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**MINUTES OF THE NOVEMBER 20, 2007**  
**ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

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1. **Call to Order** – Chairman, Dean Wendle called the Rogue Community College (RCC) Board of Education (Board) to order at approximately 4:00 p.m. on Tuesday, November 20, 2007 at the Redwood Campus, H-2 Conference Room, 3345 Redwood Highway, Grants Pass, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Mr. Wendle, Pat Ashley, Sharon Davidson, Pat Huycke and David Trump. Kevin Talbert and Joseph Zagorski were absent due to pre-arranged plans.
3. **Introduction of Guests and Public Comment** – Student parent, Kimberly Dyball; student representative, Jarrod Goode; RCC student, Victor Arias; and RCC management, faculty and staff in attendance included Peter Angstadt, Kori Bieber, Margaret Bradford, Denise Caldwell, Jodie Fulton, Michele Gester, Pam Green, Pam Howard, Jenny Jackson, Anna Manley, Cheryl Markwell, Billie Miracle, Marie Mueller, Curtis Sommerfeld, Lisa Stanton, Lynda Warren, Jennifer Wheatley, and Denise Nelson. There were no Faculty or Classified representatives in attendance.

During public comment, student parent, Kimberly Dyball, explained the situation she and her daughter are experiencing. She provided history regarding her daughter's GED status and discussed coinciding concerns she has regarding repayment of financial aid funding as a result of this situation. After her presentation, she made copies of corresponding documents and provided said copies to Chairman Wendle. Board members asked questions of Ms. Dyball during the presentation in an attempt to better understand the difficulties she and her daughter are experiencing. After the presentation, on behalf of the Board, Chairman Wendle expressed empathy for their situation and advised Ms. Dyball the Board will defer to college administration. (A letter of response to Ms. Dyball, dated November 13, 2007, written by President Angstadt, was distributed to Board members as a handout at the meeting – see file.)

4. **Presentations/General Discussion**

A. Discovery Programs – Kori Bieber

Kori Bieber introduced the Discovery Programs team. Pam Green and Denise Caldwell continued with the presentation by distributing information regarding the Moving On and Discovery Programs, including cards they utilized titled "I Am". These powerful programs, in existence for 22 years, have helped thousands of students. During the period of 2003-2008, 642 new students have enrolled in the programs, attempting 29,273 credits, accounting for \$1,727,107 tuition paid.

Discovery Programs Student Objectives:

1. Take responsibility and exhibit the behaviors necessary to be a successful student.
2. Utilize technology and education skills efficiently for success in school, work and life.
3. Commit to realistic personal, educational, and professional goal, and follow an action plan that leads to their achievement.

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4. Recognized and value your self as a capable human being.
5. Build a support system for self-sufficiency and goal achievement by accessing campus, community, financial and educational resources.
6. Thrive through recognizing and engaging in healthy, productive relationships.
7. Embrace change and experience it as an opportunity to be acted upon for personal and professional progress.

Chairman Wendle commented he has attended Moving On and Discovery Programs graduation ceremonies, and commended staff for their success with helping students.

**B. Annual Assessment Report – Marie Mueller and Curtis Sommerfeld**

The 2007 Interim Assessment Report was distributed to Board members for review in advance of the Board meeting (see file). Marie Muller and Curtis Sommerfeld provided an overview of the report and explained this assessment is sponsored by the Institutional Planning and Effectiveness Council (IPEC). In 2006, the institution changed to a biennial cycle of goal assessment. In 2007, departments were responsible for updating their goals but were not required to evaluate their success. In 2008, as the two-year cycle concludes, all reporting units will be asked to provide detailed information on accomplishments as these relate to RCC keys and key objectives. In odd-numbered years, the assessment is data/statistics-driven; in even-numbered years, both data/statistics and anecdotal data and records from various college components are included. The 2007 interim assessment is therefore a strictly date-based interim assessment, so the resulting report differs from previous years' documents. The Assessment Team deliberately compared 2006-07 data only to 2005-06 data. Future assessments can use this benchmark as a point of beginning. An overview of the Institutional Keys and Key Objectives, along with the scoring system, was provided. Ms. Mueller and Mr. Sommerfeld reviewed team assessment findings and scores. Discussion occurred regarding the relationship between the college and foundation and the importance of the college supporting the foundation. The assessment team experienced difficulties with finding a measurement tool for this. Discussion also occurred regarding Key 3: Build Revenue. Grant awards decreased substantially. The way in which multi-year grants are recorded may have contributed somewhat to this. Also, fewer staff members were available to develop major grant applications. Mary O'Kief continues to do good work in this area. A suggestion was made to recruit help in this arena from experienced volunteers. A change was noted to page 23, Key Objective 4.2, first bullet point should reflect \$500 million in funding, not \$510 million. Board members asked questions during the presentation and commended the Assessment Team for their important, meaningful work on this report.

**5. Committee Advisory Reports**

**A. Students, Faculty, Classified**

Jarrod Goode provided a student report. Officers have been elected. The U.S. Presidential Debates will be recorded and played at student centers. Student

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representatives participated in the Veteran's Day parade. Josephine County organized a food drive, supplied pizza and pie and raffle tickets for a "surprise" gift. An upcoming event with Santa may be planned. Jarrod provided an update on OCCA objectives. Dean Wendle commented on efforts in congress to reduce textbook costs. A report was provided on RWC/RVC student representative meetings. Sharon Davidson inquired about student government working as a unified group. Peter commented it is important to act as one entity, serving students on a unified basis.

There were no Classified or Faculty reports. Board members discussed the importance of receiving reports from Classified and Faculty representatives. They appreciate updates and information throughout the year. Dean Wendle will contact representatives from these employee groups. Denise Nelson will provide Chairman Wendle with contact information.

**B. Advisory Committee, Josephine and Jackson Counties**

Peter Angstadt reported the Jackson County Advisory Committee met and discussed partial self-funding of insurance and the fact that Jackson County is looking into this. Peter will contact Danny Jordan, Jackson County, to obtain more information. The Josephine County Advisory Committee met and discussed the Esther Bristol Education Center Dedication Ceremony and also needs and ideas for the Illinois Valley Business/Entrepreneurial Center.

**C. Facilities**

- a) **RCC/SOU Joint Facility Advisory Council** – Pat Huycke reported the committee met and discussed signage. The committee has also been communicating via e-mail regarding this.
- b) **RCC/SOU Oversight Committee – No report at this time.**

**D. Board Executive Committee** – Dean Wendle reported this committee met prior to the Board meeting and reviewed the Board meeting agenda. Dean mentioned the \$10,000 grant RCC received from the West Family Foundation. He also provided a report on the Governor's visit last week to introduce the Opportunity grant. Dean attended a SOREDI meeting at which speakers from the business community spoke highly about how RCC helps them. This was a wonderful example of the positive role RCC plays in southern Oregon. Sharon Davidson suggested making all Board members aware of meetings such as this, so members would have an opportunity to attend if possible.

**E. OCCA/ Legislative/OSBA Reports** – Sharon Davidson provided a report on the OCCA convention and OCCA Board meeting. The 2008 convention will be held in Portland and an agenda will be distributed in advance of the convention date.

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**F. Foundation** – Peter Angstadt reported, at the most recent Foundation Board meeting, Mike Murphy presented a proposal for a \$3 million campaign. Foundation Board members agreed to the proposal.

**G. Strategic Planning** – Sharon Davidson reported the Strategic Planning Team’s goal is to have the plan ready for proposal May of 2008. Many people are involved in this process and work is proceeding. The next meeting will be held in January.

**6. Consent Agenda**

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

- A. October 16, 2007 Special Session; October 16, 2007 Board Meeting and October 25, 2007 Special Session Minutes
- B. Human Resources
  - a. Full-time Faculty, Grant Funded, Nursing Instructor (Ann Hackford)
  - b. Full-time Faculty, Temporary, Fixed Term, Mathematics Instructor (Moreland Smith)
  - c. Full-time Faculty, Practical Nursing Instructor (Sharon Silva)
  - d. Full-time Faculty, Math Instructor (Svitlana Verner)
  - e. Full-time Management, TRiO Project Director (Allison Koenig)
- C. Grants
  - a. Continuing Grant
    - 1. JOBS (JOBS)
  - b. New Grants
    - 1. Career Skills Fair – Trust Management Services (Gender Equity)
    - 2. Discovery Programs – West Family Foundation (Discovery Programs)
- D. Financial

Monthly Financial Data Report – October 2007

The motion was carried 5 to 0.

**7. Other Action/Information Items**

**A. Review Board Policy II.B.040 Possession of Firearms (First Reading)**

After discussion, it was determined review of this policy will be tabled until a final decision is reached regarding the recent Medford School District firearm case.

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**B. Approve Proposed Changes to the Community College Rules of Procurement (Second Reading)**

Sharon Davidson moved, seconded by Pat Huycke, that the RCC Board approve Resolution No. B33-07/08 approving changes to the Community College Rules of Procurement as submitted.

The motion was carried 5 to 0.

**C. Approve Board Development – Annual Oregon Leadership Summit**

Pat Huycke moved, seconded by Sharon Davidson, that the RCC Board approve Resolution No. P45-07/08 approving Board member participation in the 2007 Oregon Leadership Summit.

The motion was carried 5 to 0.

**D. RCC-AAWCC Fundraising Event (Treasures of our Community)**

Sharon Davidson moved, seconded by David Trump, that the RCC Board approve Resolution P46-07/08 in support of the RCC-AAWCC fundraising event.

The motion was carried 5 to 0.

**E. Amendment to Approved Resolution IVBEC Architect's Contract**

Sharon Davidson moved, seconded by Pat Ashley, that the RCC Board approve Resolution No. B48-07/08 to enter into a contract with Ogden, Roemer, Wilkerson for professional services as amended.

The motion was carried 5 to 0.

**8. President's Report**

**A. Campus Leaders' and Recognition Report** - See November 2007 report (on file).

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

Peter discussed the following items:

b) President's Monthly Report:

- Peter is still trying to set-up a meeting with some Board members, Sen. Bates and/or Rep. Buckley and Cam Preus to discuss the budget note on performance measures and the funding formula.

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- The management team has been discussing the recommendations from the organizational review.
  - Two student concerns have been received about financial aid and Peter has been researching these issues.
- c) FTE Report – (see file)
- The report indicates an increase of 2.7 FTE.

**9. Executive Session** – The Board adjourned for executive session pursuant to ORS 192.660 (2)(e) – Real Property Transactions, at 6:15 p.m. The Board returned to regular session at 6:36 p.m.

**10. Old Business**

**A. Pending Items**

- a. Board of Ed Ethics Policy – This was added to the Pending Items list last fiscal year. It was determined it is good practice to review and discuss this periodically. This will remain on the Pending Items list until such time the Board is able to review said policy, possibly during a summer retreat.
- b. Board Member Evaluation – Staff has obtained evaluation information from other Oregon community colleges and ACCT. These formats are under review in preparation for proposal.

**11. New Business** – Dean Wendle reported Umpqua Community College has a student computer donation program in place and suggested RCC look into this.

**12. Board Round Table** – Pat Huycke congratulated Dean Wendle on receiving the Howard Cherry Award at the OCCA Convention.

**13. Adjournment** – The meeting adjourned at 6:40 p.m.

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Denise Nelson, Assistant to the President and Board of Education

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Dean Wendle, Chairman, RCC Board of Education

Dated: December 18, 2007

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