
MINUTES OF THE FEBRUARY 21, 2006
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION

1. **Call to Order** – Chair Sharon Davidson called the Rogue Community College (RCC) Board of Education (Board) to order at 4:10 p.m. on Tuesday, February 21, 2006 at the Redwood Campus, 3345 Redwood Highway, Grants Pass, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including, Ms. Davidson, Pat Huycke, Kevin Talbert, David Trump, Charly Warren and Dean Wendle. Advisory Committee members John Harelson and Dawn Welch also attended. Jim Dole was absent due to pre-arranged plans.
3. **Introduction of Guests** – Student representative Steve Monroe, faculty representative Jerry Bryan, and management, faculty and staff including Peter Angstadt, Margaret Bradford, Galyn Carlile, Mary Louise Doran, Priscilla Goulding, Jeanne Howell, Mike Laam, John Lopez, Cheryl Markwell, Nancy Maxwell, Christine Murff, Denise Nelson, Peggi Odle, Laurie Rydell, Curtis Sommerfeld, Denise Swafford, Jeremy Taylor, Lynda Warren and Jennifer Wheatley.
4. **Presentations/General Discussion**
 - A. Peter Angstadt announced RCC is now a member of the Microsoft Partner Program and presented Jeremy Taylor, instructor, with the achievement awards. Jeremy provided an overview of the program and indicated this certification makes RCC a Learning Solutions provider – the highest level obtainable with Microsoft for providing training solutions. RCC is the only community college west of the Mississippi river and the only center between Sacramento, CA and Bellevue, WA with this certification. This certification should bring approximately 20 new students per year to RCC.
 - B. Peter also provided an update on the Institutional Assessment Report (see handout). Key 2, Building the Foundation, was revised to include detailed plans for future action to build the foundation.
5. **Committee Advisory Reports**
 - A. **Students, Faculty, Classified** – On behalf of students, Steve Monroe provided a report which included the recent activity of a successful blood drive on campus in November (another blood drive is scheduled for March), the great American smoke-out, a Christmas raffle and the Toys for Tots drive. This activity is an effort from students to bond with our community. ASRCC has created a high school outreach DVD to showcase student life and resources on campus.

PTK and ASRCC raised \$300 in two days during Valentine’s Day selling candy and flowers. Steve expressed student concerns regarding the budget. ASRCC members have been invited to budget and tuition and fees meetings, and appreciate the opportunity to do so. In addition, Peter Angstadt has held student discussions

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regarding this issue and was thanked for representing RCC's administration very well with this outreach. This communication helps students understand the budget challenges RCC is facing.

Jerry Bryan provided a faculty report and indicated faculty members have also been engaged in many meetings regarding the budget challenges. Although this is a difficult time, faculty appreciates the good communication regarding this subject.

There was no classified report.

- B. Advisory Committee** – Peter Angstadt reported that Skip Patterson, Cheryl Markwell and Peter met with representatives of Asante to discuss ideas on creating more positions for nursing students and will continue to follow up with that issue. Josephine County advisory members have met to discuss the potential bond issue. Under leadership of Jim Dole and Dean Wendle, a series of community forums will be coordinated in Cave Junction, Merlin/Hugo and Grants Pass to ask community members about their ideas regarding RCC. Dawn Welch has been assisting with the task of finding an advisory committee member to replace Carl Wilson.
- C. Facilities** – See agenda item 10.E, Old Business, for report.
- D. Finance and Audit Committee** – John Harelson reported the committee discussed tuition issues and new PERS funding formulas in addition to reviewing the financial statement. Dean Wendle added it has been estimated the new PERS funding formulas will save RCC approximately \$9,000 in March.
- E. February Program Meeting** – Kevin Talbert reported this was one of the first opportunities board members have had to see the Table Rock Campus in operation and the meeting was inspiring. Galyn Carlile and team were complimented for their presentation.
- F. Board Executive Committee** – Sharon Davidson reported this committee met last week. See agenda item 8, President's Report, for further information.
- G. OCCA/ Legislative/OSBA Reports**
- a) OCCA/Legislative/OSBA** – Dean Wendle reminded everyone that a board work session has been scheduled for Monday, 4/3 to discuss the OCCA Strategic Plan. A copy of the plan was included in the board packet for review prior to the work session. A legislative conference call will be held Friday, 2/24 and board members were invited to join him on the call. Topics of discussion will include community college funding, capital construction requests, the campus action plan and current legislative issues. Lori Sattenspiel from OCCA is planning to visit RCC on April 6 to review RCC's campus action plan.

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Peter Angstadt asked Margaret Bradford to contact members of the former Legislative Committee and coordinate a meeting of this committee prior to Lori Sattenspiel's visit.

- b) **ACCT/AACC 2006 National Legislative Summit** – Kevin Talbert attended this summit in Washington, D.C. the beginning of February. Informational flyers regarding this summit were distributed with the board packets. Kevin reviewed the flyer titled, “The President’s FY 2007 Budget.” He reported the Summit was successful with good speakers, and opportunities to speak with Congressman Greg Walden and two senators and staff.

H. Foundation – Jennifer Wheatley reported the foundation scholarship application deadline is 3/6. Scholarship reader events have been scheduled for 4/4 in Medford and 4/12 in Grants Pass. The project grant application process is underway and nine grant applications were received.

6. Consent Agenda

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

- A. January 17, 2006 Board Meeting Minutes
- B. Human Resources - None
- C. Grants – None
- D. Financial
 - a. Monthly Financial Data Report – January 2006

The motion was carried 6 to 0.

7. Other Action/Information Items

A. Review Board Policy Handbook Section I.E.010 and I.E.020 (First Reading)

As this is the first reading of these sections as presented, board members will review prior to the next board meeting. No action taken.

B. Review Proposed 2006/07 Tuition (First Reading)

Peter Angstadt reported, after much consideration and input from students, faculty and staff, the Tuition and Fees committee recommends increasing tuition \$5/credit for in-state, \$6/credit for out-of-state and \$22/credit for international tuition. As this is the first reading of this proposal, no action was taken.

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C. Review proposed 2006/07 Fees (First Reading)

Peter Angstadt reported the Tuition and Fees committee recommends two new fees. A \$50 nursing application fee to assist in offsetting the additional evaluation requirements and a \$50 computer proficiency exam fee to assist in offsetting some of the costs associated with administering the exam. As this is the first reading of this proposal, no action was taken.

D. Approve 2006/07 and 2007/08 Academic Calendar

David Trump moved, seconded by Pat Huycke that the RCC Board approve the 2006/07 and 2007/08 Academic Calendars as presented.

The motion was carried 6 to 0.

E. Discuss Use of Remaining Bond Funds

See agenda item 10.E, Old Business.

F. Approve Architect Selected for RCC/SOU Joint Building

Kevin Talbert moved, seconded by Dean Wendle that the RCC Board authorize entering into a contract with SERA Architects, Inc. for professional services related to the completion of the RCC/SOU joint education facility.

The motion was carried 6 to 0.

G. Discuss Joint Building CM/GC Class Exemption Process

Peter Angstadt explained in order to use the CM/GC process an exemption must be in place. An exemption was created for the Table Rock Campus project; however, the exemption was for that specific project only. (A blanket exemption should have been completed at that time for *all* projects relating to Jackson county bond funding thereby avoiding the need to process on a repeat basis.) Staff has provided a CM/GC Exemption Timeline (distributed with board packet) and will ensure the process is coordinated as indicated. No action is required by the board at this time. Approval of the CM/GC by the board is expected at the April Board meeting.

H. Appointment of Faculty Emeritus, Sue Calkins

Pat Huycke moved, seconded by Dean Wendle that the RCC Board award the honor of *faculty emeritus* to Susan Calkins. Denise Nelson was asked to provide a description of benefits received when faculty emeritus honors are awarded.

The motion was carried 6 to 0.

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8. President's Report

A. Staff, Faculty, Student Recognition, Campus Leaders' and Grant Summary Report – See February 2006 report.

B. Administration/Organization/Information Items

Peter discussed the following items:

- Producing a balanced budget for next fiscal year is a high priority. Even though the community college system as a whole received 18 million dollars more in funding than last year, RCC's budget is declining.
- Providing outreach in the community to ensure people know of the opportunities available to them at RCC is another priority. An effort to generate interest via local area newspapers and media is in effect. Increased high school and senior outreach is also underway.
- The truck driving program will be resurrected (see handout).
Dean Wendle added he verified RCC's position in making this step and confirmed RCC's right to reinstate the program.
- A review of the most recent FTE report was provided (see handout).
- A Memorandum of Understanding with SOU has been finalized and a copy was provided in the board packet for informational purposes.
- An explanation of the OSBA Legal Assistance Trust was provided and Peter recommended the college on the Trust.
- Market Transport, Ltd. provided a testimonial (included in board packets) to the services received by RCC. This is a good example of RCC supporting local business.

9. Executive Session – The board adjourned for executive session pursuant to ORS 192.660 (2)(d) – Labor Negotiations, at approximately 5:15 p.m. and returned to regular session at 5:40 p.m.

10. Old Business

A. Pending Items List – See handout.

B. OCCA Strategic Plan – A board work session has been scheduled to discuss this plan and the funding formula. The session will be held on 4/3 at 8:30 a.m. in the Carpenter Foundation conference room of the Jackson County Library in Medford.

C. President Review Committee – Kevin Talbert provided an update on the progress of the committee. Input will be requested from Board of Ed, Advisory and Foundation board members, in addition to a sampling of community members. Peter will also be asked to complete a self evaluation. The process will include most of the same elements as the previous year; however, it may be condensed. Dave Trump requested providing ample space for comments on the form.

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D. Legislative Committee/Campus Action Plan 2006 - See OCCA/Legislative/OSBA report (agenda item 5.G).

E. Use of Remaining Bond Funds and Various Funding Scenarios for RCC/SOU Joint Project – Peter Angstadt discussed item 5.C.a (see handout), which was reviewed at the most recent RCC/SOU joint building committee meeting. From that meeting, Scenario 2 of the Medford Higher Education Facility Various Funding Scenarios was identified as the most probable to occur. Utilizing this scenario, \$7 million of bond funding would be needed. Item 7.E (see handout) includes the balance of bond funding available. Charly Warren reported SOU is still trying hard to obtain the full amount of funding they need, which would lessen RCC’s investment in the building. Pat Huycke reported a good discussion occurred at the last joint building committee meeting regarding percentages of time available for use of space of the building depending upon final contribution of funding. Peter suggested reserving funds for potential future opportunities, such as a parking lot. Various options and scenarios were discussed. Charly Warren pointed out that the property value has not been included in worksheets. After some discussion, Peter asked Mary Louise Doran to provide more information on the needs and priorities of RVC, including space needs. With this information, the board will be able to determine how funding can be allocated. This is the initial stage of this process and much more discussion and information is yet to follow.

11. New Business

- A.** Redwood Campus leadership has received a request from Edgewater Fellowship church to rent the campus facility on Sundays and Wednesday evenings from June through September (700-1,000 people on Sundays and 300 on Wednesdays). The Redwood Campus team has reviewed this request and does not anticipate any problems.
- B.** In talking with the Classified Association group, the following changes to the current contract effective through June 30, 2006 are being proposed and Peter intends to sign a Memorandum of Understanding regarding same:
- Change temporary seasonal employee from 472 hours maximum to 599.
 - Change tuition waiver for full-time classified from 9 to 12 credits beginning Spring term 2006.
 - Create priority list regarding hiring from within.

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12. Board Round Table

- A. Dean Wendle introduced a scholarship program called Troops Teachers. Anyone who has served in the military can obtain scholarship funding to be educated to teach Math and Science. Grant funding is provided by the State of Oregon.

- B. Kevin Talbert asked board members if they would be willing to hold special meetings/work sessions at a neutral location, such as the Gold Hill Library. Board members agreed, as long as the cost is minimal.

13. Adjournment – The meeting adjourned at 6:15 p.m.

Denise Nelson, Administrative Secretary

Sharon Davidson, Chair, RCC Board of Education

Dated: March 21, 2006
