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**MINUTES OF THE AUGUST 17, 2004  
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION**

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1. **Call to Order** – Co-chair, Sharon Davidson called the Rogue Community College (RCC) Board of Education (Board) meeting to order at 4:05 p.m. on Tuesday, August 17, 2004, at RCC's 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, Jim Dole, Pat Huycke, Kevin Talbert, David Trump, Charles Warren and Dean Wendle. RCC Advisory Committee members Midge Renton and Skip Patterson also attended.
3. **Introduction of Guests:** KLDL radio representative, Margaret Bradford, Laurie Rydell, Betsy Fuller, Nancy Maxwell, Galyn Carlile, Mary Louise Doran, Lynda Warren, Cindy Hauser, Mike Laam, Pat Huebsch, Lisa Stanton, Curtis Sommerfeld, Nancy Vaughn, Shirlee Willis-Haslip, Angel Rogers, John Lopez, Cheryl Markwell, Peter Angstadt, Denise Swafford
4. **Presentations**

**A. Recognition (Alex Kozlowski)** – Alex was presented with a certificate of appreciation and a gift certificate for her work in coordinating the second treasures of Spring student scholarship fundraiser. She thanked everyone who helped her and announced next year's event is being planned for May 21.

**B. Annual Assessment of Institutional Goals (Marie Mueller)**

Marie introduced the college's third annual assessment of institutional goals and objectives 2003/04. An assessment report prepared by the Institutional Planning and Effectives Council, Goals Assessment Committee, dated July 15, 2004 was distributed and discussed.

She referenced page 5 for team member acknowledgement.

Twenty-seven (27) objectives were reviewed and graded on a scale of 1-10 each. The college earned an overall grade of 6.37.

Four (4) areas of improvement (page 23) were: 1) Matrix Management, 2) Communication, 3) streamlined processes, 4) morale issues.

Marie pointed out there were many commendations in the report that should be noted and passed along to the responsible individuals.

Objectives are not ordered in any particular order of importance.

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Pat Huycke suggested FTE objective should be at the top right after assessment.

**5. Committee/Advisory Reports**

**A. Students, Faculty, Classified** – No student or faculty reports. Angel reported OSEA officers designed and distributed forms to faculty and staff for nominating outstanding classified employees to be recognized at fall in-service this year.

**B. Legislative Committee** – The committee scheduled a meeting for next week. They will discuss an email from OCCA via Peter last week regarding funding and coordination with other education groups. 2004/05 is going to be a difficult year. Chemeketa Community College President Gretchen Schuette is on the higher education board as well as former college president Jerry Berger, which should help give communication colleges a better chance to have their issues heard.

There are about 20 issues OCCA would like the community colleges to consider this year and the legislative committee will focus on at least these 1) student-based funding model, 2) capital construction, 3) stable long-term funding, and 4) spending limits and caps on growth.

A united front between K-12, community colleges and universities is an important goal for the next legislative session.

We need to work with the entire campus on contacts and strategies. The legislative liaison has traditionally been in the president's office.

The committee will also need to identify key issues for RCC and possibly develop a white paper or talking points to assist in effectiveness.

**C. Foundation Board Liaison** – Jim Dole reported the Foundation Board will Meet September 22. They will be discussing how the Foundation can help fund the TRC.

Note: A written commitment from the Foundation is needed on or before September 15 to be submitted with the application for a grant award from the Meyer Foundation.

**D. Finance Committee** – Jim, Dave and Dean attended. Summer session FTE and tuition was flat compared to last year. Received about \$24,000 as a result of tax revenues. Page 4 of financials is a chart which provides forecasted revenues. Revenues fall off starting in October and RCC will need to borrow tax anticipation notes. The café (page 10) is showing

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negative balance – approximately \$8-9,000/ mo. Staff is meeting with café employees to work out some options.

**E. Board Executive Committee** – Pat Huycke met with Peter Angstadt, Sharon Davidson and Denise Swafford for a board executive committee meeting last week. They reviewed the August Board meeting agenda and discussed progress on the Bond effort.

**F. Facilities Committee** – Pat Huebsch intends to call a meeting to look at overall college facilities issues some time in the next 2-3 weeks and then will begin meeting monthly again.

**a. Approve Solicitation of Bids for Completion for TRC**

David Trump moved, seconded by Jim Dole, that the RCC Board adopt Resolution No. B15-04/05 approving RCC's solicitation of competitive bids for completion of the Table Rock Campus.

**The motion was carried 7 to 0.**

**6. Consent Agenda**

Mr. Wendle moved, seconded by Ms. Davidson, that the RCC Board approve the Consent Agenda as follows:

A. Minutes – July 20, 2004 Board Meeting

B. Grants – None

C. Human Resources

a. Full-time Faculty (Massage Therapy) – Tiffany Clarkin

b. Full-time Faculty (Nursing) – Carolyn (Cally) Baker

c. Full-time Faculty (ESL) – Kiersta Fricke-Gostnell

d. Full-time Faculty (Science/Biology) – Kevin Culhane

e. Full-time Faculty (Welding) – James Hamilton

f. Full-time Faculty (Foreign Language/Spanish) – Suzanne Chavez

D. Financial

a. Monthly Financial Data Report – July 2004

**The motion was carried 7 to 0.**

**7. Financial and Other Action/Information Items**

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**A. Authorize Calling Election to Submit General Obligation Bond Indebtedness to Voters for Consideration**

Dr. Trump moved, seconded by Kevin Talbert that the RCC Board approve Resolution No. B16-04/05 calling an election to submit to the voters the question of contracting a general obligation bonded indebtedness in the amount of \$24 million to finance and refinance capital construction and improvements and to pay all costs incidental thereto.

**The motion was carried 7 to 0.**

**B. Approve Declaration of District's Intent to Reimburse Expenditures with Proceeds of Future Issue of Bonds**

Dr. Trump moved, seconded by Kevin Talbert that the RCC Board approve Resolution No. B17-04/05 declaring the District's intent to reimburse expenditures with the proceeds of a future issue of bonds.

**The motion was carried 7 to 0.**

**C. Tax Anticipation Note (Handout)**

Mr. Dole moved, seconded by Dave Trump, that the RCC Board approve Resolution No. B18-04/05 authorizing the issuance, sale, execution and deliver of tax and revenue anticipation obligations, and related matters.

**The motion was carried 7 to 0.**

**8. President's Report**

**A. Staff, Faculty, Student Recognition**

Peter pointed out highlights of the recognition report including recognition of Julie Joki's O.W.L. program by the League of Innovation.

Also, both PTK groups (RVC and RWC) are working on non-partisan project to get more students involved in getting out the vote this year.

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**B. Campus Leaders' and Grant Summary** – See July 2004 Board report.

**C. Administration/Organization/Information Items**

Peter attended a kick-off event on Senator Wyden's Oregon Business Plan and was permitted to address the group.

He also met with school superintendents and hopes to get in the classrooms and promote the college more. He is finding that parents and legislators really like the 2+2 program and would like to expand it.

Professional/technical skill training was also discussed at superintendents' meeting.

All seventeen (17) community college presidents are meeting for a retreat next week. Peter will be stopping for a meeting with RCC president emeritus, Henry Pete on his way to the retreat.

The OSBA representative from Salem will be hosting a 2-hour goal setting session with the Board on September 14 in Grants Pass. This was scheduled in lieu of a program meeting. Regular program meetings will be scheduled again on the second Tuesday of the month beginning in October through June.

**9. Executive Session – None**

**10. Old Business**

**A. Pending Items List**

- a. Add program meeting on distance learning.
- b. Bond effort - Board retreat minutes reflect work about bond message and bond team should continue to work on this. An August 24, television spot is planned on RVTV with help from Kevin Talbert.

Dean and Jim will prepare guest editorial for Daily Courier and schedule meeting with editor, Dennis Roller.

Other interviews such as Jeff Golden and other radio talk shows are being coordinated by Sharon Davidson

Sharon reported that the bond web page and blog page are currently in progress.

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A PowerPoint presentation will be updated for use by all.

- 11. New Business** – Dean Wendle requested approval for his attendance at the November OSBA meeting in Portland. The registration fee is \$140.00 registration fee and he would not seek mileage reimbursement or hotel accommodations. The board approved his requested.

**12. Board Round Table**

Kevin Talbert will miss September Board meetings.

Jim Dole said the bond will consume a lot of energy but it appears that the next big issue will be a focus on increasing enrollment.

Midge Renton recommended the Committee to Support RCC contact Pro-welding for support on the bond campaign.

Also, there was a good article in the Mail Tribune today about an RCC graduate.

- 13. Adjournment** - The meeting was adjourned at approximately 5:50 p.m.

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Denise Swafford, Assistant to the President

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Pat Huycke, Chair, RCC Board of Education

Dated: September 21, 2004

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