

---

***Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes***

---

1. **Call to Order** – Tim Johnson, Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m., Tuesday, November 20, 2012 at the Redwood Campus (RWC) H2 conference room, 3345 Redwood Highway, Grants Pass, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Patricia Ashley, Joseph Davis (via teleconference), Tim Johnson, Kevin Talbert, Dean Wendle and Joseph Zagorski. Randy Sparacino was absent due to pre-arranged plans.
3. **Introduction of Guests and Public Comment** – Bob Floyd, Associated Student Government of RCC (ASGRCC) RWC President and RCC District employees including Peter Angstadt, Julie Baumer, Kori Bieber, Margaret Bradford, Roger Friesen, Kirk Gibson, John Osbourn, Jenny Rossknecht, Curtis Sommerfeld, Lisa Stanton, Denise Swafford and Denise Nelson. There was no public comment.
4. **Presentations**

**A. Certificate of Achievement for Excellence in Financial Reporting – President Peter Angstadt**

President Angstadt presented the Certificate of Achievement for Excellence in Financial Reporting to Lisa Stanton, Chief Financial Officer. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by the RCC Budget and Financial Services Department. This is the 9<sup>th</sup> consecutive year RCC has earned this award, and the 11<sup>th</sup> time total. President Angstadt and Board members congratulated Lisa Stanton and the entire Budget and Financial Services team.

**B. Mandatory Reporting – Jenny Rossknecht, Director of Human Resources and Risk Management**

Vice President Curtis Sommerfeld introduced Ms. Rossknecht, Director of Human Resources and Risk Management, and Julie Baumer, Human Resources and Employee Benefits Coordinator. Handouts related to this topic were distributed (see file). Beginning January 1, 2013, all employees of RCC are considered mandatory child abuse reports and have a legal obligation to report suspected child abuse or abusers under Oregon law. Employees are also required to report adult abuse, age 65 or older, per this new law. Ms. Rossknecht explained this law does not include RCC Board members, or RCC Foundation Board members, as mandatory reporters when serving in the capacity of a Board member (an individual may be in another position outside of their role at RCC that qualifies him/her as a mandatory reporter).

---

***Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes***

---

All RCC employees have been notified of the mandatory reporting responsibility. The Human Resources department has provided thorough information via email, has held employee training meetings, and is producing a training video on this subject. Board member Tim Johnson recommended documenting those employees who have received training. Ms. Rosknecht has consulted with Karen Smith, General Counsel, Oregon Community College Association (OCCA) and confirmed the training RCC has provided has satisfied the College's responsibility. Joseph Davis recommended adding this to all employee handbooks and retain an employee signature sheet acknowledging receipt. Regarding new employees, staff will incorporate this into the new employee orientation program.

**5. Committee/Advisory Reports**

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

Student: Bob Floyd, President, RWC ASGRCC, reported that RCC Student Government collaborates with the Oregon Student Association (OSA) on a vote drive every year. This year, student government members declined to subject students to the telemarketing pool; however, student voter registrations were scanned by OSA for this purpose anyway. As a result, OSA was asked not to be on campus for vote drives throughout the remainder of the year.

- Held a recent Open Microphone event in support of breast cancer awareness month
- Another Open Mic event is scheduled for 11/28
- Held a recent blood drive – 54 people signed-up
- Canned food drive

Tim Johnson asked if RCC had a blood account. This is a way for students who do not have funds to draw from an account. Mr. Floyd indicated he will check with Red Cross about this.

4 clubs have been initiated. One of which, the “League of Extraordinary Nerds” will be launching an 8 foot weather balloon into high elevation with a web cam attached.

Planning on holding “Zombiefest” again. This was a popular event last year and students from Jackson County have shown interest in participating in Grants Pass this year. Student government representatives are looking into busing as a means of transportation and have met with Margaret Bradford regarding the possibility of advertising the event.

There were no Faculty, Classified or Faculty Senate Reports

---

*Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes*

---

- B. Advisory Committee (Jackson County)** – Peter Angstadt met with Jackson County Advisory Committee members and discussed space and facility needs in support of the Department of Labor grant.
- C. Board Executive Committee** – Dean Wendle reported the committee reviewed the November Board of Education meeting agenda. Members also discussed their desire to have more time to confer or report on specific things during the Board meeting. Board members could contact Denise Nelson prior the Executive Committee each month regarding items to be added to the agenda.
- D. Facilities Committee** – Dean Wendle reported that winterizing on the Redwood Campus has been completed. The Grants Pass Community Tennis Association (GPCTA) has scheduled a meeting with the City of Grants Pass regarding a proposed future tennis complex at RCC. Peter reminded Board members that, about one year ago, RCC provided a letter of support to GPCTA regarding the information gathering stage. The GPCTA meeting with the City of Grants Pass is part of that process.
- E. Finance and Audit Committee** – On behalf of the committee, Pat Ashley reported the committee met prior to the Board meeting and reviewed the financial statements in detail. The 2011-2012 audit will be presented at the December Finance Committee and Board meetings. A significant deficiency will be explained at that time.
- F. Foundation Report** – The Foundation has recently received two new Board members, Sid DeBoer and Andy Goldner.
- G. OCCA/Oregon School Board Administration (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). There has been a good amount of conversation regarding how the OEIB will relate to community colleges and governance. The intent is that community colleges are not targeted for change. Models have been discussed geared toward the OEIB “steering the ship” with colleges doing the “rowing.” OCCA will keep advocating for local governance. Dean Wendle is serving on the Governance Committee and has participated in discussion regarding the OEIB. He noted it will be important for all 17 community colleges to have one strong message.
- 6. Consent Agenda** – Pat Ashley moved, seconded by Joseph Zagorski, the Board approves the consent agenda as presented.

---

***Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes***

---

- A. Meeting Minutes
  - a. October 3, 2012 Special Board Meeting
  - b. October 16, 2012 Board of Education Meeting
  
- B. Human Resources
  - a. Full-time Faculty Early Retirement, Business Technology – Laura Ault
  - b. Full-time Faculty, Fixed-term, Humanities – Wayd Drake
  - c. Full-time Management, Ending Post Retirement Transition Year Early,  
Director of Auxiliary Services – Patricia “Pat” Gunter
  - d. Full-time Exempt Retirement, OCCURS Director – Marilyn Kolodziejczyk
  - e. Full-time Management, Director of Auxiliary Services – Shani Hulst
  
- C. Grants
  - a. New Grant
    - 1. Trade Adjustment Assistance Community College and Career Training Grant  
(TAACCCT) – Pathways to Allied Health Professions (PATH)
  
  - b. Continuation Grant
    - 1. Perkins Basic
  
- D. Financial
  - a. Monthly Financial Data Report – October

Board members noted the significance of the TAACCCT grant and thanked staff for their excellent work toward receiving this grant.

**The motion unanimously carried.**

**7. Action/Information Items**

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

Joseph Zagorski moved, seconded by Kevin Talbert, the Board of Education adopts Resolution No. P33-12/13 approving revisions to Board Policy II.B.100 as presented.

**The motion unanimously carried.**

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

Joseph Zagorski moved, seconded by Kevin Talbert, the Board adopts Resolution No. P34-12/13 approving the revised Board Policy VI.A.010 as presented.

**The motion unanimously carried.**

---

*Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes*

---

**C. Purchase of Computer Systems for Tech Fee Awards**

Joseph Zagorski moved, seconded by Pat Ashley, the Board adopts Resolution No. B46-12/13 approving the purchase of computer systems through Dell Marketing L.P., using Tech Fee Funds, not to exceed \$147,800.

**The motion unanimously carried.**

**D. Approve Board member Participation – Oregon Leadership Summit**

Pat Ashley moved, seconded by Joseph Zagorski, the Board adopts Resolution No. P47-12/13, approving the participation of Board members pat Ashley, Kevin Talbert and Dean Wendle in the 10<sup>th</sup> Annual Leadership Summit on December 3, 2012 in Portland, OR.

**The motion unanimously carried.**

**E. Authorize Termination of 457(b) Plan and Make Contributions to 403(b) Plan (President's Contract)**

Pat Ashley moved, seconded by Kevin Talbert, the Board adopts Resolution No. HR48-12/13 approving termination of the employer paid 457(b) Plan currently in place for President Dr. Peter Angstadt, and approving future employer contributions be made to an employer paid 403(b) Plan through TIAA-CREF, effective January 1, 2013 or soon thereafter.

**The motion unanimously carried.**

**F. 403(b) Plan Document – Amended and Restated (First Reading)**

In addition to revisions related to the President's contract, general housekeeping items and the addition of part-time to the 403(b) Pan Document are included. Board members requested receiving information regarding the positive or negative impact to employees from proposed changes. No action taken – first reading.

**G. National Legislative Summit (NLS) – Washington, D.C., February 11-14, 2013**

Board members discussed their previous NLS experiences. Early bird registration fees will help save on costs. It is possible that another hotel, close to the conference, might also save on costs. Denise Nelson will check into this. Tim Johnson volunteered to attend.

Kevin Talbert moved, seconded by Pat Ashley, approving the participation of Board member Tim Johnson in the 2013 National Legislative Summit, February 11-14, 2013 in Washington, D.C.

**The motion unanimously carried.**

---

*Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes*

---

**8. Administration Information Items**

**A. President's Monthly Report**

- The Oregon Community College Unified Reporting System (OCCURS) 4<sup>th</sup> week report shows a decline in reimbursable FTE for Fall of 4.04%. Our current numbers show a larger decline, near 5%. Our corresponding decline in tuition collections will leave RCC with a projected initial deficit of \$1.2 million as the 2012-13 budget is developed.
- A few years ago we had moved our first year Nursing program student intake from 32 to 36. Nursing faculty have recently identified a need to reduce our intake (beginning next fall) back to 32 students.
- Dean Wendle and Peter will be attending a meeting regarding downtown parking with City of Medford officials.
- Denise Swafford copied the Board on an email regarding the Accreditation Year One Peer-Evaluation report. The response to NWCCU was sent prior to the due date of November 19.
- Lisa Stanton and Curtis Sommerfeld have met with Joe Z. and Pat regarding the financial process and budgeting at the College. Joe and Pat have felt this has been very useful and are wondering if other Board members would like to meet with Lisa and Curtis. RSVP regarding this to Denise N. On the same topic, Joe D. and Pat have been given sign-in codes and access to the Rogue Net financial system. Would other Board members like access? Respond to Denise Nelson.
- OSBA Voting - An opinion from Karen Smith, OCCA, was received. OSBA voting is optional. An OCCA board member, who is an ex-officio member of the OSBA board, represents the views of all seventeen community colleges.
- Per the Board's request, Board members have been added to the distribution list of "ALLOFRCC" emails. Members should see an increase in RCC emails about a variety of topics.
- The Strategic Planning Special Board meeting will be held next Tuesday, 11/27, 11:00 a.m. to 2:00 p.m., Table Rock Campus, room 206.

**B. FTE Report (see file).**

**C. Regional Career and Technical Education Program Advisory Committee Report 2011-12 (see file) – Tim Johnson suggested adding an additional question, "Are we fulfilling our responsibilities to the Advisory Committees?"**

---

***Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes***

---

**D. Faculty Senate Meeting Notes (see file).**

Tim Johnson proposed, and Board members agreed, to adjust the meeting agenda order, moving Executive Session to the end of the meeting.

**9. New Business**

Tim Johnson requested Board members forward suggested dialogue with legislators to him via email in preparation for his attendance at the National Legislative Summit.

**10. Old Business**

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

Vice President Bieber provided general information regarding the Northwest Athletic Association of Community Colleges (NWAACC) and some local statistics. There are four (4) regions within the Association and RCC is located in the southern region. NWAACC has 34 member schools of which 29 schools have women's soccer. There are 16 local area high schools with 390 female student athletes.

Local tennis and soccer representatives have shown interest in partnering with RCC. Tennis representatives met with the RCC Foundation, Jennifer Wheatley, and learned about the concept of leadership awareness gatherings. The Tennis Association has donor dinners scheduled in January (they hold their own 501(c)(3) status with the IRS). Kori will explore the financial side of the possibility of athletics at RCC before moving forward. She is looking into the cost per year for women's soccer, including a part-time coach and insurance to cover athletics.

Pat Ashley requested Kori provide the Board with an idea of how many students are leaving the area to attend other community colleges for an athletics program. On an average, how long do student athletes stay at a particular school?

Peter clarified the steps taken to date are for information gathering purposes, much like the preparation taken for a campaign to determine feasibility. No action has been taken. Ms. Ashley is concerned that community outreach regarding the possibility of athletics at the College will compete with potential donors in a fundraising campaign and could be confusing.

Kori commented that athletes do not incur fees, rather, these students are normally attending college via an athletic scholarship. This is part of a common recruiting strategy. Statistics show that for every athlete recruited the College will receive 2 non-athletes.

---

*Rogue Community College District  
Board of Education – November 20, 2012 Meeting Minutes*

---

Board members agreed they would like to receive more specific financial data, enrollment information, and information on how funds from student fees would be used toward athletics. A suggestion was made to contact other Oregon community colleges participating in athletics and ask, “If you had it to do over again, would you be involved with athletics?”

**B. Debrief from OCCA Annual Conference and Discuss Next Steps** (for Board Discussion)

Peter requested that Board members compose their comments, thoughts and ideas from the OCCA conference and the Oregon Gardens Convention (or any other thoughts) into an email, and forward to him. He will consolidate this information.

**11. Board Round Table - None**

Tim Johnson called for a break at 6:19 p.m.

**12. Executive Session** – Tim Johnson called the meeting into Executive Session per ORS 192.660(2)(e) Real Property Transactions at 6:24 p.m. and closed the Executive Session at 6:27 p.m.

**13. Adjournment** – The meeting adjourned at 6:28 p.m.