



General Library Item

Name Minutes 2008-07-09

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION Minutes - July 9, 2008

1. Attendance

Board members present: Bob Ackerman, Pat Albright, Roger Hall, Paul Holman, Susie Johnston, Tony McCown and Pat Riggs-Henson. Also present were: President Mary Spilde; Executive Assistant to the President Tracy Simms; Vice President Sonya Christian; Associate Vice President Greg Morgan; College Legal 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 Josh Canaday.

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

B. Election of Chair and Vice Chair

Chair Riggs-Henson opened nominations for chair of the board of education.

Holman nominated Johnston for chair of the board. Hall seconded.

Motion passed unanimously.

Chair Johnston opened nominations for vice chair of the board of education.

Hall nominated Albright for vice chair. Riggs-Henson seconded.

Motion passed unanimously.

B. President's Report

I would like to begin by recognizing Pat Riggs-Henson for her exemplary service as board chair this past year. Congratulations to Susie Johnston and Pat Albright on the election of chair and vice chair. I am looking forward to working closely with you this year.

We are busy closing out the year and gearing up for a new one. There is a lot to do this year from the board perspective: passage of the facilities bond, updating the strategic plan, developing our 2020 Vision, and the legislative session, so I expect a busy year.

I thought you might be interested in the Policy Packages that were approved by the State Board of Education for submission to the Governor for consideration in his budget. As you can see, the support fund shows a large increase; there is focus on Career and Technical education, and over \$95 million was requested in capital construction projects. It would take about \$60 million to include our project, so that is something we need to work on closely with our legislative delegation.

Once again, our students received national attention for their performance in the League for Innovation National Literary Competition. Melanie Hyers won first place and \$500 for her one-act play titled "Something Different for a Change" and Cheri Browne won second place and \$200 for a short story titled "Nadia's Fire." Both students were in Merry Caston's WR 240 Creative Nonfiction class this year and wrote the winning entries as assignments.

Lane students had a good showing in the Olympic Trials. Current student athlete Cyrus Hostetler performed admirably on the big stage, placing eighth out of twelve in the trials and is ranked seventeenth in the nation. He was one of only five college students in the javelin competition. Former Lane Titan Tom Pappas qualified for his third Olympic team. Lane facilities were used for some of the practice for the trials.

Harland Yriarte, former Lane athletic director and long-time faculty member, was inducted into the NWAAC Hall of Fame at the end of the year banquet. Greg Sheley continues to do excellent work in moving forward with an athletic leadership committee of local community members and staff to support our programs and has initiated several projects to improve and increase outside funding. We will provide a report on Athletics in fall term.

We continue to receive comments about the Register Guard articles regarding nursing and particularly my op-ed piece. It was included in the Oregon Nursing Association statewide newsletter.

Similarly, Lane's Small Business Development Center was highlighted in the national ASBDC newsletter.

I am very happy to report that we were notified this week that we received a Strengthening Institutions, commonly known as Title III, grant from the Department of Education. The focus will be on student retention and success and is \$2 million over a five year period. Also, we have finalized negotiations with the National Science Foundation for a \$450,000 grant for our Gaming Development program and Second Life. We will be partnering with the League for Innovation on dissemination. Thank you to Aaron Shonk, Anne McGrail, Mary Parthemer, and all of those involved in making this happen.

1) June Highlights

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

2) Personnel

The college's current personnel appointments were presented.

D. Board Agenda Review/Changes

No changes were made to the agenda.

E. Statements from Audience

Justin Blakely, former student, suggested that Oregon colleges review the Texas Civil Rights Act that supports the federal laws to protect disadvantaged students.

Dennis Shine, budget committee member, expressed his support for KLCC and encouraged the board to approve the consent agenda item for the purchase of KLCC equipment.

2A. Consent Agenda

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

- The approval of the June 11, 2008 minutes
- Appointment of District School Clerk and Deputy Clerks
- Resolution No. 523, President's Annual Authorizations for FY 2008-09
- Resolution No. 524, Authorizing Budget Transfers for FY 2007-08
- Resolution No. 525, Reauthorization of Community College Rules of Procurement
- KLCC Equipment

Motion passed unanimously.

3. Policy Review**A. First Reading,****1. B.025, College Governance System**

The following change was recommended to this policy. A second reading will be held in September.

POLICY NUMBER: B.025

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: COLLEGE GOVERNANCE SYSTEM

Lane Community College shall be governed by a system that is a learning-centered system and fulfills the vision, mission, and core values of the college.

The president shall be the steward of the governance system, be accountable and responsible for the decisions made in the governance system, and evaluated accordingly.

The college governance system shall recognize that the best decisions are made through the inclusion of many and diverse voices. The system of governance shall ensure that the authority, responsibility, accountability, and relationship among and between the board, managers, faculty, staff, and students are clearly described and communicated. The system of governance shall be evaluated as to its:

1. Clarity
2. Wide and explicit communication
3. Effectiveness
4. Efficiency and timeliness
5. Processes that encourage employee and student participation in problem solving and decision making
6. Processes that assure that decisions are made at the appropriate level, by the appropriate group with the needed expertise
7. Recognition of the support needed for employees and students to participate and contribute meaningfully

ADOPTED: March 10, 2004

2. B.110, Governing Style

The college did not recommend any changes to this policy. Board members discussed what it means to speak with one voice. The second reading of this policy will be tabled, and a more in-depth discussion on this policy will be held at the September board retreat.

POLICY NUMBER: B.110

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: GOVERNING STYLE

The board will govern with an emphasis on meeting community needs, respecting diverse viewpoints, leading strategically, clearly distinguishing board and president roles, making collective decisions, being future-oriented, and being proactive.

More specifically, the board will:

1. Operate in all ways mindful of its obligation to the people of its district.
2. Enforce upon itself whatever discipline is needed to govern with excellence. Discipline will apply to matters such as attendance, policy-making principles, respect of roles, speaking with one voice, and adherence to ethical practices.
3. Keep adequately informed about relevant global and local educational and other issues, actively gathering information to fulfill this role.
4. Direct, control, and inspire the organization through the careful establishment of the broadest organizational values and perspectives through written policies.
5. Focus chiefly on intended long-term impacts on the world outside the organization (Ends), not on the administrative or programmatic means of attaining those effects.
6. Be an initiator of policy. The board will be responsible for board performance.
7. Use the expertise of individual members to enhance the ability of the board.
8. Monitor and regularly discuss the board's own process and performance.
 - A. Self-monitoring will include an annual comparison of board activity and discipline to its Governance Process and Board-Staff Relationship policies.
 - B. Continual redevelopment will include orientation of new members in the board's adopted governance process and periodic board discussion of process improvement.
9. Acting as a committee of the whole, perform the functions of the Audit Committee including:
 - A. The appointment, compensation and oversight of the work of any public accounting firm employed by the College to audit its financial statements.
 - B. The appointment, compensation and oversight of independent counsel or other advisor as deemed necessary to carry out its audit duties.

Additionally, the President shall be responsible for establishing and reporting to the Board procedures for:

1. The receipt, retention and treatment of complaints received by the College regarding accounting, internal controls and auditing matters.
2. The confidential, anonymous submission by employees regarding questionable accounting or auditing matters.

ADOPTED: November 9, 1998

REVISED: July 27, 2004

REVISED: March 9, 2005

4. Discussion/Action Items

A. OCCA Visit

Andrea Henderson, Executive Director of the Oregon Community College Association (OCCA), provided information on OCCA's preparation for the upcoming legislative session. The upcoming session is the most uncertain one that Henderson has planned for, primarily because of the unstable economy. The major lobby item is a very aggressive ask for the community college support fund in the amount of \$621 million. Henderson noted that the college should not base its budget on this request. Other asks include funding for career and technical programs and capital construction. The Quality Education Commission and Student Success steering committee are both doing tremendous work in taking a look at community college issues which will create a strong lobbying environment. Upcoming OCCA events include a board training this week and the OCCA annual convention in November.

B. Board Appointments to Community Organizations

Hall will continue to serve as the Lane Community College representative to the Foundation.

McCown will serve as the Lane Community College representative to the Lane Council of Governments.

Albright will continue to serve as the Lane Community College representative to the Lane Economic Committee of the Lane Council of Governments.

Ackerman will continue to serve as the Lane Community College representative to the Oregon Community College Association.

Riggs-Henson moved to approve the board appointments to community organizations. Ackerman seconded.

Motion passed unanimously.

C. Ballot Measure Language

Spilde informed the board that the November ballot measure language is being drafted. The language from the 1995 was reviewed, as was the language on Chemeketa Community College's recent bond measure. Legal counsel has reviewed the initial draft ballot measure language. The political consultant and the secretary of state will also be reviewing the language and giving feedback. The language will be shared with the board as it progresses.

Riggs-Henson moved that the board authorize the President to file a notice and ballot title no later than September 4, 2008, and work with College legal counsel to finalize the ballot title language. Holman seconded.

Motion passed unanimously.

D. Incident Alert System

Spilde and Morgan explained that the Oregon University System has selected a campus incident alert notification service for their campuses that allows community colleges to join. Lane has been doing a lot of work on emergency preparedness and would like to participate in this service, which would allow us to notify students in the event of an emergency. Students who participate would be notified by a phone call or text message. The cost of being part of the OUS system is around \$5,000 if an "opt in" program is adopted; for this academic year, we would only provide the service to those who sign up for the program. We may consider providing the service to all of Lane's students and staff next year. This decision does not require board approval; however, the administration wanted the board to be aware of the intent to join this program.

E. Board Evaluation

The board has received the results from the 2007-08 board evaluation and self-assessment. The results will be discussed and goals will be set at the September retreat.

F. President's Evaluation

The board has conducted the annual performance evaluation of President Mary Spilde. Riggs-Henson read a summary of the board evaluation, stating that Spilde continues to demonstrate extraordinary leadership. Spilde received an outstanding performance evaluation for the seventh consecutive year.

Riggs-Henson moved to accept the results of the 2007-08 president evaluation and to authorize former chair Riggs-Henson and former vice chair Johnston to finalize contract negotiations. McCown seconded.

Motion passed unanimously.

A. Benchmarks

The board reviewed the following benchmarks as prepared by Institutional Research Assessment and Planning.

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

5. Reports

ASLCC President Josh Canaday reported that the new Oregon Student Association organizer, Mara Ventura, was hired. LCCEF President Bob Baldwin thanked Pat Riggs-Henson for her year of service as board chair and welcomed Johnston into the office. Baldwin was concerned that the governance process is not effectively serving the budget process, as is evidenced by the substantial concerns and questions brought to the budget committee which should have happened in the governance process. There has not been a comprehensive evaluation of the governance system, and the classified union feels that it is not as effective as it should be. Regarding the faculty's potential move to the OEBB insurance plan, Baldwin felt that it would be a continued savings and would save money over the long term. Even though it is affecting the other employee group, it will be an issue when the classified union is looking at insurance next year. LCCEF hopes to resolve some ongoing issues before next year's contract negotiations, namely, issues concerning Public Safety, the classification study, and the internal process for harassment complaints.

LCCEA President Jim Salt also thanked Riggs-Henson for her year of service as board chair and welcomed Johnston into the office. Salt admired the comments and ideas from the budget committee during the work session and hoped the board will consider eliminating the limit on public comments during budget committee meetings. He acknowledged that it is a difficult time now with good relations on a personal level with college administrators, but the association is trying very hard to address some concerns. Little or no progress has been made on the bargaining agreement. He appreciated the special meeting to discuss the OEBB insurance, but was frustrated with the outcome and the constraints on how savings would be calculated. The faculty still has an opportunity to join the plan, and Salt is optimistic that it will work.

Associate Vice President Greg Morgan reported that the Junction City Police Department will be dispatching the after hours calls on the blue emergency phones based on a grant with the county to get homeland security funds to update radio systems. KLCC will broadcast live from the Oregon Country Fair this weekend. A number of Lane's emergency response team members volunteered to work at the Olympic trials.

Board Reports

Riggs-Henson reported that the Lane League has started to do outreach to legislators. She appreciated the support she received as chair and is excited to see the new leadership in the coming year.

Hall thanked Riggs-Henson for her fine work as board chair.

Albright reported that he edited the program for the Olympic trials and made sure Lane was mentioned. He appreciated the fact that faculty bargaining discussions are continuing even if the process is slow. He commended Riggs-Henson on her work as board chair.

Johnston thanked Riggs-Henson for her leadership over the last year and appreciated being able to work with her as vice chair. She thanked the board for the nomination and election as board chair and noted that there is a lot of work ahead this year.

Holman attended the commencement ceremony at the Florence Center and a number of scholarships were awarded.

6. Date, Place, and Proposed Agenda Items for the Next Regular Meeting (No August Meeting)

Wednesday, September 10, Boardroom, Building 3, Lane Community College

Proposed agenda items include:

Enrollment and Retention

Enterprise Activity

7. The board meeting unanimously adjourned at 9:05 p.m.

Mary Spilde, President/District Clerk

Susie Johnston, Board Chair