
**MINUTES OF THE NOVEMBER 16, 2004
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION**

1. **Call to Order** – Chair, Pat Huycke called the Rogue Community College (RCC) Board of Education (Board) meeting to order at 4:03 p.m. on Tuesday, November 16, 2004 at the Jackson County Library, Adams Room, 205 S. Central Avenue, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including, Mr. Huycke, Sharon Davidson, Jim Dole, Kevin Talbert and Charles Warren. David Trump and Dean Wendle were absent. Advisory Committee members Midge Renton, Skip Patterson and Dick Rudisile also attended.
3. **Introduction of Guests** – Peter Angstadt, Americorps Representative, Virginia Cook, ASRCC-RWC student representative, Sarah Bacon, Galyn Carlile, Mary Louise Doran, Priscilla Goulding, Pam Green, Cindy Hauser, Rand Hill, Mike Laam, John Lopez, Cheryl Markwell, Nancy Maxwell, Larry Mullaly, Wolfgang McAninch-Runzi, Linda Renfro, Laurie Rydell, Curtis Sommerfeld, Lisa Stanton, Serena St. Clair, Denise Swafford, Nancy Vaughn, Lynda Warren, Shirlee Willis-Haslip, Students, Donna Perry, Sarah Quinaflor, Sharon Smalley
4. **Presentations**
 - A. **Moving On and Bright Futures Student Presentation** - Discovery Programs Coordinator, Serena Ota St. Clair provided brochures and a support letter from the Governor. Discovery is designed for anyone interested in developing a support network, enhancing self-confidence and setting career goals in preparation for further education and job training. Three students, Perry, Quinaflor, and Smalley shared their life experiences and success through Moving on and/or Bright Futures.
5. **Committee Advisory Reports**
 - A. **Students, Faculty, Classified** – Sarah Bacon, Commissioner of Representation for ASRCC-RVC reported that officers are still organizing and new program workshops are being organized for students by students.

Wolfgang McAninch-Runzi reported for Paul Fisher who serves on Uniserv Council, a subcommittee of CCWD, by providing notes from last meeting. The group is working on funding formula options.
 - B. **Finance and Audit Committee** - Jim Dole pointed out \$127,000 shortfall (page 2 of financials) due to a drop in tuition bearing FTE. Also, the cafeteria is still operating at a loss (page 11). Bond funds distribution was also discussed – funds should be in College possession by early 2005 and 85% must be committed within three years.

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- C. Board Executive Committee** – Pat Huycke met with Peter, Denise and Charlie Warren to review the November 16 Board agenda last week. The Committee the cafeteria, Lithia partnership, a future board meeting at Table Rock, a possible capital campaign, the Josephine County Bond Campaign 2006 and solidifying a master plan for RWC early in 2005, Board terms that expire in July 2004, management evaluations, FTE, and improvements to redesign.
- D. Facilities Committee** – A procedure for moderating change orders on the TRC project is being discussed for approval. Equipment needs for TRC will be discussed in some detail at the next meeting. All options for RVC facilities also need to be considered for a footprint in downtown Medford.

6. Consent Agenda

Sharon Davidson moved, seconded by Jim Dole that the Board approve the consent agenda as follows:

- A. Minutes – October 19, 2004 Board Meeting Minutes; and November 8, 2004 Special Board Meeting Minutes**
- B. Grants**
 - a. OCCURS – Intergovernmental Service Agreement
 - b. Carl Perkins Vocational and Technical Education
 - c. Manufacturing Support Project
 - d. CNC Technician Certification
 - e. Foundry Development
 - f. TRiO Educational Opportunity Centers
 - g. Even Start Grant – Project Listo (Southern Oregon Education Service District)
- C. Human Resources**
 - a. Full Time Faculty (EMT Instructor) – Leslie Huntington, Release from Contract
 - b. Full Time Faculty (EMT Instructor) – James Shaw
- D. Financials**
 - a. Monthly Financial Data Report – October 2004

The motion was carried 5 to 0.

7. Financial and Other Action/Information Items

- A. Authorization to Invest Taxing District Funds** - Kevin Talbert moved, seconded by Sharon Davidson that the RCC Board adopt Resolution No. B36-04/05 approving the Authorization to Invest Taxing District Funds form. **The motion was carried 5 to 0.**
- B. Revisions to Board Policy Sections IV.A.080 and V.B.010**

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(Based on Sarbanes-Oxley Act) (First Reading) - These policy revisions are necessary in complying with Sarbanes-Oxley Act recommendations from ACCT and NACUBO. No revisions were directed for second reading.

- C. Review Board Policy Handbook Section(s) I.A.010 - I.A.010d (Second Reading)** - Sharon Davidson moved, seconded by Jim Dole that the RCC Board approve Resolution No. P32-04/05 approving the recommendations for revisions regarding board policy Nos. 1.A.010 – 1.A.010d. **The motion was carried 5 to 0.**

8. President's Report

- A. Staff, Faculty, Student Recognition** – See November 2004 Report

a. Zonta Woman of the Year Award–2004 - Peter also shared news of Midge Renton's award this year.

- B. Campus Leaders' and Grant Summary** – See November 2004 Report

C. Administration/Organization/Information Items

a. FTE is at 0 to +/- 1%. Growing FTE is the College's next most critical goal. Peter Angstadt said his goal, as suggested at fall in-service is 10%. Winter, Spring and next Fall will likely see better growth as the College is trying to build back in 200 sections that were cancelled in past cutbacks. Administration is also looking very closely at increasing evening and/or Saturday classes.

b. The Facilities Committee is working on launching a process of funding TRC. Galyn Carlile will be attending the next Foundation meeting. Jackson County advisory members introduced Peter to a good contractor for ideas on managing the project.

c. Joint Building with SOU – Mary Louise Doran and Peter met with SOU staff regarding the potential joint building project last week. The project was rated No. 1 in the last biennium, but did not get funded prior to the end of the session.

d. Final tallies – RCC won the bond election by over 7% of the vote. The College should focus on turning the minds of the no votes and the under votes.

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9. **Executive Session - Labor Negotiations (ORS 192.660(2)(d))** - The Board adjourned for Executive Session at approximately 5:50 p.m. pursuant to ORS 192.660(2)(d) - Labor Negotiations. The Board returned to regular session at approximately 6:25 p.m.

10. **Old Business**

A. **Pending Items List**

B. **ACCT 2005 Legislative Summit Conference** – Kevin Talbert suggested someone from the Board attend the Conference in 2005. Some board members felt local legislative work may be more worthwhile.

11. **New Business** - None

12. **Board Round Table** – Henry Pete called to congratulate College on passing of the bond.

Jim Dole volunteered to serve as chair of the Josephine County Bond Campaign 2006.

13. **Adjournment** – The meeting was adjourned at approximately 6:35 p.m.

Denise Swafford, Assistant to the President

Pat Huycke, Chair, RCC Board of Education

Dated: December 14, 2004
