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**MINUTES OF THE SEPTEMBER 22, 2009  
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

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1. **Call to Order** – Joseph Zagorski, Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, September 22, 2009 at the RCC/SOU Higher Education Center, Room 119, 101 S. Bartlett, Medford, OR. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Dr. Zagorski, Pat Ashley, Tim Johnson, Joe Keith, Kevin Talbert and Dean Wendle. Advisory committee members Skip Patterson and Midge Renton were in attendance.
3. **Introduction of Guests and Public Comment** – Matthew Vorderstrasse, RVC Student Body President; Jane Stevenson, Jackson County Public Health; and RCC management, faculty and staff including Peter Angstadt, Kori Bieber, Margaret Bradford, Cheryl Markwell, Marie Mueller, Mary O’Kief, Linda Renfro, Lisa Stanton, Denise Swafford, Lynda Warren and Denise Nelson were in attendance. There was no public comment.
4. **Presentations/General Discussion**

**A. 2008/09 Annual Assessment Report Review**

Marie Mueller, representing the Institutional Planning and Effectiveness Council (IPEC), presented the 2008/09 Annual Assessment report (see file). She reported this year the Assessment Team had the advantage of having goal and objective champions present when reviewing institutional goals and objectives. She explained the process and scope (pages 2-3) and the structure of the report (page 6).

Assessment for 2008/09 was a bit unusual, as this was a “transition year” between the former 2004-2008 Keys and Objectives and the new 2008-2012 Strategic Plan. Since the new plan was adopted by the Board on June 17, 2008, the college community essentially planned and assessed 2008/09 and planned for 2009/10 during the same year. This was a year of catch-up, change, and adjustments. In addition, every goal and objective in the assessment was severely impacted by the economy. With the College heavily affected by the most severe recession since the 1930s, budgeting suffered. The Assessment Team viewed maintaining the status quo as a success in this economic climate.

Ms. Mueller reviewed highlights from the report. Board members thanked those involved for their time and effort with this report. They did an outstanding job!

**B. Program Presentation – Institutional Planning & Effectiveness**

Mary O’Kief provided a Power Point presentation regarding strategic plan successes in 2008/09 and goal highlights for 2009/10 (see file for complete copy of presentation).

**6.A.a**

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Denise Swafford provided a Power Point presentation titled “Overview of Accreditation Standards and New Oversight Process” (see file for complete copy of presentation). She explained the proposed new standards for accreditation and the concept and status of developing core themes accordingly (see handout).

**5. Committee/Advisory Reports**

**A. Student, Faculty & Classified Reports**

Student – Matthew Vorderstrasse provided a Riverside Campus (RVC) student report. A Register to Vote campaign will be organized to continue registration efforts. RVC student body is hoping to establish a Book Lending Club similar to that of Redwood Campus. RVC will be partnering with the Heart of Medford association for a Halloween event again this year. “Welcome Days” was organized for the beginning of fall term. “Club Days” will be organized to take place two weeks into fall term. Some intramural activities will be coordinated such as renting a bowling alley. Dean Wendle commented there will be a race for Governor next year and the Board can help coordinate candidate meetings.

Faculty – None

Classified – None

**B. Advisory Committees**

Jackson County – Peter reported this committee did not meet; however, members were instrumental in coordinating Southern Oregon PERS meetings with Paul Clearly, PERS Executive Director. Board members who attended the PERS meetings indicated the presentation was informative, helped to increase knowledge base and information received will be useful for future planning.

Josephine County – Midge Renton reported this committee met in September and primarily discussed the stresses and strains of the declined economy and increased enrollment.

**C. Board Executive Committee** – Pat Ashley and Joe Davis participated in person, Joseph Zagorski attended via conference call. Pat Ashley reported FTE growth was discussed. Central Oregon Community College had to close registration in fall classes due to full classes. TV media coverage was positive regarding the F building / former Matressland facility in Medford.

**D. Facilities Committee** – Dean Wendle reported that architect interviews for the Institutional Master Plan were held and an architect was selected (see agenda item 7.C for more information.)

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- E. Finance and Audit Committee** – Pat Ashley, Tim Johnson and Joseph Zagorski participated. Clarification on the beginning fund balance was provided by staff. The process for an auditing company, request for proposal (RFP) was discussed. Staff will forward a draft RFP to the committee for input. Lynda Warren explained the College is working with Josephine County Transit and Rogue Valley Transportation to reduce bus transportation costs for students via grants through both transportation districts. Board members agreed to proceed with the reduction.
- F. Foundation Report** – Jennifer Wheatley reported the Foundation is currently working on their audit. They also kicked-off their annual in-house “RCC-Cares!” fundraising campaign. Tim Johnson requested a simple pledge form be forwarded to Board members for their participation. The Clements Group will be returning to Southern Oregon to re-engage the Foundation Board.
- G. OCCA/OSBA Reports** – Dean Wendle reported the OCCA Annual Conference will be held in Eugene, October 29-30 at Lane Community College. Due to lack of funding, the Oregon Opportunity Grant quit accepting applications on August 15<sup>th</sup>.

Joseph Zagorski, Chair, called for a 5 minute break from 5:10 – 5:15 p.m.

- 6. Consent Agenda** – Dean Wendle moved, seconded by Pat Ashley, that the RCC Board approve the consent agenda as follows:

- A. Meeting Minutes

- a. August 13, 2009 – Special Board Meeting
- b. August 18, 2009 – Board Meeting
- c. September 9, 2009 – Special Board Meeting

- B. Human Resources – None

- C. Grants

- a. New Grant(s)
  - 1. Nursing – OHSU (Sub-Grant)
  - 2. RCC Foundation Department Grants
- b. Continuation Grant(s)
  - 1. RCC Targeted Growth Initiative (College Services Admin.)
  - 2. TRiO – SSS (TRiO)
  - 3. TRiO – EOC (TRiO)

- D. Financial

- a. Monthly Financial Data Report – August

**The motion was unanimously approved.**

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**7. Other Action/Information Items**

**A. Review Board Policy II.B.090 – Parking (Second Reading)**

Pat Ashley moved, seconded by Dean Wendle, the Board approved Resolution No. P7-09/10 approving Board Policy Article II: General Operations, Section B; Miscellaneous, policy 090: Parking, as revised.

**The motion was unanimously approved.**

**B. OSBA Legislative Policy Committee Member Election**

Dean Wendle moved, seconded by Pat Ashley, the Board approve Resolution No. P24-09/10 casting an official vote for Loretta Nordquist as the OSBA LPC member to represent governance region five.

**The motion was unanimously approved.**

**C. Approve College-Wide Contracted Services for Preparation of an Institutional Master Plan**

Kevin Talbert moved, seconded by Tim Johnson, the Board, acting as the College's Local Contract Review Board, approves Resolution No. B25-09/10 intending to award a contract to Opsi Architecture, LLP to prepare RCC's Institutional Master Plan for a not-to-exceed amount of \$100,000.

**The motion was unanimously approved.**

**D. Approve 2008-2012 Strategic Plan Revisions**

**MAIN MOTION**

Kevin Talbert moved, seconded by Joe Keith, the Board approve revisions to the 2008-2012 Strategic Plan as presented (see file).

**The motion was unanimously approved.**

**E. Resolution Endorsing the American Graduation Initiative**

Tim Johnson moved, seconded by Dean Wendle, the Board adopt Resolution No. P26-09/10 formally endorsing the American Graduation Initiative and committing to doing everything it can to achieve its enactment.

**The motion was unanimously approved.**

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**8. President's Report**

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

**a. President's Monthly Report**

- Reviewed monthly report (see file).
- Peter would like to take a look at financial scenarios with the Board regarding next fiscal year.
- SOPTV will be airing "Education and the Economy" tonight from 7:30 p.m. – 9:00 p.m. Peter will serve on the panel. Tim Johnson suggested making a 5 minute CD on this and forwarding it to electors.
- At the last Foundation Board meeting, Suzanne Stewart, Foundation President, asked Peter to put together some thoughts and ideas from his viewpoint as the Foundation continued to look to the future. He provided a draft to Jennifer Wheatley. She will forward to Suzanne.

**b. FTE Report** (see file) – The College is anticipating 30% growth in full-time student population fall term. Faculty and staff are doing a tremendous job with this amazing growth in enrollment. Everyone is pitching in to be flexible but will be difficult to maintain as is if enrollment growth continues.

**c. 2008/09 4<sup>th</sup> Quarter Strategic Planning Report** (see file)

**d. 2009/10 RCC Strategic Action Plans** (see file) Board members commended Mary O’Kief on her efforts with the Strategic Plan.

**9. Executive Session – N/A**

**10. Old Business**

**A. Pending Items** – Pat Ashley inquired about the University “semester” issue. Cheryl Markwell indicated she is serving on a committee regarding this. The committee has asked for interpretation of the legislation.

**11. New Business**

**12. Board Round Table - None**

**13. Adjournment** – The meeting adjourned at 5:52 p.m.

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Respectfully submitted,

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Denise Nelson, Assistant to the President and Board of Education

Board Action: \_\_\_\_\_ Approved \_\_\_\_\_

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Joseph Zagorski, Ed.D., Chair, RCC Board of Education

Date: \_\_\_\_\_ October 20, 2009 \_\_\_\_\_