



General Library Item

Name Minutes 2010-03-17

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION MINUTES March 17, 2010

1. Attendance

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

A. Chair Albright called the meeting to order at 6:37 p.m.

B. President's Report

The Oregon Legislature's special session concluded on February 25. The Oregon Community College Association has prepared an end-of-session report, which is available on their website. During the one month session, the legislature approved additional funding for the Oregon Opportunity Grant to eliminate the need for spring term reductions and also replaced old language in the program's statute, which would have made thousands of part-time students ineligible for the grant this spring had action not been taken. The Legislature also approved a constitutional amendment for the May ballot, which would state how bond funding may be used in the acquisition and construction of properties for institutions of higher education.

Board members Sharon Stiles and Pat Albright joined me and other staff members at the Florence Center Science Lab Dedication Ceremony on March 5. Nearly 75 community residents attended this event. The celebration included touring the new science lab, a smart classroom demonstration by Training Coordinator, Michael Levick, and presentation on the Florence Center and its unique partnership with PeaceHealth Siuslaw Region. Bob Purscelley did a great job of organizing the event and recognizing the faculty and staff that were instrumental in making the project a reality.

The ACCT National Legislative Summit was held in Washington, D.C. last week. The event, which was rescheduled due to February's snowstorms, brought community college leaders from across the nation to lobby during the final push for the American Graduation Initiative (AGI), student loan reform, and other community college priorities. I was joined by Pat Albright, Tony McCown, and Brett Rowlett. Last Thursday, it looked like the AGI was dead. We managed to breathe some life into it, but by the time we were headed to the airport on Friday it appeared to be dead. At this point, it is on life support, but it ain't dead yet! We should know more in the next couple of days.

We held a conversation with faculty a couple of weeks ago to launch Lane's response to the national completion agenda. A number of faculty attended, and I think we are well positioned to continue the conversation.

Congressman David Wu, chair of the Congressional Community College Caucus, visited campus on March 6. Roger Ebbage and staff spoke to the Congressman about Lane's Energy Program and discussed the college's potential involvement with a new federal competitive grant program pertaining to energy conservation.

Men's basketball player Dominique Watson was selected first team All Southern Region and led the NWACC in scoring this season with an average of 29 points per game. The women's basketball team finished with a 24-6 record and a sixth place finish at the NWAAC Tournament. They made it to their seventh straight final four appearance and continue to hold the longest national home game record of 79 consecutive wins. Sarah Brolsma Whitfield and Theresa Brown were voted first team All Southern Region and Tiffany Rich was voted second team All Southern Region.

Seven students and four staff attended the American College of Sports Medicine Northwest Conference held in Portland March 6 and 7. Students competed in the Annual Quiz Bowl competition representing Lane against other colleges and universities in the Pacific Northwest. This included all levels – undergraduate students, masters program students, and PhD program students. They competed well and finished in the middle of the pack, well above many four-year institutions.

Kresge issued Lane a challenge grant in April 2009. If we could raise \$16,500,000 for the Health and Wellness Building and other purposes by March 31, 2010, they would grant us \$800,000. We are \$135,000 away from that goal.

As you know, long time board member Jim Pitney passed away last month. I was asked to speak at his memorial service, which was an uplifting celebration of his life. It was wonderful to spend time with his family and hear how much Lane meant to him. Pitney served on Lane's Board of Education for 24 years.

2) February Highlights

February 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 4A, Downtown Campus Update, was moved to 1E.

D. Statements from Audience

Lonnie McCullough, community member, urged the board to consider purchasing Civic Stadium.

4A. Downtown Campus Update

Spilde informed the board that the Downtown Campus item would include an update on the feasibility study and new design concepts, the City of Eugene deal points for the acquisition of a new site and disposition of the current facility, and information on Eugene's Urban Renewal Financing. No action was proposed.

Spilde introduced members of the design team: Jill Sherman of Gerding Edlen, Jim Robertson of Robertson/Sherwood/Architects, and Kent Duffy of SRG Partnership, who presented the feasibility study on the Downtown Campus. This is a landmark project for Lane and Eugene and will bring national recognition. Location, design, and funding aspects were presented, as well as construction costs.

In addition to classroom and instructional space, the feasibility study included a housing analysis. Proposed student housing would provide 75 units. While the inclusion of tenants is unlikely to provide a source of revenue in the short run, student housing is still being considered as it may meet the goals of the College. The inclusion of student housing would also make a significant contribution toward the City of Eugene's goal of creating a vibrant downtown.

Project delivery methods were discussed; the design team recommended the Construction Management/General Contractor (CM/GC) method, which retains a contractor and a guaranteed maximum price early in the process. Based on the construction schedule, the facility would be complete and ready for students by Fall Term 2013. However, if the College chooses the fast track CM/GC method, the Downtown Campus could be completed by Fall Term 2012. The fast track method would mean a lower risk of cost escalation but would also involve shorter decision and planning timelines, and construction would need to begin by February 2011.

Spilde introduced Denny Braud, Senior Development Analyst for the City of Eugene. Braud thanked the board for partnering with the City on such an exciting project. The City Council met last week and approved the sale of the new DTC site for \$1, with the stipulation that Lane is required to move forward in a timely way in order for the City to get a return on the investment. The City will work closely with the College to establish a reasonable timeline. The Council took action to propose that the urban renewal plan be revised to give Lane \$8 million for the DTC project and will hold a public hearing on the amendment on April 19. The Council is considering the existing Willamette Street property but will vote at a later meeting.

Braud introduced Eugene Mayor Kitty Piercy, who claimed that the partnership was a perfect project for Eugene, in that it ties to the City's sustainability goals, will train students, and will help revitalize downtown Eugene.

Spilde introduced Annette Spickard, Lane County Assessor, who provided information on Urban Renewal Financing. Spickard distributed a handout containing a simple explanation of urban renewal, and she described the impact that it would have on Lane Community College and other public organizations. The net effect is that the tax rate remains the same but a portion of it is split off to go to the urban renewal agency.

The board took a ten-minute break at 8:10 p.m.

2A. Consent Agenda

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

- The approval of the February 3, 2010 meeting minutes
- Network Equipment Bond Purchase
- Building 2 Remodel RFP
- Buildings 4 & 5 Remodel/Addition RFP
- HVAC Equipment for Buildings 2, 4, and 5

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Financial Planning & Budgeting, A.040

McCown moved, seconded by LeClair, to approve the second reading of board policy A.040, Financial Planning & Budgeting.

Motion passed unanimously.

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 & Activities, A.050

LeClair moved, seconded by Stiles, to approve the second reading of board policy A.050, Financial Condition & Activities, A.050.

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

Motion passed unanimously.

B. First Reading

1. Emergency Presidential Succession, A.060

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

POLICY NUMBER: A.060

POLICY TYPE: EXECUTIVE DIRECTIONS

POLICY TITLE: EMERGENCY PRESIDENTIAL SUCCESSION

In order to protect the board from sudden loss of presidential services, the president shall have at least one other executive familiar with board and presidential issues and processes. The president shall periodically furnish the board with the current name or names of the executive or executives familiar with the board and presidential issues and processes. In the event of a sudden loss of presidential services, the board shall appoint an acting president of the college in accordance with board policy B.050.

ADOPTED: November 9, 1998

REVISED: April 12, 2000

REVIEWED: January 14, 2004

REVISED: September 12, 2007

4. Discussion/Action Items

A. Strategic Planning

Christian presented the latest draft of the strategic plan to the board, stating that the administration is devising a detailed implementation plan with accountability. She requested feedback from the board for suggested revisions. McCown stated that he would like to see the plan and ideas reach more of the staff. Some of the best implementation strategies may come from people not intimately involved in creating the document and implementation responsibilities. He suggested asking the college community how to make this a part of the college culture from the bottom up. Albright appreciated the strategic plan because it keeps the college moving in the right direction. Many of the aspects of the plan are already part of the college. He would like to see the document identify places where we are already meeting or working toward a specific goal. Ackerman suggested the insertion of language stating that Lane provides personal and academic counseling in the mission statement and that we follow a fair and efficient process on the resolution of disputes under the section on integrity and requested administration response. Johnston complimented the student success piece of the document, stating that it is always a challenge to measure student success. She also stressed the importance of expanding our online offerings. Hall asked who would be responsible for ensuring that students have the necessary skills and how does that occur. He emphasized the importance of the creation of an honors college. Board members discussed the need for implementing the plan but balancing that with fiscal sustainability. They cautioned administration that the implementation of the plan must be done in a fiscally sustainable manner and within revenues. Johnston moved to approve the document with discussion at a future meeting regarding issues raised by board member Ackerman. McCown seconded.

Motion passed unanimously.

C. Tuition Rate

In January, the board approved the use of the higher education price index for the purpose of establishing a tuition rate for 2010-11. Use of the HEPI results in a \$2 per credit hour increase in tuition, resulting in a total resident tuition rate of \$80. The temporary tuition surcharge rate of \$3 per credit will be in effect for one more year. The board requested information regarding the possibility of reimbursing the students for this year's surcharge; Spilde stated that possible rebate information will be an item on the board meeting agenda for April.

LeClair moved to approve an adjustment to 2010-11 tuition rates equivalent to \$2 per credit hour increase for the resident student rate resulting in a resident tuition rate of \$80 (total of \$83 with surcharge). The current rates of \$210 per credit hour for international students during fall, winter, and spring terms and \$140 per credit hour for summer term will be retained. The non resident rate will remain at \$210 per credit. The \$3 temporary surcharge is also applied to international and non-resident students for a total tuition rate of \$213. McCown seconded.

Motion passed unanimously.

D. Budget Planning Documents

Spilde provided background on the budget planning process, stating that College Council began working on the process in the fall. She pointed out the changes in each document from last year. Though Spilde recommended approving the documents as written, she informed the board that College Council was not able to reach consensus. When consensus cannot be reached, the decision defaults to the administration.

Baldwin stated that he disapproved of reducing the revenue strategy even as enrollment is growing. There has been no evidence to show that the growth was caused by strategic action versus a result of economic hardship.

McCown moved to approve to approve the budget planning documents as written. Ackerman seconded.

Salt wanted to include priority #14, "strive to protect salaries and benefits from the cost of inflation," recognizing that these are principles, not a permanent list of strategies, and we may not always be able to meet them. He recommended having a separate vote on that item.

The board discussed the consensus practice. While agreement of everyone is something to strive for, practically it can be very difficult to achieve and often times bogs down the process. Spilde explained that consensus moves the group toward a common goal and puts people in each other's shoes.

McCown amended his motion to change #10 of the budget principles to state "strive to protect employee compensation with inflation and provide professional development," and to add #14, "strive to protect salaries and benefits from the cost of inflation." The motion died for lack of a second.

Motion passed on the original motion, 6 -1. LeClair dissented.

5. Accountability/Reports

A. Benchmarks

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

- Percent of County Population Enrolled (Age 18-years +)
- Table 16: Headcount by Oregon County of Residence – 2007-08 (from the ODCCWD Community College Profile)

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

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

C. Facilities Update

An update on the status of bond projects was presented.

6. Reports

ASLCC President James Manning reported that ten students will be attending the legislative conference in Washington, D.C. ASLCC is in the process of hiring a new Oregon Student Association campus organizer. On April 9, ASLCC will host a panel on the student action labor project. There has been a change in the way that student body officers are compensated which disproportionately affects those who are not on financial aid. The compensation is applied to their student account balance. Lane has the highest community college tuition rate in the state; Manning voiced his increasing concern about Lane's ability as an institution to provide education and services to people in the community. On the budget documents, there are plenty of principles that benefit the faculty and staff, but students are not mentioned until number five in the list. Manning would have included a point that states that Lane will strive to keep tuition low.

LCCEF President Bob Baldwin reported that, despite all of the criticism he has had about the governance system over the years, he had to admit that this is the first year that consensus was not reached on the budget documents. However, the same College Council using the same process did come to consensus on the strategic directions. Full discussions were had that were sometimes tense, but the quality of the document reflects the content of discussions and input from members. The union and student body presidents are willing to accept the document and promote it with their members. When consensus works, everybody who was engaged goes back to their constituencies and is able to say the process was fair and good. Ninety-eight percent of the time, the outcome is good; two percent of the time, administration has to step in. In a report from Workforce Partnership, funds were awarded to Lane to expand training services in June 2009 from American Recovery & Reinvestment Act funds. Much is being done in terms of safety on campus, for instance, improving the lighting, installing the keyless entry system, but there are also problems, such as inadequate public safety staffing and air quality problems in buildings. The college as a community could do a better job. Do we actively engage safety as we do the other values? If not, it affects perceptions on how employees are valued. Four cases are pending arbitration or grievances. It was difficult for Baldwin to agree with Ackerman's statement earlier in the meeting that disputes are handled with a fair and efficient process.

Salt commented that this is the first time that College Council has not approved the budget documents with a system of consensus. He echoed Baldwin's comments regarding the governance system; the consensus system works well, and evidence of that can be seen in the Strategic Plan document. He complimented Christian and Taylor on the document. Salt reported that OEA PIE (Oregon Education Association's People for the Improvement of Education) has recommended Bill Bradbury for governor, stating that he was likely to be a better support of education than Kitzhaber. Salt was optimistic about the future of AGI.

Vice President Sonya Christian gave credit to Salt for the piece in the budget documents which has criteria to determine enrollment growth. With that model, positive or negative enrollment can be predicted. The college was able to accommodate the 12 percent student enrollment growth last fall because of planning.

Chief Financial Officer Greg Morgan reported that KLCC has won a "Special Citations" award in the 2009 National Education Writers Association contest for education reporting. This is a prestigious national competition. The two other winners in this category were from the much larger markets of Boston and New York City. The first annual Special Support Services fundraiser is a talent show and will be held on April 2. Bookstore sales are up 40 percent.

Board Reports

Ackerman attended the NAACP Freedom Fund dinner at the end of February. Our commitment to diversity is strengthened when we participate in these events. Ackerman commented on the consensus process, stating that he would like to see the process simplified. One way would be to solicit guidelines from all groups and then incorporate them.

McCown attended the ACCT National Legislative Summit in Washington, D.C. It was an amazing experience. In all of his lobbying efforts he had never experienced such an on-the-ground influence. He wished Mara Ventura, OSA Campus Organizer, luck on her future endeavors and thanked her for her time at Lane. McCown felt that the budget process was a good model. A lot of time and energy gets put into it, but, as plenty of key players have stated, it works well. Stiles thanked everyone who attended the ribbon cutting ceremony for the Science Lab at the Florence Center. She thanked Michele Erickson for taking her on a tour of the Health and Wellness Building. Stiles reported that Rick Yecny, former budget committee member, is now the CEO at PeaceHealth in Florence.

Albright attended the Science Lab dedication at the Florence Center. It is a great facility and will enable the Center to move their education process forward. He attended the recent home games of the Lady Titans. With the longest home game winning streak in the nation, they have a lot to be proud of. Albright attended the National Legislative Summit in D.C. He thanked Spilde and Rowlett for helping to make a significant impact at the national level.

Johnston recognized Rick Yecny's accomplishment, stating that PeaceHealth is fortunate to have him. She appreciated Manning's passion in speaking his mind regarding the tuition issue. She thanked College Council for their work on the budget documents and strategic plan.

LeClair clarified some of his comments he had made regarding the consensus model. People do need to be heard, but the more simple the process, the faster it will move. He appreciated the feasibility study and was excited about the downtown campus; however, he would like to see more space added if funding allows it.

Hall commented that the strategic plan was one of the finest documents he had seen and thanked everyone who worked on it. He thanked Manning for his comments regarding tuition. His thoughts are understood and shared by the board. He felt that a lot of enormous effort is given in order to reach consensus. Sometimes it is not going to happen, but it still works 98 percent of the time.

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

Wednesday, April 14, 6:30 pm, Boardroom, Building 3, Lane Community College

8. The board meeting unanimously adjourned at 10:02 p.m.

Mary Spilde, President/District Clerk

Pat Albright, Board Chair