
**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

1. **Call to Order** – Chairman, David Trump, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, December 16, 2008 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 Dr. Trump, Pat Ashley, Sharon Davidson, Pat Huycke (for a period of time via teleconference), Kevin Talbert, Dean Wendle and Joseph Zagorksi. Advisory Committee member Midge Renton also attended.
3. **Introduction of Guests and Public Comment** – Rane Niedermeier, Oregon Community Foundation; Steve Vincent, Avista Utilities; management, faculty and staff including Peter Angstadt, Margaret Bradford, Cheryl Markwell, Teresa Schawo, Lisa Stanton, Denise Swafford, Lynda Warren, Jennifer Wheatley and Denise Nelson were in attendance. There was no public comment.
4. **Presentations/General Discussion**

A. Oregon Community Foundation Grant Presentation – Rane Niedermeier

Ms. Niedermeier was introduced and explained the Oregon Community Foundation (OCF) is a statewide nonprofit organization that administers permanent charitable funds established through gifts and bequests from individuals, families, businesses and other organizations.

The OCF was established in 1973 by community leaders who saw the need for a common investment and grant management vehicle for private charitable gifts. The OCF currently manages over 1,400 permanent funds with assets over \$1 billion. The \$25,000 grant award presented by Rane Niedermeier on behalf of the OCF will support peer mentoring and child care and transportation financial assistance for Discovery program students so they can participate in classes.

B. Avista Utilities Energy Conservation Presentation – Steve Vincent

Steve Vincent, Regional Business Manager – Oregon, Avista Utilities, was introduced and presented RCC with an energy conservation incentive check in the amount of \$14,340 for the RCC/SOU Higher Education Center (HEC), Leadership in Energy and Environmental Design (LEED) building. The LEED program assigns points to identify sustainability levels of silver, gold and platinum. The RCC/SOU HEC is very close to reaching platinum level. Mr. Vincent indicated both institutions, RCC and SOU, took an extraordinary leadership role regarding energy conservation with this new facility by working closely with Adroit Construction and various subcontractors. Because of this effort, the HEC utility costs will be much lower in perpetuity.

**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

C. 2007/08 Audit Presentation – Scott Muller, Kenneth Kuhn & Co.

John Harelson reported the Finance and Audit Committee met just prior to the Board meeting with Scott Muller, Kenneth Kuhn & Co. (via teleconference). Kenneth Kuhn & Co. is an independent auditor selected by the Board. RCC received a clean opinion which reflects the financial statements presented fairly, in all material respects, the financial position of RCC as of June 30, 2008, and the changes in its financial position and, where applicable, its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States. Mr. Harelson reported the audit comments section (page 99) is required by state law. Page 100 reflects one note indicating the College overspent an appropriation in the Debt Service Fund by \$3,849 during the year. Page 113 of the summary offers an unqualified opinion (no findings) regarding the financial statements audit or in the questioned costs, major federal award programs audit. He added the statistical section (page 65) of the report provided good information including financial trends, revenue capacity, debt capacity, demographic and economic information and operating information.

Mr. Harelson commented he appreciates the amount of work it takes staff to accomplish this throughout the year, and on behalf of the committee, expressed gratitude for a job very well done. The Finance and Audit committee recommended the Board accept the 2007/08 audit as submitted.

Lynda Warren commended Lisa Stanton and Teresa Schawo for their work with the audit process, and reiterated the fact it takes a good effort from all staff throughout the year to accomplish such a positive result. She extended her gratitude to all.

a. 2007/08 Audit Approval

Joe Zagorski moved, seconded by Kevin Talbert, the RCC Board approve Resolution No. B47-08/09 accepting the 2007/08 audit as submitted.

The motion was unanimously approved.

5. Committee Advisory Reports

A. Student, Faculty, Classified - None

B. Advisory Committee, Josephine and Jackson Counties

Jackson County – This committee did not meet.

Josephine County – Midge Renton reported this committee met and discussed the state funding formula and also revenue enhancements.

MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING

- C. Facilities** – Peter Angstadt reported the RCC/SOU Joint Facility Advisory committee met and discussed the possibility of initiating an RFP for the solar project on the roof and if determined feasible, will apply for appropriate LEED certification. Pedestrian safety is also an issue near the Higher Education Center (HEC) and will be discussed at an upcoming Traffic Advisory committee meeting. This committee plans to review a proposal to place additional pedestrian lighting in the needed area. Additional concerns have been raised regarding increased use of the parking area underneath the freeway near the HEC. Kevin Talbert discussed the use of tax credits for the HEC.
- D. Finance and Audit Committee** – Kevin Talbert reported this committee met prior to the Board meeting and reviewed the financial statement in addition to discussing the 2007/08 audit. Funding is a concern with a reduction of \$205,000 scheduled for the current year. In order to help compensate, RCC plans to keep certain open positions unfilled. He reported we currently have sufficient money to carry forward in reserve, but are concerned about next year. He commented there has been good discussion with and good planning from staff.
- E. Board Executive Committee** – Joseph Zagorksi reported this committee met and reviewed the proposed Board meeting agenda.
- F. Legislative Committee** – Sharon Davidson reported this committee met December 15. A website will be developed and will include legislative links in addition to the committee member list, legislator contact information and the committee's mission and goals statement. .
- G. OCCA/OSBA** – Dean Wendle reported the Oregon Community College Association (OCCA) Legislative Summit will be held January 26-27 in Salem. One-on-one appointments will be made for Board members and college Presidents to meet with Legislators. Peter will update RCC talking points prior to the summit. Dean explained the difference between the Rainy Day and Educational Stability funds. The Educational Stability fund can only be used for education. Dean explained the situation with lack of funding for the Oregon Opportunity Grant. President Angstadt will contact Peter Buckley and will work with him closely regarding community college funding. Dean distributed a letter written by the American Association of Community Colleges and the Association of Community College Trustees (see file) to President-Elect Obama, providing three key economic recovery proposal items totaling approximately \$13 billion.
- H. Foundation** – Jennifer Wheatley reported the Foundation distributed their annual report and has not experienced a major decline in annual gifting to date. She reported the Foundation has engaged the Clements Group to conduct a plan assessment. Representatives from the Clements Group will be at RCC January and February, and plan to provide their report to the Foundation in March. Kevin Talbert mentioned he was concerned about the amount of time Peter would spend on this project. Peter indicated he discussed this with the Clements Group and determined Peter already

**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

spends time in his work schedule conducting outreach via service groups, etcetera. Board of Education members will also be involved with the Clements Group plan assessment.

6. Consent Agenda

Joseph Zagorski moved, seconded by Pat Ashley, the RCC Board approve the consent agenda as follows:

A. Meeting Minutes

- a. November 18, 2008 Board of Education Meeting

B. Human Resources

- a. Full-time Faculty, Fixed Term New-Hire, Ted Willhite
(Business Technology)

C. Grants - None

D. Financial

- Monthly Financial Data Report – November 2008

The motion was unanimously approved.

7. Other Action/Information Items

A. Board Policy Review, I.A.010 – Mission Statement, Vision Statement, Core Values (First Reading)

No action taken, first reading.

B. Approve 403(b) Plan Document (Second Reading)

Joseph Zagorski moved, seconded by Kevin Talbert the Board adopt Resolution No. HR43-08/09 approving and adopting the RCC 403(b) Plan, amended and restated effective January 1, 2009, in the form supplied by legal counsel.

The motion was unanimously approved.

C. 2008 Oregon School Board (OSBA) Officer and Resolutions Election

Peter explained the OSBA officer and resolutions election. Joseph Zagorski and Pat Ashley discussed the fact that OSBA is primarily geared toward K-12 with little attention to Oregon's community colleges. Peter indicated RCC's primary benefit comes from utilizing legal services offered through the OSBA. Dean Wendle added OSBA also assists with policy review and president searches.

MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING

Mr. Wendle moved, seconded by Joseph Zagorski the Board adopt Resolution No. P49-08/09 casting an official vote for Beth Gerot as President-Elect, Scott Pillar as Vice President, and Bobbi Regan as Secretary/Treasurer and the approval of resolutions 1, 2 and 3 as presented by the OSBA.

There was no further discussion. Dr. Trump called for a vote. Dean Wendle voted yes, all other Board members did not vote. The motion failed.

D. Approve RCC-AAWCC Fundraising Event – Treasures of Our Community

Joseph Zagorski moved, seconded by Pat Ashley, the Board adopt Resolution No.50-08/09 in support of the RCC-AAWCC Treasures of Our Community fundraising event.

The motion was unanimously approved.

E. Discuss OCCA Annual Conference

Joseph Zagorski commented on the location of the annual conference, specifically, he is concerned with the perception holding the conference at a resort gives to the public. He also believes it is not necessary to travel such a great distance, rather, identifying a facility to hold the event more centrally located for all community colleges. Dean Wendle commented there are limited facilities within Oregon to hold such a large conference at, and in addition, OCCA was able to negotiate a reasonable, reduced rate for conference facilities, catering and hotel accommodations at one location. A suggestion was made to hold events at a community college utilizing conference rooms, gymnasiums and class rooms as applicable. Peter commented there is a lot of value in meeting as a large group; however, public perception is important. Pat Ashley agreed.

Kevin Talbert moved, seconded by Pat Ashley, to advise OCCA that RCC Board members are supportive of holding an annual conference; however, members believe it is important to be sensitive of image, and central location for all community colleges, thereby supporting a change in venue.

The motion was unanimously approved.

Kevin Talbert continued discussion regarding the OCCA conference by reporting Board members were exposed to great ideas at the annual conference. He suggested it would be beneficial if Board members could be more intentional, post conference, with these thoughts and ideas. Pat Ashley concurred by saying it is good to attend such conferences; however, following this with in-depth discussion is useful. She suggested developing a process to convey these ideas while providing enough time to do so. Dean Wendle recommended scheduling a retreat with an agenda. Pat Ashley believes key staff members should be in attendance at the retreat. Discussion occurred regarding the duties and responsibilities of Board members. Peter requested Board members forward

**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

thoughts/ideas they would like to discuss to him, and in addition, he will discuss this issue with Executive Committee members in January.

Kevin Talbert commented we are entering a difficult period with the condition of the economy. He believes it is important for the Board's contribution to be more thoughtful. Pat Ashley agreed and would like to see Board members engage in more in-depth discussion. Dean Wendle mentioned Central Oregon Community College utilizes the Carver Board method. Peter will look into this.

F. OCCA Legislative Summit, January 27, 2009

Board members interested in attending will advise Denise Nelson.

G. Southern Oregon Business Conference, January 29, 2009

An informational page regarding the conference, still in planning stages, was distributed (see file). Board members interested in attending will advise Denise Nelson.

8. President's Report

A. Administration/Organization/Information Items

Peter discussed the following items:

- a) President's Monthly Report (see file)
 - Peter distributed a 2009-11 CCSF Allocation spreadsheet and explained the allocation shows the decrease in funding due to the funding formula. The goal of the funding formula is to equalize community college funding by 2012. There are ideas and concepts for the future of RCC, but with the decline in state funding, the future will prove challenging.
 - A copy of the letter written to Dr. Elman, Northwest Commission on Colleges and Universities (NWCCU) was included as an information item (see file). RCC will begin steps to comply with the Commission's request.
 - RCC had a successful fall term.
 - Given recent budget cuts and the fact RCC is currently managing three campuses with minimal resources, it has been determined it is not possible for RCC to serve as sponsoring institution for Oregon Coast Community College's (OCCC) accreditation. Staff followed good process to reach this decision. Peter will advise the OCCC President and the NWCCU.

**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

- The OCCA meeting minutes (see file – attached to President’s report), reflect a temporary organizer will be hired during the legislative session to serve as lobbyist specifically for community college issues. Cost for this position will be shared by all community colleges and the OCCA.
 - b) FTE Report (see file) – FTE is positive.
 - c) Strategic Plan – Goals and Objectives Status Report. There were no comments or questions.
 - d) 2007/08 Regional Career & Technical Education Program Advisory Committee Report. There were no comments or questions.
- 9. Executive Session** – The Board adjourned for executive session pursuant to ORS 192.660(2)a Employment of Public Officers and 192.660(2)(e) Real Property Transactions at 5:50 p.m. The Board returned to regular session at 6:10 p.m.
- 10. Old Business**
 - A. Pending Items** – An Emergency Preparedness Program meeting has been scheduled for January 13, 2009.
- 11. New Business** – None
- 12. Board Round Table**
 - Dean Wendle reported he attended the 7th Annual Oregon Leadership Summit. Issues discussed include:
 - a) Oregon is the leading “green” state in the country.
 - b) Governor Kulongoski continued to verbally support community colleges.
 - c) Oregon Business Plan would like to see changes in governance of schools. They believe the current system is antiquated and would like to see fewer boards. OCCA’s policy wants to protect independence of local districts.
 - d) There is a push to support 40-40-20 and the new high school diploma requirements. The cost to begin this is substantial for K-12. The 4 year phase in plan has been delayed.
 - Kevin Talbert also attended the Oregon Leadership Summit and reflected the conference focused on sustainability and discussed program opportunities to align with sustainability.

**MINUTES OF THE DECEMBER 16, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

- Pat Ashley reported the Upper Rogue Educational Consortium will be held 1/22, 11:00 a.m., with 3 Superintendents, Board members and possibly representative(s) from the Southern Oregon Educational Service District.

13. Adjournment – The meeting adjourned at 6:16 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: January 20, 2009
