



General Library Item

Name Minutes 2010-02-03

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION MINUTES February 3, 2010

1. Attendance

Board members present: Bob Ackerman, Pat Albright, Susie Johnston, Roger Hall, Gary LeClair, and Tony McCown. Sharon Stiles was absent. Also present were: President Mary Spilde; Vice President Sonya Christian; Chief Financial Officer Greg Morgan; Legal Counsel Meg Kieran; Lane Community College Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and ASLCC President James Manning.

A. Chair Albright called the meeting to order at 6:38 p.m.

B. President's Report

First of all, let's watch the Bookstore presentation that we missed last month due to technical difficulties. Our own student, Russell Vessely, put together the presentation.

The passage of Measures 66 and 67 prevented the need for massive budget cuts. While challenges remain, we should at least take a moment to acknowledge the fact that they did pass and to thank all of our staff and students who worked on the campaign – Rodger Gamblin, Bob Baldwin, Doug Smyth, Ken Murdoff, Jim Salt, who convened meetings and the students who registered so many students and conducted a non partisan education program.

It is expected that when the revenue forecast is released later this month, the projection will be down slightly from December. We don't anticipate any budget cuts, but this does bring us back to the reality of what we will be facing one year from now entering the 2011-13 budget process.

The Budget Development Subcommittee is still working on developing budget documents, and we will bring these to you in March, along with projections.

The special session is underway in Salem. Democratic leaders announced their priorities for the one-month session Monday afternoon, which included an economic recovery agenda focused on job creation and extending unemployment benefits.

The Oregon Opportunity Grant continues to experience record demand. The Oregon Student Assistance Commission met January 22 and approved recommendations to address major funding shortfalls, including lowering award sizes for next school year and allocating predetermined amounts of funding for each sector. Community colleges will receive 48 percent. We've also learned that language from a 2005 bill which added part-time students to the program was inadvertently left in statute when the program changed to the Shared Responsibility Model in 2007. This language may disqualify 5,000-7,000 students from receiving awards this spring and next school year. We are tracking this issue closely and working to see if a fix may be possible during the special session.

You may recall that among institutions receiving more than 10,000 financial aid applications annually, Lane had the 14th highest increase this past fall. Winter term continues much the same. Our financial aid department reports 18,159 FAFSA applications for 2009-2010 so far, an increase of 42 percent over last year.

I'd like to note that this year's Dr. Martin Luther King, Jr., Award was presented to NextStep Recycling. NextStep founder Lorraine Kerwood is a Distinguished Alumni of Lane Community College. I want to thank Lane students for founding our community celebration for keeping it going every year.

As you know, the Eugene City Council voted unanimously last week for city staff to negotiate a transfer of property for the 10th and Charnelton site for our new downtown campus. The project manager and design team are working at an intensive pace to have the phase one feasibility study ready for your March board meeting.

Oregon gubernatorial candidates John Kitzhaber visited Lane in January, and Bill Bradbury was here today.

I was quoted in the Chronicle of Higher Education in an article about the value of a liberal education; and I interviewed with University Business magazine today. However, my most important interview was with Rose, a local middle school student doing a report on community colleges. Rose is an amazing young woman. She posed questions such as: What does Lane mean to you? What is it like to be President? If you were coming to my school, what would you tell the students? I said that I would tell her and her classmates that you have a right to higher education. Rose's parents are both students of Lane who are struggling to achieve their education and provide a better life for their children.

Community colleges continue to receive a large amount of attention at the federal level. During his State of the Union address, President Obama urged the Senate to pass the American Graduation Initiative (AGI), which continues to be set aside by the healthcare reform debate. We will be in Washington next week for the AACC-ACCT Legislative Summit

and will be meeting with lawmakers to advocate for the AGI, the Community College Emergency Stabilization Act, student loan reform, and other priorities.

The Public Employees Retirement System board met Friday and adopted a policy that could somewhat ease an increase in employer pension contributions for the 2011-13 biennium. The new policy places the imminent rate increase, which will occur because of the 2008 stock market downturn, on a sliding scale tied to the funding level of the pension plans for each state agency, local government and school district. Overall, public employer contributions to PERS are expected to increase more than \$1 billion, from \$880 million in the current biennium to \$2 billion in the coming biennium.

ASLCC and the Oregon Students of Color Coalition held a discussion panel in the cafeteria on January 21 to encourage communities of color to participate in local elections. The event, moderated by KMTR's Marc Mullins, included Mayor Kitty Piercy, Guadalupe Quinn, Raquel Ells, Pat Riggs-Henson and Peter Chavannes. Approximately 60 students attended and even more listened while they ate lunch. Thank you to the students and the participants for making this a successful event.

Our Peace Symposium will be March 5 starting at 6 p.m. in the Center for Meeting and Learning. The conference will explore the theme of democracy and empire. Keynote speakers include longtime activist Tom Hayden.

Last month I attended the annual meeting of the Association of American Colleges and Universities. I co-presented a session called, "Greater Expectations and New Investments: Community Colleges and America's Promise." I also signed the President's Trust, which is a commitment made by presidents to advocate for the value of a liberal education in our economy and society.

I also met with Jill Biden, a community college instructor, and of course, wife of Vice President Joe Biden, and others from the community college system to strategize about the passing of AGI.

I am serving on the presidential search committee for the American Association of Community Colleges. George Boggs, president of the association for the past 10 years, is retiring at the end of this year.

I gave the keynote address at the annual conference of Oregon Women in Higher Education.

I presented, from the comfort of my own office, at a national webinar on infusing sustainability into the curriculum. The webinar was sponsored by Portland State University, AACC, and AACSCU.

Brett Rowlett and I met with UO President Richard Lariviere and others to explore the idea of forming a partnership to make the K-16 education continuum more transparent, and to see how we can share resources. This follows up a meeting that Brett and I attended last fall with the members of a similar partnership in the Corvallis area. While there we talked with students from the Lesbian Gay Transgender, Bi-Sexual Queer Alliance about the vandalism and hate crime in their office. I attended the vigil last night along with a number of our students. When something like this happens it affects the whole community, and I think it's important that we stand up and let people know we do not tolerate this behavior.

Among the media interviews I gave last month was one with KVAL about going back to college for retraining. It will be part of a series on the economy and personal financial decisions. It should air sometime this month; we'll let you know.

I am sorry to note the passing of Ed Ragozzino, founder of Lane's Performing Arts program, and a longtime and well known leader of the community's performing arts culture. A public memorial will be held Friday at 7 p.m. Friday at First Baptist Church on Fox Meadow Road, and a funeral mass will be Saturday at 11 a.m. at St. Paul's Catholic Church.

Lane Preview Night, our annual open house, will be held next Wednesday, February 10, at 6 p.m. in the gym.

Finally, I am very excited to announce that US Poet Laureate Kay Ryan will visit Lane May 13 and 14 as part of our Reading Together program. Last fall, Ryan launched a project to promote poetry in community colleges. Thanks go to English instructor Eileen Thompson, and to volunteer and donor Jane King, for making this special visit possible.

1) January Highlights

January 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 6:55 p.m. for a public hearing on the selection of the Construction Management/General Contractor (CM/GC) method for the renovation projects of Buildings 2, 4, and 5.

Galen E. Ohmart, Solarc Architecture and Engineering, spoke in support of the CM/GC method. Some projects are more suitable for CM/GC than others. The complexity, timeline, and particulars of this project make it an ideal candidate for this construction method. In talking with contractors in the area, the view of this method for these projects is positive and they are willing to participate.

McCown moved to close public hearing. Johnston seconded.

Motion passed unanimously.

The public hearing adjourned, and the board meeting reconvened at 7:00 p.m.

C. Board Agenda Review/Changes

Item A.3, the second reading of the Treatment of Staff policy, was removed from the agenda.

D. Statements from Audience

No statements from the audience were offered.

2A. Consent Agenda

LeClair moved, and seconded by McCown, to approve the Consent Agenda consisting of:

- The approval of the January 13, 2010 meeting minutes

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Interfund Transfers, E.080

Hall moved, seconded by LeClair, to approve the second reading of board policy E.080, Interfund Transfers.

Motion passed unanimously.

POLICY NUMBER: E.080

POLICY TYPE: BUDGET AND FINANCIAL

POLICY TITLE: INTERFUND TRANSFERS

All transfers between funds shall be in conformance with ORS 294.361. The Budget Document shall clearly show for each fund the amounts, origin and destination of each transfer. Accompanying documentation shall list the specific purposes for each transfer and will be submitted to the board for approval in initial budget or subsequent resolution. Transfers from the General Fund to other funds (except Fund IX Special Revenue Admin Restricted) shall be for the following purposes:

- Debt service on an obligation incurred as a part of normal operations of the college;
- Goods and services provided to General Fund units by units in other funds;
- Construction, maintenance and acquisition of facilities and/or real property used by the college in support of its mission;
- Acquisition of capital equipment for use by the college in support of its mission;
- Matching funds for grants and contracts;
- Operation of certain financial aid functions and matching funds required for financial aid grants;
- Contractual and legal obligations to employees and retirees for compensation and benefits;
- Other needs as deemed appropriate and necessary by the board for fulfilling the obligations of the college.

Since Fund IX contains units that could be considered general operations of the college, the boundary between the General Fund and Fund IX is more "permeable." While units in Fund IX primarily rely on designated revenues, transfers from the General Fund may be used to augment the resources for any or all of these units. The level of funding through General Fund transfers to Fund IX is at the discretion of the board under advice from the Budget Committee and the president.

ADOPTED: January 14, 2004

REVIEWED: April 23, 2007

REVISED: February 3, 2010

2. Treatment of Learners, A.020

McCown moved, seconded by Johnston, to approve the second reading of board policy A.020, Treatment of Learners.

Motion passed unanimously.

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

REVIEWED: July 11, 2007

REVIEWED: February 3, 2010

B. First Reading

1. Financial Planning and Budgeting, A.040

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

POLICY NUMBER: A.040

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: FINANCIAL PLANNING AND BUDGETING

Financial planning for any fiscal year or the remaining part of any fiscal year shall reflect the board's end priorities, avoid fiscal jeopardy, and shall be derived from a multi-year plan.

Accordingly, the president shall assure budgeting that:

1. Complies with Oregon Local Budget Law.
2. Contains sufficient information to enable credible projections of resources and expenditures as presented in the Budget Document in accordance with Oregon Local Budget Law.
3. Discloses planning assumptions.
4. Limits expenditures in any fiscal year to conservatively projected resources for that period.
5. Maintains current assets at any time to at least twice current liabilities.
6. Complies with budget and financial policies contained in Section E.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVISED: January 14, 2004

REVIEWED: October 10, 2007

2. Financial Condition and Activities, A.050

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

POLICY NUMBER: A.050

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: FINANCIAL CONDITION AND ACTIVITIES

With respect to the actual, on-going financial condition and activities, the president shall avoid fiscal jeopardy and assure that actual expenditures reflect board priorities as established in ends policies.

Accordingly, the president shall:

1. Not expend more funds than have been received in the fiscal year to date, except as approved by the board.
2. Not use any long-term reserves that are not budgeted and appropriated for expenditure.
3. Settle payroll and debts in a timely manner.
4. Assure that tax payments or other government-ordered payments or filings be on time and accurately filed.
5. Make no single purchase or commitment of greater than \$100,000 for goods and services contracts, or \$150,000 for public improvements contracts, without board approval, except in extreme emergencies.
6. Acquire, encumber, or dispose of real property only with board approval, except in extreme emergencies.
7. Pursue receivables aggressively after a reasonable grace period.
8. Comply with budget and financial policies contained in Section E.
9. Not contract with the College's independent auditors for nonaudit services without prior approval of the Board.
10. Provide the following annual certifications, by the president and by the vice president for college operations, to the Board upon receipt of the audited financial statements:
 - a. He/she has reviewed the annual audit report;
 - b. Based on his/her knowledge, the report does not contain any untrue statement of a material fact or omission of a material fact that makes the financial statements misleading;
 - c. Based on his/her knowledge, the financial statements present in all material respects the financial condition and results of operations.
11. Establish and maintain an adequate internal control structure and procedures for financial operations and reporting.

ADOPTED: November 9, 1998

REVISED: May 12, 1999

REVISED: April 12, 2000

REVISED: January 14, 2004

REVISED: March 9, 2005

REVISED: July 19, 2006

4. Discussion/Action Items

A. UO School of Architecture Design Studio

Mark Gillem from the University of Oregon School of Architecture Design Studio and his students Barry Gordon and Amanda Rea updated the board on the planning of the property adjacent to the main campus. Margaret Robertson, Drafting Instructor and Facilities Council chair, has been working with Gillem and the students. Robertson stated that the process has brought tremendous value to our campus community in allowing us to imagine all of the possibilities for our campus. This has been a collaborative process with the UO Design Studio, the Lane campus community, and the public.

Gillem informed the board that the scope of the project is to prepare a perimeter master plan that uses the land as a resource to support the educational mission of the institution. Rea and Barry reviewed the process. The students traveled to thirteen community colleges to research campuses, buildings, and open spaces. Two workshops were held at Lane in October to hear from participants regarding their ideas for possible uses of our land. A community survey was also done to gather responses regarding campus housing.

The goal is to prepare a planning report and present it to the board and finish the process by summer.

B. CM/GC Construction Method

In January 2010, the board approved the draft findings and support of the Construction Management/General Contractor (CM/GC) method for Buildings 2, 4 and 5. A public hearing was held earlier in the meeting to allow for public comment.

Hall moved to approve the use of the CM/GC method for Buildings 2, 4 and 5. Ackerman seconded.

Motion passed unanimously.

C. Strategic Planning Update

Spilde reviewed the strategic planning process, which begun last June. A board retreat was held in July. Since that time, faculty and staff across campus have been engaged to discuss the proposed strategic directions. Open forums were held at fall inservice and throughout fall term. College Council has continued in its discussion of these issues, and they have been refining those into strategic directions. Christian reported that the documents are taking shape; Draft 8 of the strategic plan was distributed, along with the context and goals document which provides context as to the reason each direction was selected. Directions include liberal education, progress and completion, basic skills, online learning, safety, sustainability, and diversity.

D. Impact of Ballot Measures

This agenda item was in response to a request from the board, relating to the fact that cuts would need to be made if Measures 66 and 67 failed. Fortunately, the measures passed; otherwise, the ending fund balance would need to be tapped into to relieve some of the reductions. There was some discussion last year about using the ending fund balance to decrease the tuition surcharge and restore employee furlough days. Board members asked to see the figures on the amount that is in reserves and what we are expecting the ending fund balance to be this year. Spilde agreed to put something together for the work session with the budget committee in March.

E. Downtown Campus Update

Spilde provided an update to the board regarding the downtown campus. She had presented at a Eugene City Council meeting earlier this month and accomplished the goals of generating enthusiasm for the project and to establish that Lane would be the exclusive entity to negotiate with on the access of the 10th and Charnelton site. The council is both excited and supportive.

One of the financing options is the new market tax credit. This is a US Treasury financing mechanism and is incredibly complicated. Clatsop and Chemeketa Community Colleges have used this mechanism. If successful, this type of financing would generate 3.5 to 4 million dollars, but there are several fees associated with securing the financing.

The first step is to engage Seattle Northwest to begin the work, which takes approximately eight months to complete.

This information is for board awareness only; board approval is not required in order to move forward. Morgan stated that we would also be looking into other credits, such as energy credits, depending on the design of the building.

Kieran read a statement from an attorney she had consulted with regarding the new market tax credit which described the program and some of the complexities. Morgan stated that downtown Eugene meets the criteria of the tax credit program. Spilde proposed that a presentation could be scheduled in a future board meeting to provide understanding regarding new market tax credits. The board directed the college to investigate the program.

Spilde introduced Denny Braud, Development Analyst for the City of Eugene, who explained the options for the acquisition of the 10th and Charnelton site. The board agreed that the best option for the college would be to have the City of Eugene grant the new site to Lane and purchase the property of the current site of the Downtown Center.

Braud stated that he would share the preference of Lane's board members with the Eugene City Council.

There was some concern among board members of leaving another pit in the downtown area and having Lane associated with that property. If possible, changes should be made to the old site to make it a useful location in the downtown area.

The board discussed the plan of incorporating housing as the new site is developed. Spilde informed the board that state and bond money cannot be used for housing, so another financing mechanism will be required. Part of the city's enthusiasm for the downtown campus project is that it will include housing. Once the feasibility study is done, an architect will be hired to do the full design, and the board will have another opportunity to discuss the housing issue.

F. Facilities Update

David Willis provided an update on bond and deferred maintenance projects.

5. Accountability/Reports

A. Benchmarks

Craig Taylor, Institutional Research, Assessment, 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. Compensation and Benefits A.080, Monitoring Report

Dennis Carr, Chief Human Resources Officer, answered questions and responded to comments regarding the Compensation and Benefits monitoring report.

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

Greg Morgan, Chief Financial Officer, answered questions and responded to comments regarding the Financial Conditions and Activities monitoring report.

6. Reports

ASLCC President James Manning recognized ASLCC Senator Kenyan Weir, who took the lead on collecting \$1,247 to go to Haiti Earthquake Relief. Students will be heading to the State Capitol on February 12 with the Oregon Student Association to lobby for higher education funding. ASLCC officers are doing a good job representing the student body on local and statewide levels.

LCCEF President Bob Baldwin recognized Rodger Gamblin, who did a lot of work on behalf of classified staff in helping to pass Measures 66 and 67. There was a good effort from Lane and across the state. If not for the unions, there would be no opposition to these types of measures. Baldwin attended the Lane Workforce Partnership meeting. At this moment, manufacturers in Lane County are not hiring; however, when the economy turns around, we will be faced with the leading problem in manufacturing, which is the aging work force. There are well qualified entry level folks but nobody ready to take over the high end labor jobs. It is up to Lane to train the next workforce. One of the concerns that the classified union has is safety. Recently, there was an incident where an agitated student required classes to be canceled. Another incident occurred in which faculty had to get students' aid to detain a thief. On another occasion, a public safety officer had to address four disorderly individuals during the night. The officer was the sole patroller, and dispatch was not available. The perception is that safety has not been given adequate priority in the budget. In reviewing the strategic plan, the primary concern of the classified union is that it is not specific enough. Baldwin stated that he does not agree with much of the analysis presented in the compensation and benefits report given earlier in the meeting. He hoped that the college's funding is in a situation where we can afford to reduce tuition. LCCEA President Jim Salt stated that it was great news for all of Lane on the passing of Measures 66 and 67. He commended Doug Smyth for leading faculty participation and the incredible work that was done by the students. He thanked OEA for campaigning and challenging the misinformation that was being shared. Salt reminded the board that the agreement last year between faculty and the college set aside reserve funds to utilize if the tax measures failed, and if not needed for that purpose, to buy back furlough days for all groups that used them and also to reduce the students' surcharge. The number of faculty vacancies is approximately 40 and is growing every day. The college has committed to fill 10 positions this year, which is not sufficient, especially considering that there is a reserve fund. It is time to adjust the growing number of faculty vacancies with a real plan. When bargaining begins this year, we have faculty and other staff who are a full step behind where they should be at this point. This is a result of intentional under budgeting of enrollment and tuition funds. Salt asked the board to consider these facts when preparing for bargaining and to address the sacrifices that students and staff have been making. There is a rumor that the college plans to lease part of the downtown campus space to the Eugene Police Department. If there is truth to the rumor, Salt requested that the board rethink that position.

Vice President Sonya Christian left the meeting early; Morgan distributed a copy of the Academic and Student Affairs board report.

Chief Financial Officer Greg Morgan distributed KLCC's Arbitron report. He attended the Lane County economic update this afternoon. One of the things stated in the update was that things are not ever going to get back to the way they were. We are coming out of the recession with a structural change, heading towards a "new normal."

Board Reports

McCown attended the Martin Luther King, Jr., event and the Lane Council of Governments awards banquet. It is good to see how Lane is represented in the community. McCown thanked the unions for their support in passing Measures 66 and 67. He looks forward to the Peace Symposium.

Ackerman appreciated the tour of the Health and Wellness building and the Longhouse.

Albright reported that he had written a commentary on behalf of the board regarding the downtown campus.

Johnston reported that she is looking forward to seeing budget projections at next month's meeting.

LeClair reported that he will be attending his last meeting of the Oregon Medical Board, on which he has served the past six years. Tomorrow's meeting marks 100 investigations.

Hall requested attendance at the Foundation board meeting on February 11 at 3:30 pm as he is unable to be there.

Johnston agreed to attend the meeting.

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

Wednesday, March 10, 6:30 pm, Boardroom, Building 3, Lane Community College

8. The board meeting unanimously adjourned at 9:24 p.m.

Mary Spilde, President/District Clerk

Pat Albright, Board Chair