



BP 2310 Regular Meetings of the Board of Education

References:

ORS 341.283

Regular meetings of the Board of Education (Board) are typically held on the third Tuesday of each month. Regular meetings of the Board are normally held monthly on a rotational basis:

Redwood Campus
Building H, Room 2
3345 Redwood Highway
Grants Pass, OR 97527

Table Rock Campus
Building A, Room 184
7800 Pacific Avenue
White City, OR 97503

Riverside Campus
Higher Education Center
Room 127/129
101 South Bartlett Street,
Medford, OR 97501

Virtually via Zoom Webinar

Additional information regarding Board meetings can be found here:
<https://www.roguecc.edu/BOE/>

Rescinds Policy Number: I.B.010 (partial), I.B.020 (partial), I.D.010

Adopted: September 24, 2019

Revised: August 17, 2021



BP 3530 Weapons on Campus

References:

ORS 341.290(4)
ORS 166.360 to 166.380
Chapter 146, 2021 Laws

Rogue Community College is committed to preventing workplace violence and maintaining a safe work and learning environment. The College President or designee shall establish a procedure for regulating weapons on campus in accordance with federal and state law. The procedure shall clearly define the scope, the type of weapons covered under the procedure, the jurisdiction of the college, and any potential disciplinary action for violating the procedure. The procedure shall be made widely available to all students, employees, and visitors to the college as required by federal and state law. The College President is authorized to make exceptions on the showing of good cause or necessity, which are described in the procedure.

Rescinds Policy Number: II.B.030

Adopted:

Board Policy Adoption – BP-7400: Employee Travel

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P10-22/23 approving adoption of Board Policy BP-7400: Employee Travel.

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-7400: Employee Travel. 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-7400: Employee Travel; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P10-22/23 approving adoption of Board Policy BP-7400: Employee Travel as presented.

Board Action: Approved

Pat Fahey, Chair, RCC Board of Education

Dated: October 18, 2022



BP 7400 Employee Travel

References:

Board Policy 2735: Board of Education Member Travel;
Board Policy 4300: Field Trips and Excursions;
Administrative Procedure 4300: Field Trips and Excursions;
Administrative Procedure 7400: Employee Travel

The College President is authorized to attend conferences, meetings, and other activities that are appropriate to the functions of the District.

The College President shall establish procedures regarding the attendance of other employees at conferences, meetings, or activities. The procedures shall include documentation of the value of the travel to the district, authorized expenses, advance of funds, and reimbursement.

All travel outside the United States must be approved in advance by the College President.

Rescinds Policy Number: IV.D.020

Adopted:

Contract for Enterprise Resource Planning & Student Administration (ERP/SIS) Solution

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution B11-22/23 approving a contract with Jenzabar to provide a District wide Enterprise Resource Planning & Student Administration (ERP/SIS) Solution.

Background Information: The College's current ERP system RogueNet was developed in 1997. The needs of the College have exceeded RogueNet's capacity dictating a need to move to a commercially available ERP system.

On August 27, 2021 the Board of Education approved resolution # B15-21-22 to enter into a contract with the Government Finance Officers Association (GFOA) to provide Enterprise Resource Planning Services. GFOA assisted the College in developing Request for Proposal (RFP) number P17926-2022-05-05 – Enterprise Resource Planning & Student Administration (ERP/SIS) Solution. The RFP was publically advertised on March 31, 2022 on the Oregon Buys, eProcurement system and the College's Contract and Procurement webpage. The College held a pre-proposal conference for interested proposers on April 11, 2022 via zoom. Four companies were in attendance. Proposals were due May 5, 2022 with two companies submitting proposals; Ellucian proposed Colleague and Jenzabar proposed Jenzabar One.

A Steering Committee comprised of key College stakeholders, reviewed the proposals resulting in both Ellucian and Jenzabar invited to provide in-person demonstrations at the Redwood Campus of each ERP solution to College staff. Following the demonstrations, the Steering Committee performed additional due diligence including follow up questions from staff, reference checks and in-person visits to colleges which currently use each solution to see how they are being used in a live environment during a several week fact-finding period. After careful consideration of both solutions Jenzabar was selected as the top ranked proposer. On September 16, 2022 the College posted the Intent to Award to Jenzabar. See the attached Exhibit I, Selection Process.

Proposed costs are listed as follows:

Repeated costs are listed as follows:

Jenzabar One ERP Solution		
Jenzabar One Saas	\$ 2,342,868	\$ 2,342,868
Additional Modules		
Chatbot	\$ 74,600	\$ 196,200
Analytics	\$ 66,300	
Campus Marketplace	\$ 55,300	
Third Party Contracts w/Jenzabar		
Jenzabar Reporting	\$ 9,945	\$ 330,528
Jenzabar Integration	\$ 37,083	
Jenzabar Recruitment - Salesforce	\$ 283,500	
Third Party Contract with RCC		
Salesforce Estimated Licensing	\$ 60,000	\$ 60,000
Professional Services		
Implementation and Conversion, estimated 4101 hrs	\$ 787,685	\$ 787,685
Total 5 Year Costs	\$	3,717,281

The above pricing is for a 5-year period and included estimated costs as provided by Jenzabar. Implementation and conversion costs are estimated at a maximum of 4101 hours. RCC will only be billed for actual hours used. The third-party contract with Salesforce will be an additional contract with RCC for licensing beginning the 3rd year of the agreement.

Whereas, Rogue Community College District must maintain an ERP system for College business; and

Whereas, Rogue Community College District desires to enter into agreements with Jenzabar to provide an ERP Solution and professional services; be it

Resolved, the RCC Board of Education adopts Resolution No. B11-22/23 approving a contract with Jenzabar to provide a District wide Enterprise Resource Planning & Student Administration (ERP/SIS) Solution for an initial 5-year cost \$3,717,281 plus a contingency of 5% to cover the need for potential change orders.

Board Action: Approved

Pat Fahey, Chair, RCC Board of Education

Dated: October 18, 2022

Selection Process

Background

Rogue Community College (RCC) utilizes an internally developed Enterprise Resource Planning (or ERP) system. The ERP is the information system used by RCC students, faculty, and staff to complete administrative functions. RCC's ERP system is more than 25 years old and requires programming staff for reporting, processing, software, and system support. The College desires its ERP to properly align with the current generation of applications, architectures, and technologies. Staff can't improve students' success at our institution with a 25-year-old system. ERP applications have evolved to become more open and flexible, supporting new and evolving technology such as mobile-friendly, flexible, automation, reporting, and integration.

In the fall of 2021, the College formed an ERP Steering Committee. The committee, along with a hired consulting firm, and stakeholders from across the college, developed process maps of the College's current practices and basic needs assessment. This information was used to create the Request for Proposal issued in May 2022.

ERP Steering Committee

The Steering Committee provides executive leadership for the selection and implementation of the new ERP. Committee members

Jodie Fulton, Director, Contract and Procurement
 Dani Crouch, Director, Enrollment Services/Registrar
 Debbie Dice, Accountant II – Financial Systems

Laurie Roe, Director, Institutional Research
 Lisa Stanton, VP of Operations and Finance/CIO
 Jeremy Taylor, Faculty and Information Technology

Selection Process

The ERP Steering Committee contracted with the Government Finance Officers Association (GFOA) to assist with the planning and selection process and to provide general guidance during the implementation of the selected solution. GFOA has over 20 years of experience in enterprise resource planning (ERP) system assessments, procurement, contract negotiation, and implementation advisory services. Their approach to ERP projects focuses on business process improvement, effective governance, and building organizational readiness.

The general approach to selecting a vendor was a two-phase approach.

Phase 1 – Business Process Improvement

During the first phase, a project plan was developed, and it was determined how the project would be managed and who would be involved. With the assistance of GFOA, stakeholders documented and analyzed their processes to determine their base needs, discuss best practices, and catalog recommendations for the new solution. The Steering committee and GFOA then developed a plan of action for the RFP (Request for Proposals), selection, and contracting process.

Phase 2– RFP Development and Selection Assistance

During this phase, a comprehensive list of functional and technical requirements based on phase one work. An RFP was developed that addressed the following:

1. Procurement terms and conditions
2. Detailed vendor response templates
3. Templates to build core elements of vendor statement of work
4. Functional Requirements
5. Interface Definitions
6. Technical Documentation
7. Key Objectives / Goals / Critical Success Factors for the Project
8. Service Level Agreements
9. Other information necessary for vendors to prepare a detailed response that meets the College's needs.

The RFP was released in April, with responses due on May 5, 2022. RCC held a pre-proposal meeting which was attended by four firms and received two complete proposals. During the selection process, the Steering Committee followed GFOA's recommended strategy to evaluate the proposal through a selection process that consisted of analyzing the written proposal, the demonstrations, and calling and visiting other colleges using the system.

Stakeholder participation in the demonstrations was extremely important. The technical and functional stakeholders

participated in detailed demonstrations related to their function, while the entire college community was invited to participate in demonstrations on the student and faculty portals. Participants were provided an evaluation score sheet that allowed them to share their feedback which was included in the final scoring. Jenzabar was the top candidate.

The ERP Steering Committee Several performed reference checks on Jenzabar before a final decision was made. In addition to phone reference checks, the ERP Steering Committee visited Southwestern Oregon Community College and Treasure Valley Community College for an in-depth review of the product in a live environment.

Reasons Jenzabar was selected over Ellucian

- Jenzabar's database is not a proprietary database structure.
 - With Jenzabar's SQL solution, RCC will be able to find Database Administration (DBA) easier and, if the need arises, the ability to move our data from Jenzabar to a new solution.
- Jenzabar fully integrates with PowerFails
 - The ability to process and award student financial aid correctly and timely is imperative. Jenzabar has a fully functioning API to integrate with PowerFails and ensures timely updates between the two systems; therefore, a change in financial aid software will not be needed. PowerFails has been proven to be an efficient financial aid system.
- Student's ability to interact with the online portal.
 - Jenzabar's registration page clearly showed the student's degree audit, guided pathway data, and class availability to fulfill their degree requirements and register for the upcoming term. The interface was clean and easy to navigate.
- Successfully used by five other Oregon Community Colleges
 - Jenzabar has a proven track record as an Oregon community college solution and has already developed data reports necessary for State reporting. The Oregon community college's using Jenzabar will also be helpful to collaborate with during and post-implementation.
- Implementation and Project Management
 - Jenzabar's implementation strategy is clear and concise, focusing on training and continuous improvement.

Contracting

In association with GFOA, RCC is developing a Scope of Work and negotiating a contract with Jenzabar.

Rogue Community College

AY23 COLLEGE PRIORITIES AND ASSESSMENTS

Stabilize Enrollment

- Increase Fall/Winter/Spring/Summer headcount enrollments (*baseline data: 5-week enrollment report*)
- Increase persistence from term to term (*baseline data: 5-week enrollment report*)
- Take steps to pursue Hispanic Serving Institution (HSI) status (*progress report*)

Enhance Pathways

- Create college ready checklist/survey that identifies areas we can better support students – intake form/process (Y/N)
- Create part-time program maps (Y/N)
- Help students get on the path – improve process for working with undecided majors and expand supports for getting on the path (*progress report*)

Deploy ERP

- Select next ERP (Y/N)
- Develop roadmap for student & finance deployment (Y/N)

Community Relations

- Increase community resources on campuses (*progress report*)
- Grow K-12 partnerships (*progress report*)
- Respond to sector strategy employer needs (*progress report*)

Internal Communications

- Roll-out internal events calendar (Y/N)
- Develop & deploy internal communications plan (Y/N)
- Improved results on employee engagement survey (*baseline data: current employee engagement survey*)

* November board work session will provide further details on baseline assessments and progress on goals

* May board work session will include reports and updated metrics

10/11/22

RCC's Strategic Plan

Mission

Rogue Community College enhances the quality of life in our communities by providing accessible, exemplary educational opportunities for student success and economic development.

Vision

Rogue Community College will be an inclusive and dynamic college that inspires, strengthens, and transforms.

Core Values

Integrity drives us as an institution and individuals to demonstrate clear communication, transparency, ethics, and accountability.

Collaboration promotes a communicative, agile, responsive culture that fosters vibrant, productive partnerships to benefit our students and strengthen our communities.

Diversity, Equity and Inclusion create an accessible, welcoming, respectful and safe environment which engages all individuals, beliefs, and ideas fairly.

Sustainability guides us to be responsible and thoughtful stewards of our human, economic, environmental, and cultural resources.

Courage frees the institution and individuals to creatively pursue best practices supporting student success.

Wildly Important Goals: Core Themes

WIG 1: Equitable Access creates a welcoming and inclusive environment for all.

Objective 1: Improve community access to our educational opportunities and support systems. (AY23 P1, P2, P3 P4, P5)

Objective 2: Increase participation of under-served populations in our programs. (AY23 P1, P2, P4)

Objective 3: Improve participation in adaptable and responsive training and learning opportunities designed to improve college access. (AY23 P1, P2, P4)

WIG 2: Student Success helps all students progress on their learning pathway.

Objective 4: Implement holistic student supports to ensure students meet their learning goals. (AY23 P1, P2, P4, P5)

Objective 5: Use effective student engagement strategies to increase student persistence. (AY23 P1, P2, P4)

Objective 6: Decrease student time and number of credits to completion of a credential. (AY23 P2)

WIG 3: Building Community strengthens and expands internal and external collaborative partnerships.

Objective 7: Increase comprehensive outreach with business and industry partners. (AY23 P4)

Objective 8: Determine local employer satisfaction with our graduates for program quality improvement.

Objective 9: Strengthen relationships with community partners for the benefit of students. (AY23 P4, P5)

WIG 4: Institutional Excellence builds a campus culture of continuous improvement

Objective 10: Apply assessment and evaluation data to improve curriculum, course delivery, and services to support student success. (AY23 P3, P5)

Objective 11: Increase participation in professional development that enhances teaching and learning, student success, and institutional effectiveness. (AY23 P5)

Objective 12: Make effective use of new and emerging technologies to improve teaching, learning, communication, and institutional operations. (AY23 P3, P5)

***Rogue Community College District
Special Meeting: Board of Education Work Session
August 16, 2022 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Pat Fahey, Board Chair, at 4:03 p.m. on Tuesday, August 16, 2022 in-person on the Redwood Campus, Room H2, 3345 Redwood Highway, Grants Pass, OR 97527 and via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Pat Fahey, Claudia Sullivan, Jeff Lang, Kevin Talbert, Roger Stokes, Maria Ramos Underwood, and Pat Ashley.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Lisa Stanton, Juliet Long, Jamee Harrington, Natalie Herklotz, Laurie Roe, Mary Middleton, Jodi Simons, Sally Snyder, Chelsea Daugherty, Christina Wooten, April Hamlin, Dave Koehler, Jeanine Henriques, Marco Vasquez, Terrie Sandlin, Julie Raefield, and Rachelle Brown; and Lauren Bishop, Grants Pass Daily Courier.
4. **Information Presentation:**
 - A. Mission Fulfillment Report- The College Effectiveness Council (CEC) overviewed the results of the 2021-2022 Mission Fulfillment report (see file). The charter of the CEC is to provide the College with relevant information and data to engage in ongoing, purposeful, systematic, and comprehensive planning, assessment, and continuous improvement processes that lead to performance excellence and fulfillment of RCC's mission. The 2021-2022 Mission Fulfillment report is the first assessment of the 2021-2028 Strategic Plan and can be used to describe how we are answering the question of "How well are we, as an institution, achieving our goals?" Through this assessment of the strategic plan, we can connect our work to our mission and create a cyclical process of continuous improvement. Juliet Long, Vice President of Student Learning and Success, presented the objectives and results on the RCC Annual Assessment of Strategic Mission Fulfillment Scorecard (see file). Ms. Long noted how measurable indicators and achievement levels were developed to assess each objective or establish a baseline for ongoing monitoring. These indicators are summarized in the scorecard with detailed supporting data available. The scorecard and corresponding data have been evaluated by the CEC and the Executive Team. The Executive Team has provided recommendations for improvements to the metrics for 2022-2023 as noted in the report and the CEC will take those recommendations forward for 2022-2023. The Board thanked the CEC for their effort in putting together this report.
5. **Adjournment-** Pat Fahey adjourned the meeting at 4:53 p.m.

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

***Rogue Community College District
Board of Education– August 16, 2022 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Pat Fahey, Board Chair, at 5:04 p.m. on Tuesday, August 16, 2022 in-person on the Redwood Campus, Room H2, 3345 Redwood Highway, Grants Pass, OR 97527 and via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Roger Stokes, Kevin Talbert, Pat Fahey, Pat Ashley, Claudia Sullivan, Maria Ramos Underwood, and Jeff Lang.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Juliet Long, Lisa Stanton, Jamee Harrington, Jodi Simons, Mary Middleton, Dave Koehler, Navarro Chandler, April Hamlin, Christina Wooten, Julie Raefield, Kim Freeze, Sally Snyder, Chelsea Daugherty, and Rachelle Brown; and Illinois Valley Community Members John and Jean Anne Miles.
4. **Public Comment-** None.
5. **College Reports**
 - A. Written Report(s)-
 - a. **Student Government (no written report)-** No one present to comment.
 - b. **Classified Association (no written report)-** No one present to comment.
 - c. **Faculty Association (no written report)-** Mary Middleton said she will be attending a conference in Portland and she is looking forward to engaging with other faculty from around the state.
 - d. **Faculty Senate (no written report)-** No one present to comment.
6. **Board Reports**
 - A. Executive Committee- Nothing to add.
 - B. Finance and Audit Committee- Maria Ramos Underwood highlighted items from the Finance and Audit Committee meeting agenda (see file).
 - C. RCC Foundation Liaison- Claudia Sullivan noted she has nothing to add that is not already covered in Jodi Simons' report (see file).
 - D. Board Outreach Committee- Nothing to add.
 - E. Board Policy Committee- Pat Ashley said this group will begin meeting again soon.
 - F. OCCA/OSBA Liaison- Pat Fahey discussed the upcoming OCCA board member training and encouraged his fellow board members to attend.
7. **College Updates**

***Rogue Community College District
Board of Education– August 16, 2022 Meeting Minutes***

- 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, discussed the ongoing Redwood Campus Annexation project. Jamee Harrington, Vice President of People, Culture, and Safety, and Juliet Long, Vice President of Student Learning and Success, discussed the upcoming RCC Open House events happening on all three campuses.
- C. Foundation- Jodi Simons highlighted items from her written report (see file).
- D. Bond Oversight Committee- Lisa Stanton highlighted items from the written report (see file).

8. Board Action and/or Information Items

- A. Approve Occupational Skills Training Certificate

Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve item 8.A, as presented.

The motion unanimously carried.

- B. Approve Authorization to Invest Taxing District Funds- Josephine County

Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve item 8.B, as presented.

The motion unanimously carried.

- C. Executive Summary of Revisions to the Management, Administrative, and Confidential Employee Handbook (Information)

9. New Business

- A. Outcomes of the Association of Community College Trustees (ACCT) Governance Leadership Institute for New Trustees- President Randy Weber and Board Member Maria Ramos Underwood both attended the ACCT event in Washington, D.C. Ms. Underwood said she found the conference very informative, particularly around board policies and code of ethics. President Weber said he also found the conference extremely enlightening and that he appreciates the strong relationship between himself and the Board, as well as the Board and the Senior Leadership Team. Discussion occurred around board policies and procedures.

***Rogue Community College District
Board of Education– August 16, 2022 Meeting Minutes***

- B. Follow-up from Board Retreat-** President Weber noted how this month’s board agenda has been redesigned to allow for better flow and discussion during board meetings. Discussion occurred around the structure of board committees and liaison positions. President Weber added that he will work with board members Pat Ashley and Maria Ramos Underwood on how to best assess the College’s top five priorities for the upcoming year. Those priorities will be brought to the Board at their October 18th meeting.

10. Old Business

11. Approve Consent Agenda

- A. Meeting Minutes**
- a. May 17, 2022 RCC District Budget Committee
 - b. May 17, 2022 Board Meeting
 - c. May 26, 2022 RCC District Budget Committee
 - d. June 21, 2022 Special Board Meeting
 - e. June 21, 2022 Board Meeting
 - f. July 19, 2022 Special Board Meeting
- B. Grant Acceptance (none)**
- C. Financial Reports**
- a. Monthly Financial Data Report- July 2022

Pat Ashley moved, seconded by Kevin Talbert, that the Board approve the consent agenda.

The motion unanimously carried.

12. Roundtable-

Kevin Talbert said he will be heading to the coast next week for a few days.

Roger Stokes thanked President Weber for his weekly updates to the Board and for the new format of the President’s Board Report.

Maria Ramos Underwood said she is very excited to hear about the new occupational skills training certification program that was approved at tonight’s meeting.

Jeff Lang noted that he is headed to New Hampshire for his son’s graduation.

Claudia Sullivan said she is looking forward to the RCC Open Houses.

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Board of Education– August 16, 2022 Meeting Minutes***

Pat Fahey informed the group that he is taking off on Friday to a trip to Alaska.

13. Adjournment- Pat Fahey adjourned the meeting at 6:01 p.m.

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

***Rogue Community College District
Special Meeting: Board of Education Work Session
September 20, 2022 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Pat Fahey, Board Chair, at 4:03 p.m. on Tuesday, September 20, 2022 in-person on the Table Rock Campus, Room A-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: Pat Fahey, Jeff Lang, Roger Stokes, Maria Ramos Underwood, and Pat Ashley.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Lisa Stanton, Juliet Long, Jamee Harrington, Dave Koehler, April Hamlin, Nicole Sakraida, Kim Freeze, Navarro Chandler, Jodi Simons, Julie Toledo, Rene McKenzie, Jeanine Henriques, Greg McKown, Mariane Berry, Marco Vasquez, Julie Raefield, and Rachelle Brown; and Chris Bristol, Grants Pass Daily Courier.
4. **Information Presentation:**
 - A. Executive Team Update- Stabilizing Enrollment Efforts- Deans Navarro Chandler, Kim Freeze, April Hamlin, Dave Koehler, and Nicole Sakraida gave a presentation outlining the efforts and steps that are being taken to stabilize enrollment (see file). President Weber stated how a two-day Executive Team retreat was held in early September. He added that the purpose of the retreat was to identify how to make the charge for all of RCC to be focused on stabilizing enrollment. Dave Koehler highlighted the themes that resulted from deep dive discussions had during the retreat. The outcome of the retreat was a list of five top priorities to help stabilize enrollment: learning students' names, increasing student engagement, improving early alert strategies, promoting course completion, and encouraging early registration. Nicole Sakraida stated ways in which RCC will work to learn students' names, which included: updating name badges for staff and faculty, encouraging student-to-student engagement, and operationalizing classroom strategies. She then discussed ways to increase student engagement, which included: student clubs, student employment on campus, student leadership, co-curricular and extra-curricular activities, and industry connections/tours. April Hamlin went on to highlight ways to potentially improve early alert strategies. Ms. Hamlin then discussed ways to promote course completion, which included: changing the emphasis on withdrawing, having more conversations with students, and identifying processes that incentivize students to stay. Navarro Chandler discussed ways in which to encourage students to register early for their classes and how the college will then measure the success rate. Mr. Chandler stated how the five charges for the college are all things that can be done this year. The Board thanked the Deans for their presentation, the energy and enthusiasm they bring to their roles, and the collaboration it took to come up with the five charges for all of RCC.
5. **Adjournment-** Pat Fahey adjourned the meeting at 4:48 p.m.

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

***Rogue Community College District
Board of Education– September 20, 2022 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Pat Fahey, Board Chair, at 5:02 p.m. on Tuesday, September 20, 2022 in-person on the Table Rock Campus, Room A-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: Roger Stokes, Pat Fahey, Pat Ashley, Maria Ramos Underwood, and Jeff Lang.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Juliet Long, Lisa Stanton, Jamee Harrington, Jodi Simons, Mary Middleton, Dave Koehler, Navarro Chandler, April Hamlin, Nicole Sakraida, Greg McKown, Julie Raefield, Kim Freeze, Rene McKenzie, Laurie Roe, Marco Vasquez, Chiharu Sai, and Rachelle Brown; and Chris Bristol, Grants Pass Daily Courier.
4. **Public Comment-** None.
5. **College Reports**
 - A. Written Report(s)-
 - a. **Student Government (no written report)-** No one present to comment.
 - b. **Classified Association (no written report)-** No one present to comment.
 - c. **Faculty Association (no written report)-** Mary Middleton thanked the Board for offering a Zoom option for their monthly meeting. She stated how faculty are busy connecting with their students during the first week of term. She added that faculty are excited for the increase in enrollment.
 - d. **Faculty Senate (no written report)-** Julie Toledo echoed what Mary Middleton said and noted the excitement from faculty for this upcoming school year.
6. **Board Reports**
 - A. Executive Committee- Nothing to add.
 - B. Finance and Audit Committee- Maria Ramos Underwood highlighted items from the Finance and Audit Committee meeting agenda (see file). She added that discussion was had on enrollment and retention.
 - C. RCC Foundation Liaison- Claudia Sullivan was not present to comment.
 - D. Board Outreach Committee- Pat Fahey said he recently spoke at the Rotary Club of Cave Junction and that it went well.
 - E. Board Policy Committee- Pat Ashley said their work continues and they now have monthly meetings scheduled.
 - F. OCCA/OSBA Liaison- Pat Fahey noted how OCCA has been very busy and discussions have been had on the upcoming legislative session.

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7. College Updates

- A. President's Report- President Randy Weber highlighted items from his written report (see file). He then provided an update on the Redwood Campus Annexation and stated that RCC is on the agenda for the October 19th Grants Pass City Council meeting. President Weber also provided an update on the ERP process and stated that an intent to award notice went out late last week.
- B. Senior Leadership Team- Jamee Harrington, Vice President of People, Culture, and Safety, Lisa Stanton, Vice President of Operations and Finance, and Juliet Long, Vice President of Student Learning and Success, highlighted items from their written report (see file). Ms. Harrington noted the new Director of Marketing, Kelly Gonzales, started this week and everyone is very excited to have her on board.
- C. Foundation- Jodi Simons highlighted items from her written report (see file).
- D. Bond Oversight Committee- President Weber noted the focus of this committee going forward will be to look at overall facility strategies and efforts. He stated how RCC wants to make sure that its facilities are meeting the needs of our programming and support services.

8. Board Action and/or Information Items

- A. Review Board Policy BP-7400: Employee Travel (First Reading)
- B. Approve Board Participation at the 2022/23 Oregon Community College Association (OCCA) Annual Conference

Pat Ashley moved, seconded by Roger Stokes, that the Board approve item 8.B, as presented.

The motion unanimously carried.

- C. Approve Advertisement: Board of Education RCC District Zone 5 Vacancy

Roger Stokes moved, seconded by Pat Ashley, that the Board approve item 8.C, as presented.

The motion unanimously carried.

9. New Business

- A. May 2023 Special Election- Board of Education seats in zones 1, 3, 4, and 5 have terms expiring on June 30th, 2023. Board members who plan to run for re-election

***Rogue Community College District
Board of Education– September 20, 2022 Meeting Minutes***

were encouraged to work with Rachelle Brown, Assistant to the President-Governance, when the time comes to run in the May 2023 Special Election.

10. Old Business (none)

11. Approve Consent Agenda

- A. Grant Acceptance**
 - a. Enhancing Course Reserves Project
 - b. Future Ready Oregon Career Pathways
- B. Financial Reports**
 - a. Monthly Financial Data Report- August 2022

Pat Ashley moved, seconded by Roger Stokes, that the Board approve the consent agenda.

The motion unanimously carried.

Pat Fahey closed the public meeting at 5:44pm.

12. Executive Session- Pat Fahey called the meeting into Executive Session at 5:49 p.m. pursuant to ORS 192.660 (2)(b) Consideration of Discipline or Dismissal; and (2)(d) Labor Negotiations; and closed the Executive Session at 6:07 p.m.

Pat Fahey reconvened the public meeting at 6:08 p.m.

13. Roundtable-

Roger Stokes thanked President Weber and Board Chair Pat Fahey for the restructure of the agenda and improved board meeting flow.

Maria Ramos Underwood said she was excited to have a work session where the presenters were clearly so enthusiastic about their jobs.

Jeff Lang echoed Ms. Underwood and said the work session was fantastic. He also thanked President Weber for his all college address.

Pat Fahey said he popped in to the in-service event on the Redwood Campus and that he was very impressed with President Weber's address. He added how he will miss having Kevin Talbert on the Board.

***Rogue Community College District
Board of Education– September 20, 2022 Meeting Minutes***

President Weber said everyone is so excited to have students back on campus.

14. Adjournment- Pat Fahey adjourned the meeting at 6:10 p.m.

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

Monthly Financial Data Report
September 2022

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. B13-22/23 approving the Monthly Financial Statements for September 2022.

Background Information: The September 2022 Monthly Financial Statements are attached for review. Board Committee representatives will review the statements as part of the Finance and Audit Committee meeting on Tuesday, October 18, 2022 prior to the Board meeting.

Whereas, the RCC Finance and Audit Committee has reviewed and approved the Monthly Financial Statements; therefore, be it;

Resolved, that the RCC Board of Education adopts Resolution No. B13-22/23 approving the Monthly Financial Statements for period ending September 30, 2022.

Action: Approved

Pat Fahey, Chair, RCC Board of Education

Dated: October 18, 2022



Monthly Financial Data
September 30, 2022

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, 2022 through September 30, 2022

Audit

The 2021/22 annual audit interim field work was performed in July. The remainder of the audit work is schedule to begin October 24th and is expected to continue through December 9th. The auditors will provide a comprehensive presentation to the Audit and Finance Committee on December 13th. They will also provide a brief recap during the Board of Education meeting. Please RSVP with Rachelle Brown at or before November's meeting if you plan to attend the Audit and Finance Committee presentation.

The 2020/21 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. In September we were notified that we were awarded the GFOA's 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 2022/23 annual budget and associated property tax levies on June 21, 2022. 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 changed from 1.90% to 2.20% effective October 11, 2022. 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 \$11.8 million was developed assuming a 0% reduction in FTE when compared to the prior year. Tuition and fee revenue through fall term is \$5 million, or 42.2% of the adopted budget. This is 0.8% less than expected. Overall, general fund tuition revenue is projected to be \$11.7 million, \$41,100 less than the original budget.

State Appropriations

The state appropriations budget of \$9.99 million was developed using a community college support fund (CCSF) appropriation of \$703 million. The College's percentage of the overall state appropriation for 2022/23 is 2.8%, reflecting a 0.4% decrease from the prior year. This will be adjusted once the funding formula is updated with final FY 21/22 FTE and FY 22/23 property tax levies for each community college. Based on updates from the Oregon Higher Education Coordinating Commission (HECC), we are anticipating RCC's allocation will be received as budgeted.

Property Taxes

Property tax revenue is budgeted at \$16.3 million. The property tax revenue currently collected are from prior year levies. Property tax revenue payments for the 2022/23 levy will begin in November.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2022 through September 30, 2022

General Fund (continued)

Expenses

Expenses by function, by type, are presented on page 5. The College has spent 17% of original budget as of September 30th. Overall expenses are not expected to exceed budget.

Fund Balance

The 2022/23 adopted beginning fund balance is \$6.6 million. The projected beginning fund balance for 2022/23 is \$11.8 million, which is \$5.2 million more than the original budget. This is due to the anticipated ERTC refund which was recorded in FY 2021/22 as a result of preliminary audit work.

The 2022/23 ending fund balance is projected to be \$7.9 million, \$4 million less than beginning fund balance. This reduction reflects the use of one-time funds during FY 2022/23.

Community and Workforce Development Fund

Tuition and Fee Revenue

The adopted tuition and fee budget for the Community and Workforce Development Fund is \$540,700. Tuition and fee revenue through fall term is \$251,500, or 46.5% of the adopted budget. This is 5.1% more than expected. Overall, tuition revenue is projected to be \$553,000, \$12,300 more than the original budget.

Expenses

Expenses by function, by type, are presented on page 6. The College has spent 14.7% of original budget as of September 30th. Overall expenses are not expected to exceed available resources, including beginning fund balance, for the fiscal year.

Fund Balance

The 2022/23 adopted beginning fund balance is \$174,600. The projected ending fund balance for 2021/22 is \$241,300. This equates to an increase of \$66,700 in beginning fund balance.

The 2022/23 ending fund balance is projected to be \$236,400, \$4,900 less 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

Tuition and fee budget related to entrepreneurial activity is equal to \$102,200. This is based on the originally projected enrollment in Nursing Assistant offerings for FY 2022/23.

Expenses

Entrepreneurial activity has spent 2.2% of original budget as of September 30th. 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, 2022 through September 30, 2022

Entrepreneurial Fund (continued)

Fund Balance

The 2022/23 adopted beginning fund balance for entrepreneurial activity is \$295,500. The projected beginning fund balance for 2022/23 is \$204,700, \$90,800 less than budgeted.

The 2022/23 ending fund balance is projected to be \$418,700, \$214,000 more than beginning fund balance. This will be revised as entrepreneurial activities for FY 2022/23 are determined.

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 2022/23 projected reimbursement is \$268,000. SNAP is billed on a quarterly basis.

Expenses

STEP activity has spent 6.3% of original budget as of September 30th. Overall expenses are not expected to exceed available resources for the fiscal year.

Fund Balance

The 2022/23 adopted beginning fund balance for STEP activity is \$217,100. The projected beginning fund balance for 2022/23 is \$216,600, which is \$400 less than budgeted.

The 2022/23 ending fund balance is projected to be \$285,800, \$69,200 more than beginning fund balance.

Renewal and Replacement Fund

Tuition and Fee Revenue

The adopted fee budget for the Renewal and Replacement Fund is \$619,700. Tuition and fee revenue through fall term is \$259,700, or 41.9% of the adopted budget. This is 1.4% less than expected. Overall, revenue is projected to be \$616,000, \$3,600 less than the original budget.

Expenses

Expenses by function, by type, are presented on page 8. The College has spent 3.3% of original budget as of September 30th. Overall expenses are not expected to exceed available resources, including beginning fund balance, for the fiscal year.

Fund Balance

The 2022/23 adopted beginning fund balance is \$3.6 million. The projected beginning fund balance for 2022/23 is \$3.7 million, which is \$134,600 more than the original budget.

The 2022/23 ending fund balance is projected to be \$2.5 million, \$1.1 million less than beginning fund balance.

**Rogue Community College
Executive Financial Summary
For the Period July 1, 2022 through September 30, 2022**

Contract and Grant Fund

A list of active grants has been updated as of September 30, 2022. The report may be found at:
<http://web.roguecc.edu/budget-and-financial-services/contract-grant-accounting>

ROGUE COMMUNITY COLLEGE
GENERAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	<u>Budgeted Amounts</u>		<u>September 30, 2022</u>	<u>June 30, 2023</u>	<u>Better (Worse)</u>
	<u>Original</u>	<u>Current</u>	<u>Actual</u>	<u>Projected</u>	<u>vs Original Budget</u>
Revenues:					
State Sources	9,995,003	9,995,003	2,415,784	9,995,003	-
Local Sources	16,255,982	16,255,982	69,048	16,255,982	-
Tuition and Fees	11,777,987	11,777,987	4,920,957	11,736,846	(41,141)
Other Revenue Sources	5,984,000	5,984,000	288,895	484,000	(5,500,000)
Total Revenues	44,012,972	44,012,972	7,694,685	38,471,831	(5,541,141)
Expenditures:					
Instruction					
Personnel	10,884,629	10,884,629	1,614,762	10,488,429	396,201
Other Personnel	4,444,470	4,444,470	796,042	4,282,691	161,779
Materials and Services	628,267	628,267	133,148	452,197	176,070
Capital	7,136	7,136	-	8,782	(1,646)
Total Instruction	15,964,502	15,964,502	2,543,952	15,232,099	732,403
Instructional Support					
Personnel	2,185,137	2,185,137	507,653	2,105,598	79,539
Other Personnel	1,316,025	1,316,025	289,163	1,268,122	47,903
Materials and Services	450,022	450,022	215,548	357,643	92,379
Capital	22,935	22,935	3,321	28,226	(5,291)
Total Instructional Support	3,974,119	3,974,119	1,015,686	3,759,588	214,531
Student Services					
Personnel	3,655,713	3,655,713	819,451	3,522,645	133,068
Other Personnel	2,683,618	2,683,618	569,381	2,585,934	97,684
Materials and Services	712,507	712,507	133,928	571,236	141,271
Total Student Services	7,051,838	7,051,838	1,522,760	6,679,816	372,022
Community Services					
Personnel	121,437	121,437	26,817	117,017	4,420
Other Personnel	80,736	80,736	19,737	77,797	2,939
Materials and Services	9,927	9,927	318	7,145	2,782
Total Community Services	212,100	212,100	46,872	201,959	10,141
College Support Services					
Personnel	4,196,593	4,196,593	994,945	4,011,267	185,326
Other Personnel	2,799,581	2,799,581	582,949	2,691,712	107,869
Materials and Services	6,094,620	6,094,620	1,032,862	4,804,855	1,289,765
Capital	34,306	34,306	22,600	42,220	(7,914)
Total College Support Services	13,125,100	13,125,100	2,633,355	11,550,055	1,575,045
Plant Operations/Maintenance					
Personnel	1,349,674	1,349,674	347,092	1,300,546	49,128
Other Personnel	992,247	992,247	231,042	956,129	36,118
Materials and Services	2,051,830	2,051,830	444,426	1,789,131	262,699
Capital	43,329	43,329	12,200	53,325	(9,996)
Total Plant Ops/Maintenance	4,437,080	4,437,080	1,034,761	4,099,130	337,950
Contingency	4,937,613	4,937,613	-	-	4,937,613
Total Expenditures	49,702,352	49,702,352	8,797,385	41,522,647	8,179,705
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	985,000	985,000	-	985,000	-
Transfers Out	(1,933,590)	(1,933,590)	-	(1,907,475)	26,115
Total Other Financing Sources (Uses):	(948,590)	(948,590)	-	(922,475)	26,115
Revenues and Other Sources Over (Under)	(6,637,970)	(6,637,970)	(1,102,700)	(3,973,290)	2,664,680
Expenditures and Other Uses:					
Fund Balance, Beginning of Year (unaudited)	6,637,970	6,637,970	11,845,245	11,845,245	5,207,275
Fund Balance September 30, 2022	-	-	10,742,544	7,871,954	7,871,954

Tuition and Fee Revenue by Term

	Summer	Fall	Winter	Spring	Total
Projected	-	-	3,533,396	3,238,946	6,772,343
Actual as of 10/10/2022	1,080,315	3,884,188	-	-	4,964,504
Current Projection	1,080,315	3,884,188	3,533,396	3,238,946	11,736,846
Original Budget	1,354,469	3,651,176	3,533,396	3,238,946	11,777,987
Better(worse)	(274,153)	233,012	-	-	(41,141)

ROGUE COMMUNITY COLLEGE
COMMUNITY AND WORKFORCE DEVELOPMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022	June 30, 2023	Better (Worse)
	Original	Current	Actual	Projected	vs Original Budget
Revenues:					
State Sources	63,000	63,000	-	59,430	(3,570)
Tuition and Fees	540,708	540,708	246,322	552,987	12,279
Other Revenue Sources	200,000	200,000	-	16,841	(183,159)
Total Revenues	803,708	803,708	246,322	629,258	(174,450)
Expenditures:					
Instruction					
Personnel	245,881	245,881	48,620	245,881	-
Other Personnel	73,053	73,053	10,740	61,804	11,249
Materials and Services	308,899	308,899	33,675	118,899	190,000
Capital	15,000	15,000	-	-	15,000
Total Instruction	642,833	642,833	93,035	426,584	216,249
Instructional Support					
Personnel	156,052	156,052	39,303	145,396	10,656
Other Personnel	94,350	94,350	22,492	86,221	8,129
Materials and Services	36,700	36,700	730	17,837	18,863
Total Instructional Support	287,102	287,102	62,525	249,454	37,648
Contingency	95,689	95,689	-	-	95,689
Total Expenditures	1,025,624	1,025,624	155,560	676,038	349,586
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	82,295	82,295	-	76,911	5,384
Transfers Out	(35,000)	(35,000)	-	(35,000)	-
Total Other Financing Sources (Uses):	47,295	47,295	-	41,911	5,384
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(174,621)	(174,621)	90,761	(4,869)	169,752
Fund Balance, Beginning of Year (unaudited)	174,621	174,621	241,315	241,315	66,694
Fund Balance September 30, 2022	-	-	332,076	236,446	236,446

Tuition and Fee Revenue by Term

	Summer	Fall	Winter	Spring	Total
Projected	-	4,134	140,263	161,250	305,647
Actual as of 10/10/2022	109,560	137,780	-	-	247,340
Current Projection	109,560	141,914	140,263	161,250	552,987
Original Budget	103,376	135,819	140,263	161,250	540,708
Better(worse)	6,184	6,095	-	-	12,279

ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022	June 30, 2023	Better (Worse)
	Original	Current	Actual	Projected	vs Original Budget
Revenues:					
State Sources	268,008	268,008	-	268,008	-
Tuition and Fees	102,240	102,240	25,100	102,240	-
Other Revenue Sources	100,000	100,000	-	-	(100,000)
Total Revenues	470,248	470,248	25,100	370,248	(100,000)
Expenditures:					
Instruction					
Personnel	40,000	40,000	5,928	68,338	(28,338)
Other Personnel	12,932	12,932	1,460	22,094	(9,162)
Materials and Services	47,831	47,831	9,243	47,831	-
Total Instruction	100,763	100,763	16,630	138,263	(37,500)
Instructional Support					
Materials and Services	245,526	245,526	-	-	245,526
Total Instructional Support	245,526	245,526	-	-	245,526
Student Services					
Personnel	49,745	49,745	12,965	50,365	(620)
Other Personnel	38,018	38,018	8,898	34,566	3,452
Materials and Services	119,880	119,880	8,650	113,886	5,994
Total Student Services	207,643	207,643	30,514	198,817	8,826
Community Services					
Materials and Services	50,000	50,000	-	-	50,000
Total Community Services	50,000	50,000	-	-	50,000
College Support Services					
Materials and Services	250,000	250,000	-	-	250,000
Total College Support Services	250,000	250,000	-	-	250,000
Contingency	378,904	378,904	-	-	378,904
Total Expenditures	1,232,836	1,232,836	47,144	337,080	895,756
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	250,000	250,000	-	250,000	-
Transfers Out	-	-	-	-	-
Total Other Financing Sources (Uses):	250,000	250,000	-	250,000	-
Revenues and Other Sources Over (Under)	(512,588)	(512,588)	(22,044)	283,168	795,756
Expenditures and Other Uses:					
Fund Balance, Beginning of Year (unaudited)	512,588	512,588	421,328	421,328	(91,260)
Fund Balance September 30, 2022	-	-	399,284	704,496	704,496

**ROGUE COMMUNITY COLLEGE
RENEWAL AND REPLACEMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022**

	Budgeted Amounts		September 30, 2022	June 30, 2023	Better (Worse)
	Original	Current	Actual	Projected	vs Original Budget
Revenues:					
Tuition and Fees	619,662	619,662	258,376	616,028	(3,634)
Other Revenue Sources	170,000	170,000	7,465	7,465	(162,535)
Total Revenues	789,662	789,662	265,841	623,493	(166,169)
Expenditures:					
Instruction					
Materials and Services	531,109	531,109	13,398	309,804	221,305
Capital	154,863	154,863	-	113,512	41,351
Total Instruction	685,972	685,972	13,398	423,316	262,656
Instructional Support					
Capital	20,000	20,000	7,418	25,000	(5,000)
Total Instructional Support	20,000	20,000	7,418	25,000	(5,000)
College Support Services					
Materials and Services	896,976	896,976	-	-	896,976
Capital	35,755	35,755	-	-	35,755
Total College Support Services	932,731	932,731	-	-	932,731
Plant Operations and Maintenance					
Materials and Services	1,207,617	1,207,617	140,520	525,068	682,549
Capital	768,015	768,015	4,690	280,111	487,904
Total Plant Ops/Maintenance	1,975,632	1,975,632	145,210	805,179	1,170,453
Contingency	240,000	240,000	-	-	240,000
Total Expenditures	3,854,335	3,854,335	166,027	1,253,495	2,600,840
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	687,987	687,987	-	662,987	(25,000)
Transfers Out	(1,178,671)	(1,178,671)	-	(1,178,670)	1
Total Other Financing Sources (Uses):	(490,684)	(490,684)	-	(515,683)	(24,999)
Revenues and Other Sources Over (Under)	(3,555,357)	(3,555,357)	99,814	(1,145,685)	2,409,672
Expenditures and Other Uses:					
Fund Balance, Beginning of Year (unaudited)	3,555,357	3,555,357	3,689,957	3,689,957	134,600
Fund Balance September 30, 2022	-	-	3,789,771	2,544,271	2,544,271

Tuition and Fee Revenue by Term

	Summer	Fall	Winter	Spring	Total
Projected	-	-	185,899	170,407	356,306
Actual as of 10/10/2022	53,061	206,662	-	-	259,722
Current Projection	53,061	206,662	185,899	170,407	616,028
Original Budget	71,261	192,095	185,899	170,407	619,662
Better(worse)	(18,200)	14,566	-	-	(3,634)

ROGUE COMMUNITY COLLEGE
CAPITAL PROJECTS FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
State Sources	-	-	-
Local Sources	-	-	-
Other Revenue Sources	8,000,000	8,000,000	18,240
Total Revenues	8,000,000	8,000,000	18,240
Expenditures:			
Facilities Acquisition and Construction			
Personnel	-	-	4,699
Other Personnel	-	-	3,760
Materials and Services	350,000	389,062	324,698
Capital	13,814,248	13,775,186	-
Total Facilities Acq/Construction	14,164,248	14,164,248	333,157
Contingency	-	-	-
Total Expenditures	14,164,248	14,164,248	333,157
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	-	-	-
Revenues and Other Sources Over (Under)	(6,164,248)	(6,164,248)	(314,917)
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited)	6,164,248	6,164,248	6,707,348
Fund Balance, September 30, 2022	-	-	6,392,431

ROGUE COMMUNITY COLLEGE
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Local Sources	3,956,052	3,956,052	16,007
Other Revenue Sources	3,745,405	3,745,405	910,326
Total Revenues	7,701,457	7,701,457	926,333
Expenditures:			
College Support Services			
Materials and Services	2,014,563	2,014,563	-
Capital	5,565,000	5,565,000	-
Total College Support Services	7,579,563	7,579,563	-
Unappropriated Ending Fund Balance	583,924	583,924	-
Total Expenditures	8,163,487	8,163,487	-
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	-	-	-
Revenues and Other Sources Over (Under)	(462,030)	(462,030)	926,333
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited)	462,030	462,030	935,611
Fund Balance September 30, 2022	-	-	1,861,944

Long term debt schedule:

	Original Principal Amount	Principal Balance July 1, 2022	Principal Due FY 22/23	Principal Balance June 30, 2023	Principal Due Within One Year
2005 Limited tax pension bonds , interest 4.643% to 4.831% , Maturity June 30, 2028	\$ 21,035,000	\$ 10,565,000	\$ 1,540,000	\$ 9,025,000	\$ 1,700,000
2012 General obligation refunding bonds, interest 3.0% to 4.0% , Maturity June 15, 2025	\$ 9,430,000	4,345,000	1,365,000	\$ 2,980,000	1,450,000
2016A General obligation refunding bonds, interest 3.0% to 4.0% , Maturity June 15, 2025	\$ 7,040,000	1,990,000	615,000	\$ 1,375,000	660,000
2016B General obligation refunding bonds, interest 3.0% to 5.0% , Maturity June 15, 2034	\$ 20,000,000	15,730,000	1,015,000	\$ 14,715,000	1,105,000
2021 Limited tax pension bonds , interest 0.199% to 2.945% , Maturity June 15, 2040	\$ 31,545,000	\$ 30,730,000	\$ 1,030,000	\$ 29,700,000	\$ 1,070,000
Total	\$ 89,050,000	\$ 63,360,000	\$ 5,565,000	\$ 57,795,000	\$ 5,985,000

**ROGUE COMMUNITY COLLEGE
CONTRACT AND GRANT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022**

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Federal Sources	18,614,455	18,614,455	760,875
State Sources	1,596,515	1,596,515	268,048
Local Sources	80,000	80,000	94,350
Tuition and Fees	267,500	267,500	100,743
Other Revenue Sources	1,404,050	1,404,050	324,350
Total Revenues	21,962,520	21,962,520	1,548,366
Expenditures:			
Instruction			
Personnel	818,846	818,846	119,922
Other Personnel	386,580	386,580	63,022
Materials and Services	4,835,364	4,835,364	58,388
Capital	141,190	141,190	27,067
Total Instruction	6,181,980	6,181,980	268,398
Instructional Support			
Personnel	505,703	505,703	151,460
Other Personnel	327,033	327,033	78,795
Materials and Services	883,450	883,450	83,655
Capital	-	-	-
Total Instructional Support	1,716,186	1,716,186	313,910
Student Services			
Personnel	1,042,393	1,042,393	238,432
Other Personnel	318,792	318,792	69,491
Materials and Services	2,447,124	2,447,124	198,234
Capital	-	-	-
Total Student Services	3,808,309	3,808,309	506,157
Community Services			
Materials and Services	25,000	25,000	-
Total Community Services	25,000	25,000	-
College Support Services			
Personnel	233,480	233,480	53,803
Other Personnel	137,208	137,208	30,458
Materials and Services	2,889,661	2,889,661	340,280
Capital	-	-	-
Total College Support Services	3,260,349	3,260,349	424,542
Plant Operations and Maintenance			
Personnel	10,441	10,441	2,089
Other Personnel	10,395	10,395	657
Materials and Services	302,038	302,038	26,740
Total Plant Ops/Maintenance	322,874	322,874	29,486
Facilities Acquisition and Construction			
Materials and Services	10,025,000	10,025,000	-
Total Facilities Acq/Construction	10,025,000	10,025,000	-
Contingency	538,430	538,430	-
Unappropriated Ending Fund Balance	5,811,098	5,811,098	-
Total Expenditures	31,689,226	31,689,226	1,542,492
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	25,500	25,500	-
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	25,500	25,500	-
Revenues and Other Sources Over (Under)	(9,701,206)	(9,701,206)	5,874
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited)	9,701,206	9,701,206	7,126,314
Fund Balance September 30, 2022	-	-	7,132,189

For a list of active grants please visit:
www.roguecc.edu/operations/grants.asp

ROGUE COMMUNITY COLLEGE
INTRA-COLLEGE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Tuition and Fees	750	750	410
Other Revenue Sources	64,373	64,373	7,434
Total Revenues	65,123	65,123	7,844
Expenditures:			
Instructional Support			
Materials and Services	244,290	244,290	3,403
Total Instructional Support	244,290	244,290	3,403
Student Services			
Personnel	50,500	50,500	10,431
Other Personnel	16,326	16,326	2,562
Materials and Services	497,130	497,130	91,743
Capital	261,178	261,178	-
Total Student Services	825,134	825,134	104,735
College Support Services			
Materials and Services	133,319	133,319	5,901
Total College Support Services	133,319	133,319	5,901
Contingency	8,469	8,469	-
Total Expenditures	1,211,212	1,211,212	114,040
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	571,545	571,545	-
Transfers Out	(8,000)	(8,000)	-
Total Other Financing Sources (Uses):	563,545	563,545	-
Revenues and Other Sources Over (Under)	(582,544)	(582,544)	(106,196)
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited)	582,544	582,544	590,208
Fund Balance September 30, 2022	-	-	484,012

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 September 30, 2022**

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Other Revenue Sources			
PERS Reserve	727,505	727,505	-
Total Revenues	727,505	727,505	-
Expenditures:			
Reserved for Future Expenditures			
College Services Reserve	3,557,914	3,557,914	-
District Refund	650,000	650,000	-
District Wildfires	602,038	602,038	-
PERS Reserve	7,150,009	7,150,009	-
Stability Reserve	5,311,052	5,311,052	-
Unemployment Reserve	172,630	172,630	-
Total Expenditures	17,443,643	17,443,643	-
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In			
Stability Reserve	500,000	500,000	-
Transfers Out			
District Refund	(200,000)	(200,000)	-
Total Other Financing Sources (Uses):	300,000	300,000	-
Revenues and Other Sources Over (Under)	(16,416,138)	(16,416,138)	-
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited):			
College Services Reserve	3,557,914	3,557,914	3,557,914
District Refund	850,000	850,000	850,000
District Wildfires	602,038	602,038	602,038
PERS Reserve	6,422,504	6,422,504	6,396,281
Stability Reserve	4,811,052	4,811,052	4,811,052
Unemployment Reserve	172,630	172,630	172,635
Total Beginning Fund Balance	16,416,138	16,416,138	16,389,919
Fund Balance September 30, 2022	-	-	16,389,919

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 September 30, 2022**

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Federal Sources	16,328,815	16,328,815	2,953,734
State Sources	4,125,000	4,125,000	1,354,055
Local Sources	500,000	500,000	23,729
Total Revenues	20,953,815	20,953,815	4,331,519
Expenditures:			
Financial Aid			
Personnel	129,761	129,761	34,633
Materials and Services	20,789,054	20,789,054	4,814,352
Total Financial Aid	20,918,815	20,918,815	4,848,985
Contingency	-	-	-
Total Expenditures	20,918,815	20,918,815	4,848,985
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(35,000)	(35,000)	-
Total Other Financing Sources (Uses):	(35,000)	(35,000)	-
Revenues and Other Sources Over (Under)	-	-	(517,466)
Expenditures and Other Uses:	-	-	-
Fund Balance, Beginning of Year (unaudited)	-	-	-
Fund Balance September 30, 2022	-	-	(517,466)

A negative ending fund balance is due to timing reflecting when Financial Aid disburses awards and the Business Office draws down from the Feds. This resolves itself the following month.

ROGUE COMMUNITY COLLEGE
AUXILIARY SERVICES FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

	Budgeted Amounts		September 30, 2022
	Original	Current	Actual
Revenues:			
Sales	75,000	75,000	15,071
Tuition and Fees	42,616	42,616	6,224
Other Revenue Sources	256,214	256,214	71,489
Total Revenues	373,830	373,830	92,784
Cost of Goods Sold:			
Materials and Services	74,500	74,500	19,050
Gross Profit	299,330	299,330	73,734
Operating Expenditures:			
Personnel	146,650	146,650	32,992
Other Personnel	81,311	81,311	19,943
Materials and Services	289,831	289,831	32,308
Capital	81,955	81,955	-
Total Operating Expenditures	599,747	599,747	85,243
Year to Date Net Operating Income (Loss)	(300,417)	(300,417)	(11,509)
Contingency	176,687	176,687	-
Reserved for Future Expenditures	428,671	428,671	-
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	434,671	434,671	-
Transfers Out	(146,737)	(146,737)	-
Total Other Financing Sources (Uses):	287,934	287,934	-
Revenues and Other Sources Over (Under)	(617,841)	(617,841)	(11,509)
Expenditures and Other Uses:			
Fund Balance, Beginning of Year (unaudited)	617,841	617,841	592,930
Retained Earnings September 30, 2022	-	-	581,421

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 September 30, 2022

Appendix A

	Budgeted Amounts		September 30, 2022	June 30, 2023	Better (Worse)
	Original	Current	Actual	Projected	vs Original Budget
Nursing Assistant					
Revenue:					
Tuition and Fees	102,240	102,240	25,100	102,240	-
Transfers In	-	-	-	-	-
Fund Balance, Beginning of Year (unaudited)	-	-	52,702	52,702	52,702
Total Nursing Assistant Revenue	102,240	102,240	77,802	154,942	52,702
Expenditure:					
Personnel	40,000	40,000	5,928	68,338	(28,338)
Other Personnel	12,932	12,932	1,460	22,094	(9,162)
Non-District M&S	47,831	47,831	9,243	47,831	-
Contingency	1,477	1,477	-	-	1,477
Total Nursing Assistant Expenditures	102,240	102,240	16,630	138,263	(36,023)
Total Nursing Assistant	-	-	61,172	16,679	16,679
Other Activity					
Revenue:					
Other Revenue Sources	100,000	100,000	-	-	(100,000)
Transfers In	250,000	250,000	-	250,000	-
Fund Balance, Beginning of Year (unaudited)	295,526	295,526	152,010	152,010	(143,516)
Total Other Activity Revenue	645,526	645,526	152,010	402,010	(243,516)
Expenditure:					
Contingency	645,526	645,526	-	-	645,526
Total Other Activity Expenditures	645,526	645,526	-	-	645,526
Total Other Activity	-	-	152,010	402,010	402,010
Fund Balance September 30, 2022	-	-	213,182	418,690	418,690

Projected for future years:

Nursing Assistant (began 1/1/21; review for sustainability at 3 years)

	2023/24	2024/25	2025/26
Revenue:			
Tuition and Fees	\$ 102,240	\$ 51,120	\$ -
Projected Fund Balance, Beginning of Year	16,679	\$ 17,874	\$ -
Total Nursing Assistant Revenue	\$ 118,919	\$ 68,994	\$ -
Expenditure:			
Personnel	40,000	20,600	0
Other Personnel	13,214	6,805	0
Non-District M&S	47,831	24,633	0
Total Nursing Assistant Expenditures	\$ 101,045	\$ 52,038	\$ -
Total Nursing Assistant	\$ 17,874	\$ 16,956	\$ -

Other Activity

Revenue:			
Other Revenue Sources	\$ -	\$ -	\$ -
Transfers In	250,000	250,000	250,000
Projected Fund Balance, Beginning of Year	402,010	652,010	902,010
Total Other Activity Revenue	\$ 652,010	\$ 902,010	\$ 1,152,010
Expenditure:			
To Be Determined	0	0	0
Total Other Activity Expenditures	\$ -	\$ -	\$ -
Total Other Activity	\$ 652,010	\$ 902,010	\$ 1,152,010

Projected Ending Fund Balance

\$ 669,885	\$ 918,966	\$ 1,152,010
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Amount Available to be Designated for the Fiscal Year

	2022/23	2023/24	2024/25	2025/26
Available/(Short Fall)	402,010	652,010	902,010	1,152,010

ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND - STEP ACTIVITY
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED September 30, 2022

Appendix B

	Budgeted Amounts		September 30, 2022	June 30, 2023	Better (Worse)
	Original	Current	Actual	Projected	vs Original Budget
Revenues:					
State Sources	268,008	268,008	-	268,008	-
Total Revenues	268,008	268,008	-	268,008	-
Expenditures:					
STEP Project					
Personnel	49,745	49,745	12,965	50,365	(620)
Other Personnel	38,018	38,018	8,898	34,566	3,452
Materials and Services	35,170	35,170	903	33,412	1,759
Tuition	34,560	34,560	381	32,832	1,728
Travel & training	14,150	14,150	84	13,443	708
Supportive Services	36,000	36,000	7,282	34,200	1,800
Contingency	277,427	277,427	-	-	277,427
Total Expenditures	485,070	485,070	30,514	198,817	286,253
Fund Balance, Beginning of Year (unaudited)	217,062	217,062	216,615	216,615	(447)
Fund Balance September 30, 2022	-	-	186,102	285,806	285,806
Projected for future years:			2023/24	2024/25	2025/26
Revenues:					
Other Revenue Sources			268,008	268,008	268,008
Total Revenues			268,008	268,008	268,008
Expenditures:					
STEP Project					
Personnel			52,379	54,475	56,654
Other Personnel			35,949	37,387	38,883
Materials and Services			34,748	36,138	37,583
Tuition			34,145	35,511	36,932
Travel & training			13,980	14,539	15,121
Supportive Services			35,568	36,991	38,470
Total Expenditures			\$ 206,770	\$ 215,041	\$ 223,642
Projected Fund Balance, Beginning of Year			\$ 285,806	\$ 347,044	\$ 400,011
Projected Ending Fund Balance			\$ 347,044	\$ 400,011	\$ 444,377

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 September 30, 2022**

Appendix C

	2020/21 Budgeted Amounts		September 30, 2022	Better (Worse)
	Original	Current	Actual	vs Original Budget
Expenditures:				
Personnel	168,168	168,168	41,344	126,824
Other Personnel	99,032	99,032	22,157	76,875
Materials and Services:				
OFFICE SUPPLIES	-	-	-	-
MEETING SUPPLIES	2,914	4,973	5,324	(2,410)
OTHER SERVICES	4,844	4,844	310	4,534
FEES AND DUES	2,525	2,525	-	2,525
STAFF TRAVEL	13,670	11,611	2,437	11,233
POSTAGE	7	7	-	7
Presidential Search	-	-	-	-
Capital	-	-	-	-
Total Expenditures	291,160	291,160	71,571	219,589

**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.

Budget Transfers

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) approve Resolution No. B12-22/23 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 2022/23, therefore, be it

Resolved, that the RCC Board approve Resolution No. B12-22/23 authorizing budget transfers as presented.

Action: Approved

Pat Fahey, Chair, RCC Board of Education

Dated: October 18, 2022

Rogue Community College
FY 2022/23 Budget Transfer
Summary of July – September 2022 Changes

General Fund (Page 1)

Student Services	\$24,936	Fall enrollment saturation mailer
College Support Services	\$70,337	Fall enrollment saturation mailer; Revise function code for contracted security at RVC-HEC
Plant Operations and Maintenance	(\$95,273)	Revise function code for contracted security at RVC-HEC

Contract and Grant Fund (Page 5)

Instruction	\$95,261	Budget for new awards; Revise budget to anticipated beginning fund balances; Revise function code for contracted security at RVC- HEC
Instructional Support	(\$95,274)	
Student Services	\$613,820	
College Support Services	(\$558,640)	
Plant Operations and Maintenance	(\$95,273)	
Contingency	\$40,106	

Intra-College Fund (Page 7)

Student Services	\$8,469	Revise budget to anticipated beginning fund balance for Athletic Boosters
Contingency	(\$8,469)	

Renewal and Replacement Fund (Page 8)

Instruction	(\$126,047)	Revise budget to anticipated beginning fund balances
College Support Services	(\$6,500)	
Plant Operations and Maintenance	\$132,547	

Rogue Community College
Quarterly Budget Adjustments/Summary
2022/23 SEPTEMBER

Resolution No.

GENERAL FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 1,933,590.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,933,590.00
INSTRUCTION	15,964,502.00	0.00	0.00	0.00	0.00	0.00	15,964,502.00
INSTRUCTIONAL SUPPORT	3,974,119.00	0.00	0.00	0.00	0.00	0.00	3,974,119.00
STUDENT SERVICES	7,051,838.00	24,936.00	0.00	0.00	0.00	0.00	7,076,774.00
COMMUNITY SERVICES	212,100.00	0.00	0.00	0.00	0.00	0.00	212,100.00
COLLEGE SUPPORT SERVICES	13,125,100.00	70,337.00	0.00	0.00	0.00	0.00	13,195,437.00
PLANT OPERATIONS AND MAINTENANCE	4,437,080.00	(95,273.00)	0.00	0.00	0.00	0.00	4,341,807.00
CONTINGENCY	4,937,613.00	0.00	0.00	0.00	0.00	0.00	4,937,613.00
Total	\$ 51,635,942.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51,635,942.00

11.C.b₃

Rogue Community College
Quarterly Budget Adjustments/Summary
2022/23 SEPTEMBER

Resolution No.

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
RESERVE FUND							
TRANSFERS OUT	\$ 200,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200,000.00
Total	\$ 200,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200,000.00

11.C.b₄

Rogue Community College
Quarterly Budget Adjustments/Summary
2022/23 SEPTEMBER

Resolution No.

CAPITAL PROJECTS FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
FACILITIES ACQUISITION & CONSTRUCTION	\$ 14,164,248.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,164,248.00
Total	\$ 14,164,248.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,164,248.00

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DEBT SERVICE FUND

COLLEGE SUPPORT SERVICES

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
	\$ 7,579,563.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,579,563.00
Total	\$ 7,579,563.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,579,563.00

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CONTRACT AND GRANT FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
INSTRUCTION	\$ 6,181,980.00	\$ 95,261.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,277,241.00
INSTRUCTIONAL SUPPORT	1,716,186.00	(95,274.00)	0.00	0.00	0.00	0.00	1,620,912.00
STUDENT SERVICES	3,808,309.00	613,820.00	0.00	0.00	0.00	0.00	4,422,129.00
COMMUNITY SERVICES	25,000.00	0.00	0.00	0.00	0.00	0.00	25,000.00
COLLEGE SUPPORT SERVICES	3,260,349.00	(558,640.00)	0.00	0.00	0.00	0.00	2,701,709.00
PLANT OPERATIONS AND MAINTENANCE	322,874.00	(95,273.00)	0.00	0.00	0.00	0.00	227,601.00
FACILITIES ACQUISITION & CONSTRUCTION	10,025,000.00	0.00	0.00	0.00	0.00	0.00	10,025,000.00
CONTINGENCY	538,430.00	40,106.00	0.00	0.00	0.00	0.00	578,536.00
Total	\$ 25,878,128.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,878,128.00

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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	642,833.00	0.00	0.00	0.00	0.00	0.00	642,833.00
INSTRUCTIONAL SUPPORT	287,102.00	0.00	0.00	0.00	0.00	0.00	287,102.00
CONTINGENCY	95,689.00	0.00	0.00	0.00	0.00	0.00	95,689.00
Total	\$ 1,060,624.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,060,624.00

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Resolution No.

INTRA-COLLEGE FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,000.00
INSTRUCTIONAL SUPPORT	244,290.00	0.00	0.00	0.00	0.00	0.00	244,290.00
STUDENT SERVICES	825,134.00	8,469.00	0.00	0.00	0.00	0.00	833,603.00
COLLEGE SUPPORT SERVICES	133,319.00	0.00	0.00	0.00	0.00	0.00	133,319.00
CONTINGENCY	8,469.00	(8,469.00)	0.00	0.00	0.00	0.00	0.00
Total	\$ 1,219,212.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,219,212.00

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RENEWAL AND REPLACEMENT FUND	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 1,178,671.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,178,671.00
INSTRUCTION	685,972.00	(126,047.00)	0.00	0.00	0.00	0.00	559,925.00
INSTRUCTIONAL SUPPORT	20,000.00	0.00	0.00	0.00	0.00	0.00	20,000.00
COLLEGE SUPPORT SERVICES	932,731.00	(6,500.00)	0.00	0.00	0.00	0.00	926,231.00
PLANT OPERATIONS AND MAINTENANCE	1,975,632.00	132,547.00	0.00	0.00	0.00	0.00	2,108,179.00
CONTINGENCY	240,000.00	0.00	0.00	0.00	0.00	0.00	240,000.00
Total	\$ 5,033,006.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,033,006.00

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ENTREPRENEURIAL FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
INSTRUCTION	\$ 100,763.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100,763.00
INSTRUCTIONAL SUPPORT	245,526.00	0.00	0.00	0.00	0.00	0.00	245,526.00
STUDENT SERVICES	207,643.00	0.00	0.00	0.00	0.00	0.00	207,643.00
COMMUNITY SERVICES	50,000.00	0.00	0.00	0.00	0.00	0.00	50,000.00
COLLEGE SUPPORT SERVICES	250,000.00	0.00	0.00	0.00	0.00	0.00	250,000.00
CONTINGENCY	378,904.00	0.00	0.00	0.00	0.00	0.00	378,904.00
Total	\$ 1,232,836.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,232,836.00

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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	20,918,815.00	0.00	0.00	0.00	0.00	0.00	20,918,815.00
Total	\$ 20,953,815.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,953,815.00

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AUXILIARY SERVICES FUND

	Original Budget	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Supplemental	Current Budget
TRANSFERS OUT	\$ 146,737.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 146,737.00
INSTRUCTION	12,000.00	0.00	0.00	0.00	0.00	0.00	12,000.00
STUDENT SERVICES	257,459.00	0.00	0.00	0.00	0.00	0.00	257,459.00
COMMUNITY SERVICES	151,121.00	0.00	0.00	0.00	0.00	0.00	151,121.00
PLANT OPERATIONS AND MAINTENANCE	253,667.00	0.00	0.00	0.00	0.00	0.00	253,667.00
CONTINGENCY	176,687.00	0.00	0.00	0.00	0.00	0.00	176,687.00
Total	<u>\$ 997,671.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 997,671.00</u>