



General Library Item

Name Minutes 2018-10-11

Content

Lane Community College
Board of Education Minutes
October 11, 2018

1. Attendance

Board members present: Susie Johnston, Matt Keating, Mike Eyster, Melanie Muenzer, and Rosie Pryor. Excused: Phil Carrasco. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Lane Community College Education Association President Adrienne Mitchell; and Associated Students of Lane Community College President Keely Blyleven.

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

B. President's Report

Strategic Priority: Student Success

Welcome Day

Welcome Day was held a week before classes started and was a resounding success. Over 500 students visited campus. More than 70 faculty, staff and managers greeted students in eight different Career Communities. Another 30 individuals developed and offered Success Seminars. Forty-nine programs, departments and service areas participated in a resource fair. Food Services provided lunches and student groups were on hand to assist. The goal was to ensure each student had a productive and positive introduction to Lane.

Fall In-Service

Fall In-service was held on September 20 this year. The theme for In-service was "One Lane" to remind us that we need to work together from one lane to achieve our mission. We launched the college's strategic priorities and presented our first Strategy Map, to explain how we will address our priorities this year. We also reviewed our Leadership Map, to help the college community understand how the college president works with both the governance system and the leadership team to address our mission and goals. The standing-room-only attendance of new and returning faculty and staff brought energy to college and the start of fall term.

Graphic Design Award Nomination

Lane's graphic design program students produce a magazine, Bleed Magazine. The magazine is a finalist for the Associated Collegiate Press Pacemaker Award for the third straight year. Lane won an award in 2016 and was a finalist in 2017 and 2018. Instructor Tom Madison says the ACP Pacemaker is "the college equivalent of the Pulitzer Prize." Kudos to Tom Madison, the faculty and the students. Awards will be announced at the ACP national convention later this month.

60-year-old LPN Graduate

Congratulations to the Practical Nursing Program, which celebrated the completion of their certificate program with a Pinning Ceremony on September 22. 18 graduates received their pins as part of a longstanding nursing tradition. LPN graduate Ramona Klostoe, age 60, was honored by her classmates for pursuing and completing a lifelong goal. Ramona was overcome with appreciation and emotion for the caring support she received at LCC.

LCC Recognition

At a recent concert at Matthew Knight Arena with country music singer Keith Urban, a young woman was called to the stage to chat briefly with Keith. He asked her where she went to school and she said Lane Community College, bringing an enthusiastic round of applause from the audience.

Strategic Priority: Access and Equity

ABSE \$150,000 Grant

Congratulations to the ABSE department on their \$150,000 wrap-around services grant from the state. These funds will help increase services and support for our students pursuing a GED. Kudos to Division Dean Grant Matthews.

Default rate

LCC's official three-year cohort default rate for student loans has dropped to 22.1%, the fifth consecutive decrease since the rate spiked in 2010. Congratulations to Helen Faith, Elijah Herr and the Financial Aid team for strategically reversing our downward trend and making a Lane education more affordable for students.

Constitution Day

Lane Community College observed Constitution Day on main campus on September 25 by conducting a public reading of the Constitution. Students, faculty and staff joined me at the podium to read the Constitution in front of the Center

Building. Our students also promoted Voter Registration with tables and information. The Constitution is the most important document safeguarding equity in our nation, and it was an honor to take part in this event.

Strategic Priority: Regional Economic Driver

Manufacturing Day

Lane Community College partnered with Connected Lane County to sponsor and participate in the community wide Manufacturing Day on October 5. This event connects potential students with industry, workforce training and civic organizations. About 300 high school students are invited each year from high schools in Lane County. We set up a virtual welding display in the parking lot at Valley River Center and used our Titan Bus to take students to host sites, Attune Foods and Franz Bakery. Kudos to Pat O'Connor for organizing our participation.

Dedication

Parnell/Center Building Dedication

The dedication of the Center Building in honor of LCC's founding president, Dr. Dale Parnell is scheduled at noon on Friday, October 12 outside the Center building. All five of Dr. Parnell's children are planning on attending. Thanks to former LCC board member Pat Albright for spearheading this important dedication.

Flu Shots

Lane Community College is conducting a clinic at our downtown campus on October 15 from 10 a.m. to 1 p.m. to provide immunizations for the flu. Lane Community College is proud to be one of the sites available to county residents.

President's Outreach with Business and Industry, Community, Education and Local Government

Meeting with Chief Executive, Peace Health Oregon, Mary Kingston, September 10

Meeting with Leadership of Pacific University, September 10

Meeting with OSU Psychology Department Chair, September 14

Greetings at International Student Picnic at Alton Baker Park, September 16

Presentation to Lane County Dental Society, September 21

Status of Oregon in collaboration with the Springfield Chamber presentation, September 28

Hosted LCOG meeting, September 27

Meet with Congressman Peter DeFazio's staffer James Huddlebert, September 25

Meeting with Dr. Womack, President, Northwest Christian University, October 3

Oregon's President Council October 5

OCCA meeting, October 6

Cottage Grove Mayor's Ball, October 6

Upcoming Education Meetings and Conferences

Lane Workforce Partnership meeting, October 17

Foundation dinner with donors and UO President Schill, October 17

Harvest Dinner October 23

AACC Leadership Congress October 24-27

OCCA Conference, November 7-9

Veterans Day activities are being planned for Nov. 13; we will be closed for the holiday November 12

NWCCU Conference in Seattle November 14

I will conclude my report by playing a video highlighting our achievements from the 2017-18 year which Joan Aschim created for my inservice presentation.

C. Board Agenda Review/Changes

No changes were made to the agenda.

D. Statements from the Audience

Desiree Brock, Student Productions Association (SPA), reported that Lane has many new acting students and many of them are getting involved with SPA. SPA recruits talent from students with all skill levels, ages, races, and sexuality and upholds Lane's values such as diversity, collaboration, and inclusiveness. SPA has been doing more outreach with local business. Brock invited the board to attend SPA's upcoming performances.

Adam Neely, Student Productions Associations (SPA), invited the board and everyone to attend Turkey Shorts, a series of ten-minute plays written, acted, and produced by students November 8 - 18.

JS Bird, Interim Dean of Music, Dance, and Theatre Arts (MDTA), updated the board on the professional activities of the faculty in the MDTA Division.

Dan Good, ASLCC Vice President, objected to the re-hiring of an English instructor following his conviction of three counts of prostitution and demanded that the board review the processes and policies that allowed this.

Nick Keough, student, asked that the Rainy Day Food Pantry be relocated to a more visible, accessible location. He also echoed Good's concerns about the employment of the instructor who had been convicted of prostitution and encouraged the administration to take a look at their policies. Keo also mentioned that in this time of enrollment issues, Lane supports the students that are currently enrolled.

Keely Blyleven, ASLCC President, read the following statement:

As representatives of the ASLCC, it is our responsibility to advocate for the safety and well-being of students, by doing our best to help create an environment and atmosphere that facilitates success. We have been monitoring reports from several local news outlets on Daniel Mackay, a professor at Lane that was arrested on charges of solicitation in October of 2016 and convicted of three misdemeanor counts of prostitution in March 2017. He was sentenced to 90-days in jail (60-days of which were eligible to be served in a community service program), a "sex-buyer accountability

class" through the Oregon courts, and to serve 3 years of probation. After fulfilling the requirements of his sentence, Daniel Mackay was allowed to return to teach on campus and was assigned to a writing class this current fall term. We have met with the college administration and they explained that the decision to allow Mackay to return to teach our students was made after legal counsel reviewed the college policies, procedures, and the faculty collective bargaining agreement and determined that they were not able to take action against Mackay without becoming liable for legal recourse. Their plan is to "review, evaluate, and revise as needed all policies and procedures related to providing students with a safe campus environment." Keeping our students safe is of the highest priorities of student government and we will continue to advocate for students within the college governance system by speaking up about issues that affect students. This year we will be strategizing and speaking up for policy change within our institution that provides a safer learning environment for our students. For those affected by Daniel Mackay's presence on campus, we encourage you to seek support. There are a variety of resources available on campus like the Counseling & Career Center in Building 1 - Room 103, which offers free counseling by walk-in and appointment by calling (541)463-3600. Students can always reach out to us as well by visiting the student government office in our new location, Building 1 Room 210 or emailing one of our representatives at www.lanecc.edu/aslcc/contact-us. If you are currently taking Daniel Mackay's class and no longer wish to do so, speak with an advisor about alternatives. We will advocate for alternatives on your behalf if necessary so please don't hesitate to come to us.

Caleb Peterson, ASLCC Senator, read a list of questions directed at President Hamilton from an anonymous student.

2. Consent Agenda

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

Approval of Minutes:

1. September 8, 2018 Special Meeting
2. September 13, 2018

Personnel

Motion passed unanimously.

Board Members

- Melanie Muenzer - Yes
- Matt Keating - Yes
- Rosie Pryor - Yes
- Susie Johnston - Yes
- Mike Eyster - Yes

Board Policy Review

The board held a second reading on the following policies:

- Budget Officer, BP 215
- Financial Integrity, BP 250
- Unappropriated Ending Fund Balance, BP 295

The board held a first reading on the following policies:

- Budgeting of Non-Recurring Resources, BP 225
- Capital Reserve Funds, BP 230
- Definition of a Balanced Budget, BP 240

4. Discussion/Action Items

A. Oregon Small Business Development Center Network

Shara Tschuelin, Extended Learning Director, and Mark Gregory, Oregon Small Business Development Center Network Director (OSBDCN), presented information on the OSBDCN and Lane's Small Business Development Center (SBDC).

The SBDC offers no-cost business advising and programs and services for those starting up a business.

SBDC Advisor Barry Miller explained that he has thirty years of experience in running companies and focuses on manufacturing, operational excellence, financial planning, market research. Among other things, he helps companies that are scaling up and mentors chief executive officers.

SBDC Faculty Member Gary Smith stated that he has over thirty years of successful small business management combined with roles in Fortune 500 companies and is the coach for the Small Business Management Program, which includes three cohorts, the Small Business Management Alumni Program, and the Employee Management Program.

Mark Gregory has worked with Small Business Development Centers for twenty years as an advisor, director, and state director. Lane Community College founded the state network in 1983, and the network is the greatest economic driver of small business in the state. In that time, 580,000 small businesses have attended classes, and the network has helped create 25,000 businesses. Lane's SBDC is the second largest of the nineteen centers in Oregon. Gregory's responsibilities include advocating for federal funding.

B. Bond Update

Brian Kelly presented information on possible election dates for a future Lane Community College bond measure. Once the board provides direction, the college can begin making plans for a campaign.

Keating moved that the college go out for a bond during the May 19, 2020, primary election. Muenzer seconded.

Board Members

-Melanie Muenzer - Yes
-Matt Keating - Yes
-Rosie Pryor - Yes
-Susie Johnston - Yes
-Mike Eyster - Yes

Motion passed unanimously.

The board directed the college to develop a case statement to educate the community and provide motivation for voters to support the college. The statement will be brought to the board at the January retreat.

C. Governance Review Timeline

Associate Vice President for Planning and Institutional Effectiveness Jennifer Steele provided an overview of the work of the Governance Review Taskforce. There is a blog set up housing all of the work and feedback. The taskforce will be conducting forums and appreciative inquiry and doing an evaluation of the governance system.

Draft recommendations will come to the board in February, and the first reading of recommendations will be at the March board meeting with a final approval in April. After board approval, planning will begin for implementation.

Four workgroups of the Taskforce have been formed to:

1. Analyze input
2. Frame questions
3. Develop principles
4. Evaluation models and best practices

The board requested monthly updates on the progress of the work.

5. Accountability Reports

A. Facilities Update

A facilities update was presented to the board.

B. Marketing and Recruitment Update

A marketing and recruitment update was presented to the board.

6. Reports

ASLCC President Keely Blyleven reported that the students were welcomed with coffee and donuts on the first few days of the term. ASLCC officers are organizing their new space. They are in the process of hiring the new OSA campus organizer. The Rainy Day Food Pantry and the No-Cash Clothing Stash are up and running. The Food Pantry is in a new location that is hidden and not accessible to those with mobility challenges. ASLCC is asking that the Food Panty be relocated. A student with a disability had issues with the Lane Transit District. Blyleven noted that one of our staff members who is also a student is facing harassment in his work place, and she advocated for his safety and for a remedy to the situation. This sends a message that Lane is not a safe place for people of color.

LCCEA President Adrienne Mitchell requested that board information regarding meeting dates, agendas, contact information, etc., be shared on the board website. LCCEA has reached an agreement with the college regarding updating an article in the contract on the Janus decision. More than 50 new members have joined the faculty union. The focus on Janus has made the importance of maintaining the voice of union employees more salient. Mitchell asked the board to join faculty on October 20, a day of action for Governor Kate Brown.

Kelly reported that his area will be rolling out the Titan PRIDE project regarding service mindset over the next few months. He congratulated Diego Llewellyn Jones on his Classified Employee of the Year award.

Johnston reported that she attended her first Foundation meeting as a representative of the board. The employee giving campaign is underway; it is remarkable that over 40% of Lane employees have contributed over a million dollars. Donors have also been generous to Lane in the past months for projects such as the Gender Equity Center, the Food Truck, and the SIM equipment. Johnston was recently at Riverbend Hospital and received excellent care from one of the recent Nursing graduates.

Pryor thanked Kelly for the information on the bond election dates. She requested more information regarding the complaint process. She asked whether the Foundation has been asked to help the college raise the matching funds for the capital campaign project and would like to discuss that at a future board meeting or in the retreat.

Muenzer reported that she was asked to be on a panel regarding policy making at the upcoming Association of Community College Trustees Leadership Congress. She requested that the agenda and dates for board meetings along with the board contact information be listed on the board website. She thanked the staff for the information on the

bond election dates. She echoed Pryor's thoughts regarding the complaint process. She requested information about the how the college handles risk assessments.

Keating requested information on the complaint process and a review of the board communication policies. He advocated for the listing of contact information on the board webpage. He reported that he was honored to have been asked to speak at inservice in Eyster's absence. He thanked those that testified before the board this evening; however, it is important to know who is addressing the board for appropriate follow up. He thanked LCCEA for canvassing for Governor Brown. He spoke about votes he endorsed as an individual and not on behalf of the board.

Eyster welcomed the students back for Fall term and wished them the best for the academic year. He thanked Tschuelin and Gregory for their presentation and Kelly for the work on the potential election dates for the bond.

The board recessed at 8:20 p.m.

The board meeting reconvened at 8:29 p.m.

Phil Carrasco joined by telephone.

7. Discussion/Action Item

A. Interview for At Large Position 7

The board interviewed finalist Lisa Fragala for the vacant At Large Position 7.

B. Board Appointment

Keating moved to nominate Lisa Fragala to fill the vacant At-Large Position 7 on the Lane Community College Board of Education. Muenzer seconded.

Board Members

- Melanie Muenzer - Yes
- Matt Keating - Yes
- Rosie Pryor - Yes
- Susie Johnston - Yes
- Mike Eyster - Yes

Motion passed unanimously.

8. Date, Place, and Proposed Agenda Items for Next Regular Meeting:

Thursday, November 15, 2018, 6:30 p.m., Building 3, Boardroom, Lane Community College

9. Adjournment

The board meeting unanimously adjourned at 9:33 p.m.

Margaret Hamilton, President/District Clerk

Mike Eyster, Board Chair

Prepared by: Donna Zmolek, Executive Assistant to the President