Lane Community College

COLLEGE COUNCIL MINUTES

May 11, 2022
2:00 – 4:00 p.m.

Vice-Chair: • Margaret Hamilton, President - ***Yes***	**LCCEF** (Classified 2)**:** • Frankie Cocanour - ***No*** • Kyle Schmidt, Chair - ***Yes***	**Managers** (2)**:** • Grant Matthews – ***Yes*** • Patrick Blaine – ***Yes***
Vice Presidents • Paul Jarrell – ***Yes*** • George Stalliard **- *No***	**LCCEA** (Faculty 1)**:** • Adrienne Mitchell – ***Yes***	**ASLCC** (Students 2): • Vacant • Vacant
Chief Strategy and Planning Officer • Richard Plott - ***No***	**Faculty Council Co-chair:** • Rachel Knighten - **Yes** • Paul Bunson - ***No***	**Student Success Council:** • Jenn Kepka - ***Yes***
Infrastructure Council Chair • Meggie Wright – ***Yes***	**College Council Chair** • D'Ante Carter – ***No***	**Guest(s)**

Item	Notes
Agenda Review	**No Changes**
Approval of prior Minutes / Announcements	**Minutes - Approval of April 27 Minutes** Move to approve by Hamilton, seconded by Blaine – ***MOTION PASSED*** 9 – Yes, 0 – No, 1 – Abstain
OLD BUSINESS	**STRATEGIC PLAN** Strategic Plan as approved by the Board Changes made at the meeting – Work on developing strategies with an option to recommend changes to objectives. Approve edits from the March 16th meeting. Feedback document Strategic Plan Draft – This shows a clean copy with the below changes. Below are the approved changes made by this council for Goals #5 and #6. Goal #5 – Improve financial stability and sustainability **Objectives:** • Restore the college's ending fund balance • Mitigate risks and address emergencies and shifts in the operational environment • Advance the mission of the college by growing an LCC Alumni Association • Advance the mission of the college through increasing development outcomes • Increase the collaboration of the college with the LCC Foundation • Maintain a sustainable portfolio of programs, services, and organizational infrastructure through routine evaluation and prioritization for resource allocation • Engage in ~~Advance the mission of the college through Ensure that~~ financial planning that prioritizes the educational and student service mission of the college and aligns with ~~the~~ strategic planning ~~priorities~~. Goal #6 - Identify strategic infrastructure investments **Objectives:** Human • Ensure LCC has a robust professional development system • Recruit and retain a diverse and stable workforce

- Support the work and well-being of all employees
- ~~Increase representation of BIPOC communities within upper administration and college leadership~~
- Identify actions necessary to ensure the safety of LCC students and employees
- ~~Increase recruitment and retention of BIPOC faculty, bilingual/multilingual faculty~~
- Increase recruitment and retention of bilingual and multilingual employees
- Increase recruitment and retention of BIPOC employees, particularly among groups with lower rates of representation (e.g. management, senior leadership, and faculty)
- Identify actions necessary to ensure all LCC employees feel welcome, included, valued, and supported to do their best work

Facilities
- Consider ~~Ensure~~ all capital construction and maintenance within the context of the Facilities Master Plan and strategic planning
- ~~Fully fund industry standard annual target for facilities improvements~~
- Develop a comprehensive facilities plan that includes an analysis of real estate assets and cost-benefit analysis of all campus locations and LCC-owned properties and facilities
- Complete planned bond projects on time and on budget ~~with successful adherence to board and the Community Benefit agreement~~ and ~~reduced outstanding deferred maintenance through use of bond funds~~
- Successfully adhere to board adopted goals for the bond, including community benefit agree and the reduction of outstanding deferred maintenance
- ~~Reduce outstanding deferred maintenance~~

Technology
- Update ~~Modernize~~ and streamline IT systems and operations
- Improve campus cybersecurity while balancing the needs of users and information security ~~Implement a cyber security program~~
- Ensure employees and students have access to the technology necessary ~~the software and hardware~~ ~~they need~~ to be successful ~~productive~~

Environmental Sustainability
- Ensure LCC makes measurable progress toward meetings the goals of the Climate Action Plan

STUDENT SERVICE ACCESS POLICY – *Second Reading*
Jenn Kepka, Faculty and Student Success Council Chair

Since the last meeting with this council, the Student Service Access Policy was amended to reflect the suggested changes.

Additional Suggestions / Questions:
- Clarify that this policy applies to ALL students, credit and non-credit, including non-traditional students (College Now, Continuing Education, Workforce Development, etc.)?
  - Continuing Ed was not discussed; otherwise, the intent was credit and non-credit students.
- What is the underlying reason this policy is being written?
  - This policy came from the Distance Ed. Policy. It was previously part of the Academic Focus Policy to establish that student services that have traditionally been available to students on campus would mostly be available to distance learning students.

	• Integrate into this policy that online distance learning students have a clear place to go for information. • Provide clear information regarding where to ask questions about various student services and multiple modalities, etc. This policy will be reviewed again at the May 25th council meeting - ***Third Reading*** **Update on Organizational Health Survey, Racial Climate Survey & Comprehensive DEI Plan** Richard Plott, Greg Evans, and Shane Turner • The RFP for the collapsed survey did not yield acceptable response levels. Procurement has authorized the direct engagement of a vendor at this time. HR, DEI, and IE offices are collaboratively working with the vendor "Gallup" to administer an employee survey at the end of May and a Student Survey in October. • A cost ladder is under development, and the vendor's offers will be presented to the DEI this Friday, May 13. If accepted, we would pursue the cost ladder and sign a contract. • This is a two-year contract with multiple "digital" touchpoints during the contract's life. • Our target date is May 30 - June 3 for the Employee administration.
College Council Sub Committees Reports:	Finance & Budget Development (BTS) Adrienne / Paul • Continuing to work on draft revisions to the long-range financial plan. This will be part of a longer campus-wide discussion process over the next year. This will ultimately come to College Council for approval. Governance Sub Committee – Nothing to report. Adrienne / Kyle / Rachel Policy Sub Committee – Nothing to report. Adrienne / Kyle / Paul / Patrick
Adjourn	3:25 p.m. - Motion to adjourn by Plott, seconded by Mitchell – ***Motion Passed***

Recorder: Tami Hill