



*Board of Education Meeting Minutes  
July 20, 2010*

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1. **Call to Order** – Patricia Ashley, Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, July 20, 2010 at the RCC/SOU Higher Education Center, rooms 127/129, 101 S. Bartlett, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Joe Davis, Tim Johnson, and Dean Wendle. Joe Keith, Kevin Talbert and Joseph Zagorski were unable to attend due to pre-arranged plans.
3. **Introduction of Guests and Public Comment** – Katilyn Eccleston, Riverside Campus Associated Student Government President; RCC management, faculty and staff included Peter Angstadt, Cheryl Markwell, Mary O’Kief, Tracy Olsen-Oliver, Linda Renfro, Curtis Sommerfeld, Lynda Warren and Denise Nelson. There was no public comment.
4. **Presentations/General Discussion** – None
5. **Committee/Advisory Reports**
  - A. Student, Faculty & Classified reports

Student – Katilyn Eccleston has been elected to serve as the Riverside Campus Student Government President. She is excited about the position and looks forward to working with Gina Ebbeling, who will serve as the RVC Student Government Advisor. Student government will be involved with “Welcome Days” and are also paying close attention to the current issue of parking in downtown Medford.

There were no Faculty or Classified reports.
  - B. Advisory Committee (Jackson County) – Peter Angstadt reported this committee primarily discussed the decline in state funding. A gloomy state revenue forecast is expected to be released the end of August.
  - C. Board Executive Committee – Pat Ashley, Joe Davis and Joseph Zagorski attended. Members reviewed and discussed the Board meeting agenda.
  - D. Facilities Committee – No report at this time.
  - E. Foundation Report – Pat Ashley will attend the Foundation Board meeting tomorrow, 9/21.

**6.A.a**

*RCC Board of Education Meeting Minutes  
July 20, 2010*

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- F. OCCA/OSBA Reports – Dean Wendle commended the work of John Wykoff, OCCA, at a recent Oregon Student Assistance Commission (OSAC) meeting. Mr. Wykoff represented community colleges very well. Mr. Wendle also reported that legislative committees are currently being appointed within the legislature and there will be a new committee for governance.

**6. Consent Agenda**

Dean Wendle requested the removal of item 6.B.b, Applications Program/Analyst Position – Exempt Classification, from the consent agenda thereby addressing the item separately, providing for discussion. Chair Ashley confirmed item 6.B.b was removed from the consent agenda and added to item 7 of the regular meeting agenda for discussion.

Dean Wendle moved, seconded by Joe Davis, the Board approve the revised consent agenda as follows:

A. Meeting Minutes

- a. June 15, 2010 Board Meeting
- b. June 29, 2010 Special Board Meeting – Feasibility Study

B. Human Resources

- a. Full-time Administrative Exempt Resignation – Mary Gehret, Purchasing and Contracts Coordinator
- b. ~~Applications Program/Analyst Positions – Exempt Classification (Svetlana Gamble and Lorraine Strahan)~~

C. Grants

- a. New Grant(s)
  1. U.S. Small Business Administration – Portable Assistance (Amended contract for additional funding)
  2. Dollars and Sense Publication
- b. Continuation Grant(s)
  1. Oregon Small Business Development
  2. U.S. Small Business Administration

**The motion was unanimously approved.**

**7. Other Action/Information Items**

**Resolution No. HR7-10/11, Applications Programmer/Analyst Positions – Exempt Classification.**

This item (previously identified as 6.B.b) was removed from the consent agenda and added to the regular meeting agenda for discussion. President Angstadt explained that programmer positions are specifically mentioned in Fair Labor Standards as an Exempt employee. This has been confirmed by the college attorney with a recommendation to change the aforementioned positions from Classified to Exempt.

Dean Wendle moved, seconded by Joe Davis, the Board adopt Resolution No. HR7-10/11, approving the classification of the Applications Programmer/Analyst positions as Exempt effective July 1, 2010 and subsequent reclassification of two current Classified employees.

**The motion was unanimously approved**

**A. Review Board Policy II.B.010 – Sexual harassment and Appendix 1 Human Rights Policy (First Reading)**

Joe Davis is concerned that the multi-tiered appeal process might raise barriers for a victim of harassment in addition to imposing deadlines upon the college. President Angstadt reassured the Board this process has been streamlined and approved upon over the past few years. He has experienced the process working successfully. He reported this has also been reviewed and approved by the college attorney.

Pat Ashley asked about the order of the appeals listed as steps 3-5 as follows:

- Step 3 – Appeal to the President
- Step 4 – Appeal to the RCC Board of Education
- Step 5 – Appeal to Commissioner of CWWD

She asked why would Step 5 not follow Step 3? Also, after an appeal is reviewed by the Commissioner, would the appeal come back to the District Board of Education? Staff will review the OAR and report findings to the Board at their next regularly scheduled meeting.

Discussion occurred regarding the responsibility of the victim to report a claim. A suggestion was made to develop a proactive statement reflecting it is the responsibility of all individuals to maintain a harassment/discrimination free environment.

*RCC Board of Education Meeting Minutes*  
*July 20, 2010*

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**B. Josephine County – Authorization to Invest Taxing District Funds**

Dean Wendle moved, seconded by Tim Johnson, the Board approve Resolution No. B6-10/11 approving investment fund participation through the Josephine County Treasurer/Tax Collector.

**The motion was unanimously approved.**

**C. Discuss Clements Group Feasibility Study**

President Angstadt advised the Board that Al Hove, Clements Group Vice President, and lead consultant assigned to RCC, is no longer with the company. This occurred without notice or explanation to RCC, thus Dr. Hove's departure from the Clements Group is disconcerting. Jennifer Wheatley has been advised that Clements Group has assigned Rich Gross as lead consultant.

Peter recommends the Board forward questions regarding this situation and/or feasibility study recommendations to him. He would like to reach a conclusion in conjunction with the Foundation to proceed, or not, no later than October.

Dean Wendle commented that, even though he was disappointed with the presentation given by Al Hove, he likes the ideas and plan. Peter added there would be a nine month process consisting (in part) of training/board development prior to initiating the major gifts campaign.

Mary O'Kief reminded the Board that each campaign (both internal and major gifts campaign) will be organized by campaign committees consisting of key community members.

Pat Ashley suggested defining the Board of Education's responsibility regarding these campaigns. In addition, she commented that there are many fundraising efforts currently taking place in the Rogue Valley. Joe Davis responded that the college has income through tuition, where many other non-profits do not have a regular income. He believes it is also important to recognize there is never a perfect time for fundraising. The Clements Group has a very good reputation and a successful record. He feels it is important to continue with the process and be proactive, even if the process is slightly modified with a new representative.

Dean Wendle suggested we should request receipt of the interview detail (notes) from the Clements Group as a result of the one-on-one interviews conducted during the feasibility study. These notes will prove to contain valuable opinions/information.

*RCC Board of Education Meeting Minutes  
July 20, 2010*

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**D. Discuss OCCA Annual Conference, November 4-6, 2010**

President Angstadt does not favor attending a conference at a resort, especially considering recent reductions in state funding. Joe Davis, Pat Ashley, Tim Johnson and Dean Wendle agreed. Dean Wendle added he has conveyed this message to the Oregon Community College Association (OCCA) but noted OCCA obtained a less expensive rate at the Sun River Resort for the conference when compared to other locations. He explained the contract to hold the conference in Sun River was signed very far in advance and was unbreakable.

**8. President's Report**

**A. Administration/Organization/Information Items**

**a. President's Monthly Report (see file)**

- RCC will lose approximately \$800,000 as of July 1, 2010 due to the reduction in state funding. The next state revenue forecast will be released in September and additional reductions are anticipated.
- Lynda Warren will be hosting a comprehensive college financial discussion on August 23.
- President Angstadt advised the Board of the dates he will be away due to vacation.
- Staff will keep the Board apprised of the downtown Medford parking issue as updates occur. RCC maintains a proactive approach.
- Designated smoking areas seem to be working well.

**b. FTE Report – FTE is up 16% over this period last year.**

**c. Go Oregon Stimulus Project Update (see file)**

**d. Grant Status Report (see file)**

**e. Strategic Planning Progress Report (see file)**

**9. Executive Session - None**

**10. Old Business**

**A. Pending Items (see file)**

*RCC Board of Education Meeting Minutes  
July 20, 2010*

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**B. Discuss July 13, 2010 Apprenticeship Program Meeting**

Tim Johnson complimented staff for providing a very informative program meeting. He suggested printing an informative brochure, or something tangible, to handout to those interested in attending RCC via the G.I. Bill consisting of the guidelines involved regarding the number of credits required for enrollment in apprenticeship programs. Board members thanked staff for their efforts with this presentation.

**11. New Business - None**

**12. Board Round Table**

- Dean Wendle reported that Josephine County Transit ridership has increased again and is impressively high.
- Discussion occurred regarding the difficulty part-time and/or full-time nurses are currently experiencing getting a job. Some have to travel out of area to obtain work. Some are obtaining work, but are unable to work in their desired area for time being.

**13. Adjournment** - The meeting adjourned at approximately 5:40 p.m.

Respectfully submitted,

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Denise Nelson, Assistant to the President and Board of Education

Board Action:           Approved          

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Patricia Ashley, Chair, RCC Board of Education

Date:   September 21, 2010  

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