



General Library Item

Name Minutes 2014-06-11

Content

Lane Community College
Board of Education Minutes
June 11, 2014

1. Attendance

Board members present: Bob Ackerman, Pat Albright, Matt Keating, Gary LeClair, Tony McCown, Rosie Pryor, and Sharon Stiles. Also present were: President 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 Association Students of Lane Community College President Michael Weed.

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

B. President's Report

Welcome to Michael Weed as the new ASLCC President. We look forward to working with you in the coming year. I'd like to extend condolences to all of the members of the Reynolds School District and their families after the shooting this week at the high school.

Summer registrations, two-weeks before classes begin, are down 36.9% compared to the same time last year. Fall registrations, for the fourth week, are down 17.4% compared to the same time last year.

The Foundation has awarded more than \$630,000 in scholarships this year to 225 students. Thanks to Wendy Jett and her team and especially to all the donors who made this possible. I'd also like to thank Career and Scholarship Advisor Jackie Bryson for helping students find scholarships. Twenty-one Lane students will receive Ford Family Foundation scholarships for the upcoming academic year—these pay 90% of tuition plus living expenses and childcare. We have been tracking our students since 2005 and Lane students receive between 14 to 24 Ford scholarships annually. Also, the Oregon Student Access Commission (OSAC) awards \$15 million in scholarship money throughout the state. Most of that goes to four-year institutions, but Lane students persist and receive more scholarship awards from OSAC than at any other community college in Oregon.

I believe I mentioned at a budget committee meeting that we won some of our financial aid data challenges and have reduced our default rate to 29.7%, under the threshold. We will not receive our final rate until September, but I am cautiously optimistic. Kudos to Helen Faith and her team.

Lane's commitment to safety has resulted in a nearly 20% reduction in our workers' compensation claims experience over the average of the past three years. This has saved the college about \$100,000 annually in premium costs.

Kudos to Facilities Management and Planning, Public Safety, Food Services, Center for Meeting and Learning, and the college Safety Committee.

Our athletes have been doing a great job. Lane swept the NWAACC Track and Field Championship for the second straight year. The Lane women swept the sprints, winning every race 800m and shorter. The team title for the men came down to jumping events: Lane placed in 17 out of 24 scoring spots. The men's Field Athlete of the Meet was Lane's Dakarai Hightower who set a new stadium, meet, and NWAACC record in High Jump at 7' 3 1/4". Finally our coach Grady O'Connor was again named women's team Coach Of The Year. Grady also received the Directors Cup from NWAACC in recognition of the Titan's outstanding year. Ten of our track stars are continuing on at four-year schools.

In baseball, all 15 of our second-year players will transfer to university next fall. The Titans placed third in the NWAACC tournament. Twelve players made it onto the All-Star Team and three were selected for the All-NWAACC Team. It was one of the Titans best baseball seasons so far.

In recognition of all of that, Greg Sheley was presented with the Director's Cup, so congrats to our athletes and coaches.

Congratulations to spring term Faculty Recognition Award winner, Tom Bickle. He is a nursing instructor in the Health Professions Division. There will be one more award later this week. Stay tuned.

Congratulations to Sharon Daniel, Classified Employee of the Month for May. Sharon started at Lane in June 2000. She is a Human Resource Analyst known for problem solving, compassion and good humor.

This year the Foundation presented three President's Circle Awards for Philanthropy. The award for an individual was presented to Jane King, a strong supporter of education and lifelong learning at Lane. The award for a corporation went to The Register-Guard for supporting scholarships at Lane and inspiring philanthropy throughout the community.

The award for a foundation went to the Weyerhaeuser Giving Fund which has partnered with us for nearly 40 years. Thanks to Wendy Jett and her team for coordinating this recognition and thanks most of all to these community partners for supporting our students.

Congratulations to The Torch student newspaper which won 25 awards in the annual Oregon Newspaper Publishers Association Collegiate Newspaper Contest, including first place for general excellence. Writers collected 11 awards, photographers claimed six, designers claimed four, and editors claimed the remaining four.

Two Lane projects won awards at the recent AIA-Southwestern Oregon Design Awards event. Our Downtown Campus won a Citation for its urban response and consistent attention to detail from exterior to interior. Congratulations to Robertson|Sherwood Architects. Building 10 won an Honor Award, the highest award, in recognition of the challenges and complexity of the existing project, and the blending of the wood trusses and skylights. Kudos to Rowell Brokaw Architects. Both firms rightly acknowledged our own Lane Facilities Management and Planning team for their part in making the projects successful and inspiring.

Lane's Family Connections program helped organize a visit by Governor John Kitzhaber and Representatives Val Hoyle and Nancy Nathanson at a Eugene preschool as part of a campaign highlighting statewide efforts to improve early learning programs. Our program is often held up as a model for the rest of the state.

We had our employee recognition gala, which was great, celebrating long-term and retiring employees honored 102 staff, faculty and managers, including 38 with 10 years of service; 23 with 20 years; 8 with 30 years; 1 with 40 years (Jeanne Hardleroad); and 32 retirees. They set a high bar for the rest of us to meet. Thanks to Roxanne Watson for organizing this event.

I hope some of you have been able to witness the creation of a community sand mandala at our downtown Center for Meeting and Learning by visiting monks from the Drepung Loseling Monastery. The event ends with a ceremony tomorrow evening at 6 p.m. Thanks to Donna Koechig for coordinating the event.

Also with Donna and her team's help, Lane co-sponsored the NAACP Memorial Day Celebration at Washington Park; the Divas Throughout the Ages Drag Show which was fabulous; and the Miss Aloha Hula visit and presentation of Hawaiian culture.

I want to mention that we were very saddened by the unexpected passing of Tom Taylor of Information Technology. Tom had been with Lane since 1985 first in Electronic Services and then IT. He was a master computer printer technician and a wonderful person liked by everyone. His family collaborated and we had a memorial in the longhouse for him. He will be missed.

One of our students, Doug Miller, was killed in a motorcycle accident in late April. Many of us knew him as a Student Services Associate, as well as an outstanding Respiratory Care student. He was almost done with his degree work, would have graduated on Saturday, so we are awarding our first posthumous degree which will be accepted by Doug's mother at graduation.

I am among the thousands mourning the passing of a wonderful educator and poet Maya Angelou. She was a phenomenal woman.

It was my pleasure to read to a group of kids at the annual Gift of Literacy held at Lane. Ty the Titan was there to help out, too, as was Board Chair Rosie Pryor. I always come away encouraged by how many future college students are right here in our community.

The May Revenue Forecast has been released, and the state's economists project that unemployment will drop quicker, state revenues will rise higher, and Oregon could hang onto a growth rate that's faster than the national average. Revenue is up \$54 million for the current biennium and up \$135 million for 2015-17. It may seem like a lot but we need all of that and more. It will still be another tough budget session. That's the good news. The new figures bring the state within \$73 million of activating the "Kicker" for 2013-15, which would have an approximately \$290 million impact on the state budget, but State Economist Mark McMullen says it's unlikely that we'll get there by next June.

Last week, Dr. Jim Middleton, president of Central Oregon Community College, was selected by the HECC to replace Gerald Hamilton as Commissioner for Community College Services and Director for Community Colleges and Workforce Development. Jim is officially retiring from COCC in September and will serve as commissioner on a part-time basis beginning October 13 to see us through the transition in June of 2015. He will be a great addition to the HECC staff.

Megan Debates, Congressman DeFazio's education policy advisor from his Washington office, visited campus June 2. She had the opportunity to tour campus, discuss policy issues in much more detail than we usually get in Washington, and had the opportunity to visit High School Connections and Early College and Career Options. Thank you Brett, Helen Faith and Deron Fort for helping arrange the visit.

Regarding the reauthorization of the Workforce Investment Act, it appears Congress is ready to act. A bipartisan, bicameral WIA reauthorization bill has emerged from pre-conference negotiations occurring between the House and Senate. The final package has been introduced in both chambers as the Workforce Innovation and Opportunity Act (WIOA). It represents a compromise between the House's SKILLS Act (HR 803) and the Senate's Workforce Investment Act of 2013 (S 1356). The final package may be considered on the floor later this month.

On Monday, the President announced a plan to expand the "Pay as You Earn" (PAYE) loan repayment option to additional federal loan borrowers through executive order. The program allows students to cap their monthly loan payments at 10 percent of their discretionary income and has been available for students who received a disbursement on or after October 2011. The President's plan would expand the program to certain older Direct Loans that are currently ineligible, good news for many of our former students still paying off their loans. In conjunction with

the executive action, it is also expected that the Department of Education will begin to renegotiate contracts with federal student loan servicers in order to provide financial incentives to help borrowers prevent loan delinquency or default.

We are in the midst of annual program graduations and celebrations. I hope to see all of you at college graduation on June 14 at the fairgrounds. You will need line up at 2:30 p.m. The ceremony begins at 3 p.m. Our groundbreaking for our new Center for Learning and Student Success is Monday, June 16, at 10 a.m. We will meet here before we head to the site.

Note that we will be closed on Fridays for the summer from June 27-August 29.

Finally, I would like to recognize a very special employee who is retiring at the end of the month, Bob Mention. Bob was born in China, but spent most of his childhood in Los Angeles prior to moving to Eugene as a young teen. Following his freshman year at the University of Oregon, he served as a Marine till his selection for a Frank Lloyd Wright architecture fellowship. This led to Bob's graduation from the UO with a degree in architecture and lots of work in local architect's offices before he became a licensed architect and partnered with others to form his own firm in 1960.

With offices in Bend and Eugene, Bob was the architect of record for several projects throughout the state: from multiple university projects, including a donor box for the Duck Club at the east end of Autzen Stadium; to low-cost housing projects around Oregon; and from the Eugene Airport to multiple churches, including the noteworthy St. John the Baptist Catholic Church in Milwaukie. Closer to home, Bob also designed a significant 1976 addition to Lane's Building 5 that would have included handball courts and an Olympic-size swimming pool if all the hoped-for funding had become available.

In the late 60s, Bob collaborated with Dale Parnell at the Oregon State Department of Education to produce a monograph on architecture for Career Education, and he also served as a member of the Lane Budget Committee. His work there led to an appointment to fill a vacant spot on the founding Board of Education. Bob chaired the hiring committee that brought President Jerry Moskus to campus, and he also led the committee that worked on the first bargaining session with the then-newly-formed faculty union.

Beginning in 1989 and continuing through most of the 90s, Bob served as a contractor with the Office of Foreign Buildings for the US State Department. His assignments took him around the world, including Budapest, Stockholm, Turkey, Kazakhstan, Ukraine, Yemen, Cyprus, Bolivia, Venezuela and Columbia, as well as his least favorite assignment ... in Washington, D.C.

Upon his return to Eugene, then Facilities Director, Paul Colvin, began a long and arduous process, convincing Bob to return to Lane—this time as the Bond Project Manager, a position he's held since 1999. While Bob was worried that the job would include more than its fair share of campus politics, Paul assured him that the Director would shield him from all that ... which Bob soon realized was hyperbole.

Bob's involvement at Lane has spanned from its earliest days when Ken Kesey applied to become part of the Board of Education and the Grateful Dead played to more than 7000 students here on campus, all the way to the present, with a beautiful new Downtown Campus, the Longhouse and Health and Wellness Building—and now a soon-to-be renovated Center Building—standing as part of his legacy. When asked to describe his personal favorite project, he noted how much he enjoys the view from his office in Building 7, looking out over the beautiful new soccer field and track, though he finally settled on the Lane Bus Station as his number one choice, enjoying deep gratification from all the students it serves daily.

Looking back over a long and storied career, Bob is able to say with a smile, "I have no regrets. I don't think I screwed up—and that's a great source of satisfaction to me."

That concludes my report.

1) Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review/Changes

Item 4-B-1, Freedom of Inquiry and Expression, was removed from the agenda. Item 5.E, Statement from the Board, was added.

D. Statements from the Audience

Kristi Inskip, Tobacco Prevention Coordinator at Lane County Public Health, described concerns regarding the use of e-cigarettes and encouraged Lane to become a 100% tobacco free campus.

Lisa Rupp, Public Safety Officer, stated that the use of e-cigarettes presents an enforcement problem for public safety officers and asked the board to eventually eliminate smoking.

Wendy Simmons, Wellness Coordinator, stated that e-cigarettes have not proven effective for smoking cessation and cited Governor Kitzhaber's call for tobacco free campuses.

Rodger Gamblin, LCCEF Officer, expressed praise for the outgoing ASLCC President, Paul Zito. He also asked everyone to work together to lobby in Salem for funding.

Josie Skeers, Specialized Student Services Coordinator, advocated for adults with disabilities and their work in Laundry Services.

Mike Schneider, Public Safety Officer, gave a brief summary of the active shooter drill held at the Downtown Center.

Justin Blakely, former student, expressed dissatisfaction with services received from Disability Resources.

Kim Hayes, Disabilities Specialist, advocated for adults with disabilities and their work in Laundry Services.

BUDGET HEARING

A. The board meeting recessed, and the Budget Hearing was called to order at 7:10 p.m.

Board member Bob Ackerman made the following statement: "This statement applies to all my votes tonight against the budget and bargaining agreement. It is neither prudent nor sustainable to raise wages and benefits when we are incurring double digit enrollment declines. It is unfair to force students to bear these costs through additional tuition."

B. Statements from the Audience

No statements from the audience were offered.

C. Discussion/Action: Tuition Rate

Mc Cown moved to increase tuition \$3 per credit. Albright seconded.

Motion passed 4 to 3. Stiles, Ackerman, and LeClair dissented.

D. Resolution No. 595, 2014-15 Budget Adoption and Appropriation

McCown moved to adopt Resolution 595, 2014-15 Budget Adoption and Appropriation with the direction to the President that if the college is unable to recognize \$1.5 million in budget savings in its negotiations regarding enrollment capacity/attrition, the President is to advise the board at its July meeting regarding recommended program cuts and/or layoffs. LeClair seconded.

Motion passed unanimously.

E. Resolution 596, Imposing and Categorizing Taxes for 2013-14

Stiles moved to adopt Resolution 596, Imposing and Categorizing Taxes for 2014-15. Keating seconded.

Motion passed unanimously.

The budget hearing adjourned, and the board meeting reconvened at 7:22 p.m.

2.A. Consent Agenda

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

A. Approval of the May 14, 2014, minutes

B. Resolution No. 597 Authorizing Budget Transfers for 2013-14

Motion passed unanimously.

3. Discussion/Action Items

A. Spotlight on Student Success: Climate Action Plan

Brian Kelly, Vice President of College Services, presented on Lane's Climate Action Plan, which was adopted in February 2011. He listed actions all employees can take to reach the goal of being carbon neutral by 2050.

B. LCCEA Contract Ratification

Spilde explained that negotiations are complete for the LCCEA contract, and there is a separate MOU regarding enrollment attrition that is still being discussed.

Keating moved to approve the contract between the LCCEA and the Lane Community College Board of Education.

Albright seconded.

Motion passed 5 – 2. LeClair and Ackerman dissented.

C. President's Evaluation

The board has conducted the annual performance evaluation of President Mary Spilde. Spilde received an outstanding performance evaluation for the thirteenth consecutive year.

Chair Rosie Pryor read the following statement:

"The board of education has conducted its annual performance review of President Mary Spilde. For the thirteenth consecutive year, she has earned our highest commendation. We evaluated her in seven areas including leadership and strategic direction, educational outcomes, board relations, financial management, staff management/supervision, communication, and decision making governance. In each of these areas board members assigned a point score of 1 to 5, with 5 as excellent and 1 as unsatisfactory. In every category, the average of these board scores exceeded 4 points, with the President's highest score of 4.9 being her rating for leadership and strategic direction. Clearly the board found the performance of our CEO to be exceptional.

In President Spilde's own words, 2013-14 was a "tumultuous year for many reasons: budget, bargaining, and diversity." Based on its ratings of her performance, I believe this board agrees with President Spilde's assessment – that she and her team kept their eye on the ball and were not distracted by the acrimony but instead moved forward through the challenges successfully.

Mary Spilde gets high compliments for her board support and transparency. One board member wrote "if asked to get more information no matter how many times she may be asked, she finds more input with humility and dignity."

Another said "I admire Mary's restraint, and as a result the board follows suit despite legitimate disagreement.

Decorum and civility have been a priority in the President's leadership and personal model has created an environment of openness, honesty, and candor."

Board members comments about education outcomes ranged from praise for President Spilde's efforts to debunk completion based funding models to acknowledgement that completion rates at Lane can be improved. President Spilde was lauded for an unwavering focus for what's best for students.

Regarding her financial management, President Spilde received commendations from board members for adding personnel with strength and innovative capacity and for taking a long view of the college's needs. While some board members took the opportunity to restate the fiscal challenges faced by Oregon's community colleges, some were also quick to point out President Spilde's role on Governor Kitzhaber's budget committee and her influence in state funding conversations.

Board members gave President Spilde high marks for staff management and supervision, citing her team building skills and her approach to managing the negotiation over a cultural competency policy. Board members praised President Spilde's courtesy and respect in her treatment of staff, faculty and administrators, and her leadership by

example.

Communication is clearly viewed as a strength of our president. Board members gave her five 5s and two 4s in this category. She received compliments ranging from uncanny to poetic to impeccable. One board member wrote "She rocks."

Finally, board members commented about President Spilde's decision making/governance abilities by seeming to segregate the president from the system at Lane. Many board members acknowledged the president's investment in a shared governance system but observed that the one at Lane needs improvement. The President was lauded for being level-headed, pragmatic, and for consulting appropriate professionals, but also for being over-patient and for dedication "to a fault" to consensus building. Lane's governance system itself was characterized as a groupfest by one board member.

In review, board members called out President Spilde's accomplishments with development of a new administrative team, her laser focus on the issues and consistent willingness to disregard unprofessional personalized attacks and her ability to continue to bring stature to Lane Community College in many realms, among community colleges, the state and nation. She was praised for leading with grace and humility.

Looking forward, board members have approved the President's goals for 2014-15, and want to see, among other things, a continued focus on improving the efficiency and effectiveness of the governance system at Lane, as well as continued refinement of the financial management systems used to guide Lane through the expected cycles of market forces and funding challenges.

Board members would like to see progress on hire of a new vice president, not least because we have given our support to an ambitious new campaign envisioned by the college's Foundation Board in which our President must play a pivotal role.

This board fully supports President Mary Spilde. We congratulate her on another successful year and a thirteen year record of performance that sets a standard at community colleges in Oregon and beyond."

Motion passed unanimously.

D. Accreditation - Standard 5

Maurice Hamington gave an update on the accreditation process and presented Chapter 5, Mission Fulfillment, Adaptation, and Sustainability, to the board. Hamington asked the board to review the document to determine if it represents the institution appropriately and requested board comments and questions. The Northwest Commission on Colleges and Universities will visit Lane October 29 – 31, 2014.

E. Opportunity Grant Board Resolution

Albright moved to adopt Resolution No. 598, In Support of the Oregon Opportunity Initiative.

Seconded by Keating.

Motion passes unanimously

F. Achievement Compacts

Albright moved to approve Lane's Achievement Compact with the Oregon Education Investment Board. McCown seconded.

Motion passed unanimously

4. Policy Review

A. Second Reading

1. Use of Tobacco

Albright moved, seconded by LeClair, to make Lane a tobacco free campus.

The motion was tabled until the July meeting to allow for more discussion with those affected by the proposed change.

McCown moved to approve the policy as written blow. LeClair seconded.

Motion passed 6-1. Keating dissented.

Policy Number: D.160

Policy Type: MISCELLANEOUS

Policy Title: USE OF TOBACCO

Smoking and all other tobacco use is prohibited in The use, distribution, advertising, promotion, sponsorship or sale of tobacco, including any smoking device or an electronic nicotine delivery system (ENDS), is prohibited in all core areas of Lane's 30th Avenue Campus. The inhaling, exhaling, burning or carrying of any lighted smoking material, including cigarettes, cigars, or pipes as well as vaping an electronic nicotine delivery system (i.e., electronic cigarettes) is prohibited on college property except in one of the designated smoking areas on the perimeter of the campus an area on the perimeter of the campus designated for this use. The use of other tobacco products, such as smokeless or chewing tobacco, is also prohibited on LCC premises. Smoking and tobacco use is allowed in designated peripheral areas only. Smoking and other tobacco use is prohibited completely in all other Lane campuses and locations. This does not include FDA approved nicotine replacement therapy products for the purpose of cessation.

Limited exemptions to this policy may be allowed when tobacco has a ceremonial use.

ADOPTED: December 8, 2010

2. Student Services

Albright moved, seconded by Stiles, to approve the second reading of the board policy, Student Services.

Motion passed unanimously.

POLICY NUMBER: BP XXX

CATEGORY: STUDENT SERVICES

TITLE: TREATMENT OF LEARNERS STUDENT SERVICES – GLOBAL DIRECTIONS

With respect to interactions with learners services for students, the president shall assure that procedures and decisions are safe, respectful and confidential. Student success is at the heart of Lane's mission, and the foundation upon which faculty and staff shall organize and plan their work, measure their success, and to achieve Lane's vision of transforming lives through learning.

Employees support student success by ensuring access and opportunity for all eligible students and by aligning academic and support services to: provide quality educational experiences; promote student progression; and achieve high rates of completion.

Accordingly, t 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

Motion approved unanimously

3. Technology

Stiles moved, seconded by LeClair, to approve the second reading of the board policy, Technology.

Motion passed unanimously.

Policy Number: BP XXX

Category: TECHNOLOGY

Title: TECHNOLOGY – GLOBAL DIRECTIONS

Provision of technology and technological support are critical to the learning mission at Lane. Technology must reflect responsible stewardship of available resources, and be used in a responsible, legal and ethical manner. To ensure effective, sustainable technology systems and infrastructure that support Lane's management and operational functions, academic programs, and support services, the president is directed to oversee the development of procedures that include, but are not limited to:

- Allocation of Resources
- Appropriate Use of Equipment
- Approved software lists
- Copyright
- Emerging Technologies
- Network Etiquette
- Network Resources
- Online education
- Security
- Staff training and support
- Strategic planning
- Student access to computer resources
- Tech support equipment/software parameters
- Use of email

4. Sexual Assault

Legal Counsel Meg Kieran stated that the policy is within the board's statutory authority, but there may be some expanded responsibilities under Title IX from the Department of Education. She recommended adding language to address college sponsored activities.

LeClair moved to amend the policy to include "college sanctioned activity." Keating seconded.

Motion passes unanimously

Category: HEALTH AND SAFETY

Policy Title: SEXUAL ASSAULT

Sexual assault, forced or unwanted sexual contact, sexual or physical abuse, and stalking of any kind, or the threat of such conduct, on property owned, leased, or controlled by the College is prohibited or at a College sanctioned activity. Sexual contact shall be considered unwanted or without consent if:

- No clear consent is freely given;
- Inflicted through force, threat of force, or coercion; or
- Inflicted upon a person who is unconscious, or without the physical or mental capacity to give consent. Impairment caused by alcohol or drugs may be considered without consent.

5. Harassment

Stiles moved, seconded by LeClair, to approve the second reading of the board policy, Harassment.

Motion passed unanimously.

CATEGORY: MISCELLANEOUS INSTITUTIONAL INTEGRITY

TITLE: HARASSMENT

Harassment Policy

Lane has a zero tolerance policy regarding all forms of harassment. Any proven harassment will result in immediate and appropriate action to stop the harassment and prevent its recurrence, including employee discipline consistent with collective bargaining agreements, or student sanctions. Remedial action will be designed to stop the harassing behavior. Any remedial action will be in keeping with the educational mission of the college. Whether or not the alleged harassing behavior is sufficiently severe or pervasive to be judged a violation of this policy, the college may take action to address a complainant's concerns and to ensure that Lane, as a workplace and as an academic institution, maintains a respectful environment. All forms of harassment, including student- to -student harassment, are covered by Lane's harassment policies. Incidents of harassment may bring about sanctions up to and including termination of employment or expulsion from the college.

Sexual Harassment

Sexual discrimination in the form of sexual harassment is prohibited. Sexual harassment is defined as unwanted sexual advances, requests for sexual favors, and/or other verbal, written, visual or physical sexual conduct that makes the terms or conditions of employment or attendance contingent on the acceptance of unwanted sexual advances that negatively affects employment or educational opportunities, or that creates an intimidating, hostile, or offensive environment for one of the parties.

Harassment Based on Race/Ethnicity, National Origin or Sexual Orientation

Harassment based on race, ethnicity, national origin or sexual orientation is defined as unwelcome verbal, written or physical conduct based on a person's actual or perceived race, ethnicity, national origin or sexual orientation that unreasonably interferes with an individual's work or academic performance, adversely affects the targeted individual's or others' work or learning opportunities, or creates an intimidating, hostile or offensive environment.

ADOPTED: November 9, 1998

REVISED: September 8, 2004

REVIEWED: January 14, 2009

REVIEWED: January 11, 2012

B. First Reading

1. Curriculum Development

A new board policy, Curriculum Development, was presented. No changes were recommended. A second reading will be held in July.

CATEGORY: ACADEMIC

TITLE: CURRICULUM DEVELOPMENT

The College curriculum is central to its vision of transforming lives through learning. Curriculum content and assessment of individual student mastery of College content should be organized to facilitate student learning. The curriculum, as a whole, should reflect a commitment to excellent education and is essential to the achievement of high standards in the academic program.

In supporting the mission of Lane, the President shall assure that responsible faculty, staff and administrators provide oversight of the academic quality and content of the curriculum. Towards that end, the President is authorized to initiate specific strategies to promote academic breadth, depth and integrity, and to facilitate innovation in the programs offered to students.

Curriculum approval shall be in accordance with Board policy guidelines, Oregon Department of Education regulations; the higher education guidelines of the US Department of Education and applicable accreditation standards.

2. Employment of Family Members

A new board policy, Employment of Family Members, was presented. No changes were recommended. A second reading will be held in July.

CATEGORY: INSTITUTIONAL INTEGRITY

TITLE: EMPLOYMENT OF FAMILY MEMBERS

Lane Community College requires strict adherence to Oregon's Government Ethics laws. No College employee may participate in a personnel action taken by the College that would impact the employment of a relative or a member of the employee's household. Relatives include spouse, domestic partner, or children of the person or spouse, or domestic partner or the brothers, sisters or parents of the person or the person's spouse or domestic partner and any individual to whom the person owes a duty of support.

The prohibition against employee participation includes the following:

1. Appointing, employing or promoting;
2. Discharging, firing or demoting;
3. Interviewing; and
4. Discussing or debating the appointment, employment, promotion, discharge, firing or demotion of the relative or a member of the employee's household with any employee who has the authority to influence these decisions.

The Government Ethics Act set forth in ORS Chapter 244 is applicable to all College employees.

3. Consensual Relationships

A new board policy, Consensual Relationships, was presented. No changes were recommended. A second reading will be held in July.

CATEGORY: INSTITUTIONAL INTEGRITY

TITLE: CONSENSUAL RELATIONSHIPS

The College is committed to a learning environment that fosters respect, integrity, professional behavior, and fair and impartial treatment of students and staff.

Consensual sexual or mutually recognized romantic or dating relationships pose an apparent or actual conflict of interest if one of the parties in the relationship has responsibility for supervising, evaluating, directing, or overseeing the other, or has the power to directly influence the other person's educational or employment status.

The conflict of interest these relationships pose can undermine both the integrity of the supervisory or evaluative relationship and the College's commitment to a positive educational/employment environment.

If these relationships exist, the person in the position of greater authority or power will bear the primary burden of accountability in ensuring that the relationship is consensual, and that he or she exercises no supervisory or evaluative function over the other person in the relationship.

The President shall assure that College procedures regarding consensual sexual or mutually recognized romantic or dating relationships between employees and with students are clearly stated and consistently administered.

4. Admissions for Credit Students

A first reading was held on the following board policy, Admissions for Credit Students. No changes were recommended. A second reading will be held in July.

POLICY NUMBER: D.070 BP XXX

POLICY TYPE CATEGORY: MISCELLANEOUS STUDENT SERVICES

POLICY TITLE: EQUALITY OF OPPORTUNITY IN ADMISSIONS FOR CREDIT STUDENTS

Lane Community College accepts all students who are 18 or over or have a high school diploma or GED. Students who are under 18 and have not graduated may still attend if they follow the guidelines for Under 18 Students. Under no circumstances shall an applicant who is otherwise qualified be denied admission or given a preference for admission to the college based on an individual's race, color, national origin, sex, age, marital status, familial relationship, sexual orientation, gender identity, pregnancy, mental or physical disability, religion, expunged record, veterans' status or association with any member of these protected groups.

ADOPTED: November 9, 1998

REVISED: June 9, 2004

REVISED: October 17, 2006

REVISED: May 13, 2009

5. Instructor Selection and Development

A new board policy, Instructor Selection and Development, was presented. No changes were recommended. A second reading will be held in July.

CATEGORY: HUMAN RESOURCES

TITLE: INSTRUCTOR SELECTION AND DEVELOPMENT

Qualified, professional and effective instructors are necessary to fulfill the College's core mission of providing comprehensive, accessible, quality, learning-centered educational opportunities that promote student success.

The President is responsible to ensure that the selection and development of instructors encourages the hiring, retention and professional development of well-qualified instructors.

Towards that end, the President shall assure that college policies and procedures regarding instructor selection and development are clearly stated, readily available, administered in a fair and consistent manner and include, but need not be limited to, the following:

- a. Institutional standards for instructor qualifications;
- b. Institutional standards for teachers of community education and other reimbursable courses;
- c. Instructor position descriptions and current personnel postings;
- d. Procedures for instructor selection, including compliance with EEO/AA guidelines;
- e. Procedures for instructor approval, including period of instructor approval;
- f. Procedures for instructor development for full-time and part-time instructors;
- g. Procedures for instructor evaluations;
- h. Standards to ensure that the institution employs appropriately qualified faculty sufficient in number to achieve its educational objectives, establish and oversee academic policies, and assure the integrity and continuity of its academic programs, wherever offered and however delivered.

5. Accountability/Reports

A. Benchmarks

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

- College Now Enrollment

And the following mission fulfillment indicators:

- Core Theme 3 – Foundational Skills Development: Students Completing Any Level Developmental Math, Writing, and Reading Courses

- Core Theme 3 – Foundational Skills: Students Completing Highest Level Developmental Math, Writing, and Reading Courses for Program

B. Facilities Update

An update on the status of bond and facilities projects was presented to the board.

C. Treatment of Learners Monitoring Report

The Treatment of Learners Monitoring Report was presented to the board.

D. Treatment of Staff Monitoring Report

The Treatment of Staff Monitoring Report was presented to the board.

E. Board Statement

Chair Rosie Pryor read the following statement regarding respectful communications:

"The board wishes to reinforce its strong commitment to ensuring that communications at the board table reflect professional conduct that is demonstrated by respectful communications.

Respectful communications recognize the dignity of all individuals, avoid any derogatory personal statements and focus on principles.

All nonboard members at the table are here by invitation of the board. The board has asked me to communicate that any future intentional disregard by nonboard members of these expectations will not be tolerated.

In the event that such disregard occurs, the board will ask the organization to replace its representative.

I am reminding everyone present of this expectation tonight because at the May board meeting a nonboard member personally maligned a college administrator despite the board's prior requests that all participants at the board table honor the college's commitment to respectful communication.

We continue to encourage the healthy exchange of ideas at the board table and respectful discourse on all issues affecting the college community."

6. Reports

ASLCC President Michael Weed reported that the silent auction held for the Rainy Day Food Pantry raised \$600.

Another fundraiser held in Bristow Square raised \$100. He thanked Vice President Kelly for presenting Lane's Climate Action Plan. He suggested having a green fund on campus to give students a more active role.

LCCEF President Bob Baldwin reported that the union will train classified staff on micro-aggressions and harassment in the workplace. The union is preparing for what they expect to be difficult bargaining next year.

LCCEA President Jim Salt reported that morale on campus is very low and the health of the college is not good. He hoped that summer break will help to get everyone ready to work together next year. He thanked the board for approving the collective bargaining agreement and for Human Resources working hard to implement changes. LCCEA elections were held and Jim Salt was elected President and Deanna Murphy was elected secretary. The association currently has 15 grievances outstanding; 4 have gone into arbitration and more are moving in that direction. That is a new pattern that reflects how the college is processing grievances. Salt was surprised to hear the president claim that there is no agreement on the matter of enrollment enhancement. The college and association are not far apart at all and have agreed on the numbers and the plan.

Executive Dean Kerry Levett, distributed copies of ASA highlights. She explained that the default rate has decreased, and the unsubsidized loan amount borrowed is down effective June. The best thing to raise morale is to attend graduation on Saturday.

Vice President Brian Kelly said goodbye to two members of the college who have retired, Project Manager Bob Mention and Health Clinic Director Mona Arbuckle. They will be missed. He thanked the team who works on the central plant.

Board Reports

Keating wished everyone the best of luck during finals week. His thoughts are with the families of Reynolds High school and their community. He happened to be at the Downtown Center during the drill and emphasized the importance of educating everyone and preventing a tragedy such as that at Reynolds High.

LeClair confirmed that he supported the faculty and classified; he just did not always like how things are handled. He wished that people weren't so angry and entitled at Lane. We make more income in the United States than many other countries and yet we are not happy. Our society is fundamentally ill and we are seeing the ramifications in instances such as the Reynolds High shooting. The sociology of our culture involves so much anger.

Albright attended the OCCA board meeting and appreciated Gamblin's statement to engage in a collaborative effort up in Salem.

Ackerman reminded everyone that Senator Merkley will be at graduation and invited all to attend.

Stiles invited everyone to Scholarship night in Florence.

McCown reported that a Lane student has been working on waste water management project on a property on which he is working. Her project was to develop plans, and it was exciting to see the class getting hands-on experience.

Prior welcomed ASLCC President Michael Weed. She commented on Salt's concerns about enrollment enhancement, stating that she had not heard any criticisms from President Spilde nor allegations of putting the fault on anyone. She thanked him for mentioning the morale and asked him to think on what his role is in improving that morale.

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

Wednesday, July 9, 2014, 6:30 pm, Boardroom, Building 3, Lane Community College.

8. The board meeting unanimously adjourned at 9:30 p.m.

Prepared by:
Elizabeth Andrade, Project Coordinator