



General Library Item

Name Minutes 2019-01-10

Content

Lane Community College
Board of Education Minutes
January 10, 2019

1. Attendance

Board members present: Susie Johnston, Matt Keating, Lisa Fragala, Melanie Muenzer, and Rosie Pryor. Members absent: Phil Carrasco, Mike Eyster. 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 Education Federation President Robin Geyer; and Associated Student of Lane Community College Student Government President Nick Keough.

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

B. President's Report

Welcome to winter term at Lane Community College. I hope everyone had a restful, joyful holiday break. Because it was a long holiday break, my report tonight will be relatively brief.

Weather

Please note that winter term is when we are most likely to encounter snow and ice. For updates on weather events and possible closures, please go to our home page. Students receive a text notification for emergency closure due to weather.

Strategic Priority: Student Success

NWCCU Mission Fulfillment Fellowship

Congratulations to Jen Steele and Tammy Walters. They have been accepted to the inaugural NWCCU Mission fulfillment Fellowship program. This is an extraordinary professional development opportunity. Jen and Tammy will receive training that will help them understand how to advance Lane's practices around mission fulfillment. I am very proud of them.

Art Gallery Exhibits

Each term, our Art Department brings outstanding exhibits to campus that help inspire students and enrich our lives. This month we have exhibits by artists Pete Goldlust and Leah Wilson. Everyone is invited to drop by the gallery in Building 11 to see these displays.

Rob Johnstone

We continue to learn how creating guided pathways for students will improve their success. I am pleased to announce that we will once again host Rob Johnstone, a national researcher in using guided pathways to improve student success, in February. His visit is supported by the Guided Pathways grant Lane received last year from the Oregon Community College Association's Oregon Student Success Center's Pathways Project.

Strategic Priority: Access and Equity

MLK Celebration

This month, Lane will celebrate the life of Martin Luther King, Jr., with a keynote presentation by CNN political commentator Bakari Sellers, and presentations from our Black Student Union. Bakari Sellers will present a community presentation on Tuesday, January 15, beginning at 5:30 p.m. in the Center for Meeting and Learning. Sellers became South Carolina's youngest state representative in 2006, and the youngest African American elected official in the nation, when he was 22. Thanks to Dr. Lawrence Rasheed, our African American/Black Student Program Coordinator, for making his visit possible.

Strategic Priority: Regional Economic Driver

Wayfair

A big, big shout-out to Jamie Christopher and Mira Mason-Reader who played a role in attracting Wayfair to the neighborhood. Jamie and Mira were invited by the Eugene Chamber to represent Lane in a higher-education panel presentation. They highlighted Lane's programs, unique (and more experienced) student population, and specialized trainings that Lane could offer. They also extolled merits of the Eugene/Springfield area in general. The Chamber said that LCC gave the company a very positive idea of what Lane County had to offer, and that it was a key part in the overall presentation. As you've seen in the news, Wayfair chose the Symantec campus in Springfield to locate its new customer service call center. This will bring about 600 jobs to our area.

Hult Center Partnership

We received a letter of thanks from the Hult Center for collaborating with them to promote their National Geographic Live series. The first event was December 12. The Hult informed us that they had the best turnout ever for any of these events. Special thanks to Brett Rowlett and our marketing team. The next shows are January 29 and February 26.

Carl Yeh

Congratulations to Carl Yeh, Lane's director of student standards. He was named chair of the Lane Transit District board last month. He has served on LTD's board since 2013. He is a strong advocate of transportation options and accessibility for the community and for our students. We appreciate his community service and are very proud to have him on staff at Lane.

Media

We had 37 news clips last month. Top stories included a segment on our Speech Team competition awards in The Register-Guard on December 5; a story on the value of our career and technical in the RG on December 10; a piece on our Chinuk Wawa Native language program on KLCC on December 18; and a December 26 story in the Everett, Washington, HeraldNet about an LCC EMT graduate and retiree who has written a novel about his work experiences. A six-month concert series at the WOW Hall has been in the news; the program manager for the WOW Hall is Lori Holly, a Lane graduate of the Music program. The Beacon Magazine did an article on the Titan/Beacon agreement with Northwest Christian University. Lane was awarded a plaque from NCU commemorating the agreement.

Meetings and Events

- Meeting with LCCEA President Adrienne Mitchell and Representative and Lane alumnus John Lively regarding the upcoming legislative session
- Eugene's State of the City address on January 3
- PeaceHealth Heritage Celebration

Upcoming Events

- Our Maxwell Student Veterans Center will host a Veterans Open House on January 16 from 4-6 p.m.
- The community college presidents will hold a conference call Governor Kate Brown on January 15.
- The Springfield Chamber Annual Awards Banquet will be held on January 18
- The Eugene Chamber's Annual Dinner on January 29

MLK Celebration

- We will be closed for the Martin Luther King Jr. holiday on January 21
- Bakari Sellers at CML 5:30 January 15
- Look forward to having our students participate in the upcoming March and celebration at the Shedd

Board Retreat

- The board will retreat on January 26. Public notice to follow.
- The Oregon President's Council meets on January 31 and February 1, in celebration of Career and Technical Education day at the capitol.

Retirement of Pat O'Connor

I want to extend my best wishes to Division Dean Pat O'Connor. After a very long and highly successful career in community college education and leadership, Pat is leaving for retirement. He has been an outstanding promoter of every program ever assigned to his care, from welding to culinary. We will miss him deeply.

Hamilton called on Rowlett to provide a legislative update. Rowlett noted that the legislative session kicks off on January 22, the CTE Day at the Capitol is February 1, and March 6 and 7 will be the OCCA legislative summit. He noted that he will be attempting to set up meetings with legislators and will be seeking board members' availability.

C. Board Agenda Review/Changes

Pryor moved to approve the agenda. Fragala seconded.

Board Members

Melanie Muenzser - Yes

Matt Keating - Yes

Susie Johnston - Yes
Lisa Fragala - Yes
Rosie Pryor - Yes

D. Statements from the Audience

Tony Sanjume, Bookstore Director, presented a revised plan for the Bookstore to keep the services in-house and avoid outsourcing.

Bruce Barker, Food Services employee, advocated for retaining Food Services at Lane.

Dan Good, student, advocated for maintaining the Food Services program.

Kenny Ascheri, LCCEF Vice President, read employee statements advocating for maintaining Food Services and the Bookstore in-house.

Rosa Maria Banuelos-Uribe, LCCEF Membership Chair, read employee statements advocating for maintaining Food Services and the Bookstore in-house.

Robin Geyer, LCCEF President, read statements from classified employees regarding negative factors for outsourcing Food Services and the Bookstore.

David Ferris, Food Services Manager, urged the board not to outsource Food Services and asked them to consider the staff counterproposal.

2. Consent Agenda

Pryor moved, seconded by Fragala, to approve the consent agenda consisting of:

Approval of Minutes:

1. November 15, 2018
- Personnel
Auditor's Report

Board Members

Melanie Muenzser - Yes
Matt Keating - Yes
Susie Johnston - Yes
Lisa Fragala - Yes
Rosie Pryor - Yes

Motion passed unanimously.

3. Board Policy Review

The board held a second reading on the following policies:

1. Emergency Presidential Succession, BP 350
2. Expanded Options Program, BP 710
3. Student Services – Global Directions, BP 720

A discussion was held regarding the Student Services – Global Directions, BP 720. Muenzser requested more information on why the policy included specific listed items and would rather keep the broader language in the first paragraph, but Fragala advocated for keeping some of the numbered items. Rowlett explained that this policy is unique to Lane.

Muenzser moved that the board approve the second reading of Emergency Presidential Succession, BP 350, and Expanded Options Program, BP 710, and bring Student Services – Global Directions, BP 720, to a third reading.

Board Members

Melanie Muenzser - Yes
Matt Keating - Yes
Susie Johnston - Yes
Lisa Fragala - Yes
Rosie Pryor - Yes

Motion passed unanimously.

Keating requested that board members forward their suggestions for BP 720 to the board chair, vice chair, and president.

The board held a first reading on the following policies:

1. Integrated Pest Management, BP 110
2. Meetings and Executive Sessions, BP 365
3. Parliamentary Procedure, BP 385

4. Action Items

A. Resolution No. 627, Support for Increasing Oregon Community College Funding

Keating read the following resolutions into the record:

RESOLUTION NO. 627

SUPPORT FOR INCREASING OREGON COMMUNITY COLLEGE FUNDING

WHEREAS, 45% of Oregon community college students were unable to meet expenses between earnings, grant aid, and family contributions; and

WHEREAS, fewer than 30 percent of the instructional workforce in colleges and universities hold full-time tenured or tenure-track jobs; and

WHEREAS, students in our public community colleges face challenging learning conditions due to lack of resources; and

WHEREAS, programs, departments, services, and student resources have been cut due to lack of funding; and

WHEREAS, our educators and our community are doing the best they can for our students given a lack of resources; and

WHEREAS, completing a community college certificate typically boosts workers' overall earnings by almost \$5,000, or 19 percent, compared to their previous wages; and

WHEREAS, without change, our students will not succeed; and

WHEREAS, our students can't wait; and

WHEREAS, Oregon students deserve better, now therefore be it

RESOLVED that the Lane Community College Board of Directors will support and encourage efforts to amply fund for Oregon public community colleges by increasing state revenue.

Pryor moved to adopt Resolution No. 627. Fragala seconded.

Pryor suggested adding the word "annual" to "completing a community college certificate typically boosts workers' overall earnings by almost \$5,000."

Muenzer requested to remove the reference to "tenured." However, Fragala felt that it was appropriate, as it is a broad statement that applies to K-14 in general. Muenzer suggested perhaps changing the statement to include universities.

Keating clarified that this resolution was recommended by him and not by the administration.

Pryor moved to table the discussion to the board retreat and bring changes back to the February meeting. Muenzer seconded.

Board Members

Melanie Muenzser - Yes

Matt Keating - Yes

Susie Johnston - Yes

Lisa Fragala - Yes

Rosie Pryor - Yes

Motion passed unanimously.

New Program: Cybersecurity AAS Degree

Christopher Rehn, Dean of Computer Information Technology, presented information on the proposed Cybersecurity Association of Applied Science program. With the increase of technology in all fields, the need for cybersecurity is

growing. Technology is the fastest growing sector in the job market, and yet the skills gap continues to grow. There are fewer graduates than jobs available. The cost of cybercrime to our economy is high, and there is an overwhelming need in this area.

There is a strong demand by industry and students for a Cybersecurity AAS degree. Only two other colleges in Oregon offer a similar degree. This program can be created with little to no cost; curriculum development funds have already been approved through academic program review. Students graduating with an AAS degree can get a job in the field or they can transfer to a four-year university. The degree is tailored for students to earn highly rated industry certificates that they can receive as they go through the program.

Pryor moved, seconded by Johnston, to approve the Cybersecurity Associate of Applied Science degree program.

Board Members

Melanie Muenzser - Yes

Matt Keating - Yes

Susie Johnston - Yes

Lisa Fragala - Yes

Rosie Pryor - Yes

Motion passed unanimously.

5. Accountability Reports

A. Compensation and Benefits, BP 515, Monitoring Report

The Compensation and Benefits, BP 515, monitoring report was presented to the board.

Muenzser requested an update on the implementation of the pay equity law.

B. Asset Protection BP 205 Monitoring Report

The Asset Protection, BP 205, monitoring report was presented to the board.

C. Ending Fund Balance and Projection Estimate

Kelly explained the BP 245, Ending Fund Balance, requires that "Lane Community College shall maintain an unrestricted General Fund Ending Fund Balance equal to or greater than 10% of total expenditures and transfers. The Ending Fund Balance target shall include the Unappropriated Ending Fund Balance (UEFB) as set by board policy BP 295. When the Ending Fund Balance falls to 9% or less, the college shall adopt a plan to replenish the Ending Fund Balance to 10% within two years. When the Ending Fund Balance exceeds 11%, balances in excess may be set aside for reserves or investment in one time expenditures."

This year, the Ending Fund Balance is 9.3% of total expenditures and transfers. At the end of FY19, the Ending Fund Balance is projected to be 5.2%. The college will need to have a plan to replenish the Ending Fund Balance within two years. The largest contributing factor is the unrealized enrollment projection. The goal was to increase enrollment by 2%, and we are currently tracking a 2% decrease. Because of the financial situation, it may be necessary to borrow funds to make payroll between the fourth quarter and the time that fall tuition is received.

The board discussed the need to be more conservative in enrollment projections and moving resources to support enrollment growth in higher demand programs and services and take a look at what programs and services are no longer in demand. Also discussed was the need to develop a plan for replenishing the Ending Fund Balance.

D. Integrated Pest Management BP 110 Annual Report

The annual Integrated Pest Management report was presented to the board.

6. Information Reports

A. Facilities Update

A facilities update was provided to the board.

B. Board of Education/Budget Development Subcommittee Integrated Calendar

The integrated budget calendar of the Board of Education and Budget Development Subcommittee timeline was provided to the board.

C. Governance Taskforce Update

A governance taskforce update was provided to the board.

7. Reports

ASLCCSG President Nick Keough reported that he is the new ASLCCSG President. Keely Blyleven has stepped down,

but her work has been much appreciated. As student government looks ahead, goals will include better representation within the governance system, better support for the Rainy Day Food Pantry, the Clothing Stash, and the Snack Shack. ASLCCSG offered coffee, tea and snacks to students during the first week of the term and is holding a coat drive through January 29. ASLCCSG has partnered with the Black Student Union to put on a screening of Fruitvale Station on January 19 followed by a discussion with the victim's family members.

LCCEF President Robin Geyer continued her earlier statements from the classified union against outsourcing the staff in Food Services and the Bookstore.

LCCEA President Adrienne Mitchell reported that faculty members are currently in the process of voting on the tentative agreement. LCCEF stands in solidarity with LCCEF regarding Food Services and the Bookstore. Outsourcing the bookstore will have an impact on Open Education Resources and academic freedom and would violate the faculty contract. She distributed a handout showing the agreement between Clackamas Community College and Barnes and Noble; accomplishments of the Budget Development Subcommittee; Oregon community college enrollment; funding structure; and part-time and full-time step information and budget amounts. She encouraged collaboration with the units to achieve common goals. She and Vice President Jarrell have been meeting with legislators to advocate for increased funding, and she appreciated the board's consideration of the community college funding resolution. She referenced data provided by the Higher Education Coordinating Commission which shows that Lane's enrollment is less than last year, but that Lane's enrollment this year has not decreased as much as other community colleges. She advocated for a multi-year faculty contract to help us all focus on what is important.

Vice President Brian Kelly thanked the staff in IT, Facilities, Public Safety, KLCC, and everyone who worked over the break. He expressed pride that Lane's part-time faculty pay is the highest and benefits are the highest in the state.

Vice President Paul Jarrell provided an enrollment update. Fall term ended with enrollment down 1.7% compared to Fall 2017. At this point, Winter is showing a decrease of 1.5% compared to last winter; however, several areas are showing an increase, including Business, Social Science, and Advanced Technology. The college is looking at strategies to address that downturn and will provide an enrollment update in February. He noted that Rob Johnstone will be at Lane to present on Guided Pathways February 5 and 6. He thanked Blyleven for his service and welcomed Keough. He recognized Athletics on their achievements: the women's basketball team is the number one ranked team in the Northwest Athletic Conference with a record of 15-1 and has won eleven straight games. The men's basketball team is ranked number five with a 13-2 record and have already surpassed their win total from last season. Lane alum Kylor Kelley is now starring for the Oregon State Beavers and leads the Pac-12 and ranks second in the nation in blocked shots. Athletic Director and Women's Basketball coach achieved his 650th career win.

Board Members

Fragala attended the gallery opening and encouraged others to go see the exhibit.

Johnston appreciated the presentation on the new Cybersecurity program. She congratulated Philip Hudspeth from the Foundation will join Chemeketa Community College as the new Foundation Director.

Pryor welcomed Keough and congratulated the Athletic programs on their achievements.

Muenzer welcomed Keough, expressed support of the Cybersecurity program, and looked forward to the board retreat.

Keating welcomed Keough, thanked colleagues for the productive meeting, and thanked the staff for their presentations.

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

January 10, 2019 at 6:30 p.m. in the Boardroom

9. Adjournment

The board meeting unanimously adjourned at 8:40 p.m.

Margaret Hamilton, President/District Clerk

Matt Keating, Board Vice Chair

Prepared by: Donna Zmolek, Executive Assistant to the President