



**Minutes of Board of Education Meeting
September 20, 2023
Albany Campus, Boardroom**

Board of Education members in attendance

Kristin Adams (Chair), Stacie Wyss-Schoenborn (Vice Chair), Kristin Adams (Chair), Dick Running, Dr. John Sarna, Sherlyn Dahl, Jeff Davis, and Ron Edwards

Staff and Representatives in attendance

Lisa Avery, Ann Buchele, Sheldon Flom, Jason Dorsette, Claire Burke (Faculty), Sheri McIntyre (Classified), Heather Hill (PTFA) (via Zoom), Rachel Biscoe (SLC), and Elizabeth Droscher

Guests in attendance

LBCC Legal Counsel, Sean Kidd

REGULAR MEETING

The regular meeting was called to order at 6:00pm

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

CITIZEN COMMENTS – Chair Adams noted no citizen comments were submitted for this meeting.

BOARD CHAIR COMMENTS - Chair Adams welcomed everyone and noted how nice it was to return to in-person meetings.

INTRODUCTIONS – Dr. Buchele and Jess Winans, Learning Innovation Center Coordinator, Learning Innovation Center Coordinator, shared information on the Instructional Strategies Institute (ISI) and the work being done by faculty.

The following were introduced as new full-time faculty for the 2023-24 year: Jasmine LaRue, Writing/Spanish; Gabe Nye, Welding; Ric Costin, CADD; Joe Napier, Mechatronics; Meagan Riley, Nursing; Gwendy Beer, Nursing; Katie Grotberg, Nursing; Emily Middleton, Nursing; Denise Huges-Tafin, HDFS; Jana Svoboda, Professional Advising/Mental Health, and Josiah Hunt, FYS

The Board welcomed the new faculty members to Linn-Benton Community College.

President Avery introduced Heather Hill who is attending the meeting on behalf of PFTA this evening.

The 23-24 Student Poet Laureate, Sarah Prieto, was introduced. Sarah read a poem.

The Board thanked Sarah for the poem and congratulated her on being selected as the 23-24 Student Poet Laureate.

GENERATIVE ACTIVITY - Mr. Kidd presented on the Board of Education's role and responsibilities. The presentation is given on an annual basis to educate and remind the Board of Education of the following:

- Mr. Kidd shared a full presentation with the Board on the Board Roles and Responsibilities. He noted the following:
 - The Board acts and governs as a unit with one voice.
 - The Board sets policy and direction. They provide direction and guidance to the President and staff of the college.
 - Review of Ex Parte Communication.
 - Review of conflicts of interest and disclosures.
 - Review of his role as attorney for the college.
- Mr. Kidd opened the remainder of his time for questions from the Board. The following was discussed:
 - Sheldon Flom shared that Mr. Kidd primarily communicates with President Avery or himself regarding college business. Mr. Kidd shared that he is the Board as a whole and the college's attorney not an individual Board member's attorney.
 - Mr. Running asked a question about recusal from vote during a conflict of interest. Mr. Kidd responded on how best to do this.
 - President Avery asked Mr. Kidd to share an update on individual vs. collective role as Board member. Mr. Kidd reinforced that the Board acts and governs as a single voice. No individual Board member has any power.
 - Sheldon Flom asked for Mr. Kidd to discuss Board Public Meeting Law in regards to emails and other communication. Mr. Kidd reviewed Oregon Public Meeting Law including Executive Session procedures.
 - Mr. Edwards inquired about communication as a citizen vs. Board member. Mr. Kidd answered to satisfaction.

Mr. Kidd closed by sharing that he is available for additional presentations at the Board's request.

STRATEGIC ACTIVITY

- 1) Board Representative Reports:
 - a. **OCCA** – Chair Adams reported that the OCCA Conference will be held the first week of November. If Board members are interested in attending and have not already registered, please contact Elizabeth Droscher. President Avery shared an update on a recent OCCA Board training that she and Mr. Davis attended.
 - b. **ACCT** – Dr. Sarna shared that the annual meeting will be held in November. President Avery shared that LBCC won a free Board training that will be presented by ACCT staff. This will be held on a date to be determined.
 - c. **Foundation** – Mr. Davis did not have anything to report.
- 2) Campus Representative Reports:
 - a. **Classified** – Ms. McIntyre did not have any additions to the report. President Avery appreciated the introduction to James Rodriguez and the information on FLAC that was included in the report. Ms. Wyss-Schoenborn congratulated Dale Keene on the recent election to the Sweet Home School District Board and Secretary position. Mr. Running

inquired on Moodle. Ms. McIntyre answered to satisfaction about this learning management system.

- b. **Faculty** – Ms. Burke did not have any additions to the report. Chair Adams shared congratulations on the 100% certificate exam pass rate for Diagnostic Imaging. Chair Adams also inquired on more information regarding the Civil Discourse program. Information will be shared to the Board regarding how to view this program. Ms. Wyss-Schoenborn noted the many applications for the Diagnostic Imaging program.
 - c. **PTFA** – Ms. Hill shared that the PFTA did not meet prior to the Board meeting so no report was submitted for this month. Chair Adams thanked Ms. Hill for joining tonight's meeting.
 - d. **SLC** – Miss Biscoe shared an update on Welcome Day, which was held today and was a huge success. Miss Biscoe shared that there are still openings on the SLC. Lastly, Miss Biscoe shared she was nominated for the Higher Education Coordinating Commission and should be confirmed soon. President Avery shared that she attended both the Welcome Day and Student Take Over events today and both were great.
- 3) Approval of 23-24 Board of Education Goals
 - 4) Approval of 23-24 President's Goals - **Mr. Running motioned to approve both the 23-24 Board of Education and the 23-24 Presidents goals as submitted. Ms. Dahl seconded. Motion to approve the 22-23 Board of Education and 22-23 President's goals as submitted passed unanimously. (7,0)** Ms. Dahl inquired on how are the goals going to be measured. She challenged the Board to review the goals and outcomes throughout the year.
 - 5) Presidential Equity Report – Mr. Dorsette did not have anything additional to add to the report. Mr. Dorsette shared a handout on programs being held at LBCC for Latino/a/x/e Heritage Month. The Board is invited to attend. Ms. Dahl requested additional information and context on the data table included in the report. Mr. Dorsette answered to satisfaction. President Avery recognized the co-chairs of the Community Advocacy Commission (previously PACE) they are Sheri McIntyre and Michael Lopez, both were present at the meeting. Mr. Dorsette shared a brief update on a recent retreat held by the Community Advocacy Commission. Chair Adams welcomed Gabby Esquivel, New Program Coordinator for IEDI.

FIDUCIARY ACTIVITY

- 1) Consent Agenda – **Ms. Wyss-Schoenborn moved to approve the Consent Agenda. Mr. Running seconded. Motion to accept the Consent Agenda was approved unanimously. (7,0)**
- 2) RES 08-24 Bid Approval Activities Center Roof Replacement – Mr. Flom shared information about the bid to replace the activities center roof. Dr. Sarna inquired on the committee review process. Mr. Flom answered to satisfaction. **Mr. Davis moved to approve RES 08-24 Bid Approval Activities Center Roof Replacement. Mr. Edwards seconded. Motion to approve RES 08-24 was approved unanimously. (7,0)**
- 3) Administrative Reports
 - a. **President's Report** – President Avery thanked the Board members who attended the LBCC In-Service. Chair Adams inquired on head count pre-pandemic vs. today. President Avery shared that LBCC is still lower than pre-pandemic numbers. Dr. Buchele added

that the number is improving. Chair Adams noted the work being done on the baccalaureate degrees in partnership with the Samaritan Foundation to expand nursing capacity. Ms. Dahl echoed excitement for the nursing degree information included in the report. Mr. Edwards inquired on the potential growth of the nursing program. President Avery answered to satisfaction.

- b. **Academic & Student Affairs** – Dr. Buchele shared information on current enrollment numbers. Dr. Buchele stated that resolutions will be brought to the next Board meeting regarding offering of baccalaureate degrees. Lastly, Dr. Buchele reported that the LBCC Accreditation Year 7 visit will be held October 11-13. The Board will receive additional information on this visit and how they can participate once the schedule is finalized. Dr. Sarna noted that he likes the addition of the food trucks near the Benton Center.
- c. **Institutional Advancement** – Ms. Everts did not have anything to add to the report.
- d. **Finance and Operations** – Mr. Flom shared appreciation for the grounds, IT and all of the teams who worked so hard to get the campus ready for the return of staff and students. Chair Adams inquired if everyone has moved back into Takena Hall. Mr. Flom responded that they have and encouraged people to go and visit the renovated building. President Avery shared that a ribbon cutting will be held soon and invitations will be sent. Mr. Running inquired on the status on the Santiam Room and the chiller. Mr. Flom shared an update on the chiller installation and function. Dr. Buchele shared that the Culinary Program is now full and the hope is to open the Santiam Room one day a week to start. The opening date for the Santiam Room is not yet determined. Ms. Dahl inquired on financial aid applications. Mr. Flom shared that more information will be available in the October report. Dr. Sarna inquired on the incomplete remodeling projects have any negative impact on access for students. Mr. Flom replied that there are not.

BOARD COMMENTS

The Board again welcomed the new faculty to LBCC and to the students who started fall term. Mr. Running shared two upcoming events – Golf Tournament and Hall of Fame Banquet as well as an upcoming choir performance.

Adjourned Regular Session at 7:15pm

Board Chair

Clerk of the Board