
**MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

1. **Call to Order** – Vice-Chairman, Dr. Joseph Zagorski, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, November 18, 2008 at the RCC/SOU Higher Education Center, Room 321, 101 S. Bartlett, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Sharon Davidson, Pat Huycke, Kevin Talbert, Dean Wendle and Joseph Zagorski. Dr. David Trump was unable to attend due to pre-arranged plans. Advisory Committee member Dawn Welch also attended.
3. **Introduction of Guests and Public Comment** – RCC Foundation President, Barbara Patridge; Student Representative, Matthew Vorderstrasse; Faculty Representative, Paul Fisher; Management, faculty and staff including Peter Angstadt, Kori Bieber, Galyn Carlile, Kirk Gibson, Cheryl Markwell, Mary O’Kief, Linda Renfro, Lisa Stanton, Curtis Sommerfeld, Denise Swafford, Lynda Warren and Denise Nelson were in attendance. There was no public comment.
4. **Presentations/General Discussion**

**A. Certificate of Achievement for Excellence in Financial Reporting –
Peter Angstadt**

President Angstadt presented Lisa Stanton with the Award of Financial Reporting Achievement plaque to RCC’s Budget and Financial Services. The Certificate of Achievement for Excellence in Financial Reporting has been awarded to RCC by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Peter congratulated Budget and Financial Services staff and expressed gratitude for their excellent efforts.

B. RCC/SOU Higher Education Center Update – Galyn Carlile

Galyn Carlile distributed a fun facts sheet about the RCC/SOU Higher Education center (see file) and lead a fun exercise regarding the facilities vital statistics. He also distributed a comparison of the HEC and former RVC classrooms (see file) and reviewed the information. RCC has experienced a near 40% capacity gain with this facility. Cheryl Markwell reported RCC and SOU have been meeting to discuss various ways to collaborate with class offerings. Articulation agreements will be written as plans solidify.

6.A.a

MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING

C. Annual Assessment Report – Curtis Sommerfeld

Curtis Sommerfeld explained the process and scope of the Annual Assessment Report (see file). Board members discussed retention, recruitment and building revenue. Joseph Zagorski discussed items on page 5 regarding scores for the Institutional Keys and Key Objectives assessment and page 16 referencing building revenue. Pat Ashley recommended forwarding marketing information listed on pages 9 and 11 to Propeller Communications regarding the increase in advertising in Spanish venues and in publications aimed at seniors and to business and industry. Faculty involvement on the Institutional Planning and Effectiveness Council (IPEC) was discussed. Paul Fisher responded the schedules of faculty are not conducive to the meeting schedule of a project like this. It was determined it would be best to ensure faculty have an opportunity to review and provide input to this annual report. Joseph Zagorski commented this report was very well done and commended IPEC members for their efforts.

5. Committee Advisory Reports

A. Student, Faculty, Classified

Student – Matthew Vorderstrasse provided the following report:

- Associated Student Government of RCC (ASGRCC) representatives focused on voter registration for the November election and their efforts were very successful. They were given a considerable amount of classroom time and provided brief non partisan presentations encouraging students to vote.
- The Halloween event on 10/31, coordinated with the Heart of Medford organization was very successful. Over 700 kids came to RCC's campus.
- ASGRCC will be working with the Heart of Medford again for a Christmas event. They will also be working on a toy and can food drive with the Salvation Army.
- 11/18 is Clubs Day at RCC. It is possible 6 more clubs will be formed. Students with support groups tend to stay longer in school so this is very important.
- A Mascot Committee is being formed and students will be asked to submit a design for the "osprey" mascot.
- RVC has moved a student senator position to TRC to provide for student representation from our White City campus.

**MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

Faculty – Paul Fisher provided the following report:

- The major faculty concern over the next six months will be the finances of the State of Oregon. Even though RCC is experiencing FTE growth, other community colleges are also growing in FTE. The funding model is based on FTE, so we need to work together to get the word out about this challenge.

Classified – No report.

B. Advisory Committee, Josephine and Jackson Counties

Jackson County – Peter reported this committee met and discussed the increase in FTE. He also reported the partnership with Steamfitters did not work out.

Josephine County – This committee met and primarily discussed the failure of the Sherriff levy and the issue of security for RCC’s Redwood campus. Discussion occurred around annexation to the City of Grants Pass. Dean Wendle suggested this is a viable issue. Peter will speak with City representatives regarding this.

C. Facilities – The RCC/SOU Joint Facility Advisory Committee will begin meeting quarterly. Pat Huycke will attend the December 12 meeting.

D. Finance and Audit Committee – This committee met and reviewed the September Financial Statement prior to the Board meeting. Kevin Talbert reported revenue has increased. The committee discussed the situation with Southwestern Oregon Community College in detail. Good accounting and audit practices are in place at RCC. The committee also discussed an investment policy and the need to add a bank to the authorized list of banking institutions for RCC (see agenda item 11).

E. Board Executive Committee – This committee met and reviewed the proposed Board meeting agenda.

F. Legislative Committee – Sharon Davidson provided the following report:

- The committee held its first meeting for this legislative year. Committee member Ann Trausch will be developing a Legislative Committee web page. Dean Wendle indicated he would like to serve on the committee. A request was made to include all Board members on Legislative Committee emails in order to keep Board members updated on issues. The committee will meet on the third Monday of the month at 3:00 p.m. via IP Video.

G. OCCA/OSBA – Dean Wendle reported the Governor’s budget will be released December 1.

**MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

H. Foundation – Barbara Patridge reported the Clements Group presentation has been scheduled for December 3, 3:00 p.m.

6. Consent Agenda

Dean Wendle moved, seconded by Sharon Davidson, the RCC Board approve the consent agenda as follows:

- A. Meeting Minutes
 - a. October 21, 2008 Board of Education Meeting
- B. Human Resources
 - a. New Hire, Full-time Faculty, Construction Technology
(Bruce “Avi” Zohar)
 - b. New Hire, Full-time Exempt, Workforce Outreach Coordinator (Wilford “Bill” Jiron)
- C. Grants
 - a. Continuing Grants
 - 1. Oregon Small Business Development Center Network
 - b. New Grants
 - 1. Josephine County Cultural Coalition – Perceptions of the Past
- D. Financial
 - a. Monthly Financial Data Report – October 2008

The motion was unanimously approved.

7. Other Action/Information Items

A. Board Policy Review, I.E.010 – Tax Exempt Status (Second Reading)

Pat Hucyke moved, seconded by Pat Ashley, the Board adopt Resolution No. P36-08/09 approving Board policy Article I: Board of Education, Section E: Miscellaneous, Policy 010: Tax Exempt Status as revised.

The motion was unanimously approved.

B. Review 403 (b) Plan Document (First Reading)

No action taken.

C. Approve Board Development – Annual Oregon Leadership Summit

Sharon Davidson moved, seconded by Pat Ashley, the Board adopt Resolution No. P44-08/09 approving Board member participation in the 2008 Oregon Leadership Summit as described.

The motion was unanimously approved.

**MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

8. President's Report

A. Administration/Organization/Information Items

Peter discussed the following items:

a) President's Monthly Report (see file)

- FTE has increased, staff is still collecting data from continuous enrollment programs.
- Marketing analysis is being conducted by Propeller Communications. Pat Ashley has attended meetings, along with Peter, regarding this.
- Other items mentioned include a) campus safety concerns b) the RCC Foundation is working with Clements Group for a presentation on 12/3 c) master planning will soon begin regarding facilities d) staff are discussing completing due diligence reviewing all aspects of the possibility to serve as sponsor for the Oregon Coast Community College (OCCC) accreditation project. It is possible a recommendation will be brought to the Board regarding the OCCC accreditation project at the December meeting.
- Dr. Zagorski requested to include the President's report with the Board packet mailing. Staff will make adjustments so this can be accomplished.
- Mary O'Kief reported, with the current economy, grants may decline.

9. New Business (Agenda order change to conduct new business prior to executive session)

On behalf of the Finance Committee, Kevin Talbert explained the Board provides the college with authorization (by means of a resolution) at the beginning of each fiscal year to bank with specifically named banks for the upcoming fiscal year. The banks named in the resolution for fiscal year 2008/09 did not include Bank of the Cascades; however, a need has arisen to do so. Lynda Warren provided background information on the possibility of utilizing Bank of the Cascades.

Kevin Talbert moved, seconded by Pat Ashley, the RCC Board approve the addition of Bank of the Cascades to the list of authorized banking institutions for fiscal year 2008/09.

The motion was unanimously approved.

**MINUTES OF THE NOVEMBER 18, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

10. Executive Session – The Board adjourned for executive session pursuant to ORS 192.660(2)a Employment of Public Officers at 5:50 p.m. The Board returned to regular session at 6:05 p.m.

11. Old Business - None

12. Board Round Table

- Dean Wendle commented Peter provided a wonderful presentation at the Medford Chamber Forum. He also mentioned of 160 eligible students, only 26 were awarded a low income grant being offered. Dean plans to talk with local superintendants about the availability of this grant.
- Pat Ashley reported she was encouraged by the good ideas generated from the marketing analysis. A report is forthcoming. Superintendents of District 9 have shown interest in touring TRC. Kori Bieber will assist Pat in coordinating this effort.
- Kevin Talbert mentioned RCC used to have learning centers in Ashland and Phoenix. Cheryl Markwell responded by saying RCC has good participation in the 2+2 program by Ashland High School. Kevin reported he attended the Green Team retreat and is excited to be a part of this. There is a lot of energy around recycling in Grants Pass.

13. Adjournment – The meeting adjourned at 6:22 p.m.

Respectfully submitted,

Denise Nelson, Assistant to the President and Board of Education

Board Action: Approved

David Trump, M.D., Chairman, RCC Board of Education

Dated: December 16, 2008
