



**Lane Community College Archives**

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**Guide to Student Services Office (Linda Fossen) Records**

**1971 – 2000**

**A-049**

Collection processed by: Tiah Edmunson-Morton, 2005

Inventory encoded by: Tiah Edmunson-Morton, 2005

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**Repository Name:** Lane Community College Archives  
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**Collection Number:** A-049

**Creator:** Student Services Office, Linda Fossen

**Title:** Student Services Office (Linda Fossen) Records

**Dates:** 1971 – 2000 (inclusive); (bulk 1992 – 1997)

**Quantity:** 19.2 c.f. (48 document boxes)

**Summary:** Administrative and departmental records for Linda Fossen, Vice President of Student Services from 1992-1997. This collection includes administrative records, correspondence, financial and accounting records, external organizations records, internal department records, program and committee records, speeches and writings, and publications and reports.

**Location of Collection:** Lane Community College Archives, Center Building

**Administrative History:**

The Student Services Office, as it was known during Linda Fossen's time, has undergone several name changes. The Office of the Dean of Students was created in 1965 and became Student Personnel Services in 1967. It was changed again in 1976 to Student Services. In 1997, the department reorganized and merged with Instructional Services to become the Office of Instruction and Student Services.

**Biographical Sketch: Linda Fossen**

Linda Fossen (formerly Holladay) succeeded Robert Marshall (who retired in 1992) as vice president for the Student Services office in July, 1992.

From 1995-1996, Lane Community College began work on a project called Process Redesign, which reinvented the way the college operated, making the organization more cost effective, efficient, and student-oriented (see A-047 for details). Fossen was on the Process Redesign Leadership Team during the design phase of the project and was an advisor to the Implementation Team once the design was complete.

In March of 1997, Lane Community College President Jerry Moskus merged the Student Services and Instructional Services offices to form the Office of Instruction and Student Services, which eliminated one of the four vice president positions. This reorganization meant the end of Fossen's position. She accepted a position as the vice president of Student Services and Student Success at Skagit Valley College in Mt. Vernon, Washington. She is currently the associate vice president for Enrollment Management at the University of Texas at Brownsville.

Before taking her position at Lane Community College, she was the director of Admissions and Records at Central Wyoming College (1987-1992), director of Student Services and Admissions at Northern Montana College (1985-87), and was the student services coordinator at Prince William Sound Community College (1982-1985). In addition to her administrative work, she taught high school English for six years.

She has a bachelor of science in secondary education, a master's degree in education from Northern Montana College, and a public school administration certificate from the University of Montana in Missoula.

Fossen was active in community and civic activities. She was the chair of the Red Cross of Lane County; volunteered for social service agencies serving victims of violence and abuse; and belonged to the American Association of University Women, the League of Women Voters, Soroptomist International, chambers of commerce, and genealogical societies.

**Content Description:**

The collection is divided into eight series: Administrative Records, Correspondence, Financial and Accounting Records, External Organizations, Internal Departments, Programs and Committees, Speeches and Writings, and Publications. It includes memos, calendars, articles, reports, surveys, institutional planning materials, and departmental records from the departments Fossen managed.

- **Administrative Records:** This section contains information on staff development, team building, and leadership trainings for Lane employees. It also contains records for the Fast Forward program, which emerged from the Alternative Visions and College Forum programs in 1993. It was cultivated by Rita Hennessy, and emphasized collaborative learning, interdisciplinary studies, and multiculturalism. Its goal was to attract staff and students from underrepresented populations in the Lower Division College Transfer Program. There were approximately ten instructors, from four departments, who served between 550 and 900 students.
- **Correspondence:** This section includes administrative correspondence to and from Linda Fossen, as well as correspondence to and from other Student Services personnel.
- **Financial and Accounting Records:** These records generally consist of budget summaries and audit reports. In addition to files containing copies of grant applications and contracts, this section contains financial records for individual departments, tuition increases, and information about the Lane Foundation.
- **External Organizations:** This section contains records from outside associations and organizations. It includes outside committees, coalitions, councils, associations (including Oregon Community College Association), legislative bodies and state boards, meeting records, and information from other colleges & universities.
- **Internal Departments:** This section includes records from Lane Community College departments (e.g. Financial Aid, Counseling, and Instructional Services).
- **Programs and Committees:** Included in this section are board agendas and minutes, meeting notes, and College Council records.
- **Speeches and Writings:** This section contains speeches and presentations given by Linda Fossen, as well as information about the groups she was addressing.
- **Publications and Reports:** These records consist of external and internal publications, reports, and surveys.

Format Note: 48 document boxes of paper records, 45 color and black & white slides, 13 color photographs.

#### **Related Materials and Collections:**

Student Services Office (Robert Marshall) Records, 1965-2000 ([A-048](#)). Administrative and departmental records from Robert Marshall, Vice President of Student Services from 1988-1992.

Student Services Office (Hakanson, Carter) Records, 1965–1987 ([A-024](#)). The collection includes administrative records from the tenure of Dean of Students I.S. (Bud)

Hakanson, 1965-1969, and Dean of Students/ Vice President for Student Services John (Jack) Carter, 1969-1988.

**Arrangement:**

Section A: Administrative Records: 1971 – 1997; (bulk 1992 – 1996)  
Section B: Correspondence: 1992 – 2000; (bulk 1992 – 1996)  
Section C: Financial and Accounting Records: 1988 – 1996  
Section D: External Organizations: 1985 – 1996; (bulk 1993 – 1995)  
Section E: Internal Departments: 1984 – 1996; (bulk 1989 – 1995)  
Section F: Programs and Committees: 1987 – 1996; (bulk 1992 – 1995)  
Section G: Speeches and Writings: 1993 – 1995  
Section H: Publications: 1986 – 1997; (bulk 1993 – 1994)

**Subjects:**

Fossen, Linda  
Marshall, Robert  
Moskus, Jerry R.  
Lane Community College (Eugene, Or.)  
Lane Community College. President's Office  
Colleges and universities  
Universities and colleges – Administration  
Community colleges – Administration

**Alternative Forms Available:**

Repository maintains guide to collection on an in-house database. A guide to the collection is also available on the repository's website.

**Administrative Information:**

**Restrictions on Access:** The collection is open for research.

**Restrictions on Use:** None

**Preferred Citation:** Student Services Office (Linda Fossen) Records, 1971–2000 (A-049), Lane Community College Archives, Eugene, Oregon

**Custodial History:**

Administrative transfer from the Student Services Office.

**Processing Note:**

Collection was processed and described in the fall of 2005 by Tiah Edmunson-Morton.

**CONTAINER LIST****Section A: Administrative Records: 1971 – 1997 (inclusive); (bulk 1992 – 1996)**

Title	Box	Folder
Accreditation (chronologically scattered), 1984-93	10	5
Accreditation Governing Board Self Study Team, 1993	46	9
Accreditation, 1983-84, 1994	36	8
Accreditation, 1989	10	4
Adult High School, 1993-94	28	7
Affirmative Action, 1984-96	28	8
Agreements/Contracts: Reciprocal Agreements, 1984, 1994	36	9
Agreements/Contracts: University of Oregon & Lane Community College (Lane), Pre-Engineering Agree, 1985, 1987, 1989	36	10
Agreements/Contracts: Weyerhaeuser Paper Company, 1991	36	11
Athletics Disclosure: 1995-96	44	8
Attorneys: Harms/Harold/Leahy, 1990-91	34	10
Bad Checks: Students, 1987	34	11
Bond: Campaign, 1994-95	36	13
Bond: Construction Issues, 1994-95	36	14
Bond: Election, 1994-95	36	15
Calendar & Messages, 1995	37	3
Calendar: Fossen, Linda, 1995	13	5
Campus Community/College Environment, n.d.	14	1
Casino Night, 1995	37	4
Child Care Resource Connection, n.d.	34	15
College Operations: Bookstore: Electronics Buyer Classification, 1993	9	6
College Operations: Budget, 1994	9	5
Computer Information, 1993-95	24	4
Computer Information: COMPASS, 1994-95	37	7
Computer Information: General, 1994-95	37	9
Computer Information: Technology Glossary, 1991	37	8
Computer Services, 1993-95	37	10
Conflict resolution Training, 1994	29	5
Courtesy Appointments, 1992	37	13
Courtesy Appointments, 1995-96	44	5
Credit by Assessment, 1994	27	8
Customer Service, 1993	2	4
Delansky, Barb, 1994-95	28	10
Director of Admissions Registrar: Williams, Sharon, 1992-96	35	17
Director's Retreat, 1994	38	3
Director's Retreat, April 22, 1993	38	5
Title	Box	Folder

Director's Retreat: Heceta House, August 2 & 3, 1993	38	4
Early Advising, 1991-94	28	4
Education Reform, 1994-95	38	6
Eldon G. Schafer Endowment, 1993-96	29	9
Emergency Plan, 1994	39	1
Faculty Professional Development, 1994	21	4
Family and Health Careers, 1994-95	29	11
Fast Forward: Architectural, 1994	34	16
Fast Forward: Curriculum Development Proposed Budget, 1994-95	34	17
Fast Forward: History, 1992, 1994-95	35	5
Fast Forward: Responses to Second Draft, 1997	35	6
Fast Forward: Hennessy, Rita, 1994-95	34	18
Final Drafts: Transitions Response, n.d.	2	7
Financing Post Secondary Education, 1993	29	12
Firearms Policy, 1990	46	11
Fishwick, Greg, 1994-95	29	13
FTE Projections, 1988/89, 1994	12	1
Function Sheets, 1994-95	39	5
Gender Based Team Building, 1993-94	29	15
Glaser Training, 1994-95	29	16
Goals: Branch Goals & Activities, 1989-94	39	7
Goals: Student Services, 1994-95	39	9
Health Care, 1993-95	39	10
House Bill: HB 2933, 1994-95	39	11
House Bill: HB 3565, 1991-92	39	12
Industrial Technology, 1993-94	30	8
Information Availability, 1991-92	39	13
Information Packet, 1993	30	9
In-service: fall, 1993	39	15
Institutional Advancement, 1994-95	30	11
Institutional Effectiveness Measurement Plan, 1992	39	14
Institutional Effectiveness Measurement Plan, 1992-95	30	12
Instructional Bill of Rights, 1971	35	7
Insurance: Unemployment, 1994	39	16
Job Descriptions: Work Load: Curriculum Scheduling, 1993-95	35	9
Lane/University of Oregon Housing, 1992	2	8
Lane: Workers Compensation Presentation, 1993	5	3
Leadership Team Diversity Information, 1994-95	30	15
Leadership Team Diversity Training, 1/95	30	16
Legal Issues in Student Services, 1992-94	35	11
Lobbying Activities, 1991-92	39	18
Local Issues, 1994	39	19
Title	Box	Folder

Management Employees Working Conditions, 1993-94	30	18
Media Statistics, fall 1992	16	4
Media, 1994-95	39	21
Mission Statement, 1993-94	39	22
Modified School Calendar Task Force (2 Folders), 1994-96	41	2-3
Moskus, Jerry: Miscellaneous, 1994	25	3
Name Change Proposals, 1994-95	40	2
New Employee Orientation, 1994-95	40	4
New Hires, 1995	40	5
Participative Leadership Skills, 1984	31	6
Part-time/ Short-term Education, 1988	4	7
Professional/Staff Development: Budget, 1994	46	7
Professional/Staff Development, 1994	25	5
Professional/Staff Development, 1993-96	46	5
Reduction in Force, 1990, 1993-94	25	6
Reduction in Force: Course Certification by Department, 1996	47	2
Reduction in Force: Faculty, 1984-89, 1994	47	3
Reduction in Force: Student Services Personnel, 1991	47	4
Research, Planning, & Evaluation, 1992-93	31	10
Restructuring, 1993-94	32	1
Resumes, 1993-94	41	1
Rose Bowl Related Absences, 1994	35	14
Sales Tax Ballot Measure 1, 1993	47	5
Senior Companion Program (2 Folders), 1989-1994	25	8-9
Senior Escalona Visit, 10/20/1995	35	15
Sexual Harassment Training, 1992	35	16
Space Allocation: Welding, 1993	2	5
Student Code of Conduct: Historical, 1982-84, 1987-88, 1990-92, 1995	36	1
Student Code of Conduct: Other Colleges, 1996-97	36	2
Student Enrollment Characteristics, 1992-93	32	6
Student Enrollment Characteristics, 1993-94	32	5
Student Enrollment Characteristics, 1994-95	32	4
Student Evaluation Forms: Historical Pricing, 1993-94	32	7
Student Insurance, 1994	36	3
Student Intake System, 1995	46	12
Student Retention, 1989-91	7	6
Student Services (2 Folders), 1993-94	32	8-9
Student Services, 1995-96	46	3
Student Services: Admissions, 1993-94	7	11
Student Services: Associated Students of Lane Community College (ASLCC)/Student Activities, 1993	8	11
Student Services: Athletics, 1993-94	8	9
Title	Box	Folder



Student Services: Child Care Co-op, 1993	9	1
Student Services: Counseling, 1993-94	8	1
Student Services: Disability Services (Includes ADA info.)	8	6
Student Services: Financial Aid, 1993-94	8	2
Student Services: Goals & Objectives, 1995-96	46	4
Student Services: Graduation Committee, 1987-90	9	2
Student Services: Job Placement, 1992-94	8	3
Student Services: Mission, Ground Rules, Goals, Objectives, 1994-95	33	1
Student Services: Restructuring, 1994-96	46	8
Student Services: Restructuring, 1994-96	47	1
Student Services: Student Activities, 1992-94	9	3
Student Services: Student Elections, 1993	8	10
Student Services: Student Health (Includes Student Access Report), 1993-94	8	5
Student Services: Student Records/Veterans, 1993-94	8	4
Student Services: Torch, 1992-94	9	4
Student Services: Women's Program, 1992-94	26	3
Student Services: Women's Program, 1993-94	8	8
Student Services: Women's Program, 1994	8	7
Student Services: Women's Program: Technology Access for Life Needs (TALN), 1994-95	36	7
Student Success (2 Folders), 1986-93	7	7-8
Student Success: Outcomes, 1990	7	10
Student Success: Strategies, 1991	25	7
Student Support Services, 1994	25	10
Student Support Services, 1994-95	36	4
Substance Abuse Program, 1990, 1993-95	36	5
Technology Planning, 1994-95	33	5
Telecourses, 1994-95	33	6
The College Board, 1990-94	10	11
The College Board, 1992-93	3	1
The College Board, 1994	18	7
The College Board: Appointment Form, 1990	10	12
Total Quality Management, 1993-94	33	7
Total Quality Management, 1994-95	48	4
Total Quality Management: Facilitator and Team Leader Training (2 Folders), 1993	34	1-2
Vice President for Administrative Services Search Committee (3 folders), 1994	13	1-3
Weekend Administration, 1995	36	6
Winqvist, John, 1995-96	35	10

**Section B: Correspondence: 1992 – 2000 (inclusive); (bulk 1992 – 1996)**

Title	Box	Folder
Administrative: Fossen, Linda, 10/93	6	4
Administrative: Fossen, Linda, 11/93	6	5
Administrative: Fossen, Linda, 12/93	6	6
Administrative: Fossen, Linda, 1/94	6	7
Administrative: Fossen, Linda, 2/94	6	8
Administrative: Fossen, Linda, 3/94	7	1
Administrative: Fossen, Linda, 4/94	7	2
Administrative: Fossen, Linda, 5/94	7	3
Administrative: Fossen, Linda, 7/93	6	3
Correspondence (2 folders), 1992-93	2	9-10
Correspondence Log, 1993-94	4	6
Correspondence Log, 1994	13	4
Correspondence, 1992	2	11
Directors, 1992-93	4	5
Financial Aid: Waddell, Linda, 1992-93	5	4
Fossen, Linda, 1993-94	37	12
Fossen, Linda, 1994-95	37	11
Fossen, Linda: Miscellaneous, 1994-95, 2000	16	5
Fossen, Linda: Miscellaneous, 1994-95, 2000	17	1-2
Fossen, Linda, April – June, 1996	34	19
Fossen Linda, April – June, 1997	34	22
Fossen, Linda, January – March, 1996	35	1
Fossen, Linda, January – March, 1997	34	21
Fossen, Linda, July – September, 1995	35	2
Fossen, Linda, July – September, 1996	35	3
Fossen, Linda, October – December, 1995	35	4
Fossen, Linda, October - December, 1996	34	20
Student Activities: Delansky, Barb (2 Folders), 1992-93	5	5-6
Student Activities: Fossen, Linda, (4 folders), 1993	4	1-4
Student Health: Ing, Sandy, 1992-93	6	1
Student Records: Bowers, Jolene, 1992-93	6	2
Student Services (2 folders), 1992	1	4

### Section C: Financial and Accounting Records: 1988 – 1996

Title	Box	Folder
Budget Reduction/Development Criteria, 1988/1993, 1994	7	4
Budget Review Committee, 1993-94	26	5
Budget Review, 1994	41	6
Budget Subcommittee: Student Services (2 folders), 1990-91	10	6-7
Budget Worksheets: Student Services, 1991	10	9
Title	Box	Folder

Budget, 1988-89 (2 Folders)	3	3-4
Budget: General, 1993-94	34	13
Budget: General, 1994-95	34	14
Budget: Student Services, 1990-91	10	8
Capital Outlay, 1992-93	7	5
Funding Formula, 1994-95	39	6
Grant Proposal Options, 1992	31	2
Grants: General, 1993-94	30	2
Grants: General, 1994-95	30	1
Grants: Manual, 1994-95	30	3
Grants: TRIO, 1993-94	30	4
Grants: Writer's Workbook, 1994-95	30	5
Marketing Plan, 1994-95	30	19
Memo to Budget Review Group Re: Criteria for 1994-95 Budget, 1994	42	3
Planning for the Future Budget Development, 1994	25	4
Vocational Education Grants (3 folders), 1990-91	43	7-9
Wayne Shields Endowment Scholarships, 1995-96	34	3
Workers Compensation Coverage: Miscellaneous, 1993	35	12

**Section D: External Organizations: 1985 – 1996 (inclusive); (bulk 1993 – 1995)**

Title	Box	Folder
American Association of Community College, 1994	18	2
American Association of Women in Community Colleges, 1994	18	3
American Management Association: Publications & Conference (2 Folders), 1994-96	15	3-4
American Red Cross, 1994	18	5
Community College Consortium, 1994	18	6
Chemekta Community College, 1994	18	8
Council of Student Services Administrators (CSSA), 1994-95	43	2
CSSA, 1994	18	9
Fund for the Improvement of Postsecondary Education (FIPSE): Program for North American Mobility in Higher Education, 7/31/1995	45	5
Instructional Support Stuff Association, 1996-97	35	8
International Campuses, 1994-96	45	6
International Community Colleges, 1995-96	45	7
Kellogg Foundation, 1994	18	11
Lane Education Service District, 1994	18	12
Lane Transit District (2 Folders), 1991-93	15	6-7
Lane Transit District, 1988, 1991, 1994	39	17
Lane Community College Education Association, 1993-94	25	1
Lane Community College Employees Federation, 1993-94	25	2
League for Innovation Executive Leadership Institute, 1995	43	3
Title	Box	Folder

League for Innovation, 1994	18	13
Lion's Pride Productions, 1994-95	30	17
National Association of College and University Business Officers, 1994	19	1
North American Free Trade Agreement, 1994-95	40	1
National Association of Student Personnel Administrators (NASPA): Member Handbook, 1994-95	31	1
NASPA, 1992-94	19	2
National Council on Student Development, 1985-91	12	2
National Council on Community Services for Community and Junior Colleges Regional Conference: Presentation by Larry Warford, 5/9/1985	44	1
National Council on Student Development, 1994	19	3
Oregon Community College Association (OCCA) Review of the Legislative Session, 1987	3	5
OCCA, 1994	19	4
OCCA, 1995	43	4
OCCA: Information on Financial Aid, Testing, Withdrawal (for Legislation), 1993	12	4
OCCA: Legislative Report, 1987-93	12	3
Oregon Community College Unified Reporting System, 1994	19	6
Oregon Council of Student Services Administrators, 1994	19	5
Office of Community College Services (OCCS), 1995	43	6
Oregon Community Colleges, 1994	31	3
Oregon Council of Student Services Administrators (OCSSA), 1994-95	43	5
Oregon Department of Education, 1994	19	7
Oregon Option, 1994-95	40	6
Oregon Progress Board, 1992-93	31	4
Oregon State Board of Education (2 Folders), 1994	20	1-2
Oregon State Board of Education: Statistical Data (contains reports of comparative statistics between Oregon community colleges: enrollment profiles, staff, profiles, financial data, facilities data), 1988-94	12	5
Oregon State System of Higher Education, 1994	20	3
Pacific Association of Collegiate Registrars & Admission Officers (PACRO), 1993-96	31	5
PACRO: Proceedings, Conference Papers, Selective Admissions for Special Programs, Academic Appeals (Morgan, Mary), 1991-93	12	6
Partners for Progress, 1993-94	31	7
Partnerships for Quality, 1992-93	31	8
PBS Adult Learning Satellite Service, 1994-95	31	9
Public Employee Retirement Systems, 1994-95	40	15
Red Cross: Agenda, 1994	12	7
Red Cross: Calendar, 1994	12	8
Title	Box	Folder

Red Cross: Candidates, 1994	12	9
Red Cross: Correspondence, 1994	12	11
Red Cross: Executive Search Committee, 1994	12	10
Red Cross: Minutes, 1994	12	12
Red Cross: Notes, 1994	12	13
Red Cross: Pocket of Binder, 1994	12	14
Red Cross: Process, 1994	12	15
Society for College and University Planning, 1991, 1993-95	32	2
The Council of Student Services Administrators, 1992-94	10	13
United Way, 1994	20	5
University of Oregon, 1994	20	6
US Department of Education, 1994	20	7
Western Center, 1994	24	1
Western Interstate Commission for Higher Education (WICHE (2 Folders), 1994	20	8
WICHE (2 Folders), 1994	21	1

**Section E: Internal Departments: 1984 – 1996 (inclusive); (bulk 1989 – 1995)**

Title	Box	Folder
Admissions, 1994-95	34	7
Admissions: Under Age Students, 1993-94	34	8
Admissions: Under Age Students, 1994-95	34	9
Admissions\Reports\Enrollment Projections\FTE for 94\95	14	6
ASLCC: Appeals, Associations, Ballot Measures, Budgets, By-Laws, Child Care, College Council, 1992-93	1	3
ASLCC: Constitution, Election Process, Historical Data, Institutional Bill of Rights, Judiciary Committee, Legal Services, 1992-93	1	1
Athletics, 1994-95	44	6
Athletics: General File, 1995	14	5
Athletics: Volleyball: Emerald Valley Volleyball Club, 1995-96	44	7
College Operations: Foodservice/Vending, 1989-91	9	8
College Operations: Foodservices, 1993	9	7
College Operations: Personnel, 1992-94	9	9
Counseling Department, 1994 & Prior	48	3
Counseling Department, 1995-96	48	1
Counseling Department: Saturday Circus, 1992-96	47	6
Financial Aid, 1995	44	4
Financial Aid: Carl Perkins, 1995	44	2
Food Services: Vending, 1993-96	29	14
Health & P.E., 1994-95	30	6
Instructional Services, 1990-91	30	13
Title	Box	Folder

Instructional Services: Business Development Center: Faculty In-service, 1993	9	10
Instructional Services: Community & Economic Development, 1993-94	9	11
Instructional Services: Curriculum/Scheduling, 1994	9	12
Instructional Services: Foundation, 1993-94	9	14
Instructional Services: Office of Instruction, 1992-94	9	13
Instructional Services: Performing Arts: Dance Program Support, 1994	9	15
Instructional Services: Research & Planning, 1992-94	10	1
Instructional Services: Research & Planning, 1992-94	9	16
Job Placement Office, 1994-95	44	3
KLCC, 1993-94	30	14
Personnel: Evaluation: General, 1994-95	40	7
Phi Theta Kappa, 1994-95	14	4
Retired Senior Volunteer Program, 1992-94	35	13
Student Activities: ASLCC Child Care Coop, 1994-96	44	9
Student Activities: ASLCC, 1994-96	44	10
Student Activities: ASLCC: Constitutions, 1984	15	5
Student Activities: ASLCC: News Reports, Attorney General, Public Records, Recall, Referendums, Student Code, 1992-93	1	2
Student Activities: Denali, 1994-96	45	1
Student Activities: Graduation, 1993-96	45	2
Student Activities: International Student Program, 1993-96	45	3
Student Activities: Native American Student Association, 1993-96	45	8
Student Activities: Oregon Student Public Interest Research Group (OSPIRG), 1993-96	45	9

**Section F: Programs and Committees: 1987 – 1996 (inclusive); (bulk 1992 – 1995)**

Title	Box	Folder
Academic Council, 1994	26	4
Admission 2nd Floor Refurbishing Group, 1993-95	34	6
Board Agendas, 1994	16	3
Board Agendas, 1994	16	2
Board Meetings (2 folders), 1993	5	1
Board Meetings (2 folders), 1993	5	2
Board of Education, 1993-96	29	1
Board of Education, 1994	24	2
Board Updates, 1992	4	9
Board Updates, 1993	10	2
Bond Facilities Planning Committee, 1995	34	12
Bond: Facilities Planning Committee, 1993-95	37	1
Title	Box	Folder
Bond: Users Group, 1994-95	37	2

Building Communities, 1988-93	29	2
Cluster Meeting Notes, 1994-95	37	5
College Council (3 Folders), 1992-94	27	3-5
College Council Meeting Agendas, 1994	42	1
College Council Meeting Agendas, 1995	42	2
Computer Committee Task Force, 1992-94	27	9
Computer Standards Task Force, 1994	27	7
Consortium for Team Training in Quality Improvement, 1994-95	29	6
Counseling Director Search Committee, 1992, 1994-95	48	2
Customer Service Task Force, 1994	27	10
Degree Requirement Committee, 1993	28	1
Director's Meetings, 1993-94	38	2
Director's Meetings, 1994-95	38	1
Diversity Committee (2 Folders), 1995	28	2-3
Enrollment Committee, 1994	28	6
Enrollment Management Team, 1993-94	28	5
Executive Cabinet (3 Folders), 1994	24	5-7
Executive Cabinet (includes memoranda and working papers) (12 folders), 1993	11	1-12
Executive Cabinet, 1992	2	3
Facilities Management Committee, 1994	21	5
Facilities Management Committee, 1995	42	5
Faculty Council, 1994	21	3
Focus Groups, 1994-95	39	4
Future Reading Group, 1994	21	6
Future Reading Group, 1994	46	6
Health & Safety Committee, 1994	41	5
Health & Safety Committee, 1994	21	7
Interagency Gang Task Force (2 Folders), 1994	21	8-9
Interagency Gang Task Force, 1994	22	1
International Intercultural Committee, 1994	22	2
Joint Board of Articulation Commission, 1994	18	10
Joint Review Committee, 1992	2	1
Lane Committee Lists, 1991-94	27	6
Legislative Action Team, 1992-94	41	4
Legislative Action Team, 1993-94	22	3
Legislative Action Team, 1995	42	6
Majors Committee, 1994	22	4
Management Professional Development Team, 1994	22	7
Manager's Forum, 1992-93	22	5
Manager's Forum, 1994-95	39	20
Title	Box	Folder
Marketing Commission, 1993-95	22	8

Management Steering Committee Task Force, 1994	22	6
Network Task Force, 1994	22	9
Network Task Force, 1994-95	40	3
Network Task Force, 1994-95	42	8
Plane Tree Model Committee, 1995	42	9
Prior Learning Assessment Committee, 1995	42	10
Reshaping Taskforce, 1991-92	2	6
Resource Development Group, 1994	46	10
Resource Development Team, 1994	22	10
Retention Committee, 1994	22	11
Retired & Senior Volunteer Program (RSVP) Meeting, 1994	14	3
RSVP Action Meeting, 1992	14	2
Student Activities: ASLCC: Meetings Minutes & Miscellaneous Information, 1994-95	15	1-2
Student Services: Directors' Meetings (2 Folders), 1995-96	46	1-2
Student Success Strategies Conference, 1993-94	47	7
Transition Planning Team, 1992-93	3	2
Transitions Planning Team (2 Folders), 1994	23	2-3
Tuition Committee (2 Folders), 1993-94	23	4-5
Tuition Committee, 1992-93	23	6
Tuition Committee, 1995-96	43	1
Valley River Center: Open House, 1987-88, 1990-92, 1995	48	5
Valley River Center: Open House, 1991	48	6
Vice President's Meeting, 1992	1	5
Vice President's Meeting (2 Folders), 1992-94	26	1-2
Vice President's Meeting, 1992-94	25	11
Workforce Quality Council, 1994	21	2

### Section G: Speeches and Writings: 1993 – 1995

Title	Box	Folder
Fossen, Linda (2 Folders), 1993-94	40	8-9
Fossen, Linda: 21st Century Schools, 1993-94	40	12
Planning Retreat, 1993-94	40	10
Space Presentation, 1993-94	40	11
Total Quality Management, 1993-94	40	14
Total Quality Management, 1994-95	40	13

### Section H: Publications: 1986 – 1997 (inclusive); (bulk 1993 – 1994)

Title	Box	Folder
A Report on the Oregon Consortium for Student Success, n.d.	7	9
Title	Box	Folder
American College Testing (ACT), 1994	10	10



ACT, 1994	18	4
ACT: College Outcomes Survey, 1994	17	5
ACT: Summary Report, 1992-93	28	9
Attainment Report, 1992-93	36	12
College Facts, 1993-94	29	3
College Plan, 1989-95	29	4
College Plan, 1994	24	3
College Plan, 1994-95	37	6
Direction Services, n.d.	29	7
Effectiveness of Teaching and Learning, 1994-95	29	8
Employee Perception Survey, 1992	39	2
Evening/Weekend Survey, 1995	39	3
Expanding Leadership Diversity in Community Colleges, 1994-95	29	10
Future Faculty Task Force Report, 1995	42	7
Goals: Master Copies: Attainment Report, 1995-97	39	8
Image and Communication Skills for Women, 1994-95	30	7
Information Technology: Organizational Assessment, Phase 1: Diagnostic Final Report, 1994-95	30	10
International Partnerships for Skill Development, 5/31/1995-6/2/1995	45	4
Publication: Advising a Quality Academic Advisory Program, 1993	4	8
Publications: Colleges (2 Folders), 1992-94	26	6-7
Publications: Lane All Staff In-service: Results of Small Group Discussions, 1988	3	6
Publications: Oregon Colleges (2 Folders), 1992-94	27	1-2
Publications: Team Leadership: Meeting with the Challenge of Change with Teams (3 Folders), 1993-96	33	2-4
Report from Duplication Task Force, February 19, 1991	42	4
Student and Employer Follow-up Studies, 1991-92	32	3
Student Services: Weekly Reports, 1993	10	3
Students Right to Know, 1994	23	1
The College Student and the Courts: Cases & Commentary, 1986	41	7
Trend, 1994	20	4
Weekly Reports to President, 1993	2	2
Weekly Reports to President, 1993-94	17	3
Weekly Reports to President, 1994	18	1
Weekly Reports, 1994-95	16	1
Weekly Reports, 1994-95	17	4
Weekly Reports, 1994-95	34	5
Weekly Reports, 1995-96	34	4