



General Library Item

Name Minutes 2017-07-13

Content

Lane Community College
Board of Education Minutes
July 13, 2017

1. Attendance

Board members present: Phil Carrasco, Susie Johnston, Matt Keating, Mike Eyster, Tony McCown, Melanie Muenzer, and Rosie Pryor. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Interim Vice President Dawn DeWolf; Lane Community College Education Association President Jim Salt; Lane Community College Employee Federation President Alen Bahret; and Associated Students of Lane Community College President Wilgen Brown.

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

B. Oath of Office

President Hamilton administered the oath of office to newly elected board members, Melanie Muenzer, Mike Eyster, and Matt Keating.

C. Election of Chair and Vice Chair

Chair Pryor opened nominations for chair of the board of education.

Johnston nominated Pryor for chair of the board. McCown seconded.

Motion passed unanimously.

Nominations were opened for vice chair of the board of education.

Carrasco nominated Keating for vice chair. Keating declined.

McCown nominated Carrasco. Keating seconded.

Motion passed unanimously.

D. President's Report

Good evening everyone. I'm so happy to be here. I'm learning a lot, meeting many fantastic people, and getting myself sorted. We have a lot of talent here, and if we focus on return on investment—what we're doing, what's working or isn't, and what can we do going forward—then we can have a pretty great year.

I've toured main campus and some programs including the Aviation Academy and Health Professions, with lots more on my list.

Our enrollment reports show that after two weeks of classes, summer term is down 3.8 percent, but fall enrollment is looking better with a decline of only 1.4 percent after seven weeks of registration.

I was pleased to join fellow board members and President Spilde for graduation this year. About 500 students participated in Lane's 52nd Commencement Ceremony on June 17. Graduation was held here on the main campus for the first time in 32 years. Current approximations on total awards for the 2016-17 academic year are at a little over 2,000.

Our workers comp premiums have gone down again, thanks to the continued focus on college-wide safety, as well as case management and loss control efforts in Human Resources. We'll save \$120,000 in what we otherwise would have paid in premiums for 2017-18.

Lane Public Safety and the FBI are collaborating on an active shooter training exercise and drill this week. Training was yesterday and today, and two drill scenarios will take place tomorrow in the Center Building.

I've started joining the OCCA weekly conference calls. Brett Rowlett has also updated me on state and federal legislative and government developments, and I'll just share a few of those:

- The Community College Support Fund received a \$20 million increase to \$570 million, up \$15 million from what we projected in our budget but still far below the HECC recommendation of \$634 million.
- Oregon's SBDC network received an additional \$1.6 million in funding statewide. Most SBDCs are located at their local community colleges.
- The Oregon Promise program was funded at \$40 million, several million short current needs. To address this, the legislature gave HECC the authority to develop a means test for eligibility.
- The community college capital construction request, including our Health Care Village idea, was fully funded. We will have more information about our project at a future meeting.
- The transfer bill passed. This will align the top 25 majors so a student at any Oregon community college may transfer seamlessly and without credit loss to any public university.

- In Washington, the Carl D. Perkins Career and Technical Education (CTE) Act was reauthorized and now moves to the Senate.

Lane will receive \$537,398 in Carl Perkins grants this year. All Career Technical programs benefit from the grant (over 40 programs). This includes modernizing equipment, faculty internships, curriculum development, and supporting advisory committees.

The Department of Homeland Security issued a memo stating that the Deferred Action for Childhood Arrivals (DACA) program will remain in effect. The memo affirms the continuation of the original DACA program, which started in 2012.

I'm looking forward to upcoming OCCA and Oregon President's Council retreats later this month and in August to meet more of my peers and learn more about community colleges in Oregon.

1) Personnel

The college's current personnel appointments were presented.

E. Board Agenda Review/Changes

No changes were made to the agenda.

F. Statements from the Audience

Justin Blakely, former student, expressed dissatisfaction with services he received from the Center for Accessible resources.

LynnMarie Chowdhury, Lead Recruitment Analyst, spoke about the need for ADA restrooms in Building 3.

2. Consent Agenda

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

- Approval of Minutes
 - June 7, 2017
 - June 29, 2017 Special Meeting
- Resolution No. 617 President's Annual Authorizations for FY 2017-18
- District Clerks
- ADA Restroom Project
- Solar Lab
- Board Policy Review
 - Use of Intoxicants and Controlled Substances, BP420
 - Use of Tobacco, BP425

Motion passed unanimously.

3. Discussion/Action Items

A. Long Range Financial Plan

The board approved the first draft of the Long Range Financial Plan in June. A discussion was held during tonight's work session wherein board members were given an update on revisions.

McCown moved to approve the Long Range Financial Plan. Eyster seconded.

Motion passed unanimously.

B. Public Meetings Law

Erin Gould, legal counsel, provided guidance on public meetings law and guidance about communications between members of the board and the president. ORS 192.630(2) states that "A quorum of a governing body may not meet in private for the purpose of deciding on or deliberating toward a decision on any matter except as otherwise provided by statute." Emails that constitute a quorum and result in decision making or if the content can be interpreted to be coordination of deliberating are not allowed. If the president calls a board member to inform them of the items that will be on the upcoming meeting agenda, that is not considered deliberating.

Board members asked clarifying questions regarding the distinction between deliberation and fact-finding, and Gould responded that it depends on the intent of the communication. Gould also clarified that this extends to other forms of communication as well, such as social media and texting.

C Board Retreat Agenda

The board discussed the agenda for the upcoming retreat on July 29 and 30. The retreat will focus on building connections between board members and Lane's new president. A facilitator will be present on day one of the retreat. The goal of the retreat is to give the board an opportunity to engage in a deeper, thoughtful, visionary conversation about Lane. The board will also discuss the expectations of the new president and to provide some strategic direction. Other agenda items include shared governance, the governance system, board evaluation, the budget process, the long range financial plan, and the board budget.

The board appreciated the responses received from the online suggestion forum and considered the possibility of holding a retreat twice a year.

D. Board Appointments to Community Organizations

Phil Carrasco was appointed to serve as the Lane Community College representative to the Foundation for 2017-18.

Matt Keating was appointed to serve as the Lane Community College representative to the Lane Council of Governments for 2017-18.

Susie Johnston was appointed to serve on the Executive Committee of the Oregon Community College Association for 2017-18. Melanie Muenzer will serve as the Lane Community College representative.

Susie Johnston was appointed to serve as the Lane Community College representative to the Lane Economic Committee, Lane Council of Governments, for 2017-18. Mike Eyster will serve as alternate.

Matt Keating was appointed to serve as the Lane Community College representative to the KLCC Community Support Board for 2017-18.

McCown moved to approve the appointments to community organizations. Keating seconded.

Motion passed unanimously.

E. Board Attendance at ACCT

The board discussed attendance at national conferences, and specifically the upcoming Association of Community College Trustees (ACCT) Leadership Congress in September. Board member interest in conferences has increased over the years, but as a result of budget shortfalls, the board felt it would be prudent to send only two members. It was agreed that Tony McCown and Mike Eyster would attend the ACCT Congress this time. With regard to the OCCA annual conference, it is optimal to send as many board members to participate as possible since it is an in-state event. The board agreed to review the board budget and travel expenses at the upcoming retreat.

5. Accountability/Reports

A. Facilities Update

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

B. Student Services – Global Directions

The Student Services--Global Directions, BP 720, monitoring report was presented to the board.

C. Treatment of Staff

The Treatment of Staff, BP 555, monitoring report was presented to the board.

6. Reports

ASLCC President Wilgen Brown welcomed President Hamilton. ASLCC has begun examining bylaws and interview applicants for officer positions. Senators are working with Oregon Student Association organizers to encourage Lane students to get involved in student government. The Rainy Day Food Pantry is open this summer from 8:30 to 11:30 a.m. ASLCC President and Vice President are preparing for the upcoming officer retreat. Wilgen is working on getting students ready for involvement in the upcoming budget process. The ASLCC office is moving to Building 1, Room 201. LCCEF President Alen Bahret welcomed President Hamilton and Eyster. Bahret attended KLCC Music Director Michael Canning's memorial service. It was disheartening to hear of Tykeson's passing. He was a huge supporter of Lane in many ways. LCCEF has been busy with the transition of employees moving into new areas as a result of the budget reductions. They are waiting to see how the rollout of the students services redesign will affect classified staff.

LCCEA President Jim Salt welcomed President Hamilton and Eyster. He noted that some of the faculty members have been concerned about the leadership of the college and the ways decisions are made; we now have a real opportunity to change that and move forward. At the last meeting, Salt had stated that he would send a report in writing in lieu of a verbal report. He did not do that, and he explained that he was focused on the budget process. The faculty have a number of concerns regarding the process, including a grievance on the philosophy and religion position. Rather than share those at a stage when the budget was passed, it made more sense to have those conversations collectively. He was concerned that a conversation regarding the budget and shared governance would be taking place at the board retreat without including those involved. He wanted to be a part of the conversation and looked forward to the retreat. Vice President Dawn DeWolf reported that ASA is focusing on the mid-cycle accreditation review in October. She has solicited the advice of the dean of instruction from Portland Community College, who has been involved in six mid-cycle reviews. DeWolf thanked the faculty who have worked over the summer to prepare for the review. More information will be provided at the September board meeting.

Vice President Brian Kelly welcomed Eyster and Hamilton. He acknowledged the search committee members who made Hamilton's hire possible. It was a long process, and it paid off. He noted the hiring of Ronnel Curry as the new director of philanthropy at KLCC. He thanked Hamilton for spending time at the College Services leadership team retreat. He recognized Public Safety Chief Jace Smith and his staff for working with the FBI and other organizations on the active shooter training. Kelly gave his condolences to the Tykeson family. Don Tykeson was a good friend of the college.

Board Reports

Johnston welcomed Hamilton and congratulated Eyster, Muenzer, and Keating on their recent election. Johnston will inform Eyster on the date of the next Lane Economic Committee meeting. Johnston will be traveling to New York to visit family this summer.

Keating applauded Chief Smith and the Lane Public Safety team for engaging in active shooter training with community organizations. The last training was held at the Mary Spilde Center while Keating was in the building. Keating noted the iceberg that fell off Antarctica and thanked the Lane team for investing in the solar facility at the Mary Spilde Center. It is a great way for students to explore energy efficiencies. Keating congratulated and welcomed Hamilton, Muenzer, and Eyster.

McCown congratulated Eyster, Muenzer, and Keating on their elections and looked forward to helping them and also learning from them during their terms. He welcomed Hamilton.

Muenzer welcomed Eyster and Hamilton. She attended Lane's graduation ceremony for the first time. She recognized Facilities Director Jennifer Hayward and her team for their work at the Florence Center this summer. Continuing Education Project Coordinator Cathy Calise joined Pierson for a visit with the CEO of PeaceHealth to discuss the upcoming student cohort in October. Administrative Coordinator Beth Habian received the Employee Recognition Award for Spring term. Russ Pierson was named Project Leader for Humanity for coming year.

Eyster reported that he looked forward to his term on the board and was excited to be starting at the same time as Hamilton.

Carrasco commended the board for approving a sanctuary policy for Lane. Other organizations have been working toward the same effort for months. Carrasco is participating on a task force to find common ground and ways to allow protection for all residents. They came to a unanimous decision and adopted it. He thanked all of the community involved in that endeavor. Carrasco looked forward to discussing the budget process at the upcoming retreat. He welcomed Hamilton, Muenzer, and Eyster and thanked board for allowing him the position of vice chair. Pryor attended Lane's graduation. She sent thank you notes to all of the scholarship readers, who deserve a lot of credit for their time and efforts. She welcomed Hamilton and Eyster.

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

September 14, 2017, 6:30 p.m., Boardroom, Building 3, Lane Community College.

8. Adjournment

The board meeting unanimously adjourned at 7:52 p.m.

Margaret Hamilton, President/District Clerk

Rosie Pryor, Board Chair

Prepared by:

Donna Zmolek, Executive Assistant to the President