



General Library Item

Name Minutes 2013-10-09

Content

Lane Community College
Board of Education Minutes
October 9, 2013

1. Attendance

Board members present: Pat Albright, Matt Keating, Gary LeClair, Tony McCown, Rosie Pryor, and Sharon Stiles. Members absent: Bob Ackerman. Also present were: President Mary Spilde; Vice President Brian Kelly; Executive Dean Kerry Levett; Lane Community College Education Association President Jim Salt, Lane Community College Employees Federation President Bob Baldwin, and Associated Students of Lane Community College President Paul Zito.

A. Chair Pryor called the meeting to order at 6:45 p.m.

B. President's Report

Fall in-service was held September 26. It was another encouraging event to begin our work for the year and celebrate the accomplishments of the past year. Our theme was the Hero's Journey. I'd like to thank Donna Koechig and Donna Zmolek for their incredible coordination as well as the committees involved. Thanks also to board chair Rosie Pryor for her opening remarks, and thanks to members Pat Albright and Matt Keating for attending. Nancy Golden was our guest speaker, and she talked about her own journey in education. The week included faculty sabbatical reports and many other worthwhile events.

One of the best parts of fall in-service is naming our Outstanding Classified Employee of the Year. This year the award went to James McConkey, technical director for Music, Dance and Theatre Arts. He began working at Lane in 1997. He is an outstanding professional and well known in our local performing arts community.

I am sorry to note the passing of three members of the Lane Community College community:

- Gerry Rasmussen, charter staff member of Lane, passed away September 30. He was with Lane from 1965 until his retirement in 1986, serving as instructor, social science department chair, associate dean, dean, vice president and interim president.
- James Britt, Zone 3 member on the Lane Board of Education from 1998-99, passed away October 1.
- Scott Williams, retired stagehand and master carpenter in Theater Arts and volunteer for the Student Productions Association, passed away September 21. Scott built our Globe Theater replica. He was well known and admired in the local theater community. Music, Dance and Theater Arts held a tribute to Scott on October 6.

Kudos to Small Business Development Center instructor Gary Smith. He is in his seventh year as our Small Business Management program instructor and runs his own travel franchise. He was named one of Travel Agent Magazine's Top 25 Agents of 2013, and his franchise was named CruiseOne Agency of the Year out of more than 790 franchises worldwide in 2012.

Many of you are aware that Dave Willis has decided to move on to another job in Wisconsin where he can reunite his family and spend more time with them. I just want to say thanks to Dave for all he did for Lane, which has been considerable. He led many incredible projects from the Oregon stimulus funds to bond projects and much, much more. We can't thank him enough, and we will miss him.

I'd like to thank TE Connectivity for donating \$45,000 worth of electrical, scientific and manufacturing equipment to our Advanced Technology Division. David Beede, their Environmental Health and Safety Manager, facilitated this generous donation, working with Wendy Jett in our Foundation and Pat O'Connor in our Advanced Tech Division. David is an alumnus of the class of 1995 and just wanted to give back to the college and community.

I interviewed with KLCC, the Torch and Eugene Weekly lately on various back to school topics including enrollment, state funding and the proposal for free college.

If you missed those stories, or any of our news releases, or if you forgot to save your last newsletter from Brett or the Foundation, you can find all of that on our new online Newsroom. This is the result of collaboration between Marketing and Public Relations and Information Technology. This page will be a resource to news media as well as members of the public and the campus community. You can find it from a link on the homepage or at lanecc.edu/newsroom.

Last month, board member Ackerman made a comment at the end of the meeting in response to comments made by LCCEF Grievance Chair Denise Brinkman that perhaps we should engage in some sort of mediation over labor relations with the classified staff. I just want to remind the board that we already have done that. After an assessment and at the request of Rodger Gamblin and Denise Brinkman in October of 2011, we agreed to participate in a process with Kevin Boyle, who has done a lot of work with AFT Oregon, to work to improve our relationship. We were making pretty

good progress; we developed a mission statement for a future labor management committee. I want to read the statement because I think it is important: "The purpose of Lane Community College and the Lane Community College Employee Federation is to make Lane Community College stronger through proactive problem solving, mutual education around higher level strategic issues, and to create effective labor management relationships. We will do this to serve and support employees and the labor management committee so that we may better serve students and the Lane community. As a result, we will normalize relationships, create shared understanding, and build mutual respect, capacity and transparency. The LMC will spend time to make sure this purpose statement represents the commitment of the parties to work together." Unfortunately, last April Rodger Gamblin appeared before the board during public comment and announced that LCCEF was withdrawing from the process, stating that the federation didn't feel that they could participate in the labor management process while we were still bargaining. So bargaining is over, and I want to be clear that from the administration side we have a genuine interest and would like to make a good faith effort to re-engage in this work. We think this mission statement is important, we developed it jointly, and we would invite LCCEF to join us and re-engage in this work.

This fall we are launching our Peacemakers Scholarship project in collaboration with an organization called Creativity for Peace. With special funding support from the LCC Foundation, we have two very special international students at Lane this year: 18-year-old Deema Yusuf from Ramallah, Palestine, and 22-year-old Yaara Tal from an Israeli kibbutz near Gaza, will be making public presentations to share their views on peace and what we all can do. Their first presentation is Monday, October 21 from 7 - 8:30 p.m. at Temple Beth Israel in Eugene. The second presentation, sponsored by the Lane Peace Center, is Tuesday, October 22 from 1 - 3 p.m. in the Center for Meeting and Learning, here on main campus. I'd like to thank to Clif Trolin, Philosophy and Religion instructor, Stan Taylor, Political Science instructor and chair of Lane's Peace Center, and Jennifer Falzerano, International Program Director, for working on this project.

Last Sunday, Titan Court held a "Welcome to Downtown" event for its residents. Mayor Piercy, Downtown Neighbors Association president David Mandelblatt, the Eugene Police Department, and Chief Jace Smith from Lane Public Safety were on hand to welcome students to their new neighborhood as well as give them tips on how to stay safe and become involved with downtown activities. Thank you, Brett, for helping organize the event.

I would like to invite everyone to think about what you would do in an earthquake. We are again participating in the national Great American Shakeout earthquake preparedness drill on October 17 at 10:17 a.m. In other words, 10:17 on 10/17. We will do a brief drill on campus to test our communications systems, raise awareness, and see how we can improve.

The Foundation had its first meeting to launch the feasibility study for a new major gifts campaign. We put a campaign committee together and we talked about the process, worked with our consultants, and identified all the people in the community that we want to talk with.

I think you know that the special session was held last week, and five bills were passed which the governor signed yesterday. The net result for us in terms of additional funding was \$1.8 million for the second year of the next biennium.

Last week, Governor Kitzhaber announced he is appointing Ben Cannon to be the Executive Director of the Higher Education Coordinating Commission (HECC). Under legislation passed in 2013 to streamline Oregon's higher education system, the HECC will oversee state resource allocation, policy-setting, and coordination for the entire higher education system, inheriting responsibilities previously held by the State Board of Education for community colleges, the State Board of Higher Education for public universities, and the Oregon Student Access Commission.

On September 27, the Oregon Education Investment Board unanimously selected Dr. Nancy Golden as Oregon's Chief Education Officer. Dr. Golden had been serving as interim director since August 1.

In Washington, the federal government shutdown has entered its second week. All federal employees were given either an essential or nonessential designation in regards to working during the shutdown. In the Department of Education, approximately 90 percent of their employees were declared nonessential. However, the impact on colleges and students may not be felt too harshly. Most federal student aid has already been distributed for the semester. For funds not yet distributed, there will be some departmental staff working to address that distribution. Programs such as SEOG, TRIO, Title III, and Title IV will not have significant staff support. However, since these are academic year grant programs funding distribution will not be impacted. .

On October 10, Lady Jangchup Palmo will be speaking in the Longhouse from 2-3 p.m. You may remember that she was instrumental in bringing the Dalai Lama to Eugene last year. She will speak on "Transforming Diversity into Compassion: The Story of a Tibetan Woman."

2) Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review

No changes were made to the board agenda.

D. Statements from the Audience

Mohammed Alkader, student and news editor of Torch, informed the board that the room for the Feature Writing class, held in Building 18, Room 219, has been locked, and class time has been spent finding alternatives. The time in the classroom is important and expensive. He asked that the room be unlocked or that the instructor be given a key.

Darlene Azarni, former OSPIRG organizer and currently the field organizer, asked the board to support a collaboration of the students and OSPIRG to establish a food pantry on campus.

Rodger Gamblin, LCCEF Officer, commented that he sees the work of OSPIRG often, and they are trying to make the world a better place. He stated that if someone is believed to have thrown down the gauntlet, it does not have to be picked up, and also that if another institution is not adequately compensating their staff doesn't mean Lane must join the race to the bottom. He stated that if the math learned in college hasn't been used doesn't mean it is not needed. This was clear to LCCEF during contract negotiations. He asked that the board to please not lower standards to increase completion rates. He made it clear that LCCEF does not hold the administration responsible for a bad decision made by the board—an example would be reducing the bargaining allowance arbitrarily.

Kevin Matthews, Cottage Grove resident, expressed gratitude for Lane's involvement in the South Lane Children's Dental Clinic housed at the Cottage Grove Center.

2. Consent agenda

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

- Approval of the September 17, 2013, minutes
- Central Plant Boiler Equipment Purchase

Motion passed unanimously.

3. Discussion/Action Items

A. Spotlight on Student Success: Financial Aid

Helen Faith, Financial Aid Director, presented information on Lane's Financial Aid Department. The Financial Aid team possesses 210 years of combined experience. They work closely with Enrollment Services as part of the overall Enrollment and Student Financial Services Division.

The Financial Aid office is committed to removing financial barriers to enable students with financial need to pursue their academic goals. Of Lane students, 77% seeking degrees or certificates receive aid, 99% demonstrate financial need, and 84% qualify for Pell grants.

Advisors must comply with complex and frequently changing federal regulations which are increasingly restrictive with a growing emphasis on institutional and student accountability. Students are tracked according to satisfactory academic progress rules such as a minimum GPA and completion rates. Students encounter problems with financial aid such as credit limits, excess electives and unmet core requirements. Credit limit monitoring keeps students on track. Timely completion is critical, and non-completers are at high risk of default. Much is being done to assist students to become financially literate. There is a new emphasis on appropriate academic planning and debt awareness. Beginning October 16, Lane's students will have access to SALT, an online financial literacy program designed to help students with debt management. The Financial Aid office is working on a plan to encourage students to utilize SALT for tools to gain financial skills.

B. Center for Learning and Student Success

Todd Smith, Bond Project Manager, gave an update on the plans for the Center for Learning and Student Success. To keep the project on schedule, one of the key elements is to move forward with the design package for demolition. This portion of the project would include removing the terraces and some of the concrete in the plaza. The next step would be to approve the demolition package for an estimated \$1.3 million, which will go out for competitive bid. Refinements for the design are still being made, and approval will be requested at the next board meeting. The project is on budget, and construction is planned to begin Summer 2014. Several sessions have been held to seek input from the campus community, and others are planned for the fourth week in October.

C. Enrollment Update

Craig Taylor reported that enrollment is down approximately 11 percent from Fall 2012. Spilde noted that administration is continuing to work on a plan for the budget and have been waiting for the results of the special legislative session to determine if Lane will receive more funding.

D. Budget Committee Appointment

Albright moved, seconded by McCown, to approve the appointment of Philip Carrasco, Zone 5, to the Lane Community College Budget Committee to complete a three-year term effective immediately and ending June 30, 2016.

Motion passed unanimously.

Board members expressed an interest in obtaining a resume or background information on proposed budget committee appointees.

4. Policy Review

A. Second Reading

1. Ethical Conduct for Lane Community College Employees, A.100

Legal Counsel Meg Kieran explained that she had reviewed the other policies pertaining to ethical conduct to ensure that the language aligns with this policy. One was Board Members' Code of Conduct, B.160. The other is Conflict of Interest, D.080, fashioned after the provisions in ORS 244 related to the conduct of public officials. No changes are recommended to the language in those policies. This policy up for review relates to employees and is consistent with the Board Members' Code of Conduct policy.

Keating moved, seconded by LeClair, to approve the second reading of board policy A.100, Ethical Conduct for Lane Community College Employees.

Motion passed unanimously.

Policy Number: A.100

Policy Type: EXECUTIVE DIRECTIONS

Policy Title: ETHICAL CONDUCT FOR LANE COMMUNITY COLLEGE EMPLOYEES

Lane Community College The institution strives to adhere to the highest ethical standards in its representation to its constituencies and the public; in its teaching, scholarship and service; in its treatment of students, faculty, and staff; and in its relationships with regulatory and accrediting agencies. All concerned with the good of the college will seek ways to support institutional integrity.

The board is responsible to ensure the integrity of the college. Individuals are responsible for their personal integrity and for acting in a manner consistent with this policy. Integrity is demonstrated by conduct that is honest in words and actions, and promotes respect, fairness and openness. Responsible stewardship of resources and the public trust are expectations for all employees.

All college employees are expected to conduct themselves with integrity and to hold themselves to the highest standards of ethical conduct.

ADOPTED: October 13, 2004

REVIEWED: June 11, 2008

REVISED: June 9, 2010

2. Accreditation, A.120

Stiles moved, seconded by McCown, to approve the second reading of board policy A.120, Accreditation.

Motion passed unanimously.

Policy Number: A.120

Policy Type: EXECUTIVE DIRECTIONS

Policy Title: ACCREDITATION

The president shall assure that Lane Community College satisfactorily meets accreditation standards of the Northwest Commission on Colleges and Universities. The President assures, through the institution's governance and decision-making structures, that policies and procedures concerning academics, facilities, finance, health and safety, human resources, institutional integrity, students, and technology, are clearly defined; that they reflect legislative or regulatory mandates, Board of Education ends policies, and institutional core values; and that they are regularly reviewed and revised.

3. Health, Safety, and Safe Work Environment, A.130

LeClair moved, seconded by Albright, to approve the second reading of board policy A.130, Health, Safety, and Safe Work Environment.

Motion passed unanimously.

Policy Number: A.130

Policy Type: EXECUTIVE DIRECTIONS

Policy Title: HEALTH, SAFETY, AND SAFE WORK ENVIRONMENT

The college is committed to providing a safe environment for its students, faculty, staff and visitors, and abides by all applicable federal, state and local laws and regulations relating to a safe work environment. The President shall establish reasonable practices that:

- Support a safe and secure environment in all buildings and grounds owned, leased and operated by the College;
- Promote safety and emergency preparedness through policy development and programming;
- Support work methods and practices that promote a safe and healthful workplace at all times;
- Provide appropriate types and levels of security at college activities and Safeguard the college's property and physical assets.

4. Board Duties and Responsibilities: Educational Program, B.030

McCown moved, seconded by LeClair, to approve the second reading of board policy B.030, Board Duties and Responsibilities: Educational Program.

Motion passed unanimously.

Policy Number: B.030

Policy Type: GOVERNANCE PROCESS

Policy Title: BOARD DUTIES AND RESPONSIBILITIES: EDUCATIONAL PROGRAM

The board of education shall:

- Approve all major academic, vocational, and technical programs of study, degrees, certificates, and diplomas.
- Approve major substantive changes in the college's mission, policies, and programs.
- Exercise its authority under OAR 589-006-0050(18)(c) to establish an honorary degree for nonacademic learning, public service, or any other reason of distinction comparable to degree completion. An honorary degree shall lend prestige to the College and to staff, students, and community.
- Commitments made prior to the adoption of this policy shall be honored.
- Require reports and consider other presidential reports concerning the programs of the college.

B. First Reading

1. Community Outreach, A.110

The following changes were recommended by Board Chair Pryor. A second reading will be held in November.

Policy Number: A.110

Policy Type: EXECUTIVE DIRECTIONS

Policy Title: COMMUNITY OUTREACH

It is a benefit to the college to participate in the community, be responsive to the needs of the college district and promote activities that develop positive relationships with the broader community.

With respect to the community, the president shall assure that:

- The college promotes the image and awareness of the college in the district.
- A comprehensive community outreach plan, consistent with the mission, vision and core values is developed and implemented.
- Efforts are coordinated in a manner that maximizes available material and financial resources and achieves greatest results.
- A report on the status and results of the plan is regularly provided to the board.

ADOPTED: November 17, 2010

5. Accountability/Reports

A. Benchmarks

Craig Taylor provided information on the following benchmarks:

- Grants and Contracts by Funding Source

And the attached report:

- Placement Test Outcomes – recent high school graduates attending Lane

B. Facilities Update

An update on the status of bond and facility projects was presented to the board. Pryor suggested including a map of the campus with the report.

5. Reports

ASLCC President Paul Zito reported that they are collecting student surveys on issues facing Lane students. ASLCC will compile the results and focus on the top five issues. ASLCC is getting more involved with Ty the Titan. A barbecue was held in the Learning Garden and nearly 200 students were served; Ty was there and was available for photos. Zito supported the idea of a food pantry on campus; many students struggle to try to feed themselves while focusing on their education. Food may be a given for most, but not for students.

LCCEF President Bob Baldwin thanked Denise Brinkman for last month's LCCEF report and affirmed the comments she made. He raised concerns that the board changed bargaining parameters after President Spilde had made commitments in the governance process, which damages the president's credibility. He reported that while classified are told that administration wants to engage in facilitated conversations, at the same time they are given an email from Human Resources stating that they will be informed when the harassment and discrimination training will be implemented with no participatory process.

LCCEA President Jim Salt reminded the board of the issue he raised at the last meeting that the faculty should be consulted in the CLASS design. He had complimented the work that had been done to that point, what he lamented was the lack of an opportunity for faculty to respond to the product of all of that work before the board was being asked to approve it. The Library is a central component of any college, and faculty have a significant interest in it. The association and the administration's bargaining teams will recommence bargaining early next week. Salt responded to Brinkman's September report and the board members' responses. He understood that what was being criticized was not the board's action on the bargaining allowance, but the amount the administration offered in the proposal. Salt also referred to his comments at the June meeting on the lack of an agreement in the governance system on the diversity education program. The faculty want to see a program developed, but an agreement was not reached because the administration insisted on having unilateral authority. He had asked the board to encourage administration to work with all parties and come to an agreement.

Vice President of College Services Brian Kelly congratulated Specialized Support Services on their latest grant. He was impressed with the dental clinic at the Cottage Grove Center and thanked everyone involved with that. He thanked KLCC for letting him sit in on the Radiothon, which was doing well and on target. He attended the fifth anniversary of KLCC's new location. He said goodbye to Facilities Director David Willis, who is leaving behind his legacy and the wonderful team he has put together.

Executive Dean Kerry Levett reported that Academic Learning Skills instructor Steve McQuiddy has published a book, *Here on the Edge*, that tells the story of "how a small group of World War II conscientious objectors took art and peace from the margins to the mainstream." Jennifer Falzerano, International Program Director, will be co-presenting at the Association of International Educators conference in Spokane later in October. Jeannie and Brian Marr just completed their third year of the Small Business Development program. They own River Road Health Mart in Eugene, and say that "each area taught in the program helped focus on what is important and what is not."

Board Reports

McCown thanked Zito and everyone who is working to establish the food pantry, which will help students overcome some of the challenges associated with poverty so they can concentrate on learning. He welcomed Brittany McPhearson, Oregon Student Association Campus Organizer.

Stiles thanked Cottage Grove staff for hosting the board meeting. She met with the LCC Foundation who hosted a reception to thank Florence donors. Stiles thanked Tracy Simms and the staff of Funk Levis for two promotional videos done for the Florence Center that will feature students, faculty, and staff and will soon be on the website. The Florence Center is exploring a partnership with the University of Oregon to bring free lectures to Florence. She attended the ACCT Congress in Seattle with many other board members. Stiles read a statement regarding the remarks LCCEF Grievance Chair Denise Brinkman made at the last board meeting:

"This was the first time Ms. Brinkman had commented to the board since I had served in the past four years. I was taken aback by the tone I heard. As most of you know, I come from a mediation background and often times because of that I do not respond to comments until I've had time to form a thoughtful response. I missed that last month, and

I appreciate everyone's point of view and most often listen for common ground. Ms. Brinkman indicated that she was unhappy with the negotiations on the contract for the next two years. She seemed to imply that the communications between the classified team and the administration was somewhat strained, and she placed blame for that on the administration. I want to assure Ms. Brinkman that the administration follows the parameters the board sets for them. In no way should they be held responsible for the actions of the board. If she has an issue she should take it up with the board. She also said she felt the process was so negative that the classified union would be preparing for a contentious renewal when negotiations begin next time. She mentioned that the classified and faculty unions are now closer and likely to present a united front in the future. I would hope that this isn't set in cement statement, and that if they do decide to come as a united front, that they also have learned that listening, collaborating, flexibility, and doing the best for the college is a part of negotiations. Remember that the definition of negotiation is to discuss with a view to reaching agreement. I second these comments after listening to Bob this evening."

Keating thanked the hosts at the Cottage Grove Center and was thrilled to be in the heart of his board zone. He was pleased with the success of the South Lane Dental Clinic. Keating expressed his support for a food bank on campus. He attended inservice, and it was an inspiring event. He attended a meeting of the Lane Council of Governments where Al King was re-elected as chair. He represented Lane at the Oregon School Board Association regional meeting. He attended the ACCT conference. He attended a legislative meeting in Sunriver where he expected to meet with legislators, but due to the governmental shutdown he met with others from community colleges and shared best practices. He thanked Spilde for her kind words in regards to his friend and mentor Scott Williams. He was a dear friend to Keating and to the theater community.

LeClair commented that the dental clinic is a great thing that targets people who can't otherwise access care. It's great to see it supported by multiple organizations. The food pantry is a good idea. He has seen several patients who are obese and the reason is that they consume low cost food that is high in fat. LeClair noted that he has served on many boards, but the dialog between the union leadership and the Lane Community College board is the most contentious. He hoped to see more cooperation between the two groups in the future.

Albright attended inservice and was impressed with Mary's presentation. He thanked the tech people who made both Spilde and Golden look good. He attended the ACCT conference and met board members from various states and came back appreciating that he is at Lane. Clatsop and Central Oregon Community Colleges are celebrating their 50 year anniversary. Lane is in its 49th year. Former employee and board member Larry Romine published The Parnell Years, which is a good record of how Lane got started. This would be a good time to consider a reference document to put together history of what has happened since. He congratulated Steve McQuiddy on his book.

Pryor noted that her father was the president of Clatsop Community College in 1962. Pryor's husband has spent the last twenty years in elected office, and the Lane board can't hold a candle to what he experiences on a regular basis. The challenge is to find the middle ground; the attack approach is not working. A suggestion has been made to come back to a facilitated mediation process; she hoped that it will be accepted and acted on. She appreciated Cottage Grove hosting the board meeting as this was her first visit to the campus. She thanked the college for the opportunity to attend the ACCT conference. She had an epiphany at one of the sessions when she realized that community colleges have been transformed into human service delivery systems the way K-12 has. That is a mighty big job that we may not have realized we all signed on for.

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

Wednesday, November 13, 6:30 pm, Lane Community College Main Campus Boardroom

8. The board meeting unanimously adjourned at 8:38 p.m.

Mary Spilde, President/District Clerk Rosie Pryor, Chair

Prepared by: Donna Zmolek, Assistant to the Board