



General Library Item

Name Minutes 2007-05-09

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION Minutes - May 9, 2007

1. Attendance

Board members present: Pat Albright, 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 6:30 p.m.

A. President's Report

I would like to start by recognizing our outstanding Honors Society, Phi Theta Kappa (PTK). I'd like to introduce Dee Lauzon, incoming Regional Vice President and Mike DeLaVergne, Vice President of Fellowship. PTK won several regional awards for our chapter this year:

- 2007 Most Distinguished Chapter trophy
- 2007 Scholarship Hallmark Award trophy
- 2007 Leadership Hallmark Award trophy
- 2007 Distinguished Service Award certificate
- 2007 Distinguished Chapter President: Justin Cox plaque
- 2007 Distinguished Chapter Officer: Megan Worman plaque
- 2007 Distinguished Member Award certificate: Penny Johnson
- 2007 Distinguished Alumni Award certificate: Stephanie Simon
- 2007 Literary Award certificate: Megan Worman
- 2007 Art Award certificate: Michael De La Vergne
- Five Star Level certificate
- 2006 Pinnacle Gold Chapter Award certificate
- 2006 Pinnacle Platinum Chapter Award certificate
- 2007 Chapter Newsletter Award certificate
- 2007 Chapter Website Award certificate
- 2007 Chapter Yearbook Award certificate
- 2007 Participation Award certificate

I would also like to recognize two of our outstanding students. Both students were nominated as Lane's Oregon Student Scholars. They were recognized at an event in Salem on April 23. Unfortunately, many of us were dealing with budget announcements here and were not able to attend. William "CJ" Johnson is an Elementary Education major who plans to transfer to the University of Oregon. Megan Worman is a Psychology major who will also transfer to the University of Oregon. Megan was also nominated for the All-USA Academic Team.

There has not been much movement with respect to the budget by the legislature. The revenue forecast will be out next week. I am hearing that there will be little change in the general fund, but that the lottery may increase by about \$70 million. Just to put that in perspective, community colleges would need all of that amount to get to \$529. A corporate minimum tax proposal is being floated. I'm not clear yet how much it would bring in, but the range is from \$80 to 210 million. I have heard it is proposed that the proceeds would go to higher education, including community colleges. We are continuing to ask people to write letters on our behalf.

For the second year in a row, our dental hygiene students achieved a 100 percent pass rate on the written and clinical Western Regional Examining Board anesthesia exam.

The American Dental Assistants Association bestowed two (2) national Scholarship Awards for our Dental Assisting Students in the amount of \$500 each. Student recipients were Vickie Perkes and Shiloh Appel.

On April 30, we hosted an evaluator from the Northwest Commission who reviewed our progress on the two recommendations we received in our full scale visit in 2004 – part-time faculty evaluation and assessment. We received his report this week, and he was very complimentary about the work we are doing. There were no

recommendations, but the evaluator strongly encouraged us to sustain the work we have been doing in order to remain in compliance.

In November we issued a Request for Proposal to local banks and credit unions to provide a branch facility on campus to serve the financial needs of students, staff, and school business operations. We received three excellent proposals from Northwest Community Credit Union, SELCO, and US Bank. The proposals were evaluated by a committee based on amount of return to the college, financial products, and financial education offerings. The committee found all three proposals offered an outstanding array of services and education opportunities. However, US Bank's financial offer was superior, and the committee has recommended acceptance of that proposal. We are currently negotiating a contract. Last Friday we held our Spring Conference. We were pleased to host Dan O'Brian, author of one of our Reading Together books. He did a wonderful job of talking about sustainability and living with change. He was the perfect person to join us at this particular moment in our history.

Also last Friday, we held a reception and walking tour of the sculpture exhibit on campus. We had a large group of visitors, and they were very complimentary about the public art as well as the campus in general. I would like to thank Lee Imonen and Andy Salzman for their work in organizing the exhibit. From a donation we received for public art, we do plan to purchase some of the sculptures. Lee and Andy plan on bringing an exhibit to campus every two years.

We are approaching the last stages of the academic year, so everyone is very busy with all the things that support students in completing their requirements.

Graduation is on June 16; please let Donna know if you plan to attend.

1) April Highlights

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

C. Board Agenda Review/Changes

Agenda Item 4B, Career and Technical Report, was moved to Item 4A.

D. Statements from Audience

Dennis Gilbert, Science instructor, addressed the proposed budget reductions and asked the board to take a closer look at the calculations.

Bob Barber, CIT instructor, expressed concern about the use of part-time faculty, stating that learning and academic success can be undermined when students and faculty are part time.

2. Consent Agenda

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

- The approval of the April 23, 2007 minutes
- Workers' Compensation
- Academic Calendar
- Borrowing Resolution
- Reimbursement Resolution

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. E.090, Interfund Loans

Riggs-Henson moved, seconded by Johnston, to approve the second reading of board policy E.090, Interfund Loans.

Motion passed unanimously.

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

REVIEWED: May 9, 2007

2. E.100, Debt Issuance and Management

Riggs-Henson moved, seconded by Albright, to approve the second reading of board policy E.100, Debt Issuance and Management.

Motion passed unanimously.

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

REVIEWED: May 9, 2007

B. First Reading

1. E.110, Financial Reporting

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

POLICY NUMBER: E.110

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: FINANCIAL REPORTING

Lane's annual audited financial statements shall conform to generally accepted accounting principles. Applicable professional accounting standards and guidance shall be incorporated into Lane's financial statements.

ADOPTED: March 9, 2005

2. A.010, Global Executive Directions

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

POLICY NUMBER: A.010

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: GLOBAL EXECUTIVE DIRECTIONS

The president shall assure that every activity, decision, or organizational circumstance shall be lawful, prudent, and in accord with commonly accepted business and professional ethics.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVIEWED: September 10, 2003

4. Discussion/Action Items

A. Career & Technical Report: Fitness and Wellness Programs

Marisa Hastie and Shannon Gaul, Health and PE instructors, presented information on Lane's fitness and wellness programs. These programs include the Professional Fitness Training programs, Employee Wellness programs, Therapeutic Exercise and Rehabilitation Course, Fitness Education Center, and Physical Education courses. All of the programs turn out employable and skilled graduates and also provide the opportunity for internships. Lane is the only college in Oregon which has received an endorsement from the American College of Sports Medicine for our fitness programs.

B. FY08 Bond Projects

Stephen Pruch, Associate Vice President, and Bob Mention, College Planner, provided the board with a list of potential bond projects and early cost estimates. Plans included board directed projects, capital construction projects, and a major maintenance and utility infrastructure upgrade. The proposed Health and Wellness building was not on the list, as the college hopes to obtain state funds and money raised through Foundation fundraising. If it does not get state funding, the Health and Wellness building will be folded into the bond projects as the top priority.

Riggs-Henson moved that the President continue with plans for a November 2008 bond, subject to final approval, and to bring back more information to the board. Holman seconded.

Motion passed unanimously.

C. International Tuition

In January 2007, the board approved a tuition increase which included an increase in international tuition. However, in order to attract and retain international students, the college is recommending that the international tuition amount be maintained at the current rate for 2007-08. A special summer rate was recommended to stay competitive and increase summer enrollment.

Rose moved to maintain international student tuition of \$200 and the \$10 per credit fee for fall, winter and spring terms of 2007-08 and to implement a special summer rate for international students of \$140 per credit with the \$10 per credit fee to stay competitive with other colleges and increase summer international student enrollment at Lane. Holman seconded.

Motion passed unanimously.

The board took a ten-minute break at 7:30 p.m.

5. Accountability/Reports

A. Benchmarks

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

- Reasons for Attending Lane (New Credit Students)
- Students by Age Group
- Credit Students – Fall Terms
- Race/Ethnicity of Students – Credit Students

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

Greg Morgan responded to questions and comments on the Financial Condition and Activities Quarterly Report.

6. Reports

ASLCC President Stephen Mohr responded to the benchmarks, stating that the rise of the number of women at Lane is testament to the Women's Center and the Transitions Program. ASLCC elections close tonight at midnight; a barbecue was held on Monday to get the word out. ASLCC is helping the Science Factory on June 2 for a sustainability day. A veterans group is starting up on campus. Disabled students have concerns about campus accessibility that should be addressed. Mohr pleaded with the board not to cut any programs they don't have to.

LCCEF President Bob Baldwin reported that the union and the administration both have proposals on the table, but they are still a ways apart from agreement. The joint insurance group met; Lane has a 14.7 percent insurance renewal rate. The national average is 12 percent, so we are not seeing an increase that is dramatically above average.

Unfortunately, Lane had budgeted for half of that. In comparing with other community colleges, the health benefits are comparable. The issue Lane has is in the overall experience rating. We need to encourage employees to use generic prescriptions and to use the health clinic. Baldwin had some specific solutions on the budget situation that are not currently being considered, and he asked anyone who is interested in hearing those ideas to contact him. He stated that classified employees have had well over 200 people eliminated in the last five years. He does not see equal sacrifices in other employee groups.

LCCEA President Jim Salt reported that the faculty agreed to and ratified an alternative plan to retrenchments. It was not an easy discussion and also not a unanimous vote. Faculty and administration are still working out the exact components. Faculty are actively working on pushing for as much state funding for community colleges as possible. Salt was invited to participate in a press conference last week regarding post-secondary education which was well attended.

Vice President Sonya Christian reported on the recent assessment interim visit. Lane received three commendations: the institution is commended for 1) ensuring that the outcomes process was consistently applied across campus, 2) successfully implementing a cultural shift across campus regarding the assessment process 3) establishing an effective approach to map the identified general education core abilities across campus. Cooperative Education instructor Chuck Fike has been elected president of the Northwest Career and Educators Association. English instructor Sandy Jensen has published a book of poetry.

Associate Vice President Morgan reported that KLCC received a \$100,000 donation from the Ford Family Foundation. They are continuing to seek other sources as well. Construction is starting on the new KLCC building on Monday and is scheduled to be done by the end of August. The Information Technology staff implemented a new spam monitoring service which stopped 70,000 spam messages on the first day of implementation.

Board Reports

Albright has been visiting Lane's various centers and locations and has found everyone to be friendly and accommodating. He appreciated all of the staff getting him up to speed.

Johnston appreciated the public comment and the budget committee work, acknowledging that it has been very difficult. Johnston attended the sculpture exhibit last week. She thanked Christian for the wonderful job she did presenting at the last Lane Council of Governments meeting.

Rose attended the Oregon Community College Association (OCCA) board meeting in Salem. Some of the main issues for community colleges are maintaining quality as well as affordability. A budget decision from the legislature should come in mid- to late June. The OCCA budget was approved, and it will mean about a \$5,000 increase in fees for the coming year.

Holman invited the board to the Florence Center's scholarship event on June 14, 2007.

Bozievich informed the board that an orientation is needed for the new board members, and that the current board is responsible for orienting new members. He raised concern about the increase in OCCA fees; Lane should seriously consider what services are offered in return for the fees. He appreciated the public comment in the board and budget committee meetings.

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

Thursday, June 28, 2007, Boardroom, Building 3, Lane Community College

8. The board meeting unanimously adjourned at 9:28 p.m.

Mary Spilde, President/District Clerk Jay Bozievich, Chair