

**Minutes of Board of Education Meeting  
December 16th, 2015 6:00 p.m. – Board Room, Albany Campus  
CC-103**

***Board of Education members in attendance***

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

***Staff and Representatives in attendance***

Greg Hamann, Ann Buchele, Dave Henderson, Bruce Clemetsen, Dale Stowell, Debby Zeller (*Classified*), Mary Borman (*Part-Time Faculty*), Candalynn Johnson (*Student*), Whitley Nelson, and Guests: Auditors Ken Kuhns and Darren Born

The meeting was called to order at 6:08 PM,

**CITIZEN COMMENTS** (Chair Garrett) – None

**INTRODUCTIONS AND RECOGNITIONS**

Lyn Riverstone introduced Joan Reukauf, the recommended appointment to the Budget Committee.

**CHAIR COMMENTS** (Chair Garrett) – Chair Garrett shared cheat sheets for Robert's Rules. Would like to use these so we can be more efficient with our time.

**GENERATIVE ACTIVITY** *Understanding the Audit – Ken Kuhns, Darren Born, & Dave Henderson*

Ken Kuhns and Darren Born gave a presentation on understanding the audit, what it means, and what to look for. Mr. Running moved to approve RES 19-16 and accept the Audit Report. Mr. Broadbent second. Board voted and approval was unanimous (7,0).

**STRATEGIC ACTIVITY**

- Campus Representative Reports
  - Faculty – (Rob was not present)
  - Part-time Faculty – Mary Borman (in place of PTFA President Tak Suyama) read Tak's report.
  - Student Leadership – Candalynn Johnson read her report to the Board, explained that she will only be here on a short-term basis until new elections in February, and introduced newly appointed Vice President of SLC, Eric Slyter.
  - Classified - Debby had nothing more to add beyond report.

- Board Representative Reports:

ACCT – (Dr. Frome) – Nothing new to add.

OCCA – (Mr. Mason) – We have not met yet, we will meet in January. President Hamann indicated they meet here in January, LBCC will be hosting.

LBCC Foundation – (Mr. Merryman) - We had the annual meeting and report, we reviewed the year and Dale did a great job summarizing this in his report.

### **FIDUCIARY ACTIVITY**

- Consent Agenda – Chair Garrett asked if anybody wanted to pull anything from the consent agenda. Dr. Frome asked to pull out the Board minutes. Chair Garrett asked for a motion to accept the consent agenda without the minutes. Dr. Frome moved to accept the consent agenda, Mr. Running second. Board voted and approval was unanimous (7,0).

Dr. Frome – Under Fiduciary Activity on First Read of BP 3015, it should read that, Dr. Frome called for a point of order and raised concerns that BP 2035 and BOP 2035-A may have been broken, pertaining to the review of board policies and the schedule of review. Chair Garrett asked for a motion. Dr. Frome moved to change minutes to reflect the correct numbering on BP 2035 AND BOP 2035-A. Ms. Riverstone seconds. The Board voted and approval was unanimous (7,0).

- Academic Master Calendar – Sally Widenmann explained why the Academic Master Calendar was removed from the agenda. After some last minute feedback, there were some corrections to be made and it will come back to the Board in January. There was discussion and questions from the Board and Sally explained the difference with our start date and OSU's, as well as the complications with summer term and Financial Aid pay out.
- Budget Committee member Appointment – Ms. Riverstone introduced Joan Reukauf, her recommendation for the replacement of her Budget Committee member. Ms. Riverstone moved that we accept Joan Reukauf as the new Budget Committee member, Dr. Frome seconds. The Board voted and approval was unanimous (7,0).
- President's Salary Review – Chair Garrett passed out the letter and recommendation from the committee. Mr. Merryman read the report to the Board explaining the documents provided and the rationale for their recommendation. The committee recommends that President Hamann receive a 5% increase to his total salary increasing it to \$188,415. This \$8,715 increase will not significantly affect the budget for 2015 – 2016. We hope that the board will agree that Greg should be compensated for his skill sets and leadership of LBCC. Mr. Running moved to approve recommended salary increase, Mr. Mason seconds. Chair Garrett called for Discussion.

Dr. Frome fully concurred with the findings of the committee, but raised question regarding the process in which the committee was formed quoting BP 2030 and explained that the nominations for the committee were not made by the chair to the whole Board. After discussion, the Board voted and approved recommended salary increase unanimously (7,0).

Mr. Running made a motion retroactively that the three board members (Mr. Mason, Mr. Merryman, and Mr. Running) be appointed to review Greg's Salary and provide the recommendation. Dr. Frome seconded, the Board voted an approval of retroactively appointing Mr. Mason, Mr. Merryman, and Mr. Running as President's Salary Committee unanimously (7,0).

- Second Read of Remaining 2000's series Board Policies

**BOP 2025-A** – Mr. Mason moved to approve BOP 2025-A as written, Mr. Running seconds. Dr. Frome moved to delete #9 in ~~Purpose~~ Statement, motion failed for lack of a second. The Board voted to approve of BOP 2025-A as presented in the final copy, and those in favor – Chair Garrett, Mr. Merryman, Mr. Broadbent, Mr. Running, and Mr. Mason, those opposed – Dr. Frome and Ms. Riverstone, motion carried (5,2).

**BP 2070** – Mr. Mason moved to approve BOP 2025-A as written, Mr. Running seconds. The Board voted to approve of BP 2070 as presented in the final copy, and approval was unanimous (7,0).

- Second Read of BP 3015 – Board / President Relationship – Mr. Mason moved to approve BP 3015 as written, Mr. Running seconds. The Board voted to approve of BP 3015 as presented in the final copy, and approval was unanimous (7,0).
- First Read 3000s Series –

**BP 3010** – Board did not have any recommended changes.

**BP 3020** – Ms. Riverstone – On number three, “the college President will on a quarterly basis will present an administration organization chart.” There is one on this Audit, but we don’t receive one quarterly. Mr. Mason suggested we change it to, “annually or when changes occur.”

**BP 3030** – Dr. Frome – In the Purpose Statement add a comma after “reviews.”

**BOP 3030 – A** – Board did not have any recommended changes.

- OSBA Elections – Chair Garrett discussed the two candidates David Dowrie and Don Cruz, both are from Philomath. Dr. Frome moved to abstain from voting for either of them, Ms. Riverstone seconds, the Board unanimously voted to abstain (7,0).
- Administrative Reports

*President’s Report* – President Hamann – No additional comments to add.

*Institutional Advancement* – Dale Stowell – No additional comments to add.

*Academic Affairs* – Ann Buchele – Report gives you foundational information about our work with AACC Pathways and explains the move from AtD, to Guided Pathways, which is metaphorically like leaving the nest.

*Student Affairs* – Bruce Clemetsen – Last week we met with students of Muslim Faith, They really like it here, they like the staff and the community and they feel comfortable. They know some people are going to disagree with them, but they know and are happy that people here are willing to be their friends.

*Finance & Operations, Monthly Budget Report, Comparator Chart and EFB Graph* – Dave Henderson explained the charts and answered questions from the Board.

**EXECUTIVE SESSION** (Chair Garrett)

**Pursuant to ORS 192.660 (2) (e) – real property negotiations.** The Board of Education of Linn-Benton Community College will now meet in executive session for the purpose of conducting deliberations with persons designated to negotiate real property transactions. The executive session is held pursuant to ORS 192.660 (2) (e), which allows the Board to meet in executive session “to conduct deliberations with persons you have designated to negotiate real property transactions.”

Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will come back into the regular Board meeting.

**Pursuant to ORS 192.660 (2) (d) – to conduct labor negotiation deliberations.** The Board of Education of Linn-Benton Community College will now meet in executive session for the purpose of conducting deliberations with persons designated to carry on labor negotiations. The executive session is held pursuant to ORS 192.660 (2) (d), which allows the Board to meet in executive session “to conduct deliberations with persons you have designated to carry on labor negotiations.”

Representatives of the news media are not allowed in this case to attend the executive session. All other members of the audience are asked to remain here until the Board returns. No decision may be made in executive session. At the end of the executive session, we will come back into the regular Board meeting.

**Adjourned to Executive Session at 8:04 PM**

**Reconvened at 9:08 PM**

**BOARD COMMENTS** (Chair Garrett) – There were no Board comments

**Meeting Adjourned at 9:09 PM**