

College Council Minutes
February 25, 2016 Boardroom 2:00 – 4:00

Item	Objective
Present	Bob Baldwin, Sara Fox, Ashley Jackson, Brian Kelly, Joseph Colton, Susan Carkin, Michael O’Neal, Jim Salt
Agenda review	No changes
Approval of prior Minutes	Approved February 11th minutes
Sub Com Reports	<p>Only F&B has met since the last CC meeting Chair of CC was concern about availability of members to do the work needed.</p> <p>Planning subcommittee: members have met only one time since last CC meeting. Work is difficult to accomplish there is lack of available times to meet. Maybe the work should be done during the CC meeting times.</p> <p>Finance & Budget subcommittee: group is having difficulties finding time to meet. Will try to meet on weekly basis. Will be working on identify plan to review previous budget assumptions, i.e. enrollment how we have done in the past. Review the process to be used this year. A key issue is reviewing assumptions from past years i.e. insurance, cola, etc. those costs are important to have an accurate projection. Feedback is welcome.</p> <p>Governance subcommittee: Is currently working on decision making process, but are not ready to report yet.</p>
Posting Sub Com materials on web	<p>There has been a request a document on the governance web page from a non-member of College Council</p> <p>Proposal: Agree that subcommittees always put material both other subcommittees and council in general post in a dedicated space. Discussion: No in a public space, make sense to share it only between sub-committees of the same council.</p> <p>Amendment Proposal: continue with the same process, include information in the minutes. Voting: all in favor</p>
Governance System Review	<p>Being outlining how this will be done, criteria, methods, etc. to conduct the review.</p> <p>Members discussed the outlining for this work:</p> <ul style="list-style-type: none"> • Having to do the work at the same time of the budget process. • A review has never been done, and there are several pieces that need change, instead of creating a new system.

	<ul style="list-style-type: none"> • Request is from the board, and from accreditation. • How to resolve conflict in a council that cannot reach consensus. • Existing document does not clearly specify process for operations. Accreditation report got information from perception of the outside community regarding governance system. • What and who is responsible for making sure that those things are happening the way that is supposed to be. • Who will be responsible for coordinating the work i.e. Mary Spilde has not attend but two meetings this year, as president probably it is impossible to find time. • Big issue is governing or just having people talking about issues, and administration making the decision. • The administration is embracing the system. • The rules are not being followed. • Stop spending a lot of time talking about. Make it work. • There are perceptions in the college community that we need to address. Perception that College Council is a bottle neck for other councils. • There are no documents or process guiding other councils. • How to judge a system that is not used. • Have a diagram indicating how things are supposed to happen. • If the governance system does not have a process, the administration has the authority to create outside groups to do the work. <p>Motion: Have the governance subcommittee work posted in the governance web page, under resources</p> <p>Voting: all in favor</p>
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<p>Preparing for the Enrollment Forum</p>	<p>The meeting has been set for Tuesday, March 1 at 3:00</p> <p>Brian Kelly presented the following draft as a proposed agenda:</p> <p>3-4 brief presentations related to enrollment an open question and answer period at the end of presentations for all presenters Cards on table to capture ideas Questions provided to prompt idea generation Possible presentations: SEM presentation 15 minutes OER presentation 15 minutes Finance Council presentation 15 minutes Budget and Finance subcommittee presentation 15 minutes question and answers 30 minutes</p> <p>Proposed questions for ideas :</p> <p><i>Thinking of your role at Lane, what can you or your team does differently or improve to support our enrollment goal of 11,000 FTE?</i></p> <p><i>What ideas do you have for increasing the number of new students coming to Lane?</i></p> <p><i>What suggestions do you have for improving the retention rate at Lane?</i></p> <p><i>Understanding the complexity of drivers impacting enrollment- changes in financial aid,</i></p>
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	<p><i>decreasing local high school graduation rates, perception of declining dollar value for a college degree, increasing market saturation for degree-holders, the rising cost of tuition, evolving for-profit education sector, flattening state support for public institutions, and the improving economy and job market (including the minimum wage increase) - what are the most important things within the college's control to support our enrollment goal of 11,000 FTE?</i></p> <p>Members discussed the options presented. Several members recommended having the OER presentation be part of another forum or responsibility of another council, such Students Affairs or Faculty Council.</p> <p>Sarah Fox presented the motion to include it in the Enrollment Forum because of its accessibility and affordability.</p> <p>Proposal: Proceed with enrollment forum agenda as presented Voting: all in favor</p> <p>ACTION: Brian Kelly will send the campus wide invitation to the forum, and will write the announcement including the questions.</p>
<p>Reports:</p>	<p>ASLCC; preparing activities for student activities in Spring; the Black Student has invited the New Jersey Four to give a presentation.</p> <p>MSC; no report</p> <p>ET; no report</p> <p>LCCEA; no report</p> <p>Faculty Council; no report</p> <p>LCCEF, some members of executive council met with three members of the board for two hours, it seems that there is interest in doing again.</p>
<p>Adjourn</p>	<p>3:45 pm</p>