
MINUTES OF THE MAY 18, 2004
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION

1. **Call to Order** – Chair, David Trump called the Rogue Community College (RCC) Board of Education (Board) meeting to order at 4:10 p.m. on Tuesday, May 18, 2004, at RCC’s Riverside Campus, 101 S. Front Street, Room F-10, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** - A quorum of the Board was present including, Dr. Trump, Sharon Davidson, Jim Dole, Kevin Talbert, Charles Warren and Dean Wendle. Pat Huycke was absent. RCC Advisory Committee members John Anhorn, Skip Patterson, Midge Renton, and Dick Rudisile, also attended.
3. **Introduction of Guests** - RCC Faculty and staff attending were: President Rick Levine, deans Tom Bradbeer, Kathy Burkey, Galyn Carlile, and Mary Louise Doran, Bonnie Donald, Betsy Fuller, Priscilla Goulding, Cindy Hauser, Jeanne Howell, Lynda Kettler, Mike Laam, Cheryl Markwell, Larry Mullaly, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Nancy Vaughn, Shirlee Willis-Haslip, and Denise Swafford.
4. **Presentations**
 - A. **College Goals and Objectives 2004/05** – Betsy Fuller discussed the timeline and process for planning and assessing college goals and objectives. Details on current work are accessible for Board members on the College’s Website. (Also, see handout for further details).
5. **Committee/Advisory Reports**
 - A. **Students, Faculty, Classified** – There were no faculty or student reports. Bonnie Donald reported for classified that new association officers include Angel Rogers-President, Deb Bennett-Vice President, Donna Belle-Treasurer, and Theresa Van Ravenhorst-Secretary.
 - B. **OCCA Board Liaison** – Davidson, Dole, Huycke, Talbert, Trump and Wendle attended this year’s OCCA Convention.
 - a. **OCCA Convention**

OCCA roles and responsibilities were discussed, as well as hot legislative issues, including potential shortfall on funding for the Oregon Opportunity Grant.

OCCA will provide training for Board chairs and vice-chairs as well as new college presidents.

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All college boards were encouraged to invite legislators to local meetings. A short paper (2 pages) will be provided with talking points.

1. Public Meeting Law – Appointment of Committees and Electronic Mail

A breakout sessions on public meeting law addressed issues such as appointment of board committees (*administration should make appointments instead of fellow board members to avoid confusion*) and the implications of meetings via electronic mail. Board members were cautioned to avoiding e-mail discussions that could be interpreted as meetings.

Taping executive sessions vs. written minutes is still unclear. Some institutions do it and some don't. Greg McKenzie at the OSBA may be able to provide some guidelines for making a final decision on how RCC should handle this.

Rick Levine talked about FERPA (federal privacy act, which prevents faculty, students or staff from discussing records of other students with anyone, but the individual students).

C. Foundation Board Liaison

Due to an improving stock market, the Foundation is \$6 million strong and will provide a record number of scholarships to students this year. The student scholarship awards event is planned for May 26.

D. Finance Committee

Lynda Warren asked the Board to consider how administration might enhance their financials and other reporting mechanisms.

Blue Mountain Community College recently acquired RCC software, RogueNet and registering student via the system last week. This interaction has also improved RCC's own system.

E. Board Executive Committee

Dave Trump, Sharon Davidson and Pat Huycke met to discuss the May 11 retreat, pending items list, the May 18 Board agenda, Table Rock Campus, and some of the issues that were presented at the OCCA convention (see Item 5.B.a.1 above).

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6. Consent Agenda

Sharon Davidson moved, seconded by Mr. Wendle that the RCC Board approve the consent agenda as follows:

- A.** April 20, 2004 Board Meeting Minutes
- B.** Grants Pass Manufacturing Support Pilot project
- C. Human Resources**
 - b.** Full-time Faculty (Support Services Advisor) – Guerin Fischer
 - c.** Full-time Faculty (Retirement) – Jim Gray
- D. Financial**
 - a.** Monthly Financial Data Report – March 2004

The motion was carried 6 to 0.

7. Financial and Other Action/Information Items

A. 2004/05 Fees Recommendation (Second Reading)

Kevin Talbert moved, seconded by Ms. Davidson that the Board adopt Resolution No. B81-03/04 approving recommendation 2004/05 tuition rates be maintained at same rate as in 2003/04. **The motion was carried 6 to 0.**

B. 2004/05 Tuition Recommendation (Second Reading)

Sharon Davidson moved, seconded by Mr. Talbert, that the RCC Board adopt Resolution No. B80-03/04 approving recommendation 2004/05 fees be maintained at same rate as in 2003/04. **The motion was carried 6 to 0.**

C. Approve President Emeritus Appointment – Rick Levine

Kevin Talbert moved, seconded by Mr. Wendle that the RCC Board approve Resolution No. P89-03/04 awarding the honor of President Emeritus of Rogue Community College to Rick Levine, effective immediately. **The motion was carried 6 to 0.**

D. Approve Dean Emeritus Appointment – Kathy Burkey

Dean Wendle moved, seconded by Ms. Davidson that the RCC Board approve Resolution No. P90-03/04 awarding the honor of Dean Emeritus of Rogue Community College to Kathy Burkey, effective immediately. **The motion was carried 6 to 0.**

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E. Redwood Campus Memorial Garden

Dean Wendle moved, seconded by Mr. Dole that the RCC Board adopt Resolution No. P91-03/04, approving establishment of the RCC, Redwood Campus Memorial Garden Project. **The motion was carried 6 to 0.**

F. Annual Board Organization (First Reading)

Charles Warren and Jim Dole discussed recommendations for Board Organization with some discussion regarding consideration of rotation of the OCCA liaison position every two (2) years. Meeting schedules will remain the same (third Tuesday; alternating locations) and petty cash will also remain the same. Attorney of record designation was removed from the list. It was determined matters requiring legal opinion or advice would be referred at the discretion of administration. Pat Huycke will serve as Board Chair 2004/05 and Sharon Davidson will be Vice-Chair. This resolution will be returned at June meeting for approval.

G. Approve Additional Signatory – Lisa Stanton for Checks

Jim Dole moved, seconded by Mr. Wendle that the RCC Board adopt Resolution No. B93-03/04 designating Lisa Stanton as an alternate RCC check signer. **The motion was carried 6 to 0.**

8. President's Report

A. Staff, Faculty, Student Recognition – See May report (attached).

B. Campus Leaders' and Grant Summary – See May report (attached)

C. Administration/Organization/Information Items

Rick Levine reported as follows:

- Peter Angstadt will be arriving in Grants Pass June 3 or 4. Two finalists remain for Executive Dean and he will make final decision;
- Central Oregon filed appeal on equity re property tax issue;
- Treasures of Spring auction is scheduled May 22;
- The State Board of Higher Ed will be meeting at SOU campus June 4-5. SOU will report on proposed \$10 million joint project with RCC and OIT would like to propose a similar project. *(Note:*

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Mr. Goldschmidt has indicated colleges that don't partner with universities will be left out).

- RCC is scheduled to receive a \$1 million dollar from the EDA on May 26 for the Table Rock Campus.

9. Executive Session – None.

10. Old Business

A. Pending Items List (Handout)

Add potential summer and/or quarterly board retreat(s) to list.

Remove Self-insurance – Lynda Warren discovered RCC is ineligible due to 1,000-employee requirement.

11. New Business – The Small Business Development Center/Small Business Management group will host a June 8 Program Committee for the Board in Grants Pass.

12. Board Round Table

- Midge Renton - Mrs. Cogswell has provided over \$58,000 to RCC students.
- Dean Wendle – State has new program providing 50% tax credit for businesses setting up scholarships for employees.

He has also been approached about naming the Grants Pass fire station after Esther Bristol. A petition is circulating.

- Jim Dole – Four Way Community Foundation approved a grant award to RCC for \$7,500 for playground equipment for proposed child center.

13. Adjournment - The meeting was adjourned at approximately 6:05 p.m.

Denise Swafford, Executive Secretary to the President and RCC Board of Education

David Trump, M.D., Chair, RCC Board of Education

Dated: June 15, 2004
