



General Library Item

Name Minutes 2007-01-10

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - January 10, 2007

1. Attendance

Board members present: Jay Bozievich, Roger Hall, Paul Holman, Susie Johnston, Pat Riggs-Henson, and Larry Romine. Also present were: President Mary Spilde; Vice President Sonya Christian; 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; and 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 6:39 p.m.

B. President's Report

Good evening and welcome back. Happy New Year to everyone.

I appreciate the discussion we had in the work session. You can see that we have a difficult road ahead of us if we are not able to persuade legislators to increase the allocation for community colleges. On that note, last week we partnered with Chemeketa, Oregon Coast and Linn-Benton to host legislators to talk about our budget. Jay Bozievich, Sonya Christian, Steve Candee, Bob Baldwin and Happi Matthews attended. Terri Beyer was there as well as Nancy Nathanson and Bruce Hanna, both of whom were unable to attend the session we had in November. The program was primarily hearing from students, and I think it went well.

We are scheduling meetings with Representative Hanna and Representative Nathanson to lay out Lane's budget scenario. Both of them are on the Joint Ways and Means committee, so it will be very important that they understand our situation. I also talked with Representative Chris Edwards and Representative Mary Nolan, who is the chair of the Joint Ways and Means committee, on Thursday. I am glad that you will be discussing the board's role in the legislative session later this evening.

On Thursday, I attended the Oregon Business Council Summit in Portland. It was an opportunity to talk with legislators and business leaders as well as hear from the governor.

I want to give a very brief report on my trip to Egypt, Abu Dhabi and Dubai. It was very interesting, and I definitely think there is a great deal of potential for us to partner. They have a high level of need for career and technical training and are very interested in using American curriculum and meeting our standards. I think it's important to understand that if we move forward with this venture, it is primarily a business venture. It is not about internationalizing the campus, sending people there or bringing students here. Rather, we have expertise that can add value to what they need to do, and they are willing to pay us for that expertise. It can create a revenue stream for the college that over time will help support our programs and services. I have reached the conclusion that we must be thinking in terms of entrepreneurial ventures that bring in revenue to support the college. While keeping our mission in mind, we need to approach ventures like this for what they are: business opportunities. As long as we can agree on that, this has a great deal of potential. If we don't want to go down that road, now is the time to pull out.

Unfortunately, I don't see us being able to survive on public money, and if we don't look for entrepreneurial options we are resigning ourselves to more of the same budget cutting that we have been doing and will do again this year. So I'd like the board to think about this and to have a discussion so that we are all clear on our direction.

I must say that our potential partners in the middle east are experienced, have integrity and know the people that we need to connect with for this venture to be successful. I found everyone very knowledgeable, kind and generous and very open to a partnership with an American community college.

I want to celebrate the receipt of a \$1.9 million Department of Labor grant to expand the Dental Hygiene program to other communities using distance delivery and clinical experiences. This is a great example of building on our strengths, being cost-effective and meeting statewide workforce needs.

Last month I mentioned that I had picked up the three sculptures from Mr. Don Pollock. Sadly, he passed away just ten days after I visited him.

Today I attended a memorial service for Doreen Margolin. Doreen served as the chair of the Portland Community College Board of Education. She was diagnosed with cancer in December and passed away on Monday. She will be sorely missed.

Last month I talked about the controversy regarding the gates. There was an extensive e-mail conversation, and we will be responding to the concerns raised. However, I want to be clear that we are moving forward with securing the campus, and we will balance that with providing access for those who need to be on campus between 11 p.m. and 6 a.m. and on holidays.

The college has received several notes from people in the community who were disheartened that our local option levy didn't pass. Some have even sent checks in support of the college to take the place of the taxes they would have paid. I want to invite you to attend the Martin Luther King, Jr., celebration on January 15. There has been some controversy surrounding the keynote speaker's beliefs, but the focus for the event is the legacy of Martin Luther King, Jr. -- a topic on which the speaker is qualified to talk about.

The Baseball/Soccer Spring Spectacular will be held this Friday in the Center for Meeting and Learning.

1) December Highlights

December 2006 Highlights at Lane Community College as offered in the board mailing were presented.

C. Board Agenda Review/Changes

No changes were made to the agenda.

D. Statements from the Audience

Justin Blakely, student, is dissatisfied with services received in Disabled Services and would like the department to undergo an evaluation.

Rob Spooner, Florence publisher, responded to some of the issues raised during the board work session, specifically the factoring in of overhead costs when making budget reduction decisions.

2. Consent Agenda

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

- The approval of the December 6, 2006 Minutes

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Ending Fund Balance, E.030

The second reading of this policy was postponed until February when definitions will be included in the policy.

B. Second Reading

1. Stabilization Reserve Fund, E.040

Riggs-Henson moved, seconded by Johnston, to approve the second reading of board policy E.040, Stabilization Reserve Fund.

Motion passed unanimously.

POLICY NUMBER: E.040

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: STABILIZATION RESERVE FUND

The board may require the president to establish a separate "reserve fund" (as described in ORS 341.321 and ORS 294.525) for the purpose of providing short-term stabilization in anticipation of possible shortfalls in revenue.

A stabilization reserve fund may be established under one or more of the following circumstances:

- State budget appropriations for community colleges are not approved by the time the college budget is approved and adopted.
- A situation exists where significant changes in enrollment are possible but not reasonably predictable.
- When any major revenue source has a reasonable possibility of decreasing after the college budget is approved and adopted.
- When any operating expenditure that is beyond the control of the college could reasonably be expected to increase after the college budget is approved and adopted.
- Any other situation in which the board determines that there is a reasonable expectation that major shifts in revenue or expenditures could occur during the budget year.

Stabilization reserve levels:

- Minimum reserve levels shall be at the discretion of the board under advice from the budget committee and the president.
- Maximum reserve levels shall be no more than the maximum reasonably estimated shortfall at the time of the adoption of the budget.

Stabilization reserves will be reviewed annually as part of the budget development process. The stabilization reserve fund shall be closed out when the board determines that the precipitating threat to revenues and/or expenditures no longer exists. As long as the conditions exist that caused the fund to be established, the funds shall be kept in reserve for the purpose intended. If and when the fund is closed out, any remaining balance shall be released for use as a resource in the General Fund.

ADOPTED: January 14, 2004

REVIEWED: January 10, 2007

B. First Reading

1. Capital Reserve Fund, E.050

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

Kieran agreed to research the Oregon Revised Statutes concerning this policy.

POLICY NUMBER: E.050

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: CAPITAL RESERVE FUNDS

The college shall establish and maintain separate "reserve funds" (as described in ORS 341.321 and ORS 294.525) in Capital Projects Fund IV for the following purposes:

1. To replace capital equipment that is broken or beyond its useful life as determined by the Capital Assets Replacement Forecast;
2. To maintain and repair college facilities according to the Major Maintenance Schedule;
3. To maintain and upgrade the college's information/telecommunications system according to planning schedules maintained by Information Technology;
4. To build new instructional facilities and/or to purchase property that facilitate planned long-term growth of the college.

Appropriate levels of funding for reserves will be determined using existing college decision-making structures. The president will make recommendations to the Board of Education for approval to establish and fund these reserves. Optimal funding levels will be determined using benchmarks, professional standards and best practices from other colleges and adapting these to Lane's specific situation. It is expected that full funding of these reserves will take place over a number of years and that annual transfers to these reserves will be budgeted from the General Fund and other sources as appropriate.

As required in ORS 294.525, the board shall periodically review the reserve fund "and determine whether the fund will be continued or abolished." While ORS 294 allows review to take place every 10 years, reserve funds established under these policies shall be reviewed (a) annually by the president; and (b) at least every three years or more frequently as determined by the board.

As allowed in ORS 294.525, the board may determine at any time that a reserve fund is no longer necessary or that some or all of the reserves may be transferred to the General Fund.

ADOPTED: January 14, 2004

4. Discussion/Action Items

A. Sustainability Core Value

Spilde explained that, in Fall Inservice 2005, the college community proposed that Lane include sustainability as one of the college's core values. Since that time, the Sustainability and Learning Group (SLG) has composed core value language to add to Lane's existing Core Values. Jennifer Hayward, Margaret Robertson, and Susie Cousar of the SLG presented some information about the process of composing the core value language.

Some board members were concerned with the use of the term "environmental justice," a possibly ambiguous term which may be open to dispute. Cousar explained that the SLG did not use the term lightly; environmental justice can be found in many definitions of sustainability in the deepest sense and is commonly used in sustainability literature. Riggs-Henson made a motion to adopt the sustainability core value language. Holman seconded.

Motion passed 5 – 1. Bozievich dissented.

4B. Legislative Liaison

Spilde explained that Lane needs to develop a fairly aggressive strategy for working with legislators. She asked for the board's direction on what individual roles should be and whether Lane should maintain a legislative liaison in addition to the President to specifically communicate the needs of Lane Community College.

The board agreed that it would be a good idea to maintain a part-time employee as Lane's legislative liaison. Lane needs to collaborate with the Oregon Community College Association (OCCA) and keep them informed that we have a presence at the capitol.

The board also agreed to work individually with legislators and encouraged staff and faculty to write personal letters to elected officials on behalf of community colleges. Spilde will put together a series of talking points for staff and the board.

5. Accountability/Reports

A. Benchmarks

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

- Gender and Race/Ethnicity Status of Graduates

Holman left the meeting at 8:10 p.m.

B. Financial Planning and Budgeting, A.040, Monitoring Report

Morgan responded to questions and comments on the monitoring report with regard to Board Policy A.040, Financial Planning and Budgeting.

C. Compensation and Benefits, A.080, Monitoring Report

Dennis Carr, Executive Director of Human Resources, responded to questions and comments on the monitoring report with regard to Board Policy A.080, Compensation and Benefits.

6. Reports

ASLCC President Happi Matthews reported that a record number of students turned out in the polls. ASLCC will be sending students to the capitol in the next couple of months to lobby for higher education funding. Students are looking forward to the Martin Luther King, Jr., celebration. ASLCC is doing a television show on February 17 announcing what student government does and how they've done over the last year.

LCCEF President Baldwin updated the board on the classified compensation study. Classified salaries and benefits were compared to other community colleges and a wide variety of public agencies, and Lane was found to be competitive and mid-range in the market. It was determined that Lane's facilities and operations percentage of staff is low and our instruction percentage of staff is higher than other colleges. Lane leads the state in numbers of full-time faculty and the lowest in part-time faculty numbers. He reminded the board that classified staff underwent substantial layoffs last year, and we need balance this year.

LCCEA President Salt responded to the equity issue by saying that the one-column salary schedule has made significant progress in terms of competitive pay for faculty and will continue to help. In regards to the number of part-time faculty, LCCEA did agree last year to move toward the use of more part-time faculty to try to help with budget problems. However, just because some colleges are exploiting part-time faculty, it doesn't make it right. Salt urged the board and administration to remain optimistic while finding a way to get through these difficult budget times. Vice President Sonya Christian informed the board that she will send the Instruction and Student Services report electronically.

Hall welcomed Christian back after her trip to India.

Johnston was saddened to hear about the passing of Portland Community College board chair Doreen Margolin.

Bozievich addressed two of the items discussed in the meeting: sustainability and optimism, saying that Lane needs to balance optimism with what is sustainable. Lane's current practices are not sustainable. Bozievich said he was open to hearing creative proposals about how we can improve and be financially sustainable.

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

Wednesday, February 14, 2007, Boardroom, Building 3, Lane Community College

9. The board meeting adjourned at 8:32 p.m.

Mary Spilde, President/District Clerk Pat Riggs-Henson, Vice-Chair