
MINUTES OF THE AUGUST 21, 2007
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING

1. **Call to Order** – Chairman, Dean Wendle called the Rogue Community College (RCC) Board of Education (Board) to order at 4:00 p.m. on Tuesday, August 21, 2007 at the Table Rock Campus Conference Room 206, 7800 Pacific Avenue, White City, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Mr. Wendle, Sharon Davidson, Pat Huycke, David Trump, and Joseph Zagorski. Kevin Talbert was absent due to pre-arranged plans. There were no Advisory committee members in attendance.
3. **Introduction of Guests** – State Representative, Sal Esquivel; Student Representative Jarrod Goode; and RCC management, faculty and staff in attendance included Peter Angstadt, Kori Bieber, Galyn Carlile, Jeanne Howell, Cheryl Markwell, Nancy Maxwell, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Claudia Sullivan, Lynda Warren and Denise Nelson. There were no Faculty or Classified representatives in attendance.
4. **Presentations/General Discussion**

A. Board of Education Service Recognition – *Charles Warren*

President Angstadt presented Charles Warren with a recognition plaque for his service as a Board of Education member from July 2003 – July 2007. Chairman Wendle thanked Mr. Warren for his service on the Board and for his work with collective bargaining issues. Cake was served.

B. Oregon State Representative – *Sal Esquivel*

Representative Sal Esquivel provided a presentation on behalf of the previously scheduled Dennis Richardson who became unable to attend. He distributed a handout listing the Oregon community college budget (see file). Rep. Esquivel provided a brief review of bills presented at the last legislative session. He discussed his thoughts regarding the funding formula, and believes it is clear that a problem exists when certain community colleges experience a decrease in funding after an increase in state funding has been approved. He reported Central Oregon Community College, being the college currently suffering most due to the funding formula, is discussing the possibility of opting out of the state system. He also reported the southern Oregon delegation is willing to work very hard to show support for community colleges. The delegation currently meets twice per month to work on local issues and they plan to work on the funding formula issue due to its inequity. Sharon Davidson thanked Rep. Esquivel for their efforts regarding this issue.

Regarding the upcoming February legislative session, Rep. Esquivel understands each legislator will be allowed to present one bill. The complete format for the session is yet undetermined. Peter Angstadt mentioned when the budget passed at the last legislative session, it included a note reflecting an analysis would be made regarding the funding formula. He suggested keeping this in mind and ensuring the analysis

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takes place. Rep. Esquivel suggested the southern Oregon delegation would be willing to collaboratively sign a letter of support regarding this matter.

In his opinion, Rep. Esquivel believes a funding inequity exists in K-12 also. He reported Ashland schools receive more funding than Medford schools due to property assessments. He also provided examples of the differences in education, and the investment in education, of other countries compared to the United States.

Board members thanked Rep. Esquivel for his presentation and time.

C. Enrollment/Recruitment Update – *Kori Bieber and Claudia Sullivan*

Kori Bieber, Associate Dean, Student and College Services and Claudia Sullivan, Director Enrollment Services, distributed handouts for their presentation (see file). Kori explained the Admission and Recruitment team has been re-constructed and met this summer to plan for the coming year. Seven original team members returned this year and seven new members have been added. The 2007/08 recruitment team objectives consist of the following:

- Focus on the team's area of influence.
- Produce and broadcast consistent information about RCC.
- The message is "Opportunity in Your Own Backyard."
- Determine educational outcomes for recruiting.
- Assess 06-07 recruiting efforts and analyze the enrollment yield data.

Claudia reported the team will continue to work on previously developed projects – as identified in the handout. She reviewed some of the newly planned initiatives including (see handout for complete listing):

- Two recruiters (one already hired, the other in the screening process) will focus their efforts in the high schools (except TRiO Talent Search schools) and in the business community.
- Recruit in the ABE, GED, and ESL classes at RCC.
- Send recruitment information to RCC high school driver's education classes, recruit in RCC "home school" science classes.
- Recruit in private high schools.
- Create counselor connections in private high schools.

Claudia reviewed recommendations for the future (derived from the 06/07 year-end report as listed on handout) and enrollment management initiatives (see file).

Sharon Davidson commended the team on this broad-based effort. In regard to the RCC catalogue, she suggested placing articles in newspapers the week prior to RCC catalogue distribution announcing its upcoming distribution (Example - Don't miss your copy of the RCC catalogue – coming soon.) She also suggested placing articles in local area newspapers regarding specific programs.

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Joseph Zagorski suggested recruitment efforts could include those students who attended RCC, but for one reason or another, did not reach their goal. These students may have only a few credits remaining, and if they were contacted by telephone, guidance could be provided to the student to return to college and achieve their goal. Claudia thought this was a good idea.

Pat Huycke asked if measurable goals for the committee and recruiters have been developed. Claudia responded by saying this is in process.

Dean Wendle added a major change to financial aid will occur this year which will increase the maximum amount students are eligible to receive. There will also be a sliding scale, increasing the amount of middle-class students eligible to receive this funding. It is important to communicate this information to students and would help in the recruitment effort.

Board members thanked Kori and Claudia for their presentation.

5. Committee Advisory Reports

A. Students, Faculty, Classified

Student - Jarrod Goode was introduced. He has recently assumed this new responsibility and will provide a report at future meetings.

There were no Faculty or Classified reports.

B. Advisory Committee, Josephine and Jackson Counties

Peter Angstadt reported Josephine County Advisory committee members met and discussed ideas regarding the I.V. Business Center. He also reported Jackson County committee members met to discuss library issues. Advisory committee members will meet again in September.

C. Facilities

a) **RCC/SOU Joint Facility Advisory Council** – Pat Huycke reported this council met and developed a media awareness plan. MURA is finalizing plans for the improvement of Bartlett St to be completed approximately the same time as the RCC/SOU building (summer 2008). RFP is in process for consultant for the furniture, fixtures and equipment.

b) **RCC/SOU Oversight Committee** – In process of being formed.

D. Finance and Audit Committee – Joseph Zagorski reported July is a low activity month. The committee reviewed the checkbook and determined it would be best to review this information in spreadsheet format to be forwarded to committee members via e-mail prior to the meeting. The committee also requested that any major

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discrepancies or differences are highlighted in the report. Board and Advisory members were asked to contact Lynda Warren and Lisa Stanton with further suggestions regarding the financial statement.

- E. Board Executive Committee** – The Executive Committee met and reviewed the proposed Board meeting agenda. Dean Wendle reported Dr. Zagorski attended the OCCA orientation for new Board members. Cam Preus-Braly was also in attendance at the orientation and mentioned that RCC’s funding problem is due to drop in enrollment. Peter pointed out the drop in enrollment happened three years ago, and enrollment has increased slightly since that time. Mr. Wendle reiterated the importance of recruitment efforts. The committee also discussed the Board Policy to be reviewed (first reading) at the Board meeting.
- F. OCCA/ Legislative/OSBA Reports** – Mr. Wendle reported the OCCA Annual Convention will be held in Sunriver, Oregon, October 25-27. He encouraged Board member attendance. Denise Nelson will make arrangements for Board members when further information is received. He also reported the State Board of Education will be holding a retreat and plan to discuss the PK-20 education enterprise target of 40-40-20 in which 40% of Oregonians will have a bachelor’s degree or higher, 40% will have a post-secondary professional certification/associate degree and 20% will have a high school diploma as highest level of education, by 2025. Chairman Wendle provided a handout for the Board packet titled “Southern Oregon School Administrators Law Conference” and provided an overview of its content. He requested members review this handout. Peter Angstadt reported he has provided a copy of this to Andrea Henderson/OCCA and requested the OCCA review the information. In regard to the OCCA Annual Convention, Sharon Davidson asked to forward suggestions for discussion topics to Dean, Andrea Henderson, or Sharon. Discussion followed regarding the funding formula. Pat Huycke believes it would be good for community college Board members to discuss this issue at the OCCA convention. He also feels strongly that RCC Board members have more detailed knowledge regarding the funding formula. Dr. Zagorski concurred, and indicated this was also mentioned at the Finance committee meeting. After further discussion, it was determined a meeting will be coordinated with Amanda Richardson of the State of Oregon, Board of Education members and an invitation will be extended to southern Oregon delegation, to discuss the funding formula.
- G. Foundation** – Pat Huycke mentioned the Foundation Board meeting schedule was included with the Board packet. Pat reported he met with Foundation President Leslie Spalding. The meeting resulted in good communication and exchange of ideas. Mr. Huycke will make every attempt to attend Foundation Board meetings, along with Dr. Trump. In addition, Pat suggested a representative of the Foundation Board be invited to attend Board of Education meetings, serving as liaison. This would provide cross-representation at both Board meetings. Dean Wendle is in the process of authoring a letter of appreciation to the Foundation Board. Board of Education members will receive a copy of said letter.

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H. Strategic Planning – Sharon Davidson reported the Strategic Planning committee held its first meeting lead by Mary O’Kief. The committee completed some exercises to set a general format on the strategic planning process. Committee members have assignments to complete prior to the next meeting in October. Sharon commented the committee is in the organizational stage and will have more to report in the future.

6. Consent Agenda

Joseph Zagorski moved, seconded by Pat Huycke, that the RCC Board approve the consent agenda as follows:

- A. July 17, 2007 Board Meeting Minutes
- B. Human Resources
 - a. Full-time Faculty Retirement (Jim Ford)
 - b. Full-time Management Resignation (Sylvia Lee)
 - c. Full-time Management Resignation (Nancy Maxwell, Executive Dean RWC)
- C. Grants
 - a. Continuing Grants
 - 1. TRIO – Educational Opportunities Centers (TRIO-EOC)
- D. Financial
 - a. Monthly Financial Data Report – July 2007 (Handout)

The motion was carried 5 to 0.

Dean Wendle thanked Nancy Maxwell for her service and recognized her outstanding efforts with the Josephine County bond campaign.

7. Other Action/Information Items

A. Review Board Policy II.B.020 Smoking (First Reading)

Peter Angstadt requested Board members review the policy and forward comments to President’s office staff. He also indicated staff requested additional time to obtain information on state initiatives regarding this issue. He would also like additional time to obtain student comments and thoughts; therefore, further policy review by the Board will be tabled until a later date when more information is available.

8. President’s Report

A. Campus Leaders’ and Recognition Report - See August 2007 report (on file).

B. Administration/Organization/Information Items

Peter discussed the following items:

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a) President's Monthly Report

- In order to provide a current comparison in reference to the 40-40-20 goal for 2025, current population statistics show the following percentages (based on 2005 estimates):
 - 18% have no high school diploma
 - 21% have high school diploma
 - 33% have earned an associate degree
 - 28% have earned a bachelor degree
- Spoke with Cam Preus-Braly about making a proposal for strategic funding. Ms. Preus-Braly indicated OCCWD is developing a protocol for applying for strategic reserve funding.
- Blue Mountain and Columbia Gorge Community Colleges have indicated they would like to speak with RCC regarding the funding situation. Their forecasts indicate they will be experiencing the same difficulties within 2-3 years time.

b) FTE Report – (see file)

9. Interviews – Board of Education Interim Seat, Zone 4

Interview schedules were coordinated in advance of the Board meeting. Candidates interviewed were as follows:

- Doug McKinley (5:30 p.m.)
- Patricia Ashley (5:50 p.m.)
- Richart Lenhart (6:10 p.m.)

Letters of interest, resumes, and background information submitted by candidates were distributed to Board members in advance of the meeting for review (see file). Board members in attendance asked the same pre-determined question to each candidate (see file). Upon completion of the interviews, Chairman Wendle asked staff to coordinate a special session within 3-4 business days to discuss and vote on appointment of the interim seat.

10. Executive Session – The Board adjourned for executive session pursuant to ORS 192.660 (2)(e) – Real Property Transactions; and ORS 192.660 (2)(h) Legal Counsel at 6:30 p.m. The Board returned to regular session at 6:52 p.m.

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11. Old Business

A. Pending Items

- a. Board of Ed Ethics Policy
- b. Board Member Evaluation

12. New Business – Nancy Maxwell advised the Board that a Josephine County community member and friend of RCC, Marshall McDaniel, recently passed away. He was highly regarded within the art community of Grants Pass and will be greatly missed.

13. Board Round Table – None

14. Adjournment – The meeting adjourned at 6:55 p.m.

Denise Nelson, Assistant to the President and Board of Education

Dean Wendle, Chairman, RCC Board of Education

Dated: September 18, 2007
