



General Library Item

Name Minutes 2011-09-21

Content

Lane Community College
Board of Education Minutes
September 21, 2011

1. Attendance

Board members present: Bob Ackerman, Pat Albright, Susie Johnston, Gary LeClair, and Tony McCown, Rosie Pryor, and Sharon Stiles. Also present were: President Mary Spilde; Chief Financial Officer Greg Morgan; Executive Dean Don McNair; Lane Community College Education Association Interim President Stacey Kiser, Lane Community College Employees Federation President Bob Baldwin.

A. Chair Johnston called the meeting to order at 6:35 p.m.

B. President's Report

Welcome back. Hope you had a good summer.

Welcome everyone to fall term. I hope you had a good summer with some time off and that you're rearing to go. I had an opportunity to get away a bit this summer. I made my annual sojourn to Scotland to take care of my mother. At 95, she is amazing – her physical health is failing but she is as sharp as a tack. I just hope I have a tenth of her wit, zest for life and curiosity for what goes on in the world if I get to be her age. I also had the opportunity to travel to Australia. I was invited by the Australian government to go work with the Colleges of Further Education on sustainability and green skills training.

Enrollment appears to be about the same as last year, which saw a three percent increase over the previous double-digit increases. People are registering early, so I don't know if we'll see more. We had budgeted for a two percent increase, so we are just about right on track.

Get ready for the annual scramble for parking during the first few weeks of the term. I encourage commuters to take the bus, or carpool when possible. This year, students added Zimride to their options, a social networking site where they can form their own carpool. LTD also offers carpooling through Point 2 Point solutions. Main campus has 4200 stalls, plus we're adding 75 more on the grass next to the gravel lot below Lot N on the east side of campus. We have fewer contractors on site this fall, which also opens up some parking. We've been contacted by the city regarding the current road work happening in south Eugene. The main work is done, but they are still working on things like manhole covers.

The Titan Store is increasing services for students. For instance, this term there are 100 titles on the book rental list compared to last term's 8 titles; and there is a new online system where students can comparison shop for textbooks with major online retailers such as Amazon.com and buy the least expensive text. If students use another retailer, we still get a commission while the student saves money.

We just had our fire marshal and fire chief inspections on Buildings 10, 11 and 15 which include the new International Program offices and new offices for Advanced Tech. We passed all inspections and will get our temporary certificate of occupancies. We are all "green lights" for fall term on our renovations and remodels, and we are on schedule to complete all required work in support of instructional spaces.

We finally were awarded a state grant of \$667,500 for seismic improvements, thanks to the persistence of facilities director Dave Willis. FMP is working on plans for making the improvements next summer.

We've made progress in solving the long-term air quality problems in Building 4. We contracted with a new consultant this summer who identified moisture at the base of the hollow columns around the building as a source where microbes could grow and flow through ambient air paths into the building. We've filled, cleaned and sealed the columns, sealed other old duct openings, removed some London plane trees whose pollen is highly allergenic, and are doing deep cleaning. Staff who relocated can voluntarily move back in this week. Short-term occupants such as students had few complaints so we have continued to hold classes and use the labs as usual.

Art transformed the campus and community this summer. First, you may have seen the mural on the east side of building 5. It's 26 feet high and 55 feet long and was done by art instructor Tom Madison and his students. It's called "A Cultural Landscape" and celebrates the theme of diversity using geometric patterns and a variety of colors. Second, sculpture instructor Lee Imonen and his students created some whimsical bike corrals in downtown Eugene in partnership with the city. You can see them in front of Morning Glory restaurant, the Kiva grocery, and soon at 5th Street market.

We launched our Honors Program this summer to challenge students through scholarly inquiry and academic rigor, and better prepare them for upper division coursework. Students will take designated courses, independent study, special seminars, and do a capstone project. The mural project is one of the first Honors courses.

I was sorry to learn that Carolyn Chambers passed away in August from cancer. She was she a key leader in the community and a strong supporter of Lane. Her enterprises such as KEZI provided many training opportunities for our students.

As was discussed in the July meeting, Aspire transformed into the Community Education Class Schedule as of the fall issue. We hope this will better serve our community education students, as our credit students go straight to the web to register and conduct student business.

Speaking of publications, our viewbook won an APEX award for publications excellence from Communications Concepts, national professional organization. Our creative agency, Funk/Levis and Associates, designed the viewbook under the leadership of Tracy Simms. I'd also like to congratulate Tracy and her team for creating a successful Facebook page. The college has scored more than 3,500 "likes," outperforming Chemeketa which has only 2,500 "likes," even though they have a full-time person assigned solely to administering their Facebook page.

Our Small Business Development Center launched a new small business management program for veterans this fall that will be taught by Ron Tinsley. He is an Army veteran, an LCC and UO alum, and owns several small businesses. I would like to take a moment to thank all the Lane staff and their families who participated in the multiple events at this year's Eugene Celebration. I'd also like to give special thanks to Susie for representing the college as a grand marshal in the parade, and to Andy Dykeman and the crew from Lease Crutcher Lewis for the use of their truck and their participation in the parade. Also, I'd like to thank everyone who helped out with the open house at the Downtown Center, as well as everyone who helped out with this year's entry in the bed races: Tony McCown, David Van Der Haegen, Jenny Merriman, Adrian McLeod, and Kevin Loder. I'd like to acknowledge Jeanette Kane, Helen Garrett, and Brett Rowlett for all their work organizing the events.

As you know, over the summer Governor Kitzhaber appointed me to the Oregon Education Investment Board. I previously served on the Investment Team. Our job is to ensure a seamless, unified system of public education from birth through college. We'll be working with former State Representative Ben Cannon, who is the governor's new education advisor. As it happens, the Senate will hold confirmation hearings for the board tomorrow, and floor consideration on September 23. However, tomorrow also is college in-service so I will not be able to attend.

The most recent state revenue forecast on August 26 predicts that state revenue will be \$199 million below what legislators were expecting when they set the state budget in May. The stock market and weak national and international economic recoveries have put Oregon's economy on a slower track than was predicted. Most of the loss, \$158 million, is due to a lower forecast for state income tax receipts, which although increasing over the previous biennium, aren't increasing at the rate predicted in May. It is unclear how this reduction will impact state budgets; legislators have \$147 million remaining in unallocated general funds plus \$299 million in a supplemental ending fund balance made up of funds from the 3.5% "hold back" the legislature created when it appropriated funds last session. Two more revenue forecasts are expected before the February legislative session; legislators are hoping revenue will be back on track; otherwise they will have to take actions in February to rebalance the budgets.

President Obama's American Jobs Act includes two major initiatives impacting community colleges. The first is a \$5 billion investment to modernize infrastructure and ensure that community colleges have the equipment and facilities necessary to train workers in technical and growth fields. These funds are formula based. They would not be used for new construction, but for updating facilities, making campuses more energy efficient, and upgrading technology. According to the White House, Oregon's community colleges would receive approximately \$71 million. Additionally, the President proposed a fund to incentivize and reward local governments for implementing effective workforce training and employment strategies. While chances for full passage of the President's legislation are slim, we are working with our local Congressional delegation so they understand our infrastructure needs and how this federal funding would help colleges in Oregon.

Just a couple of events to note on your calendars: Our annual fall in-service is just a few hours from now, tomorrow, in the Center for Meeting and Learning. Then on Saturday, we will host the Northwest Country Classic track event. I would like to end my report with kudos for ASLCC. They have received certification from the state association of Community College Student Affairs deans. I have a plaque I would like to present on behalf of CCSA to ASLCC.

1) July and August Highlights

July and August highlights at Lane Community College as offered in the board mailing were presented.

2) Personnel

The college's current personnel appointments were presented.

E. Board Agenda Review/Changes

No changes were made to the agenda.

F. Statements from Audience

No statements were offered from the audience.

2A. Consent Agenda

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

- Approval of the July 13, 2011, Minutes

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. Global Board President Relationship, C.010

Albright moved, seconded by Johnston, to approve the second reading of board policy C.010, Global Board President Relationship.

POLICY NUMBER: C.010

POLICY TYPE: BOARD-PRESIDENT LINKAGE

POLICY TITLE: GLOBAL BOARD-PRESIDENT RELATIONSHIP

The president is accountable to the full board. The board will instruct the president through written policies that prescribe the college Ends to be achieved and describe college situations and actions to be avoided, allowing the president to use any reasonable interpretation of these policies.

1. The board's sole official connection to the college, its achievements, and conduct will be through the president.
2. Ends policies direct the president to achieve certain results; Executive Directions policies constrain the president to act within acceptable boundaries of prudence and ethics. With respect to Ends and executive means, the president is authorized to establish all further policies (utilizing the College Governance System), make all decisions, take all actions and develop all activities as long as they are consistent with the board's policies.
3. The board may change its policies, thereby shifting the boundary between board and presidential domains. By so doing, the board changes the latitude of choice given to the president. But so long as any particular delegation is in place, the board and its members will respect and support the president's choices. This does not prevent the board from obtaining information in the delegated areas.
4. No individual board member, officer, or committee has authority over the president. Information or assistance may be requested by individual board members, but if such a request—in the president's judgment – requires a material amount of staff time or funds, it may be refused, unless authorized by the board.
5. Board members who have a concern or issue will first inform the president or designee, providing the administration an opportunity for response. A board member can request that an issue be discussed at a work session or placed on a future board agenda (see B.030 Agenda Planning).

ADOPTED: November 9, 1998

REVISED: May 12, 1999

REVISED: March 10, 2004

REVISED: October 12, 2005

REVIEWED: October 8, 2008

REVIEWED: September 21, 2011

Motion passed unanimously.

2. Delegation to the President, C.020

Albright moved, seconded by Pryor, to approve the second reading of board policy C.020, Delegation to the President. Ackerman moved to amend the motion to strike out the words "can be stated as" in the policy and replace them with the word "include," as shown below. McCown seconded.

The motion to amend the original motion passed unanimously.

The motion to approve the revised policy passed unanimously.

POLICY NUMBER: C.020

POLICY TYPE: BOARD-PRESIDENT LINKAGE

POLICY TITLE: DELEGATION TO THE PRESIDENT

~~The president's performance will be considered to be synonymous with the total performance of the college.~~

The president's job contributions ~~can be stated as~~ **include** performance in the following areas:

College accomplishment of the provisions of board policies on Ends.

College operation within the boundaries established in board policies on Executive Directions and state mandated policies.

Achievement of annual goals approved by the board.

ADOPTED: November 9, 1998

REVISED: April 14, 2004

REVISED: November 9, 2005

REVIEWED: October 8, 2008

REVISED: September 21, 2011

B. First Reading

1. Contractual Authority, C.030

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

POLICY NUMBER: C.030

POLICY TYPE: BOARD-PRESIDENT LINKAGE

POLICY TITLE: CONTRACTUAL AUTHORITY

Only the president, or formally designated representatives, may commit the college to financial obligations or contractual agreements. No obligation may be incurred unless it first has been authorized by the budget or by the budget change process. Any contract entered into in violation of this policy is void as to the college. All contracts of \$100,000 for goods and services contracts, or \$150,000 for public improvements contracts or greater shall be approved for award by the board of education. The president is authorized by the board to enter into contractual agreements on behalf of the college up to a total dollar value not exceeding \$100,000 for goods and services contracts, or \$150,000 for public improvements contracts. The president may delegate this authority to college staff.

The Lane Community College Board of Education shall be the college's Local Contract Review Board as defined in ORS 279A.060.

ADOPTED: November 9, 1998

REVISED: April 14, 2004

REVISED: April 13, 2005

REVISED: November 9, 2005

REVISED: July 19, 2006

REVIEWED: October 8, 2008

2. Borrowing, C.040

The board held a first reading on this policy. A second reading will be deferred to the November meeting to explore possible revisions.

POLICY NUMBER: C.040

POLICY TYPE: BOARD-PRESIDENT LINKAGE

POLICY TITLE: BORROWING

The board may authorize borrowing for the college, in compliance with state laws, by resolution stating the upper limit to be obligated at any one time. The president or designee may initiate emergency borrowing prior to board approval should a quorum of the board not be available to authorize borrowing.

ADOPTED: November 9, 1998

REVIEWED: May 12, 2004

REVIEWED: November 9, 2005

REVIEWED: November 5, 2008

4. Discussion/Action Items

A. Resolution No. 571 Honoring Cliff Matson

Cliff Matson was one of Lane's original board members and was instrumental in establishing the dental hygiene and assisting programs. Matson passed away in June of 2011.

Ackerman moved to adopt Resolution No. 571. McCown seconded.

Ackerman read the following statement:

I am honored to give this tribute to my former colleague Cliff Matson, who passed away recently at 92.

Cliff was elected to the first Board of Education in 1964 when the Lane Community College District was created by an overwhelming public vote. He served on the board from 1964 to 1971.

Cliff had a distinguished military career in WWII having served in the US Army in Europe.

As an educator, he received a BS in education from the U of O before he was drafted in 1942. After the war, he taught at and was principal of Junction City High School from 1950 to 1952.

In 1952, Cliff entered the University of Oregon Dental School and graduated with a degree in dentistry in 1956.

Thereafter, he practiced dentistry in Junction City until his retirement.

As a board member, Cliff spoke profoundly, with authority, fairness and compassion. An incident that occurred in 1970 illustrates these traits.

The board made a decision to fire the President. Cliff was chair of the board, and I was vice chair. As officers of the board, it was our duty to inform the president. In preparation for this task, Cliff and I conferred. I had my usual array of questions for Cliff on the procedure we would use in this process. Cliff merely looked at me and raised his hand in an authoritative manner and said, "Robert, I am only going to tell the president that the board will not renew his contract. That's it."

Cliff is the only board member I can recall whose contribution to LCC resulted in two living legacies. First, Cliff originated the dental hygienist and dental assistant programs at LCC. These programs have in the past and will in the future provide substantial employment opportunities for thousands of the graduates of these programs.

We serve to make a difference in the lives of our students. Cliff met this high standard. The second legacy occurred in November 1969 when the 30th Avenue campus was dedicated. Cliff was board chair and gave one of the keynote speeches. The title of his speech was "Let's Communicate Concern." His theme was that LCC should set educational goals based effective communication among our staff, students, and the public. This message was the template used to form many of our policies which embrace concepts of fairness and effective governance. This visionary proposal is Cliff Matson's second legacy to LCC.

Motion passed unanimously.

B. KLCC Presentation

Steve Barton, KLCC Director, provided information on program changes for the college's radio station. Over the last year, three focus groups were formed including various listeners, an online survey was conducted with 1600 responses, and a consultant was brought in who examined and talked to community members, President Spilde and

Chief Financial Officer Greg Morgan. Based on the results of all of these efforts, a decision was made to change daytime programming. An advisory group was put together and informed of the changes, and it was unanimous among that group that the station had made good choices. Barton shared the updated schedule with the board.

C. Downtown Campus Update

Spilde informed the board that construction has begun on the new Downtown Campus. Concrete is being poured this week; the work on the Qwest lines is being completed, and there are a few trees that will need to be removed this weekend. All trees will be replaced at the conclusion of the project. The project is on schedule and on budget. Foundation staff have proposed naming opportunities for the projects. This is not an active campaign, but there have been some donors who have expressed interest and we want to be prepared with naming opportunities. Albright moved to approve the naming opportunities for Lane Community College's Downtown Campus. Stiles seconded.

LeClair suggested providing opportunities for donors to purchase bricks as a way of including a broader group of community members. Foundation Director Janet Anderson indicated that she would explore ways to accomplish that goal.

Motion passed unanimously.

5. Accountability/Reports

A. Benchmarks

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

- Student FTE by Reimbursement Category
- Unduplicated Student Headcount

B. Facilities Update

An update on the status of bond and facility projects was presented.

6. Reports

LCCEF President Bob Baldwin reported that he attended the initial meeting on the data framework process and believes it will be a substantial step toward being able to provide the reliable data support for reports. Another year's work on the long range planning process has begun, with a meeting planned for mid-October. The goal is to effectively integrate the long range plan into the governance process to have everyone moving forward together. It is a step in the right direction of making sure information is available to the college community as and before decisions are being made. Regarding labor relations, the hope is to have the union and the administration meeting periodically to try to address problems that need longer term work. Baldwin reported that the union is faced with a challenging situation in that it is the first time in his ten years as president that a manager's behavior is so egregious that the union is calling for her termination. The union is going through the college's formal complaint process and the grievance process and will be pursuing it most diligently.

LCCEA Interim President Stacey Kiser reported that the Association has reached a tentative agreement with the administration on their contract. It will be taken to the members at the union meeting, and Kiser anticipates ratification in the next couple of weeks.

Executive Dean Don McNair reported that the cafeteria has put in new furniture, provided in part by the student tuition rebate. McNair reported that the American College of Sports Medicine conference was held at Lane this summer and hosted by Instructor Marisa Hastie. 300 people attended. McNair complimented Facilities for getting the campus ready for students and staff for fall term, particularly their work on Buildings 10 and 11, and the RTech program area. Chief Financial Officer Greg Morgan also thanked Facilities staff for their work over the summer and preparing for fall term. He reminded board members of the KLCC smart phone application.

Board Reports

McCown participated in the bed race at the Eugene celebration; he thanked everyone who participated, particularly Adrian McLeod, who was injured. Lane's team took fourth place out of eighteen. McCown attended a couple of meetings of the Lane Council of Governments, who will soon be voting to accept Director George Kloeppel's retirement to take place next June. McCown attended Throwdown in the Valley, a car show held at Lane in August. He thanked the students for putting together the event.

Stiles reported that Florence was open and held classes this summer term for the first time in years. One class held was in conjunction with Western Lane County Boys and Girls Club for middle school children, and Stiles attended the graduation. The Florence Center held their first Student Orientation and Registration (SOAR), and 36 students attended.

LeClair reported that he sees a lot of patients that are attending Lane this fall in various programs. He is proud to be involved with Lane and see how widespread our students are and the amount of community college students in general.

Pryor reported that her son will start at Lane full-time this term. She made note of the online comparison shopping for books that was mentioned earlier in the meeting.

Albright participated in the Linn Benton Foundation golf tournament. He recently spoke with someone from Calapooia Brewing who claimed that the KLCC Brewfest is the best in the community. Albright distributed a written report on the recent work of the Lane Economic Committee. Jim Lindly, Director of the Small Business Development Center, has been working with the Eugene and Springfield Chambers of Commerce to create a website called Lane Business Link, which includes all of the things you need to know about starting and running your own business. Albright reported that he had seen the construction at the Downtown Campus site and was impressed.

Johnston not only attended the Eugene Celebration, but she was asked to be the grand marshal in the parade. It was really fun. She stopped in at the open house of the current Downtown Center. Johnston shared her appreciation for all of the work Facilities staff has done on improving the campus. Chuck Clemons, board member at Clackamas Community College, had a horrendous accident on the 4th of July and has been in rehab, transitioned, and then went home. He is relearning to walk and do everyday things.

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

Wednesday, October 5, 2011, Boardroom, Building 3, Lane Community College. Ackerman proposed discussing non-credit tuition at a future meeting.

8. The board meeting unanimously adjourned at 7:44 p.m.

Mary Spilde, President/District Clerk

Susie Johnston, Board Chair