



**Minutes of Board of Education Meeting
November 16, 2022**

Health Occupation Center LBCC, 300 Mullins Dr, Lebanon, OR

Board of Education members in attendance

Kristin Adams (Chair), Jeannie Davis (Vice Chair), Dick Running, John Sarna, and Sherlyn Dahl

Staff and Representatives in attendance

Lisa Avery, Ann Buchele, Sheldon Flom, Andrew Wynings, Jason Dorsette, Claire Burke (Faculty), Kimberly Kopplien (Classified), Susan Morre (PTFA), Danae Fouts (SLC), and Elizabeth Droscher

Guests in attendance

Javier Cervantes, Allyson Dean (via Zoom), Michael Thomson, and Stacie Wyss-Schoenborn

REGULAR MEETING

The regular meeting was called to order at 6:06pm

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 to the meeting

INTRODUCTIONS – None

APPOINTMENT OF NEW BOARD MEMBER FOR ZONE 2-3A

There were four candidates for the Zone 2-3A vacancy created by the resignation of Jim Merryman. Javier Cervantes, Allyson Dean (via Zoom), Michael Thomson, and Stacie Wyss-Schoenborn were present to answer questions from the Board. Each candidate answered five pre-determined questions. **Dr. Davis motioned to appoint Ms. Wyss-Schoenborn to the Zone 2-3A vacancy. Ms. Dahl seconded. Motion to appoint Ms. Wyss-Schoenborn to the Zone 2-3A vacancy passed unanimously. (5,0)** The Board noted that Ms. Wyss-Schoenborn brought a strong financial background which Mr. Merryman, whom this position replaces, also brought to the Board. The Board thanked the candidates for submitting their application and for their time this evening to answer questions in a public meeting. The Board noted the strengths that each candidate presented in their applications and interviews. The candidates not selected for this position were encouraged to find other ways to be involved with Linn-Benton Community College through other committees or activities and to possibly run for a Board seat at the next election. President Avery swore in Ms. Wyss-Schoenborn.

Following the interviews, the Board took a 5-minute break and then the meeting resumed.

GENERATIVE ACTIVITY - Linda Carroll, Dean Healthcare, gave a presentation on Linn-Benton Community College Healthcare Programs. Dean Carroll welcomed the Board to the Lebanon facility and offered tours. There are ten programs offered at the center. They are Coding and Reimbursement Specialist, Medical Assistant, Phlebotomy, Surgical Technology, Occupational Therapy Assistant, Diagnostic Imaging, Dental Assisting, Nursing Assistant CNA, Nursing, Sleep Technology.

Dean Carroll presented program statistics which included the course length of each program, enrollment capacity, Oregon employment salary ranges outlook for each, program partnerships, and student pass rates. Nursing is the largest program.

Dr. Avery commended Dean Carroll and the faculty on their work and the challenges they met during the pandemic. Mr. Running noted how wonderful it is that all of the programs are in one building now. The Board and Dean Carroll also noted the opportunities for Youth Job Fairs and student outreach to learn more about these programs.

STRATEGIC ACTIVITY

1) Board Representative Reports:

- a. **OCCA** – Chair Adams shared that OCCA had their annual conference this month. Mr. Running attending on behalf of LBCC. Mr. Running shared that the 2023 conference will be in November in Sunriver. Chair Adams encouraged the Board to attend.
- b. **ACCT** – Mr. Sarna shared information from the ACCT conference held in October 2022 in New York. Mr. Sarna noted the high attendance (over 1800 attendees). Mr. Sarna shared a brief review of the sessions he attended with key takeaways and work that was accomplished at the conference. Chair Adams gave kudos to the LBCC team who presented at the conference.
- c. **Foundation** – Dr. Davis had nothing to report and welcomed Ms. Wyss-Schoenborn to the Board.

2) Campus Representative Reports:

- a. **Classified** – Kimberly Kopplein did not have anything to add to her report. She welcomed Ms. Wyss-Schoenborn to the Board.
- b. **Faculty** – Claire Burke did not have anything to add to her report. Ms. Dahl offered congratulations to the volleyball team on their success.
- c. **PTFA** – Susan Morre shared that Hathai Sangsupan has stepped down from the co-presidency of the PFTA. Ms. Morre reported that the remaining monies from the OEA Choice Trust have been used to purchase bookstore gift cards. The PFTA is going to be doing office visits to other part-time faculty to build community and meet each other as people return to in-person work on the LBCC campuses.
- d. **SLC** – Danae Fouts shared about a trip to Central Oregon Community College two weeks ago and a visit from Rogue Community College Student Government to LBCC four weeks ago. Both visits were very successful and beneficial to share information between colleges. Ms. Fouts also shared that SLC will be assisting with the Thanksgiving Food Drive to help address food insecurities. SLC is working on a Spaghetti Feed event in partnership with Culinary. Lastly, Ms. Fouts thanked Dr. Buchele for attending the SLC meeting today.

3) Presidential Equity Report – Jason Dorsette did not have anything to add to his report. He welcomed Ms. Wyss-Schoenborn to the Board.

FIDUCIARY ACTIVITY

- 1) Consent Agenda – **Mr. Running moved to approve the Consent Agenda. Ms. Dahl seconded. Motion to accept the Consent Agenda was approved. Ms. Wyss-Schoenborn abstained from the vote. (5,1)**

- 2) RES 17-23 Bid Approval Takena Phase II Project and RES 18-23 Bid Approval Calapooia Restroom Remodel – Mr. Flom shared information on both RES 17-23 and 18-23. Dr. Avery recognized the support of Representative Shelly Boshart Davis’ office on the Takena Hall Phase II project. **Ms. Dahl moved to approve RES 17-23 Bid Approval Takena Phase II Project and RES 18-23 Bid Approval Calapooia Restroom Remodel as presented, Mr. Running seconded. Motion to approve RES 17-23 and 18-23 was approved. Ms. Wyss-Schoenborn abstained from the vote. (5,1)**

- 3) RES 19-23 FY 21-22 Financial Audit – Mr. Running shared that the Audit and Professional Services Committee met with the auditor, Darren Born to review the audit. The college was issued an unmodified audit report. **Mr. Running moved to accept RES 19-23 FY 21-22 Financial Audit as presented, Ms. Adams seconded.** Mr. Sarna had questions regarding the language of the resolution. Mr. Flom answered to Mr. Sarna’s satisfaction. **Motion to accept the FY 21-22 Financial Audit was approved. Mr. Sarna and Ms. Wyss-Schoenborn abstained from the vote. Mr. Sarna abstained as he did not have an opportunity to review the audit prior to the meeting. (4,2)**

- 4) **Introduction of 8000 Board Policies** – Mr. Wynings introduced the 8000 Board Policy series. Please send any edits to Mr. Wynings.

- 5) **Administrative Reports**
 - a. **President’s Report** – President Avery commended and thanked the Board on the public meeting interview process. President Avery thanked the candidates and will reach out to each of them to discuss other opportunities at LBCC for them to possibly serve. President Avery shared that LBCC has contracted with the PSU Population Research Center to review the Board zone map boundaries, as required every ten years in accordance with the census. The report is complete will be sent to the Board for consideration at the January meeting. Mr. Running inquired on additional sports programs being considered. President Avery answered to satisfaction.
 - b. **Academic & Student Affairs** – Dr. Buchele did not have anything to add to her report. Mr. Sarna asked about success metrics and any potential impact on accreditation. Dr. Buchele answered to satisfaction.
 - c. **Institutional Advancement** – Andrew Wynings did not have anything to add to his report. Mr. Running shared that he recently attended the Corks and Choir event and it was wonderful.
 - d. **Finance and Operations** – Mr. Flom recognized the Finance Teams for their work on the successful audit report. Mr. Flom brought attention to an additional report included this month: The National Hazards Mitigation Plan Update. The website is still in development.

BOARD OF EDUCATION REPORTS

The Board did not have anything to report.

OTHER

A reminder that there will not be a Board of Education meeting in December. The meetings will resume in January.

Adjourned Regular Session at 8:14pm

Board Chair

Clerk of the Board