



General Library Item

Name Minutes 2007-06-28

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - June 28, 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 Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Dan Dawson.

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

B. President's Report

This is my last report for the year, and I have to say that I am overjoyed that this year is over! It has been a very difficult year – my toughest, I think, since I have been president, and I know there are more tough times to come. We will continue to have serious budget challenges next year, and with that will be all the attendant problems that accompany balancing the budget when we have so many constraints. However, one thing I know is that we must achieve fiscal sustainability, and the decisions we made this year and the ones we make in the next months will shape the future of the college. If we have to cut the budget, I want next year to be the last year we do so. It is simply too debilitating to be doing this every year. The other thing I know is that in spite of the budget, great things are happening at Lane Community College every single day, and that just speaks to the commitment and resilience of our faculty and staff. As I perused the reports I have given you every month, it's obvious to me that outstanding things are going on. These reports simply give the highlights, so I hope you realize that there is a depth of good work that happens every day. Before I give you some more examples of this, let me just summarize where we ended up with the legislative session:

The Governor signed the Education bills today. Community Colleges received a total of \$511 million, with \$500 million going to the support fund. While this is a step in the right direction, I must note that the increase to the support fund came from other parts of the community college and workforce budget. The Governor had proposed \$508 million total for community colleges and workforce development, and the final number was \$511, so we only received an additional \$3 million of the \$150 million in revenue. In terms of capital, community colleges received \$40 million reduced from the Governor's budget of \$87 million. The committee generally funded the priority list with the exception that they omitted the number one proposal, Clatsop Community College, and they brought up Oregon Coast Community College—both for political reasons—and they reduced most of the projects. Our project was reduced from \$7.5 million to \$6.75 million. Obtaining the capital funds was a huge struggle, so I am very pleased. The Governor's Office, specifically, James Sager is to be commended for his persistence in making this happen. The Shared Responsibility Model for financial aid was significantly increased, which will benefit our students. Finally, please thank our local legislators for their work on our behalf. Both Representatives Nathanson and Barnhart spoke eloquently on the House Floor about the needs of Lane Community College; Representative Holvey voted against the budget because it was not \$529 million.

Related to the legislative session, there is an increasing focus on performance measures. At a future meeting, we will share these measures and how Lane is progressing. Also, from the \$500 million support fund, the State Board of Education has set aside one percent for the Commissioner's Strategic Fund. This money is used for a couple of purposes: statewide/system initiatives and adverse impact. I am considering an application to this fund for some resources due to our budget situation with the rationale that until recently we have been negatively impacted by the distribution formula.

Now to some more examples of good work:

I'd like to introduce Tamara Pinkas, Lane's representative to the League for Innovation in Community Colleges. Tamara will inform you that two of our students were recognized in the League for Innovation Literature Competition. This is a national competition, and therefore we were pleased to that Katina Harvick won first place for her one-Act Play: A Whole New Life. Sarah Johnston won second place for her essay, "Direction in the Dust." Lane students have placed in the competition thirteen times in the last nine years. We will be holding the literary competition here at Lane in 2009.

The Dental Hygiene Graduating Class of 2007 had a one hundred percent pass rate on their National Dental Hygiene Board Exam

The Health Careers Division has had the largest applicant pools ever in the following programs:

- MOA -- 36 applications to date with a deadline of July 27, will take 45 students
- Respiratory Therapy -- 43 applications, will take 20 students
- Dental Assisting -- 42 applications, will take 28 students
- Dental Hygiene -- 77 applications for 20 slots
- Nursing -- 379 applications for 81 slots
- EMT Basic Spring Summer -- 32 applications for 24 slots
- EMT Basic Fall Term -- 42 to date with a deadline of August 3, will take 48 students

The good news is that we have lots of applicants; the bad news is that we are unable to meet the demand.

The Community College Moment 2007 issue "Technology & Society" was released at the May 4 Spring Conference. It was followed by a reading at the Lane Art Gallery on the afternoon of May 17. The issue was received very positively, and even described as a bright spot in a difficult time. Co- editors Steve McQuiddy and Ken Zimmerman did a great job this year. They have submitted a comprehensive report to me, but some of the highlights include:

- In-house printing at Lane Printing and Graphics
- Subscription campaign has begun to League for Innovation colleges and libraries
- 2006 Sustainability Moment used in Lane classrooms
- Discussions with Faculty Professional Development and Lane staff concerning ongoing lecture series

Editors Steve McQuiddy and Ken Zimmerman report strong interest in submissions for the 2008 Democracy issue.

They are to be commended for the work.

You will recall that last month you agreed to reduce international tuition for the summer. I do not have a full report, only anecdotal information at this point, but I do want to pass on a couple of comments from staff:

"I just counted 27 U of O students coming here for part-time summer classes that I have helped over the past week or two!"

"We are definitely getting U of O students - specifically from their AEIS program. Just yesterday I got 3 students cleared for WR 121. Two of them are considering summer, and one is planning on coming in the Fall for six credits. This is good."

As the term goes on, we will assess more quantitatively whether this change made a difference.

The Florence Center held a grand reopening of Siltcoos Station last week. We had to close the site down a couple of years ago. Last year, Bob Purscelley asked me to go visit the station to consider the possibility of remodeling and reopening it. Bob had a vision, and the place has been transformed. We already have \$6,000 worth of bookings for this summer.

On April 31, 2007, we hosted a focused visit from a NWCCU evaluator to review the two recommendations we received in 2004. We submitted a report, and the evaluator, Dr. Gary Wixom, met with a number of faculty and staff. I have a copy of the evaluator's report to the Commission, but I wanted to mention the three commendations that we received.

1. The institution is commended for aggressively responding to the recommendation of the 2004 accreditation report to ensure that the outcomes assessment process was consistently applied across campus. Faculty and staff have been fully engaged in the process.
2. The institution is commended for successfully implementing a "cultural shift" across campus regarding the assessment process. This approach has not only engaged the instructional programs but the student services area as well.
3. The institution is commended for establishing an effective approach to map the identified general education core abilities with the various disciplines and instructional programs across campus.

We did not receive any recommendations but were asked to sustain the work that we have so ably begun. I want to thank the Assessment Team led by Mary Brau and Sarah Ulerick and Sonya Christian for her leadership of the overall process.

Finally, we have some people leaving the board this evening and we want to recognize their service to the college and the community:

Mike Rose has been a board member for eight years – 1999-2007. He was chair of the board in 2003-04, and vice chair in 2005-06. In 1998, he retired from Lane faculty after 29 years. He was a board member of Oregon Community College Association (OCCA), a member of the Governmental Relations Action Team, and is a member (with spouse Nancy Oft-Rose) of the Lane Foundation Lifetime Giving Society, for donors whose cumulative lifetime gifts total \$10,000 or more. Mike and Nancy are part-time residents of Kamuela, Hawaii.

Larry Romine has been a board member for nine years – 1997-2001 and 2002-2007. He was vice chair in 1999-2000. Larry was an education reporter for the Register Guard when Lane was founded in 1964; he helped Bert Dotson count the ballots on October 19, 1964. Bert was the assistant to the president (1965-82), and Larry helped him with information and publications for the first three years. Larry became Lane's first Director of Information and Publications when the department was formed in 1968. He held that position through name changes in 1975 to College/Community Relations, in 1984 to Public Relations/Foundation, and in 1986 to Institutional Advancement, a

total of 26 years. Romine retired in 1992. In 1998, he wrote The Parnell Years - a history of the founding and early years of Lane. He holds a doctorate in educational policy and management from the University of Oregon, and he is a Foundation donor.

Jay Bozievich was appointed to the board on June 11, 2003. He was board chair in 2006-07, and is a Foundation donor. Jay has been tenacious in lobbying the legislature for community college support.

1.B.1. Resolution Honoring Larry Romine

Pat Albright read the resolution honoring Larry Romine's work at Lane Community College.

Albright moved to accept the resolution honoring board member Larry Romine. Riggs-Henson seconded.

Motion passed unanimously.

Dennis Shine read a statement prepared by Romine and accepted a gift on his behalf.

1) May Highlights

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

2) Personnel

The college's current personnel appointments were presented.

3) Budget Hearing

A. The board meeting recessed, and the Budget Hearing was called to order at 7:00 p.m.

B. Statements from the Audience

Dennis Shine, budget committee member, urged the board to accept the budget committee recommendations. He expressed appreciation that the unions agreed to make some concessions and come to an agreement with the administration regarding next year's budget.

C. Budget Recommendations

At the May 23, 2007, budget committee meeting, the committee moved to forward the following recommendation to the board for action.

Hall moved to approve the following recommendation. Riggs-Henson seconded.

To accept the budget reduction and revenue recommendations as presented to the budget committee on May 9, 2007.

Motion passed unanimously.

D. Resolution 513, 2007-08 Budget Adoption and Appropriation

Holman moved to adopt Resolution 513, 2007-08 Budget Adoption and Appropriation. Albright seconded.

Motion passed unanimously.

E. Resolution 514, Imposing and Categorizing Taxes for 2007-08

Riggs-Henson moved to adopt Resolution 514, Imposing and Categorizing Taxes for 2007-08. Hall seconded.

Motion passed unanimously.

Spilde thanked everyone who worked on the budget to get it passed, including the two unions and the Budget Office, saying that budget committee members had noted that it was the best preparation they had seen in a long time.

The public hearing adjourned, and the board meeting reconvened at 7:09 p.m.

C. Board Agenda Review/Changes

Agenda item 4.A, Resolution 515, Honoring Board Member Larry Romine, was moved to item 1.B.1.

D. Statements from Audience

Bruce Gustafson, Flight Technology instructor, commented on the change that is being considered for Flight Technology part-time faculty. He encouraged the board members to visit the facility and have a dialog with the faculty before making a decision.

Brennen Crehan, part-time flight instructor, expressed concern regarding the possible change in status of part-time flight technology instructors.

Marcus Casley, part-time flight instructor, also expressed concern about the ongoing discussions about part-time flight technology instructors.

Brian Ruwaldt, flight instructor, addressed the part-time flight instructor issue and urged the board to reconsider outsourcing.

Ben Hier, Oregon National Guard, informed the board of plans to establish an Oregon Student Veterans Resource Center and asked for their support.

2. Consent Agenda

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

- The approval of the May 9, 2007 minutes
- Legal Services

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. E.110, Financial Reporting

Riggs-Henson moved, seconded by Albright, to approve the second reading of board policy E.110, Financial Reporting.

Motion passed unanimously.

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

REVIEWED: June 28, 2007

2. A.010, Global Executive Directions

Hall moved, seconded by Holman, to approve the second reading of board policy A.010, Global Executive Directions.

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

REVIEWED: June 28, 2007

Motion passed unanimously.

B. First Reading

1. A.020, Treatment of Learners

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

POLICY NUMBER: A.020

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: TREATMENT OF LEARNERS

With respect to interactions with learners, the president shall assure that procedures and decisions are safe, respectful and confidential.

Accordingly, the president shall assure that:

1. The institution represents itself accurately and consistently to prospective students through its catalogs, publications and official statements.
2. Admissions information forms avoid eliciting information for which there is no clear necessity.
3. Methods of collecting, reviewing, transmitting, or storing information about learners will be protected against improper access in compliance with federal and state regulations.
4. Facilities provide a reasonable level of privacy, both visual and aural.
5. The college environment is welcoming and accepting to all learners.
6. Learners have a clear understanding of what may be expected from the services offered.
7. Learners are informed of their rights and responsibilities and are provided a process to address grievances.
8. There is adequate provision for the safety and security of learners.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVISED: May 12, 2004

2. A.030, Treatment of Staff

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

POLICY NUMBER: A.030

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: TREATMENT OF STAFF

With respect to the treatment of paid and volunteer staff, the president shall:

1. Operate with written personnel policies that clarify personnel rules for staff, provide for effective handling and redress of grievances, and protect against wrongful conditions.
2. Assure that there is an environment to freely examine and discuss assumptions and data and be guided by evidence.
3. Never discriminate against any staff member for expressing an ethical dissent or retaliate against any staff member for engaging in whistleblowing activities as defined in ORS 659A.200 to 659A.229 or for addressing the Board as provided in subsection 4 of this policy.
4. Not prevent staff from addressing the board when internal grievance procedures have been exhausted and the employee alleges that board policy has been violated to his or her detriment.
5. Operate within a collaborative and participative environment.
6. Acquaint staff with their rights under this policy.
7. Make results a measure of staff success.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVISED: May 12, 2004

REVISED: September 8, 2004

4. Discussion/Action Items

A. ASLCC Election Results

Rose moved that the board approve the May 2007 ASLCC election results, including the student fee increase of \$.50

per term to provide funding for the Theater Arts Department Student Productions Association student-written/student-directed plays. Johnston seconded.

Motion passed unanimously.

B. Board Evaluation

The board briefly discussed the results from its 2006-07 annual evaluation. A work session will be held at a future date to set goals for the coming year.

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

C. President's Evaluation

The board has conducted the annual performance evaluation of President Mary Spilde. Bozievich read a summary of the board evaluation, stating that Spilde continues to demonstrate extraordinary leadership. She received an outstanding performance evaluation for the sixth straight year.

Rose moved to accept the results of the 2006-07 president evaluation. Hall seconded.

The president's new contract includes a 2.46 percent cost of living adjustment, which President Spilde has graciously declined for the next twelve months.

Motion passed unanimously.

Spilde thanked the faculty and staff for their efforts, as the work of the president relies on the work of everyone at the college. She appreciates all of the support she has received during this tremendously difficult year. She acknowledged that Lane employees work through issues because our focus is on the students.

D. Election Canvass

Rose moved, seconded by Holman, to accept the election abstracts from the May 15, 2007, special election electing board members Tony McCown, zone 2, Pat Albright, zone 5, Roger Hall, zone 6, and Robert Ackerman, zone 7.

Motion passed unanimously.

5. Accountability/Reports

A. Benchmarks

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

- Students 16 to 19 Years of Age Enrolled in Credit Classes
- College Now Enrollment

B. Treatment of Learners, A.020, Monitoring Report

Sonya Christian responded to questions and comments on the Treatment of Learners monitoring report.

C. Treatment of Staff, A.030, Monitoring Report

Dennis Carr responded to questions and comments on the Treatment of Staff monitoring report.

6. Reports

ASLCC President Dan Dawson stated that he was glad to have won the election. The students did a lot of lobbying in Salem to help get the budget passed. ASLCC has some vacancies on the board; Dawson will try to put the rest of the cabinet together over the summer and start off with a bang in the fall.

LCCEF President Bob Baldwin thanked the outgoing board members, Romine, Bozievich and Rose, for their service to the college. He addressed some problems that he saw with the treatment of staff report.

LCCEA President Jim Salt also thanked the outgoing board members and welcomed Dawson. He reported that an agreement was reached on the faculty alternative plan last week. LCCEA recently held elections; Stan Taylor and Tamara Pinkas will be leaving the union board. He thanked them for their service. Salt expressed serious concern regarding the Flight Technology part-time faculty issue and implored the board not to consider outsourcing.

Vice President Sonya Christian welcomed Dawson and thanked Bozievich, Rose and Romine for their service on the board. The Instruction and Student Services team will look different next year. Patrick Lanning will be leaving Lane to work at Chemeketa Community College. Donna Koechig will be working on an alternative assignment. Kate Barry will lead Student Services, and she will also manage Workforce Development. The instructional side will be divided into two pieces: Don McNair will take over the transfer areas, and Andrea Newton will be handling Career and Technical programs. These managers will continue in their current duties as well. Lane has incredible managers with a significant amount of experience at the college who are willing to pick up more responsibilities. Christian shared some FTE growth rates; the mandate last year was a 4 percent FTE growth and this year a 2 percent increase. Last year's increase was actually 5.7 percent, and this year's preliminary estimate is 3.1 percent. We exceeded our targets both years. She recognized the work of the various departments responsible for bringing the FTE numbers up. Christian applauded Spilde for her evaluation, stating that Spilde is known as a community college force throughout Oregon. Associate Vice President Greg Morgan reported that Lane held a sustainability conference for Oregon community colleges on May 17. Stan Barker, Accounting Manager, has been elected President of Oregon Business Officers. Mike Ruiz, Facilities Manager, is retiring, and the new manager is David Willis. The sewage ponds have been emptied and are being cleaned out. The KLCC Garden Tour had 2,000 participants, even on a rainy day.

Board Reports

Hall reminded everyone that there will be a chance next February to try to correct an underfunded situation at the college. He thanked Bozievich for marvelous leadership and his lobbying efforts this past year. Hall pointed out that we are witnessing the formal ending of Rose's extraordinary 37-year career at Lane. He acknowledged Romine's long-time connection to the college.

Holman echoed Hall's comments on Rose, Bozievich and Romine. He attended the Florence Chamber of Commerce Business After Hours, where over 200 people visited Siltcoos Station. The site is a real feather in Florence's cap. Albright said goodbye to Bozievich and Rose. He knew Rose for many years when he was a union leader. He also recognized Romine's dedication to the board. Albright visited OCCA and the Oregon Community College Workforce Development Department in Salem to try to get more information on the community college budget. He would like to see us use different terminology than "budget crisis."

Riggs-Henson commented that Bozievich, Rose and Romine have been amazing to work with. She has seen the transformation out at Siltcoos Station, having seen it before and after the remodel. It is just beautiful. Riggs-Henson will be outstationed at the Florence campus once a week, and she is impressed with the work the staff and volunteers there.

Johnston congratulated everyone on the accreditation team. She welcomed Dawson. Johnston attended Lane's graduation; great speeches were given by Riggs-Henson, the faculty, and the students. The event was extremely well organized. She also attended the Flight Technology graduation ceremony. Bozievich has been an outstanding board chair. Rose's 37 years at Lane is remarkable. Romine will be missed as well.

Bozievich congratulated Dawson and thanked Rose and Romine for their service to the board and to the college. He thanked everyone he has worked with during his time on the board. He noted that the governance by policy decision when he first joined the board was a step in the right direction. He encouraged the board to continue with the current governance structure. Bozievich thanked Spilde and her staff for making his time on the board easier. He asked the board to watch for the Bureau of Land Management decision on forest lands; how that develops will greatly impact the economy of Lane County.

Rose stated that he was never was fully aware of how interconnected everything is on campus and how difficult change is to make until he came onto the board. One of his biggest regrets is that Lane hasn't removed some of the issues that have been ongoing since he was a faculty member. He assured the board that change can bring vitality, and for him, the time for change is here.

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

Wednesday, July 11, 2007, Boardroom, Building 3, Lane Community College

8. The board meeting unanimously adjourned at 9:09 p.m.

Mary Spilde, President/District Clerk

Pat Riggs-Henson, Board Chair