the Medallion Awards at a conference held in October. Lane won in every category for which we submitted! We work hard to develop the best products possible, and it's gratifying to be recognized by our peers as having met our goals. We received more awards than any other Oregon college: a bronze medal for the promotional video or cd-rom (College Now), the poster (High School recruitment poster), and the class schedule (Aspire); a silver medal for the promotional DVD (Learn to Earn); and a gold medal for the print advertising series award.

The following student athletes were named to the NWAACC All-Academic Team for fall 2006: men's cross country, Jeff Carman; women's soccer, Shawna Boyer, Meshia Clayton, Brittany Hayes, Michaela Shanahan, Jamie Sogge, and Penny Sullivan. The soccer team hosted a first round play-off game at home today. We won 3 - 1 and will now move into the quarter finals in Tacoma on Saturday. Lane Cross Country will be at the NWAACC Championships on Saturday, November 11.

Lane hosted the OSAA State High School Cross Country Meet on Saturday for the 35th year in a row! Student-athletes representing 160 different high schools were greeted by 4,000 spectators.

Recently, art has been placed around campus from Lane's collection. These pieces have been in storage in the Art and Applied Design Department for many years. It has been one of the goals of the Art on Campus Committee to place them so they can be enjoyed by the public. The art is meant to be displayed on a rotational basis so that the most

people on campus can enjoy the collection. We are developing an Art on Campus policy that will be a part of the College Online Policies and Procedures manual (COPPS) in the near future. The intent of this policy is to support groups on campus in the acquisition and placement of artworks.

Lane was recognized in the Best Practice book for our Tech Prep Consortium, specifically the Regional Technical Education Consortium program.

The Foundation has been busy fundraising and preparing for the health and wellness capital campaign. We need to know that health care leaders are behind us, so I have been meeting with people from the health care community for direction, and the meetings have been positive.

The Harvest Dinner held on October 27 was the best ever! Final numbers are not in yet, and expenses have yet to be charged, but the gross amount brought in was \$200,000. The Foundation and the Culinary program should be commended for their outstanding work.

A meeting was held at Lane recently to discuss the needs of the automotive technology industry. Representatives from Lithia, Kendall, and Sheppard Motors attended. After the meeting, these auto dealers awarded Lane \$10,000 to begin curriculum changes.

1) October Highlights

October 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

No changes were made to the board agenda.

D. Statements from the Audience

Rob Spooner, Florence publisher, voiced his concern about the role and meeting schedule of the budget committee.

2. Consent Agenda

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

- The approval of the October 17, 2006 Minutes

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Definition of a Balanced Budget, E.010

Romine moved, seconded by Johnston, to approve the second reading of board policy E.010, Definition of a Balanced Budget.

Motion passed unanimously.

POLICY NUMBER: E.010

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: DEFINITION OF A BALANCED BUDGET

The board directs the president to develop annual budget recommendations that are in accordance with the college's strategic plan and conform to the requirements of Local Budget Law (ORS 294.326). The budget shall provide for:

- Annual operating expenditures not to exceed projected revenues (Expenditures shall be budgeted according to the college's strategic priorities.)
- Debt service, both current (due in less than 12 months) and long term
- Reserves for maintenance and repairs to its existing facilities
- Reserves for acquisition, maintenance and replacement of capital equipment.
- Reserves for strategic capital projects
- Funding levels to fulfill future terms and conditions of employment, including early retirement benefits
- Allocations for special projects related to the strategic directions of the college.
- Allocations for contingencies (unforeseen events requiring expenditures of current resources)
- Ending Fund Balances (according to policies set specifically for that purpose)

Lane has a further responsibility to:

- Plan how it will spend any "onetime" unanticipated revenue, allocating it strategically and prudently between:
 - o The restoration of any shortfall to targeted ending fund balances,
 - o Currently unfunded projects in the strategic plan, and/or
 - o Holding some or all of it in reserve during financially volatile periods.

Permanently stabilize its finances in their entirety (operating budget, reserves, contingencies and ending fund balances) when it perceives a long term change (increase or decrease) to its available future recurring resources

ADOPTED: January 14, 2004

REVIEWED: November 8, 2006

B. First Reading

1. Unappropriated Ending Fund Balance, E.020

No changes were recommended to this policy; a second reading will be held in December.

POLICY NUMBER: E.020

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: UNAPPROPRIATED ENDING FUND BALANCE

The president shall assure budgeting that maintains the estimate of unappropriated ending fund balance at no less than three percent of the general fund operational expenditure budget.

ADOPTED: January 14, 2004

4. Discussion/Action Items

A. Budget Development FY08

Spilde explained that College Council has developed three scenarios for the 2007-08 budget around the state allocated community college budget possibilities. Spilde and Morgan described the unknown factors that will affect the budget, as well as the budget assumptions. Morgan distributed a handout which illustrated the possible budget scenarios. The best case scenario assumes \$529 million in state funding for Oregon's seventeen community colleges, the State Board of Education's recommendation, which would result in a \$1.7 million deficit at Lane. The mid case scenario assumes state funding of \$500 million and a deficit of \$3.5 million. The worst case assumes state funding of \$470 million, the governor's current proposal, and a deficit of \$5.5 million.

Spilde also explained the internal budget process which will take place over the next few months. Departments and divisions are having conversations about revenue and budget reductions. Open meetings are being held for college employees to talk about institutional ideas and options and one meeting will be held for students. All proposals will be going to a budget review group made up of faculty, classified staff, managers, and students. The set of recommendations for revenue and reductions will then be forwarded to the president, and ultimately the board will receive recommendations from the president.

The board also discussed the involvement of the budget committee. The committee includes board members and their appointees but cannot officially meet until a proposed budget has been presented. However, committee members can meet with the board for educational purposes, and anyone can access budget information on Lane's budget development website at 2011sitearchive.lanecc.edu/budget/0708. Budget appointees also receive board meeting materials. The board discussed the possibility of scheduling a work session when proposals have come forward to which the budget committee will be invited, recognizing that there is an internal college process. Legal counsel Meg Kieran advised the board that information during such a work session should be discussed, but no action taken.

Matsen suggested that budget committee members also meet with the staff from the budget office.

The board took a fifteen-minute break at 7:40 p.m.

4B. Aboriginal Residency

Spilde provided the background on this resolution, which would approve in-state residency for enrolled members of federally recognized tribes of Oregon.

Rose moved to approve the resolution. Romine seconded.

Motion passed unanimously.

4C. Transportation Fee Increase

Lane Transit District (LTD) is increasing the fee for the group bus pass effective January 1, 2007. Based on the LTD increase and projected parking maintenance improvements, the college recommended maintaining the non-credit fee at \$5.00 and increasing the credit fee from \$16 to \$19 a term effective Winter Term.

Matsen listed some of the maintenance projects that had been completed, and Matthews reported that students are generally pleased with the convenience and low cost of the bus pass.

Rose moved to approve the increase in the transportation fee to \$19 effective Winter term. Johnston seconded.

Motion passed unanimously.

5. Accountability/Reports

A. Benchmarks

Spilde responded to questions and comments on the following Benchmarks:

- Grants and Contracts by Funding Source

B. Financial Conditions and Activities: Quarterly Report, A.050

Morgan answered questions and responded to comments on the financial conditions and activities report.

C. Strategic Directions

In the September work session, the board directed the administration to map college accomplishments as they relate to the strategic directions and goals. Christian answered questions regarding the first of these reports, which focuses on Transforming Students' Lives.

6. Reports

ASLCC President Matthews thanked everyone for their work on the election. ASLCC registered over 1850 students and contacted over 800 students reminding them to vote. ASLCC officers participated in the Prescription Campaign held on October 31, wherein Oregon colleges asked the governor to heal higher education. The results will be delivered to the governor's education advisor. Five ASLCC representatives were sent to the Oregon Diversity Institute held at the beginning of November.

LCCEF President Baldwin stated that, while he was disheartened by the election results on the local option levy, he believed that the votes against the levy weren't necessarily against the college, but that the voters did not understand why Lane needed it. The classified union has had some labor relations issues in grievance process, but Baldwin felt that agreements have been made that will allow the union to dismiss arbitrations and find settlements. He recalled that the transportation fee is a traditional issue for the college, going all the way back to 1982, when Baldwin was ASLCC president.

LCCEA President Salt reported that the faculty union was active in voter registration and in raising money for the local option levy and other election efforts. The association offered a significant contribution in defeating the two most threatening measures – 41 and 48. Salt shared Baldwin's conclusion that losing the levy does not mean that Lane doesn't have support out there. We relied heavily on prints during the campaign, but perhaps we needed other

methods as well. He recommended acting individually to lobby legislature. With the change in leadership in the House of Representatives, one of the promised subjects is a significant raise in student aid. Salt voiced concern that the board reviewed the Unappropriated Ending Fund Balance policy but will be looking at the budget in the spring. He informed the board that the association opposes charging faculty the transportation fee for classes.

Vice President Christian commended Spilde for her extraordinary work lobbying for community colleges at the local, state and national level, citing her interview with the Chronicle for Higher Education as an example. She invited the board and others to a community conversation to discuss senior programming on November 29 from 3:30 – 5 pm in the Center for Meeting and Learning, where ways to provide opportunities for seniors will be explored. Christian also extended an invitation to the Integrative Arts Symposium to be held November 30.

Vice President Matsen thanked the board for participating in the Bookstore raffle which raises funds for needy families. Matsen works with many excellent employees, many of whom work behind the scenes. She pointed out the retirement of one such employee, Danny Avalos. Avalos has worked at Lane as an electrician for many years. He is a great employee and has always been supportive of the work of the college.

Holman reported that the scholarship fund for Florence students wishing to attend the Lane Community College Center at Florence has increased by 50 percent. A college recruiting day was held at the Siuslaw High School on November 1. Lane Community College received the most interest by students. Both the main campus and Florence center had representatives at that event.

Rose expressed disappointment that the local option levy did not pass. In the future, we need to initiate our intention to go out for a vote earlier and be better prepared. The OCCA board meeting is December 8.

Johnston reported on her experience at the OCCA conference. The sessions were really good, and it was a pleasure to see Rose and Hall recognized for their service on Lane's board. Johnston noted that each time she attends any conference, Spilde is spoken of highly and Lane is commended for doing such good work for the community. The new board chair of Lane Council of Governments (LCOG) is Lane's own Dr. Patrick Lanning. The LCOG Appreciation Dinner will be held on January 25. If you have nominations for awards, let Johnston or Lanning know. Johnston attended the Harvest Dinner, which was amazing. She appreciated hearing the scholarship winners speak, and she was quite proud of the Culinary program and the Foundation.

Romine asked if there were other Oregon community colleges that had local option levies on the November ballot.

Spilde listed the other community colleges who had measures on the ballots, but all of those measures were defeated as well.

Bozievich reported that he was greatly disappointed in the local option levy vote. He believed that the ballot position affected the outcome, as voters experienced tax fatigue after going past four or five other levies to get to Lane's. He encouraged everyone to contact the governor's office to ask for more money for community colleges.

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

Wednesday, December 6, 2006, Boardroom, Building 3, Lane Community College

8. The board meeting adjourned at 8:53 p.m.

Mary Spilde, President/District Clerk Jay Bozievich, Chair