

COLLEGE COUNCIL MEETING MINUTES

March 8, 2023

Members present:

- College President *Stephanie Bulger*, Vice-Chair - *Absent*
- Vice Presidents (2): ***Shelley Tinkham***
- Associate V.P. for Institutional Effectiveness: ***Patrick Blaine***
- LCCEF (Classified - 2): Frankie Cocanour, ***Kyle Schmidt*** (Chair)
- LCCEA (Faculty - 1): ***Adrienne Mitchell***
- Faculty Council co-chairs: ***Kevin Steeves*** / Paul Bunson
- Managers (2): ***Mandie Pritchard*** / ***Jenn Kepka***
- ASLCC (Students - 2): ***Nikhar Ramlakhan*** / *Amaya Carricaburu*
- Diversity Council Chair (by position): ***Anna Scott***
- Infrastructure Council Chair (by position): ***Meggie Wright***
- Student Success Council Chair (by position): ***Laura Pelletier*** / ***Gina Szabady***

Members absent: Stephanie Bulger

Guest Presenters: None

Minutes: Tami Hill

Guests: Cathay Thomas, Ellen Osterkamp, and Lisa (unknown guest)

ANNOUNCEMENTS - None

APPROVAL OF MINUTES – [February 8, 2023](#)

Motion by Anna Scott to approve February 8, 2023, meeting minutes, seconded by Laura Pelletier. – ***Motion Passed***

Yes – 11, No – 0, Abstain – 1

AGENDA CHANGES/APPROVAL

Adrienne Mitchell requested to remove the Decision-making Process & the Role of the President and the Governance Evaluation System Survey. One is already in process in the Governance Subcommittee, and the other needs to be reviewed by the Governance Subcommittee.

Motion by Kyle Schmidt to postpone the Decision-making Process & the Role of the President until the Governance Subcommittee has met, the president is present, and the president has responded to questions faculty council will provide to her, seconded by Kevin Steeves – ***Motion Passed***

Yes – 10, Sideways – 1, No – 0, Abstain – 1

Motion by Adrienne to first discuss the Role of the President in this council, make recommendations to the Governance Subcommittee (GSC), the GSC makes updates based on the feedback from this council and any other feedback they are given, and then the GSC brings it back to the April 12 College Council meeting for approval. ***No motion is needed.***

BUDGET DEVELOPMENT SUBCOMMITTEE (BDS) – Budget Balancing Proposals

Reach a consensus on approving three [proposals](#)

- a. \$759.7M CCSF scenario (see p. 1)
- b. \$855M CCSF scenario (see p. 2)
- c. Fund 1 / PERS

a. Scenario: \$855M CCSF

The 855-million-dollar scenario is one possibility for increased funding for community colleges in Oregon, which does not include a one-time 50-million-dollar amount. However, policymakers ultimately make funding decisions and may be influenced by various factors, such as budget constraints and competing priorities.

Discussion

- Several members showed concern regarding increasing tuition.
- Marlene Rocha, Associate Vice President of Finance & Accounting, provided most of the information.
- A council member requested clarification on international bands, inflation, and aviation growth. – No information was available.
- Concern by council members regarding tuition increase and fall enrollment projected increases.
- The HECC's budget request of \$855 Million was based on the assumption that tuition will increase but not exceed 3.5%
- Nearly \$200K is built in.

Motion by Kyle Schmidt to approve the \$855M CCSF Scenario, seconded by Patrick Blaine.
Yes – 8, No – 0, Sideways – 4 = **Recommended**

Discussion – None.

b. Scenario: \$759.7M CCSF

- Built on the Governor's recommended budget for the next biennium for community colleges. We start with a \$5.6 million deficit. This scenario builds on the assumption that we will receive an additional \$20 million in funding.
- \$50 million in one-time funding is recommended by the HECC.
- 3.5% tuition increase (\$5 per credit).
- 44 Budgeted vacant positions: 22 positions cl 1.113 million, Faculty (12) \$1 million, Management \$1 million (This list is a snapshot in time; therefore, it may change).

Motion by Patrick to approve 759.7M CCSF Scenario, seconded by Kyle – **Motion Passed**
Y – 6, N – 0, Sideways – 6

Discussion – None

c. Fund 1 / OPE

Fund 1 ending fund balance restoration transfer recommendation (\$860K from PERS reserve)
See p. 3 of an [update to the Board](#).

There are expenses related to the first contribution that LCC is required to make each year for eligible employees. The College sets aside a reserve to assist with OPE expenses related to PERS in Fund 9. Each year the College transfers \$860K of the reserve to the General Fund. It is not built-in this year.

In June 2022, the Board of Education issued PERS Bonds, lowering the LCC's rate of contribution to PERS. Therefore, the OPE rate for FT employees goes from 66 this year to 64 next year.

Due to the ending balance for Funds 1 & 9 having decreased during this fiscal year, the BDS recommends that \$860K be transferred from the PERS Reserve in Fund 9 to Fund 1. This will help defray the cost of PERS contributions and help restore the Ending Fund balance in Fund 1.

Motion b Kyle to recommend a transfer of \$860K to Fund 1, seconded by Anna Scott – ***Motion Passed Unanimously***

Discussion - None

GOVERNANCE EVALUATION SYSTEM SURVEY – Seeking Feedback

The Board of Education has requested annual evaluations of the governance system and a report from the president, we obtained a survey from ACCT and adapted it to LCC's governance system.

The report is due to the Board of Education by the end of the year. Therefore, the Chair has asked council members to provide feedback immediately. Ideally, the [survey](#) needs to be administered before this council's meeting on April 12, 2023.

Adrienne Mitchel suggested that the Governance Subcommittee meet immediately after this council meeting to finalize the feedback on the survey.

The suggested changes have been made directly to the [Governance Evaluation System Survey](#).

DISTANCE EDUCATION POLICY – First Read

Kevin Steeves presented the [Distance Education Policy](#) for review and feedback from the council members.

The Faculty Council obtained The Distance Education Policy from the Learning Council and built on it from there. Then the Faculty Council presented it to the Student Success Council, the Diversity Council, and the Infrastructure Council, asking them for feedback. Once the information was collected, the policy was returned to the Task Force for updating.

Kevin will return this policy for a second read at a future meeting.

Motion by Kyle to table remaining agenda items until the next meeting on April 12th and move directly into Subcommittee Reports, seconded by Patrick Blaine - ***Motion Passed Unanimously***

The following items are tabled until the April 12th meeting.

1. [Distance Education Modality Policy](#)
2. [Strategic Planning Process Diagram](#)
3. Decision-making Process & the Role of the President

SUBCOMMITTEE REPORTS

1. Budget Development Subcommittee (BDS) - None
2. Policy Subcommittee
 - Completed their recommendation and are looking for guidance on the bring the policy to College Council for approval.
3. Governance Subcommittee - None

STAKEHOLDER GROUP REPORTS – Optional Participation

1. College Council Chair – None
2. Executive Team (Shelley Tinkham) – None
3. Management Senate (Mandie Pritchard/Jenn Kepka) – None
4. ASLCC (Nikhar Ramlakhan)
 - Nearing completion of amending the governance documents to reflect the SGA proceedings accurately.
 - The elections committee has been formed. We will notify students of the elections by finals week.
 - Warmup Your Week Event has continued to help the student body by helping combat food insecurities. We are exploring other ways to increase events such as this.
 - Major Spring Ball is making steady progress. Close to finalizing a date and venue.

COUNCIL REPORTS

1. Student Success – None
2. Infrastructure Council -
 - Waiting on a lockdown technology debrief from Jennifer Hayward.
 - Reviewing the Student Infrastructure Survey data.
3. Faculty
 - Campus Forum on campus safety for faculty tentatively on April 7, 2023.
 - Submitted a statement to the Administration and the Board of Education regarding the Science, Math, and Engineering Initiatives position, asking for collaboration between faculty and administration.
4. LCCEA
 - Surveyed faculty after the lockdown and summarized their recommendations regarding safety and support.
5. LCCEF
 - Meeting with the College on March 21st. We are bargaining on the entire contract.

Motion by Kyle to adjourn, seconded by Jenn Kepka.