
**MINUTES OF THE MARCH 17, 2009
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 4:05 p.m. on Tuesday, March 17, 2009 at the RCC/SOU Higher Education Center (HEC), Rooms 127 and 129, 101 S. Bartlett, Medford Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Dr. Trump, Pat Ashley, Sharon Davidson, Kevin Talbert, Dean Wendle and Joseph Zagorski. Board member Pat Huycke was absent due to pre-arranged plans. Advisory Committee member Midge Renton was in attendance.
3. **Introduction of Guests and Public Comment** – Matthew Vorderstrasse, Associated Student Government Representative; Barbara Patridge, President, RCC Foundation; and management, faculty and staff including Peter Angstadt, Margaret Bradford, Cheryl Markwell, Tracy Olsen-Oliver, Susan Panisello, Linda Renfro, Lynda Warren and Denise Nelson were in attendance. There was no public comment.
4. **Presentations/General Discussion**
 - A. **Dental Assistant Program, Clinical Lab Classroom Tour** – Those in attendance (except Margaret Bradford and Denise Nelson) were guided by Susan Panisello on a tour of the Riverside Campus (RVC) Dental Assistant clinical lab classroom located in the “A” building. The group began their tour at 4:08 p.m. and returned at 4:30 p.m.
5. **Committee/Advisory Reports**
 - A. **Student, Faculty, Classified**

Student Report – Matthew Vorderstrasse reported student government will be hosting a book signing by a former RCC student. Welcome Day and Club Day will be held on 4/2. There are currently 13 clubs at RVC and 2 clubs at Table Rock Campus (TRC). Student Government representatives have attended RCC Legislative Committee meetings. Student representatives have a goal of mailing 500 to 650 postcards in support of community college funding during the 2009 legislative session. RCC will have student representation in the Pear Blossom parade. The Truck Driving program has donated their flatbed truck and a driver. The annual May “Rock the Block” event will be held in Medford on Bartlett Street.

Faculty Report – Juliet Long provided a written RCCEA Faculty report (see file).

There was no Classified report.

6.A.b

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- B. Advisory Committee** – Midge Renton said the Josephine County Advisory Committee discussed the Illinois Valley Business and Entrepreneurial Center (IVBEC) and President Angstadt also provided an update on budget projections. Dr. Angstadt reported the same was discussed with Jackson County Advisory Committee members.
- C. Facilities Committee** – The Joint Facilities Advisory Council meeting was rescheduled for April. No report at this time.
- D. Finance and Audit Committee** – Pat Ashley, Kevin Talbert and Joseph Zagorski participated. Dr. Talbert reported the committee reviewed the financial statements and discussed proposed tuition and fees changes (see items 7.C and 7.D).
- E. Board Executive Committee** – David Trump, Kevin Talbert and Joseph Zagorski participated and reviewed the Board of Education meeting agenda.
- F. Legislative Committee** – Sharon Davidson reported the committee is working on calendar items such as RCC Lobby Day in Salem. Peter will update RCC talking points. This information, and more, can be found on the Legislative Committee web-site. Local upcoming legislator meetings will be attended by committee members. RCC post cards are available to distribute to friends, program advisory members, etcetera. The intent is to use the postcards when writing legislators regarding support for community colleges.
- G. OCCA/OSBA**
- a. Discuss Change to Semester Concept – Dean Wendle reported the Oregon University System is proposing changing to a semester system as a cost-saving measure. There are pros/cons regarding this change. 90% of other regions in the country utilize the semester system. Dr. Zagorski commented in California, community colleges use semesters and universities use quarters. Discussion occurred regarding pros/cons. Kevin Talbert requested the Board review this in more detail if this effort gains momentum.
 - b. Discuss SB 722 – Mr. Wendle referred to the OCCA Bill Summary by Priority report (see file). This bill would permit the Governor to declare state of financial emergency under certain conditions, suspend pay increases to state government and school district employees, suspend certain terms of collective bargaining agreements and services contracts, and take other actions. The aforementioned report and OCCA Talking Points are included in a weekly e-mail distributed by OCCA in preparation for the legislative conference call. Staff will forward this information weekly to Board members for information purposes.

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Mr. Wendle reported state funding was allocated for the Clackamas Community College Truck Driving Program; however, the adverse impact process for this program was bypassed. As a result, an agreement regarding community college truck driving programs was negotiated with private truck driving schools by the Department of Community Colleges and Workforce Development (CCWD). Mr. Wendle is concerned the aforementioned agreement applies to community colleges in general; however, district Boards did not have an opportunity to review or discuss this issue.

MAIN MOTION

Mr. Wendle moved, seconded by Sharon Davidson, the RCC Board issue a letter to CCWD and OCCA to state that RCC, having no opportunity to discuss the community college truck driving program agreement negotiated by CCWD, does not recognize said agreement as applicable to the Rogue Community College District.

The motion was unanimously approved. A letter will be issued and signed by Chairman Trump on behalf of the Board.

- c. OCCA Student Scholar Day – The 2009 Outstanding Student Scholar Event will be held Wednesday, April 15, 2009 (see file). Those interested in attending were asked to contact Cindy Harboldt, RCC President’s Office.

- H. Foundation** – Barbara Patridge reported the Foundation office has received a record number of scholarship applications this year. Although a final count is yet to be determined, they anticipate 800 to 1,000 applications were submitted. Scholarship reader dinners will be held on April 1 and April 7. Barbara also mentioned joint RCC / RCC Foundation presentations to Southern Oregon service clubs are nearing completion and have been well received. This was a successful effort.

- I. President’s Evaluation Committee** – Pat Ashley, Kevin Talbert and Joseph Zagorski participated. Committee Chair, Dr. Zagorski, reported the committee reviewed previous evaluation processes and decided to reduce the number of evaluators this year. Evaluators will consist of exempt employees, faculty leaders including faculty senate, department heads, a representation of classified employees, and Board of Education and Advisory Committee members. He explained the evaluation form will consist of 8 standards and described the rating scale. He will meet with Denise Nelson within one week to confirm details. Dean Wendle commented a good selection of evaluators has been identified. Midge Renton agreed and also believes change is good for the evaluation process.

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6. **Consent Agenda** – Sharon Davidson moved, seconded Joseph Zagorski, the RCC Board approve the consent agenda as follows:

- A. Meeting Minutes
 - a. February 17, 2009 Board of Education Meeting
- B. Human Resources – None
- C. Grants
 - a. New Grants (s)
 - 1. Basic Healthcare Certificate Project Grant (Pathways)
- D. Financial
 - a. Monthly Financial Data Report – February 2009

The motion was unanimously approved.

7. **Other Action/Information Items**

- A. **Approve Board Policy Revision II.B.020 – Article II: General Operations, Section B: Miscellaneous, Policy 020: Smoking (Second Reading)** – Oregon State Law indicates smoking is allowed in areas at least 10 feet from entrances. RCC administration recommends RCC policy will reflect smoking is prohibited within 20 feet of all RCC entrances.

Joseph Zagorski moved, seconded by Dean Wendle, the RCC Board adopt Resolution No. P62-08/09 approving Board policy Article II: General Operations, Section B: Miscellaneous, Policy 020: Smoking, amending the policy to read, “In consideration of others’ health, students and employees are required to take their smoke breaks in areas at least 20 feet from entrances to all college facilities.”

The motion was unanimously approved.

- B. **Approve 2009/10 Full-time Faculty Renewal List**

Joseph Zagorski moved, seconded by Sharon Davidson, the RCC Board adopt Resolution No. HR70-08/09 approving the faculty renewal list for 2009/10 as presented (see file).

The motion was unanimously approved.

- C. **Review Tuition for the 2009/10 School Year (First Reading)** – Lynda Warren indicated the RCC Tuition and Fees Committee, after extensive consideration and discussion, recommends an increase of \$5.00/credit for in-state, \$6.00/credit for out-of-state, and \$17 credit for international tuition. After brief discussion, it was determined the general consensus of Board members, to date, agree with this proposal. No action was taken since this was the first reading.

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- D. Review Fees for the 2009/10 School Year (First Reading)** – Lynda Warren indicated the RCC Tuition and Fees Committee reviewed the 2008/09 fee schedule compared to revenue that is generated by fees in order to make sure fees are properly reflected on the fee schedule. Fees that have historically been in place but needed to be reflected on the fee schedule are reflected in *italics* (see file). The committee is recommending adjustment of two fees and the addition of some instructional fees. The transportation/bus fee will be increased to \$80 per term; the basic skills fee will be increased by \$9; and the EMT program is proposing a lab fee per term for Basic (\$100), Intermediate (\$150) and Paramedic (\$200) – see file for more information. No action was taken since this was the first reading.
- E. Review New Board Policy IV.A.100: Identity Theft Program** - Lynda Warren explained the Federal Trade Commission issues a regulation known as the Red Flags Rule. This rule requires creditors that hold “covered accounts” to develop and implement an identity theft prevention program for new and existing accounts prior to May 1, 2009. The College’s installment plan, which allows students to make 3 payments during the term, is considered a “covered account.” No action was taken since this was the first reading.

8. President’s Report

A. Administration/Organization/Information Items

- a. President’s Monthly Report** – President Angstadt will attend the State Board of Education meeting at which Commissioner Preus will provide a progress report on the status of Strategic Fund allocation made to RCC. These funds are being used to develop targeted growth initiatives, increase district workforce development efforts and maximizing RCC’s ability to grow student enrollments. Peter reported Student Services, College Services and Instructional departments have used this funding wisely and are achieving good results.
- b. FTE Report (Handout)** – Enrollment is up approximately 12%.

Dean Wendle left the meeting at 5:30 p.m. due to pre-arranged plans.

- c. Grant Status Report** – (see file)
- d. 2009/10 Strategic Action Plan** - There is no update provided on the Higher Education Center; however, Cheryl Markwell indicated she is continuing content level articulation.

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Kevin Talbert commented there is currently nothing regarding “Green Team” efforts in the Strategic Plan. He would like to advocate for adding this to the plan and to also evaluate the Strategic Plan process after the end of each academic year, possibly during the summer months. He suggested the Green Team meet with Peter within the next 2-3 weeks. Denise Nelson will coordinate a meeting.

- 9. Executive Session** – Chairman Trump called the Board into Executive Session pursuant to ORS 192.660(2)(d) Labor Negotiations and ORS 192.660(2)(e) Real Property Transactions at 5:40 p.m.

Sharon Davidson left the meeting at 6:00 p.m. followed by Kevin Talbert at 6:05 p.m. due to pre-arranged plans.

The Board returned to regular session at 6:10 p.m.

- 10. Old Business** – None

A. Pending Items – Pat Ashley requested adding “research regarding the semester concept” to the pending items list.

- 11. New Business** – President Angstadt suggested the possibility of not holding a Board meeting in July. He will talk to staff regarding this to ensure action items can be presented at the June and August meetings accordingly.

- 12. Board Round Table** – Pat Ashley is concerned about safety on Redwood campus with lack of Sheriff patrols. Lynda Warren responded by saying RCC does have a public safety officer on campus Monday through Friday, 3:00 – 11:00 p.m. There are also emergency telephone towers in strategically placed locations. Josephine County Sheriff patrols have been increased to 20 hours per day.

- 13. Adjournment** – The meeting adjourned at approximately 6:17 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

Date: April 21, 2009
