

**Minutes of: Board of Education Meeting
June 17, 2015 6:00 p.m. – Albany Campus**

Board of Education members in attendance

R. Keith Frome (*Chair*), Shelly Garrett (*Vice-Chair*) Lyn Riverstone, Ron Mason, Dick Running, Jim Merryman, Barry Broadbent

Staff and Representatives in attendance

Greg Hamann, Beth Hogeland, Dave Henderson, Bruce Clemetsen, Dale Stowell, Scott Rolen, Vickie Staffelbach, Guests: Mr. Steve Uerlings, Marcene Olson, Sally Moore and Ann Buchele

The meeting was called to order at 6:00 PM

Chair Frome asked for any Public Comment on the Budget.

Lori McNally a citizen and Community ED Instructor in Albany & Sweet Home requested to make a comment. She explained how higher prices being charged for Community Education classes are harming senior citizens who live on fixed incomes. She read a statement she had prepared. She described Community Ed as not being a “product” it is a “better way of life”. She suggested that citizen groups may form on their own to contract for classes outside of LBCC.

Budget portion of the agenda was adjourned at 6:08 PM

Regular Board meeting was called to order at 6:09 PM

Resolution 54-15 – Mr. Merryman, Ms. Riverstone, Mr. Uerlings and Ms. Olson met prior to the Board meeting to review and discuss the renewal of property and liability insurance for Linn-Benton Community College. The college is receiving an overall 4.04% decrease in the cost. Steve Uerlings was available to answer any questions. He explained we were eligible for better rates and that is why we saw a decrease in the expense. Mr. Uerlings handed out a booklet detailing all of the charges for the insurance.

Questions from the Board included asking about Capital Construction insurance coverage. (During construction we will purchase a policy as a backup to what the contractor is carrying.) It will be purchased after building costs are determined. Mr. Henderson and Mr. Uerlings have talked and will take care of this.

Mr. Merryman moved to accept Resolution 54-15. Mr. Mason seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)

Changes to the Agenda – Chair Frome handed out a copy of the current year Board Goals. He pointed out that only two were not yet met. He suggested that we use these two goals for the next upcoming Board Retreat in August.

Ms. Riverstone asked if the Board could discuss the possibility of changing the amount of tuition the college is planning to charge in 2015-2016, due to the increase in funding from the State of Oregon. President Hamann suggested that this is part of the Budget conversation related to Resolution 59-15 later in the agenda.

Adjourned the meeting at 6:20 PM for Executive Sessions.

Entered into Executive Sessions. The first session was updates on Classified negotiations. The second was for the President's annual appraisal. Steve Lathrop from the Democrat-Herald sat in on the President's appraisal session.

The Regular meeting reconvened at 7:09 PM

Generative Activity: none this meeting.

Strategic Activity:

A. Board Representative Reports

- ACCT – nothing to add per Ms. Garrett. We have not received a decision regarding our request to make two presentations at the ACCT Conference in October.
- OCCA has met since our last Board meeting per Mr. Mason.
- Legislative – nothing new to report

- Foundation – Mr. Merryman mentioned the last choral concert and pre-concert reception hosted by the LBCC Foundation. James Reddan thanked the Donors for their support during his time at LBCC. The Last choral concert was very moving. Ms. Riverstone mentioned that the next Foundation Board meeting is one week from June 17th. The Foundation Board will be looking at audit and a research brief on structuring scholarship for success. Mr. Merryman mentioned Bob and Doris (long time Board) recognition at commencement. President Hamann pointed out commencement was an hour longer than usual. Chair Frome added a personal touch by talking to each student.
 - OSBA – nothing to report.
- B. Nominating Committee Report – The Nominating Committee proposed Shelly Garrett to be the Chair for 2015-2016 and Jim Merryman received the majority of the committee vote for Vice-Chair.
- C. Campus Representative Reports:
1. SLC – Ms. Gonzalez referred to a two page handout she had brought with her. She spoke to the Board about students who are parents. We need more resources to them. She mentioned the BP on children visiting campus that was discussed at a previous Board meeting. She liked the idea of including word “gender” to our BPs because it showed that we care about diversity and inclusion. It also allows students to self-identify. Tuition affordability – she mentioned hoping that Kicker does not kick and she gave link to a petition. Each SLC member has an area of advocacy – it was the Ms. Gonzalez’s idea when she became President. President Hamann mentioned a recent theatrical production on the topic of students as parents. Mr. Merryman reminded Ms. Gonzalez that reports need to be submitted to Ms. Staffelbach before Board meetings
 2. Faculty – Mr. Priewe stated that he is going to do the “Wild Rogue Relay” a challenging relay. Faculty have a 10% turn over this year (retirements). “We have some big holes to fill.” He is hopeful that new employees will have greater opportunities and these new editions will come with big changes and challenges.
 3. Classified - Debby Zeller explained that she has been with LBCC since 1989. Ms. Zeller is the new President of IACE (classified association).
- D. Acceptance of President’s Evaluation: Mr. Running moved to accept the President’s Evaluation as written. Mr. Mason seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)

- E. Resolution 58-15 – President’s contract extension. Mr. Merryman moved to approve this resolution. Mr. Running seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)
- F. Annual Curriculum Report shows changes to the LBCC curriculum. Ms. Moore explained that expanded programs are listed at the end of the report. It takes three years to close out a program. The decision to suspend a program is based on student enrollment or student interest. We will look at workforce alignment in the future. The State of Oregon requires that colleges look at proprietary local schools and nearby colleges to avoid competition by working together and not competing for students. Mr. Broadbent asked if there is a need for teaching Religious Studies. Ms. Moore explained that the class aligns with OSU. It is an area of emphasis not a major and there is currently an interest/need.
- G. Resolution 59-15 – Approval of the Budget – Regarding Ms. Riverstone’s change in the agenda regarding new allotment of \$550 million by State. Can we decrease the previously approved tuition increase? Of the \$716,000 increase, how much is fees and how much is tuition? Exact figure is not known at this time. Mr. Henderson explained that a rollback of fees would cause a decrease in needed resources. A \$1 increase is equal to \$150,000 revenue. The Board had previously approved a \$2.81 tuition increase. Mr. Merryman expressed concern about a “see-saw” effect if we roll back tuition. Small increments of an increase are preferred over a large increase later. The Oregon Legislature has not passed their funding yet. Summer term is when the LBCC tuition increase is in effect. Our 3% tuition increase as approved is less than the state average. President Hamann requested the Board to consider both years of biennium budget because expenses go up in the second year. Mr. Mason reminded the Board that the State has historically cut funds mid-biennium. Maintaining the approved tuition increase is a chance to get the LBCC ending fund balance to a level that the Board has set as a goal. We do not yet know if LBCC’s enrollment will increase, remain static or decrease. LBCC’s funding from the State will vary based on FTE. The discussion continued with both pros and cons regarding need for resources. As the College grows we will need more money to grow our ending fund balance, and we will need a bigger budget to operate our larger campus. Mr. Mason suggested that the Board not do anything on the regarding tuition until we know that the money will be coming. Mr. Mason moved to put the conversation about tuition on the July Board meeting agenda. LBCC Administration will provide budgetary implications of various tuition models. Mr. Broadbent seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)

President Hamann explained that not everyone pays tuition.

Resolution 59-15 also needed a change of wording from “Board of Directors” to the “Board of Education”.

Chair Frome invited students to attend the July Board meeting to hear tuition discussion and to voice their opinion. Mr. Boardbent moved to accept the wording changes. Ms. Riverstone seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)

- H. Resolution 60-15 – Revision of iLearn for NWCCU. Dr. Buchele explained that competency based “grading” is still needed. This revision is to clarify portions of a previous resolution on iLearn. Mr. Mason moved to accept resolution 60-15. Mr. Running seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)
- I. Resolution 61-15 – Ratification of the Faculty Association agreement. Mr. Rolan thanked all groups who negotiated. Mr. Running moved to approve resolution 61-15. Ms. Garrett seconded the motion. Everyone voted and the motion was approved unanimously. (7-0)
- J. Swearing in of Board members. Chair Frome reminded the Board that it must swear in or do an oath of office for all Board members, even if they are returning. Mr. Mason stated that per the OCCA’s staff attorney (Karen) a swearing in ceremony from the board member’s first election is sufficient. Ms. Garrett will see that the swearing in occurs at July Board meeting. This will be a Board practice rather than a formal policy.
- K. Board Retreat- Ms. Garrett explained her idea for having the retreat location in Corvallis and then a dinner afterwards. She also advised the Board they would review the Board Appraisals from BoardSource at the retreat, in addition to setting the Board goals. Ms. Garrett asked if Board members wanted to review the BoardSource documents before August. Hearing yes, Ms. Garrett asked Ms. Staffelbach to email a copy to each member.

Fiduciary Activity:

- A. Consent agenda – Mr. Broadbent moved to accept the consent agenda. Mr. Running moved to second the motion. Everyone voted and the motion was approved unanimously. (7-0)
- B. Administrative Reports – there were no questions.
 - a. President’s report - no questions

- b. Institutional Advancement - no questions.
- c. Academic Affairs and Workforce Development -Dr. Hogeland – this was her last Board meeting. There were no questions. Chair Frome gave a personal thank you. Dr. Hogeland also had some last words regarding how she appreciates the Board members being so invested in LBCC.
- d. Student Affairs – Dr. Clemetsen reported that commencement has new and better things planned for next year.
- e. Finance and Operations - no questions. President Hamann pointed out that having a 7 million ending fund balance will help with expansion next year (4 million doesn't come until July). The Board would like to have regular updates from Lou Tarnay on Capital Construction. Ground breaking will be happening in Corvallis, no date yet. LBCC will own a portion of the Samaritan Parking structure per legal Bond Counsel. Linn-Benton website has some information on the projects. Search for "Building Projects". Eventually this site will include webcams.

Meeting Adjourned – 8:33 PM