
**MINUTES OF THE JUNE 17, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

1. **Call to Order** – Chairman, Dean Wendle, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, June 17, 2008 at the Redwood Campus H-2 Conference Room, 3345 Redwood Highway, Grants Pass, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Mr. Wendle, Pat Ashley, Sharon Davidson, Pat Huycke, Kevin Talbert, David Trump and Joseph Zagorksi. Advisory Committee member Midge Renton also attended.
3. **Introduction of Guests and Public Comment** – Cam Preus, CCWD Commissioner; and management, faculty and staff including Peter Angstadt, Galyn Carlile, Pat Huebsch, Cheryl Markwell, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Denise Swafford, Lynda Warren and Denise Nelson were in attendance. There were no student, faculty, or classified representatives in attendance. There was no public comment.
4. **Presentations/General Discussion**

**A. Department of Community Colleges and Workforce Development (CCWD)
Report**

In addition to attending RCC’s Board of Education meeting, Cam Preus, CCWD Commissioner, attended meetings with legislators during her visit to Southern Oregon to discuss 2007 budget notes. She thanked RCC Board members for their attendance at these meetings. She will be working with community college presidents to discuss and explore ideas for changes to the funding formula. President Angstadt will serve on the group looking at how growth impacts the base.

Ms. Preus distributed the CCWD report titled “Moving the Education Enterprise Forward for Student Success (see file). She discussed the goal of educational attainment for Oregon, referred to as 40-40-20. This goal, to be reached by 2025, aims for 40% of Oregonians to have a bachelor’s degree or higher, 40% to have an associate’s degree or postsecondary credential and 20% will have at least a high school diploma. She reported 2005 statistics indicate 33.4% of Oregonians have some college experience.

CCWD and local colleges measure results and effectiveness across the state by utilizing a system developed in 2001 referred to as the “4 As” – *Accessible, Affordable, Accountable and Adaptable*. Ms. Preus also reviewed the 5 Institutional Effectiveness Measures developed by community colleges and explained the state measures 4 of 5 listed – *Transfer/Transition, Employment, Student Satisfaction and Completion*. The state does not measure *Progress*; community colleges monitor this.

6.A.a

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Ms. Preus reviewed the 2007 legislative budget note to CCWD and the legislatively adopted 2007-09 key performance measures for community colleges. The Student Success Steering Committee developed 9 indicators of student success and will continue to work to improve educational attainment for community college students. She explained the state has excellent records for every student and she looks forward to data driven conversations with legislators. Board members asked questions regarding details of the key performance measures. Dean Wendle suggested not having a measure, or revising this as listed, regarding SBDC Business start-ups (percentage of SBDC pre-venture/start-up entrepreneurs with a completed business plan who start a business) because sometimes the person seeking assistance from community college small business development centers determine it is best *not* to start a business.

Dr. Trump commended efforts made to measure quality education. Dr. Zagorski commented this will help place the spotlight on community colleges and raise the importance of this issue. He also commented he believes funding is needed to support institutional research.

Board members thanked Ms. Preus for her report and also thanked her for her assistance with obtaining funding from the CCWD Community College Strategic Reserve Fund. A letter of gratitude written by Chairman Wendle on behalf of Board members was given to Ms. Preus in advance of the meeting.

Chairman Wendle advised attendees the Board will need to convene Executive Session by 5:30 p.m. pursuant to ORS 192.660(2)(i) Performance Evaluation of Public Officers and Employees in order to include all President's Evaluation Committee members in this discussion. With the consensus of Board members, the order of agenda was changed pursuant to Board Policy I.D.070.

B. Budget – Public Hearing/Public Comment

- a. **2007/08 Supplemental Budget** – Chairman Wendle declared a Public Hearing for public comment regarding this issue at 4:46 p.m. There was no public comment; therefore, Chairman Wendle subsequently closed the Public Hearing at 4:47 p.m.
- b. **2008/09 Proposed Budget** – Chairman Wendle declared a Public Hearing for public comment regarding this issue at 4:47 p.m. There was no public comment; therefore, Chairman Wendle subsequently closed the Public Hearing at 4:48 p.m.

5. Committee Advisory Reports

A. Student, Faculty, Classified - None

B. Advisory Committee, Josephine and Jackson Counties –

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Jackson County – Peter Angstadt reported the committee discussed economic issues that may have an impact on the downtown Medford Lithia commons project.

Josephine County – Midge Renton reported the committee met and discussed early registration, improving recruiting efforts for Latino community members, and economic issues impacting students such as gas prices and the need to deliver education more efficiently.

C. Facilities

RCC/SOU Joint Facility Advisory Council – Pat Huycke reported the second floor is near completion. Equipment has been ordered. The ribbon cutting ceremony has been scheduled for September 3, 2008. First year operating budget is being developed. The facility is very close to reaching the *Platinum* LEED designation. An artist's reception has been scheduled to place July 9, 2008. Board members requested a facility tour be provided to Board and Advisory members. In response, Peter Angstadt indicated the August Board meeting will be scheduled in Medford and a tour will be scheduled at that time.

RCC/SOU Oversight Committee – None

D. Finance and Audit Committee – Joseph Zagorski reported this committee met prior to the Board meeting and reviewed the May financial statements.

E. Board Executive Committee – Dean Wendle reported this committee met and reviewed the proposed June Board meeting agenda. He indicated staff has been working hard with RCC's agent of record regarding the medical insurance issue. Lynda Warren explained RCC's Insurance Committee has been exploring all insurance options, including the Oregon Employee's Benefits Board (OEBB). Rate increases are a main concern. She reported there will be a joint FAMAT/CAMAT meeting Friday, June 20 to discuss this issue. Board members requested holding a Special Board meeting thereafter to receive an update. Denise Nelson will schedule the meeting accordingly.

F. OCCA/ Legislative/OSBA Reports – Dean Wendle reported Jonathan Bilden won the run-off election for OSBA Legislative Policy Committee representative of governance region five (RCC's region).

G. Foundation – Peter Angstadt reported the Foundation will hold its annual meeting and dinner tomorrow. He also commented the Foundation Scholarship Awards Ceremony went very well.

H. Strategic Planning – See agenda item 10.B.

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6. Consent Agenda

Joseph Zagorski moved, seconded by Sharon Davidson, the RCC Board approve the consent agenda as follows:

- A. Meeting Minutes
 - a. May 20, 2008 Budget Committee Meeting
 - b. May 20, 2008 Board of Education Meeting
 - c. June 2, 2008 Board of Education Special Session – Strategic Planning Meeting
- B. Human Resources
 - a. Full-time Faculty, Counselor, Thomas Pike (New Hire)
 - b. Full-time Management, Associate Dean of Instruction, Kirk Gibson (New Hire)
- C. Grants
 - a. Construction Technology Test Equipment – AGC Grant
 - b. Leightman Maxey Foundation Nonprofit Small Business Development Scholarships Grant
 - c. Meyer Memorial Trust Grant
- D. Financial
 - a. Monthly Financial Data Report – May 2008
 - b. Quaterly Budget Transfers

Dean Wendle commended Mary O’Kief and Galyn Carlile for their efforts regarding the Meyer Memorial Trust Grant. This is a wonderful grant.

The motion was unanimously approved.

7. Other Action/Information Items

A. Approve Board Policy II.B.050 – Safety and Health (Second Reading)

Joseph Zagorski moved, seconded by David Trump, the RCC Board adopt Resolution No. P94-07/08 approving Board Policy II.B.050 as amended.

The motion was unanimously approved.

B. Approve 2007/08 Supplemental Budget

Kevin Talbert moved, seconded by Sharon Davidson, the Board adopt Resolution No. B105-07/08 approving the 2007/08 Supplemental Budget as presented.

The motion was unanimously approved.

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C. Adopt 2008/09 Budget

Pat Ashley moved, seconded by Joseph Zagorski, the Board approve Resolution No. B103-07/08 adopting the 2008/09 Budget as presented.

Lynda Warren thanked Lisa Stanton and Natalie Herklotz in recognition of their efforts in preparing the 2008/09 Budget.

The motion was unanimously approved.

D. 2008/09 Schedule of Classes – Proposal Acceptance

Kevin Talbert moved, seconded by Joseph Zagorski, the Board adopt Resolution No. B109-07/08 accepting the proposal from Oregon Lithoprint of McMinnville, Oregon, as presented, to print four quarterly class schedules and four non-credit schedules for the 2008/09 fiscal year.

The motion was unanimously approved.

E. Approve College-Wide Contracted Security Services and Security Services for the Higher Education Center

Sharon Davidson moved, seconded by Kevin Talbert, the Board adopt Resolution No. B110-07/08 awarding a three-year contract to Maksimum Security for RCC's college-wide contracted security services.

Board members reviewed and discussed the rationale provided by staff for recommending Maksimum Security to serve as RCC's contracted security vendor (see file). Board members also reviewed and discussed details regarding all responsive bidders to the formal solicitation process (see file).

During discussion, Kevin Talbert requested the topic of "Student Safety" be added to the Board's Pending Items list.

The motion was unanimously approved.

F. Review/Approve Revision to I.V.B.E.C. A&E Costs

Joseph Zagorski moved, seconded by Pat Huycke, the Board approve up to an additional \$8,250 for architect and engineering costs for the Illinois Valley Business Enterprise Center (I.V.B.E.C.)

Peter Angstadt reviewed background information provided (see file).

The motion was unanimously approved.

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Executive Session – The Board adjourned for executive session pursuant to ORS192.660(2)(i) Performance Evaluations of Public Officers and Employees at 5:24 p.m. The Board returned to regular session at 5:50 p.m.

On behalf of the President’s Evaluation Committee, Pat Huycke reported committee members offer a positive response to President Angstadt’s evaluation and recommend renewing his contract through 2011 with a base salary increase of 3.9%. In response to a request made by Business Services to revise the President’s contract eliminating the need to supply a reimbursement report to be signed by the Board Chairman, the committee recommends keeping the reimbursement report in effect; however, an informal, less time consuming report would be sufficient. Mr. Huycke also commented the committee recommends improving the methodology of the evaluation process in the future.

Pat Huycke moved, seconded by Pat Ashley, the Board renew President Angstadt’s contract through 2011 with a base salary increase of 3.9% and amend the contract to reflect an informal reimbursement report be provided for review and approval by the Board Chairman.

The motion was unanimously approved.

Executive Session – The Board adjourned for executive session pursuant to ORS192.660(2)(a) Employment of Public Officers, Employees and Agents and ORS192.660(2)(d) Labor Negotiations at 5:55 p.m. The Board returned to regular session at 6:17 p.m.

8. President’s Report

A. Campus Leaders’ and Recognition Report – Redwood Campus (see file)

B. Administration/Organization/Information Items

Peter discussed the following items:

- a) President’s Monthly Report (see file)
 - Graduation ceremonies went very well.
 - Some Board members have been asked about comments on an 11.6% decrease in FTE coming from some state statistics. After doing a bit of research, it appears these numbers came from our decision to transcript 2+2 courses in 06/07 and submit them for FTE reimbursement. CCWD later disallowed a majority of the submittals because they were over a year old. Peter has discussed this Cam Preus, Commissioner, CCWD. Sharon Davidson suggested a follow-up letter to Ms. Preus regarding this and to thank her for her support.
 - Cheryl Markwell is working with Abdill Career College regarding their concerns about our health informatics work with Asante.
 - President Angstadt will be on vacation June 30 – July 21.

- b) FTE Report – (see file)

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9. Executive Session – Order of agenda changed pursuant to Board Policy I.D.070 (see meeting minutes previously recorded.)

10. Old Business

A. Pending Items – None

B. Discuss/Adopt 2008-2012 Strategic Plan

Joseph Zagorski moved, seconded by Sharon Davidson, the Board adopt the 2008-2012 RCC Strategic Plan.

Minor changes were suggested such as removing the words “Rogue Community College’s mission is to” from the mission statement because the title “Mission Statement” provides this identification. There are also some minor grammatical corrections needed (tense and verb usage). Peter will forward this information to Mary O’Kief.

Kevin Talbert commended Mary O’Kief and the synthesis team for their work.

The motion was unanimously approved.

11. New Business

A. Approve President’s 2008/09 Management Contract

Accomplished earlier in the meeting (following agenda item 7.F) due to change in order of agenda pursuant to Board Policy I.D.070.

12. Board Round Table

Dean Wendle reported he received a telephone call from a state-wide organization in support of smoke-free campuses. Chairman Wendle also commented Kori Bieber did a wonderful job serving as Master of Ceremonies for commencement.

Pat Ashley commented she attended RCC’s GED graduation ceremonies and was very moved by student’s experiences. She believes it is important to capture these success stories and share them with others.

13. Adjournment – The meeting adjourned at 6:35 p.m.

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Respectfully submitted,

Denise Nelson, Assistant to the President and Board of Education

Board Action: Approved

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

Dated: August 19, 2008
