



General Library Item

Name Minutes 2007-04-23

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - April 23, 2007

1. Attendance

Board members present: Jay Bozievich, Roger Hall, Paul Holman, Susie Johnston, Pat Riggs-Henson, and Michael Rose. Also present were: President Mary Spilde; Vice President Sonya Christian; 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 Stephen Mohr.

A. Chair Bozievich called the meeting to order at 6:32 p.m. The meeting began with a moment of silence in memory of the victims of the Virginia Tech shootings.

B. Oath of Office Administered to New Board Member for Zone 5

Rose moved to accept the resignation of Larry Romine as board position for Zone 5. Riggs-Henson seconded.

Motion passed unanimously.

Riggs Henson moved, Holman seconded, to fill the vacant Zone 5 position with Pat Albright, who is running for the position unopposed.

Motion passed unanimously.

Chair Bozievich administered the Oath of Office to Pat Albright.

C. President's Report

I want to recognize Larry Romine's resignation from the board. Larry has served us long and well. I would like to suggest that we recognize him with a board resolution at an upcoming meeting.

I would like to welcome Pat Albright to the board. Pat has already been active on Lane's behalf in the legislature.

I would also like to welcome Stephen Mohr, who took over as ASLCC president. I look forward to working with him for the remainder of the school year.

You are all aware of the legislative session and the co-chairs budget. I want to mention the Ways and Means hearing that was held in Eugene and give my thanks to everyone who attended. It was unfortunate that more of us didn't get a chance to either be in the room or testify, but I think we made our presence felt. I want to thank the union leadership, the LCCEA Legislative Action Committee chair, Doug Smyth, our community partners and Sandy Cutler for getting people out. I think it will make a difference.

We had our budget hearings April 9 through 12 and a public hearing on April 16. There were so many people there to testify that they extended the hearing to April 17. I don't think we will hear much more until after the May 15 revenue forecast.

There are two capital construction bills moving through the legislature. Again, I don't think we will know the outcome until the end of the session.

The Lane Marketing Department earned national recognition; the National Council for Marketing and Public Relations, an organization for professionals at community, junior and technical colleges, awarded Lane the Gold Paragon in recognition of its Career and Technical (CT) interactive DVD. Development of this DVD was initiated by the CT division chairs and involved faculty, students and staff in each of our CT programs in partnership with marketing staff and Chambers Communications. Production was funded by the Carl Perkins grant. The DVD was distributed to each of our community advisory committee members, business leaders and owners, high school counseling offices and career centers and others as identified by each program. Segments of this 35-minute DVD can be viewed from the homepage. Each division office has a supply of the DVD for use in marketing opportunities. Congratulations to the CT programs for developing an award winning marketing tool.

The latest issue of the Community College Journal features our new gaming and computer simulation curriculum. The article is entitled "Ahead of the Curve - Innovative courses prepare students for the future."

Standard and Poor's has affirmed our A+/Stable Long term rating. This is a periodic review and can materially affect the cost of borrowing and bonding. They were concerned about the ending fund balance but felt that our corrective policies and plans were credible. There is a provision which states "The stable outlook is based on the expectation that the district will make the necessary cuts to balance the budget and rebuild reserve levels to buffer against budget uncertainties and fluctuations in state appropriations."

I would like to welcome candidates running for the board who are in the audience: Stefan Ostrach, Rob Spooner, and Bob Ackerman.

1) March Highlights

March 2007 Highlights at Lane Community College as offered in the board mailing were presented.

D. Board Agenda Review/Changes

No changes were made to the agenda.

E. Statements from Audience

Justin Blakely expressed his disappointment in the services he received as a disabled student.

Cathy Lindsley, Director of ESL, invited the board to international day on Wednesday, April 25 from 11:30 to 1:30.

Matt Keating, President of Student Productions Association (SPA), showed support of the ASLCC fee option to provide funding for SPA.

Caryle Tylerkays, student, expressed concerned regarding the cost of tuition.

2. Consent Agenda

A. Approval of the March 14, 2007, minutes

Rose moved, seconded by Riggs-Henson, to approve the Consent Agenda consisting of:

- The approval of the March 14, 2007 minutes
- KLCC Remodel Bid Approval
- Budget Calendar Approval

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. E.070, General Fund Contingency

Riggs-Henson moved, seconded by Johnston, to approve the second reading of board policy E.070, General Fund Contingency.

Motion passed unanimously.

POLICY NUMBER: E.070

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: GENERAL FUND CONTINGENCY

Board Contingency:

The annual budget shall set aside approximately one-half percent (0.5%) of the budgeted revenues each year for Board Contingency. Use of Board Contingency shall be at the discretion of the Board of Education and shall be allocated by formal approval of the board according to its policies.

Administrative Contingency:

Administrative Contingency shall be approximately one percent (1%) of the budgeted revenues each year.

Administrative Contingency shall be allocated by approval of the president.

ADOPTED: January 14, 2004

REVIEWED: April 23, 2007

2. E.080, Interfund Transfers

Riggs-Henson moved, seconded by Hall, to approve the second reading of board policy E.080, Interfund Transfers.

Motion passed unanimously.

POLICY NUMBER: E.080

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: INTERFUND TRANSFERS

All transfers between funds shall be in conformance with ORS 294.361. The Budget Document shall clearly show for each fund the amounts, origin and destination of each transfer. Accompanying documentation shall list the specific purposes for each transfer.

Transfers from the General Fund to other funds (except Fund IX-Special Revenue Admin Restricted) shall be for the following purposes:

- Debt service on an obligation incurred as a part of normal operations of the college;
- Goods and services provided to General Fund units by units in other funds;
- Construction, maintenance and acquisition of facilities and/or real property used by the college in support of its mission;
- Acquisition of capital equipment for use by the college in support of its mission;
- Matching funds for grants and contracts;
- Operation of certain financial aid functions and matching funds required for financial aid grants;
- Contractual and legal obligations to employees and retirees for compensation and benefits;
- Other needs as deemed appropriate and necessary by the board for fulfilling the obligations of the college.

Since Fund IX contains units that could be considered general operations of the college, the boundary between the General Fund and Fund IX is more "permeable." While units in Fund IX primarily rely on designated revenues, transfers from the General Fund may be used to augment the resources for any or all of these units. The level of funding through General Fund transfers to Fund IX is at the discretion of the board under advice from the Budget Committee and the president.

ADOPTED: January 14, 2004

REVIEWED: April 23, 2007

B. First Reading**1. E.090, Interfund Loans**

No changes were recommended to this policy. A second reading will be held in May.

POLICY NUMBER: E.090

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: INTERFUND LOANS

Loans from one fund to another shall conform to the requirements of ORS 294.460 and be authorized by the Board of Education. Interfund loans may not be from: a Debt Service fund, a Financial Aid fund, employee/retiree benefit funds, or funds legally restricted to specific uses. Repayment of the loan must be budgeted according to an approved schedule and at a stated rate of interest.

The full repayment of interfund loans shall occur no later than:

- five years from the date of the loan, if the funds are to be used to acquire or improve real or personal property, or
- June 30 of the fiscal year following the year in which the loan was authorized, if the funds are to be used for operating purposes.

ADOPTED: June 9, 2004

2. E.100, Debt Issuance and Management

No changes were recommended to this policy. A second reading will be held in May.

POLICY NUMBER: E.100

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: DEBT ISSUANCE AND MANAGEMENT

The president shall ensure that sufficient funds are available to meet current and future debt service requirements on all indebtedness, while adequately providing for recurring operating requirements. The issuance of debt limits the college's flexibility to respond to future learning priorities; consequently, the college shall issue and manage debt in a manner which maintains a sound fiscal position, protects its creditworthiness and complies with ORS 341.675 and ORS 341.715.

To meet the objectives of this policy the president shall ensure that the college incurs and services all debts in a manner that will:

- Maintain a balanced relationship between debt service requirements and current operating needs.
- Maintain and enhance the college's ability to obtain access to credit markets, at favorable interest rates, in amounts needed for capital improvements and to provide essential learning services.
- Prudently incur and manage debt to minimize costs to the taxpayers and ensure that current decisions do not adversely affect future generations.
- Preserve the college's flexibility in capital financing by maintaining an adequate margin of statutory debt capacity.

The board shall approve borrowing as described in Board Policy C.040. Long-term debt (due more than a year in the future) shall not be issued to fund normal operating needs.

ADOPTED: June 9, 2004

4. Discussion/Action Items**A. Paramedic Differential Fee**

Christian provided background information for the paramedic program differential fees, comparing the model to the differential pricing recently approved for the nursing and dental hygiene programs.

The board reviewed the recommended fees, discussing average salaries and job demand for graduates. The change in fees will be applied to students entering the program in the fall.

Hall moved to accept approve the revised differential fees for the paramedic program (below) beginning Fall 2007.

Rose seconded.

Course ID	Course Name	Diff Fee FY07	Diff Fee FY08	Fee Incr per student	Fee Incr for 24 students
EMT 290	EMT: Paramedic, Part 1	208.50	292.00	83.50	2,004.00
EMT 291	EMT:Paramedic Part 1 Clinical	173.75	292.00	118.25	2,838.00
EMT 292	EMT: Paramedic Part 2	104.25	146.00	41.75	1,002.00
EMT 293	EMT:Paramedic Part 2 Clinical	260.63	438.00	177.38	4,257.00
EMT 294	EMT: Paramedic Part 3	0.00	0.00	0.00	0.00
EMT 295	EMT: Paramedic Part 3 Clinical	260.63	438.00	177.38	4,257.00
		1,372.63	1,970.88	598.25	14,358.00

Motion passed unanimously.

B. ASLCC Election/Student Fees

Riggs-Henson moved that the board approve the ASLCC ballot measure language as a non-binding recommendation for inclusion in the May 2007 election. Johnston seconded. The ballot measure proposes that the student activity fee be increased by \$.50 in order to provide funding for the Theater Arts Department's Student Productions Association.

Motion passed unanimously.

C. Budget Development

The budget recommendations were discussed in depth in the work session. Spilde commended the faculty and classified unions for their willingness to discuss ways to avoid the retrenchment of positions.

Hall urged everyone to remember that Oregon is ranked 45th in the nation for higher education funding, and we should be reminding elected officials in Salem of that number.

5. Accountability/Reports

A. Benchmarks

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

- Employees of Color as a Percent of All Employees

B. Accreditation Interim Report

Christian and Mary Brau, Curriculum Coordinator, respond to questions regarding the Focused Accreditation Interim Report submitted to the Northwest Commission on Colleges and Universities in March. An interim accreditation visit is scheduled for April 30, 2007.

6. Reports

ASLCC President Stephen Mohr attended the USSA Graduates Conference in Washington, D.C., where Lane was one of three community colleges represented there. ASLCC had six students at the testimonial hearing on the 16th. Students also attended Lane Day at the Capitol. Three Lane students are interning at the Capitol. ASLCC is working on a "piggy bank" campaign to persuade legislators to support community colleges. Several Lane students have been the focus of OSA's "Student of the Day" program. OSPIRG's Campus Climate Challenge is coming up soon. Mohr expressed appreciation for the administration's willingness to work on the student debit card issue. He thanked the board for approving the ballot measure language, believing that support of the arts is one of the best things to do for students. LCCEP President Bob Baldwin supported ASLCC's right to manage its ballot measures. SPA is one of the gems we have here at the college. Baldwin stated that the classified union is willing to talk with administration about budget issues; however, no adjustments by the classified union will save millions of dollars. He assured the board that the classified union is support of competitive wages and working conditions for faculty, but not at the expense of classified staff. Last year's layoffs and this year's layoff proposals have union members asking questions.

LCCEA President Jim Salt will miss Larry Romine and welcomed Stephen Mohr and Pat Albright. There was an excellent showing at the Ways and Means hearing at the U of O. Faculty are trying to work in a grassroots fashion to put pressure on legislators in Salem. He hopes to resolve discussions between the union and the administration by next week. He encouraged board members to read an article in the New York Times on community colleges.

Vice President Sonya Christian reported that the last few weeks have been extremely difficult, especially for managers as they prepared their budget proposals. She commended the union leadership to start the work with administration of not having to recommend a proposal that will be devastating for Lane. She welcomed Stephen Mohr and Pat Albright, and she will miss Larry Romine.

Associate Vice President Morgan thanked the board for supporting the KLCC remodel on the consent agenda. The current bid is about half of the one the board previously rejected. KLCC completed their most successful radiothon ever. The college is hosting a conference on sustainability on May 18. Lane's energy analyst recovered a \$120,000 rebate that helped offset the budget shortfall. GFOA rated Lane as excellent in a finance budgeting award; Lane is the second community college to receive the award.

Board Reports

Albright stated that it is a great honor to follow Larry Romine on Lane's Board of Education. Albright worked with Dale Parnell, the founder of Lane Community College, when he helped produce a history of Springfield High School. He intends to promote the value of community colleges on a daily basis.

Riggs-Henson complimented Jay for being so tenacious with the legislature. She stated that it is difficult to see the proposed cuts when there are human beings attached to them and hoped we can find ways to keep the college intact. She appreciated the willingness of the unions to explore solutions and is grateful for Spilde's leadership.

Johnston welcomed Albright and Mohr and will miss Larry, whom she affectionately referred to as a curmudgeon with a sense of humor. She thanked Bozievich for letters written to legislators and everyone who participated in the Ways and Means hearing. In her role as a student, she sees everyday the respect that employees and teachers have for the students, and it is remarkable. One of the best decisions she has ever made was to become a Lane Community College student.

Hall thanked Romine for service to the college over the years and welcomed Pat to the board. He congratulated the team that made the Career and Technical Program DVD and Tracy Simms for receiving the award. He reminded everyone that individuals serve on Lane's board because the college is a great place. Hall reiterated that Oregon is ranked 45th in the nation for higher education funding.

Holman welcomed Albright and said goodbye to Romine, whom he knew from when he worked for Holman's father years ago. He wishes him the best in his retirement.

Bozievich will miss Larry Romine. He welcomed Albright and Mohr to the table. He appreciated both unions and also the management group, which has taken consistent cuts over the years. The state revenue increased 19 percent in lottery and general funds, and Bozievich cannot understand why they maintain that they don't have the budget to fully fund community colleges. New programs should not be created when there is no funding for higher education. He reminded everyone to contact legislators and push for 529 million.

Rose welcomed Pat Albright and will miss Romine, whom he knew as a neighbor previous to serving on the board together. Rose stated that, unless Lane gains revenue, we will have to live with cuts. He will attend the OCCA board meeting this Thursday in Salem.

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

Wednesday, May 9, 2007, Boardroom, Building 3, Lane Community College

8. The board meeting adjourned at 8:11 p.m.

Mary Spilde, President/District Clerk Jay Bozievich, Chair