

College Council
March 8, 2007

Members present: Bob Baldwin, Siv Serene Barnum, Sheila Broderick, Sonya Christian, Happi Mathews from 3:30 pm, Mary Spilde, Andrea Newton, Jim Salt, Craig Taylor, Dan Timberlake

Unable to attend: Dan Dawson

Guests: Mary Brau, Sarah Ulerick, Tracy Simms

Meeting notes from February 22 were approved as revised.

Reports

The Executive Team is planning for the proposed 2008 bond campaign. Dave Funk, of Funk, Levis & Associates (a marketing firm) met with ET to explore steps to launch the campaign. The Board of Education will discuss the bond campaign at the March meeting.

The Management Senate met on February 16 to review the use of management professional development funds.

LCCEF – Budget development is a on-going concern, specifically, the inordinate amount time spent in process meetings. The college desperately needs an assessment of the governance system.

LCCEA – Organizing support for lobbying in Salem is a priority. The Oregon Community College Association is scheduling a day in Salem for each community college. Lane Day is tentatively set for April 18. Classified and management staff are invited to join faculty on that day to press legislators for a larger education budget.

Proposed New Policy: Continuous Improvement of the Educational Program

Christian, Taylor, Brau, and Ulerick presented draft six of the new proposed policy. The team also presented for discussion draft two of the procedure designed to implement the policy. The first section title is changed from “Program Assessment” to “Student Learning Outcomes Assessment” in draft six. The change would provide a distinction between outcomes assessment and program assessment; and would allow for a broader scope so that a sequence of courses, for example, might be assessed. Having this policy in place would support the interim accreditation report which is due four weeks before the April 30 evaluation visit. That is the reason for the March 15 goal to complete this work.

Discussion Points -

- Policy governs behavior. Pull from this draft the sentences that states what the college must do.
- Definitions are missing – what does “central role” mean?, who has authority?, who is accountable?
- The language is taken from the accreditation commission, which deliberately uses vague terms to allow for local interpretation
- What is the definition of ‘cost effectiveness’? How is it measured?
- Definitions are found elsewhere in the college organization – strategic plan, governance, etc.
- The goal of program review is continuous improvement, not to develop budget proposals.
- Program review must be tied to budget so as to avoid recommending improvements that are not affordable.
- What are the standards? Who sets the standards?
- The description of program review “by a trained panel of internal peer reviewers” should move from procedure to policy.
- Has this draft policy been vetted by faculty?
- This policy brings faculty to the assessment table.

Draft seven will be distributed electronically by Monday, March 12.

Budget Development

The Oregon State Department of Administrative Services has asked for budget cuts of 2-4%.

There will be no revenue coming from the state corporate tax ‘kicker’.

Governance Subcommittee

The subcommittee has developed a list of college policies and procedures and a preliminary assignment of each to at least one governance council. Salt will distribute this via email, along with a draft Governance Assessment Process. The process calls for a survey to be completed by all council members to assess the work of the councils and the governance system as a whole, followed by an analysis of the results and a report to the college community by the end of May.

The council will meet on March 22 if warranted by the agenda, although Christian and Spilde will be unable to attend. If budget proposals are ready, Council will hold a special open meeting on Friday, April 6 to evaluate the proposals with regard to established budget principles and criteria. Council needs to create a framework to conduct that meeting.

Future Agenda Items

Five-Year budget projection

Meeting adjourned: 3:45

Recorder: Mary Bolton

