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***Rogue Community College District  
Board of Education – October 16, 2012 Meeting Minutes***

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1. **Call to Order** – Joseph Zagorski, Acting Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m., Tuesday, October 16, 2012 at the Table Rock Campus (TRC) conference room 206, 7800 Pacific Avenue, White City, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Patricia Ashley, Kevin Talbert, Dean Wendle (via teleconference) and Joseph Zagorski.
3. **Introduction of Guests and Public Comment** – City of Grants Pass representatives Aaron Cubic, City Manager; Terry Haugen, Director, Public Works; Michael Black, Director, Community Development; and Joe Henner, Director, Public Safety; RCC District employees Peter Angstadt, Kori Bieber, Margaret Bradford, Rena Denham, Kirk Gibson, Pat Huebsch, Jake Jackson, Mary O’Kief, Curtis Sommerfeld, Lisa Stanton, Denise Swafford, and Denise Nelson. There was no public comment.
4. **Presentations/General Discussion**
  - A. **Possible Annexation of Redwood Campus** – *Aaron Cubic, City Manager, City of Grants Pass*

A proposed draft copy of the “Service and Annexation Agreement” (see file) was distributed to Board members for initial discussion of the Redwood Campus (RWC) annexation to the City of Grants Pass (the City). RCC’s RWC is located in the Urban Growth Boundary.

The draft agreement offers city services which raised questions regarding RCC’s current water system. Mr. Cubic indicated that by signing an annexation agreement with the City, RCC has no obligation to immediately hook up to the city water system; however, this would be addressed if/when RCC completes a RWC major site plan review. Advisory Committee member John Harelson pointed out that RCC’s current water system is a valuable asset.

Public safety services were also discussed. With annexation, RCC would receive City of Grants Pass fire and crime prevention services. Many RCC-RWC students are also City of Grants Pass taxpayers. In the past, the City has worked closely with District 7, helping them with safety protocols since school campuses have proven to be targets nationally. The City would be willing to offer the same assistance to RCC. Note: District 7 has a public safety officer on campus. If RCC elects to annex into the City of Grants Pass, Mr. Henner recommended retaining the security services currently on site.

Board members thanked the City of Grants Pass representatives in attendance for their time, consideration and efforts.

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*Rogue Community College District  
Board of Education – October 16, 2012 Meeting Minutes*

---

**B. 2008-12 Strategic Plan Goals and Objectives Assessment Report – Mary O’Kief,  
Grants and Planning Coordinator**

The Annual Summative-Assessment Report is one of many annual evaluation efforts conducted by the College. This assessment, sponsored by RCC’s College Effectiveness Council (CEC) takes place each summer and is conducted by an assessment team of faculty, staff and managers. Curtis Sommerfeld, Vice President of College Services/Chief Information Officer (CIO), facilitates the assessment team meeting. The team is very open and honest during this process.

Ms. O’Kief reviewed the scoring results as listed in Appendix B, pages 37-39 (see file). The overall score for all 2011-12 averaged 7.9 (Note: A score of 5-8 meets expectations and 9-10 exceeds expectations.)

Dr. Talbert commented that this assessment provides a healthy process for the College. He noticed that professional growth funding for staff reflected a decline in use and was concerned about this. Vice President Gibson responded that with faculty approval, professional growth was reduced approximately \$40,000 in a cost saving effort last year. There is no indication of underuse this year; however, as Faculty have nearly already exhausted funding for this academic year. Dr. Talbert requested discussing this when working on the 2012-2015 Plan.

It was noted that in the 2008-12 Plan, many objectives were not written in measurable terms. Ms. O’Kief responded that planning will now tie into the achievement compacts which are measurable. In addition to the achievement compacts, Dr. Talbert would like to discuss other possibilities important to RCC.

**5. Committee/Advisory Reports**

**A. Student, Faculty, Classified, Faculty Senate Reports - None**

**B. Advisory Committee – Josephine County**

Peter Angstadt met with Josephine County Advisory Committee members John Harelson, Midge Renton, Dawn Welch and Sharon Work on 10/3 and primarily discussed their roles as Budget Committee members.

**C. Board Executive Committee – Tim Johnson, Randy Sparacino and Pat Ashley participated in this committee meeting on 10/8. The committee reviewed the October Board of Education meeting agenda and discussed possible financial projections over the next five years.**

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**Rogue Community College District**  
**Board of Education – October 16, 2012 Meeting Minutes**

---

- D. Facilities Committee** – Dean Wendle reported that on the Redwood Campus, the P building classroom has been completed. The “Z” building modular classroom is also completed and in operation fall term. On the Riverside Campus, the Bookstore Plaza project will not require permits from the City of Medford.
- E. Finance and Audit Committee** – On behalf of the committee, Joseph Zagorski reported the committee met prior to the Board meeting and reviewed the financial statements in detail. In addition, Dr. Zagorski and Mrs. Ashley met with Lisa Stanton, Chief Financial Officer and Curtis Sommerfeld to gain a better understanding of RCC’s financial processes. As a good business practice, a company named Talbot, Korvola & Warwick, LLP (TKW) has completed an Internal Controls Review and Evaluation of the RCC financial systems. Evaluation responses will be provided at the December Board meeting.
- F. Foundation Report** – President Angstadt participated in two Leadership Awareness Gatherings recently. One gathering was hosted by Don Blaser in Medford and the other hosted by Yolanda Bruton and Midge Renton in Grants Pass. The Foundation has recently received two new Board members, Sid DeBoer and Andy Goldner.
- G. OCCA/OSBA Reports** – Kevin Talbert reported he has been participating in OCCA conference calls at which Andrea Henderson, OCCA Executive Director, has been providing updates on the Oregon Education Investment Board (OEIB). Rudy Crew, Chief Education Officer of the Oregon Department of Education, has been taking time to become familiar with the education system in Oregon, especially K-12. The OEIB is holding regional community forums and will be in Medford on 10/24. Dean Wendle is serving on the OCCA Governance committee.
- 6. Consent Agenda** – Kevin Talbert moved, seconded by Dean Wendle, the Board approves the consent agenda as presented.
- A. Meeting Minutes
    - a. September 18, 2012 Board of Education Meeting
  - B. Human Resources - None
  - C. Grants
    - a. New Grant(s)
      - 1. Accelerated College Credit Program (Oregon Department Of Education (DOE))
    - b. Continuation Grant(s)
      - 1. TRiO/SSS (Student Support Services) (U.S. DOE)
      - 2. TRiO/EOC (Educational Opportunity Center) (U.S. DOE)
      - 3. TRiO/Talent Search (U.S. DOE)

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*Rogue Community College District  
Board of Education – October 16, 2012 Meeting Minutes*

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4. Oregon Community College Unified Reporting Services (OCCURS) (Oregon Department of Community Colleges and Workforce Development (CCWD))

D. Financial

- a. Monthly Financial Data Report – September
- b. Quarterly Budget Transfers

**The motion unanimously carried.**

**7. Action/Information Items**

**A. Board Policy II.B.100 - Conduct of Persons on Campus (First Reading)**

No action taken – first reading.

**B. Board Policy IV.A.010-Academic Freedom Statement (First Reading)**

Prior to the next Board meeting, Kirk Gibson will provide information on other existing policies/procedures relating to academic freedom. No action taken – first reading.

**C. Approve Contract for Riverside Campus Bookstore Plaza Renovation**

Pat Ashley moved, seconded by Kevin Talbert, the Board adopts Resolution No. B35-12/13 approving the contract with Vitus construction, Inc. for the Bookstore Plaza renovation on the Riverside Campus in the amount of \$69,000 with a contingency of \$5,000 not to exceed \$74,000.

Dean Wendle commented the Plaza will include a waterfall, and a mosaic of water, that will provide a good place for students to visit. Trees will be planted in a planter and will include an automated water system. An architect has been involved with this project.

**The motion unanimously carried.**

**D. Approve Purchase of Course and Event Management System**

Kevin Talbert moved, seconded by Pat Ashley, the Board adopts Resolution No. B36-12/13, approving the purchase of a hosted Course and Event Management web-based software system through CollegeNET, Inc., not to exceed \$90,880.

**The motion unanimously carried.**

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*Rogue Community College District  
Board of Education – October 16, 2012 Meeting Minutes*

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**E. Approve Board Member Participation – OCCA Annual Conference,  
November 8-11, 2012**

Pat Ashley moved, seconded by Kevin Talbert, the Board adopts Resolution No. P37-12/13 approving Board member participation in the 2012 OCCA Annual conference to include Pat Ashley, Kevin Talbert, Dean Wendle and Joseph Zagorski.

**The motion unanimously carried.**

**8. Administration Information Items**

**A. President's Monthly Report**

- U.S. Senator Ron Wyden held a press event at the RCC/SOU Higher Education Center in Medford on 10/11 to announce RCC's \$3 million Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant award. The event went very well.
- RCC will be hosting the Oregon President's Council meeting next Thursday, 10/25 at the Table Rock Campus.
- Denise Nelson is in the process of identifying 3 possible dates/times to hold the next Special Board meeting and will poll the Board as soon as possible.

**B. FTE Report (see file) – FTE is down over 5%. The College continues to recruit and market as appropriate. As administration reviews and analyzes the decline in enrollment, Board members requested to receive results.**

**C. SOREDI Consultant Report – Positive Comment Regarding RCC (see file).**

Acting Chair Joseph Zagorski suggested, and all Board members agreed, to adjust the agenda order by moving item 11.A, Old Business prior to Executive Session.

**9. Old Business**

**A. Update Regarding the Possibility of Athletics at RCC – Kori Bieber, Vice  
President Student Services/Chief Student Services Officer**

Recently, RCC has been approached by a community group in Grants Pass who is interested in funding an intercollegiate soccer program. Of course, much research and discussion must occur before starting any formal athletic endeavor. Kori distributed an email to RCC employees requesting their feedback on this topic and would like to receive thoughts and opinions from the Board.

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*Rogue Community College District  
Board of Education – October 16, 2012 Meeting Minutes*

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Board members requested written terms on which specific sports might be involved and to share any information gathered with the Board. Pat Ashley requested information related to expense. What are the anticipated costs and how would the College pay for it? Also, how many students would be involved?

John Harelson recommends showing how an athletics program would fit into the Strategic Plan.

Kevin Talbert believes it would be beneficial for our region to explore this option by taking a serious look at this, be open to what we find, and weigh the costs and benefits.

Dean Wendle agrees to pursuing athletics at the College but proceeding cautiously.

Joseph Zagorski called for a 10 minute break at 5:34 p.m.

- 10. Executive Session** – Joseph Zagorski called the meeting into Executive Session per ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents and ORS 192.660(2)(e) Real Property Transactions at 5:40 p.m. and closed the Executive Session at 5:52 p.m.

**11. New Business**

Board members requested an opportunity to discuss the earlier presentation from representatives of the City of Grants Pass regarding the possible annexation of RWC. A positive result of this initial discussion is to learn that RWC would not be required to immediately change over to city water services. Dean Wendle commented that the value for RCC students and the RCC community to gain public safety services from the City is significant. Staff will discuss the draft agreement in further detail with the City of Grants Pass and will provide Board members with an update as applicable.

**12. Board Round Table - None**

- 13. Adjournment** – The meeting adjourned at 6:00 p.m.