



General Library Item

Name Minutes 2019-04-11

Content

Lane Community College
Board of Education Minutes
April 11, 2019

1. Attendance

Board members present: Mike Eyster, Lisa Fragala, Susie Johnston, Matt Keating, Melanie Muenzer, and Rosie Pryor. Also present were: President Margaret Hamilton; Vice President Brian Kelly; Lane Community College Education Association President Adrienne Mitchell; Kenny Ascheri, Lane Community College Education Federation; and Associated Students of Lane Community College President Nick Keough.

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

Eyster announced that Phil Carrasco has resigned from the Lane Community College Board of Education.

B. President's Report

In Memory: Ginny Young

The college would like to extend their condolences to the family, friends and co-workers of Ginny Young, who passed away March 21. Ginny worked in our Institute for Sustainable Practices for the past 27 years. She will be deeply missed.

In Memory: Lance Sparks

I also extend my sympathies to the family and friends of retired Lane writing instructor Lance Sparks, who passed away March 1. Lance taught writing at Lane from 1993 until 2012. He also wrote for Eugene Magazine and Eugene Weekly and was known for his wine reviews. He will be missed throughout the community.

Strategic Priority: Student Success

Nursing Program

Kudos to our well-recognized nursing program. As you may have seen in The Register-Guard, Lane has the third best nursing program in the state, among 27 programs ranked by an organization called Registered Nursing.org that was founded by nurses. We also have the largest nursing program in Oregon- making Lane the number one provider of nursing graduates in the state of Oregon.

Connor Cappelletti, Men's Soccer

Congratulations to men's soccer coach Connor Cappelletti. He has been named head coach of Lane United FC, a soccer team based in Eugene-Springfield that competes in the Northwest Division of the Premier Development League. Coach Capp will be working with top-level players from all over the world.

Torch

The Torch student newspaper took third place in the National Associated Collegiate Press competition in March. They prevailed among hundreds of community college newspapers. What's more, they got the paper out during our snow emergency, working from diners, taverns and home. Congratulations to the Torch staff, editor Marek Belka, and faculty advisor Charlie Deitz.

Susan Reynolds, PTA

Congratulations to Physical Therapy Assistant instructor Susan Reynolds who was awarded the Oregon Physical Therapy Association Ricci Susick Advocacy Award. Susan has an extensive career as a pediatric physical therapist and advocate for medically-fragile children and families in the Medford Education Services District.

SPA

Kudos to the Student Production Association for its final production of "Electra's Oresteia" which won accolades from the Kennedy Center American College Theatre Festival at a regional competition. Certificates of Merit were awarded to lead theater faculty Brian Haimbach; technical director James McConkey; costumer Heather Kidd and students Rachel Hannah Urner and Bri Orloski, and former SPA student president Michael Smart.

Strategic Priority: Access Equity

Women in Transition

It was a pleasure to attend the Women in Transition graduation on March 21. This program has given disadvantaged women access to college and the tools they need to take transform their lives for many years. I am pleased that we have been able to support this important program.

First Fridays

Lane again hosted the First Friday Communities of Color Network gathering on April 5 at the Campbell Senior Center. Thanks to all of you who were able to attend, and thanks to Greg Evans for keeping Lane involved through our

membership on the Equity and Community Consortium.

Six Conversations About Race, Culture & Equity

We kicked off a six-session series of conversations about race, culture and equity on April 9. The series is led by Dr. Johnny Lake, a UO alumni and an internationally recognized educator, writer and storyteller. Thanks to Greg Evans and his staff for sharing this opportunity with Lane.

Powwow

I attended Lane's Native American Student Association Pow wow on April 6. What a phenomenal event! There were participants and spectators from all over the Northwest. Thanks to Lori Tapahonso and Drew Viles for making this happen and for keeping our Native American program strong. Congratulations to Marie, our custodian who was recognized and Frank Merrill, who was recognized for his commitment to bringing the Longhouse and the Powwow to Lane Community College.

Legislative Update

- April 18- Community College Business Partners Day at the Capitol
- OCCA's most recent poll indicates that 72% of the public believe that community colleges are doing a good job and 75% of Oregonians believe that community colleges do not have enough funding.

Awards and Recognition:

Joy Crump and Tammy Walters

Congratulations to our recent Classified Employee Recognition Award winners, Joy Crump of Advanced Technology, and Tammy Walters of Counseling & Advising. Both Joy and Tammy provide outstanding service to students and to the college. I am both humbled and proud to have such dedicated professionals on the Lane team.

Media

Lane appeared in the news numerous times in March. Highlights included The Register-Guard front-page story on Lucas Wilson, a Churchill graduate who has turned his life around at Lane and is now a star on the Titan men's basketball team. KEZI continues its Skilled to Work features, most recently featuring Elmira High School students who are learning carpentry and earning credits from our construction technology program.

Calendar Highlights

- League of Women Voters presentation, March 21
- Springfield Chamber Education meeting, March 21
- Women in Transition graduation, March 21
- OHSU visit to discuss health professions, March 27
- Sacred Heart Quality Committee, March 27
- George Russell, educational management consultant, meeting, April 2
- Mark Nystrom, City of Eugene sustainability manager, meeting, April 3
- Oregon Presidents Council, April 4,
- First Friday Artwalk, April 5
- NASA Powwow, April 6
- Legacy Society, April 9
- KLCC On Air Fund Drive. I will be promoting KLCC on air April 9
- Connected Lane County, April 10
- Foundation Board, April 10

Upcoming Events

- AACC Annual Convention, Orlando, April 12-16
- April 18- Business Partners Day
- All Oregon Academic Team presentation and luncheon in Salem with the governor, April 26
- May 2- Eugene Chamber Economic Summit
- May 3-Spring Conference—Lane will be closed
- May 16- Job Fair 2019
- Employee Recognition Celebration
- Commencement- June
- LCC will be hosting a health care event for Congressman DeFazio on April 17 at the Mary Spilde Center.

Legislative Update from Brett Rowlett

Bill deadline week is this week.

Budget Update

Budget hearings were held over Finals & Spring Break week, with three full days dedicated to community colleges. The first day, presentations led by Ben Cannon and Patrick Crane. The second was a day of testimony arranged by OCCA. And the third was public testimony.

I'd like to thank Construction Technology student Aaron Ruiz for making the trip to Salem during Spring Break to provide testimony.

Joint Committee on Student Success

Last week, a proposal was released for a \$2 billion investment into K-12.

Public hearings will be held Tuesday and tonight. The period of time we have to influence this proposal is now through Monday.

The Governor has called on the legislature to include higher education, but there still isn't the support among leadership for that to happen. She testified this evening, calling on the legislature to include \$100 million in the Oregon Opportunity Grant program and \$70 million for community college CTE. This \$170 million investment would also allow the legislature to increase General Fund support for our base ask.

C. Board Agenda Review/Changes

No changes were made to the agenda.

D. Statements from the Audience

Linda Reiling, Textbook Buyer, advocated for maintaining the Bookstore.

Lisa McDonald, Bookstore Administrative Specialist, advocated for maintaining the Bookstore.

Robin Geyer, opposed the outsourcing of Foodservices and the Bookstore, citing possible ORS violations and budget expenses.

Nick Keough, ASLCCSG President, supported outsourcing the Bookstore in lieu of closing instructional programs.

Brian Everett, ASLCCSG Chief of Staff, spoke of the importance of cultural competency at Lane.

Marc Duke, Physical Therapist Assistant (PTA) Instructor, thanked the board for supporting the PTA program and introduced Emily Baron, who has been chosen to represent PTA students at the National PTA Conference in June.

Emily Barron, PTA student, thanked the board for supporting the PTA program and for the opportunity to attend the conference in June.

2. Consent Agenda

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

Approval of Minutes:

April 1, 2019 Special Meeting

Board Members / Votes

Muenzer - Yes

Keating - Yes

Pryor - Yes

Fragala - Yes

Johnston - Yes

Eyster - Yes

Motion passed unanimously.

Eyster asked that the March minutes be revised to correct Angela Van Krause's name.

Pryor moved to approve the March board meeting minutes as revised. Keating seconded.

Board Members / Votes

Muenzer - Yes

Keating - Yes

Pryor - Yes

Fragala - Yes

Johnston - Yes

Eyster - Yes

Motion passed unanimously.

3. Discussion/Action Items

A. Budget Update

Vice President Brian Kelly and Budget Director Zachary Evans presented a budget update.

During this time of a budget deficit, reductions are considered using the following criteria:

- Impact to students
- Avoidance of involuntary layoffs of permanent employees
- Program performance relative to established goals, college standards, and benchmarks
- Centrality to college mission
- Program or service demand
- Local and regional workforce needs and post-graduation outcomes
- Transfer articulation to four-year universities

The projection for FY20 is a deficit of \$8.5 million. The community college fund allocation will not be known until after the budget timeline; the college used a projected allocation of \$590 million.

The FY19 estimate shows a deficit of \$3.5 million. If that estimate holds, the ending fund balance will be 4.8% of the college budget and will require a plan to replenish over the next two years.

Budget balancing recommendations and options include fundraising, a tuition increase, reductions in materials and supplies, major maintenance funding, capital fund transfer, capital outlay, and personnel, program, and service reductions. The board had previously approved the closure of food services, which leaves a \$700,000 gap. The college recommended an external bookstore partnership. If the partnership is not approved, the college will proceed with reductions and layoffs to mitigate this gap.

B. Titan Store

Kelly stated that Bookstore management and staff, with support from college administration, have worked over the past five years to create a sustainable operating model for the store. Despite progress toward strategic goals, the store continues to experience operating losses due to student enrollment, promotion and support of open educational

resources, and declining sales in non-text merchandise. As shared with the Board of Education in the March 14, 2019 Budget Update, Lane's bookstore has lost \$1.47 million in operations over the past five years. These losses are not from a lack of strategy or effort but rather due to a fundamentally unviable operating model.

In 2017, the bookstore went through a comprehensive program review, with support from college administration. One of the primary fiscal strategies outlined in the program review plan was to limit personnel costs to 29% of sales. This year, with support from college administration, personnel costs are estimated to be 30% of sales, within 1% of the established goal. Even with these reductions in personnel, the store is projected to lose \$250,000 before administrative recovery to the general fund, as shown in the financial report presented to the Board of Education. As the college continues to work to increase OER, including permanent funding of an OER librarian and more than \$50,000 annually to support OER development, the store will continue to lose revenue, narrowing the window for procuring viable partnership/outsourcing agreements.

After several years of unsuccessful strategic turnaround efforts, the bookstore has depleted its reserves and will require significant general fund support to continue operations. A contractual arrangement with Barnes and Noble will provide greater service and options for students, including expanded OER, and will contribute revenue back to the general fund that can be used to support core academic and student service functions.

Johnston moved to rescind the motion adopted at the March 14, 2019, Board of Education meeting to maintain the current operations of the Titan Store for one year with additional oversight. Pryor seconded.

Board discussion included placement of contracted and part-time staff. Contracted staff would remain in contracted positions, whether in the bookstore or other areas of the college. Part-time staff may have the option to remain in the bookstore under the employment of a third party. The board expressed concern about the implications of the contract and hoped to have the opportunity to review the contract prior to execution, perhaps in the committee structure. The college will maintain its commitment to Open Education Resources and has budget for a full-time OER librarian.

Keating requested clarification around the ORS statute addressing salary or wage and benefits costs for contracting agency employees. Kelly noted that the college has been engaged with legal counsel regarding a third-party partnership.

Board Members / Votes

Muenzer - Yes

Keating - Yes

Pryor - Yes

Johnston - Yes

Eyster - Yes

Fragala - No

Motion passed 6-1. Fragala dissented.

Pryor moved to authorize the president to enter into a contract with a third party to assume and revise Titan Store operations and take all necessary and appropriate related actions. Johnston seconded.

Board Members / Votes

Muenzer - Yes

Keating - Yes

Pryor - Yes

Johnston - Yes

Eyster - Yes

Fragala - No

Motion passed 6-1. Fragala dissented.

C. Health Clinic

Kelly provided an update on the college's Health Clinic. Top ten visits in the clinic this year included immunizations, upper respiratory, STD testing, mental health concerns, tuberculosis testing, program and sports physicals, UTIs, Titer testing, fatigue, and asthma. In 2016, the clinic undertook program review and developed a three-year strategic plan. Staff are tracking outcomes and results through regular review, reporting and assessing key performance indicators. Although student headcount declining, unique visits are increasing. This is largely due to concentrated effort to connect with students. The clinic is funded through student fees, payroll deductions, service fees, and transfers from the general fund. The Board of Education approved a significant increase in student fees in 2017 to \$45 each term, and student fees now account for approximately 92% of clinic funding.

The board took a break from 8:20 to 8:30 p.m.

D. Titan Court

Greg Holmes, Chief Financial Officer, presented the Titan Court financial summary, current debt service schedule, assessment of Campus Advantage as a management company, and the timeline for the current Campus Advantage agreement. Lane is in the eighth year of operating Titan housing. Campus Advantage has been the management company for the last five years. Campus Advantage pays all expenses and charges a management fee equal to 5% of rents collected and works well with Facilities and the International Program. International students make up a large portion of renters. 97% of apartments are currently occupied. Tenants are given an exit survey upon vacating.

E. HB2015 Resolution

The board discussed the resolution developed by former board member Phil Carrasco. Since the issue is scheduled for an upcoming legislative hearing, the board agreed to postpone adoption of the resolution.

F. Former Downtown Center

Eyster noted that the board passed Resolution No. 628, Disposal of Surplus Property, at the February board meeting. The resolution was revised as Resolution No. 630 to include the following language:

The Board declares as surplus the Property in which the District has a fee simple interest and which has the following legal description:

Lot Numbered Six and the East 70 Feet of Lot Numbered Seven, in Block Numbered Seventeen, MULLIGAN'S DONATION to Lane County, as platted and recorded in Book A, Page 122, Lane County Oregon Deed Records, in Lane County Oregon.

The Board delegates to the President the Board's authority to sell and convey the Property and authorizes and directs the President to take all actions, including direct negotiations with interested parties and further delegations, and execute all instruments that she deems necessary or appropriate to effectuate the sale and conveyance of the Property for fair market value as determined by the President on terms, and for value, acceptable to the board.

Pryor moved that the board adopt a new resolution regarding the disposal of the former Downtown Center property and adopt the revised language including rescinding the former resolution. Fragala seconded.

Board Members / Votes

Muenzer - Yes

Keating - Yes

Pryor - Yes

Fragala - Yes

Johnston - Yes

Eyster - Yes

Motion passed unanimously.

F. Budget Committee Appointment

Board member Susie Johnston recommended Clarissa Parker as Budget Committee appointee for Zone 2 to serve effective immediately and ending June 30, 2021.

Johnston moved to appoint Clarissa Parker to the Budget Committee. Keating seconded.

Muenzer expressed concern that Johnston will be leaving the board and the new board member would be unable to appoint a budget committee member.

Board Members / Votes

Muenzer - No

Keating - Yes

Pryor - Yes

Fragala - Yes

Johnston - Yes

Eyster - Yes

Motion passed 6 – 1. Muenzer dissented.

G. Board Work Plan

The board reviewed the work plan developed by Muenzer and agreed to forward the plan to the board committees.

H. Cultural Competency Professional Development Report

Greg Evans, Associate Vice President for Equity and Inclusion, provided an update on Lane's cultural competency work. This work is in response to Board Policy 520 and Oregon House Bill 2864, which "requires each community college and public university to establish a [cultural competency oversight committee. Requires committee to adopt and implement cultural fluency and competency standards for all employees of community college or public university.] process for recommending, and providing oversight for implementation of, cultural competency standards for institution and institution's employees."

Current topic focus areas include:

- Race, Ethnicity, Culture and Language
- Religion and Spirituality
- Socio-Economic Background and Social Class
- Accessibility, Age, Ability, and Mental Health ('A3M')
- Veterans and Military Status
- Understanding of Social Justice
- Understanding of the Dynamics Related to Power, Privilege, and Oppression
- Gender Spectrum, Sexual Orientation, Sexism, Heterosexism
- Intersectionality
- Prison Industrial Complex: School-to-Prison Pipeline
- Implicit Bias
- Sexual Assault

CCPD Reported 1,548 hours of training as of September 13, 2017, summarized by group. The new database is tracking a total of 2,147 hours across all offerings as of March 28, 2019. When constrained to current employees, we have retained 1743.5 hours of our investment in Cultural Competency Professional Development in 407 employees. Cultural competency professional development is offered through workshops, classes, all staff in-services, sexual harassment trainings, and safe colleges trainings. The Cultural Competency Professional Development Committee is considering ways in which to deliver additional trainings. Budget constraints needs to be considered, as well as

constraints on time, particularly for part-time faculty and classified staff. Other considerations include ways to incorporate staff participation in trainings outside of Lane's offerings.

4. Board Policy Review

A. Second Reading, Cultural Competency BP 520

Policy Number: BP520

Policy Type: HUMAN RESOURCES

Policy Title: CULTURAL COMPETENCY

Lane's core values of respect for diversity, and for a safe, respectful and inclusive working and learning environment require cultural competence/diversity awareness among its employees.

An inclusive culture is one that cultivates respect, equity and positive recognition of cultural differences among all members of the community. It requires that the social and institutional responses to cultural differences encourage and promote positive learning and working experiences.

To build individual and collective capacity for diversity awareness/cultural competence, the president is directed to ensure the implementation of a program of professional development that requires all employees to participate in appropriate education and training. The president shall assure the development of an evaluation and tracking system to assess the effectiveness of the program and submit a monitoring report to the board on an annual basis.

Adopted: February 5, 2014

After discussion, the board requested revisions to include evaluation and tracking, permanent placement on board retreat agendas, and a change in title to Cultural Competency/Diversity Awareness. A third reading will be held in May.

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.

C. Governance System Review Update

A governance system review update was presented to the board.

D. Bond Update

A bond update was presented to the board.

6. Reports

ASLCCSG President Nick Keough reported that he has been accepted to the University of Oregon. He wrote an article for the Eugene Magazine, and credited Political Science instructor Stan Taylor for the experience he had in his class. The work of ASLCC is going well, and Keough expressed appreciation for his team. ASLCC has been empowering students in the community and statewide with tuition advocacy efforts. Keough has been working on an op ed with LCCEF President Adrienne Mitchell. The Rainy Day Food Pantry is doing a food drive, and the Clothing Stash is holding a clothing drive. An LGBTQA fashion show was held recently.

Kenny Ascheri, LCCEF Vice President, reported that LCCEF continues to meet with administrators on a regular basis to collaborate on shared interests and reinforce labor relations. He noted that BP520 requires an annual report on cultural competency, but it has been five years before getting a report. Ascheri expressed dismay regarding the cultural competency work that has been done. Over a two-year period, less than 60% of employees are participating. Equity Lens and CCPD work do not have a sufficient budget. He felt that we can do better.

LCCEA President Adrienne Mitchell reported that Lane faculty support implementation of the Cultural Competency policy. Mitchell shared that faculty members have been writing to legislators advocating for more CTE funding. She distributed a handout which included ideas on balancing the budget.

Vice President Jarrell reported that enrollment is only slightly down, with growth in online courses and some transfer disciplines. Mental health is a hurdle for many of our students, and we are working to do a better job addressing that. He affirmed Lane's commitment to Open Education Resources. He attended the student art exhibit at the First Friday Art Walk. He congratulated PTA student Emily Barron. He commended Keough on his job as ASLCCSG president. Kelly thanked the board for engaging in difficult decisions these last few board meetings. It has been a challenge for everyone. He expressed appreciation for our staff that helped out during the snowstorm: the Emergency Planning Team, Facilities, IT, Groundskeeping, Payroll, and Public Safety. Classified staff put forth an incredible effort during that time. There was also a natural gas leak during that week, and we had diesel deliveries throughout the time that we were closed. LCC was proud to keep the Egan Warming Center open during that time. KLCC recently ended their pledge drive.

Board Reports

Johnston expressed appreciation for the Art Walk exhibit, the Art Gallery, and all of the work of the Art Department. She noted the importance of the Women in Transitions program, especially now that we have a faculty member that is a graduate of that program.

Muenzer supported Mitchell's comment on using the Foundation to help with paying for expenses. She thanked everyone for their work on cultural competency policy. She suggested passing a resolution to thank all of the staff who helped during the snowstorm.

Keating invited everyone to the Student Productions Association of "Wolves" opening on April 26. He expressed appreciation for the continued advocacy in regards to higher education. Staff He thanked Evans for the Cultural Competency Professional Development presentation.

Eyster thanked Evans and everyone involved on the Cultural Competency work.

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

Thursday, May 16, 2019, 6:30 p.m., Building 3, Boardroom, Lane Community College

9. Adjournment

The board meeting unanimously adjourned at 10:10 p.m.

Margaret Hamilton, President/District Clerk

Mike Eyster, Board Chair

Prepared by: Donna Zmolek, Executive Assistant to the President