



General Library Item

Name Minutes 2018-04-12

Content

Lane Community College

Board of Education

April 12, 2018

1. Attendance

Board members present: Phil Carrasco, Mike Eyster, Matt Keating, Tony McCown, Melanie Muenzer and Rosie Pryor. Susie Johnston participated by telephone. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Executive Dean Kerry Levett; Lane Community College Education Association President Jim Salt; Lane Community College Employee Federation President Pat Griffin; ASLCCSG President Wilgen Brown.

A. Chair Pryor called the meeting to order at 6:40 p.m.

B. President's Report

Welcome everyone to the April 2018 meeting of the Lane Community College Board of Education. I hope everyone had a good spring break. I enjoyed kicking off the annual High School Math Skills Fair held every year here on main campus.

I am thrilled to announce the appointment of Dr. Paul Jarrell as our new Vice President for Academic Affairs. After a very successful search process supported by our search firm Gold Hill Associates and under the leadership of Vice President Brian Kelly, Dr. Jarrell was offered and has accepted the appointment. He will be arriving on campus the first week in June. Paul currently serves as Executive Vice President of Educational Programs at Santa Barbara City College where he provides leadership and oversight to all instructional and student services programs as well as assessment, accreditation, and planning. He earned his Ph.D. in Biology from the University of Oregon, and his wife completed her nursing program at Lane. Paul is an excellent fit for Lane. He will visit here the week of May 14 to meet some of his staff and set up his office. My sincerest thanks to the search committee and everyone who attended the forums. We look forward to Paul's arrival. Since Paul was available earlier than expected, Interim Vice President Dr. Jane Harmon took the opportunity to wrap up early and move on. I want to thank her for her assistance during our search, and wish her success in her future endeavors.

Congratulations to Rick Stoddart, who will be joining us as our new Library Dean.

I'd like to give a shout out to our music program faculty and administrators. The Community College Review ranked our program as third among community colleges in the nation. Faculty Hisao Watanabe shared a story with us about how this recognition helped us recruit a talented student from Hong Kong who is now enrolled here.

Congratulations to our Faculty Recognition Award recipients for Winter term-Christina Salter of Counseling, and Susie Cousar of Health & Physical Education.

Goal: Promoting State, Regional and National Affiliations

I have been fully oriented to the board of Sacred Heart Medical Center Community Health Board. The board is one of nine regional boards of community leaders who assist Peace Health, a health system offering care in Washington, Oregon, and Alaska, with decisions that support Peace Health's mission, values and vision, regarding quality, stewardship, community service and advocacy. This appointment strengthens our relationship with one of the region's largest health care providers.

The President of Pacific University and I signed an agreement to work cooperatively to provide access to quality educational experiences leading to the successful completion of undergraduate education at both schools. The agreement secures our commitment to work collaboratively to better serve students through partnerships that will benefit both institutions. Pacific has proposed leasing space on our main campus and offering upper division classes in Education here as early as next fall. A team from Pacific University will be visiting us this later this month to discuss leasing opportunities. This is the first of many agreements we hope to sign committing four-year colleges and universities to improve transfer and advisement for our students. Northwest Christian University will be here April 13 to progress toward a similar partnership.

We continue to meet with our high school partners to help improve college readiness and increase enrollment at Lane. Next I will be meeting with leadership at South Lane K-12 and CLC to continue to work toward breaking down barriers for our students.

I'll be attending the annual conference of American Association of Community Colleges at the end of this month and will see some of you there.

Lane Culinary students participated in the annual Chefs' Night Out competition at the Hult Center this month. This event has become a popular fundraiser for hunger relief in Eugene and high visibility for our program. Under the mentorship of Chef Clive, Wendy Milbrat and Joe McCully, our students did a fantastic job, had a great time, and ended the evening winning Best Bite "Presentation and Hospitality!" I attended this event, and the competition was fierce.

Lane has been approved to open a chapter of the Sigma Chi Eta which is the official two-year honor society of the National Communication Association (NCA). Our chapter is named the Beta Delta chapter, and we are the only chapter in Oregon. NCA supports the communications discipline at two-year colleges and universities. Thanks to Dean Patrick Blaine and faculty member Laura Pelletier.

I want to recognize Jennifer Falzerano and the International Program staff for the revise to the placement process for international students. Placement tests will no longer be used; instead we will use the TOFL scores to place students and provide them with a recommended course of study.

Goal: Improving Affordability and Accessibility

Several divisions in the School of Arts and Sciences have begun to turn enrollment around with a lot of hard work, collaboration, flexibility and innovation. Some examples:

- Social Science Division enrollment is up 1.9% since fall 2017.
- Science Division enrollment is up 5.6% since spring 2017.
- Arts Division enrollment is up 13.6% since spring 2017, including twice as many online arts courses.

Offering more online sections is a significant factor in all of the increases. Overall, online enrollment increased 11.55% from fall 2017 to spring 2018.

Kudos to Executive Dean Jennifer Frei; Deans Patrick Blaine, Phil Martinez, Paul Ruscher, Richard Lubben, and Ian Coronado; as well as their faculty and staff.

I want to give a big shout-out to financial aid and counseling staff who recently assisted a distraught student. This student was ready to drop out and go back home to Montana, just three credits shy of completing his program, when he thought he would not get his usual financial aid payment. After looking into it, staff sat down with the student and reassured him that he would indeed receive his Pell and Scholarship grants and they encouraged him to complete his program. The student stayed. He will be one of our graduates this spring. As Dean of Student Success Lida Herburger said, all it took was a little bit of service and a warm smile to keep this student on track. Congratulations to Student Services. This is how we achieve completion.

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

It was an honor to welcome retired U.S. Air Force Major Margaret (Margi) Witt to campus last week. She helped challenge the "Don't Ask, Don't Tell" policy—at a time when military service men and women could be discharged because of their sexual orientation. She was a fascinating speaker who shared her first-hand experience of what it was like to take on the military – and win.

It was wonderful for me to learn more about the history of the college and the contributions of Frank Merrill, whose commitment to students and the Native American Student Association led to the successful building of the Longhouse on main campus. Frank planted the seed of what is now a beautiful gathering place. What better way than establishing the Frank Merrill Veterans Memorial Garden at the Longhouse to keep his vision flourishing.

ane hosted the April First Fridays of Color Community Gathering at the Campbell Community Center. This was my first time participating in this gathering, and it was invigorating to meet so many people of color gathering in a community setting for fellowship and good food. Thank you to Greg Evans for setting this up through our membership in the Equity Consortium of Lane County.

Lane hosted Eugene's First Friday Art Walk last week at the Mary Spilde Center. Our students took an active part by featuring student creations from our studio courses in two and three dimensions, as well as multimedia, graphic design, and web design. Our dance, music and theatre students performed throughout the evening, and our culinary arts students prepared a flambé dessert for guests.

Here on main campus, our Art Gallery has two great exhibits you should see: the 13th Annual High School Art Exhibition showing the works of high school students in Lane County; and an exhibit by nationally known artist Heather Bal titled, "Our Dark-Side is the Softest Place," featuring mixed media including paper, graphite drawings and ceramic installation. Please visit the galleries Building 12.

Thank you to all of you who attended Tuesday's lunch with our legislative delegation. It was great to welcome and talk with Representative Julie Fahey, Representative (and LCC alum) John Lively, Representative Nancy Nathanson, and Senator James Manning and his wife Lawanda. The students, of course, were the stars of the show. We gave a brief update on the college, a look at plans for the future, and ended with a tour of the recently completed renovation of Building 18.

Last week, college staff met with HECC Executive Director Ben Cannon and Oregon VA State Approving Authority Barbara Zeal about the VA approval of our flight program. I will rely on Mike and other board members who have more information to update us.

There are changes at the Oregon Community College Association. After nearly two decades, Andrea Henderson has stepped down as executive director to pursue new projects. John Wykoff was named interim executive director while OCCA begins a national search for a successor. On behalf of everyone at Lane, I'd like to thank Andrea for her years of support and advocacy for Oregon's community colleges and wish her luck on her new endeavors.

We had about 45 media mentions this past month but just as important is the work we did to ensure accuracy in just one story, that is, there were NO anti-Muslim fliers on campus last week. None. That was a rumor that began on social media and required us to work with mainstream media to ensure accuracy. Such fliers would be antithetical to our mission of diversity and inclusion.

Upcoming Events

Gift of Literacy May 3.

Spring Conference May 4.

DisOrient Film Festival April 17-22 at theaters around town, and a panel discussion on April 20 at the Mary Spilde Center on the topic of, "Racism and Resilience in Oregon's Past And Future." This year Lane is co-sponsoring the festival; thanks to Greg Evans for his key work on this.

Plan ahead for our annual Fabrication & Welding Expo on May 11 & 12. I've heard it's an amazing event and I hope to be there.

The student carnival is April 18 and 19. I understand that several students and administrators have volunteered to sit in the dunk tank to raise money for students.

1) Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review/Changes

Item 2-F, OSBDCN Funding Distribution, was added to the consent agenda.

Item 3-E, the board subcommittee report on aviation veteran issues, was added to agenda.

D. Statements from the Audience

Diana Learner, Foundation Board of Trustees committee member, addressed the budget recommendation to eliminate funding to the Foundation and emphasized the return on investment.

Amadeo Rehbien, ASLCCSG Treasurer and Inclusive College Committee chair, asked the room to take two minutes of silence to recognize Yom Hashoah.

Wilgen Brown, ASLCCSG President, addressed the anti-Muslim events which occurred on April 4 and reminded everyone that Lane is a place of acceptance, love and a safe environment.

Jessica Alvarado, Counselor, thanked President Hamilton and Interim Vice President Harmon and others for facilitating changes that needed to happen.

Christina Howard, Physical Therapist Assistant (PTA) Coordinator, introduced PTA student Adama Sanou, one of four national recipients of the PTA minority scholarship. Sanou will be recognized at an awards ceremony in Orlando, Florida, in June.

Adama Sanou, PTA student and scholarship recipient, thanked everyone at Lane who has supported him.

Mary Parthemer, TRIO Director, invited the board to TRIO's 20th anniversary celebration on June 14, 4:30 – 6:30 on the second floor of the Center Building.

2. Consent Agenda

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

Approval of March 8, 2018, meeting minutes

Board Policy Review

Curriculum Development, BP 025

Instructor Selection and Development, BP 040

ADA Parking Lot Improvement

IT Firewall

Mandatory Student Activity Fee

OSBDCN Funding Distribution

Motion to approve the amended consent agenda passed unanimously.

3. Discussion/Action Items

A. Bond Project List

Brett Rowlett, Director of Public Affairs, presented the list of potential projects for consideration for a possible 2018 bond measure which included:

Major Projects

Health Professions Complex (combined with \$8 million state match)

Food Manufacturing & Processing Center

Advanced Technology Center

Other Projects

Comprehensive Veterans Center

Institute for Sustainable Practices center

Sustainability/energy upgrades

Seismic retrofits and upgrades

Campus safety upgrades

Renovate, upgrade and remodel outstanding workforce training and education facilities

Infrastructure upgrades
Update classroom technology
Update athletic facilities

Patinkin Research Services has been contracted to conduct a public opinion survey in May. The survey will identify public support for individual projects as well as three different funding levels: \$60 million, \$80 million, and \$100 million. Results and recommendations will be presented at the June board meeting.

B. Survey on Credit Load

Executive Dean Kerry Levett shared the plan for gathering data on student credit load. The dominant credit load is 12 credits; financial aid eligibility is 12 credits. Some students take fewer credits because they feel they can be more successful or they have a job or family duties. Levett proposed a two-phase process: 1) a student survey with incentives, and 2) voluntary focus groups. The gathered data will be analyzed and brought to a future board meeting. Board members stated that the data would be helpful in aiding budget decisions and expressed an interest in comparing Lane's credit load with other Oregon community colleges.

C. Budget Recommendations

Kelly explained that budget proposals were driven by the college's plans and priorities and provided background on the budget timeline this year. The Budget Development Subcommittee has reached consensus on a recommended budget for the FY19 fiscal year which includes:

- No increase in student tuition and fees beyond the HEPI inflationary index
- A significant reorganization of several programs and services to better align with student and workforce needs and improve efficiencies
- Position reductions realized through retirement, reassignment, and no renewal of temporary contracts; no involuntary layoffs

- Fiscal responsibility in addressing deferred maintenance needs

- Limited use of one-time funds

Budget committee meetings are set for May 3, May 10, May 17, and May 24 if necessary. The board will adopt the budget at the June board meeting.

The Budget Development Subcommittee Budget Balancing Items include:

Tuition – HEPI update/correction

Contracted position swirl

Faculty vacancy budgeting

Major maintenance

Personnel cost adjustment

Program revision, reorganization, & efficiencies in the following areas:

- Academic Progress Standards
- Child and Family Education
- Cooperative Education
- Culinary Arts and Hospitality Management
- Drafting
- Energy Management Program
- Foundation
- Health Clinic
- Health PE and Athletics
- KLCC

Student Enrollment and Retention

- Tuition – 3% enrollment growth for 2018-19

Economic Driver/Community partnerships

- Extended learning
- Rental revenue
- Grant Indirect
- Plane Sale
- Fund Balances

Other - Expenses

- Capital Outlay
- Early Separation Incentives
- Funded Vacancies and Reassignment
- Internet Phone Stipend
- Part-time budgets

The total of all balancing Items is \$5,904,000.

Board members requested an explanation of the enrollment growth plan. Academic and Student Affairs will present information on the plan at the May meeting. Board members expressed concern regarding the reduction in Foundation funding and wanted assurance that students are aware of the additional tuition increase.

D. Policy Review

The board held a second reading of BP 311, Board Duties and Responsibilities: Appraisal And Evaluation Of Operation. Keating moved to approve the changes to the policy. McCown seconded. Changes are reflected in bold below.

Policy Number: BP311
Policy Type: GOVERNMENT AND EXECUTIVE DIRECTORS
Policy Title: BOARD DUTIES AND RESPONSIBILITIES: APPRAISAL AND EVALUATION OF OPERATION

The board of education is ultimately responsible for the quality and integrity of the institution. It establishes broad institutional policies and delegates to the president the responsibility to implement and administer these policies.

The board of education shall:

1. Regularly review and approve the college's vision, mission, core themes, and 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, and values of the college.
3. Ensure that the necessary resources are in place to provide for effective institutional research, evaluation, and planning processes

Adopted: November 9, 1998

Reviewed: November 12, 2003

Reviewed: November 6, 2007

Reviewed: September 8, 2010

Reviewed: March 12, 2014

Revised: April 12, 2018

Motion to approve the amended consent agenda passed unanimously.

E. Aviation

Eyster explained that a subcommittee of the board had been formed to address the challenges aviation students have been experiencing with the Veterans Administration. The subcommittee consists of Matt Keating, Melanie Muenzer, and Mike Eyster. Two meetings have been held. A letter was composed from the Oregon legislative delegation and sent to the VA. Lane staff are working with the Higher Education Coordinating Commission (HECC), and congressional staff have offered to intervene if necessary. The subcommittee is recommending that more time is given for Lane and HECC staff to resolve the issue and are prepared to recommend action. Eyster commended Lane's staff for their patience and diligence in working to resolve this situation.

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.

C. Food Pantry/Student Hunger Report

The Food Pantry/Student Hunger report was presented to the board.

D. Health Clinic Report

A report containing utilization and funding for the Health Clinic was presented to the board.

6. Reports

ASLCC Wilgen Brown reported that he performed in the student dance concert, and it was an extremely moving and growing experience. The Inclusive College and Sustainable Student Committees had an awards and dinner ceremony and 65 people attended. Individuals received recognition for efforts to make the campus safer and more sustainable. The Black Student Union held an arts and music festival. Student elections are approaching, and SG will organize and raise awareness for the election. There have been 900 visits to the rainy day food pantry. Brown reported on the remaining funds in the ASLCCSG budget, and officers are discussing how much to leave to the next administration and how to provide resources to the students. SG is working hard to register students to vote. Brown thanked Hamilton and the board for continuing to make efforts to make students feel welcome on this campus.

LCCEF President Pat Griffin reported that the college is navigating challenges with personnel issues.

LCCEF has had significant growth with 70 new members and continuing to grow.

LCCEA President Jim Salt expressed his support for Hamilton and Harmon. Harmon was only at the college for a little over three months, but she did a great deal in helping individual cases and in general. He commented on the Budget Development Subcommittee proposals and the work toward consensus. Two complaints were completed without any violation of contract and largely resolved in ways that solved the problems. A grievance was resolved, avoiding arbitration. The college and union will be entering into bargaining and hopefully it will be a collaborative process and an agreement will be reached by the end of June.

Executive Dean Kerry Levett reported that the students have now had their student Gmail accounts for one year. Work is being done in the Student Affairs transformation after a six month conversation with staff. Willamette Valley Night was held in collaboration between Lane and the University of Oregon. We are working on a financial aid consortium agreement which allows Lane to be the home institution for financial aid. We are working with a partner university for 120 credits toward a Bachelor's degree.

The Gender Equity Center is coordinating Take Back the Night. The student carnival will be held next week. A Native American coordinator was hired and will be starting in June. Therapy dogs are now being brought to campus. Success coaches are connecting with new students. The Center for Accessible Resources now has a great new tech lab. The Enrollment Huddle group continues to meet and look at data points. Phone calls are being made to remind students to register. Reorganization is aligning with the Strategic Enrollment Management plan, and the board will receive an update at a future meeting.

Vice President Brian Kelly recognized the work of the Budget Development Subcommittee. He thanked those that attended the recent safety summit at the University of Oregon. The Arts Division had two recent events with the exhibit that opened last week and then hosting the first Friday Art Walk at the Mary Spilde Center. Kelly attended the Frank Merrill dedication of the Longhouse Veteran's Memorial Garden presentation. It was nice to see him recognized for his influence to the college and the Native American community. Lane has joined with the City of Eugene to work with their climate commitment. Kelly has been mentoring a member of the Aspen Fellowship who was hired as president of Owens Community College. The KLCC Stealth Drive has taken in 92% of their \$300,000 goal. Kelly recognized the work of the IT department and the things they are doing to improve our systems. He looks forward to his new relationship with that department.

Board Reports

McCown expressed appreciation of the Budget Development Subcommittee process. It was great to attend the recent legislative lunch. He also visited Jim Garcia's program with local middle school students. He commended Garcia and everyone involved in giving those students exposure to our campus.

Johnston expressed appreciation for all of the input and reports at tonight's meeting.

Keating congratulated KLCC on a successful stealth drive. Keating pointed out that the reason Lane does not implement significant tuition increases is because the board has adhered to a policy designed to prevent significant tuition increases. He applauded the student leaders for identifying their pronouns and for community members who listen. It is important to respect that request.

Eyster commended the Budget Development Subcommittee for their work. Eyster was just coming onto the board during last year's challenging budget season and hopes the hard work and commitment of the subcommittee will help this year's process. He commended Hamilton as she approaches the end of the first year at Lane and all of the things she has wrestled and dealt with. He commended Brown on doing a fine job as ASLCCSG president.

Muenzer applauded the work of the Budget Development Subcommittee and expressed gratitude for everyone to come together this year. She thanked those who are working on the VA issue and hoped progress is made soon. She recognized KLCC. She echoed Keating's sentiment regarding pronouns.

Carrasco thanked the Budget Development Subcommittee for their work. He thanked the subcommittee working on the VA issue. He recognized Garcia's years of dedication to the college and our community and also visited his middle school event in the Longhouse. It bodes well for the attendance of various high school graduates from our area, many of which will be coming to Lane.

Pryor applauded the work of the Budget Development Subcommittee. The board spent a lot of time talking about the budget process at Lane; it is good to see concrete changes and action. Pryor was confident we will come together even though we don't always agree. She congratulated Adama Sanou, Culinary and Hospitality Management, KLCC, and the Arts Division.

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

May 10, 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