



## General Library Item

Name Minutes 2009-05-13

## Content

### LANE COMMUNITY COLLEGE BOARD OF EDUCATION Minutes - May 13, 2009

#### 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; Chief Financial Officer Greg Morgan; Lane Community College Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and ASLCC President Josh Canaday.

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

#### B. President's Report

We are waiting with baited breath for the state revenue forecast on Friday. The co-chairs' budget is expected to follow shortly thereafter. I am still hoping that we will have a better than expected number, perhaps \$440 or \$450 million, but that number may not hold through the session or into next year. I am anticipating bringing a balanced budget to the board based on the co-chairs' budget, as well as a back-up plan, within the next couple of weeks.

Lane Day at the Capitol was a great success with many faculty, staff and students staffing booths in the rotunda and visiting legislators. Thanks to Brett Rowlett for organizing the event.

Lane faculty, staff and students dominated at the Ways and Means hearing in Eugene on May 1. It was abundantly clear that Lane has an essential role and needs to be funded adequately. My thanks to those who turned out to make a statement.

The Go Oregon deferred maintenance project is going well. Legislators from Lane County were here recently to see our progress. To date we have hired 52 people and signed contracts for close to \$5 million that will ripple through the community. Legislators got to meet many of our new hires and were very pleased with the way Lane is moving the projects forward. The caliber of our new hires is excellent.

I presented to Congressional staffers on green jobs in Washington, D.C. Since then I have been contacted for input into the legislation on green jobs. I also met with several reporters from the Chronicle of Higher Education and was part of a follow up story on sustainability. While attending the League and American Association of Colleges and Universities, I spent considerable time with Martha Kantor, nominee for under secretary of education.

This is the time of year when there are a number of events. I was pleased to host the Foundation President's Circle reception where we recognized four distinguished alums – Greg Ausland, Betty Doerr, Bill Moshofsky and Fletcher Little. We also held the annual Advisory Committee recognition and hosted the Retirees Association lunch. Thanks to board members who attended these events.

I am happy to note that the college reached a tentative agreement with LCCCEA after only six days! I really appreciate both teams working together to accomplish this.

I would also like to note that Jim Salt received a Presidential Citation for leadership from the Oregon Education Association.

Finally, I would like to once again recognize our wonderful Sigma Zeta chapter of Phi Theta Kappa our honorary society for their outstanding achievements this year. I was very proud to escort President of the International Society on to the stage at the opening of the International Convention. She did a great job. I'd like to show you a quick clip of the event and then have Advisor Velda Arnaud and Dee share the awards received.

#### 2) April Highlights

April highlights at Lane Community College as offered in the board mailing were presented.

#### 3) Personnel

The college's current personnel appointments were presented.

#### C. Board Agenda Review/Changes

Item 2.C., Bond Preliminary Official Statement was taken off the Consent Agenda and moved to Discussion Item 4.F.

#### D. Statements from Audience

Fiora Starchild-Wolfe, Enrollment Services, asked the board to consider the people whose wages will be affected by budget decisions.

Ken Zimmerman and Russell Shitabata, English instructors, distributed copies of the Community College Moment and thanked everyone who helped with this edition.

Bob Baldwin, LCCEF President, addressed the board for Kirsia Whedon, Business Technology, who could not be at the meeting. Whedon is a single parent who is concerned about budget decisions that will have a negative impact on her family.

## **2A. Consent Agenda**

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

- The approval of the April 8, 2009 meeting minutes
- The approval of the April 29, 2009 special meeting minutes

**Motion passed unanimously.**

## **3. Policy Review**

### **A. Second Reading**

#### **1. Equality of Opportunity in Admissions, D.070**

The board conducted a first reading of policy D.070, Equality of Opportunity in Admissions, in February. The board asked for legal review for consistency with ORS 431.505(1) and with the College's admission practices. The review revealed no conflict between Oregon's community college statutes and Board policy D.070. However, changes were recommended to the first sentence of the policy to reflect Lane's actual enrollment practices and administrative admission policy that allows under 18 admission if the student has a high school diploma or GED. Other students under 18 must follow additional specified admission procedures.

Riggs-Henson moved, seconded by Holman, to approve the second reading of board policy D.070, Equality of Opportunity in Admissions.

**Motion passed unanimously.**

POLICY NUMBER: D.070

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: EQUALITY OF OPPORTUNITY IN ADMISSIONS

~~Anyone who is at least eighteen years of age for credit classes and at least sixteen years of age for continuing education classes may enroll at Lane Community College accepts all students who are 18 or over or have a high school diploma or GED. Students who are under 18 and have not graduated may still attend if they follow the guidelines for Under 18 Students.~~ Under no circumstances shall an applicant who is otherwise qualified be denied admission or given a preference for admission to the college based on an individual's race, color, national origin, sex, age, marital status, familial relationship, sexual orientation, gender identity, pregnancy, disability, religion, expunged juvenile record, or veterans' status.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

REVISED: October 17, 2006

REVISED: May 13, 2009

#### **2. Affirmative Action, D.100**

Riggs-Henson moved, seconded by Holman, to approve the second reading of board policy D.100, Affirmative Action.

**Motion passed unanimously.**

POLICY NUMBER: D.100

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: AFFIRMATIVE ACTION

The board directs strict adherence to the principles embodied in Oregon and Federal "Affirmative Action" legislation. Lane Community College shall take affirmative action in the recruitment and employment of members of protected groups. Protected groups are those groups of persons who have historically been subject to discriminatory practices. Protected classes include age, sex, race, religion, disability, national origin, veterans, sexual orientation, and expunged juvenile record. Lane Community College has an adopted affirmative action plan and is committed to maintaining and following its affirmative action plan in the recruitment and employment of members of protected groups.

ADOPTED: December 13, 2000

REVISED: July 27, 2004

REVISED: July 19, 2006

REVISED: May 13, 2009

#### **3. Tuition, D.110**

The question arose whether this policy states that the board can review and raise tuition only once a year. Tuition was already raised for the 2009-10 year by a board vote in January; however, due to the decrease in state funding, the board is considering an additional tuition surcharge.

Riggs-Henson moved to table the second reading of D.110, Tuition, to the June meeting pending review by legal counsel. Albright seconded.

**Motion passed unanimously.**

POLICY NUMBER: D.110

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: TUITION

In order to maintain a constant tuition rate relative to inflation, each December, the board will adjust the per credit tuition rate to reflect changes in an appropriate index for two-year public colleges since the last tuition adjustment. The rate will be rounded to the nearest half-dollar and become effective the following academic year (Summer Term). Periodically and as needed, the board will review Lane's tuition rates to ensure: a) that tuition revenues are appropriate for the needs of the district and, b) that Lane's tuition is comparable with other Oregon community colleges that are similar to Lane in terms of student FTE and instructional programs. Prior to approval of the tuition increase, the board will review the index options, affordability and access for students, and the revenue requirements of the college.

ADOPTED: November 13, 2002

REVISED: July 27, 2004

REVISED: July 13, 2005

REVISED: June 11, 2008

#### **4. Tuition Award for Family of Oregon Fallen Service Members, D.140**

Spilde distributed a revised version of the policy. The revised policy is shown below.

Riggs-Henson moved to approve the second reading of board policy D.140, Tuition Award for Family of Oregon Fallen Service Members. Holman seconded.

**Motion passed unanimously.**

POLICY NUMBER: D.140

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: TUITION AWARD FOR FAMILY OF OREGON FALLEN SERVICE MEMBERS

Lane Community College will provide a tuition waiver to the spouse and children (including adoptive and step-children) of members of all branches of the United States Armed Forces or United States Coast Guard who die, or have become 100% disabled, in connection to their service, and who listed Oregon as their permanent residence at the time of death or determination of 100% disability. For purposes of this policy, determination of a 100% disability shall be documented by the Social Security Administration, the Department of Defense or the Department of Veterans Affairs.

The tuition waiver is limited to 135 college credits or the completion of an Associate degree, whichever comes first.

The waiver does not include required fees and may not be applied to community education programs or distance learning programs for recipients residing out of state. This waiver shall be granted in coordination with other Student Financial Assistance (including VA Benefits) for which the recipient may be eligible, utilizing other grant resources before applying this tuition waiver in order to provide a total benefit not to exceed the total estimated cost of attendance. Continuation of this tuition waiver benefit is contingent upon the student meeting the applicable satisfactory academic progress requirements.

The spouse or domestic partner of the fallen service member must initiate the request for a waiver within ten years of the determination of death or 100% disability. Dependent children must initiate this benefit prior to age 23.

ADOPTED: May 13, 2009

#### **5. Conflict of Interest, D.080**

Ackerman moved to approve the second reading of board policy D.080, Conflict of Interest. McCown seconded.

**Motion passed unanimously.**

POLICY NUMBER: D.080

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: CONFLICT OF INTEREST

Board Members, **candidates for Board positions**, and employees shall avoid actions as a public official or public employee that have the effect of being to the private, personal or financial benefit or avoidance of detriment of the person or the person's relatives. Relatives include spouse, **domestic partner**, children of the person, ~~or spouse, or~~ **domestic partner**, or the brothers, sisters or parents of the person, ~~or the person's spouse or domestic partner~~ **and any individual to whom the person owes a duty of support.** The Government Standards and Practices Ethics Act set forth in ORS Chapter 244 is applicable to Board Members, **candidates for Board positions**, and employees. ~~If questions arise, Board Members and employees are urged to contact Oregon Government Standards and Practices Commission, 100 High Street SE, Suite 220, Salem, Oregon 97301-3607; Telephone Number 503-378-5105.~~

ADOPTED: November 9, 1998

REVISED: September 8, 2004

REVISED: May 10, 2006

REVISED: May 13, 2009

#### **4. Discussion/Action Items**

##### **A. Program Approval**

##### **1. Construction and Manufacturing Apprenticeship Approval**

Andrea Newton, Executive Dean of Career Technical Programs, presented information on the proposed associate of applied science and certificate completion programs Construction Trades General Apprenticeship and Industrial Mechanics and Maintenance Technology Apprenticeship. While students will continue to require a journey card in these areas, obtaining a degree will allow them to continue on for a higher degree if desired. There will be a minimal cost to the college in that the pay for faculty will change from noncredit to credit wages.

McCown moved to approve the curriculum for the degree Associate of Applied Science in Construction Trades General Apprenticeship and related certificates and the curriculum for the degree Industrial Mechanics and Maintenance Technology Apprenticeship and related certificates to be offered at Lane beginning Fall 2009. Holman seconded.

**Motion passed unanimously.**

**2. Statewide Basic Manufacturing Technician Certificate**

Andrea Newton, Executive Dean of Career Technical Programs, presented information on the Basic Manufacturing Technician Statewide Certificate of Completion. Existing Lane courses will be required for this certificate, totaling between 15-19 credits, depending on a student's elective choices. No new courses will be need to be added. Hall moved to approve the curriculum for the Statewide Basic Manufacturing Certificate to be offered at Lane beginning Fall 2009. Holman seconded.

**Motion passed unanimously.**

**3. Sustainability Coordinator**

Susie Cousar, Health and PE Instructor, Margaret Robertson, Drafting Instructor and Facilities Council Chair, and Jennifer Hayward, Sustainability Coordinator, presented information on the Sustainability Coordinator program. This is a multidisciplinary degree with just one new course, and there is no additional cost to the college. The Bureau of Labor and Industries considers environmental science technician occupations one of the fastest growing areas in the country. Hall moved to approve the curriculum for the Sustainability Coordinator Associate of Applied Science Degree to be offered at Lane beginning Fall 2009. Riggs-Henson seconded.

**Motion passed unanimously.**

**B. Facilities Update: Bond and Deferred Maintenance**

David Willis, Facilities Manager, updated the board regarding deferred maintenance. Daily meetings are being held to coordinate the work. Information is on the website at <http://2011sitearchive.lanecc.edu/facilities/dm/>.

Bob Mention, Project Manager, reported that Group One bond projects are moving ahead in the design phase.

**Board took a ten minute break at 7:35 p.m.**

**C. Downtown Campus Update**

Spilde reported that the college is in conversations with the City of Eugene regarding the development of the downtown area, which has led to the possibility of partnering with the City on the remodel of the Downtown Campus. This would benefit the college as well as meet the needs of the city. The board agreed that a partnership with the City would have to the potential to create opportunities for the college and would be mutually beneficial.

Hall moved that the college enter into formal conversations with City of Eugene regarding partnering on the development of the Downtown Campus. McCown seconded.

**Motion passed unanimously.**

**D. President's Evaluation and Goals**

McCown moved to approve the process for the president's annual evaluation. Riggs-Henson seconded.

**Motion passed unanimously.**

**E. Board Evaluation Process**

The board reviewed and discussed the annual evaluation process. A summary of evaluations and self assessments will be examined at the June board meeting.

**F. Bond Preliminary Official Statement**

Morgan informed the board of changes that will be made to the Bond Preliminary Official Statement. The revised document will be sent to the board when it is received from bond counsel.

**5. Accountability/Reports**

**A. Benchmarks**

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

- Change in Employee Headcount

**B. Financial Conditions and Activities, A.050, Quarterly Report**

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

**6. Reports**

ASLCC President Josh Canaday introduced the new ASLCC President James Manning. All five ASLCC ballot measures passed in the election. Canaday said goodbye to the board, as this was his last meeting as ASLCC President.

LCCEF President Bob Baldwin expressed concern regarding the Change in Employee Headcount benchmark. In 1995, changes were made to define the schedule of classified staff. The growth shown in the benchmark is not the addition of new staff but reclassification from timesheet to contracted staff. Baldwin wished to stop rumors that LCCEF is working against President Spilde. There may be disagreements with the President, but there is nothing in the LCCEF leadership that suggests that they are trying to get her fired. Baldwin would not support that. Regarding bargaining, much of the problem is external funding. We need to solve the current crisis and put processes in place that most effectively prevent or mitigate the consequences of the next budget crisis.

LCCEA President Jim Salt commented on the benchmark, stating that the decrease in the number of full-time faculty is a result of the failure to fill positions. He invited the board to ask for a report on capacity utilization, which includes asking faculty to go beyond the contracted amount of the number of students in classes. He stated that he does not normally participate in the board evaluations because he does not see the value in them. However, if the board wanted to survey the faculty he would be willing to help design the instrument. Regarding the tentative faculty

agreement, Salt commented that the board should not wait until the faculty ratifies it first. If the board is to respect and treat the faculty as equals, there should be no reason to sign it after faculty have signed. The board needs to understand that morale is as bad as it has ever been at the college.

Vice President Sonya Christian congratulated Manning and ASLCC vice president, Sam Bennington, and recognized Canaday for his work. An NSF grant was received for the GIS program. The first grant was received three years ago, and this is a renewal of \$750,000 for three years. Academic and Student Affairs has been focused on technology and web literacy and is hoping to do some light blogging at the board retreat.

Chief Financial Officer Greg Morgan congratulated Canaday and the ASLCC team on the election results and stated that he looks forward to working with Manning. The budget office is working on the bond rating this week.

#### **Board Reports**

McCown applauded Christian, Brau, and others on the new degree and certificate programs. He congratulated Manning on the election and thanked Canaday for his hard work.

Hall thanked Canaday for his work as ASLCC President. He commended the college on adding three new programs to meet the needs of the community, even though the number of employees continues to decline.

Riggs-Henson acknowledged Canaday's work this year and welcomed Manning as the new ASLCC President. She is spending a lot of time at the Capitol these days, and it is heartening to see legislators start to connect the dots between retraining needs and community colleges.

Albright echoed Hall's comments regarding meeting community needs with fewer employees. He attended the advisory committee dinner. Our advisory committee members are very much appreciated and provide a valuable resource for our Career Technical programs. Albright also attended the deferred maintenance event.

Ackerman appeared before the Ways and Means Committee hearing in Eugene and delivered a revised Gettysburg address in 1 minute 48 seconds addressing community colleges.

Holman noted that this was his second to last meeting after seven years on the board. He has seen several innovative projects and had some great experiences but is disappointed that he will miss the completion of the Downtown Center and Bond projects.

Johnston appreciated getting the Community College Moment. She congratulated the college on the tentative agreement on the LCCEA contract. She attended the deferred maintenance event and the advisory committee dinner and thanked those that were involved in the events. She thanked Spilde for all of the work she does at the federal level.

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

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

#### **8. The board meeting unanimously adjourned at 9:04 p.m.**

---

Mary Spilde, President/District Clerk

---

Susie Johnston, Board Chair