
MINUTES OF THE DECEMBER 18, 2007
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING

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, December 18, 2007 at the Jackson County Library, Carpenter Foundation Conference Room, 205 S. Central Ave., Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Mr. Wendle, Pat Ashley, Sharon Davidson, David Trump and Joseph Zagorski. Pat Huycke and Kevin Talbert were absent due to pre-arranged plans. Advisory Committee members Midge Renton and Skip Patterson also attended.
3. **Introduction of Guests and Public Comment** – Peter Buckley, Oregon State Representative and Scott Muller, Kenneth Kuhns & Company attended, and RCC management, faculty and staff in attendance included Peter Angstadt, Margaret Bradford, Galyn Carlile, Cheryl Markwell, Teresa Schawo, Curtis Sommerfeld, Lisa Stanton, Lynda Warren, and Denise Nelson. There were no Faculty or Classified representatives in attendance. No Public Comment.
4. **Presentations/General Discussion**

A. Oregon State Representative – Peter Buckley

Representative Buckley provided an update on issues that may be discussed during the February legislative session. He anticipates receiving a report regarding the funding formula budget note and the shared responsibility model in February. A controversial issue to be discussed is that of driver's licenses for immigrants.

Peter Angstadt and Dean Wendle thanked Rep. Buckley for being a great advocate for RCC. Rep. Buckley was pleased to have served on the Education committee.

Dean Wendle discussed the Governor's 40-40-20 initiative. Rep. Buckley indicated the idea of seamless education has gained momentum. The legislature is starting to look at educational funding from the perspective of one large budget so funding would flow with a student from K-12 to college.

B. 2006/07 Audit Presentation – Scott Muller, Kenneth Kuhns & Co.

The 2006/07 audit can be viewed at <http://www.roguecc.edu/audit/2007/>

Scott Muller presented the 2006/07 fiscal year audit and provided an overview of said audit. The Finance and Audit Committee of the Board reviewed the audit in detail with Mr. Muller prior to the Board meeting. Mr. Muller indicated RCC records were very well maintained. Data utilized for the audit was obtained from RCC's financial records. RCC has complied with Federal grants as required. RCC has also complied with local budget laws and state laws. The financial statements of the RCC Foundation were audited by another audit company whose report thereon was furnished to Kenneth Kuhns & Co. Opinions regarding the RCC Foundation are based on the report of the other auditors. In conclusion, Mr. Muller announced RCC

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received a clean opinion for the 2006/07 fiscal year audit. He commended staff / management for a job well done.

FTE data supplied on page 89 was discussed and clarification regarding FTE from the 2+2 program was provided.

Lynda Warren thanked Budget and Finance office employees for their work throughout the year. She specifically thanked Lisa Stanton, Teresa Schawo, Brian Herve, Grant Hubler, Curtis Sommerfeld, Financial Aid employees and the RCC Foundation. She said all RCC employees do a wonderful job throughout the year in this regard which contributes to a successful audit.

Joseph Zagorski moved, seconded by Pat Ashley, that the RCC Board adopt Resolution No. B49-07/08 accepting the 2006/07 audit as submitted.

The motion was carried 5-0.

5. Committee Advisory Reports

A. Students, Faculty, Classified

There were no Classified or Faculty reports. Dean Wendle reported he contacted the Faculty president and advised her Board members appreciate receiving a report at Board meetings and requested a report at future meetings if possible. The Student representative was unable to attend due to prearranged plans.

B. Advisory Committee, Josephine and Jackson Counties

Midge Renton reported the Josephine County Advisory Committee met and discussed the Illinois Valley Business / Entrepreneurial Center and the Esther Bristol Education Center dedication ceremony. Peter Angstadt reported the Jackson County Advisory Committee met and discussed remaining bond funds. At the meeting, John Anhorn suggested looking into income producing property. Skip Patterson suggested growth in providing more classes geared toward senior citizens. Other suggestions were briefly discussed.

C. Facilities

a) **RCC/SOU Joint Facility Advisory Council** – Dean Wendle reported solar issues were discussed. He suggested receiving Skip Patterson’s assistance in this matter. Signage, and lighting for signage, was also discussed. A reader board is planned for the building and the committee is looking into the possibility of locating this outdoors. Dean provided a description of the art being considered for the building.

b) **RCC/SOU Oversight Committee – No report at this time.**

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- D. Finance and Audit Committee** – Joe Zagorski and Pat Ashley reported the Finance and Audit Committee met with Scott Muller, Kenneth Kuhns and Co., prior to the Board meeting and received detailed information regarding the 2006/07 audit. Mr. Muller provided excellent answers to questions. RCC has received national recognition for a consecutive four years regarding financial reporting. This is a wonderful accomplishment. The Board congratulated staff on their efforts.
- E. Board Executive Committee** – Dean Wendle reported the committee met in advance of the Board meeting and reviewed the Board agenda. He also discussed the recently held SOREDI consortium.
- F. OCCA/ Legislative/OSBA Reports** – Dean Wendle discussed the 40-40-20 initiative. He also provided information on the formula for the shared responsibility model and the unfortunate impact that part-time students will not be well-served. OCCA has hired a consultant to look into feasibility of own insurance. Community colleges are concerned about being in the state insurance program because once the colleges are included they can not opt out.
- G. Foundation** – Midge Renton reported the Foundation received a presentation from Savant (investment company) at their most recent Board meeting. Foundation bylaws specify a request for proposal process for investment services occur, and will be initiated this year. The new Foundation website will be available soon. The fundraising campaign will be coordinated by Rick Levine and Mike Murphy.
- H. 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

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

- A. November 20, 2007 Board Meeting Minutes
- B. Human Resources
 - a. Full-time Faculty, Temporary, Fixed-Term, Counseling – Extension of Appointment (Christopher Grant)
 - b. Full-time Faculty, Early Retirement, Adult Basic Education (Carolyn Chanler)
- C. Grants - None
- D. Financial
 - a. Monthly Financial Data Report – November 2007

The motion was carried 5 to 0.

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7. Other Action/Information Items

A. Review Board Policy I.V.A.090 – Contract Review

First reading – no action.

B. Approve Custodial Contract Services – Riverside Campus

Joseph Zagorski moved, seconded by Sharon Davidson, that the RCC Board approve Resolution No. B54-07/08 approving custodial contract services for the Riverside campus.

The motion was carried 5 to 0.

8. President's Report

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

Peter commented this month's report, featuring student and college services department, reflects positively on the ability of employees to accomplish good things even when working on an extremely tight budget. He thanked employees for their efforts.

B. Administration/Organization/Information Items

Peter discussed the following items:

b) President's Monthly Report:

- Peter was scheduled to meet with student parent, Kimberly Dyball; however, the meeting was cancelled due illness of Ms Dyball. Ms. Dyball had sent Peter another letter of concern.
- Documents stolen from an instructor's vehicle were recovered by local law enforcement. Letters were sent to affected students advising them as such. Peter complimented Cheryl Markwell and Curtis Sommerfeld on their work in response to this incident.
- At the last IVBEC meeting committee members discussed the possibility of shifting the focus of the project from a new building to a remodel of our existing building. The committee is going to do some research of costs involved on this idea. If the focus and scope of the project is changed, additional A&E and construction management costs will be incurred.

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- Peter received a request from government candidate groups to serve as an advisor regarding educational issues. The Board agreed it would be best if he answered questions on an as-need basis, as he would under normal circumstances, instead of formally serving on campaigns.
- An organizational chart was provided as a handout to Board and Advisory members as a possible option for organizational changes. The management group has been discussing possible changes in the management organization and evaluating the suggestions from our consultant's organizational report.

Joseph Zagorski noted the chart provides a mix of people and functions and suggested providing names and titles on the chart.

c) FTE Report – (see file)

9. Executive Session – The Board adjourned for executive session pursuant to ORS 192.660 (2)(e) – Real Property Transactions, at 5:32 p.m. The Board returned to regular session at 5:52 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 are working on this.

11. New Business – Sharon Davidson mentioned the Southern Oregon Business Conference sponsored by SOREDI will be held on 1/31. Dean Wendle and Pat Ashley would like to attend.

12. Board Round Table – None.

13. Adjournment – The meeting adjourned at 5:58 p.m.

Denise Nelson, Assistant to the President and Board of Education

Dean Wendle, Chairman, RCC Board of Education

Dated: January 15, 2008
