

**Minutes of: Board of Education Meeting  
December 17, 6:00 p.m. – Lebanon Campus**

**Board of Education members in attendance**

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

**Staff and Representatives in attendance**

Beth Hogeland, Dave Henderson, Son Le Hughes, Vickie Staffelbach, Steve Smith

**CALL TO ORDER** of Regular Board Meeting at 6:02

No introductions nor recognitions.

No changes to the agenda.

No citizen comments.

Generative Discussions will be done during the Retreat at the end of the Regular Board Meeting.

Strategic Activity:

- A) Resolution 17-15 was the presentation of the audit for FY 2013-2014. The Audit Committee had reviewed the audit prior to the Regular Board Meeting. The auditors gave an introduction to the audit report. They said that LBCCs records were in “great shape” and with “clean opinions”. This has been true of LBCC’s audits for several years. The audit included a review of LBCC’s Financial Aid Program and Compliance as listed on page 47 of audit. There are no areas that need adjustment. Mr. Merryman moved to accept the resolution audit as presented. Mr. Mason seconded the motion. Everyone voted and the motion was unanimously approved.
- B) Resolution 16-15 is to authorize the issuance of bonds. This is the next step since the Bond Measure was approved. Bond Council gave the appropriate language for the document. This resolution authorizes the Chair, President and VP of Finance to move forward with the process of issuing bonds. Mr. Henderson discussed Section 3, paragraphs 9 and 10 to provide more clarification. LBCC will be part of the Oregon School Bond Guarantee Program because this will give us better rates through the State. This will cover all bonds, not just capital construction. Mr. Merryman moved to approve the resolution. Mr. Broadbent

seconded the motion. Everyone voted and the motion was unanimously approved. It was also noted that Piper-Jaffray will have some bonds available for sale to local purchase. Board members may be ineligible to purchase these.

- C) Resolution 18-15 was a new program approval for a fully online course. Steve Smith the Director of Distance Education presented the resolution and explained the rationale. Criminal Justice as a course has been around for a long time. The plan is to launch an online course next Fall. The degree has already been approved by the State. Mr. Smith will be taking back any questions and comments from the Board to Dean Katie Winder. There was a question whether a reading course should be required. Dr. Hogeland explained that studies are finding no correlation between test scores success and Reading 90 classes. (No correlation between CPT test scores). This resolution is to put the existing approved course online. Any changes for the future would need to be approved through the State. Mr. Smith stated there is a need for this course. The group expressing the most interest have been Veterans of the military. Mr. Broadbent moved to adopt this resolution. Ms. Riverstone seconded the motion. Everyone voted and the resolution was unanimously approved.
- D) OER's (Open Educational Resources) – Mr. Smith informed the Board that LBCC had already put in a proposal with CCWD to hire a person to research OERs. The position has been filled and the position works state-wide but will be housed at LBCC. The position has been funded for one year and will coordinate four regional conferences on this subject. LBCC has courses that are using OERs and saving students money. Specifically the iLearn College is using OERs. A subcommittee of HECC is also looking into this.

#### Fiduciary Activity:

- A) The Board reviewed the Consent Agenda. Mr. Running moved to approve the Consent Agenda. Mr. Broadbent seconded the motion. Everyone voted and the resolution was unanimously approved.
- B) Board Representative Reports:
- a. Foundation: Mr. Merryman attended the Foundation Board meeting where there was a discussion of the Bond measure and the future of Foundation funding. Mr. Running mentioned pre-concert function at the courtyard café.
  - b. OCCA – Mr. Mason said the committee has not met recently. However, it would be meeting in Astoria on 1/18/14. And that the

Governor of Oregon has suggested a budget of \$500 million for education.

- c. OSBA – Chair Frome mentioned that he had voted online for several measures based upon input from Board members.
- d. ACCT – nothing to report

Regular Board Meeting adjourned at 6:50 PM

Retreat began at 7 PM

Chair Frome presented a new agenda for the meeting.

1. Preliminary Budget for 2015-2016 – Mr. Henderson reviewed the budget in more detail and explained some of the numbers. Some of the numbers are higher than expected. Student numbers and credit numbers have been down. Overall tuition is not down probably due to our cost recovery courses or due to cost differentials. There was a question about why Transfers-In funds are expected to be less. This is probably due to lost money from ELCI. Personnel figure may include non-General Fund money – otherwise it would be lower. Mr. Henderson will investigate increase in capital outlay. Technology needs to be kept up-to-date, we should not be getting behind. Board finds the new financial graphs confusing. Would prefer the previous versions. Mr. Henderson stated that eventually we will accrue the fifth year revenues from the State into the budget.
2. OERs – Open Educational Resources- Board discussed a presentation they had seen at a conference on “creative commons”. A license is needed with an entity to do online books. Putting books online costs very little. Questions asked of the Board were: 1) Do we want to use OERs, 2) If yes – should we make it a policy or encourage faculty to use them, 3) Do we want a future presentation on OERS. It was pointed out that choosing books is the domain of the faculty and not the Board. We could encourage use of OERs. Individual faculty can and are using OERs already. It was reported that the LBCC Bookstore works hard to reduce the cost of books, but faculty who wait until the last minute to order books are increasing the cost of books for their students. Dr. Hogeland was asked to research how many faculty are using OERs and to report back in February at the next Board meeting. Department are able to develop their own books too.
3. Board Elections – May 2015 is the time for re-election of Board members. There are four positions that are open for election. If someone is not planning to run they should search for a viable candidate. Mr. Broadbent expressed that he is not going to be running. Mr. Running is uncertain. Ms. Garrett is planning to run, as is Chair Frome.

4. Review of Committee assignments and technology needs - Mr. Henderson will work on committee to develop a Facility Master Plan. Chair Frome and Mr. Running are on the committee.
5. Calendar items – Next month the Budget Committee will be attending the Generative Discussion
6. President and Board Assessment – Please let Ms. Garrett or Chair Frome know of any changes you would like to the process or the survey questions for this year’s assessment.
7. Ad Hoc Committee strategy – Mr. Merryman emailed the minutes of the last Ad Hoc meeting to Chair Frome and Board Secretary Ms. Staffelbach. Ms. Staffelbach to forward to all Board members.
8. The Board briefly discussed the last retreat.
9. There was a review of the three goals from the last retreat. The Board has accomplished the changes to the agenda. It was suggested that representatives should not read their reports verbatim. Dr. Hogeland took notes on what the Board members each suggested for Representative Reports and she will tell the representatives about these changes. Some of the suggestions included just a synopsis of activities by the representatives. Some suggested a written report in detail and then an oral report of just the personal information to report. Presenting more about professional development or student success stories. The reports should be related to the goals and objectives of the college. If a Board member does not want a report in the consent agenda they are encouraged to pull the report for further discussion.

Adjourned 8:20 PM

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