



General Library Item

Name Minutes 2018-03-08

Content

Lane Community College
Board of Education
Special Meeting Minutes
March 8, 2018

1. Attendance

Board members present: Phil Carrasco, Mike Eyster, Susie Johnston, Matt Keating, Tony McCown, Melanie Muenzer and Rosie Pryor. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Interim Vice President Jane Harmon; Lane Community College Education Association President Jim Salt; Lane Community College Employee Federation Secretary Lesley Stine.

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

B. President's Report

Mike Rose Dedication

Thanks to everyone who attended the dedication of the Michael Rose Writing Center. It was a pleasure to meet Mike and to help honor his service to students as a writing instructor from 1969 to 1998, and his continued commitment to the college as a board member from 1999 to 2007, totaling 40 years of service. We look forward to our next dedication honoring Frank Merrill at the Longhouse with a Garden Dedication on April 6.

In Sympathy

On behalf of the entire college, I would like to offer my condolences to the family and friends of Don Addison, a former instructor in our Social Sciences Division from 1998 until 2013. Don was an active participant in our Native American program. Before that he was a student here. Don passed away February 17. There will be a memorial service for him on Sunday, March 25, from 1-3 p.m. in the Longhouse.

Weather

I experienced my first snow day at Lane and was impressed by the team who makes the call and gets the word out. I'm also grateful to our Warming Center volunteers who opened our shelter on cold nights from February 12 to February 26 and served 147 guests.

VP Interviews

We are in the final stages of interviewing six candidates for vice president of academic and student affairs. In addition to a formal interview with the search committee, they are meeting with me and the Executive Team and presenting at two open forums. Interviews will be concluded March 14, and I plan to have an announcement by the April board meeting.

Goal: Achieving student success and goal attainment through an equity lens

Karen Freeman-Wilson Presentation

It was a pleasure to have the mayor of Gary, Indiana, here last week to talk about "Building Strong, Resilient Communities Through Education, Not Incarceration." Besides being Gary's first female African-American mayor, Karen helped launch the national drug court movement. Thanks to Greg Evans for bringing another great speaker to the President's speaker series at Lane, and a special thanks to the student artists in our Design and Media Center for their creative work designing the poster for this event.

Rites Of Passage Grant

We have received preliminary notification of an award from the Oregon Department of Education to support our African American Rites of Passage program as part of the Lane-ESD Black Student Success Project. The project met standards of equity, diversity, and inclusion important to our community as well as to the college.

Goal: Improving Affordability and Accessibility

Credit-Load Survey

Each month we report on enrollments, and staff was directed to survey part-time students to determine why they are not taking a full load. Past surveys have told us that the reason is work or family, but it was time to re-ask the question. We are trying to determine what barriers prevent student from attending full-time, and how we can help students overcome those barriers. We'll let you know when we have results.

Aviation Maintenance Graduate Success Story

Our success story of the month is about two Aviation Maintenance Program graduates, Ben Johnson and Brett James. They graduated last June and have been working at Columbia Helicopter. They've been to Chile and Afghanistan and

expect to make over \$100,000 per year with their new contract. The aviation program has given them the opportunity to work in a high demand, high salary career. Thanks to Dean Pat O'Connor for his ongoing leadership in this and other career tech programs.

Worker's Comp Savings

Lane employees have achieved a great safety record for fifth consecutive year, leading to a reduction in our workers comp premium costs. Our modifier rate for the coming year is 0.56, far below the normal modifier rate of 1.0. The safety performance of our workforce has been so outstanding that we will save over \$300,000 on workers compensation coverage in the coming plan year! Kudos to all Lane employees. Every dollar we can save on operations is a dollar we can invest in our students.

Goal: Promoting State, Regional and National Affiliations

High School CTE Outreach

Last month we held Construction and Aggregate Industry presentations for students and parents at Pleasant Hill High School, Crow High, and Willamette High. Worksource Oregon coordinated the events. Speakers from Aggregated Resource Industries, Hamilton Construction, Tradesmen International, Knife River Concrete, Reynolds Electric, Wildish, Kevin Cohen Plumbing, Northwest Carpenters, joined us in talking about the advantages of pursuing well-paying careers in the trades. In addition, Dean Pat O'Connor, talked about apprenticeship and construction-related occupations and the application process.

Food and Beverage Outreach

Thanks to Chef Clive and Pat O'Connor for representing the college at Worksource Oregon, an event celebrating local F & B Manufacturers last month. This is the kind of outreach we need from our deans and faculty to grow our programs and keep Lane on an innovative edge.

Chamber Choir Outreach

Congratulations to choir director Matt Svoboda whose Chamber Choir recently went on a Portland tour and performed with the internationally acclaimed professional choir "Cantus." This was a great experience for students and also a chance to reach out to hundreds of high school student prospects to enroll in our outstanding music program. Matt said his students "spoke highly about the quality and value of their education at LCC. I couldn't be more proud of our students and their success on this tour."

President's Outreach

My outreach schedule included the following meetings:

Blacks in Government (BIG) Dinner February 9

- LCOG dinner February 10
- AACC National Legislative Summit in Washington DC February 11-14
- NAACP dinner February 16
- Superintendent's Meeting welcome February 20
- Senator Merkley Town Hall February 21
- I also had the honor of presenting to the Springfield Chamber on February 16 to talk about how LCC is an economic driver in Springfield's economy.
- Interviewed by the Torch on my first year experience here at Lane.
- Finally, I am very excited to announce that I have been appointed to the Sacred Heart Medical Center Community Health (Peace Health) Board. My term began in February and will run through June 2020. I am thrilled to have this opportunity to work with one of the major employers in our area.

Government/Legislative Relations

The legislative session adjourned Saturday. Unfortunately, community colleges were not successful with our ask for additional state funding; only requests for one-time funding were considered. OCCA's top priority bill for the session passed; House Bill 4043 requires the HECC to study the best methods for helping community college students apply for state and federal benefits. Senate Bill 1563, the "DACA fix" bill, our Board formally supported, also passed.

Last month I attended the National Legislative Summit in Washington with Melanie, Matt, Tony, Mike and Brett. We had the opportunity to participate in some great workshops and also had the opportunity to meet with members of Oregon's Congressional delegation.

There are big issues for Congress to tackle during the next year, including DACA, the reauthorization of the Higher Education Act and the Perkins CTE Act. Some of the changes currently proposed would have a significant financial impact on the college and students.

We hosted a community town hall for US Senator Jeff Merkley on February 21 in the Center for Meeting and Learning. Thank you to all the board members who attended. I'd especially like to thank Rosie, who served as both the emcee and "official number caller."

On February 26, Brett Rowlett presented to the Lane Council of Government's Economic Committee on the college's role as an economic driver and the EMSI economic impact study. Thank you, Susie, for arranging the invitation.

Last night was United Way of Lane County's Community Celebration event. I'm happy to share that LCC was nominated for the 2017 Best of Award for our work with this year's giving campaign.

Events

- I was happy to attend the Balinese Dance at Asian Celebration, Winter Shorts at the Blue Door, Titan Basketball, Collaborations Dance Concert, and Lane Choirs Concert.

- The Commanders Jazz Ensemble of the U.S. Air Force Band of the Golden West will be here at Lane on March 13.
- Please note that we will not have a powwow this year while our Native American program takes a hiatus while searching for a director.
- Spring Break is the last week of March.

Media

- In the last month we've again tracked about 50 media hits, many of those generated by Senator Merkley's visit here, our warming center activations, Titan sports, and arts events.]
- We had one story in the Borneo Bulletin about the U.S. Fifth Higher Education Fair that some of our International Program staff attended.
- Our career pathways programs got a nice shout-out to in Sunday's Register-Guard editorial about the need for more career and technical training.
- Our most famous, coverage began when our own Greg Evans described the "gangster turkeys" on main campus, in his city council role during a discussion of the overpopulation of turkeys in Eugene. Greg's comment was picked up by several other media in Eugene, Portland, Seattle, Dallas Texas, Norfolk Nebraska, and Newport, Tennessee, and my own Philadelphia country rock radio station.

1) Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review/Changes

Keating requested to have item 3F, Budget Committee Appointment, moved to item 3A.

D. Statements from the Audience

Carly Policha, Health Clinic RN, advocated for the Health Clinic RN position.

Phyllis Temple, Health Clinic NP, advocated for the Health Clinic RN position.

Christina Walsh, Interim Dean of Student Engagement, discussed OrgSync, a program which has increased student engagement at Lane by facilitating communication for student clubs and other student information. The student newsletter, Titan Times, was launched two years ago, and staff and faculty have been added to the distribution list so that we all have access to the information.

Russ Pierson, Florence Center Director and Co-Chair of the Management Steering Committee, addressed the role of managers at Lane and they work they do. Pierson noted that managers have recently been informed regarding changes to health care benefits, and they are willing to work together with the college to move the work forward.

Steven Scott, Oregon Student Association (OSA) Intern, spoke of some of the work he has done as an intern with OSA and how the internship has opened doors for him.

Teresa Villani, student, spoke of the benefits of the Early Childhood Education program.

Hailey Holt, graduate, shared her experience in the Early Childhood Education program and how it has prepared her to be a teacher in a quality program.

Adrienne Mitchell, Academic Learning Skills Instructor and Vice President of LCCEA, asked the board and administration to form a partnership to work together with the College Council Budget Subcommittee and expressed appreciation for the significant steps that have been taken under the leadership of Hamilton and Harmon.

Dana Abbe, student, spoke of the benefits of the Early Childhood Education program.

Nick Keough, ASLCCSG Senator, reported that SG has been working with the Sustainable Students committee to give out meal kits. An event to hand out self-care kits is coming up. He invited board members to the Inclusive Community Committee Winter community meal from 4 – 6 pm in the Longhouse on March 9.

2. Consent Agenda

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

Approval of Minutes

1. February 8, 2018, meeting
2. February 12, 2018, special meetingz

Board Policy Review

1. Credit Hour BP 020
2. Board Duties and Responsibilities: Appraisal and Evaluation of Operation BP 311
3. Institutional Integrity – Global Directions BP 635
4. Policies and Procedures BP 640

Energy Management Technician Certificate

Resolution No. 619, Dr. Parnell Naming

Pryor asked that BP 311 be removed from the consent agenda and suggested changes to the language to add the word "values" back into the following language:

The board of education shall:

1. Regularly review and approve the college's vision, mission, and core themes values and ensure that they guide the operation of the college.
2. Evaluate the performance of the organization and the quality of the educational program in terms of the vision, mission, and core themes values of the college.
3. Ensure that the necessary resources are in place to provide for effective institutional research, evaluation, and planning processes

The policy will be brought back to the April meeting.

Keating asked to remove BP 635 from the consent agenda and include the printed ORS which is referenced in the policy. The policy will be brought back to the April meeting.

Carrasco requested that the minutes from the February board meeting be corrected to show that Carrasco, not Eyster, abstained from the vote on the Dr. Parnell naming.

Motion to approve the amended consent agenda passed

3. Discussion/Action Items

A. Budget Committee Appointment

Board member Tony McCown, At Large Position, recommended Celine Swenson Harris as his Budget Committee appointee, to serve effective immediately and ending June 30, 2020.

McCown moved to appoint Celine Swenson Harris to the Budget Committee. Keating seconded.

Motion passed

B. Veterans Support for Aviation Academy

Pat O'Connor, Advanced Technology Dean, and Brett Rowlett, Director of Public Affairs, informed the board that Lane's Flight Technology program and other Oregon community college flight programs have been impacted by changes in laws which has affected our veteran students' ability to progress through the program and the benefits they are entitled to. All impacted community college flight programs have made timely and significant changes to their programs in response to VA directives; unfortunately, a cycle of VA directives, college responses, and lengthy pauses followed by verbal assurances from the state liaisons and contradictory direction from the federal office has resulted in a ten-month barrier for veteran students. Lane still does not have resolution of this matter.

This is a serious disservice to our veteran students, and it affects approximately one-third of the students in Flight Technology and recently in the Aviation Maintenance program. It has affected programs in other states as well.

Rowlett noted that local congressional staff are just as frustrated. Meetings have been held with Representative Peter DeFazio, Senator Wyden's staff, and Senator Merkley's staff. O'Connor noted that several students have had to move on to other programs where they can use their benefits.

Board members discussed options such as efforts to garner public attention, the court system, and contacting the U.S. Government Accountability Office and Inspector General. The college will continue its efforts to resolve the situation and will report back to the board.

C. Climate Action Plan

Kelly recalled that the board approved Lane's Climate Action Plan in 2011 and introduced Luis Maggiori, Sustainability Coordinator. Maggiori reviewed the Climate Action Plan update process for 2017-18.

Achieving carbon neutrality and resilience will include efforts through financial resilience, encouragement and support from management, student engagement, addressing the college's deferred maintenance, strengthening Lane's Sustainability Committee, establishing and enforcing aggressive college-wide policies and procedures, and using our collective wisdom to find solutions to our problems.

Board members expressed an interest in reviewing benchmarks to evaluate progress and looking into incentives for students to use public transportation and other ways to get to campus.

D. Student Activity Fees

In response to a request by the board, Executive Dean of Student Affairs Kerry Levett provided information regarding the credit student fees. Fees for credit students include fees for technology, transportation, student health, online course, one-time credit enrollment fee, and student activities. There is a late add fee for non-registered students after the last day to add classes, and international credit students are charged an international fee. The late add fee helps to mitigate some of the expenses of adding students after the add date and dealing with the challenges the added class causes for financial aid. The international fee helps provide resources for the international students, such as orientation, trips and activities, and to develop community for the students.

Hamilton explained that the college is working on increasing the online offerings, which offers more flexibility for students and allows the college to continue courses in the event of a natural disaster. For students that do not have adequate internet service, the college offers computer lab space at every campus. A portion of the online course fee goes toward the development and improvement of online offerings.

A portion of the transportation fee allows each credit student a bus pass for the term at a much lower rate than a standard bus pass. The challenge to getting to campus on the bus is that it could take up to an hour to get to campus. The student activities fee includes support for student clubs and organizations. A process is in place for student engagement through the Student Activity Fee Committee. Fees are assessed annually by the board based on recommendations from the committee and the president.

The Health Clinic provides health care resources for students and staff. Staff pay a \$4 monthly fee for the clinic. The student fee was recently increased from \$15 to \$45 a term. The board requested additional information regarding clinic use and funding. Brian Kelly will develop a summary of revenue, expenses and utilization.

E. Budget Update

Kelly provided an updated budget calendar. A College Council Budget Forum will be held on March 15. The process is significantly ahead of where we were this time last year. The updated projections were shared. The original projections included additional funding in the Community College Support Fund, which was not secured in the legislative session. With the lack of that funding, the new projection for FY19 shows a deficit of \$5.9 million. This number does not yet include funding for labor negotiations.

The College Council Budget Subcommittee is meeting regularly. The subcommittee is reviewing balancing ideas, revenue and expense levers—including separation incentives, vacancies, personnel, fund balances, deferred maintenance, and personnel costs—to align the college work with our vision and mission. They are developing ideas for improving enrollment and retention which could yield a 2% enrollment growth next year.

Jim Salt shared that the process has improved this year and the subcommittee is working well together. They are working with the administration in a collaborative way. A proposal for enrollment growth will be brought to the board next month. The goal is to arrive at a consensus budget. For transparency, the board asked that the information being discussed is communicated with the college community.

Ideas to increase federal and state funding were discussed.

F. Bond Planning

Brett Rowlett, Director of Public Affairs, shared the adjusted bond planning timeline for a November 2018 or May 2019 election. A proposed project list will be developed over the next month and brought to the board in April. In May, Patinkin Research will be conducting a poll to assess community support for a bond and individual projects and categories that appeal to the public. The survey results will be brought to the board in June. In July, the board will decide if the college should move forward with a bond. If so, the political action committee work will begin, and ballot language will be submitted to Lane County Elections. There is a possibility that the 4J School District will be going out for a bond in November that may affect the outcome of Lane's bond measure.

Pryor questioned the timeline and asked board members if they thought it should move faster. Board members felt that the timeline was sufficient for a November election. Board members felt that the bond amount options should be higher—perhaps \$40, \$60, or \$80 million—and directed Rowlett to work with Pantinkin to get their advice on potential amounts.

5. Accountability/Reports

A. Facilities Update

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

B. Enrollment Update

An update on enrollment was presented to the board. The board requested to see enrollments over time to see how enrollment is changing.

C. Emergency Presidential Succession

The Emergency Presidential Succession monitoring report was presented to the board.

6. Reports

LCCEF Secretary Lesley Stine reported that the union is preparing to go into bargaining and has launched a membership drive that is going well.

LCCEA President Jim Salt reported that the HECC Transfer Committee has completed their charge. The foundation curricula will automatically be accepted when community college students transfer to a state university. The committee voted to continue to meet for a year to provide oversight. In college business, the faculty union is making progress with administration and reducing conflict; Salt encouraged the board to consider doing as well in bargaining. He suggested returning to the use of a cost of living adjustment to measure inflation rather than negotiate every year. He noted that the board receives information about the cost of higher paid faculty but does not hear of the savings when higher paid faculty retire and are replaced with faculty placed lower on the salary schedule.

Vice President Brian Kelly thanked the search committee for the Vice President of Academic and Student Affairs and the budget development subcommittee.

Board Reports

Keating reported that he recently attended the ACCT NLS and thanked his colleagues for sending a team to Washington, D.C. They had productive meetings with legislators. It was difficult to see the frustration from delegates regarding the current administration. Keating recently attended the Merkely Town Hall held here at Lane.

Eyster welcomed Lane's new legal counsel, Randy Geller. He congratulated Hamilton on her appointment to the PeaceHealth Board of Directors. He expressed frustration with the challenges Lane's veteran students are having with the FAA.

Muenzer echoed Eyster sentiments regarding the Aviation program. Muenzer asked to see an update on Lane's food pantry and what we are doing to help with hunger issues on campus. She also requested more student participation at board meetings. She looked forward to holding a board meeting in Florence in September.

Carrasco pointed out that CALC in conjunction with Lane County does a study to find the number of homeless people in the area, including Lane students, which would help identify how many of our students need resources.

Johnston welcomed Randy Geller. She requested an update on the Health Clinic funding and usage. She thanked everyone who is working with the budget development. Johnston expressed frustration with the Aviation Academy problems.

McCown echoed Keating's comments on the trip to ACCT NLS. McCown served on ACCT's Governance and Bylaws committee and was recently elected as chair of the committee.

Pryor requested to see the survey results regarding why students are taking a fewer number of credits. She was amused to hear about the gangster turkeys. Her husband is dealing with a similar issue as a City Councilor. She recently attended the interesting presentation by Rob Johnstone on guided pathways. She appreciated the opportunity to have dinner with guest lecturer Karen Freeman-Wilson and Mayor Vinus.

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

April 12, 2018, 6:30 p.m., Boardroom, Building 3, Room 216, Lane Community College Main Campus.

8. Adjournment

The board meeting adjourned at 9:47 p.m.

Margaret Hamilton, President/District Clerk Rosemary Pryor, Board Chair
Prepared by: Donna Zmolek, Executive Assistant to the President/Board