



General Library Item

Name Minutes 2008-02-13

Content

LANE COMMUNITY COLLEGE
BOARD OF EDUCATION
Minutes - February 13, 2008

1. Attendance

Board members present: Board members present: Bob Ackerman, Pat Albright, Roger Hall, Pat Riggs-Henson, Paul Holman, Tony McCown. Board member absent: Susie Johnston. Also present were: President Mary Spilde; Executive Assistant to the President Tracy Simms; Vice President Sonya Christian; Associate Vice President Stephen Pruch; 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 Senator Josh Canaday.

A. Chair Riggs-Henson called the meeting to order at 6:32 p.m.

B. President's Report

Later this evening we will be discussing the latest budget projections for 2009. You may have seen that the revenue forecast came out last week. It is down about \$183 million. The good news is that there will not be cuts right now, and that Oregon is not perceived to be in a recession. The state's ending fund balance is large enough to absorb this reduction; state agencies will see a 2.5 percent materials and services reduction, and the funding for negotiated increases will be held back until after the June forecast. If there is a recession, it is expected to be short and shallow. The 2009-2011 biennium forecast is still showing a substantial increase over the current biennium.

A Tuition Waiver Bill (SB1066) was introduced to provide waivers for dependents of those killed in action or disabled. Most community colleges already have these waivers in place, so we were taken out of the bill, and it would mandate only that we report what we're doing.

The biggest issue for community colleges in the special session was construction for Clatsop Community College. They were our highest priority last time but were removed from the list. There is more hesitancy building against taking on any further obligations, so it will be a huge uphill battle. Many of the committees are using the session to hear from national experts on a variety of issues. David Longanecker from The Western Interstate Commission for Higher Education and Dennis Jones from The National Center for Higher Education Management Systems presented to the education policy committee today, and they will be meeting with the Commission on Quality of Post Secondary Education tomorrow. On Friday I will be appearing before the State Board of Education to advocate for \$900,000 from the Strategic Investment Fund. My argument is that we have been disadvantaged for years by the funding distribution formula, which contributed to our enrollment decline. While we are waiting for equity to be fully implemented, we need a bridge to maintain our current relative position. If awarded, the funds would not close our budget gap for next year because they will need to be spent on specific courses and services. However, increasing the FTE should position us better for the following year. I am distributing a copy of the request. If you have any questions, please let me know.

Yesterday I returned from the Association of Community College Trustees (ACCT) National Legislative Seminar. We heard from Secretary of Education Margaret Spellings, and I met with Assistant Secretary Troy Justesen and Deputy Assistant Secretary Pat Stanley, who serves as the community college liaison. I will pass around the legislative briefing so that you can see what the American Association of Community Colleges (AACC) and ACCT are doing on our behalf. The AACC Executive Committee met, and we had a joint meeting with the ACCT Executive Committee.

Congressman David Wu will be visiting campus next Tuesday. He is co-chair of the Community College Caucus and has pledged to visit every college in the state.

Over 1,100 prospective Lane students and their families braved the winter cold on January 23rd to participate in Lane Preview Night, which is our annual campus-based high school recruiting event. Lane faculty and staff presented our guests with a robust Academic and Student Services Fair, which provided them with meaningful conversations on our programs and services. Three hundred thirty-five students entered their names and contact information into one of the 35 bright pink laptops to be entered in a raffle to win iPods and tuition waivers and as a result received an e-mail that night thanking them for attending and then later received information packets about Lane. Forty-nine students used laptops to apply for credit admissions "on the spot" as well. The families then had the opportunity to attend breakout session focusing on topics such as Financial Aid, a student panel, one on guiding families to help students make the transition to college, a Selco session on credit and one entirely in Spanish. KDUK radio ran a remote feed from Lane throughout the event, and in addition to running spots advertised that night, provided five students and me

with an opportunity to promote Lane. Great appreciation is extended to Selco Community Credit Union, who was title sponsor for the event, and whose financial support allows us to provide an outstanding experience for our area high school students and their families. Thanks to Tracy Simms and Helen Garrett for their leadership as well as all the faculty and staff who attended.

We are continuing with donor visits and cultivation events for the Opening Doors Campaign. Funk/Levis continues to move forward with establishing the Lane League – community members who will support the college and help spread our message.

The annual chamber and Lane Council of Governments (LCOG) dinners were attended by board members and staff. The Springfield event was held in the Center for Meeting and Learning, and they did a fabulous job. Lane was featured positively – though briefly – at all events. Former Lane board member Michael Dubick received the elected official of the year award at the LCOG event.

The Inaugural Peace and Democracy conference will be held February 29 and March 1. A great program has been scheduled. You can check it out on our website.

I want to mention the passing of Cliff Guse, faculty member in Aviation Maintenance. He was killed in a car crash last week.

1) January Highlights

January 2008 Highlights at Lane Community College as offered in the board mailing were presented.

2) Personnel

The college's current personnel appointments were presented.

PUBLIC HEARING

The board meeting recessed at 6:47 p.m. for a public hearing on the selection of a construction method for the Health and Wellness Building project.

No statements from the audience were offered.

The public hearing adjourned, and the board meeting reconvened at 6:48 p.m.

C. Board Agenda Review/Changes

No changes were made to the agenda.

D. Statements from Audience

Dara Knibbs, mother of Lane student David Knibbs, expressed concern regarding the information her son has received regarding financial aid and dissatisfaction with the student complaint process.

2A. Consent Agenda

Albright moved, seconded by Hall to approve the Consent Agenda consisting of:

- The approval of the January 9, 2008 minutes.

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. A.090, Communication and Support to the Board

Albright moved, seconded by Holman, to approve the second reading of board policy B.090, Communication and Support to the Board.

Motion passed unanimously.

POLICY NUMBER: A.090

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: COMMUNICATION AND SUPPORT TO THE BOARD

The president shall assure that the board is informed and supported in its work.

Accordingly, the president shall:

1. Submit monitoring data required by the board (see policy on Monitoring Presidential Performance) in a timely, accurate, and understandable fashion, directly addressing provisions of board policies being monitored.
2. Keep the board aware of relevant trends, anticipated adverse media coverage, or material external and internal changes, particularly changes in the assumptions upon which any board policy has previously been established.
3. Advise the board if, in the president's opinion, the board is not in compliance with its own policies on Governance Process and Board-President Linkage, particularly in the case of board behavior that is detrimental to the working relationship between the board and the president.
4. Marshal for the board as many staff and external points of view, issues, and options as needed for fully informed board choices
5. Provide a mechanism for official board, officer, or committee communications.
6. Deal with the board as a whole except when (a) fulfilling individual requests or providing information; or (b) responding officers or committees duly charged by the board.
7. Report in a timely manner known noncompliance with any policy of the board.
8. Supply for the consent agenda all items delegated to the president yet required by law or contract to be board-approved, along with the monitoring assurance pertaining thereto.
9. Provide semiannual budget planning information.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVISED: January 14, 2004

REVIEWED: February 13, 2008

2. B.120, Board Job Description

McCown moved, seconded by Holman, to approve the second reading of board policy B.120, Board Job Description.

Motion passed unanimously.

POLICY NUMBER: B.120

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: BOARD JOB DESCRIPTION

The job of the board is to represent the people of the college district in determining and assuring organizational performance.

The board is legally vested with final decisionmaking in all matters of board policies, programs, facilities, budget, and personnel.

Consequently, the contributions of the board shall include:

1. The link between the organization and the citizens of the district.
2. Written governing policies which, at the broadest levels, address:
 - A. Ends: Organizational products, impacts, benefits, outcomes (what's good for which needs at what cost).
 - B. Executive Directions: Directions for executive authority which establish the prudent and ethical boundaries within which all executive activity and decisions must take place.
 - C. Governance Process: Specification of how the board conceives, carries out, and monitors its own task.
 - D. Board-President Relationship: How accountability/authority and duties are delegated and monitored.
3. The assurance of presidential performance.

ADOPTED: November 9, 1998

REVISED: February 11, 2004

REVIEWED: February 13, 2008

3. B. 130, Agenda Planning

The college recommends that the following sentence be added to the end of the policy:

"Agenda setting will conform to the requirements of the Oregon public meeting law."

Holman moved, seconded by Albright, to approve the second reading of board policy B.130, Agenda Planning, with the recommended revision.

POLICY NUMBER: B.130

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: AGENDA PLANNING

The board will follow an annual agenda that: (1) reviews all policies and (2) continually improves board performance through board education and enriched input and deliberation. Accordingly, the cycle will start each year on the first of July. (See Policy C.060 – Monitoring President Performance.)

The chairperson in consultation with the president sets the agenda (see B.150, #1.0). At each board meeting, any board member may place items on a future agenda. The item will be added to a future agenda, unless the president states that the item will require an unacceptable amount of staff time or funds, in which case the board must act to place the item on a future agenda. (see C.010, #4). **Agenda setting will conform to the requirements of the Oregon public meeting law.**

ADOPTED: November 9, 1998

REVISED: March 10, 1999

REVISED: April 14, 1999

REVISED: September 8, 1999

REVISED: February 11, 2004

REVISED: February 13, 2008

B. First Reading

1. B.140, Meetings and Executive Session

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

POLICY NUMBER: B.140

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: MEETINGS AND EXECUTIVE SESSIONS

The board of education shall liberally construe the section in Oregon Revised Statute [ORS 192.610-690] which declares all meetings are to be held in public; the exceptions are those defined in the statute that may infringe on personal or public rights. Where authorized by statute, an employee may request consideration in executive session of those matters set forth in Oregon Revised Statute [ORS 192.660].

The board shall determine whether in having the discussion in open session: (a) the public interest actually would be harmed, or (b) the rights of an individual would be adversely affected or violated by disclosure of personnel records.

ADOPTED: November 9, 1998

REVIEWED: February 11, 2004

2. B.150, Chairperson's Role

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

POLICY NUMBER: B.150
 POLICY TYPE: GOVERNANCE PROCESS
 POLICY TITLE: CHAIRPERSON'S ROLE

The chairperson assures the integrity of the board's process and the only person authorized to speak for the board. Accordingly,

1. The chairperson shall ensure that the board acts consistently with its own rules and those legitimately imposed upon it from outside the organization.
 - A. Meeting discussion content will include only those issues which, according to board policy, clearly belong to the board.
 - B. Deliberation will be timely, fair, orderly, and thorough, but also efficient, limited in duration, and kept to the point.
 - C. The board's policies concerning individual and group conduct will be enforced appropriately.
 - D. The chairperson is responsible for setting the board meeting agenda and facilitating the board meeting to ensure that the board remains proactive, forward looking, and value-added in its deliberations.
 - E. Orientation for new board members will be conducted as stated in B.080.
 - F. The board chair will explain at the outset of Statements from the Audience that the board may not respond directly to any issues raised but will refer those issues to the president for appropriate action (see B.130 – Agenda Planning).
2. The authority of the chairperson consists of making decisions on behalf of the board consistent with any reasonable interpretation of board policies on Governance Process and on the Board-President Relationship, except where the board specifically delegates portions of this authority to others.
 - A. The chairperson is empowered to chair board meetings with all the commonly accepted power of that position (e.g., ruling, recognizing).
 - B. The chairperson has no authority to make decisions about policies created by the board within Ends and Executive Limitations policy areas. Therefore, the chairperson has no individual authority to supervise or direct the president.
 - C. The chairperson may represent the board to outside parties in announcing board-stated positions and in stating chairperson decisions and interpretations within the area delegated.
 - D. The chairperson or any four members of the board may call special meetings as required.
3. The vice chairperson will assume responsibilities of the chairperson in the event of the chairperson's absence or inability to serve.
4. The chairperson and vice chairperson of the board will be elected at the annual meeting in July.

ADOPTED: November 9, 1998

REVISED: May 12, 1999

REVISED: February 11, 2004

4. Discussion/Action Items

A. GIS Presentation

Jane Benjamin, Geography instructor, Linda Loft, Computer Information Technology instructor, Sarah Ulerick, Interim Science Division Chair, Lynn Songer, Geography instructor, and Eric Sproles, Science instructor, presented information on the Mapping, Analyzing and Problem Solving Using Geographic Information Science (MAPS GIS) grant project. The project is funded by the National Science Foundation as an Advanced Technology in Education Grant. This is the second year of the grant.

The MAPS GIS curriculum is being integrated into various courses across the college to introduce GIS to beginning students in a wide range of disciplines. Geo-spatial technology is really taking off, and it is one of the top emerging fields for the next wave of students.

Geography students Steve Farset and Lori Tierney were introduced and shared their experiences with the system. Farset has found that it has enhanced his performance at work and Tierney is looking forward to a career in GIS and is excited that we are offering it here at Lane.

B. Physical Therapist Assistant Program

Shannon Gaul, Health and PE instructor, and Shirley Lukacs, Advisor, presented information on the proposed associate of applied science program, Physical Therapist Assistant. There is a growing need in the health care industry for physical therapist assistants, and Lane has been inundated with interested students. The program will accept 24 students, who will need 43 prerequisite credits. Only one other Oregon community college, Mt. Hood, offers the program. When fully implemented, the revenue of the program will exceed the cost; endowed chair funds will be used for faculty in the first year.

Hall moved, seconded by McCown to approve the Physical Therapist Assistant curriculum and Associate of Applied Science degree, to be offered at Lane beginning Fall 2008.

Motion passed unanimously.

C. Professional Truck Driver (Statewide Career Pathways Certificate)

Sonya Christian and David Keebler, Advanced Technology Division Chair, presented information on the proposed statewide career pathways certificate, Professional Truck Driver. Four different classes will be offered: transportation and driving, behind the wheel, customer service, and cooperative work experience. Students can return after a year for advanced testing and certification. This curriculum connects well with Lane's Diesel Technology program and curriculum. The certificate will allow Lane to meet the needs that the Diesel Technology advisory committee has

requested. A commercial driver's license will give diesel graduates a step up in the hiring process. There was some concern that the Teamsters union was not involved in the conversation when the program was being developed. Christian will be meeting with teamster representatives to include them in the discussion.

Ackerman moved to approve the Professional Truck Driver curriculum and Career Pathways certificate, to be offered at Lane beginning Fall 2008. McCown seconded.

Motion passed unanimously.

Ackerman moved that the administration continue to collaborate with all stakeholders that might have an interest in the proposal. Hall seconded.

Motion passed unanimously.

D. Alternate Construction Approaches

In December 2007, the board directed the college to further explore the Construction Management/General Contractor (CM/GC) method for the Health and Wellness building project. Draft findings and support of the CM/GC method were reviewed in January 2008, at which time the board granted a specific exemption from the competitive bid process to allow the use of the CM/GC method for the Health and Wellness building. A public hearing was held earlier in tonight's meeting to allow for public comment.

Holman moved that the board adopt the findings and approve the use of the CM/GC method for the Health and Wellness building project. Hall seconded.

Motion passed unanimously.

E. 40-40-20 Education Attainment Goal

Spilde provided background regarding Oregon's 40-40-20 education goal - 40% Bachelor's Degree, 40% Associate's Degree, 20% High School Diploma as highest level of education attainment for Oregonians. The Oregon Community College Association (OCCA) is developing a position paper and has asked that each local board discuss the 40-40-20 goal, answer the following questions, and provide feedback for inclusion in the paper.

1) What opportunities would the adoption of a 40-40-20 plan create for community colleges?

If 40 percent of Oregonians pursued an associate's degree, it gives Lane Community College an opportunity to provide more programs and services which would be needed by the community.

The younger students start thinking about and preparing for higher education, the more likely they will go to college. Community colleges could start that outreach earlier and more directly to local high schools and middle schools. We need to get the message across that cost doesn't need to be a barrier for low income students if they have a full Pell grant.

2) What challenges would the adoption of a 40-40-20 plan create for community colleges in furthering their mission?

It would be a challenge gearing up for more capacity in terms of having the staff to support it. Another challenge would be getting students to realize at an early age that education can be the key to a successful career.

Many students come to Lane with the goal of obtaining a living-wage job and leave before getting a degree because they found that job. We would have to think differently about trying to keep students until they get a two-year degree.

3) What might be reasons for us NOT to adopt the 40-40-20 plan?

There is no funding to support the plan.

Community colleges are where high school dropouts can come back for training and find successful lives without being labeled as a failure. We can put them into the workforce without that stigma. Students don't necessarily have to be academically successful to have a career.

4) Are you willing to tie our legislative appropriation request to the strategy identified in an OCCA Board adopted policy about increased educational attainment?

It depends on what the policy was and what the priorities were.

Lane Community College is doing things now that work toward this goal. If there is a way to connect what we are currently doing to this request, it would be a good messaging technique and worthwhile to tie into an established goal. The board took a ten-minute break at 8:00 pm.

F. Budget Development FY09

Spilde provided an update on budget development for FY09. The board reviewed two projections, both showing deficits for next year. The budget development planning group is meeting to look at how we can close the gap. The unknowns in planning for next year include: bargaining, health care, and enrollment.

G. President's Goals Update

Spilde updated the board regarding the status of the president's goals set during the 2006-07 evaluation process.

5. Accountability/Reports

A. Benchmarks

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

- Goal Accomplishment of Former Students
- Transfer Students' Satisfaction with Lane Preparation
- Employment of Career Technical Students in Jobs Related to their Training
- Career Technical Students' Satisfaction

B. Financial Conditions and Activities, A.050, Monitoring Report

Stan Barker, Accounting Manager, responded to questions and comments on the monitoring report with regard to Board Policy A.050, Financial Conditions and Activities.

C. Financial Conditions and Activities, A.050, Quarterly Report

Stan Barker, Accounting Manager, responded to questions and comments on the quarterly report with regard to Board Policy A.050, Financial Conditions and Activities.

6. Reports

ASLCC Officer Josh Canaday reported that the student body is working with Institutional Research, Assessment and Planning on the Community College Survey of Student Engagement's survey instrument. They are also meeting with President Spilde regarding voter registration. The goal is to register 3,000 voters by the election next fall. An LGBT survey has been distributed for gathering information to prioritize issues.

LCCEF President Bob Baldwin reported that the Oregon School Employees Association voted to join the American Federation of Teachers (AFT). The affiliation will make AFT an even stronger union. Baldwin commented that alumni associations, such as ClubLane, are great at keeping track of students, as he still gets mail from the colleges he attended. Baldwin would like to see tuition policy questions dealt with in the governance process. The board would benefit from a body of information brought forward. The classified union is working with administration to resolve outsourcing issues. The Management Structure Workgroup is working with administration. There is some concern that whatever restructuring is done will lead to hiring new managers at a time when we are looking at a budget deficit. The College should consider a more effective use of high level classified and faculty positions to take care of some of the broader issues. A bargaining session is scheduled for Friday afternoon.

LCCEA President Jim Salt commented that Cliff Guse was one of the faculty members that took a leave to help save some money for the college. He was on his way to work in Corvallis when the accident occurred. The Management Structure Workgroup proposal is an opportunity to develop an organizational structure that will improve the structure in a variety of ways. Salt has met with Sonya to discuss the concerns regarding the professional truck driving certificate matter and appreciated the board's decision to keep stakeholders informed. The Oregon Education Association is hosting discussions regarding statewide insurance pools. LCCEA is processing several grievances. One issue has not been resolved and is going to arbitration. He requested a formal review of the way in which instructor complaints are processed.

Vice President Sonya Christian reported that Rosaria Haugland has donated more funds to support the integrative arts project. The Business Development Center showed a tremendous increase in FTE during fall term. Roma Cusimano will be attending a Spanish conference in South Carolina. The Management Structure Workgroup is preparing to make a recommendation to President Spilde. Christian recognized the work of the OISS leadership team, especially Andrea Newton, Don McNair, and Kate Barry. These individuals retained their responsibilities of division manager and took on new responsibilities as interim associate vice presidents.

Associate Vice President Stephen Pruch provided an update on the thermographic scanning. A good deal of it has been completed. Information Technology has been building up the student wireless network. Use of the wireless network on campus has doubled in the last nine months. KLCC held the microbrew festival last weekend. KLCC reaches 80,000 people a week, or 16 percent of the residents in Lane County, from the coast to central Oregon.

Board Reports

McCown stated that he will attend the LCOG meetings while Susie Johnston is out of the country.

Albright attended the LCOG Economic Committee meeting and also attended the opening of KLCC in their new building downtown.

Holman reported that a Community Conversation was held at the Florence Center on January 31. Approximately 40 community members attended, and there was a lot of interchange and lively discussion. The science lab was brought up as one of the needs of the Florence Center.

Riggs Henson attended the Florence Community Conversation. There was a great turnout.

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

Wednesday, March 12, Boardroom, Building 3, Lane Community College

9. The board meeting unanimously adjourned at 8:55 p.m.

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