



Monthly Financial Data
December 31, 2023

Prepared for: RCC Board of Education
Rogue Community College
3345 Redwood Highway
Grants Pass, OR 97527

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through December 31, 2023

Audit

The College has received a clean audit opinion for 2022/23. The 2022/23 Annual Comprehensive Financial Report (ACFR) was submitted to the Government Finance Officers Association (GFOA) for consideration to receive the Certificate of Achievement for Excellence in Financial Reporting. A copy of the ACFR is available at <https://web.roguecc.edu/audit>.

Budget

The Board of Education adopted the 2023/24 annual budget and associated property tax levies on June 20, 2023. The College has begun work on the FY 2024/25 budget. Budget information is available at <https://www.roguecc.edu/operations/budget.asp>.

Investments

Currently, the College holds most of its cash in the Oregon Local Government Investment Pool (LGIP). The annualized yield for the LGIP is 5.0%. The Treasury staff determine this rate based on market conditions and yield for fixed income securities such as government and corporate bonds. The College manages its cash balances to maximize interest while maintaining compliance with allowed LGIP balance limits.

General Fund

Tuition and Fee Revenue

The adopted tuition and fee budget of \$12.7 million was developed assuming a 2.5% increase in tuition bearing credits when compared to the prior year. Tuition and fee revenue through fall term is \$5.9 million, or 46.1% of the adopted budget. This is 15.3% more than expected. Overall, general fund tuition revenue is projected to be \$14.8 million, \$2.1 million more than the original budget.

State Appropriations

The state appropriations budget of \$9.2 million was developed using a community college support fund (CCSF) appropriation of \$748 million. However, the community college budget bill (HB 5025) was passed and signed by the Governor committing a funding level of \$800 million for the 2023-25 biennium. The College's percentage of the overall state appropriation for 2023/24 is 2.8%; the same as the prior year. Based on updates from the Oregon Higher Education Coordinating Commission (HECC), we are anticipating RCC's allocation will be \$1.6 million more than budgeted.

Property Taxes

Property tax revenue is budgeted at \$16.9 million. Through December the College has received 87.5%, or \$15.5 million, of the imposed levies. The College has also received \$319,000 from prior year levies. Overall, property tax revenue is projected to be \$17.1 million, approximately \$200,000 higher than the original budget.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through December 31, 2023

General Fund (Continued)

Expenses

Expenses by function, by type, are presented on page 5. The College has spent 42.5% of original budget as of December 31st. Overall expenses are not expected to exceed budget.

Fund Balance

The 2023/24 adopted beginning fund balance is \$10.8 million. The beginning fund balance for 2023/24 is \$11.4 million, which is \$569,600 more than the original budget.

The 2023/24 ending fund balance is projected to be \$12.1 million; \$672,500 more than beginning fund balance.

Community and Workforce Development Fund

Tuition and Fee Revenue

The adopted tuition and fee budget for the Community and Workforce Development Fund is \$695,900. Tuition and fee revenue through fall term is \$363,500, or 52.2% of the adopted budget. Overall, tuition revenue is projected to be \$820,600, \$124,700 more than the original budget. The demand for Workforce offerings has increased which is reflected in the growth of Commercial Truck Driver Training and other offerings provided for our community partners, including Water School and Arial Operator. Driver Education is beginning to realize growth with the addition of qualified ODOT instructors.

Expenses

Expenses by function, by type, are presented on page 6. The College has spent 27.2% of original budget as of December 31st. Overall expenses are not expected to exceed available resources, including beginning fund balance, for the fiscal year.

Fund Balance

The 2023/24 adopted beginning fund balance is \$276,800. The beginning fund balance for 2023/24 is \$334,000. This equates to an increase of \$57,000 in beginning fund balance.

The 2023/24 ending fund balance is projected to be \$618,000, \$285,000 more than beginning fund balance.

Entrepreneurial Fund

The combined statement is presented on page 7; detailed statements by type of activity may be found in Appendices A - B on pages 16-17.

Entrepreneurial Activity (Appendix A)

Revenue

The adopted tuition and fee budget related to entrepreneurial activity is equal to \$51,100. Overall, tuition revenue is projected to be \$56,200, or \$5,100 more than the original budget. Beginning in January 2024 the Nursing Assistant activity will be reflected in the Community and Workforce Development Fund.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through December 31, 2023

Entrepreneurial Fund (continued)

Entrepreneurial Activity (Appendix A) (continued)

Expenses

Entrepreneurial activity has spent 8% of original budget as of December 31st. Overall expenses are not expected to exceed available resources, including beginning fund balance, for the fiscal year.

Fund Balance

The 2023/24 adopted beginning fund balance for entrepreneurial activity is \$433,800. The beginning fund balance for 2023/24 is \$462,900, \$29,000 more than budgeted.

The 2023/24 ending fund balance is projected to be \$809,000, \$346,000 more than beginning fund balance.

STEP Activity (Appendix B)

Revenue

Other entrepreneurial activity revenue is based upon reimbursable time and effort related to SNAP Training and Employment Program (STEP) activity. The 2023/24 projected reimbursement is \$180,000. STEP is billed on a quarterly basis.

Expenses

STEP activity has spent 10.5% of original budget as of December 31st. Overall expenses are not expected to exceed available resources for the fiscal year.

Fund Balance

The 2023/24 adopted beginning fund balance for STEP activity is \$404,300. The beginning fund balance for 2023/24 is \$405,100, which is \$800 more than budgeted.

The 2023/24 ending fund balance is projected to be \$404,000 (assuming unspent contingency), \$900 less than beginning fund balance. The net decrease reflects the use of STEP reinvestment now that STEP staff have been hired.

Renewal and Replacement Fund

Tuition and Fee Revenue

The adopted fee budget for the Renewal and Replacement Fund is \$653,000. Tuition and fee revenue through fall term is \$292,000, or 44.7% of the adopted budget. This is 11.7% more than expected. Overall, revenue is projected to be \$740,700, \$87,700 more than the original budget.

Expenses

Expenses by function, by type, are presented on page 8. The College has spent 24.1% of original budget as of December 31st. Overall expenses are not expected to exceed available resources, including beginning fund balance, for the fiscal year.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through December 31, 2023

Renewal and Replacement Fund (Continued)

Fund Balance

The 2023/24 adopted beginning fund balance is \$2.7 million. The beginning fund balance for 2023/24 is \$3.0 million, which is \$303,000 more than the original budget.

The 2023/24 ending fund balance is projected to be \$2.3 million, \$739,000 less than beginning fund balance.

Contract and Grant Fund

A list of active grants has been updated as of December 31, 2023. The report may be found at: <https://www.roguecc.edu/businessOffice/PDF/activeGrantReport.pdf>.

**ROGUE COMMUNITY COLLEGE
GENERAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
State Sources	9,162,461	9,162,461	5,305,364	10,776,638	1,614,177
Local Sources	16,897,387	16,897,387	15,705,480	17,095,859	198,472
Tuition and Fees	12,704,924	12,704,924	9,981,641	14,803,405	2,098,481
Other Revenue Sources	1,739,032	1,739,032	1,659,129	2,934,690	1,195,658
Total Revenues	40,503,804	40,503,804	32,651,614	45,610,592	5,106,788
Expenditures:					
Instruction					
Personnel	11,499,987	11,558,152	4,842,662	12,211,673	(711,686)
Other Personnel	4,062,483	4,098,983	1,710,954	3,841,143	221,340
Materials and Services	681,004	675,204	248,156	612,904	68,100
Capital	6,174	11,974	5,800	6,174	-
Total Instruction	16,249,648	16,344,313	6,807,572	16,671,893	(422,245)
Instructional Support					
Personnel	2,216,432	2,216,432	1,098,975	2,273,610	(57,178)
Other Personnel	1,164,354	1,164,354	528,992	1,119,437	44,917
Materials and Services	767,464	767,464	429,321	658,832	108,632
Capital	23,623	23,623	8,018	23,623	-
Total Instructional Support	4,171,873	4,171,873	2,065,305	4,075,502	96,371
Student Services					
Personnel	3,913,359	3,951,190	1,831,166	3,770,299	143,060
Other Personnel	2,525,433	2,556,615	1,131,651	2,527,335	(1,902)
Materials and Services	845,066	891,066	367,380	733,977	111,089
Total Student Services	7,283,858	7,398,871	3,330,197	7,031,611	252,247
Community Services					
Personnel	123,022	123,022	53,423	115,019	8,003
Other Personnel	74,810	74,810	33,012	70,281	4,529
Materials and Services	69,223	69,223	17,493	58,885	10,338
Total Community Services	267,055	267,055	103,928	244,184	22,871
College Support Services					
Personnel	4,513,071	4,475,240	2,091,558	4,352,393	160,678
Other Personnel	2,512,116	2,480,934	1,037,230	2,335,572	176,544
Materials and Services	5,254,011	5,265,152	3,065,640	4,830,324	423,687
Capital	32,141	-	-	32,141	-
Total College Support Services	12,311,339	12,221,326	6,194,427	11,550,430	760,909
Plant Operations/Maintenance					
Personnel	1,585,128	1,585,128	762,505	1,567,647	17,481
Other Personnel	982,072	982,072	441,224	930,611	51,461
Materials and Services	1,979,471	1,979,471	846,269	1,922,413	57,058
Capital	44,629	44,629	16,000	44,629	-
Total Plant Ops/Maintenance	4,591,300	4,591,300	2,065,997	4,465,300	126,000
Contingency	1,000,000	880,335	-	-	1,000,000
Reserved for Future Expenditures	4,538,148	4,538,148	-	-	4,538,148
Total Expenditures	50,413,221	50,413,221	20,567,427	44,038,921	6,374,300
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	637,258	637,258	484,766	637,258	-
Transfers Out	(1,559,450)	(1,559,450)	(1,512,827)	(1,536,387)	23,063
Total Other Financing Sources (Uses):	(922,192)	(922,192)	(1,028,061)	(899,129)	23,063
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(10,831,609)	(10,831,609)	11,056,125	672,542	11,504,151
Fund Balance, Beginning of Year	10,831,609	10,831,609	11,401,239	11,401,239	569,630
Fund Balance DECEMBER 31, 2023	-	-	22,457,365	12,073,782	12,073,782

Tuition and Fee Revenue by Term

	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Total</u>
Projected	-	-	(91,305)	4,471,391	4,380,087
Actuals as of 1/9/2024	1,240,185	4,620,438	4,562,696	-	10,423,318
Current Projection	1,240,185	4,620,438	4,471,391	4,471,391	14,803,405
Original Budget	1,143,443	3,938,526	3,811,477	3,811,477	12,704,924
Better(worse)	96,741	681,911	659,914	659,914	2,098,481

**ROGUE COMMUNITY COLLEGE
COMMUNITY AND WORKFORCE DEVELOPMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	Original Budget	Current Budget	DECEMBER 31, 2023 Actual	June 30, 2024 Projected	Better (Worse) vs Original Budget
Revenues:					
State Sources	59,430	59,430	-	90,720	31,290
Tuition and Fees	695,911	695,911	496,514	820,634	124,723
Other Revenue Sources	200,000	200,000	1,786	-	(200,000)
Total Revenues	955,341	955,341	498,299	911,354	(43,987)
Expenditures:					
Instruction					
Personnel	305,311	305,311	130,941	325,665	(20,354)
Other Personnel	71,969	71,969	22,161	59,873	12,096
Materials and Services	341,718	341,718	88,221	203,756	137,962
Capital	15,000	15,000	-	-	15,000
Total Instruction	733,998	733,998	241,323	589,294	144,704
Instructional Support					
Personnel	270,478	270,478	111,514	227,127	43,351
Other Personnel	134,805	134,805	58,396	113,199	21,606
Materials and Services	29,400	29,400	5,967	10,000	19,400
Total Instructional Support	434,683	434,683	175,877	350,326	84,357
Contingency	328,795	328,795	-	-	328,795
Total Expenditures	1,497,476	1,497,476	417,200	939,620	557,856
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	300,301	300,301	163,479	348,066	47,765
Transfers Out	(35,000)	(35,000)	-	(35,000)	-
Total Other Financing Sources (Uses):	265,301	265,301	163,479	313,066	47,765
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(276,834)	(276,834)	244,579	284,800	561,634
Fund Balance, Beginning of Year	276,834	276,834	333,985	333,985	57,151
Fund Balance DECEMBER 31, 2023	-	-	578,564	618,785	618,785

Tuition and Fee Revenue by Term

	Summer	Fall	Winter	Spring	Total
Projected	-	-	61,228	238,433	299,661
Actuals as of 1/9/2024	169,667	193,862	157,444	-	520,973
Current Projection	169,667	193,862	218,672	238,433	820,634
Original Budget	118,439	159,161	190,803	227,508	695,911
Better(worse)	51,228	34,701	27,869	10,925	124,723

ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
State Sources	268,008	268,008	45,205	268,008	-
Tuition and Fees	51,120	51,120	56,193	56,193	5,073
Other Revenue Sources	100,000	100,000	-	-	(100,000)
Total Revenues	419,128	419,128	101,398	324,201	(94,927)
Expenditures:					
Instruction					
Personnel	45,000	45,000	29,925	29,925	15,075
Other Personnel	11,828	11,828	3,679	3,679	8,149
Materials and Services	68,999	68,999	2,034	22,034	46,965
Total Instruction	125,827	125,827	35,638	55,638	70,189
Instructional Support					
Personnel	75,132	75,132	28,138	75,132	-
Other Personnel	62,130	62,130	15,216	62,130	-
Materials and Services	90,732	90,732	1,030	65,000	25,732
Total Instructional Support	227,994	227,994	44,383	202,262	25,732
Student Services					
Personnel	74,819	74,819	36,762	74,819	-
Other Personnel	40,902	40,902	18,969	40,902	-
Materials and Services	207,706	207,706	14,897	105,139	102,567
Total Student Services	323,427	323,427	70,628	220,860	102,567
Community Services					
Materials and Services	20,000	20,000	-	10,000	10,000
Total Community Services	20,000	20,000	-	10,000	10,000
College Support Services					
Materials and Services	35,000	35,000	-	10,000	25,000
Total College Support Services	35,000	35,000	-	10,000	25,000
Plant Operations/Maintenance					
Personnel	62,898	62,898	565	36,691	26,208
Other Personnel	37,769	37,769	49	22,032	15,737
Materials and Services	24,715	24,715	-	8,750	15,965
Total College Support Services	125,382	125,382	614	67,472	57,910
Contingency	591,849	591,849	-	-	591,849
Reserved for Future Expenditures	502,038	502,038	-	-	502,038
Total Expenditures	1,951,517	1,951,517	151,263	566,233	1,385,284
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	852,038	852,038	852,038	852,038	-
Transfers Out	(157,829)	(157,829)	(34,766)	(176,922)	(19,093)
Total Other Financing Sources (Uses):	694,209	694,209	817,272	675,116	(19,093)
Revenues and Other Sources Over (Under)	(838,180)	(838,180)	767,407	433,084	1,271,264
Expenditures and Other Uses:					
Fund Balance, Beginning of Year	838,180	838,180	867,996	867,996	29,816
Fund Balance DECEMBER 31, 2023	-	-	1,635,402	1,301,080	1,301,080

**ROGUE COMMUNITY COLLEGE
RENEWAL AND REPLACEMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
Tuition and Fees	652,986	652,986	520,867	740,669	87,683
Other Revenue Sources	150,000	150,000	2,000	2,000	(148,000)
Total Revenues	802,986	802,986	522,867	742,669	(60,317)
Expenditures:					
Instruction					
Materials and Services	337,359	353,859	129,876	145,170	192,189
Capital	202,000	185,500	-	100,000	102,000
Total Instruction	539,359	539,359	129,876	245,170	294,189
Instructional Support					
Materials and Services	156,418	156,418	1,232	-	156,418
Capital	25,000	25,000	-	25,000	-
Total Instructional Support	181,418	181,418	1,232	25,000	156,418
Student Services					
Materials and Services	150,000	150,000	-	-	150,000
Total College Support Services	150,000	150,000	-	-	150,000
Community Services					
Materials and Services	150,000	150,000	-	-	150,000
Total College Support Services	150,000	150,000	-	-	150,000
College Support Services					
Materials and Services	319,853	319,853	303,313	300,405	19,448
Capital	317,038	317,038	-	50,000	267,038
Total College Support Services	636,891	636,891	303,313	350,405	286,486
Plant Operations and Maintenance					
Materials and Services	853,689	853,689	440,489	866,521	(12,832)
Capital	524,326	524,326	-	15,600	508,726
Total Plant Ops/Maintenance	1,378,015	1,378,015	440,489	882,121	495,894
Contingency	572,537	572,537	-	-	572,537
Total Expenditures	3,608,220	3,608,220	874,909	1,502,695	2,105,525
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	752,605	752,605	671,596	671,596	(81,009)
Transfers Out	(650,000)	(650,000)	(150,000)	(650,100)	(100)
Total Other Financing Sources (Uses):	102,605	102,605	521,596	21,496	(81,109)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(2,702,629)	(2,702,629)	169,554	(738,530)	1,964,099
Fund Balance, Beginning of Year	2,702,629	2,702,629	3,005,357	3,005,357	302,728
Fund Balance DECEMBER 31, 2023	-	-	3,174,912	2,266,827	2,266,827

Tuition and Fee Revenue by Term

	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Total</u>
Projected	-	-	(1,464)	224,457	222,993
Actuals as of 1/9/2024	59,816	231,939	225,921	-	517,676
Current Projection	59,816	231,939	224,457	224,457	740,669
Original Budget	58,769	202,426	195,896	195,896	652,986
Better(worse)	1,048	29,513	28,561	28,561	87,683

**ROGUE COMMUNITY COLLEGE
CAPITAL PROJECTS FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Federal Sources	3,615,000	3,615,000	-
State Sources	1,459,782	1,459,782	-
Local Sources	-	-	-
Other Revenue Sources	4,000,000	4,000,000	68,759
Total Revenues	<u>9,074,782</u>	<u>9,074,782</u>	<u>68,759</u>
Expenditures:			
Facilities Acquisition and Construction			
Personnel	-	-	-
Other Personnel	-	-	-
Materials and Services	-	365,210	162,131
Capital	15,691,659	15,326,449	3,370,099
Total Facilities Acq/Construction	<u>15,691,659</u>	<u>15,691,659</u>	<u>3,532,230</u>
Contingency	-	-	-
Total Expenditures	<u>15,691,659</u>	<u>15,691,659</u>	<u>3,532,230</u>
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	500,000	500,000	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	<u>500,000</u>	<u>500,000</u>	<u>-</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(6,116,877)	(6,116,877)	(3,463,471)
Fund Balance, Beginning of Year	6,116,877	6,116,877	6,174,440
Fund Balance, DECEMBER 31, 2023	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>2,710,968</u></u>

**ROGUE COMMUNITY COLLEGE
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Local Sources	3,661,572	3,661,572	3,387,580
Other Revenue Sources	3,915,282	3,915,282	1,842,083
Total Revenues	7,576,854	7,576,854	5,229,663
Expenditures:			
College Support Services			
Materials and Services	1,820,888	1,820,888	910,444
Capital	5,985,000	5,985,000	-
Total College Support Services	7,805,888	7,805,888	910,444
Unappropriated Ending Fund Balance	874,906	874,906	-
Total Expenditures	8,680,794	8,680,794	910,444
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	-	-	-
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(1,103,940)	(1,103,940)	4,319,219
Fund Balance, Beginning of Year	1,103,940	1,103,940	1,268,532
Fund Balance DECEMBER 31, 2023	-	-	5,587,751

Long term debt schedule:

	Original Principal Amount	Principal Balance July 1, 2023	Principal Due FY 23/24	Principal Balance June 30, 2024	Principal Due Within One Year
2005 Limited tax pension bonds, interest 4.643% to 4.831%, Maturity June 30, 2028	\$ 21,035,000	\$ 9,025,000	\$ 1,700,000	\$ 7,325,000	\$ 1,865,000
2012 General obligation refunding bonds, interest 3.0% to 4.0%, Maturity June 15, 2025	\$ 9,430,000	2,980,000	1,450,000	\$ 1,530,000	1,530,000
2016A General obligation refunding bonds, interest 3.0% to 4.0%, Maturity June 15, 2025	\$ 7,040,000	1,375,000	660,000	\$ 715,000	715,000
2016B General obligation refunding bonds, interest 3.0% to 5.0%, Maturity June 15, 2034	\$ 20,000,000	14,715,000	1,105,000	\$ 13,610,000	1,200,000
2021 Limited tax pension bonds, interest 0.199% to 2.945%, Maturity June 15, 2040	\$ 31,545,000	\$ 29,700,000	\$ 1,070,000	\$ 28,630,000	\$ 1,135,000
Total	\$ 89,050,000	\$ 57,795,000	\$ 5,985,000	\$ 51,810,000	\$ 6,445,000

**ROGUE COMMUNITY COLLEGE
CONTRACT AND GRANT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	Original Budget	Current Budget	DECEMBER 31, 2023 Actual
Revenues:			
Federal Sources	3,558,188	3,558,188	867,724
State Sources	2,316,471	2,316,471	117,891
Local Sources	55,000	55,000	71,000
Tuition and Fees	249,000	249,000	201,491
Other Revenue Sources	1,114,912	1,114,912	204,700
Total Revenues	7,293,571	7,293,571	1,462,806
Expenditures:			
Instruction			
Personnel	831,739	875,237	293,856
Other Personnel	303,804	303,898	108,555
Materials and Services	466,279	528,158	184,768
Capital	143,044	157,042	159,885
Total Instruction	1,744,866	1,864,335	747,064
Instructional Support			
Personnel	457,408	458,158	159,734
Other Personnel	249,211	249,211	75,479
Materials and Services	1,013,132	1,007,986	100,287
Capital	-	-	-
Total Instructional Support	1,719,751	1,715,355	335,501
Student Services			
Personnel	1,338,442	1,338,442	602,083
Other Personnel	429,265	429,265	170,247
Materials and Services	3,109,095	2,994,022	225,136
Total Student Services	4,876,802	4,761,729	997,466
Community Services			
Materials and Services	25,000	25,000	-
Total Community Services	25,000	25,000	-
College Support Services			
Personnel	185,250	196,644	57,942
Other Personnel	95,737	104,041	30,520
Materials and Services	168,412	148,714	7,198
Total College Support Services	449,399	449,399	95,660
Plant Operations and Maintenance			
Personnel	11,791	11,791	3,864
Other Personnel	9,895	9,895	991
Materials and Services	378,926	378,926	73,357
Total Plant Ops/Maintenance	400,612	400,612	78,212
Facilities Acquisition and Construction			
Materials and Services	25,000	25,000	-
Total Facilities Acq/Construction	25,000	25,000	-
Contingency	2,419,808	2,419,808	-
Unappropriated Ending Fund Balance	5,948,867	5,948,867	-
Total Expenditures	17,610,105	17,610,105	2,253,903
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(154,828)	(154,828)	(75,835)
Total Other Financing Sources (Uses):	(154,828)	(154,828)	(75,835)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(10,471,362)	(10,471,362)	(866,932)
Fund Balance, Beginning of Year	10,471,362	10,471,362	10,521,266
Fund Balance DECEMBER 31, 2023	-	-	9,654,333

For a list of active grants please visit:
<https://www.roguecc.edu/businessOffice/PDF/activeGrantReport.pdf>

**ROGUE COMMUNITY COLLEGE
INTRA-COLLEGE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Tuition and Fees	-	-	-
Other Revenue Sources	49,000	49,000	34,556
Total Revenues	49,000	49,000	34,556
Expenditures:			
Instructional Support			
Materials and Services	261,198	261,198	20,528
Total Instructional Support	261,198	261,198	20,528
Student Services			
Personnel	51,000	54,000	32,471
Other Personnel	13,404	14,381	5,964
Materials and Services	631,529	627,552	220,477
Capital	356,060	356,060	-
Total Student Services	1,051,993	1,051,993	258,912
College Support Services			
Materials and Services	107,842	107,842	34,168
Total College Support Services	107,842	107,842	34,168
Contingency	-	-	-
Total Expenditures	1,421,033	1,421,033	313,608
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	708,906	708,906	507,087
Transfers Out	(35,841)	(35,841)	(3,300)
Total Other Financing Sources (Uses):	673,065	673,065	503,787
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(698,968)	(698,968)	224,735
Fund Balance, Beginning of Year	698,968	698,968	700,590
Fund Balance DECEMBER 31, 2023	-	-	925,325

Activities include Associated Student Government of Rogue Community College, Professional Growth, Athletics, and other departmental charges.

**ROGUE COMMUNITY COLLEGE
RESERVE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Other Revenue Sources	-	-	-
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:			
Reserved for Future Expenditures			
College Services Reserve	3,557,914	3,557,914	-
District Refund	350,000	350,000	-
PERS Reserve	7,123,786	7,123,786	-
Stability Reserve	5,311,052	5,311,052	-
Unemployment Reserve	172,635	172,635	-
Total Expenditures	<u>16,515,387</u>	<u>16,515,387</u>	<u>-</u>
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out			
District Refund	(300,000)	(300,000)	(300,000)
District Wildfires	(602,038)	(602,038)	(602,038)
Total Other Financing Sources (Uses):	<u>(902,038)</u>	<u>(902,038)</u>	<u>(902,038)</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(17,417,425)	(17,417,425)	(902,038)
Fund Balance, Beginning of Year:			
College Services Reserve	3,557,914	3,557,914	3,557,914
District Refund	650,000	650,000	650,000
District Wildfires	602,038	602,038	602,038
PERS Reserve	7,123,786	7,123,786	7,123,786
Stability Reserve	5,311,052	5,311,052	5,311,052
Unemployment Reserve	172,635	172,635	172,635
Total Beginning Fund Balance	<u>17,417,425</u>	<u>17,417,425</u>	<u>17,417,424</u>
Fund Balance DECEMBER 31, 2023	<u>-</u>	<u>-</u>	<u>16,515,386</u>

Internally Restricted:

College Services Reserve
District Refund (ERP implementation costs)
District Wildfires
Stability Reserve

Externally Restricted:

PERS Reserve
Unemployment Reserve

**ROGUE COMMUNITY COLLEGE
STUDENT FINANCIAL AID FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Federal Sources	15,823,907	15,823,907	4,602,432
State Sources	4,665,000	4,665,000	2,419,590
Local Sources	750,000	750,000	297,195
Total Revenues	<u>21,238,907</u>	<u>21,238,907</u>	<u>7,319,216</u>
Expenditures:			
Financial Aid			
Personnel	125,791	125,791	54,110
Materials and Services	21,078,116	21,078,116	7,086,716
Total Financial Aid	<u>21,203,907</u>	<u>21,203,907</u>	<u>7,140,826</u>
Contingency	-	-	-
Total Expenditures	<u>21,203,907</u>	<u>21,203,907</u>	<u>7,140,826</u>
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(35,000)	(35,000)	-
Total Other Financing Sources (Uses):	<u>(35,000)</u>	<u>(35,000)</u>	<u>-</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	-	-	178,390
Fund Balance, Beginning of Year	-	-	-
Fund Balance DECEMBER 31, 2023	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>178,390</u></u>

**ROGUE COMMUNITY COLLEGE
AUXILIARY SERVICES FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>
Revenues:			
Sales	75,000	75,000	19,262
Tuition and Fees	5,500	5,500	2,932
Other Revenue Sources	84,100	84,100	42,369
Total Revenues	<u>164,600</u>	<u>164,600</u>	<u>64,563</u>
Cost of Goods Sold:			
Materials and Services	74,500	74,500	15,095
Gross Profit	<u>90,100</u>	<u>90,100</u>	<u>49,467</u>
Operating Expenditures:			
Personnel	98,286	98,286	48,713
Other Personnel	47,070	47,070	23,480
Materials and Services	122,204	122,204	20,147
Capital	28,544	28,544	-
Total Operating Expenditures	<u>296,104</u>	<u>296,104</u>	<u>92,340</u>
Year to Date Net Operating Income (Loss)	<u>(206,004)</u>	<u>(206,004)</u>	<u>(42,873)</u>
Contingency	142,366	142,366	-
Reserved for Future Expenditures	311,761	311,761	-
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(221,122)	(221,122)	-
Total Other Financing Sources (Uses):	<u>(221,122)</u>	<u>(221,122)</u>	<u>-</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(881,253)	(881,253)	(42,873)
Fund Balance, Beginning of Year	881,253	881,253	861,041
Retained Earnings DECEMBER 31, 2023	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>818,168</u></u>

Activities include Art, Auto Artist, College Store, Diesel Technology, Disability Services, Early Childhood Education Facility, Facility Rental, Friends of the Library, Gallery Projects, Manufacturing Engineering Technology, Massage, Math, Music Ensembles, Testing Center, Theater, and Welding.

**ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND - ENTREPRENEURIAL ACTIVITY
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023**

Appendix A

	Original Budget	Current Budget	DECEMBER 31, 2023 Actual	June 30, 2024 Projected	Better (Worse) vs Original Budget
Nursing Assistant					
Revenue:					
Tuition and Fees	51,120	51,120	56,193	56,193	5,073
Fund Balance, Beginning of Year	83,536	83,536	85,039	85,039	1,503
Total Nursing Assistant Revenue	134,656	134,656	141,232	141,232	6,576
Expenditure:					
Personnel	45,000	45,000	29,925	29,925	15,075
Other Personnel	11,828	11,828	3,679	3,679	8,149
Non-District M&S	19,999	19,999	2,034	2,034	17,965
Transfers Out	57,829	57,829	-	105,594	(47,765)
Total Nursing Assistant Expenditures	134,656	134,656	35,638	141,232	(6,576)
Total Nursing Assistant	-	-	105,594	-	(0)
Other Activity					
Revenue:					
Other Revenue Sources	100,000	100,000	-	-	(100,000)
Transfers In	852,038	852,038	852,038	852,038	-
Fund Balance, Beginning of Year	350,344	350,344	377,840	377,840	27,496
Total Other Activity Revenue	1,302,382	1,302,382	1,229,878	1,229,878	(72,504)
Expenditure:					
Other	140,447	140,447	-	-	140,447
22/23 Microgrants - Stabilize Enrollment					
Adult Basic Skills: Engen	6,000	6,000	-	-	6,000
Marketing: Mural	-	-	-	-	-
Welding: Weld-A-Thon	5,968	5,968	-	-	5,968
23/24 Microgrants	100,000	100,000	-	71,328	28,672
High School Partnerships	242,262	242,262	79,149	242,262	-
Energy Management	115,667	115,667	614	67,472	48,195
Investments in Future & Transformative Changes	40,000	40,000	-	40,000	-
Contingency	150,000	150,000	-	-	150,000
Reserved for Future Expenditures	502,038	502,038	-	-	502,038
Total Other Activity Expenditures	1,302,382	1,302,382	79,763	421,062	881,320
Total Other Activity	-	-	1,150,115	808,816	808,816
Fund Balance DECEMBER 31, 2023	-	-	1,255,709	808,816	808,816

	2024/25	2025/26	2026/27
Projected for future years:			
Other Activity			
Revenue:			
Other Revenue Sources	\$ -	\$ -	\$ -
Transfers In	250,000	250,000	250,000
Projected Fund Balance, Beginning of Year	808,816	571,582	391,053
Total Other Activity Revenue	\$ 1,058,816	\$ 821,582	\$ 641,053
Expenditure:			
Microgrants	100,000	100,000	100,000
High School Partnerships	230,074	168,789	
Energy Management	117,160	121,740	
Investments in Future & Transformative Changes	40,000	40,000	40,000
Total Other Activity Expenditures	\$ 487,234	\$ 430,529	\$ 140,000
Projected Ending Fund Balance	\$ 571,582	\$ 391,053	\$ 501,053

ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND - STEP ACTIVITY
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED DECEMBER 31, 2023

Appendix B

	Original Budget	Current Budget	DECEMBER 31, 2023 Actual	June 30, 2024 Projected	Better (Worse) vs Original Budget
Revenues:					
State Sources	268,008	268,008	45,205	180,000	(88,008)
Total Revenues	268,008	268,008	45,205	180,000	(88,008)
Expenditures:					
STEP Project					
Personnel	74,819	74,819	36,762	74,819	-
Other Personnel	40,902	40,902	18,969	40,902	-
Materials and Services	30,028	30,028	2,975	11,899	18,129
Tuition	34,560	34,560	3,429	13,716	20,844
Travel & training	14,150	14,150	35	14,150	-
Supportive Services	36,000	36,000	8,458	25,375	10,625
Contingency	441,849	441,849	-	-	441,849
Total Expenditures	672,308	672,308	70,628	180,860	491,448
Fund Balance, Beginning of Year	404,300	404,300	405,117	405,117	817
Fund Balance DECEMBER 31, 2023	-	-	379,694	404,256	404,256

Projected for future years:	2024/25	2025/26	2026/27
Revenues:			
Other Revenue Sources	180,000	180,000	180,000
Total Revenues	180,000	180,000	180,000
Expenditures:			
STEP Project			
Personnel	77,812	80,924	84,161
Other Personnel	42,538	44,240	46,009
Materials and Services	12,375	12,870	13,385
Tuition	14,265	14,835	15,429
Travel & training	14,716	15,305	15,917
Supportive Services	26,389	27,445	28,543
Total Expenditures	\$ 188,095	\$ 195,619	\$ 203,443
Projected Fund Balance, Beginning of Year	\$ 405,117	\$ 397,022	\$ 381,403
Projected Ending Fund Balance	\$ 397,022	\$ 381,403	\$ 357,960

The SNAP Training and Employment Program (STEP) is a federally-recognized Supplemental Nutrition Assistance Program Employment and Training (SNAP E&T) Program. STEP assists SNAP participants in receiving job skills training, finding work, or gaining experience that will increase their ability to secure and maintain employment in a family-wage job. Participation in STEP is voluntary, and is a qualifying service for allowing able-bodied adults without dependents (ABAWDs) to maintain access to vital supplemental food assistance while attending college. STEP participation includes needs assessment, training and employment-related activities, and wraparound support services.

ROGUE COMMUNITY COLLEGE
GENERAL FUND - BOARD OF EDUCATION
STATEMENT OF EXPENDITURES
FOR THE MONTH ENDED DECEMBER 31, 2023

Appendix C

	<u>Original Budget</u>	<u>Current Budget</u>	<u>DECEMBER 31, 2023 Actual</u>	<u>Better (Worse) vs Original Budget</u>
Expenditures:				
Personnel	178,076	178,076	70,505	107,571
Other Personnel	88,805	88,805	33,003	55,802
Materials and Services:				
OFFICE SUPPLIES	-	-	-	-
MEETING SUPPLIES	6,890	6,890	918	5,972
OTHER SERVICES	3,963	3,963	-	3,963
FEES AND DUES	2,601	2,601	-	2,601
STAFF TRAVEL	11,218	11,218	10,161	1,057
NON-STAFF TRAVEL	-	-	-	-
POSTAGE	7	7	1	6
Total Expenditures	<u>291,560</u>	<u>291,560</u>	<u>114,589</u>	<u>176,971</u>

**ROGUE COMMUNITY COLLEGE
GLOSSARY OF TERMS**

ADOPTED BUDGET – The financial plan adopted by the College.

APPROPRIATION – (1) A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purpose, usually with specific limitations as to amount, purpose and time limits. (2) An account used to record the budgetary appropriation for the period.

BEGINNING FUND BALANCE – The amount of unexpended funds carried forward from one fiscal year to another.

BOND – A certificate of debt issued by a government or corporation guaranteeing payment of the original investment plus interest by a specified future date.

CAPITAL IMPROVEMENT FUND TYPE – The Capital Improvement Funds account for the receipt and disbursement of resources for buildings and land, buying or maintaining College facilities, and equipment. The principal revenues include transfers from the College Services Fund, bond levy proceeds, certificates of participation and investment earnings.

Capital Projects Fund – This fund accounts for the purchase or remodel of buildings and land. The principal revenue is from the sale of voter approved general obligation bonds, COPs, state funding, such as the Article XI-G Higher Education Facilities and Community College Bonds, financed by the state and local resources. This fund is externally restricted.

DEBT SERVICE FUND TYPE – The Debt Service Funds account for the accumulation of resources for and payment of principal and interest on the College's long-term debt obligations.

Debt Service Fund – This fund accounts for the accumulation of resources for and payment of principal and interest on the College's long-term debt obligations including the General Obligation Bonds and Limited Tax Pension Obligation Series 2005 and Series 2021. The principal revenue is property taxes approved for bond levies and the PERS Bond expense charged to other funds. This fund is externally restricted.

ENCUMBRANCE – The formal accounting recognition of commitments to expend resources in the future.

FUND – A division in the budget with independent fiscal and accounting requirements with a self balancing set of accounts for its assets, liabilities, fund balance, revenues and other additions, expenditures and other deductions, and transfers.

GENERAL FUND – The General Fund covers general operations of the College and accounts for all financial resources and expenditures of the College, except for those required to be accounted for in another fund. The principle sources of revenue include tuition, property taxes, and state community college support.

PROPERTY TAXES – Amounts received from tax levies based on the assessed valuation of real and personal property within a district.

PROPRIETARY FUND TYPE – Proprietary Funds are used to account for operations that are financed and operated in a manner similar to those of private business enterprises. The intent is that the cost of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Auxiliary Services Fund – This fund accounts for the operation of ancillary activities for Art, Auto Artist, College Store, Diesel Technology, Disability Services, Early Childhood Education Facility, Facility Rental, Friends of the Library, Gallery Projects, Manufacturing Engineering Technology, Massage, Math, Music Ensembles, Testing Center, Theater, and Welding.

**ROGUE COMMUNITY COLLEGE
GLOSSARY OF TERMS**

SPECIAL REVENUE FUND TYPE - The Special Revenue Funds account for revenues and expenditures for specific projects that are legally and/or administratively restricted for a specific purpose.

COMMUNITY AND WORKFORCE DEVELOPMENT FUND – This fund accounts for the self-support instructional activities of the College. The principle revenue is tuition and fees.

CONTRACT AND GRANT FUND – This fund accounts for grants and contracts awarded to and for the College from federal, state and local sources. This fund is externally restricted.

ENTREPRENEURIAL FUND – This fund accounts for the development and growth of innovative activities of the College. The principal revenue is transfers from the General Fund and the STEP contract with the state.

INTRA-COLLEGE FUND – This fund accounts for activities performed by the College for the benefit of the College. Activities include Associated Student Government of Rogue Community College, Professional Growth, Athletics, and other departmental charges. The principal revenue for this fund is transfers in from other funds.

RENEWAL AND REPLACEMENT FUND – This fund is designated for the replacement of the College's equipment and costs of maintaining College facilities. The principal revenues are the \$7 per credit and the \$7 per non-credit course technology fee, and transfers in from other funds. The principal expenditures are upgrades/replacements for equipment and maintenance of College facilities.

RESERVE FUND – This fund accounts for the funds set aside for the following: College Services reserve to be used in the next biennium to smooth changes in support from the State; PERS reserve held by the College for anticipated, future rate increases, and the unfunded actuarial liability; District reserve from the ERP refund to be used for implementation of new ERP; District reserve from replacement of lost revenue due to wildfires; Stability reserve established by the RCC Board of Education to be used to stabilize the College's funding; Unemployment reserve to mitigate fluctuations in the unemployment benefits paid to terminated employees. The principal revenue is transfers from the other funds and investment earnings.

STUDENT FINANCIAL AID FUND – This fund accounts for student aid in the form of federal grants (Federal Pell Grant, Federal Supplemental Education Opportunity Grant), the Oregon Opportunity Grant (OOG), the Oregon Promise Grant (OPG), institutional scholarships (RCC Foundation), state scholarships administered by the Oregon Student Access Commission, third-party scholarships, federal work-study student employment, federal direct loans to students (subsidized and unsubsidized) and private student loans. This fund is externally restricted.

TRANSFERS – May be made between funds within a fund group or among two or more fund groups and may be either mandatory or non-mandatory.

Mandatory Transfers – Result from (1) binding legal agreements related to the financing of plant assets, including amounts for debt retirement, interest, and required provision for renewals and replacement of facilities not financed from other sources: and (2) sponsored program agreements with Federal agencies, donors, and other organizations to match gifts and grants.

Non-mandatory Transfers – Made at the discretion of the governing board to serve a variety of objectives, such as additions to loan funds, additions to quasi-endowment funds, general or specific plant additions, voluntary renewals and replacements of facilities, and prepayment on debt principal.



Rogue Community College

Proposed 2023-24 RCC District Budget Committee Members
(In addition to Board of Education members)

Budget Committee Member	County	Background	Date of Appointment	3-Year Staggered Term Exp.
Ian Bachtel	Jackson	Business Account Manager, Verizon	4/18/17 (Original: 1YR; reappointed 2018; reappointed 2021)	1/16/27*
Karen Thornton	Jackson	Retired Realtor & Property Manager	1/17/23 (Original: 3 YR)	1/17/26
Kevin Talbert	Jackson	Retired University Administrator (SOU) and Former RCC Board Member	1/17/23 (Original: 2 YR)	1/18/25
VACANT			(Original: 3YR)	
Jay Meredith	Josephine	Director of Accounting, Fondo	1/17/23 (Original: 2YR)	1/18/25
Dawn Welch	Josephine	Retired Asante Foundation Regional Manager	3/21/17 (Original: 3YR; reappointed 2020)	1/17/26
Jay Randolph	Josephine	Financial Advisor at Edward Jones	2/23/21 (Original: 1YR; reappointed 2022)	1/18/25

Updated 1/12/24

* Term expiring this year- new term expiration if approved

Contract with Wright Public Affairs for Bond Consulting Services

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution B26-23/24 approving a contract with Wright Public Affairs who will assist RCC in evaluating the feasibility and potential success of a bond measure. If feasible, they will create a robust and comprehensive Bond communication and engagement plan for a bond measure for November 2024 ballot.

Background Information: Rogue Community College General Obligation bonds series 2012 and 2016A, related to Jackson County Bond Measure 17.3, passed in November 2005. The bond will mature in June 2025. The college intends to evaluate the feasibility and potential success of a bond measure across its entire District. Measure 17.3 affected Jackson County taxpayers. If a measure is passed in November 2024, Jackson County Taxpayers will only experience an increase in taxes if levy rate is higher than the bonds expiring. In Josphine County, taxpayers will experience an increase in taxes equal to the new levy rate.

Wright Public Affairs is a Portland-based full-service public affairs consulting firm with more than 25 years of experience helping candidates, businesses, non-profit organizations, and government entities achieve their goals and thrive. They provide the full suite of services to clients, from communications strategy to campaign management to television, direct mail, and digital media services.

As a bond strategist, Wright Public Affairs will play a crucial role in helping RCC evaluate the feasibility and potential success of a bond measure for the November 2024 election. Determining the feasibility includes analyzing various financial aspects, market conditions, and community factors. This analysis will provide valuable insights, aiding RCC in determining the optimal timing, structure, and messaging for a successful levy campaign. Their input is instrumental in crafting a well-informed strategy that aligns with the college's goals and resonates with the community, ultimately influencing the decision on whether to pursue a levy on the November 2024 ballot.

In consideration of the uncertainties associated with the bond measure's success, the contract will contain a stipulation that allows for a 30-day cancellation notice, ending the contract and liability.

Description	Amount
Bond Basics Package – The fundamental to success - Craft district-specific communication plan, editorial calendar, voter demographic analysis, and educational materials for a comprehensive bond campaign.	\$7,500
Monthly Consulting Fee - Oversee bond communication schedule, collateral development, TV/digital ads, attend meetings, provide consultation, and manage issue resolution for the district. Ensure compliance with "Safe Harbor" designation process. (\$6,000 a month starting Jan)	\$66,000
Bond Explainer Video – 2-3-minute animated bond explainer video that can be broken up into 30 second pieces for web. Includes a second language option.	\$8,000
Management of Bond Ballot Language	\$2,000
Bond Communications Budget – Development of comprehensive budget.	Included
Website	
Travel	\$6,000
Total	\$89,500

Under the Community College Rules of Procurement, CCR.250, the College is permitted to directly appoint a consultant for these specialty services.

Whereas, Rogue Community College District has identified a need to evaluate the feasibility and potential success of a bond measure. If feasible, assistance in determining the optimal timing, structure, and messaging for a successful bond measure for November 2024 ballot is needed; be it

Resolved, the RCC Board of Education adopts Resolution No. B26-23/24 approving a contract with Wright Public Affairs for Bond Consulting Services for an NTE amount of \$89,500.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024

Contract with Patinkin Research Strategies for Survey

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution B27-23/24 approving a contract with Patinkin Research Strategies for a multi-modal survey that will provide an understanding of Rogue Community College District’s voter priorities, concerns, aspirations, and perceptions of an RCC bond measure to be included on the November 2024 ballot.

Background Information: Rogue Community College General Obligation bonds series 2012 and 2016A, related to Jackson County Bond Measure 17.3, passed in November 2005. The bond will mature in June 2025. The College desires to evaluate the feasibility and potential success of a bond measure across its entire District. Measure 17.3 affected Jackson County taxpayers only. If a measure passes in November 2024, Jackson County Taxpayers will only experience an increase in taxes if the new levy rate is higher than the one expiring. In Josephine County, taxpayers will experience an increase in taxes equal to the new levy rate.

Patinkin Research Strategies is a disability and women-owned PNW-based public opinion research firm that provides high-quality, accurate data. Patinkin Research Strategies specializes in providing community colleges and local school districts across Oregon, Washington, Montana, and Idaho with research that gives them the answers they need to understand voters' priorities, concerns, aspirations, and perceptions. Patinkin Research Strategies has extensive experience in all facets of the research process and is recognized as being on the cutting edge of qualitative and quantitative research design.

Patinkin Research Strategies will provide a multi-modal survey that incorporates traditional live calls to cell phones and landlines and a text-to-web survey feature. These surveys will run between 14 and 16 minutes in length and interview n=600 likely November 2024 voters in the College’s District. The margin of error for a n=600 study is +/-4.0 percentage points at the 95% confidence level.

This sample size will allow the College to split its geography in half, conducting n=300 interviews in each of Jackson and Josephine counties to better assess the impact a bond renewal has in Jackson County while also measuring voters’ appetite for a tax increase in Josephine County. The quota will be set in both counties to reflect a likely November 2024 electorate and weights will be implemented to ensure that the final data set is demographically consistent with county population levels.

The College desires to contract with Patinkin Research Strategies for a survey to be conducted in February/March of 2024. The potential costs of the survey are as follows:

Minutes	N=600
14 Minutes	\$36,300
16 Minutes	\$38,000

The Community College Rules of Procurement, CCR 250 allows a direct appoint for these specialty services.

Whereas, Rogue Community College District has identified a need for a multi-modal survey that will provide an understanding of district voters' priorities, concerns, aspirations, and perceptions of a bond measure on the November 2024 ballot; be it

Resolved, the RCC Board of Education adopts Resolution No. B27-23/24 approving a contract with Patinkin Research Strategies for a survey to be conducted in February/March of 2024 of likely November 2024 voters in the College's District. The cost of the survey will not exceed \$38,000.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024

Contract for Construction Services RWC Rogue Bowl Renovations

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution B28-23/24 approving a contract with Ausland Group to provide Construction Services for Phase 1 of the Rogue Bowl Renovation on the Redwood Campus in Grants Pass Oregon.

Background Information: The Marjorie Holzgang Concert Bowl, also known as the Rogue Bowl, located on the Redwood Campus of Rogue Community College was first constructed in 1982. The facility had been used as a venue for community theater, musical events, public memorials, and College commencement ceremonies among many other events for over forty years. Due to the age of the facility and needed improvements to comply with Americans with Disability Act accessibility requirements the facility was closed by the College.

The College submitted Invitation to Bid (ITB) P17926-2024-01-09 – Construction Services, Rogue Bowl Renovation/phase 1 on December 7, 2023. Two companies submitted responsive bids, Adroit Construction and Ausland Group. On January 11, 2024 the College posted an Intent to award to Ausland Group as the low bidder pending Board approval.

The following bids were submitted for consideration:

Proposals Received	Total Costs	In-kind Services Donation	Total Fee less Donation
Adroit Construction	\$ 1,029,800.00	\$ 41,000.00	\$ 988,800.00
Ausland Group	\$ 841,000.00	\$ 54,000.00	\$ 787,000.00

Whereas, Rogue Community College District desires to Renovate the Rogue Bowl on the Redwood Campus; and

Whereas, Rogue Community College District desires to hold the 2024 Commencement Ceremony in the Rogue Bowl; be it

Resolved, the RCC Board of Education adopts Resolution No. B28-23/24 approving a contract with Ausland Group to provide Construction Services for Phase 1 of the Rogue Bowl Renovation for a total contract price of \$787,000 plus a 15% contingency for an NTE project total of \$905,050.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024

Board Policy Adoption – BP-3230: Data Governance and Protection of Human Subjects

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P29-23/24 approving adoption of Board Policy BP-3230: Data Governance and Protection of Human Subjects.

Background Information: Pursuant to Board Policy BP-2410: Board of Education Policies and Administrative Procedures, the RCC Board has directed college administrators to assist the Board in reviewing Board policies at monthly Board meetings. Unless circumstances require immediate action, a policy will not be voted on at the first meeting during which it is discussed.

Oregon Community College Association (OCCA) provides general policy advice and guidance to all Oregon community college members as part of their current OCCA dues. OCCA works with college presidents, staff, and board members to analyze and help operationalize recently passed Oregon legislation and administrative rules. RCC is a participant in partnership with the Community College League of California (League) and the law firm of Liebert Cassidy Whitmore, and OCCA. OCCA provides subscribing Oregon community colleges access to the League’s national program designed for community colleges. OCCA’s Board Policy and Procedure Program includes: Board Policy (BP) and Administrative Procedure (AP) Samples; Legal Updates; a ListServ; and Workshops. The policy samples reflect federal and state law requirements as well as accreditation standards. The templates are customizable to reflect local community college practices and procedures. RCC’s policy committee is in the process of reviewing the policy samples and adapting to RCC policies and procedures.

The College President recommends the attached revision to Board Policy BP-3230: Data Governance and Protection of Human Subjects. The proposed version showing the language of the policy is attached (see Exhibit 1). This is the second reading.

Whereas, the Board has deemed it necessary to review and update established Board policy; and,

Whereas, the Board has directed RCC administrators to review and recommend revisions as needed to Board policy; and,

Whereas, the College President has reviewed and approved the adoption of Board Policy BP-3230: Data Governance and Protection of Human Subjects; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P29-23/24 approving adoption of Board Policy BP-3230: Data Governance and Protection of Human Subjects as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024



BP 3230 Data Governance and Protection of Human Subjects

References: 34 CFR 97

The Board of Education is committed to upholding the highest standards of data governance and the protection of human subjects in all research, data collection, and analysis activities conducted at Rogue Community College (RCC). We recognize the data collected and stored as part of institutional operation and/or research activities is a valuable organizational asset which must be balanced with safeguarding the rights and privacy of individuals who work and/or attend RCC. In order to ensure this successful balance, the college president (or designee) will develop administrative procedures which address both the governance of data at RCC and the protection of human subjects. These procedures are intended to insure that college staff and students who may be affected by the research can be certain data collection and research is sound and does not violate board policies, college operating procedures, or federal regulations concerning protection of human subjects (Title 34, Part 97 of the Code of Federal Regulations; refer to <https://www.ecfr.gov/current/title-34/subtitle-A/part-97?toc=1>).

Rescinds Policy Number: V.B.060- Research on Human Subjects

Adopted:

Board Policy Adoption – BP-2220: Committees of the Board

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P30-23/24 approving adoption of revised Board Policy BP-2220: Committees of the Board.

Background Information: Pursuant to Board Policy BP-2410: Board of Education Policies and Administrative Procedures, the RCC Board has directed college administrators to assist the Board in reviewing Board policies at monthly Board meetings. Unless circumstances require immediate action, a policy will not be voted on at the first meeting during which it is discussed.

Oregon Community College Association (OCCA) provides general policy advice and guidance to all Oregon community college members as part of their current OCCA dues. OCCA works with college presidents, staff, and board members to analyze and help operationalize recently passed Oregon legislation and administrative rules. RCC is a participant in partnership with the Community College League of California (League) and the law firm of Liebert Cassidy Whitmore, and OCCA. OCCA provides subscribing Oregon community colleges access to the League’s national program designed for community colleges. OCCA’s Board Policy and Procedure Program includes: Board Policy (BP) and Administrative Procedure (AP) Samples; Legal Updates; a ListServ; and Workshops. The policy samples reflect federal and state law requirements as well as accreditation standards. The templates are customizable to reflect local community college practices and procedures. RCC’s policy committee is in the process of reviewing the policy samples and adapting to RCC policies and procedures.

The College President recommends the attached revision to Board Policy BP-2220: Committees of the Board. The proposed version showing the language of the policy is attached (see Exhibit 1). This is the second reading.

Whereas, the Board has deemed it necessary to review and update established Board policy; and,

Whereas, the Board has directed RCC administrators to review and recommend revisions as needed to Board policy; and,

Whereas, the College President has reviewed and approved the adoption of Board Policy BP-2220: Committees of the Board; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P30-23/24 approving adoption of Board Policy BP-2220: Committees of the Board as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024



BP 2220 Committees of the Board of Education

The Board of Education (Board) may by action establish committees that it determines are necessary to assist the Board in its responsibilities.

Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

The Board has established the following:

Standing committees:

Board Outreach Committee: Plans and develops interaction between board members and the community.

Board Self Evaluation Committee: Meets to establish timeline and methodology for annual self-evaluation.

Executive Committee: Meets to review the Board meeting agenda and receive President's report on current issues. Attended monthly by Chair, and Vice-Chair. Each board member attends for two months on a rotating basis.

President's Performance Review Committee: Chair of the Board or Vice-Chair of the Board serves as Chair of this committee. Committee meets to coordinate and process the annual performance review of the President.

Liaison positions:

Bond Oversight Committee Liaisons: Consults on bond projects as a result of Bond Elections on an as-needed basis.

Foundation Board Liaison: Attends RCC Foundation Board meetings and other meetings/events as invited. Serves as an Ex-officio voting member of the Foundation Board.

Legislative Committee Liaison: Serves as Legislative Committee Chair if committee is re-activated. Committee is comprised of President, staff and students.

OCCA/OSBA Liaison: Serves as RCC representative on the OCCA Board. (The OCCA Board consists of 34 members including the President and one Board member from each community college.) Serves as OSBA liaison keeping Board members informed of issues relative to community colleges.

Rescinds Policy Number: I.B.010

Adopted: August 20, 2019

Revised: October 19, 2021

March 21, 2023

Board Policy Adoption – BP-2315: Closed Sessions

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P31-23/24 approving adoption of revised Board Policy BP-2315: Closed Sessions.

Background Information: Pursuant to Board Policy BP-2410: Board of Education Policies and Administrative Procedures, the RCC Board has directed college administrators to assist the Board in reviewing Board policies at monthly Board meetings. Unless circumstances require immediate action, a policy will not be voted on at the first meeting during which it is discussed.

Oregon Community College Association (OCCA) provides general policy advice and guidance to all Oregon community college members as part of their current OCCA dues. OCCA works with college presidents, staff, and board members to analyze and help operationalize recently passed Oregon legislation and administrative rules. RCC is a participant in partnership with the Community College League of California (League) and the law firm of Liebert Cassidy Whitmore, and OCCA. OCCA provides subscribing Oregon community colleges access to the League’s national program designed for community colleges. OCCA’s Board Policy and Procedure Program includes: Board Policy (BP) and Administrative Procedure (AP) Samples; Legal Updates; a ListServ; and Workshops. The policy samples reflect federal and state law requirements as well as accreditation standards. The templates are customizable to reflect local community college practices and procedures. RCC’s policy committee is in the process of reviewing the policy samples and adapting to RCC policies and procedures.

The College President recommends the attached revision to Board Policy BP-2315: Closed Sessions. The proposed version showing the language of the policy is attached (see Exhibit 1). This is the second reading.

Whereas, the Board has deemed it necessary to review and update established Board policy; and,

Whereas, the Board has directed RCC administrators to review and recommend revisions as needed to Board policy; and,

Whereas, the College President has reviewed and approved the adoption of Board Policy BP-2315: Closed Sessions; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P31-23/24 approving adoption of Board Policy BP-2315: Closed Sessions as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024

BP 2315 Closed Sessions

References:

ORS 192.660

Executive sessions of the Board of Education shall only be held as permitted by ORS 192.660. Matters discussed in executive session may include the following:

- To consider the employment of a public officer, employee, staff member or individual agent.
- To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.
- To conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- To consider information or records that are exempt by law from public inspection.
- To consider preliminary negotiations involving matters of trade or commerce in which the governing body is in competition with governing bodies in other states or nations.
- To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.
- To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.
- To consider matters relating to school safety or a plan that responds to safety threats made toward a school.
- To consider matters relating to the safety of the governing body and of public body staff and volunteers and the security of public body facilities and meeting spaces.
- To consider matters relating to cyber security infrastructure and responses to cyber security threats.

Matters discussed in executive session remain confidential and may not be discussed outside of the executive session.

No final actions may be taken in executive session.



Rescinds Policy Number: I.D.040 (partial)

Adopted: September 24, 2019

Revised:

Board Policy Adoption – BP-2716: Board of Education Political Activity

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P32-23/24 approving adoption of revised Board Policy BP-2716: Board of Education Political Activity.

Background Information: Pursuant to Board Policy BP-2410: Board of Education Policies and Administrative Procedures, the RCC Board has directed college administrators to assist the Board in reviewing Board policies at monthly Board meetings. Unless circumstances require immediate action, a policy will not be voted on at the first meeting during which it is discussed.

Oregon Community College Association (OCCA) provides general policy advice and guidance to all Oregon community college members as part of their current OCCA dues. OCCA works with college presidents, staff, and board members to analyze and help operationalize recently passed Oregon legislation and administrative rules. RCC is a participant in partnership with the Community College League of California (League) and the law firm of Liebert Cassidy Whitmore, and OCCA. OCCA provides subscribing Oregon community colleges access to the League’s national program designed for community colleges. OCCA’s Board Policy and Procedure Program includes: Board Policy (BP) and Administrative Procedure (AP) Samples; Legal Updates; a ListServ; and Workshops. The policy samples reflect federal and state law requirements as well as accreditation standards. The templates are customizable to reflect local community college practices and procedures. RCC’s policy committee is in the process of reviewing the policy samples and adapting to RCC policies and procedures.

The College President recommends the attached revision to Board Policy BP-2716: Board of Education Political Activity. The proposed version showing the language of the policy is attached (see Exhibit 1). This is the second reading.

Whereas, the Board has deemed it necessary to review and update established Board policy; and,

Whereas, the Board has directed RCC administrators to review and recommend revisions as needed to Board policy; and,

Whereas, the College President has reviewed and approved the adoption of Board Policy BP-2716: Board of Education Political Activity; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P32-23/24 approving adoption of Board Policy BP-2716: Board of Education Political Activity as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024



BP 2716 Board of Education Political Activity

References:

ORS 260.432

ORS 294.100

ORS 341.290

Members of the Board of Education (Board) shall not use the college's funds, services, supplies, or equipment to urge the passage or defeat of any ballot measure, initiative petition or candidate, including, but not limited to, any candidate for election to the Board of Education.

The Board shall refrain from taking any position either for or against any local, state or national issue or legislative concern unless that concern is of special interest to the welfare of the college. The Board shall consider and adopt legislative priorities prior to each regular session of the Legislature.

The Board of Education may, by resolution, express the Board position on ballot measures.

Rescinds Policy Number: I.C.020

Adopted: June 21, 2022

***Rogue Community College District
Special Meeting: Board of Education Work Session
December 19, 2023 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Gary Plano, Board Vice Chair, at 4:00 p.m. on Tuesday, December 19, 2023 in-person on the Table Rock Campus, Building A, Room 184, 7800 Pacific Avenue, White City, OR and via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Gary Plano, Roger Stokes, Jonathan Bilden, Indra Nicholas, Pat Fahey and Vanessa Jones.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Lisa Stanton, Juliet Long, Jamee Harrington, Lucia Bartscher, Tammy Canady, Dan Ruby, Lisa Parks, Nicola Sakraida, Jonah Liden, and Rachelle Brown.
4. **Presentation:**
 - A. Cultural Competency at Post-Secondary Institutions Report (House Bill 2864)- Jamee Harrington, Vice President of People, Culture, & Safety, and Lucia Bartscher, Diversity, Equity, & Inclusion Coordinator, highlighted items from the HB-2864 Cultural Competency at Post-Secondary Institutions Report (see file). The report covers the legislative requirements of House Bill 2864, the status of those requirements at RCC, and an institutional summary of each requirement.
 - B. Institutional Effectiveness Update- President Randy Weber gave a presentation that overviewed institutional effectiveness at RCC (see file). The presentation also highlighted RCC's five institutional priorities, which include stabilizing enrollment, enhancing pathways, community relations, institutional planning model, and developing KPIs.
5. **Adjournment-** Gary Plano, Board Vice Chair, adjourned the meeting at 4:49 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President.

Rogue Community College District
Board of Education– December 19, 2023 Meeting Minutes

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Gary Plano, Board Vice Chair, at 5:06 p.m. on Tuesday, December 19, 2023 in-person on the Table Rock Campus, Building A, Room 184, 7800 Pacific Avenue, White City, OR and via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Gary Plano, Roger Stokes, Indra Nicholas, Jonathan Bilden, Pat Fahey, and Vanessa Jones.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Juliet Long, Jamee Harrington, Lisa Stanton, Dan Ruby, Jonah Liden, Lucia Bartscher, Tammy Canady, Rene McKenzie, Chelsea Daugherty, Nicole Sakraida, Lisa Parks, and Rachelle Brown; and Kailey Holt, Eide Bailly, LLP.
4. **Public Comment-** None.
5. **Information Presentation**
 - A. 2022-23 Audit Report Presentation- Eide Bailly, LLP. – A copy of the Annual Comprehensive Financial Report (ACFR) for year ending in June 20, 2023 was distributed to Board members for review prior to the meeting (see file). Kailey Holt, Eide Bailly, LLP, gave a comprehensive presentation that overviewed the significant matters and findings of the 2022-23 audit (see file).
6. **College Reports**
 - A. Written Report(s)-
 - a. **Student Government (see file)-** Break between terms, no students present to comment.
 - b. **Faculty Association (no written report)-** No one present to comment.
 - c. **Faculty Senate (no written report)-** No one present to comment.
 - d. **Classified Association (no written report)-** No one present to comment.
7. **Board Reports**
 - A. Executive Committee- Vanessa Jones overviewed items from the Executive Committee meeting agenda (see file).
 - B. Board Outreach Committee- Pat Fahey and Indra Nicholas updated the Board on upcoming outreach events that they plan to attend.
 - C. OCCA/OSBA Liaison- Pat Fahey reminded the Board of the virtual Lunch & Learn events that OCCA hosts every month.
 - D. Foundation Board Liaison- No updates at this time.
 - E. President’s Performance Review Committee- The committee will meet with President Weber in January to determine the evaluation process for this year.
 - F. Bond Oversight Committee Liaisons- No updates at this time.

***Rogue Community College District
Board of Education– December 19, 2023 Meeting Minutes***

- G. Board Self Evaluation Committee**- The Board will discuss the makeup and structure of this committee at their summer retreat.

8. College Updates

- A. President’s Report**- President Randy Weber highlighted items from his written report (see file).
- B. Senior Leadership Team**- Lisa Stanton, Vice President of Operations and Finance, Jamee Harrington, Vice President of People, Culture, & Safety, and Juliet Long, Vice President of Student Learning and Success, outlined items from the combined Executive Team report (see file).
- C. Foundation**- Dan Ruby, Executive Director, overviewed items from his written report (see file).

9. Board Action and/or Information Items

- A. Review Board Policy BP-3230: Data Governance and Protection of Human Subjects (First Reading)**
a. No comments.
- B. Review Revised Board Policy BP-2220: Committees of the Board (First Reading)**
a. No comments.
- C. Review Revised Board Policy BP-2315: Closed Sessions (First Reading)**
a. No comments.
- D. Review Revised Board Policy BP-2716: Board of Education Political Activity (First Reading)**
a. No comments.
- E. Accept 2022-23 Audit**

Pat Fahey moved, seconded by Jonathan Bilden, that the Board accept item 9.E, as presented.

The motion unanimously carried.

- F. Acknowledge RCC Board and President Team Agreements**
a. The board members acknowledged the RCC Board and President Team Agreements as presented. They will continue to review the agreements periodically throughout the year.

***Rogue Community College District
Board of Education– December 19, 2023 Meeting Minutes***

G. Approve Emeritus Status- Dr. Rene McKenzie

Vanessa Jones moved, seconded by Roger Stokes, that the Board approve item 9.G, as presented.

The motion unanimously carried.

H. Approve Contract with Softdocs- Document Management Platform

Roger Stokes moved, seconded by Vanessa Jones, that the Board approve item 9.H, as presented.

The motion unanimously carried.

I. Approve Monthly Financial Data Report- November 2023

Jonathan Bilden moved, seconded by Roger Stokes, that the Board approve item 9.I, as presented.

The motion unanimously carried.

10. New Business- None.

11. Old Business- None.

12. Approve Consent Agenda

A. Meeting Minutes

- a. November 21, 2023 Special Board Meeting
- b. November 21, 2023 Board Meeting
- c. December 5, 2023 Special Board Meeting

B. Grant Acceptance

- a. Career Pathways 2023-25
- b. HRSA Allied Health Renovation

Vanessa Jones moved, seconded by Jonathan, that the Board approve the consent agenda.

The motion unanimously carried.

Gary Plano closed the public meeting at 6:14 p.m.

***Rogue Community College District
Board of Education– December 19, 2023 Meeting Minutes***

13. Executive Session: Gary Plano called the meeting into Executive Session at 6:18 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 6:34 p.m.

Gary Plano reconvened the public meeting at 6:35 p.m.

14. Roundtable-

Vanessa Jones expressed her gratitude for the leadership team and the comprehensive reports that come to the Board each month.

Roger Stokes said he was impressed with the League for Innovation report that RCC put together.

Indra Nicholas noted that one of her resolutions for the year is to visit the three RCC campuses and various departments on each campus.

Gary Plano said he is excited to be a member of the board and also excited about the direction in which President Weber and his team are leading the college.

15. Adjournment- Gary Plano adjourned the meeting at 6:39 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President.

Budget Transfers

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) approve Resolution No. B33-23/24 authorizing budget transfers as presented (see attached).

Background Information: The annual budget consists of the best estimate of the College's needs prior to its actual occurrence. The authority to transfer funds is given to the Board by statute to allow a degree of flexibility when actual needs are determined.

Whereas, local budget law ORS 294.450 allows transfers within a given fund when authorized by official resolution of the governing body; and,

Whereas, the transfers are needed to provide expenditure levels in appropriate account classifications for the College in the current fiscal year 2023/24, therefore, be it

Resolved, that the RCC Board approve Resolution No. B33-23/24 authorizing budget transfers as presented.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: January 16, 2024

**Rogue Community College
 FY 2023-24 Budget Transfer
 Summary of October - December 2023 Changes**

Contract and Grant Fund (Page 5)

Instruction	\$227,909	Budget for new awards; Revise budget to anticipated beginning fund and grant balances
Instructional Support	(\$154,292)	
Student Services	(\$57,370)	
Contingency	(\$16,247)	

Rogue Community College
 Quarterly Budget Adjustments/Summary
 2023/24 DECEMBER

Resolution No.

GENERAL FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 1,559,450.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	1,559,450.00
INSTRUCTION	16,249,648.00	94,665.00	0.00	0.00	0.00	0.00	16,344,313.00
INSTRUCTIONAL SUPPORT	4,171,873.00	0.00	0.00	0.00	0.00	0.00	4,171,873.00
STUDENT SERVICES	7,283,858.00	115,013.00	0.00	0.00	0.00	0.00	7,398,871.00
COMMUNITY SERVICES	267,055.00	0.00	0.00	0.00	0.00	0.00	267,055.00
COLLEGE SUPPORT SERVICES	12,311,339.00	(90,013.00)	0.00	0.00	0.00	0.00	12,221,326.00
PLANT OPERATIONS AND MAINTENANCE	4,591,300.00	0.00	0.00	0.00	0.00	0.00	4,591,300.00
CONTINGENCY	1,000,000.00	(119,665.00)	0.00	0.00	0.00	0.00	880,335.00
Total	\$ 47,434,523.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	47,434,523.00

Rogue Community College
 Quarterly Budget Adjustments/Summary
 2023/24 DECEMBER

Resolution No.

RESERVE FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 902,038.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 902,038.00
Total	\$ 902,038.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 902,038.00

Rogue Community College
 Quarterly Budget Adjustments/Summary
 2023/24 DECEMBER

Resolution No.

CAPITAL PROJECTS FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
FACILITIES ACQUISITION & CONSTRUCTION	\$ 15,691,659.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,691,659.00
Total	\$ 15,691,659.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,691,659.00

Rogue Community College
 Quarterly Budget Adjustments/Summary
 2023/24 DECEMBER

Resolution No.

DEBT SERVICE FUND

COLLEGE SUPPORT SERVICES

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
	\$ 7,805,888.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,805,888.00
Total	\$ 7,805,888.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,805,888.00

Rogue Community College
 Quarterly Budget Adjustments/Summary
 2023/24 DECEMBER

Resolution No.

CONTRACT AND GRANT FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 154,828.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	154,828.00
INSTRUCTION	1,744,866.00	119,469.00	227,909.00	0.00	0.00	0.00	2,092,244.00
INSTRUCTIONAL SUPPORT	1,719,751.00	(4,396.00)	(154,292.00)	0.00	0.00	0.00	1,561,063.00
STUDENT SERVICES	4,876,802.00	(115,073.00)	(57,370.00)	0.00	0.00	0.00	4,704,359.00
COMMUNITY SERVICES	25,000.00	0.00	0.00	0.00	0.00	0.00	25,000.00
COLLEGE SUPPORT SERVICES	449,399.00	0.00	0.00	0.00	0.00	0.00	449,399.00
PLANT OPERATIONS AND MAINTENANCE	400,612.00	0.00	0.00	0.00	0.00	0.00	400,612.00
FACILITIES ACQUISITION & CONSTRUCTION	25,000.00	0.00	0.00	0.00	0.00	0.00	25,000.00
CONTINGENCY	2,419,808.00	0.00	(16,247.00)	0.00	0.00	0.00	2,403,561.00
Total	\$ 11,816,066.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	11,816,066.00

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Resolution No.

COMMUNITY & WORKFORCE DEVELOPMENT	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,000.00
INSTRUCTION	733,998.00	0.00	0.00	0.00	0.00	0.00	733,998.00
INSTRUCTIONAL SUPPORT	434,683.00	0.00	0.00	0.00	0.00	0.00	434,683.00
CONTINGENCY	328,795.00	0.00	0.00	0.00	0.00	0.00	328,795.00
Total	\$ 1,532,476.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,532,476.00

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INTRA-COLLEGE FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 35,841.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,841.00
INSTRUCTIONAL SUPPORT	261,198.00	0.00	0.00	0.00	0.00	0.00	261,198.00
STUDENT SERVICES	1,051,993.00	0.00	0.00	0.00	0.00	0.00	1,051,993.00
COLLEGE SUPPORT SERVICES	107,842.00	0.00	0.00	0.00	0.00	0.00	107,842.00
Total	\$ 1,456,874.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,456,874.00

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RENEWAL AND REPLACEMENT FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 650,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650,000.00
INSTRUCTION	539,359.00	0.00	0.00	0.00	0.00	0.00	539,359.00
INSTRUCTIONAL SUPPORT	181,418.00	0.00	0.00	0.00	0.00	0.00	181,418.00
STUDENT SERVICES	150,000.00	0.00	0.00	0.00	0.00	0.00	150,000.00
COMMUNITY SERVICES	150,000.00	0.00	0.00	0.00	0.00	0.00	150,000.00
COLLEGE SUPPORT SERVICES	636,891.00	0.00	0.00	0.00	0.00	0.00	636,891.00
PLANT OPERATIONS AND MAINTENANCE	1,378,015.00	0.00	0.00	0.00	0.00	0.00	1,378,015.00
CONTINGENCY	572,537.00	0.00	0.00	0.00	0.00	0.00	572,537.00
Total	\$ 4,258,220.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,258,220.00

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ENTREPRENEURIAL FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 157,829.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	157,829.00
INSTRUCTION	125,827.00	0.00	0.00	0.00	0.00	0.00	125,827.00
INSTRUCTIONAL SUPPORT	227,994.00	0.00	0.00	0.00	0.00	0.00	227,994.00
STUDENT SERVICES	323,427.00	0.00	0.00	0.00	0.00	0.00	323,427.00
COMMUNITY SERVICES	20,000.00	0.00	0.00	0.00	0.00	0.00	20,000.00
COLLEGE SUPPORT SERVICES	35,000.00	0.00	0.00	0.00	0.00	0.00	35,000.00
PLANT OPERATIONS AND MAINTENANCE	125,382.00	0.00	0.00	0.00	0.00	0.00	125,382.00
CONTINGENCY	591,849.00	0.00	0.00	0.00	0.00	0.00	591,849.00
Total	\$ 1,607,308.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	1,607,308.00

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Resolution No.

STUDENT FINANCIAL AID FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35,000.00
FINANCIAL AID	21,203,907.00	0.00	0.00	0.00	0.00	0.00	21,203,907.00
Total	\$ 21,238,907.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21,238,907.00

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AUXILIARY SERVICES FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 221,122.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	221,122.00
INSTRUCTION	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00
STUDENT SERVICES	240,212.00	0.00	0.00	0.00	0.00	0.00	240,212.00
COMMUNITY SERVICES	118,392.00	0.00	0.00	0.00	0.00	0.00	118,392.00
CONTINGENCY	142,366.00	0.00	0.00	0.00	0.00	0.00	142,366.00
Total	\$ 734,092.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	734,092.00