



**Minutes of Board of Education  
Meeting June 17, 2024  
Albany Campus, Boardroom  
6500 Pacific Blvd., SW, Albany,  
OR**

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

Kristin Adams (Chair), Stacie Wyss-Schoenborn (Vice Chair), Dick Running, John Sarna, and Jeff Davis

***Staff and Representatives in attendance***

Lisa Avery, Ann Buchele, Sheldon Flom, Jason Dorsette, Cameren Moran (Faculty), Dorothy Moran (Classified), Bill Whitley (PTFA), Travis Overvig (SLC-via Zoom), and Elizabeth Droscher

***Guests in attendance***

None

**MEETING FOR PUBLIC COMMENT ON APPROVED BUDGET**

The meeting for public comment on approved budget was called to order at 6:02pm

There was no public comment.

Adjourned at 6:03pm

**REGULAR MEETING**

**The regular meeting was called to order at 6:04pm**

**CHANGES TO THE AGENDA** – Chair Adams noted no changes to the agenda.

**INTRODUCTIONS** – President Avery introduced Dorothy Moran who is attending on behalf of the Classified Association.

**BOARD CHAIR COMMENTS** - Chair Adams called for nominations for Board Chair and Vice Chair for the 2024-2025 year. Voting will be held at the July 17, 2024 meeting.

**Nominations for Board Chair:**

- Mr. Davis, nominated by Mr. Running, seconded by Dr. Sarna

Stacie Wyss-Schoenborn arrived at 6:06pm

**Nominations for Vice Chair:**

- Ms. Wyss-Schoenborn, nominated by Mr. Running, seconded by Mr. Davis

**PUBLIC COMMENTS** – Chair Adams noted public comment was received by letter from Mark Weiss regarding health care advocacy in Oregon.

**GENERATIVE ACTIVITY** – Jason Dorsette, Executive Director, Equity, Diversity & Inclusion, gave a presentation on EDI and Student Success.

The presentation included an overview of the Oregon Community College Student Success Dashboard and reviewed the data and statistical information. Mr. Dorsette also shared a LBCC Class of 2024 Snapshot including information on race ethnicity, gender, age group, and first-generation. Mr. Dorsette also presented a video on Linn-Benton Community College Institutional, Equity, Diversity, and Inclusion: Academic, Cultural, and Community Programming 2023-2024.

The Board asked questions about the data presented and EDI statistics.

The Board thanked Mr. Dorsette for his presentation.

### **STRATEGIC ACTIVITY**

- 1) Board Representative Reports:
  - a. **OCCA** – Chair Adams shared that OCCA has selected a new director, Abby Lee. Chair Adams is now on the OCCA Executive Committee. Training with the new director will begin in September.
  - b. **ACCT** – Dr. Sarna shared an upcoming training on July 19 titled Parliamentary Procedures for Community College Trustees. Information will be shared with Board members and if interested in attending, please contact Elizabeth Droscher who will assist with the registration.
  - c. **Foundation** – Mr. Davis shared that the Foundation has created an External Relations subcommittee. This committee met recently and generated a list of how to connect the college to the community and potential students. Mr. Davis will share additional updates from the committee. The LBCC Board may also have future community engagement opportunities. Mr. Running shared that yesterday was the Night at the Knights and the event was very successful and several scholarships were awarded.
- 2) Campus Representative Reports:
  - a. **Classified** – Ms. Moran did not have anything to add to the report. Mr. Davis requested acronyms to please be spelled out for future reports. Ms. Wyss-Schoenborn shared she was pleased to see the HOC, High School Healthcare Occupations, held a program faculty work session. The first in over eight years. President Avery commented on the spotlight and it is nice to get to know employees.
  - b. **Faculty** – Mr. Moran did not have anything to add to the report. Ms. Wyss-Schoenborn noted Eagle Hunt, who was included in the report for the Speech Communication Department, was the 2024 commencement speaker. President Avery noted the 100% pass rate on board exams for Diagnostic Imaging students.
  - c. **PTFA** – Dr. Whitley did not have anything to add to the report. Mr. Running noted the part-time faculty feature and the addition of Sarah Brauer to the music department. Chair Adams shared congratulations to Dr. Whitley on his recent recording with the Kühn Choir of Prague.
  - d. **SLC** – Mr. Overvig shared about the SLC involvement with commencement and how successful the event was. Mr. Overvig shared he also attended the Night at the Knights which was also a great event. Ms. Wyss-Schoenborn inquired on open positions on the SLC. Mr. Overvig reported there are openings and recruitment will start on Welcome Day. He

shared that some high school interns have also joined the SLC team. Mr. Running noted the Waverly Park Clean Up Project. Dr. Sarna he enjoyed attending the recent screening of "The Coddling of the American Mind".

- 3) Presidential Equity Report – Mr. Dorsette shared he also attended the screening of "The Coddling of the American Mind" and that it also included a roundtable discussion. Mr. Dorsette shared information on the upcoming Albany Pride Festival and LBCC will be in attendance. Chair Adams inquired about how information regarding Camp for the Culture is being shared with school districts. Mr. Dorsette reported that he shares information with the superintendents at quarterly meetings. Mr. Dorsette also reported the current enrollment numbers.

### **FIDUCIARY ACTIVITY**

- 1) Consent Agenda – **Mr. Running moved to approve the Consent Agenda. Ms. Wyss-Schoenborn seconded.** Dr. Sarna inquired on a program suspension for Computer Science or Criminal Justice in the Curriculum Report. Dr. Buchele shared that the programs were suspended last year but that students that were already enrolled continued to attend through this year. No new students were enrolled in those programs. **Motion to approve the Consent Agenda was approved. (4,1) Mr. Davis abstained from the vote.**
- 2) RES 26-24 Adopting the budget and making appropriations. **Mr. Running moved to approve RES 26-24. Dr. Sarna seconded.** Mr. Flom reported that there are resolutions included in tonight's Board agenda to approve contracts and compensation recommendations. These were not ready when the budget was presented at last month's meeting. Mr. Flom had his staff include an estimation when building the budget for salary and benefit figures. Mr. Flom believes that the estimations are appropriate, however, this will be reviewed throughout the year and if there is a need to increase the spending authority (that exceeds 10%), he will bring this item for Board consideration. Jess Jacobs, Director, Accounting & Budget, was attending in the audience and also gave additional information on the estimation. **Motion to approve RES 26-24 Adopting the budget and making appropriations was approved unanimously. (5,0)**
- 3) RES 27-24 Ratification of the 2024-2027 Faculty Association Contract. Mr. Running inquired on the term unopened. Dr. Buchele answered to satisfaction and explained the process of what articles were reviewed. A summary of the changes is included on the agenda. Mr. Davis inquired on how many years the contract covers and how often contracts are reviewed. Dr. Buchele answered to satisfaction. Chair Adams inquired on Article 9 – Right to Contract. Dr. Buchele answered to satisfaction. Ms. Wyss-Schoenborn inquired on Article 16 and CPI-U and asked for clarification on the letter U. Mr. Jacobs shared that U stands for Urban. **Ms. Wyss-Schoenborn moved to approve RES 27-24. Mr. Davis seconded. Motion to approve RES 27-24 Ratification of the 2024-2027 Faculty Association Contract was approved unanimously. (5,0)**
- 4) RES 28-24 Ratification of the 2024-2028 Classified Association Contract. Mr. Flom shared that the resolution needed to be included on the agenda pending the final approval. The approval from the Classified Association was received the morning of the meeting. Mr. Flom shared the summary of changes is also included in the agenda and reviewed key highlights. One of which is moving to a four-year contract. Ms. Wyss-Schoenborn noted two typos in Article 28 summary of changes. Mr. Flom clarified corrections. **Ms. Wyss-Schoenborn moved to approve RES 28-24. Mr. Running seconded. Motion to approve RES 28-24 Ratification of the 2024-2028 Classified Association Contract was approved unanimously. (5,0)**

- 5) RES 29-24 LBCC Compensation Recommendations for FY2024-25 Budget. Mr. Flom shared information about the compensation recommendations. Chair Adams inquired on clarification of non-bargaining part-time faculty. Mr. Flom answered to satisfaction. **Mr. Davis moved to approve RES 29-24. Mr. Running seconded. Motion to approve RES 29-24 LBCC Compensation Recommendations for FY2024-25 Budget was approved unanimously. (5,0)**
- 6) RES 30-24 Property, Liability, and Workers' Compensation Insurance Renewal. Mr. Running shared that the Audit and Professional Services Committee met prior to the meeting to review the insurance renewal with Geoff Sinclair of Brown and Brown Insurance Company. Mr. Running shared a summary of the meeting and premium cost. **Mr. Running moved to approve RES 30-24. Ms. Wyss-Schoenborn seconded.** Chair Adams inquired on the total premium cost and increase. Mr. Flom answered to satisfaction. Ms. Wyss-Schoenborn shared that LBCC will continue to self-insure with cybersecurity and earthquake insurance. Mr. Davis asked about insurance surrounding the child-care center. Mr. Flom answered to satisfaction. **Motion to approve RES 30-24 Property, Liability, and Workers' Compensation Insurance Renewal was approved unanimously. (5,0)**
- 7) RES 31-24 Bid Approval Periwinkle Center Roof Replacement and RES 32-24 Bid Approval Activities Center Gym Roof Replacement were presented by Mr. Flom. Mr. Running inquired if the funding for these projects was already included in the budget. Mr. Flom replied that yes, it is in the roofing reserves. Mr. Davis inquired on which fiscal year the expense would be realized in. Mr. Flom answered to satisfaction. **Dr. Sarna moved to approve RES 31-24 Bid Approval Periwinkle Center Roof Replacement and RES 32-24 Bid Approval Activities Center Gym Roof Replacement were approved unanimously. (5,0)**
- 8) RES 33-24 Procurement Approval – Learning Management System was presented by Dr. Buchele and Mr. Flom. Dr. Buchele shared that LBCC is proposing to move from Moodle to Canvas. The financial cost is comparable between the programs. The Faculty supports the move to Canvas. Mr. Flom shared the reason a formal RFP was not required for this is due to both programs (Moodle and Canvas) being part of statewide purchasing agreements. **Dr. Sarna moved to approve RES 33-24. Mr. Davis seconded. Motion to approve RES 33-24 Procurement Approval – Learning Management System was approved unanimously. (5,0)**
- 9) First Read of 4000 Series Board Policies (this set focuses on 4010-4060) Dr. Buchele reviewed the policies as well as a proposed change to BP 4050. Mr. Davis commented in support of the proposed change to BP4050. **Mr. Running moved to approve the BP 4000 series as presented. Ms. Wyss-Schoenborn seconded. Motion to approve the BP 4000 series with noted change was approved unanimously. (5,0)**
- 10) Administrative Reports
  - a. President's Report – President Avery thanked Board members for attending commencement and shared how well the event went. President Avery reported that she also attended the Nursing Pinning Ceremony. Lastly, President Avery reported on the Night at the Knights event and thanked the Foundation staff for their work. The Corvallis Knights will be playing at LBCC on July 10 as the Albany Rollers.
  - b. Academic & Student Affairs – Dr. Buchele echoed President Avery on the success of commencement and the Nursing Pinning ceremony. Chair Adams noted the increase of summer term enrollment. Dr. Buchele shared that the majority of summer enrollment is online learning and fall registration opens today. Dr. Sarna inquired on the Friday campus closures. Dr. Buchele shared a history as to why this change was made.

- c. Institutional Advancement – Advancement staff not in attendance at the meeting so no report was given.
- d. Finance & Operations – Mr. Flom also noted on the commencement event and thanked everyone who worked to make it such a great success. Mr. Flom also gave an update on the courtyard project. Mr. Running stated that he hoped that we do what we can to get the ending fund balance up to 10% of revenues.

**Adjourned to Executive Session 7:19pm**

**Returned to Regular Session 7:55pm**

RES 34-24 President's Evaluation Summary – Chair Adams read the summary into public record.

**Motion: Mr. Running moved to approve RES 34-24 President's Evaluation Summary. Mr. Davis seconded. Motion to approve RES 34-24 President's Evaluation Summary was approved unanimously. (5,0)**

RES 35-24 President's Contract Extension – Chair Adams read the summary into public record. **Motion:**

**Mr. Running moved to approve RES 35-24 President's Contract Extension. Mr. Davis seconded. Motion to approve RES 35-24 President's Contract Extension was approved unanimously. (5,0)**

**Adjourned Regular Session at 8:00pm**

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Board Chair

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Clerk of the Board