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**MINUTES OF THE JANUARY 17, 2006  
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION**

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1. **Call to Order** – Chair Sharon Davidson called the Rogue Community College (RCC) Board of Education (Board) to order at 4:00 p.m. on Tuesday, January 17, 2006 at the Jackson County Library, 205 S. Central Avenue, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including, Ms. Davidson, Pat Huycke, Kevin Talbert, Charlie Warren and Dean Wendle. Advisory Committee members Skip Patterson and Midge Renton also attended. Jim Dole and David Trump were absent due to other business.
3. **Introduction of Guests** – Faculty representative Jerry Bryan, and management, faculty and staff including Peter Angstadt, Galyn Carlile, Mary Louise Doran, Paul Fisher, Rand Hill, John Lopez, Linda Renfro, Lisa Stanton, Nancy Vaughn and Lynda Warren were in attendance.
4. **Presentations/General Discussion** - None
5. **Committee Advisory Reports**
  - A. **Students, Faculty, Classified** – Jerry Bryan reported FAMAT meetings are going well. Faculty members are starting to address union representatives regarding budget issues. They are concerned about the budget shortfall.

There was no student or classified report.
  - B. **Advisory Committee** – Skip Patterson reported the advisory committee met and discussed the RCC/SOU joint building project.
  - C. **Facilities** – Pat Huycke reported the RCC/SOU Joint Building Steering Committee is scheduled to meet 1/27.
  - D. **Finance and Audit Committee** – Kevin Talbert reported the college is slightly behind on its revenue projection (2%). Expenses seem to be in line. The committee also discussed the format of the financial statements. A US Bank representative attended the committee meeting and provided a presentation, as they have been selected to provide banking services to the college. Dean Wendle added the projected ending fund balance effective 6/30/06 is \$1.7 million which is 5% of the budget. This percentage is not as good as that of the past, being 15-20%; however, concluded being at 5% is positive given the current budget situation. Kevin Talbert added the Redwood Campus cafeteria is still experiencing operating deficit, currently \$30,000, with an end of year forecasted deficit of \$60,000. This is an improvement over the previous end of year deficit of \$90,000. The committee discussed different possibilities regarding the cafeteria, without conclusion. The cafeteria benefits both students and staff.

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- E. Board Executive Committee** – Sharon Davidson reported this committee met last week. See President’s Report for further information.
- F. OCCA/Legislative/OSBA** – Dean Wendle reported the OCCA is preparing the Strategic Plan for distribution. In addition, he mentioned the legislative process is getting under way and stressed the importance of discussing community college issues with candidates and incumbents. Sharon Davidson suggested it would be wise to discuss RCC’s position on education and budgeting early in the campaign process with the candidates for governor. Dean provided an overview of the Leadership Summit he attended in Portland. He said this was a very well organized conference and provided positive feedback regarding various speakers and presentations. John Lopez added the main goal noted within the Oregon Business Plan is education and workforce training, with a focus on community colleges as having the best chance on impacting the work force.

Dean Wendle complimented Nancy Maxwell and team on the January Program meeting with a wonderful presentation of the Early Childhood Education Center currently being developed on the Redwood Campus. Sharon Davidson also provided positive feedback on this presentation and commended the leadership team of this project.

- G. Foundation – No report.**

**6. Consent Agenda**

Pat Huycke moved, seconded by Kevin Talbert that the RCC Board approve the consent agenda as follows:

- A. December 20, 2005 Board Meeting Minutes
- B. Human Resources - None
- C. Grants
  - a. Anna May Family Foundation (Un Mundo de Oportunidades)
  - b. Oregon Dept. of Education (Perkins Basic Grant)
  - c. Jackson County School District 6 (ABE-DEPOT)
- D. Financial
  - a. Monthly Financial Data Report – December 2005
  - b. Quarterly Budget Transfers

**The motion was carried 5 to 0.**

**7. Other Action/Information Items**

- A. Review Board Policy Handbook Section VIII.A.010 (Second Reading)**

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Pat Huycke requested information on the difference between the adult high school diploma program and the GED program. Mary Louise Doran and Nancy Vaughn provided a description of both programs.

Kevin Talbert moved, seconded by Dean Wendle, to approve board policy handbook section VIII.A.010 as presented.

**The motion was carried 5 to 0.**

**B. Proposal Award – Banking Services**

Lynda Warren reported four banks responded to the request for proposals (RFP) for banking services. U.S. Bank submitted the most competitive rate, \$700 per month fixed cost, and offer a wealth of services and governmental experience. She explained the RFP process normally occurs every 3-5 years (Umpqua Bank provided services to the college for the last 5 years.) Kevin Talbert added the committee involved with this process was also interested in the local contributions of the four banks. Utilizing a state-wide bank rating system, it was evident that U.S. Bank is rated as well, or better, than local banks in this aspect.

Pat Huycke moved, seconded by Charlie Warren to award the bid for banking services for the college to U.S. Bank.

**The motion was carried 4 to 0. Dean Wendle abstained.**

**8. President's Report**

**A. Staff, Faculty, Student Recognition, Campus Leaders' and Grant Summary Report** – See January 2006 report.

**B. Administration/Organization/Information Items**

- a. **FTE Report** – Peter distributed the FTE report and indicated the college is up 29.27 FTE which equates to 2-3% increase.

**Peter also discussed the following items:**

- There is currently a discrepancy of \$2.8 million between RCC's projected revenues and projected expenses. The Tuition and Fees Committee is working on revenue aspects and a budget advisory group is discussing reductions in operating expenses. Peter has asked for input from faculty and staff regarding ideas on how to increase revenues and/or decrease costs. To date, he has received many suggestions to be reviewed.

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Cam Preus-Braly reviewed worksheets Peter sent to her regarding budget projections and responded by saying RCC is being conservative. She also believes that equity is helping RCC. Other community colleges have lost an average of 7.5% FTE over the last 5 years, and RCC has lost nearly 15% during that period. Peter believes the funding formula has not been good to RCC over the past few years. Property tax versus state support is an issue. He indicated RCC will evaluate state funding in its attempt to achieve a balanced budget and will discuss this issue in more detail with Cam Preus-Braly. Staff will then provide a draft letter to present to the RCC Board of Ed listing funding formula concerns and strategies to be reviewed and modified by board members. The end goal of this letter is to have something to provide to the State Board of Education indicating RCC's concerns with the funding formula.

- RCC has been receiving good press and T.V. air time lately. Margaret Bradford wrote a response to the A.P. story regarding lack of people available to train others in trade. Her response, which included good information on RCC, was printed in the Grants Pass paper. Peter has been making presentations to a number of groups and has received wonderful responses regarding RCC. He indicated people have an overall good feeling about RCC, but do not know a lot of details about the college. He would like to focus on getting this information out to the community. Sharon Davidson suggested the possibility of making a presentation at the Medford Chamber Forum. Peter indicated RCC is on the agenda for the March SOREDI meeting.
  
- In reviewing the grant report, Kevin Talbert inquired about the Nursing Simulation Laboratory grant from the Department of Labor, as the status indicates "declined". Cheryl Markwell provided a detailed explanation for this status. Kevin added that with health care being the growth industry in our region, he wants to ensure RCC is doing as much as possible to capitalize on this growth. Skip Patterson discussed current issues with local hospitals which will require more nurses. He believes RCC needs to prepare for an increasing demand of nurses and take advantage of any possible grants in support of this need. There is a lot of potential to expand this program while working collaboratively with local hospitals. Peter Angstadt discussed the challenges RCC faces with increasing nursing programs. These include finding nursing educators, the expense of nursing educators and finding clinical sights. Cheryl Markwell also commented on these challenges. Skip Patterson, having prior board experience with a hospital, offered to assist RCC in this matter. It was determined Peter will meet with Skip to discuss this issue.

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- 9. Executive Session** – There was no Executive Session.
- 10. Old Business**
- A. Pending Items List** – 2006 Master Plan
- It was requested to add the OCCA goals from the meeting at Salishan Resort and retain on pending items list until a work session is developed (see New Business 11A.) Peter will check and see if the OCCA has developed a timetable in preparation for the work session.
- 11. New Business**
- A.** Sharon Davidson suggested the board plan a work session to discuss the OCCA Strategic Plan. It was determined to schedule a work session after the February board meeting, and once the OCCA Strategic Plan is distributed. Denise Nelson will assist with coordinating a work session the last week of February, first week of March.
- B.** Riverside Campus is experiencing problems with parking. Peter and staff are working on solutions for this problem.
- 12. Board Round Table**
- A.** Midge Renton reported her nine year old grandson will meet with Bill Gates on 2/14 as arranged by the Make a Wish Foundation.
- B.** Pat Huycke attended the January Program meeting and would like to extend congratulations to staff and faculty for the presentation and the wonderful work they do with the Early Childhood Education program.
- C.** Once all information has been prepared listing concerns/strategies regarding the state funding formula, Dean Wendle suggested the Board Chair and Vice Chair make a presentation to the State Board of Education in addition to Peter.
- D.** Sharon Davidson suggested providing information on the funding formula at the board work session to be scheduled around the last week February, first week of March. She would like to utilize a bullet point presentation on the funding formula when discussing this issue. Pat Huycke added that the circumstances at other community colleges are circumstances that RCC may face and this is something we should look into. As an example, he suggested making a comparison on the Rogue Valley with what is happening in Central Oregon (forecasted to receive no state funding in 2008), to determine if this is something that could happen to RCC.

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- E.** Kevin Talbert reported that he recently spent time at the University of Texas. The Texas university system is forecasting the addition of 65,000 students over the next 5 years. (This would be equivalent to the University of Oregon, 3 times over.) This is completely the opposite of what is happening in Oregon. He believes this is a sign of crisis in our region and suggests completing a demographic study (to be placed on the pending items list). The study could consist of information regarding change in average age of resident in our region, declining number of high school graduates, etcetera. Peter agreed, demographically, our region is experiencing change. Sharon added this change effects RCC's future planning and is an important issue to look at.

- 13. Adjournment** – The meeting adjourned at 5:17 p.m.

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Denise Nelson, Administrative Secretary

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Sharon Davidson, Chair, RCC Board of Education

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Dated: February 21, 2006

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