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**MINUTES OF THE FEBRUARY 12, 2010  
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION / FOUNDATION BOARD  
SPECIAL MEETING**

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Location: Redwood Campus, H-2 Conference Room, 3345 Redwood Highway, Grants Pass.  
Due notice was given in accordance with public meeting law.

In Attendance: Board of Education members Joe Keith, Dean Wendle and Joseph Zagorski. A quorum of the Board of Education was established with Pat Ashley joining the meeting via teleconference at 1:40 p.m.

Foundation Board members Liz Crossman, Larry Helton, Rick Levine, Joan Momsen, Mike Murphy, Barbara Patridge, Midge Renton, Suzanne Stewart, Verne Welo and Chuck Womer.

Al Hove, Vice President, the Clements Group, L.C.

Staff included Peter Angstadt, Jennifer Wheatley and Denise Nelson.

**1. Welcome and Opening Remarks**

President Peter Angstadt provided opening remarks at approximately 10:00 a.m. followed by a Power Point presentation (see file) which included the following:

Fiscal Overview

- State of Oregon entered this biennium (2009-11) with a \$4 billion deficit
- Legislature cut \$2 billion from all state services
  - Community College support went from \$500 million to \$450 million.
  - Each student used to be supported at about \$3,200; they are now supported at \$1,600
- Legislature still had \$2 billion deficit
  - Used roughly \$800 million in new taxes (M66/67)
  - Used roughly \$400 million in state reserves
  - Used roughly \$800 million in federal stimulus dollars
- Latest economic forecast shows \$180 million deficit
- What happens when federal stimulus goes away and reserves are no longer available?
- Will Oregon ever support community colleges at the previous levels?

In summary, President Angstadt indicated it will be very important to look at ways to move into the future by working together with the Foundation.

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**2. Effective Advancement Planning** (see file)

Al Hove reviewed the following goals:

- Integrate and strengthen the partnership of the College and Foundation.
- Build infrastructure for long-term sustainable fundraising.
- Align RCC Strategic Plan with Foundation goals.
- Implement an effective comprehensive resource development program.

Mr. Hove reviewed the meeting agenda, the College and Foundation mission and vision statements, and added that the Foundation vision statement is a work in progress. He also reviewed the five characteristics of an effective institutional advancement function:

- The development function is considered a College/Foundation-wide responsibility under the direction of the Foundation's Chief Executive Officer.
- The Foundation's Executive Director sees her primary role as the professional manager of a comprehensive and sustainable development function that is extrinsically tied to the goals and objectives of the College.
- There is a close working relationship, based on mutual respect and confidence, between the Foundation's Executive Director and the College President.
- There is an active group of Board members composed of people with recognized stature in the community that are dedicated to working with the College President, Foundation Executive Director, and others responsible for generating donated income.
- There is a clear and efficient organizational structure designed to support foundation and related standing committee activities.

The resource development effectiveness cycle consists of:

- Leadership/Board Development
- Prospect Research
- Implementation/Feasibility Study
- Cultivation Awareness/Business Partnerships
- Major Gifts Campaign
- Gift Planning
- Alumni Development/Stewardship
- Grant/Legislative Acquisitions
- Development Audit/Assessment

The approach to resource development has to be broad, long term, and strategic.

Mr. Hove reviewed the primary functions of the Board. He recommended conducting an annual Board self-assessment process (Foundation Board and Board of Education.)

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College and Foundation Board members participated in a self-assessment in preparation for this meeting, and results were reviewed by categories. A suggestion was made to customize said forms for future use in order to provide clarity. Some confusion was caused with the specific form used during this process.

Community support for the College and Foundation is very positive. Why limit fundraising efforts toward scholarships only? Not all Board members have to actively participate in capital fundraising campaigns.

A ten minute break was called from 11:55 a.m. to 12:05 p.m.

**3. Development Assessment**

Foundation Executive Director, Jennifer Wheatley, provided a Power Point presentation (see file) which included the following information regarding the RCC Foundation today:

- Private Sector Donations 2005-2009
  - 05/06 \$370,702
  - 06/07 \$670,414
  - 07/08 \$958,507
  - 08/09 \$684,339
  - Gross Proceeds: \$2,683,962
- Largest Donors Since 7-1-06
- Recent Planned Giving
- Planned Giving – Future
- Federal State Grants
- Board Member Giving
- Fundraising Goals Achieved
- Quotes from the DA (which inspired the current phase)
- Board Development Program Objectives

Jennifer believes the capacity and potential for support from our local community is substantial. Different thoughts and ideas were discussed regarding funding support for the Foundation's operating expenses. The objective of the donor remains a priority. A suggestion was made to contact Oregon Community College Foundations to determine other models regarding support for Foundation operating expenses.

**4. Working Lunch: *The College Vision/Strategic Plan***

A thirty minute break was called from 12:50 p.m. to 1:20 p.m. at which time President Angstadt began his second Power Point presentation titled "Review of the Strategic Plan" (see file). In addition to providing a brief review of the 2008-2012 Strategic Plan, this presentation provided updates on goals within the plan and goal highlights for 2009/10.

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- Goal A – Agile and Inclusive Culture
- Goal B – Student Access and Completion
- Goal C – Career Pathways
- Goal D – Data Informed Decision Making
- Goal E – Student Enrollment Growth
- Goal F – RCC/SOU Partnership

New accreditation standards will be implemented in 2011. RCC's Core Themes are being revised to these standards.

Examples of immediate funding needs such as the Redwood Campus Science Building, the Justice Training Education Center (JTEC) proposal at the Table Rock Campus and the need for additional scholarships were discussed (see file). This provided an example of a capital campaign in the amount of \$8.5 million for the College and Foundation. (Note: The aforementioned projects are identified as "Draft Goals" to be tested during the Feasibility Study.)

**5. "Hands On" – topics/sessions**

Al Hove provided a sample timeline for the Feasibility Study (normally a 4 month process):

Month 1 (March?): Preparation - developing preliminary case for support during which time Mr. Hove would spend time with Jennifer Wheatley and key Board members.

Month 2 (April?): Board input – put together list.

Month 3 (May?): Interviews – 3 weeks during which time 2 additional Clements Group representatives would assist Mr. Hove.

Month 4 (June?): Complete Report

Momentum is everything. Interviews raise awareness of the College/Foundation. Clements offers information on how to be a messenger. The Clements Group has a 96% success rate. The Foundation Executive Director manages the process. The College President drives the campaign.

A fifteen minute break was called from 2:45 p.m. to 3:00 p.m.

Mr. Hove discussed the purpose of a Memorandum of Understanding (MOU) between the RCC Foundation and RCC. An ad-hoc committee, consisting of members from each Board, will continue to work on this. Board members agreed the spirit of the document is great; details will just need to be worked out. A suggestion was made to reflect (in the MOU) that mediation would be sought if needed.

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**6. Where Do We Go From Here / decisions and next efforts**

- Foundation staff will coordinate a meeting of the ad-hoc committee to continue work on the MOU. When appropriate, the MOU will be distributed to all Board members for review.
- Mr. Hove will forward information regarding the Feasibility Study to Jennifer Wheatley.
- Foundation Board members will follow their due process to discuss engaging the Clements Group for next steps.

**7. Adjournment**

The meeting adjourned at 3:50 p.m.

Respectfully submitted,

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Denise Nelson, Assistant to the President and Board of Education, RCC

Board Action:           Approved          

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Joseph Zagorski, Ed.D., Chair, RCC Board of Education

Date:   March 16, 2010  

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