



**Minutes of Board of Education Meeting
November 15, 2023
Health Occupation Center LBCC
300 Mullins Dr, Lebanon, OR**

Board of Education members in attendance

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

Staff and Representatives in attendance

Lisa Avery, Ann Buchele, Sheldon Flom, Jason Dorsette, Claire Burke (Faculty), Kimberly Kopplein (Classified – via Zoom), Bill Whitley (PTFA), Steven Broncheau (Advancement), Rachel Biscoe (SLC), and Elizabeth Droscher

Guests in attendance

Oriana Mulatero, Interim Dean Healthcare Occupations, Mike LeBlanc, Faculty - Automotive Technology, Kristi Murphey, Faculty - HHP/Athletics, Liv Gifford, Faculty - Health & Human Performance, and Mindy Schindler, Faculty - Business Management

REGULAR MEETING

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

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

PUBLIC COMMENTS – Chair Adams noted no public comments were submitted for this meeting.

INTRODUCTIONS – President Avery introduced Steven Broncheau, who is the recently hired LBCC Foundation Director. This is Mr. Broncheau’s second Board meeting and the introduction was not included in the October meeting.

BOARD CHAIR COMMENTS - Chair Adams noted that she would be giving her comments later in the agenda.

GENERATIVE ACTIVITY – Oriana Mulatero, Interim Dean Healthcare Occupations, gave an overview presentation on Linn-Benton Community College Healthcare Division. Dean Mulatero shared information on programs offered which include a combination of short-term certificates and Associate of Applied Sciences degrees. The programs presented were Coding & Reimbursement, Diagnostic Imaging, Dental Assistant, Medical Assisting, Nursing Assistant, Nursing, Surgical Technologist, Phlebotomy, and Occupational Therapy Assistant. Dean Mulatero presented program statistics which included the course length of each program, enrollment capacity, average Oregon employment salary, student pass rates, and future program goals.

The Board inquired on additional information on programs and Dean Mulatero answered to satisfaction.

The Board thanked Dean Mulatero for the presentation.

STRATEGIC ACTIVITY

- 1) Board Representative Reports:
 - a. **OCCA** – Chair Adams reported that the OCCA Conference was held the first week of November.
 - b. **ACCT** – Dr. Sarna reported that ACCT is asking for insights so that they can stay aligned with member interests and needs. People are encouraged to share their input.
 - c. **Foundation** – Mr. Davis shared information on the LBCC Thanksgiving Food Drive to support students. For more information or to give, please contact the Foundation.

- 2) Campus Representative Reports:
 - a. **Classified** – Ms. Koppelin did not have any additions to the report.
 - b. **Faculty** – Ms. Burke did not have any additions to the report.
 - c. **PTFA** – Mr. Whitley did not have any additions to the report.
 - d. **SLC** – Miss Biscoe shared an update that at the last meeting Mr. Davis shared a recommendation to reach out to Linn-Benton Food Share for possible student resources. Miss Biscoe did so and has not received a reply yet. Miss Biscoe also shared information on the LBCC Thanksgiving Food Drive. Miss Biscoe reported that there are more requests than resources this year. Chair Adams inquired on other possible organizations who offer food baskets during the holidays. Board members and staff shared ideas of other potential community assistance opportunities.

- 3) Board Chair Comments: Chair Adams shared a written statement and emphasized that these are her thoughts as Board Chair. Chair Adams thanked each Board Representative for their reports and for sharing these monthly with the Board. Chair Adams expressed her support of Dr. Avery and LBCC Leadership. Chair Adams reflected on the impact of COVID and decreased enrollment for LBCC and the budget challenges this has presented. Chair Adams addressed the Faculty and stated that the Board hears them, however, the ability of the Board to be more involved in the operations of the college are outside the role of the Board. Community College Boards are Policy Boards and charge a President with the responsibility for operations. The Board welcomes the opportunity to know more about the staff that serve the college and the many incredible efforts that support students. Faculty members are partners in the shared goal of student success. The Board strives to be involved and present for college events and activities to show their support. Chair Adams closed her statement with an encouraging message to move forward together in a positive manner to strengthen partnerships to support student success.

- 4) Presidential Equity Report – Mr. Dorsette did not have anything additional to add to the report. The Board thanked Mr. Dorsette for the report and for following up on the October meeting request for more information on gender percentages attending LBCC, specifically on how to engage more male students to attend.

FIDUCIARY ACTIVITY

- 1) Consent Agenda – **Mr. Running moved to approve the Consent Agenda. Ms. Dahl seconded. Motion to accept the Consent Agenda was approved unanimously. (7,0)**

- 2) RES 09-24 Pursuit and Development of an Applied Bachelor's Degree at Linn-Benton Community College – Dr. Buchele shared information on the resolution.
- 3) RES 11-24 Proposed Electric Vehicle/Hybrid Vehicle Technician, RES 12-24 Proposed Community Health Certificate of Completion, and RES 13-24 Proposed Professional Business Certificate. Dr. Buchele shared that three new programs will be proposed for Board consideration. Mike LeBlanc, Faculty - Automotive Technology, shared information on RES 11-24 Proposed Electric Vehicle/Hybrid Vehicle Technician program. Dr. Buchele shared budget requirements for this program which is one additional full-time faculty member. This has been included in the budget projection. Mr. LeBlanc shared information on a three-year grant that will assist with professional development, training, and curriculum development. Kristi Murphey, Faculty - HHP/Athletics and Liv Gifford, Faculty - Health & Human Performance presented on RES 12-24 Proposed Community Health Certificate of Completion program. Dr. Buchele shared that this proposed program does not require additional faculty. Mindy Schindler, Faculty - Business Management presented on RES 13-24 Proposed Professional Business Certificate program. Dr. Buchele shared that this proposed program does not require additional faculty. The Board inquired on the programs and the respective staff answered to satisfaction. **Mr. Running moved to approve RES 11-24 Proposed Electric Vehicle/Hybrid Vehicle Technician, RES 12-24 Proposed Community Health Certificate of Completion, and RES 13-24 Proposed Professional Business Certificate. Ms. Dahl seconded.** Discussion: Chair Adams had one additional question on the budget impact of Proposed Electric Vehicle/Hybrid Vehicle Technician. Dr. Buchele shared that this is already budgeted for new programs as well as the noted grant support. Mr. Edwards inquired on which vehicles will be included in the program. Mr. LeBlanc answered to satisfaction. **Motion to approve RES 10-24, RES 11-24, and 13-24 were approved unanimously. (7,0)**
- 4) RES 14-24 FY 22-23 Financial Audit – tabled. Mr. Flom shared that audit acceptance has been tabled as this year there are new standards and the audit is taking a little more time to complete. There will be a special Board meeting in December for this item.
- 5) Administrative Reports
 - a. **President's Report** – President Avery shared information on recent visits with community members. President Avery shared that she met with Rebecca Grizzle, Executive Director of Lebanon Chamber of Commerce and invited her to attend the March Board meeting that will be held at the LBCC Lebanon Advanced Transportation Technology & Heavy Equipment Center.
 - b. **Academic & Student Affairs** – Dr. Buchele did not have any additions to the report.
 - c. **Institutional Advancement** – Mr. Broncheau shared information on the LBCC Thanksgiving Food Drive.
 - d. **Finance and Operations** – Mr. Flom did not have anything to add to the report. Chair Adams inquired if the number of days that LBCC could operate with current budget (if no additional funds were received) could be shared? Mr. Flom shared that it would be an estimate due to cash flow variants throughout the year.

BOARD COMMENTS

Mr. Davis thanked LBCC for the opportunity to attend the OCCA conference. He noted that during the conference Dick Running, Sheldon Flom, and Jess Jacobs each received awards for their work. Mr. Davis also shared that he recently attending the NAACP 2023 Freedom Fund Celebration in Corvallis. Mr. Davis recognized Mr. Dorsette for his leadership with this event.

Mr. Edwards shared that he was not able to attend the OCCA conference but has received information from the conference that he will be reviewing soon.

Dr. Avery shared that the LBCC Volleyball Team is leaving tomorrow to play in the Elite 8 and wishing them all the best in the tournament. Dr. Avery shared that there will be a holiday gathering for the Board and Board representatives are invited to attend.

Mr. Running shared his thanks for everyone who is involved with LBCC. Mr. Running shared some of his speech from the OCCA conference where he received his award and expressed his appreciation for LBCC.

Adjourned Regular Session at 7:11pm

Board Chair

Clerk of the Board