



General Library Item

Name Minutes 2018-09-13

Content

Lane Community College
Board of Education Minutes
September 13, 2018

1. Attendance

Board members present: Phil Carrasco, Susie Johnston, Matt Keating, Mike Eyster, Melanie Muenzer, and Rosie Pryor. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Vice President Paul Jarrell; Lane Community College Education Association President Adrienne Mitchell; Lane Community College Employee Federation President Pat Griffin.

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

B. President's Report

Welcome

Welcome everyone. It is a pleasure to be here at our Florence Center for tonight's meeting. I hope you all had an opportunity to take a tour of the building. Many thanks to everyone who helped bring the meeting here.

In Memory

Before my report, I wish to express my condolences to the family, friends and colleagues of former Lane Arts Division Dean Rick Williams, who passed away last month. He made quite a mark on the arts, and he will be missed. There will be a service in Austin, Texas, and a local service on October 7 in Pleasant Hill. The art department will have additional details.

STUDENT SUCCESS

Apprenti

Last month we celebrated the first graduating cohort of a 15-week network security administrator training program provided by our Computer faculty in partnership with the Apprenti program and the Technology Association of Oregon. This partnership was in direct response to a call for technology apprenticeships in Oregon. LCC was the first school in the state to offer this training.

Food Truck

Our Food Truck was on the road all summer, providing the area with great food but also providing our students with hands-on, field training in this popular industry. Special thanks to our culinary faculty and staff, especially Chef Clive Wanstall, Division Dean Pat O'Connor and Wendy Milbrat for their support.

Aviation

Our new Unmanned Aerial Systems, or drone program, has also attracted much interest. Industry application of this new technology continues to grow, and Lane is leading the state with this training program. Congressman Peter DeFazio has expressed interest in our program and we will be inviting him to a demonstration in the near future.

Energy Management and Water Conservation

Our energy management program goes online this fall. Special thanks to the Eugene Water and Electric Board, the Bonneville Environmental Foundation, and Northwest Natural Gas for providing scholarships. LCC received a \$537,000 grant from the National Science Foundation to deliver this innovative program. Congratulations to Roger Ebbage, who will be awarded this year's Association of Energy Engineers Region V Energy Professional Development Award.

Nursing

Our new nursing director, Maggie McHugh, reports that that our ADN program had a pass rate of 98.5%, the second highest pass rate for large programs in Oregon. 67 students took the test this year.

ACCESS AND AFFORDABILITY THROUGH AN EQUITY LENS

PASS Program

Our PASS program was recently cited in the California Adult Education newsletter as a best practice in helping disadvantaged students become college and work ready. PASS stands for Pathways, Academic Skills, and Services. Congratulations to Rosa Lopez, Dean Grant Mathews, and all of our faculty and staff in Adult Basic Education, GED, and English as a Second Language programs

LCC AS AN ECONOMIC ENGINE

Community Outreach

Over the summer I had the opportunity to meet with local partners from Sacred Heart Community Health Board, Technology Association of Oregon and Springfield Chamber Board. I also met with leadership from key constituents including Connected Lane County, United Way, Lane Leaders, LTD, and Lane County.

The summer was also a good time to meet with donors and friends from the Foundation to maintain their commitment to giving to our Foundation.

City Club of Springfield

It was my great pleasure to present at the City Club of Springfield last month and give them an update on LCC's accomplishments and priorities for the year. With so many of our students coming from Springfield, the city is increasingly interested in enhancing ties with LCC.

Downtown Eugene Open House

We had very successful open house at the Mary Spilde Center last week. Our staff and students provided information and demonstrations to the community in line with Eugene's First Friday ArtWalk. The Food Truck was parked outside the campus and was a huge success!

OTHER

Employee Recognition

We took a little break from the usual routine last Friday for an Ice Cream Social, and it was a nice chance to enjoy a last bit of summer. Many thanks to Brian and our Food Services staff, who helped provide a little fun into the last day of the workweek.

Media Coverage

- Our water conservation NSF grant was mentioned in a recent issue of Community College Daily published by the American Association of Community Colleges.
- Our International Program received a mention in a Register-Guard editorial about the possible impacts of White House policies on student visas.
- RG also ran features on our drone program and our food truck courses.
- We will continue to partner with the media to provide accurate information to the public about the programs and opportunities at Lane.

Internal Communications

- President's cabinet has been working on a strategy map to help the college achieve the board's overarching goals in the year ahead.
- Our intention is to continue to achieve the college's mission through the board's three priorities of student success, equity and access and economic impact while being transparent and accountable to the public. We reviewed our priorities with managers last month and will continue our discussions with faculty and staff at in-service.

Professional Development

I attended the Oregon Presidents' Council Retreat, the AACC Presidents Academy Summer Institute and the Oregon Coastal Caucus this summer to help me be a more informed president as I enter my second year. I appreciate the board's support of my attending these valuable professional development activities.

Fall In-service

I will conclude my report with a reminder that our annual fall in-service is scheduled for Thursday, September 20. We have some great workshops and training lined up to help launch us into the new academic year. Classes begin Monday, September 24.

C. Board Agenda Review/Changes

No changes were made to the agenda.

D. Statements from the Audience

Kim Erickson, member of the Florence Advisory Board, thanked the board for their support of the Florence Center.

Erickson is a Siuslaw High School and LCC graduate.

Jeffrey Nutting, Specialized Employment Services Specialist, urged the board not to eliminate the Specialized Support Services program.

Andy McClure, General Services Lead Custodian, urged the board not to eliminate the Specialized Support Services program.

Gina Brown, Medical Office Assisting program graduate, expressed gratitude for the MOA program. As a graduate, she was fully prepared to join the workforce.

2. Consent Agenda

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

Approval of Minutes

o July 12, 2018

o July 28, 2018 Special Meeting

Personnel

ADA Restroom Project (Brian Kelly)

Dental Materials Lab Relocation (Brian Kelly)

Board Members:

Melanie Muenzer - Yes

Susie Johnston - Yes

Mike Eyster - Yes

Matt Keating - Yes

Phil Carrasco - Yes

Rosie Pryor - Yes

Motion passed unanimously.

3. Board Agenda Review

A. Budget Officer, BP 215

A first reading of Board Policy BP 215, Budget Officer, was held. A second reading will be held at the November meeting.

B. Financial Integrity, BP 250

A first reading of Board Policy BP 250, Financial Integrity, was held. A second reading will be held at the November meeting.

C. Unappropriated Ending Fund Balance, BP 295

A first reading of Board Policy BP 295, Unappropriated Ending Fund Balance, was held. A second reading will be held at the November meeting.

3. Discussion/Action Items

A. Florence Center

Russ Pierson, Florence Center Director, presented information on the Florence Center. The Center offers credits and non-credit courses. Staff at Florence use an equity lens as a way to look at students and frame the offerings and services in Florence. Florence students have limited transportation options, little access to food on campus, no access to the main campus tutoring services, bookstore, and public safety. Advising takes place twice a week. The population in Florence is 9,146, and has a high poverty level. Staff at the Florence Center partner with other organizations in Florence such as PeaceHealth, Siuslaw High School, and the Chamber of Commerce. Programs and classes are offered based on student needs.

The Florence Center has a robust advisory committee reviewing the community needs and available programs and services.

B. Board Appointment

Eyster stated that the board met on Saturday, September 8 to meet with applicants for the vacant At Large Position 7 on the board. Interviews with finalists are planned for October 8. The finalists are Lisa Fragala, Joy O'Renick, and Laura Illig.

Board members acknowledged that there was a very strong pool of applicants for the position and thanked all who applied.

One candidate, Anselmo Villanueva, could not attend the meeting on September 8. He was invited to speak at the September meeting, but he withdrew his application.

C. President's Performance Review

The board has conducted the annual performance evaluation of President Margaret Hamilton.

Chair Mike Eyster read the following statement:

The Lane Community College Board of Education has conducted its first evaluation of President Margaret Hamilton and is pleased to announce that we are exceptionally pleased and impressed with her performance and achievements.

As a first-time president with a 30-year career of community college leadership, Dr. Hamilton brought a fresh perspective to Lane at the right time.

Dr. Hamilton showed a keen grasp of the board's four priorities—student success; access and equity; economic driver; and institutional effectiveness and advancement. She effectively communicated these priorities to staff and made significant progress towards improvements that will benefit our students, community and the college.

Dr. Hamilton turned a once contentious budget process into a collaborative endeavor that won consensus support from key constituencies and stakeholders. With an entrepreneurial spirit, she identified new sources of revenue, and she challenged staff to replace old workplace habits with new practices that better serve students.

Dr. Hamilton addressed unexpected issues with unflappable, competent, and professional aplomb while never taking her eye off the ball, and refined policies and procedures to keep the college moving forward.

The board appreciates Dr. Hamilton's straightforward candor, collaborative attitude, and regular communications. We value her outreach to the local community and resulting relationships such as membership on the PeaceHealth board and the Springfield chamber.

Dr. Hamilton has proved herself as an astute, strategic, contagiously energetic, joyful, gracious, hardworking, and highly productive and effective CEO.

The Lane Community College Board of Education enthusiastically looks forward to working with President Hamilton in the year ahead. |

D. Climate Action Plan Update

Luis Maggiori, Sustainability Coordinator, provided an update on Lane's Climate Action Plan. The plan was first approved in 2011 and was updated in 2014. The goal is to be carbon neutral by 2050. Mitigation strategies include energy use reduction, use of renewable energy, decreasing waste and purchasing, alternative options for transportation, and agricultural and land use. Maggiori presented information on the amount of emissions over time, which showed a drop during the enrollment decrease.

Higher education has a responsibility to strive toward carbon neutrality to help find a path toward sustainability, to train our students, and to model sustainability for our community. Ways that staff can help include joining the sustainability committee, applying for green office certification, considering purchasing decision, joining the eco-challenge, use daylight when possible, carpool, and utilize surplus property.

E. Bond Update

Kelly updated the board on plans for a bond. We have received a capital match from the state and have six years to complete the project. Board members discussed charging the Foundation with a dollar amount to raise against that match. The board needs to decide when to go out for a bond with substantial effort from the college and community. Staff will prepare a document with options for election dates to show implications of passing a bond during 2019 through 2021 for the October meeting.

F. Veterans Support for Aviation Academy

Brett Rowlett, Director of Public Affairs, updated the board on the situation with Veterans Affairs. We have received word that the latest paperwork Lane submitted was rejected, but this time suggested changes were provided. Changes will be addressed and the document resubmitted. During the summer performance audit, we were notified that our catalog information has not been submitted to Veterans Affairs, so new programs and changes to programs have not been approved. We have received 79 claims for debt management, which was anticipated, and we are working on getting additional information for each of those claims. Staff continue to meet with other educators and legislators who are increasingly frustrated with VA processes and are trying to address the problems.

G. Annual Enrollment Report

Jarrell presented information on enrollment for the 2017-18 academic year. Total FTE for the year was 8,230. Credit headcount was 8,804, and noncredit was 4,625. Information included ethnicity, age, and gender of students. 63% of students attended part-time. Type of student was described, such as new, continuing, and returning as well as residency status. Other notable demographics included Pell recipients, first generation college students, and those

receiving veterans' benefits. Jarrell showed fall to fall persistence rates from Fall 2014 to Fall 2017, which were just under 50%, and completion rates. Completions for transfer degrees have increased, while completions for career technical have decreased. When unemployment rates are low, career technical students leave when get a level of competency to secure a job, which affects students of color and those with a lower socio-economic background. Areas that grew included Advance Technology, Arts, Music, Dance, and Theatre Arts, Science, and the Small Business Development Center.

The board requested information regarding the percentage of the Latinx community currently enrolled in high school, a breakdown of first generation college students by ethnicity, the retention rate disaggregated by race, gender, ethnicity, and Pell recipients, and the completion rates for those groups. The board also requested a proposal on financial incentives for students to take more credits.

H. January Board Retreat

The board will be holding a one-day retreat in January. A poll will be sent out to identify an available date.

4. Accountability/Reports

A. Facilities Update

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

B. Summer Enrollment Update

An update on summer enrollment was presented to the board.

C. Marketing and Recruitment Update

An update on marketing and recruitment was presented to the board.

6. Reports

ASLCC President Keely Blyleven reported that ASLCC is interviewing for officers members. They held their retreat last weekend in Florence and former board member Tony McCown attended and spoke to the group. ASLCC moved their offices to the former multicultural center area. Welcome Week activities will be held for students during the first week of the term. New staff have been hired for the No-cash Clothing Stash. Blyleven noted that the Food Pantry needs to be in a more accessible location.

LCCEF President Pat Griffin reported that there are several staff members on leave of absence due to conflicts and stress at work. He echoed Nutting and McClure's support for the Specialized Support Services program.

LCCEA President Adrienne Mitchell reported that the Oregon Education Association is working to provide health insurance to part time faculty throughout the state. The bill would provide an additional \$20 million to community colleges. Lane does provide health insurance to part-time faculty but not for family members. The association is engaged in a membership drive. 91% of contracted faculty and 76% of part-time faculty are active members. They are putting together a peer facilitation team to help faculty members work better together and are working with Jarrell to offer communication workshops. The goal is to continue to support transparency and collaborative working relationships. The union is working through disconnect at the bargaining table.

Vice President Paul Jarrell reported that summer enrollment was up about 1.1%. Fall is tracking down right now, but there are numerous new student sessions coming up. Inservice was planned much around the three priorities of equity and access, student success, and being an economic driver in the community. We've been working over the summer finalizing articulation agreements with OSU and Pacific University and have reached out to the University of Oregon. The International program added 81 new students, for a total of 300 students from 42 countries. Successful rites of passage ceremonies were held for Latinx, African American, and Asian Pacific Islander students. Jarrell attended the Beyond High School Counselor kickoff event and gave kudos to Lida Herburger and Rosa Maria Banuelos-Urbe for coordinating the event. He congratulated the LPN program for their successful accreditation visit. He toured Weyerhaeuser in Cottage Grove as they explored a partnership. He met with the nursing coordinator at McKenzie Willamette Hospital. He thanked Pat O'Connor for his hard work and dedication to LCC and his programs. Faculty sabbatical presentations will be Wednesday, September 19, Inservice is on September 20, and fall term starts on September 24.

Vice President Brian Kelly reported that the college will be presenting session at inservice around service mindset and the Titan PRIDE concept. The Titan PRIDE concept is all about providing excellent service to students and colleagues and showing our pride as college employees. He recognized Jennifer Hayward and her team for the work they have done around campus and on the parking lots this summer. Facilities Council will be engaging with LTD to discuss recent service adjustments and continue a dialog about public transportation access to all locations. The ASLCC offices and the Multicultural Center have been moved and refreshed with new flooring and paint to create welcoming student work and social spaces. The college continues to be an active participant in the City of Eugene Climate Action Plan work. We are working with several schools to provide an area on Lane's main campus: Pacific University, Marcola

Charter School, and 4J's Early College and Career Options High School. This summer, the Palmo Center held an event at the Ragazzino Performance Hall featuring a talk by His Holiness Sakya Trichen, a Buddhist meditation master who is second in eminence only to the Dalai Lama.

Board Reports

Johnston expressed appreciation to the staff at the Florence Center for hosting the meeting. She recalled a fond memory of Rick Williams. She thanked the staff for the climate action plan update and staff for working on the Veterans situation.

Keating thanked the Florence staff for hosting the meeting and congratulated Hamilton on her review. He gave kudos to Blyleven for promoting access to the food pantry. He congratulated the three finalists and thanked the others who applied. These are critical voices in our community and will be key to whatever role they serve in the Lane family. He fondly remembered Rick Williams from when Keating performed in student productions at Lane. Keating joined elected officials opposing Measures 103 and 104, which will be mentioned in the voter's pamphlet, but denoted that he is an individual and not speaking for the entire board.

Pryor expressed appreciation to the staff at the Florence Center for hosting the meeting.

Muenzer expressed appreciation to the staff at the Florence Center for hosting the meeting.

Eyster expressed appreciation to the staff at the Florence Center for hosting the meeting.

Carrasco expressed appreciation to the staff at the Florence Center for hosting the meeting. He looked forward to finalizing the process for the board appointment and thanked everyone who expressed interest in the position.

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

October 11, 2018, 6:30 p.m., Boardroom, Building 3, Room 216, Main Campus, 4000 E. 30th Avenue, Eugene, Oregon.

8. Adjournment

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

Margaret Hamilton, President/District Clerk

Mike Eyster, Board Chair

Prepared by: Donna Zmolek, Executive Assistant to the President