
*Rogue Community College District
Board of Education – December 17, 2013 Meeting Minutes*

1. **Call to Order** – Kevin Talbert, Vice Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m., Tuesday, December 17, 2013 at the RCC 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 Pat Ashley, Ron Fox, Brett Johnson, Tim Johnson, Kevin Talbert and Joseph Zagorski. Dean Wendle was absent.
3. **Introduction of Guests and Public Comment** – RCC District employees in attendance included Peter Angstadt, Kori Bieber, Margaret Bradford, Rena Denham, Kirk Gibson, Tom Miller, Curtis Sommerfeld, Lisa Stanton, Denise Swafford and Denise Nelson.

There was no public comment.

It was requested to add the following two items to the agenda:

- A. Marketing Committee Report
 - B. Update Regarding Upcoming Presentation from Shelly Parini, Dean of College Advancement, Clackamas Community College
4. **Presentations – None**
 5. **Committee/Advisory Reports**
 - A. **Faculty, Student, Classified, Faculty Senate** – Bob Floyd, Associated Student Government President – RWC, provided a written report for review in advance of the Board meeting (see file).
 - B. **Advisory Committees** – President Angstadt met with Jackson and Josephine County Advisory Committee members and primarily discussed the fundraising campaign.
 - C. **Board Executive Committee** – Dean Wendle, Kevin Talbert and Brett Johnson participated. Mr. Wendle reported the committee reviewed the December Board meeting agenda. Auditors will attend the January Board meeting to present the annual audit.
 - D. **Facilities Committee** – A written report was distributed prior to the Board meeting (see file). Dr. Zagorski commended facilities staff for their hard work during and after the winter storm to make all of RCC’s campuses available to students and staff.

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- E. Finance and Audit Committee** – The committee met just prior to the Board meeting and reviewed the November Monthly Financial Data report. As indicated in the Executive Financial Summary section of the report, the College has transferred the Business Energy Tax Credits for the Higher Education Center to the Kelley D. Hamilton Trust for \$167,966. These funds will be divided between Southern Oregon University and RCC.
- F. Foundation Report** – Pat Ashley reported the addendum to the memorandum of understanding (MOU) between the Foundation and College was unanimously approved by the Foundation Board at their December 4th meeting. This MOU is listed as an action item on the Board of Education meeting agenda today (see agenda item 7.C).
- G. OCCA/OSBA Reports** – Dr. Talbert reported the Oregon Community College Association (OCCA) held the December Oregon Presidents’ Council and OCCA Board meetings in Salem. Ben Cannon, Executive Director, Oregon Higher Education Coordinating Commission (HECC), provided an update. The Presidents discussed performance based funding. HECC is now the body to which recommendations regarding performance based funding will be made. The winter storm also swept through the Salem area.
- H. Marketing Council** (addition to the meeting agenda) – Tim Johnson attended the Marketing Council meeting on December 3rd. He was pleased with the items discussed at the meeting. Atana Morell, RCC Social Media and Marketing Specialist, provided a world class presentation. Tim recommends this presentation be provided at a Board of Education meeting. Denise Nelson will make note to include this topic in the program light presentation schedule for next fiscal year.
- 6. Consent Agenda** – Joseph Zagorski moved, seconded by Tim Johnson, the Board approves the consent agenda with a minor correction to the November 19, 2013 meeting minutes. Tim Johnson requested to eliminate the reason for Board member absence in the attendance section of the meeting minutes.

A. Meeting Minutes

- a. November 19, 2013 Meeting Minutes

B. Human Resources

- a. Full-time Management, Human Resources and employee Benefits Coordinator- Jamee Harrington
- b. Full-time Management, Interim Director of Educational Partnerships- Daniella Bivens
- c. Full-time Management, Interim Dean of Instruction – School of Science and Technology- Tom Miller

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C. Grants - None

D. Financial

A. Monthly Financial Data Report – November 2013

The motion unanimously carried.

7. Action/Information Items

A. 2012-2015 Strategic Plan Update – President Angstadt reported this update was reviewed by the College Effectiveness Council and primarily consists of changes in wording. A “clean copy” was provided to Board members in advance of the meeting and Denise Nelson will distribute a red-lined version to members as requested by Dr. Talbert.

B. 2013-2014 Year to Date \$25,000- \$49,999 Contract Report

A request was made at the November Board meeting for staff to provide a report listing all contracts approved fiscal year to date in the range of \$25,000 to \$49,999 (see file).

C. Approve Addendum- RCC/RCC Foundation Memorandum of Understanding

Dr. Zagorski moved, seconded by Tim Johnson, the Board approves the addendum to the RCC/RCC Foundation Memorandum of Understanding as presented.

Dr. Zagorski commented the revisions made in this addendum bring RCC and the RCC Foundation consistent with other Oregon community colleges.

The motion unanimously carried.

D. Board Participation- ACCT National Legislative Summit, February 10-13, 2014

Joseph Zagorski moved, seconded by Ron Fox, the Board adopts Resolution No. B38-13/14 approving the participation of Kevin Talbert in the 2014 ACCT National Legislative Summit, pending Dr. Talbert’s decision to attend.

The motion carried 5-0 with Dr. Talbert abstaining.

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8. Board Discussion Items

A. Oregon Business Plan Leadership Summit (Fox, Talbert)

Ron Fox and Kevin Talbert attend the 11th Oregon Leadership Summit. The Summit was a success with breakout sessions including those on higher education, reducing poverty, reforming Oregon’s tax code to provide stable funding for services and to support job growth, health care and unlocking Oregon’s natural wealth to restore rural property. Dr. Talbert circulated the Oregon Business Plan (OBP) Policy Playbook for 2014 and the OBP Poverty Strategy Paper as distributed at the Summit. Ron Fox will forward digital copies of both documents to Denise Nelson for distribution to all Board members. Nike Chairman, Phil Knight, has pledged \$500 million for cancer research and treatment to Oregon Health and Science University (OHSU). OHSU can needs to raise money to meet the pledge. Detailed information regarding the Summit will be posted on the Oregon Business Plan website.

B. Board Members’ List of Suggested Discussion Items

After discussing a few items on the list, it was decided that the majority of items relate to student success. Board members decided it would be good to form a Student Success Committee. Pat Ashley and Tim Johnson volunteered to serve on this committee with Vice Presidents Kori Bieber and Kirk Gibson. Board members were asked to forward their thoughts and ideas regarding student success to Pat Ashley. Kori reminded everyone about the three components of RCC’s student success which were developed at the September Board retreat – Access, Progress and Completion.

As a result of forming the Student Success committee, the Board agreed to remove the standing Strategic Work Plan Discussion Items and replace this list with the Board approved Areas of Focus. Denise Nelson will ensure the Areas of Focus will be included with the monthly Board meeting material. As currently listed on the Board Discussion Item list, number 5, “A Listening Tour” will be addressed with Shelly Parini’s presentation to the Board. Numbers 6, 7 and 8 (see list below) will be answered in writing by staff within the upcoming months.

- How can we improve on our diagnostics of a student’s abilities?
 - a. Have we tested our enrollment procedures with non-academic testers?
- Can students “test out” of courses?
- Possibility of fast-tracking developmental courses. What are others doing?

C. General Discussion

- Dr. Talbert talked about emerging markets in the hospital industry, including the area of food. He would like to have board/staff discussion regarding this.

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- Dr. Zagorski discussed completing a Board self-assessment. He volunteered to help develop a draft form using the Board Source 12 Principles of Governance that Power Exceptional Boards model. Pat Ashley volunteered to assist with the development process. Denise Nelson will provide administrative support.

9. Administration Information Items

A. President's Monthly Report

- Staff responded very well responding to the recent significant weather event, working hard to make all campuses safe for students and staff. The College had to close Monday. A review will be conducted to see if there's anything we can do better in case this level of event happens again. Peter thanked faculty and staff for the efforts during this challenging time.
- Denise Nelson will be contacting Board members to schedule a date for a Public Hearing.
- Information regarding the 2014 ACCT Governance Leadership Institute, March 20 – 22, 2014 in Salt Lake City, Utah was distributed to Board members in their handout folders (see file).

B. FTE Report (see file)

C. Student Success Report – Vice President Bieber is working on a five-year metrics.

D. Faculty Senate Meeting Notes (see file)

10. Executive Session – None

11. Old Business

A. Update – Shelly Parini Presentation (addition to the meeting agenda)

Ron Fox reported that Shelly Parini, Dean of College Advancement, Clackamas Community College, is unfortunately not available to provide a presentation to the Board on 3/18/14. Denise Nelson will contact Ms. Parini to see if she might be available one week prior on 3/11/14.

12. New Business – None

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- 13. **Board Roundtable - None**
- 14. **Adjournment** – The meeting adjourned at 5:25 p.m.

Meeting minutes submitted by Denise Nelson, Assistant to the President and Board of Education.