



General Library Item

Name Minutes 2019-07-11

Content

Lane Community College
Board of Education Minutes
July 11, 2019

1. Attendance

Board members present: Mike Eyster, Lisa Fragala, Chelsea Jennings, Matt Keating, Melanie Muenzer, Rosie Pryor, and Angela VanKrause. Also present were: President Margaret Hamilton; Vice President Paul Jarrell; Lane Community College Education Association President Adrienne Mitchell; and Lane Community College Education Federation President Robin Geyer.

A. Chair Eyster called the meeting to order at 4:30 p.m.

B. Zone 5 Interviews

The board interviewed the finalists for the Zone 5 appointment.

C. Zone 5 Appointment

Keating moved to nominate Chelsea Jennings to fill the vacant Zone 5 Position on the Lane Community College Board of Education. VanKrause seconded.

Name	Yes	No
Melanie Muenzer	X	
Matt Keating	X	
Lisa Fragala	X	
Rosie Pryor	X	
Angela VanKrause	X	
Mike Eyster	X	

Motion passed unanimously.

C. Oath of Office

President Hamilton administered the oath of office to newly appointed board member, Chelsea Jennings.

D. Election of Chair and Vice Chair

Chair Eyster opened nominations for chair of the board of education.

Keating nominated Eyster for chair of the board. Pryor seconded.

Motion passed unanimously.

Nominations were opened for vice chair of the board of education.

Pryor nominated Muenzer for vice chair. VanKrause Seconded.

Muenzer withdrew her interest to serve as vice chair of the board of education but expressed her interest in planning meeting agendas.

Fragala nominated Keating for vice chair. VanKrause seconded.

Name	Yes	No
Melanie Muenzer	X	
Matt Keating	X	

Lisa Fragala	X	
Rosie Pryor	X	
Angela VanKrause	X	
Chelsea Jennings	X	
Mike Eyster	X	

Motion passed unanimously.

Fragala moved to expand the agenda setting committee to include Melanie Muenzer. Van Krause seconded.

Name	Yes	No
Melanie Muenzer	X	
Matt Keating	X	
Lisa Fragala	X	
Rosie Pryor	X	
Angela VanKrause	X	
Chelsea Jennings	X	
Mike Eyster	X	

Motion passed unanimously.

E. President's Report

I would like to thank everyone who attended our 54th Commencement event. I would especially like to thank all the faculty who turned out to support our students. Special thanks to Dr. Donyel Hill, who coordinated a fabulous commencement this year after being here only three months.

Congratulations to the election of our at-large board members, Rosie Pryor and Lisa Fragala – and to Angela VanKrause and a warm LCC Welcome to our newly elected board member from Zone 5 Chelsea Jennings.

I would like to offer condolences from the college to the family and friends of retired sociology instructor John Klobas. John passed away June 20. He will be missed.

It is also with great sadness that I inform the college that one of our students, Austin Logan Miller passed away. Because of the circumstances of his death, we offered counseling services to support our students. We are deeply concerned about the growing need for mental health services available to our students and plan to work with student leadership in the coming year to address this problem.

Strategic Priority: Student Success

I am grateful that the Legislature funded Oregon community colleges at \$641 million. I would like to thank our board, our students, our faculty and staff for all working collaboratively to support this funding.

I also just found out today that there is no longer an expected family contribution (EFC) limit for the Class of 2019 Oregon Promise applicants. ALL eligible students who applied to attend Oregon community colleges will be awarded the Promise Grant.

Today we hosted a statewide NWCCU meeting focusing on the new accreditation standards. The new standards for NWCCU go live January 1, 2020 and have a renewed focus on student achievement indicators. The intent is to drive colleges to focus more on their mission through reporting on student learning outcomes. We will bring you a full report on our two year plan to prepare for accreditation in the fall.

Strategic Priority: Access and Equity

Yesterday Paul and I met with leaders of the Confederated Tribes of Grand Ronde to discuss Chinuk Wawa language program and the development of a more comprehensive program of study in this region. We honor the work that has been done to develop the Chinuk Wawa language program, and we look forward to working together with the tribes to enhance this program and increase recruitment efforts through collaboration with high schools in our district.

Meeting and Event Highlights

- City Club Speech- aired on KLCC, June 14
- Dental Graduation, June 15

- Flight Technology Awards
- Aviation Maintenance Awards
- TRIO Achievement Awards
- Nursing Pinning Ceremony, June 14
- Commencement June 15
- Springfield Chamber, June 19
- Phone meeting with Oregon Representative Marty Wilde, June 20
- Springfield Chamber Education Meeting, June 20
- Sacred Heart Community Health Board Quality Committee, June 26

Upcoming Events

- AACC Presidents Academy Summer Institute in Atlanta, July 13-16. I was elected as the Pacific Northwest liaison to this President's Institute
- Sacred Heart Medical Center Community Health Board Quality Committee, July 24 & August 22
- OCCA New Board Member Orientation, July 29-30
- Oregon President's Council Retreat, August 4-7
- Oregon Coastal Caucus Economic Summit, August 21-22
- Closures
 - The college is closed on Fridays through August 30
 - The board does not meet in August
 - Lane will be closed for Labor Day September 2

Awards and Recognition

KLCC

Kudos to KLCC for winning four national awards for excellence in broadcast news last month, including its first national-level Edward R. Murrow Award.

Oregon Education Leadership Academy

Congratulations to Russ Pierson and Donyel Hill who were accepted into the Oregon Education Leadership Academy sponsored by OCCA.

And to Nikki Gavin, who was accepted into Aspire Leadership Academy.

Employee Awards

Congratulations to this month's Classified Employee Recognition Award winners, Amanda Blunt of Human Resources, and Katheryn Blair of the Child Care Center.

Other

G-mail Migration: The college is transitioning to G-mail and G-Suite beginning July 22.

BoardDocs Migration

In a move toward greater transparency, the board is moving to a web based electronic documentation system, BoardDocs. The system will post agendas, minutes and attachments for the public to see and will allow the public to virtually attend meetings via the internet. We look forward to our first BoardDocs meeting this September.

Media Highlights

I would like to thank KLCC for airing the Eugene City Club presentations. I've received a great deal of feedback from listeners about my presentation on June 14.

LCC also had a feature on our cybersecurity program posted on Facebook by a local group, Tech Tuesday. We had about 35 hits in the general media.

I'd like to end my report by showing a KMTR story about our music scholarships.

F. Statements from the Audience

Briselda Molina, Financial Aid Representative, informed the board that her request for a partial leave of absence to continue her studies had been denied.

Kenny Ascheri, LCCEF Vice President, questioned the number of managers at Lane and advocated for more classified staff.

Russ Carr, IT Technician, advocated for a fair classified contract.

Joel McClure, Custodian, advocated for a fair classified contract.

Sandy Wilhelm, Administrative Support Specialist, advocated for a fair classified contract.

Adrienne Mitchell, LCCEA President, stated that she valued the work of the classified staff and questioned the number of managers at Lane.

Nadine Batya, Department Coordinator, advocated for a fair classified contract.

Nikki Li, Project Coordinator, described the work of the International Programs Department and advocated for a fair classified contract.

Gee Thomas, Assessment/Testing Specialist, advocated for a fair classified contract.

Pat Albright, former board member, thanked everyone at Lane who worked to make the Brain Bowl a success and a positive experience for 200 Lane County middle school students.

1. Board Committee Reports

A. Business Affairs

1. Follett Bookstore Contract

Keating reported that an RFP for bookstore services was issued on May 13, and the contract was awarded to Follett Higher Education Group. Transfer of Titan Store operations to Follett is scheduled to occur on August 15, 2019. The bookstore may be closed for a short period of time during the summer for the transition; the campus will be updated as information becomes available.

The positive financial impact to the college as a result of this agreement will total at least \$300,000 in the first full year, plus an additional, \$200,000 one-time payment once the initial data connection has been completed.

Follett will be managing their own hiring process, but plans to hire all existing Titan Store part time and student workers at their current rate of pay. International students at LCC will be allowed to work on campus at the Titan Store. Follett has addressed concerns about international student employment with LCC's Director of International Programs, and has committed to continued collaboration to preserve those opportunities.

The board discussed academic freedom and the availability of OERs. Due to the timing of the RFP, the college and Follett will continue conversations with faculty in the fall regarding these topics.

Pryor moved that the board approve the award of bookstore services contract to Follett. VanKrause seconded.

Name	Yes	No
Melanie Muenzer	X	
Angela VanKrause	X	
Mike Eyster	X	
Matt Keating		X
Chelsea Jennings	X	
Lisa Fragala	X	
Rosie Pryor	X	

Motion passed 6 – 1. Keating dissented.

2. Oregon State Budget Update

The board agreed to table this item until the September board retreat.

3. Mary Spilde Center (QALICB)

Greg Holmes, CFO, reported that as of June 28, 2019 full ownership of the Mary Spilde Center has reverted to the college. Because of the partnership with the Foundation, the College was able to be awarded the New Market Tax Credits and assume ownership of the building seven years after financing.

B. Academic and Student Affairs

1. Enrollment Report

Jarrell reported that a preliminary analysis has been completed of the 2018-19 enrollment. Compared to 2017-18, there was a continued decline of 4% FTE. The budget for the year was built on an enrollment growth of 2%. The impact to the budget will be described in the next budget update.

2. Final Graduation Numbers

Jarrell reported that 2019 saw a slight decrease in number of students receiving awards. Preliminary analyses show a 10% decrease in awards. 2019 showed an increase in CTE awards relative to transfer when compared to 2018. Demographics of completers remained relatively constant from 2018 to 2019. It is expected that awards will increase next year as the Oregon Promise cohort moves forward. There have been gains in retention with this group that will translate into more completion. Changes in Student Affairs that will result in more intently, intrusive interaction with students and a greater retention and completion rate.

3. NWCCU Accreditation Update

Jarrell provided an update on the work of the Accreditation Communications and Engagement Team in preparation for the 2021 accreditation visit.

C. Executive Committee

1. Board Appointments to Community Organizations

The board agreed to table this item until the September board meeting.

2. Board Representation on BOE Committees

Representation on Board Committees for 2019-2020 will be as follows:

Executive Committee

Mike Eyster (Chair)
Matt Keating
Rosemary Pryor

Business Affairs

Matt Keating (Chair)
Rosemary Pryor
Angela VanKrause

Academic and Student Affairs

Melanie Muenzer (Chair)
Lisa Fragala
Chelsea Jennings

Keating moved to accept representation on board committees as presented. Fragala seconded.

Name	Yes	No
Melanie Muenzer	X	
Angela VanKrause	X	
Mike Eyster	X	
Chelsea Jennings	X	
Matt Keating	X	
Lisa Fragala	X	
Rosie Pryor	X	

Motion passed unanimously.

3. Dates of Board Events

Eyster reported that regular board meetings for 2019-2020 will be held on the third Wednesday of the month and begin at 6:00 p.m. Committee meetings will occur during the first week of the month. Board members will work with staff to determine meeting dates.

The board discussed attendance at the Oregon Community College Association and Association of Community College Trustee conferences.

4. LCCEF MOA Update

Carr reported that on June 27, 2019, the College was notified by LCCEF leadership that their members voted down the tentative agreement/MOA that was signed by the College and LCCEF on June 12, 2019. The College and LCCEF will resume bargaining during the month of July, 2019.

3. LCCEF and LCCEA Reports

LCCEF President Robin Geyer shared the reasons why the membership voted down the Memorandum of Agreement – including increased premiums, no access to the college health clinic, and changes in health insurance that will shift the cost of medical expenses to the employee - and distributed a handout.

LCCEA President Adrienne Mitchell addressed part-time faculty in relation to student success and retention. The quality of Lane's part-time faculty is excellent, and they have the same qualifications of the full-time faculty members. The majority of them need and want full time positions. Due to the nature of their working conditions, most come to campus to teach and then leave for their other jobs. Their absence on campus leads to a significant impact on student success, retention and outcomes due to a lack of access to instructional resources. Mitchell asked the board to reverse this trend of disinvestment in full-time faculty numbers in the college budget.

2. Consent Agenda

Items on the consent agenda included:

- A. Approval of Minutes
 - 1. June 13, 2019
- B. Personnel
- C. Resolution No. 635 Annual Authorizations for FY 2019-2020
- D. Center Building Transformer
- E. Buildings 9, 10, 12 Beam Removal
- F. Space Improvements
- G. Web Page Refresh Services
- H. Policy Review
 - 1. BP 305 Agenda Planning
 - 2. BP 320 Chairperson's Role
 - 3. BP 325 College Governance System
 - 4. BP 330 Communication and Support to the Board
 - 5. BP 313 Board Member Code of Conduct
 - 6. BP 314 Board Vacancies

Facilities Director Jennifer Hayward noted that items E and F are duplicate items.

BP 305, 313, 314, and 320 were pulled from the consent agenda and sent to the Executive Committee.

Muenzer stated that BP 305 and 320 depict two different descriptions of the role of the board chair in agenda setting. Eyster stated that long term planning is listed in BP 320 but not 305.

Muenzer stated that BP 313 should be revised to include standards on how the board holds themselves when representing the board in the community and language on behavior and how the board should be held accountable for egregious behavior. She stated that the policy should include actions the board can take if a member violates the code of conduct.

VanKrause questioned the language of BP 314 regarding the board member's ability to serve the duration of the term.

Keating moved to approve the consent agenda with the exception of BP 305, 313, 314, and 320. VanKrause seconded.

The board held a discussion on Robert's Rules as they apply to the consent agenda.

Name	Yes	No
Melanie Muenzer	X	
Matt Keating	X	
Angela VanKrause	X	
Chelsea Jennings	X	
Lisa Fragala	X	
Rosie Pryor	X	
Mike Eyster	X	

Motion passed unanimously.

4. 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. Program and Services Sustainability Review

A Program and Service Sustainability Review calendar was presented to the board.

D. Strategic Plan Mid-Cycle Report

The Strategic Plan Mid-Cycle Report was presented to the board.

6. Board Reports

Pryor thanked all of the classified members who attended the meeting and stated that the board values each and every one. The college is struggling with challenges and financial difficulties.

Muenzer echoed Pryor's sentiments and welcomed the new board members.

Fragala thanked everyone who spoke. She welcomed ideas of having other types of public input opportunities. She was happy to hear that the Chinuk Wawa program is going to be expanded. She was disturbed to hear that a classified member was denied a partial leave of absence to pursue her education and hoped the administration would follow up. She welcomed Jennings and VanKrause.

Keating thanked the federation for all that they do and for their organizing efforts. He welcomed the newly elected VanKrause and newly appointed Jennings and congratulated Pryor and Fragala on their election.

VanKrause thanked everyone who spoke for sharing their experiences and looked forward to working toward positive solutions. She was pained to hear that the college denied reduced work hours for an employee to attend classes. She welcomed Jennings to the board.

Jennings thanked everyone who provided testimony. She echoed all of the concerns that have been made. Jennings felt privileged and honored to be serving on the board and advocate for access to education and a better working environment.

Eyster thanked everyone who attended the meeting for the important work in doing the best they can for the college and the community. He welcomed VanKrause and Jennings to the board.

6. Next Regular Board Meeting

September 18, 2019, Florence Center

The meeting adjourned at 9:43 p.m.

Margaret Hamilton, President

Mike Eyster, Board Chair

Recorded by Donna Zmolek, Executive Assistant to the President/Board