



Monthly Financial Data
May 31, 2024

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 May 31, 2024

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>.

Looking forward, the College is gearing up for a major shift in our systems - we're moving from RogueNet to Jenzabar over the summer months. The timing of our 2023/24 ACFR (Annual Comprehensive Financial Report) and our monthly financial reporting will be impacted as follows:

- July 16 Board Meeting: Follow Past Practice (no report, working on year end close)
- August 20 & September 17 Board Meetings: College Wide Summary for prior month end
 - Revenues by Tuition & Fees, Contracts & Grants, and Other
 - Expenses by Wages & Benefits, Materials & Services, and Other
- October 15 Board Meeting: Full Monthly Financial Report by fund for September year to date
- Annual Comprehensive Financial Report will be presented at the January Board meeting.

Budget

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

The 2024/25 budget and property taxes were approved by the RCC District Budget Committee on May 30, 2024 and will be presented to the Board of Education for adoption on June 18, 2024. Budget information is available at <https://www.roguecc.edu/operations/currentBudgetDev.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 5.2%. 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 spring term is \$14.6 million, or 115 % of the adopted budget. This is 15% more than expected. Overall, general fund tuition revenue is projected to be \$14.6 million, \$1.9 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), RCC's allocation will be \$1.6 million more than budgeted.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through May 31, 2024

General Fund (Continued)

Property Taxes

Property tax revenue is budgeted at \$16.9 million. Through May the College has received 92.6%, or \$16.4 million, of the imposed levies. The College has also received \$398,400 from prior year levies. Overall, property tax revenue is projected to be \$17.1 million, approximately \$200,000 higher than the original budget.

Expenses

Expenses by function, by type, are presented on page 5. The College has spent 76.3% of original budget as of May 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 \$12.8 million; \$1.4 million 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 spring term is \$953,100, or 137% of the adopted budget. Overall, tuition revenue is projected to be \$953,100, \$257,200 more than the original budget. The positive performance can be attributed to increased interest in Commercial Truck Driver Training and additional Driver Education capacity with the addition of qualified ODOT instructors. The Community and Workforce training programs were launched through Campus Marketplace for Spring Term and enrollment for Summer Term began on May 18th. As we continue to review and refine available reports, actual results versus current projections may vary more than normal.

Expenses

Expenses by function, by type, are presented on page 6. The College has spent 57.1% of original budget as of May 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 \$729,700, \$395,700 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.

Rogue Community College
Executive Financial Summary
For the Period July 1, 2023 through May 31, 2024

Entrepreneurial Fund (continued)

Entrepreneurial Activity (Appendix A)

Revenue

Nursing Assistant activity is now reflected in the Community and Workforce Development Fund. Other revenue for this activity is primarily transfers in from the General Fund.

Expenses

Entrepreneurial activity has spent 23% of original budget as of May 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 \$637,000, \$174,000 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 \$178,600. STEP is billed on a quarterly basis.

Expenses

STEP activity has spent 22.1% of original budget as of May 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 \$436,000 (assuming unspent contingency), \$30,900 more than beginning fund balance. The net increase reflects the use of new STEP Expansion grant funds instead of reinvestment funds.

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 spring term is \$758,000, or 116.1% of the adopted budget. This is 16.1% more than expected. Overall, revenue is projected to be \$758,000, \$105,000 more than the original budget.

Expenses

Expenses by function, by type, are presented on page 8. The College has spent 47.5% of original budget as of May 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 May 31, 2024

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, \$702,000 less than beginning fund balance.

Contract and Grant Fund

A list of active grants has been updated as of May 31, 2024. 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 MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
State Sources	9,162,461	9,162,461	10,778,076	10,776,638	1,614,177
Local Sources	16,897,387	16,897,387	16,692,233	17,119,337	221,950
Tuition and Fees	12,704,924	12,704,924	14,619,096	14,604,727	1,899,803
Other Revenue Sources	1,739,032	1,739,032	2,862,622	3,132,561	1,393,529
Total Revenues	40,503,804	40,503,804	44,952,027	45,633,263	5,129,459
Expenditures:					
Instruction					
Personnel	11,499,987	12,469,637	10,089,915	11,952,313	(452,326)
Other Personnel	4,062,483	4,098,983	3,510,382	4,037,387	25,096
Materials and Services	681,004	699,911	503,402	612,904	68,100
Capital	6,174	9,018	5,800	6,174	-
Total Instruction	16,249,648	17,277,549	14,109,500	16,608,778	(359,130)
Instructional Support					
Personnel	2,216,432	2,198,190	2,041,219	2,239,705	(23,273)
Other Personnel	1,164,354	1,164,354	1,006,850	1,133,394	30,960
Materials and Services	767,464	773,464	531,006	706,601	60,863
Capital	23,623	23,623	23,449	23,623	-
Total Instructional Support	4,171,873	4,159,631	3,602,523	4,103,323	68,550
Student Services					
Personnel	3,913,359	3,625,118	3,300,752	3,601,890	311,469
Other Personnel	2,525,433	2,556,615	2,094,300	2,380,778	144,655
Materials and Services	845,066	891,066	578,113	776,358	68,708
Total Student Services	7,283,858	7,072,799	5,973,164	6,759,027	524,831
Community Services					
Personnel	123,022	105,962	101,083	111,464	11,558
Other Personnel	74,810	74,810	62,132	70,066	4,744
Materials and Services	69,223	69,223	28,704	56,069	13,154
Total Community Services	267,055	249,995	191,920	237,598	29,457
College Support Services					
Personnel	4,513,071	4,066,579	3,837,709	4,269,742	243,329
Other Personnel	2,512,116	2,435,934	1,962,253	2,253,536	258,580
Materials and Services	5,254,011	5,290,549	4,735,369	4,879,794	374,217
Capital	32,141	-	-	-	32,141
Total College Support Services	12,311,339	11,793,062	10,535,331	11,403,072	908,267
Plant Operations/Maintenance					
Personnel	1,585,128	1,443,678	1,368,738	1,490,176	94,952
Other Personnel	982,072	982,072	806,015	906,321	75,751
Materials and Services	1,979,471	1,979,471	1,455,940	1,745,287	234,184
Capital	44,629	44,629	16,000	44,629	-
Total Plant Ops/Maintenance	4,591,300	4,449,850	3,646,693	4,186,413	404,887
Contingency	1,000,000	843,337	-	-	1,000,000
Reserved for Future Expenditures	4,538,148	4,538,148	-	-	4,538,148
Total Expenditures	50,413,221	50,384,371	38,059,131	43,298,210	7,115,011
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	637,258	637,258	621,247	641,958	4,700
Transfers Out	(1,559,450)	(1,588,300)	(1,575,237)	(1,575,237)	(15,787)
Total Other Financing Sources (Uses):	(922,192)	(951,042)	(953,990)	(933,279)	(11,087)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(10,831,609)	(10,831,609)	5,938,906	1,401,774	12,233,383
Fund Balance, Beginning of Year	10,831,609	10,831,609	11,401,239	11,401,239	569,630
Fund Balance May 31, 2024	-	-	17,340,146	12,803,013	12,803,013

Tuition and Fee Revenue by Term

	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Total</u>
Projected	-	-	-	-	-
Actuals as of 5/7/2024	1,238,581	4,595,212	4,437,472	4,333,462	14,604,727
Current Projection	1,238,581	4,595,212	4,437,472	4,333,462	14,604,727
Original Budget	1,143,443	3,938,526	3,811,477	3,811,477	12,704,924
Better(worse)	95,137	656,685	625,995	521,985	1,899,803

**ROGUE COMMUNITY COLLEGE
COMMUNITY AND WORKFORCE DEVELOPMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024**

	Original Budget	Current Budget	May 31, 2024 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	923,577	953,077	257,166
Other Revenue Sources	200,000	200,000	3,078	-	(200,000)
Total Revenues	955,341	955,341	926,655	1,043,797	88,456
Expenditures:					
Instruction					
Personnel	305,311	305,311	306,200	334,628	(29,317)
Other Personnel	71,969	71,969	46,391	52,195	19,774
Materials and Services	341,718	341,718	194,640	202,825	138,893
Capital	15,000	15,000	-	-	15,000
Total Instruction	733,998	733,998	547,231	589,649	144,349
Instructional Support					
Personnel	270,478	270,478	207,858	227,127	43,351
Other Personnel	134,805	134,805	109,371	113,199	21,606
Materials and Services	29,400	29,400	10,353	10,000	19,400
Total Instructional Support	434,683	434,683	327,582	350,326	84,357
Contingency	328,795	328,795	-	-	328,795
Total Expenditures	1,497,476	1,497,476	874,812	939,975	557,501
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	300,301	300,301	251,259	291,873	(8,428)
Transfers Out	(35,000)	(35,000)	-	-	35,000
Total Other Financing Sources (Uses):	265,301	265,301	251,259	291,873	26,572
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(276,834)	(276,834)	303,102	395,696	672,530
Fund Balance, Beginning of Year	276,834	276,834	333,985	333,985	57,151
Fund Balance May 31, 2024	-	-	637,087	729,681	729,681

Tuition and Fee Revenue by Term

	Summer	Fall	Winter	Spring	Total
Projected	-	-	-	28,495	28,495
Actuals as of 5/7/2024	202,167	216,973	236,473	268,969	924,582
Current Projection	202,167	216,973	236,473	297,464	953,077
Original Budget	118,439	159,161	190,803	227,508	695,911
Better(worse)	83,728	57,812	45,670	69,956	257,166

**ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
State Sources	268,008	268,008	134,561	178,561	(89,447)
Tuition and Fees	51,120	51,120	-	-	(51,120)
Other Revenue Sources	100,000	70,184	-	-	(100,000)
Total Revenues	419,128	389,312	134,561	178,561	(240,567)
Expenditures:					
Instruction					
Personnel	45,000	49,167	31,999	29,925	15,075
Other Personnel	11,828	12,442	4,138	3,679	8,149
Materials and Services	68,999	64,218	19,895	28,362	40,637
Total Instruction	125,827	125,827	56,033	61,966	63,861
Instructional Support					
Personnel	75,132	75,132	56,893	62,065	13,067
Other Personnel	62,130	62,130	44,217	48,237	13,893
Materials and Services	90,732	90,732	3,913	10,000	80,732
Total Instructional Support	227,994	227,994	105,023	120,302	107,692
Student Services					
Personnel	74,819	74,819	67,446	73,578	1,241
Other Personnel	40,902	41,719	35,296	38,505	2,397
Materials and Services	207,706	206,889	49,427	75,546	132,160
Total Student Services	323,427	323,427	152,170	187,629	135,798
Community Services					
Materials and Services	20,000	20,000	-	-	20,000
Total Community Services	20,000	20,000	-	-	20,000
College Support Services					
Materials and Services	35,000	35,000	-	-	35,000
Total College Support Services	35,000	35,000	-	-	35,000
Plant Operations/Maintenance					
Personnel	62,898	62,898	3,213	3,748	59,150
Other Personnel	37,769	37,769	278	324	37,445
Materials and Services	24,715	24,715	-	-	24,715
Total College Support Services	125,382	125,382	3,490	4,072	121,310
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	316,716	373,968	1,577,549
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	852,038	852,038	550,000	550,000	(302,038)
Transfers Out	(157,829)	(157,829)	(149,401)	(149,401)	8,428
Total Other Financing Sources (Uses):	694,209	694,209	400,599	400,599	(293,610)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(838,180)	(867,996)	218,444	205,191	1,043,371
Fund Balance, Beginning of Year	838,180	867,996	867,996	867,996	29,816
Fund Balance May 31, 2024	-	-	1,086,440	1,073,187	1,073,187

**ROGUE COMMUNITY COLLEGE
RENEWAL AND REPLACEMENT FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>	<u>June 30, 2024 Projected</u>	<u>Better (Worse) vs Original Budget</u>
Revenues:					
Tuition and Fees	652,986	652,986	756,033	757,901	104,915
Other Revenue Sources	150,000	150,000	4,458	4,458	(145,542)
Total Revenues	802,986	802,986	760,491	762,359	(40,627)
Expenditures:					
Instruction					
Materials and Services	337,359	410,207	197,383	255,284	82,075
Capital	202,000	129,152	-	-	202,000
Total Instruction	539,359	539,359	197,383	255,284	284,075
Instructional Support					
Materials and Services	156,418	156,418	1,232	1,232	155,187
Capital	25,000	25,000	-	-	25,000
Total Instructional Support	181,418	181,418	1,232	1,232	180,187
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	458,331	364,183	418,155	(98,302)
Capital	317,038	178,560	12,716	12,923	304,115
Total College Support Services	636,891	636,891	376,899	431,077	205,814
Plant Operations and Maintenance					
Materials and Services	853,689	1,108,730	748,627	996,681	(142,992)
Capital	524,326	269,285	49,400	15,600	508,726
Total Plant Ops/Maintenance	1,378,015	1,378,015	798,028	1,012,281	365,734
Contingency	572,537	572,537	-	-	572,537
Total Expenditures	3,608,220	3,608,220	1,373,541	1,699,875	1,908,346
Revenues Over (Under) Expenditures:					
Other Financing Sources (Uses):					
Transfers In	752,605	752,605	869,179	885,544	132,939
Transfers Out	(650,000)	(650,000)	(650,000)	(650,000)	-
Total Other Financing Sources (Uses):	102,605	102,605	219,179	235,544	132,939
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(2,702,629)	(2,702,629)	(393,871)	(701,972)	2,000,657
Fund Balance, Beginning of Year	2,702,629	2,702,629	3,005,357	3,005,357	302,728
Fund Balance May 31, 2024	-	-	2,611,487	2,303,386	2,303,386

Tuition and Fee Revenue by Term

	<u>Summer</u>	<u>Fall</u>	<u>Winter</u>	<u>Spring</u>	<u>Total</u>
Projected	-	-	-	-	-
Actuals as of 5/7/2024	59,739	247,050	228,402	222,709	757,901
Current Projection	59,739	247,050	228,402	222,709	757,901
Original Budget	58,769	202,426	195,896	195,896	652,986
Better(worse)	971	44,625	32,506	26,813	104,915

**ROGUE COMMUNITY COLLEGE
CAPITAL PROJECTS FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 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	224,201
Total Revenues	<u>9,074,782</u>	<u>9,074,782</u>	<u>224,201</u>
Expenditures:			
Facilities Acquisition and Construction			
Personnel	-	-	-
Other Personnel	-	-	-
Materials and Services	-	4,706,620	1,108,934
Capital	15,691,659	10,985,039	3,350,000
Total Facilities Acq/Construction	<u>15,691,659</u>	<u>15,691,659</u>	<u>4,458,934</u>
Contingency	-	-	-
Total Expenditures	<u>15,691,659</u>	<u>15,691,659</u>	<u>4,458,934</u>
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	500,000	500,000	873,592
Transfers Out	-	-	-
Total Other Financing Sources (Uses):	<u>500,000</u>	<u>500,000</u>	<u>873,592</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(6,116,877)	(6,116,877)	(3,361,141)
Fund Balance, Beginning of Year	6,116,877	6,116,877	6,174,440
Fund Balance May 31, 2024	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>2,813,299</u></u>

**ROGUE COMMUNITY COLLEGE
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>
Revenues:			
Local Sources	3,661,572	3,661,572	3,600,326
Other Revenue Sources	3,915,282	3,915,282	3,615,580
Total Revenues	7,576,854	7,576,854	7,215,906
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)	6,305,462
Fund Balance, Beginning of Year	1,103,940	1,103,940	1,268,532
Fund Balance May 31, 2024	-	-	7,573,994

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 MAY 31, 2024**

	Original Budget	Current Budget	May 31, 2024 Actual
Revenues:			
Federal Sources	3,558,188	3,558,188	2,227,799
State Sources	2,316,471	2,316,471	714,110
Local Sources	55,000	55,000	91,627
Tuition and Fees	249,000	249,000	317,311
Other Revenue Sources	1,114,912	1,114,912	481,324
Total Revenues	7,293,571	7,293,571	3,832,171
Expenditures:			
Instruction			
Personnel	831,739	922,835	617,441
Other Personnel	303,804	359,587	224,824
Materials and Services	466,279	730,549	405,212
Capital	143,044	286,513	261,593
Total Instruction	1,744,866	2,299,484	1,509,070
Instructional Support			
Personnel	457,408	458,158	294,100
Other Personnel	249,211	249,211	139,074
Materials and Services	1,013,132	853,752	346,516
Capital	-	-	-
Total Instructional Support	1,719,751	1,561,121	779,690
Student Services			
Personnel	1,338,442	1,247,888	1,120,117
Other Personnel	429,265	362,729	298,272
Materials and Services	3,109,095	2,895,478	472,201
Total Student Services	4,876,802	4,506,095	1,890,590
Community Services			
Materials and Services	25,000	25,000	-
Total Community Services	25,000	25,000	-
College Support Services			
Personnel	185,250	205,759	120,823
Other Personnel	95,737	109,837	65,858
Materials and Services	168,412	133,803	52,973
Total College Support Services	449,399	449,399	239,655
Plant Operations and Maintenance			
Personnel	11,791	11,791	5,927
Other Personnel	9,895	9,895	1,536
Materials and Services	378,926	378,926	232,257
Total Plant Ops/Maintenance	400,612	400,612	239,720
Facilities Acquisition and Construction			
Materials and Services	25,000	25,000	-
Total Facilities Acq/Construction	25,000	25,000	-
Contingency	2,419,808	2,394,527	-
Unappropriated Ending Fund Balance	5,948,867	5,948,867	-
Total Expenditures	17,610,105	17,610,105	4,658,725
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(154,828)	(154,828)	(114,214)
Total Other Financing Sources (Uses):	(154,828)	(154,828)	(114,214)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:			
Fund Balance, Beginning of Year	10,471,362	10,471,362	10,521,266
Fund Balance May 31, 2024	-	-	9,580,499

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 MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>
Revenues:			
Tuition and Fees	-	-	-
Other Revenue Sources	49,000	50,807	37,986
Total Revenues	49,000	50,807	37,986
Expenditures:			
Instructional Support			
Materials and Services	261,198	261,198	67,132
Total Instructional Support	261,198	261,198	67,132
Student Services			
Personnel	51,000	54,000	51,248
Other Personnel	13,404	14,381	10,531
Materials and Services	631,529	597,944	288,926
Capital	356,060	7,374	-
Total Student Services	1,051,993	673,699	350,705
College Support Services			
Materials and Services	107,842	107,842	69,848
Total College Support Services	107,842	107,842	69,848
Contingency	-	-	-
Total Expenditures	1,421,033	1,042,739	487,686
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	708,906	708,906	571,683
Transfers Out	(35,841)	(414,135)	(410,623)
Total Other Financing Sources (Uses):	673,065	294,771	161,060
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(698,968)	(697,161)	(288,640)
Fund Balance, Beginning of Year	698,968	697,161	700,790
Fund Balance May 31, 2024	-	-	412,150

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 MAY 31, 2024**

	Original Budget	Current Budget	May 31, 2024 Actual
Revenues:			
Other Revenue Sources	-	-	-
Total Revenues	-	-	-
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	16,515,387	16,515,387	-
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)	(300,000)
Total Other Financing Sources (Uses):	(902,038)	(902,038)	(600,000)
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(17,417,425)	(17,417,425)	(600,000)
Fund Balance, Beginning of Year:			
College Services Reserve	3,557,914	3,557,914	-
District Refund	650,000	650,000	300,000
District Wildfires	602,038	602,038	300,000
PERS Reserve	7,123,786	7,123,786	7,123,786
Reinvestment Reserve	-	-	4,382,587
Stability Reserve	5,311,052	5,311,052	5,311,052
Unemployment Reserve	172,635	172,635	-
Total Beginning Fund Balance	17,417,425	17,417,425	17,417,424
Fund Balance May 31, 2024	-	-	16,817,424

Internally Restricted:

- College Services Reserve
- District Refund (ERP implementation costs)
- District Wildfires
- Reinvestment Reserve
- 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 MAY 31, 2024**

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>
Revenues:			
Federal Sources	15,823,907	15,823,907	12,426,849
State Sources	4,665,000	4,665,000	5,439,304
Local Sources	750,000	750,000	737,807
Total Revenues	<u>21,238,907</u>	<u>21,238,907</u>	<u>18,603,960</u>
Expenditures:			
Financial Aid			
Personnel	125,791	125,791	110,486
Materials and Services	21,078,116	21,078,116	18,682,279
Total Financial Aid	21,203,907	21,203,907	18,792,765
Contingency	-	-	-
Total Expenditures	<u>21,203,907</u>	<u>21,203,907</u>	<u>18,792,765</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:	-	-	(188,805)
Fund Balance, Beginning of Year	-	-	-
Fund Balance May 31, 2024	<u>-</u>	<u>-</u>	<u>(188,805)</u>

Negative fund balance is due to timing from when Financial Aid disburses awards, and the Business Office draws down from the Federal and/or State Department of Education. 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 MAY 31, 2024**

	Original Budget	Current Budget	May 31, 2024 Actual
Revenues:			
Sales	75,000	75,000	34,626
Tuition and Fees	5,500	5,500	5,875
Other Revenue Sources	84,100	84,100	76,068
Total Revenues	<u>164,600</u>	<u>164,600</u>	<u>116,569</u>
Cost of Goods Sold:			
Materials and Services	74,500	74,500	35,176
Gross Profit	<u>90,100</u>	<u>90,100</u>	<u>81,393</u>
Operating Expenditures:			
Personnel	98,286	98,286	89,306
Other Personnel	47,070	47,070	43,553
Materials and Services	122,204	119,052	35,055
Capital	28,544	31,696	2,943
Total Operating Expenditures	<u>296,104</u>	<u>296,104</u>	<u>170,858</u>
Year to Date Net Operating Income (Loss)	<u>(206,004)</u>	<u>(206,004)</u>	<u>(89,465)</u>
Contingency	142,366	126,001	-
Reserved for Future Expenditures	311,761	311,761	-
Revenues Over (Under) Expenditures:			
Other Financing Sources (Uses):			
Transfers In	-	-	-
Transfers Out	(221,122)	(237,487)	(237,485)
Total Other Financing Sources (Uses):	<u>(221,122)</u>	<u>(237,487)</u>	<u>(237,485)</u>
Revenues and Other Sources Over (Under) Expenditures and Other Uses:	(881,253)	(881,253)	(326,950)
Fund Balance, Beginning of Year	881,253	881,253	861,041
Fund Balance May 31, 2024	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>534,091</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 MAY 31, 2024

Appendix A

	Original Budget	Current Budget	May 31, 2024 Actual	June 30, 2024 Projected	Better (Worse) vs Original Budget
Nursing Assistant					
Revenue:					
Tuition and Fees	51,120	51,120	-	-	(51,120)
Fund Balance, Beginning of Year	83,536	85,039	85,039	85,039	1,503
Total Nursing Assistant Revenue	134,656	136,159	85,039	85,039	(49,617)
Expenditure:					
Personnel	45,000	46,503	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	49,401	49,401	8,428
Total Nursing Assistant Expenditures	134,656	136,159	85,039	85,039	49,617
Total Nursing Assistant	-	-	-	-	-
Other Activity					
Revenue:					
Other Revenue Sources	100,000	70,184	-	-	(100,000)
Transfers In	852,038	852,038	550,000	550,000	(302,038)
Fund Balance, Beginning of Year	350,344	377,840	377,840	377,840	27,496
Total Other Activity Revenue	1,302,382	1,300,062	927,840	927,840	(374,542)
Expenditure:					
Other	140,447	132,473	-	-	140,447
22/23 Microgrants - Stabilize Enrollment					
Adult Basic Skills: Engen	6,000	2,000	1,040	2,000	4,000
Marketing: Mural	-	9,654	-	-	-
Welding: Weld-A-Thon	5,968	5,968	-	-	5,968
23/24 Microgrants					
High School Partnerships	100,000	100,000	37,359	71,328	28,672
High School Partnerships	242,262	242,262	203,861	213,303	28,959
Energy Management	115,667	115,667	3,490	4,072	111,595
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	1,300,062	245,751	290,703	1,011,679
Total Other Activity	-	-	682,090	637,137	637,137
Fund Balance May 31, 2024	-	-	682,090	637,137	637,137

	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	637,137	399,903	219,374
Total Other Activity Revenue	\$ 887,137	\$ 649,903	\$ 469,374
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	\$ 399,903	\$ 219,374	\$ 329,374

ROGUE COMMUNITY COLLEGE
ENTREPRENEURIAL FUND - STEP ACTIVITY
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE MONTH ENDED MAY 31, 2024

Appendix B

	Original Budget	Current Budget	May 31, 2024 Actual	June 30, 2024 Projected	Better (Worse) vs Original Budget
Revenues:					
State Sources	268,008	268,008	134,561	178,561	(89,447)
Total Revenues	268,008	268,008	134,561	178,561	(89,447)
Expenditures:					
STEP Project					
Personnel	74,819	74,819	67,446	73,578	1,241
Other Personnel	40,902	41,719	35,296	38,505	2,397
Materials and Services	30,028	30,028	6,793	7,410	22,618
Tuition	34,560	34,560	6,968	7,601	26,959
Travel & training	14,150	14,150	701	764	13,386
Supportive Services	36,000	36,000	18,124	19,771	16,229
Contingency	441,849	441,849	-	-	441,849
Total Expenditures	672,308	673,125	135,327	147,629	524,679
Fund Balance, Beginning of Year	404,300	405,117	405,117	405,117	817
Fund Balance May 31, 2024	-	-	404,350	436,048	436,048
Projected for future years:					
			2024/25	2025/26	2026/27
Revenues:					
Other Revenue Sources			178,561	178,561	178,561
Total Revenues			178,561	178,561	178,561
Expenditures:					
STEP Project					
Personnel			76,521	79,582	82,765
Other Personnel			40,045	41,647	43,313
Materials and Services			7,706	8,015	8,335
Tuition			7,905	8,221	8,550
Travel & training			795	826	859
Supportive Services			20,562	21,384	22,240
Total Expenditures			\$ 153,534	\$ 159,676	\$ 166,063
Projected Fund Balance, Beginning of Year			\$ 405,117	\$ 430,143	\$ 449,028
Projected Ending Fund Balance			\$ 430,143	\$ 449,028	\$ 461,527

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 MAY 31, 2024

Appendix C

	<u>Original Budget</u>	<u>Current Budget</u>	<u>May 31, 2024 Actual</u>	<u>Better (Worse) vs Original Budget</u>
Expenditures:				
Personnel	178,076	144,576	123,777	54,299
Other Personnel	88,805	69,379	59,647	29,158
Materials and Services:				
OFFICE SUPPLIES	-	-	-	-
MEETING SUPPLIES	6,890	6,890	1,710	5,180
OTHER SERVICES	3,963	89,463	54,656	(50,693)
FEES AND DUES	2,601	2,601	-	2,601
STAFF TRAVEL	11,218	11,218	10,289	929
NON-STAFF TRAVEL	-	-	-	-
POSTAGE	7	7	1	6
Total Expenditures	<u><u>291,560</u></u>	<u><u>324,134</u></u>	<u><u>250,080</u></u>	<u><u>41,480</u></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.

Board Policy Adoption – BP-5151: Academic Adjustments for Limited English Proficiency

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution No. P71-23/24 approving adoption of Board Policy BP-5151: Academic Adjustments for Limited English Proficiency.

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 new Board Policy BP-5151: Academic Adjustments for Limited English Proficiency. 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-5151: Academic Adjustments for Limited English Proficiency; therefore, be it

Resolved, that the RCC Board adopts Resolution No. P71-23/24 approving adoption of Board Policy BP-5151: Academic Adjustments for Limited English Proficiency as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024



BP 5151 Academic Adjustments for Limited English Proficiency

References:

Civil Rights Act of 1964; Appendix B to Part 100: Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, National Origin, Sex, and Handicap in Vocational Education Programs

BP/AP 3410 Nondiscrimination

In accordance with Title VI of the Civil Rights Act of 1964, agencies that receive federal funds must guarantee their programs and activities provided in English are accessible to students with Limited English Proficiency (LEP).

Rogue Community College defines the process to provide academic adjustments for students with LEP to have complete access to programs and services in Administrative Procedure 5151 Academic Adjustments for Limited English Proficiency.

Rescinds Policy Number: None.

Adopted:

Authorization to Rescind Board Policy and Administrative Procedure: 7345- Catastrophic Leave Program

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) approve Resolution No. P72-24/25 approving the Authorization to Rescind Board Policy and Administrative Procedure: 7345- Catastrophic Leave Program.

Background Information: The Policy and Procedure Committee is continuing to review and update board policies and administrative procedures. Based on a recommendation by the administration, the Committee has found the following policy and procedure in RCC’s board policy and procedure system to no longer be necessary due to the implementation of Oregon Paid Family & Medical Leave (PFML), which provides broader eligibility for, access to, and length of paid leave than that which is covered under the current board policy and administrative procedure. It is the recommendation of the Policy and Procedure Committee that the Board rescind the following board policy and administrative procedure:

BP 7345- Catastrophic Leave Program (Exhibit 1)
AP 7345- Catastrophic Leave Program (Exhibit 2)

Whereas, the Board has deemed it necessary to review and update established board policies and administrative procedures; and,

Whereas, the Board has directed RCC administrators to review and recommend revisions as needed to board policies and administrative procedures; and,

Whereas, the College President has reviewed and approved the Authorization to Rescind Board Policy and Administrative Procedure: 7345- Catastrophic Leave Program; therefore, be it

Resolved, that the RCC Board approves Resolution No. P72-23/24 approving the Authorization to Rescind Board Policy and Administrative Procedure: 7345- Catastrophic Leave Program as presented.

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024



BP 7345 Catastrophic Leave Program

References:

ORS 653.616(5)

The Board of Education authorizes implementation of a catastrophic leave program to permit employees of Rogue Community College to donate eligible leave credits to an employee when that employee or a member of their family suffers from a catastrophic illness or injury. The President or their designee shall establish administrative procedures to administer the program.

Rescinds Policy Number: None

Adopted: May 18, 2021

AP 7345 Catastrophic Leave Program

References:

ORS 653.616(5)

Rogue Community College has established a catastrophic leave program to permit employees of the District to donate eligible sick leave credits to an employee in the event a catastrophic illness or injury to the employee or their immediate family member exhausts the employee's accumulated paid leave.

To be eligible for the catastrophic leave program, all of the following criteria must be met:

1. The employee is a regular (non-probationary) benefits-eligible employee.
2. The employee has depleted their individual accumulated paid leave, including sick leave, contract leave, and/or vacation as applicable.
3. The employee has a life-threatening or catastrophic illness or injury preventing the employee from performing the duties of their position, or the employee is the primary caregiver for an immediate family member suffering from a catastrophic illness or injury.
4. The employee has submitted a medical certification form completed and signed by a health care professional that specifies the nature of the injury or illness of the employee or family member, the inability of the employee to return to work or ability to return to limited or modified duty, and the approximate length of the absence.
5. The employee is not eligible for lost time compensation under Worker's Compensation, PERS disability, or other disability benefits.
6. The request for donated sick leave under the catastrophic leave program does not include any retroactive time off prior to Executive Team approval except for cases in which the need for leave is the result of an unforeseen emergency.

Having met all of the above criteria, the employee must:

1. Submit a written request along with a medical certification form as stated in No. 4 above to Human Resources.
2. Human Resources will confirm eligibility for donated sick leave and forward the written request to E-team for review and approval or disapproval according to these guidelines on a case-by-case basis.
3. Upon notification by E-team that the request has been approved, Human Resources will notify the employee and send a college-wide email requesting donated sick leave. The name of the employee will remain anonymous to the fullest extent possible.

Any one employee may receive no more than 160 hours of donated sick leave in a 12-month period, with the 12 months starting on the first day donated sick leave is used.



Donated sick leave hours will be pro-rated to the employee's average percent over the most recent 12-month period, based on 160 hours maximum for 100 percent FTE employees. Donated sick leave hours may be used only for absences from the employee's benefits eligible position (i.e. donated sick leave hours may not be used for temporary employment or other part-time positions the employee might hold in addition to their regular position). No additional paid leave (sick leave, contract leave, or vacation) will accrue while using donated sick leave. (i.e., if donated sick leave is used for partial workday absences, no sick leave, contract, or vacation will accrue). Donated sick leave will be irrevocably deducted from the accumulated sick leave balance of the donors in the order received after the request for donations has gone out. Should more than 160 hours of donated sick leave be received, those hours will be returned to the donor. A donor may donate up to 40 hours only to the extent that the donor's remaining sick leave balance is equivalent to one year of the donor's sick leave accrual.

Upon the expiration of eligibility for donated sick leave, if the employee has not returned to work due to the illness or injury, the employee may request an unpaid leave of absence in accordance with the appropriate collective bargaining agreement or management handbook.

Rescinds Procedure Number: AP-062

Approved: March 11, 2021

Adopt 2024/25 Budget

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) approve Resolution No. B73-23/24 to adopt the 2024/25 Budget and make applicable appropriations.

Background Information: In accordance with ORS 294.453, a public hearing was held at 5:00 p.m. on June 18, 2024, to receive public testimony on said budget. That testimony being considered, a formal action of the Board must take place to adopt the budget and set appropriations.

Whereas, local budget law (ORS 294.456) requires adoption of the budget, making appropriations and levying all taxes required and to categorize the levy as provided in ORS 310.060; therefore, be it

Resolved, that the Board of Education of Rogue Community College District hereby approve Resolution No. B73-23/24 to adopt the budget for 2024/25 in the total amount of \$176,766,609, and file it in the office of the Deputy Clerk; and be it

Resolved, that the amounts for the fiscal year beginning July 1, 2024, and for the purposes shown below, are hereby appropriated as follows:

GENERAL FUND

Instruction	\$ 17,845,341
Instructional Support	5,297,482
Student Services	7,580,311
Community Services	296,693
Support Services	18,220,594
Transfers Out	8,048,178
Contingency	1,000,000
TOTAL GENERAL FUND	\$ 58,288,599

CAPITAL PROJECTS FUND

Support Services	\$ 912,510
Facilities Acquisition & Construction	24,150,365
TOTAL CAPITAL PROJECTS FUND	\$ 25,062,875

DEBT SERVICE FUND

Support Services	\$ 8,052,373
TOTAL DEBT SERVICE FUND	\$ 8,052,373

COMMUNITY AND WORKFORCE TRAINING FUND

Instruction	\$ 1,090,234
Instructional Support	369,747
Contingency	629,140
TOTAL COMMUNITY AND WORKFORCE TRAINING FUND	\$ 2,089,121

CONTRACT AND GRANT FUND

Instruction	\$ 3,101,389
Instructional Support	2,139,330
Student Services	3,082,262
Community Services	25,000
Support Services	826,659
Transfers Out	9,401,952
Contingency	278,973
TOTAL CONTRACT AND GRANT FUND	\$ 18,855,565

INNOVATION FUND

Instruction	\$ 20,000
Instructional Support	207,814
Student Services	446,396
Community Services	10,000
Support Services	226,964
Transfers Out	100,000
Contingency	294,555
TOTAL INNOVATION FUND	\$ 1,305,729

INTRA-COLLEGE FUND

Instructional Support	\$ 324,167
Student Services	632,303
Support Services	118,128
Transfers Out	13,000
TOTAL INTRA-COLLEGE FUND	\$ 1,087,598

RENEWAL AND REPLACEMENT FUND

Instruction	\$ 739,018
Support Services	1,610,537
Transfers Out	538,179
Contingency	771,881
TOTAL RENEWAL AND REPLACEMENT FUND	\$ 3,659,615

RESERVE FUND

Transfers Out	\$ 9,000,000
TOTAL RESERVE FUND	\$ 9,000,000

STUDENT FINANCIAL AID FUND

Student Services	\$ 24,771,994
Transfers Out	33,000
TOTAL STUDENT FINANCIAL AID FUND	\$ 24,804,994

AUXILIARY SERVICES FUND

Student Services	\$ 199,753
Transfers Out	150,000
Contingency	20,000
TOTAL AUXILIARY SERVICES FUND	\$ 369,753

SUMMARY OF ALL FUNDS

Total appropriation of all funds	\$ 152,576,222
Total unappropriated ending fund balance & reserved for future expenditures	24,190,387
TOTAL OF ALL FUNDS	\$ 176,766,609

Board Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024

Impose 2024/25 Taxes

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) approve Resolution No. B74-23/24 to levy all taxes as required by the 2024/25 budget.

Background Information: In accordance with ORS 294.456, the Board must declare the Measure 5 limitation category of each of its taxes. The resolution is the basis for the certification of tax limitation category that is submitted to the assessor on form ED-50 (ORS 294.555).

Whereas, local budget law (ORS 294.456) requires adoption of the budget, making appropriations and levying all taxes required and to categorize the levy as provided in ORS 310.060; therefore, be it

Resolved, that the Board hereby imposes the 2024/25 taxes provided for in the adopted budget at the permanent tax rate of \$0.5128 per \$1,000 of assessed value for operations for Jackson and Josephine Counties and the amount of \$3,735,043 for the Jackson and Josephine County levies for payment of bonded debt; and that these taxes are hereby imposed for tax year 2024/25 upon the assessed value of all taxable property within the district and categorized as follows:

	<u>Education</u>	<u>Excluded from Limitation</u>
Permanent Tax Rate	\$0.5128/\$1,000	
General Obligation Bonds		
Measure 17-3 (Jackson County)		\$2,061,252
Measure 17-69 (Jackson and Josephine Counties)		<u>\$1,673,791</u>
Total General Obligation Bonds		<u>\$3,735,043</u>

And, that authority is hereby given to the Deputy Clerk to sign and file all state and local forms, as may be determined by the Oregon Legislative body or called for by the Oregon Constitution relating to this Resolution;

Therefore, be it Further Resolved, that the Vice President of Operations & Finance/CFO (Deputy Clerk) certify to the County Assessor (or other Assisting Officer), of Jackson and Josephine Counties, Oregon, the tax levy made by this Resolution, and shall file with them a copy of this Resolution to Impose 2024/25 Taxes for Rogue Community College.

Board Action: Approved _____

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024 _____

Additional Contingency for Construction Services RWC Rogue Bowl Renovations

Recommendation of the President: That the Rogue Community College (RCC) Board of Education (Board) adopt Resolution B75-23/24 approving an increase in the contingency amount paid to Ausland Group to provide Construction Services for Phase 1 of the Rogue Bowl Renovation on the Redwood Campus in Grants Pass Oregon.

Background Information: On January 16, 2024, the Board of Education approved Resolution B28-23/2, Contract for Construction Services RWC Rogue Bowl Renovations.

The College submitted Invitation to Bid (ITB) P17926-2024-01-09 – Construction Services, Rogue Bowl Renovation/phase 1 on December 7, 2023. Awarding Ausland Group as the low bidder. The contract with Ausland Group was for \$787,000 with an additional 15% contingency for unforeseen construction expenses up to the NTE amount of \$905,50.

Construction projects typically present unforeseen circumstances that create a need for change orders and an increase in the total contract amount paid to a contractor. The anticipated contingency for the Rogue Bowl was 15 % or \$118,050. Change orders presented due to the age and deterioration of the Rogue Bowl facility were reasonable and well under the total project budget. One notable increase in costs was Change Order 9, \$51,416.11, due to a need to add a booster pump and piping to connect to the campus water supply in lieu of using the Grants Pass Irrigation District’s water supply system as designed. The booster pump was necessary to handle the flow of water to the bowl area and not create damage to the existing irrigation system.

The Project is on time and under budget as follows:

Construction Contract	\$ 787,000.00
Beginning Construction Contingency	\$ 118,050.00
Board Approved Construction + Contingency	\$ 905,050.17
Actual Contingency Required for Project	\$ (136,917.42)
Ending Construction Contingency	\$ (18,867.42)
Total Project Budget	\$ 1,637,919.00
Total Construction Costs + Contingency	\$ (923,917.42)
All Other Project Costs Not Related to Construction Contract~	\$ (218,544.65)
Total Project Budget Remaining ~	\$ 495,456.93

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. 75-23/24 approving an additional contingency amount of \$18,867.42 paid to Ausland Group to provide Construction Services for Phase 1 of the Rogue Bowl Renovation for a total of \$923,917.42.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024



2024/25 Regular Board of Education Meeting Schedule

Date	Time	Location
7/16/24	5:00 p.m.	RVC/Zoom
8/20/24	5:00 p.m.	RWC/Zoom
9/17/24	5:00 p.m.	TRC/Zoom
10/14/24	5:00 p.m.	RWC/Zoom
11/19/24	5:00 p.m.	TRC/Zoom
12/17/24	5:00 p.m.	RWC/Zoom
1/21/25	5:00 p.m.	TRC/Zoom
2/18/25	5:00 p.m.	RWC/Zoom
3/18/25	5:00 p.m.	TRC/Zoom
4/15/25	5:00 p.m.	RWC/Zoom
5/20/25	5:00 p.m.	TRC/Zoom
6/17/25	5:00 p.m.	RWC/Zoom

Campus Addresses

Redwood Campus (RWC)
 Building H, Room 2
 3345 Redwood Highway, Grants Pass, OR

Table Rock Campus (TRC)
 Building A, Room 123C
 7800 Pacific Avenue, White City, OR

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

EXHIBIT A

NOTICE OF MEASURE ELECTION

ROGUE COMMUNITY COLLEGE
JACKSON AND JOSEPHINE COUNTIES

Notice

Date of Notice	Name of District	Name of County or Counties	Date of Election
_____	ROGUE COMMUNITY COLLEGE	JACKSON AND JOSEPHINE	November 5, 2024

Ballot Title

CAPTION: (10 WORD LIMIT)

Bonds constructing, updating career education, community learning facilities, audits required

QUESTION: (20 WORD LIMIT)

Shall Rogue Community College construct, update, vocational facilities; improve accessibility, safety, security; issue \$60 million in bonds; audits required?

If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

SUMMARY: (175 WORD LIMIT)

- **State expected to provide \$15 million in matching funds**

Bonds would finance capital costs, including:

- Increasing capacity for **apprenticeship, healthcare, commercial truck driving, EMT, pre-nursing, welding, manufacturing** programs
- Modernizing classrooms and labs to **support workforce training**
- **Expanding Table Rock campus (White City)** to support growing CTE program enrollment and improve utilization

- **Upgrading Redwood campus (Grants Pass)** increasing training space in transportation, healthcare, and manufacturing programs
- **Renovating Riverside campus (downtown Medford)** with new student success center and classrooms for more learning opportunities
- **Enhancing safety and updating aging building systems** including security systems, lockdown capabilities, roofs, siding, flooring, HVAC, electrical
- Site improvements, furnishings, equipment, bond interest, issuance costs.

Jackson County: property tax rates are estimated to continue at the current rate of \$0.13/\$1000 of assessed value

Josephine County: property tax rates are estimated to increase by \$0.09/\$1000 to \$0.13/ \$1000 of assessed value

Rates subject to change based on interest rates, assessed value fluctuations. Bonds would mature within 21 years from the date of issuance, may be issued in series.



Executive Summary

To: RCC Board of Education
From: Jamee Harrington, Vice President, People, Culture, & Safety/CHRO
Date: June 11, 2024
Topic: Summary of Revisions to the Faculty Collective Bargaining Agreement

Background Information: The Collective Bargaining Agreement (CBA) between RCCEA and the College was slated to expire on June 30, 2024. FAMAT, the collaborative team of management and faculty, met monthly during the academic year to negotiate a successor bargaining agreement using an interest-based approach. A complete copy of the proposed 2024-27 CBA is attached for review.

- **MOU 21-22_1:** Added Juneteenth as a paid holiday.
- *MOU 21-22_2: Individual, non-precedent setting MOU; not to be included in the CBA.*
- **MOU 21-22_3:** Updated the adjunct faculty salary schedule to reflect pay rates for three tutor assignment types.
- **MOU 22-23_1:** Revised terms for initial textbook selection to limit hardship to students.
- *MOU 22-23_2: Individual, non-precedent setting MOU; not to be included in the CBA.*
- *MOU 22-23-3: Individual, non-precedent setting MOU; not to be included in the CBA.*
- **Interest 1.c agreement:** Modified Appendix D to reflect that Department Chair/Coordinator reassignment will typically not exceed 20-40 percent, in alignment with current practice.
- **Interest 2.a agreement:** Modified Article 2.6.M to include that early designation of benefits-eligible adjunct status may be granted at the College's discretion to members who have reached a cumulative total of 600% workload and otherwise meet the eligibility requirements, subject to the applicable college procedure.
- **Interest 2.b agreement:** Modified Article 18.2.A to increase the allowable conversion of sick leave into contract leave from one (1) day to up to two (2) days per fiscal year for benefits-eligible adjunct faculty.
- **Interest 3.a agreement:** Modified the Adjunct Faculty Salary Schedule to reflect \$25.00 for the Meeting/In-Service hourly rate.
- **Interest 3.f agreement:** Modified Appendix B to remove the non-PERS eligible salary schedule and applicable language and updated the formulas for calculating the adjunct salary schedule accordingly.

- **Interest 4 agreement:** Modified Article 9.B. to clarify that the FAMAT review process of the relationship between full-time and adjunct delivery of services will be conducted annually, except in years when a successor agreement is being bargained.
- **Interest 5 agreement:** Modified Article 4.T. to reflect the current practice of reassignment time on a per-term basis (excluding summer) and modified Appendix G. items 2 and 3 to reflect that up to two designated adjunct faculty representatives shall be paid the meeting rate for attendance at official FAMAT meetings.
- **Interest 6 agreement:** Modified Article 1.4 to facilitate a pause for consideration of current qualified adjunct faculty within a department when considering an administrator for an adjunct assignment.
- **Interest 13 agreement:** Modified Article 13.1.C.3.b to remove the distinction between lecture and lecture/lab classes when considering additional prep assignments.
- **Interest 16 agreement:** Modified Article 13.1.A and Article 25 to clarify the process and timeline.

***Rogue Community College District
Special Meeting: Board of Education Work Session
May 21, 2024 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Maria Ramos Underwood, Board Chair, at 4:00 p.m. on Tuesday, May 21, 2024 in-person on the Redwood Campus, Room H2, 3345 Redwood Highway, Grants Pass, OR and via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Maria Ramos Underwood, Roger Stokes, Vanessa Jones, Pat Fahey, Indra Nicholas, and Jonathan Bilden.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Lisa Stanton, Juliet Long, Jamee Harrington, Nicole Sakraida, April Hamlin, Dave Koehler, Lisa Parks, Stephen Phelps, Julie Toledo, Dan Ruby, and Rachelle Brown; and Jeremy Wright, Wright Public Affairs.
4. **Information Presentation:**
 - A. Potential Bond Project Scope and Communication Strategy- President Weber and Jeremy Wright, Strategic Consultant- Wright Public Affairs, gave a presentation that outlined capital projects, polling results, project scope, and timeline related to the exploration of the potential November 2024 bond measure (see file). The Board then discussed the pros, cons, messaging, and next steps of the potential bond measure.
5. **Q&A: Items on Regular Meeting Agenda-** The Board discussed agenda item 8.C from their regular meeting agenda.
6. **Adjournment-** Maria Ramos Underwood, Board Chair, adjourned the meeting at 4:57 p.m.

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

***Rogue Community College District
Board of Education– May 21, 2024 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Maria Ramos Underwood, Board Chair, at 5:03 p.m. on Tuesday, May 21, 2024 in-person on the Redwood Campus, Room H2, 3345 Redwood Highway, Grants Pass, OR via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Maria Ramos Underwood, Roger Stokes, Pat Fahey, Indra Nicholas, and Jonathan Bilden.
3. **Introduction of Guests-** RCC District employees included: President Randy Weber, Lisa Stanton, Juliet Long, Jamee Harrington, Nicole Sakraida, April Hamlin, Dave Koehler, Lisa Parks, Jeremy Taylor, Mary Middleton, Julie Toledo, Dan Ruby, and Rachelle Brown; and Tiffany Hyde, President- RCC Associated Student Government.
4. **Public Comment-** Chelsea Daugherty, Tiffany Hyde, Christian Smith, Riley Smith, Bethany Steskal, and Darren Van Lehn each gave verbal public comments to the Board.
5. **College Reports**
 - A. Written Report(s)-
 - a. **Student Government-** Tiffany Hyde discussed items from the written report (see file).
 - b. **Faculty Association-** Mary Middleton overviewed items from the written report (see file).
 - c. **Faculty Senate-** Julie Toledo highlighted items from the written report (see file).
 - d. **Classified Association (no written report)**
6. **Board Reports**
 - A. Executive Committee- Maria Ramos Underwood overviewed items from the Executive Committee meeting agenda (see file).
 - B. Board Outreach Committee- No updates at this time.
 - C. OCCA/OSBA Liaison- Pat Fahey updated the Board on OCCA’s search for a new Executive Director.
 - D. Foundation Board Liaison- No updates at this time.
 - E. President’s Performance Review Committee- The Board have concluded the President’s annual performance review for this year and have started discussions for next year’s timeline.

*Rogue Community College District
Board of Education– May 21, 2024 Meeting Minutes*

7. College Updates

- A. President’s Report- President Randy Weber highlighted items from his written report (see file).
- 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, outlined items from the combined Executive Team report (see file).
- C. Foundation- Dan Ruby discussed items from his written report (see file).

8. Board Action and/or Information Items

- A. Receive Monthly Financial Data Report- April 2024
 - a. Lisa Stanton overviewed items from the monthly financial data report.
- B. Review Revised Board Policy BP-5151: Academic Adjustments for Limited English Proficiency (First Reading)
- C. Adopt Revised Board Policy BP-6330: Purchasing (Second Reading)

Roger Stokes moved, seconded by Jonathan Bilden, that the Board adopt item 8.C, as presented.

The motion unanimously carried.

- D. Approve New Program: Emergency Services AAS

Pat Fahey moved, seconded by Jonathan Bilden, that the Board approve item 8.D, as presented.

The motion unanimously carried.

- E. Approve Addition to the Contract with ZOHO Corp. for ManageEngine’s DataSecurity plus

Roger Stokes moved, seconded by Jonathan Bilden, that the Board approve item 8.E, as presented.

The motion unanimously carried.

- F. Direct Administration to Develop District-Wide Bond Ballot Measure for November 2024 Election

***Rogue Community College District
Board of Education– May 21, 2024 Meeting Minutes***

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

The motion unanimously carried.

9. New Business (none)

10. Old Business

- A. Commencement: June 15, 2024-** Members of the Board will be attending RCC’s 2024 Commencement Ceremony at the newly renovated Rogue Bowl on the Redwood Campus.
- B. Strategy for Developing Board Retreat Agenda-** The Board discussed items they would like to see on their August 15, 2024 retreat agenda and agreed that they would not have a facilitator this year.

11. Approve Consent Agenda

- A. Meeting Minutes**
 - a. April 16, 2024 Special Board Meeting
 - b. April 16, 2024 Board Meeting
- B. Grant Acceptance (none)**

Jonathan Bilden moved, seconded by Pat Fahey, that the Board approve the consent agenda.

The motion unanimously carried.

Maria Ramos Underwood closed the public meeting at 6:30 p.m.

- 12. Executive Session:** Maria Ramos Underwood called the meeting into Executive Session at 6:42 p.m. pursuant to ORS 192.660 (2)(a) Employment of Public Officer; (2)(d) Labor Negotiations; and (2)(i) Performance Evaluations of Public Officers and closed the Executive Session at 7:15 p.m.

Maria Ramos Underwood reconvened the public meeting at 7:17 p.m.

13. Action Item

- A. Approve President’s Contract**

***Rogue Community College District
Board of Education– May 21, 2024 Meeting Minutes***

Pat Fahey moved, seconded by Roger Stokes, that the Board approve item 13.A, as presented.

The motion unanimously carried.

14. Roundtable- No comments at this time.

15. Adjournment- Maria Ramos Underwood adjourned the meeting at 7:19 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. B76-23/24 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. B76-23/24 authorizing budget transfers as presented.

Action: Approved

Maria Ramos Underwood, Chair, RCC Board of Education

Dated: June 18, 2024

**Rogue Community College
FY 2023-24 Budget Transfer
Summary of April - May 2024 Changes**

General Fund (Page 1)

Instruction	\$35,000	Instructional supplies for Summer and Fall 2024 terms purchased in advance of Jenzabar Go-Live activity when systems are unavailable.
Contingency	(\$35,000)	

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

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	\$ 28,850.00	\$ 0.00	\$ 0.00	\$ 1,588,300.00
INSTRUCTION	16,249,648.00	94,665.00	0.00	933,236.00	35,000.00	0.00	17,312,549.00
INSTRUCTIONAL SUPPORT	4,171,873.00	0.00	0.00	(12,242.00)	0.00	0.00	4,159,631.00
STUDENT SERVICES	7,283,858.00	115,013.00	0.00	(326,072.00)	0.00	0.00	7,072,799.00
COMMUNITY SERVICES	267,055.00	0.00	0.00	(17,060.00)	0.00	0.00	249,995.00
COLLEGE SUPPORT SERVICES	12,311,339.00	(90,013.00)	0.00	(428,264.00)	0.00	0.00	11,793,062.00
PLANT OPERATIONS AND MAINTENANCE	4,591,300.00	0.00	0.00	(141,450.00)	0.00	0.00	4,449,850.00
CONTINGENCY	1,000,000.00	(119,665.00)	0.00	(36,998.00)	(35,000.00)	0.00	808,337.00
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 MAY

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 MAY

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 MAY

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

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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	207,240.00	0.00	0.00	2,299,484.00
INSTRUCTIONAL SUPPORT	1,719,751.00	(4,396.00)	(154,292.00)	58.00	0.00	0.00	1,561,121.00
STUDENT SERVICES	4,876,802.00	(115,073.00)	(57,370.00)	(198,264.00)	0.00	0.00	4,506,095.00
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)	(9,034.00)	0.00	0.00	2,394,527.00
Total	\$ 11,816,066.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,816,066.00

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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	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	\$ 378,294.00	\$ 0.00	\$ 0.00	\$ 414,135.00
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	(378,294.00)	0.00	0.00	673,699.00
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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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	\$ 16,365.00	\$ 0.00	\$ 0.00	\$ 237,487.00
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	(16,365.00)	0.00	0.00	126,001.00
Total	\$ 734,092.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 734,092.00