
*Rogue Community College District
Board of Education – December 20, 2011 Meeting Minutes*

1. **Call to Order** – Pat Ashley, Immediate Past Chair, called the Rogue Community College (RCC) Board of Education (Board) Meeting to order at approximately 4:00 p.m., Tuesday, December 20, 2011 at the Redwood Campus H-2 conference room, 3345 Redwood Highway, Grants Pass, OR. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Patricia Ashley, Randy Sparacino (via teleconference), Kevin Talbert and Dean Wendle (via teleconference) and Joseph Zagorski. Joe Davis and Tim Johnson were unable to attend due to pre-arranged plans. Midge Renton, Board Advisory Committee member was in attendance.
3. **Introduction of Guests and Public Comment** – Scott Mueller (via teleconference), Kenneth Kuhns & Co.; Cam Preus, Commissioner, Department of Community Colleges and Workforce Development (CCWD); and RCC District employees including Peter Angstadt, Kori Bieber, Margaret Bradford, Rena Denham, Cheryl Markwell, Teresa Schawo, Curtis Sommerfeld, Lisa Stanton and Denise Nelson. There was no public comment
4. **Presentations/General Discussion**

A. Certificate of Achievement for Excellence in Financial Reporting (2009/10)

President Angstadt announced the Certificate of Achievement for Excellence in Financial Reporting has been awarded to RCC, Budget and Financial Services department, by the Government Finance Officers Association for its comprehensive annual financial report (CAFR). 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 a government and its management. This is the eighth consecutive year (nine years total) RCC Budget and Financial Services has earned this award. Board members congratulated department employees for their excellent work!

Lisa Stanton recognized Teresa Schawo, Natalie Herklotz, and all Budget and Financial Services employees for their efforts throughout the year. She indicated this is also a collaborative effort including many employees who correctly process financial related items through RCC's system.

B. 2010/11 Audit Presentation – *Scott Mueller, Kenneth Kuhns & Co. (via teleconference)*

Kenneth Kuhns & Co. is an independent auditing firm selected by the Board. Scott Mueller, representing Kenneth Kuhns & Co., presented the 2010/11 audit results. RCC received a clean, unqualified opinion which reflects the financial statements presented fairly, in all material respects, the financial position of RCC as of June 30, 2011 in conformity with accounting principles generally accepted in the United States.

6.A.a

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One comment (see Independent Auditor’s Comments section of the Comprehensive Annual Financial Report) reflected the College over-expended the Plant Additions appropriation in the Capital Improvement Fund – State Funds during the year by \$491,739. ORS 294.435(4) provides that no greater amount be expended than appropriated except as specifically provided by law.

Mr. Mueller complimented RCC staff and management and indicated they should be commended on a job well done.

Lisa Stanton thanked Teresa Schawo, Senior Accountant, who served as primary leader of the audit process.

a. 2010/11 Audit Approval

Joseph Zagorski moved, seconded by Kevin Talbert, the Board of Education adopts Resolution No. B46-11/12 accepting the 2010/2011 audit as submitted.

The motion unanimously carried.

C. Department of Community Colleges and Workforce Development Report

Cam Preus, Commissioner, CCWD, distributed a handout titled “Oregon Community Colleges Budget Picture” (see file). There were three major bills with an impact on community colleges that passed during the 2011 legislative session:

1. Senate Bill (SB) 909: Governor Kitzhaber visualized this bill as a means to create an investment board that would look at the Oregon University system, Community Colleges, K-12 and early learning along one continuum. The goal of the Oregon Educational Investment Board (OEIB) would be to create a unified outcomes-based budget. The bill directs a task force to report to the legislature what the structure for state-level decision making should be.
2. SB 242: The two main elements of this bill were a proposal to grant the Oregon University System (OUS) autonomy from state agency status and a proposal to create a Higher Education Coordinating Commission. This commission will not have governing status but will be a place to recommend metrics for return on the state’s funding investments.
3. House Bill (HB) 3418: Creates a Task Force on Higher Education Student and Institutional Success. The task force is directed to analyze best practices and models for student and institutional success to examine barriers, study methods for acquisition of basic skills and career preparation, and identify alternative funding options. A report must be submitted by October 2012 for the 2013 Legislature. Members of the task force include a community college board member, president, faculty, and student, who will be appointed by the Governor.

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Kevin Talbert and Dean Wendle discussed the achievement compacts and shift of measurement from seat time to completion data. The impact of state funding is yet to be determined from this concept.

Joseph Zagorski commented that Oregon’s labor market does not support the goal of 40% of Oregonians holding Bachelor degrees by 2025 (this is referring to the state’s 40-40-20 goal of having 40 percent of the state's adults with four-year college degrees, 40 percent with two-year degrees or the equivalent, and the remaining 20 percent with high school degrees.)

Pat Ashley is concerned that state funding for RCC has decreased to approximately 15% of the annual budget; however, the number of entities created by the state to be involved in the educational decision making process is increasing (as noted in the Senate and House bills previously discussed.)

Dean Wendle complimented Dr. Preus on her efforts and added that community colleges are fortunate she is involved. Board members thanked Cam for traveling to Grants Pass and providing her report in person.

5. Committee/Advisory Reports

A. Student, Faculty, Classified and Faculty Senate Reports – See Classified written report on file.

B. Advisory Committee – Jackson/Josephine County

Jackson County meeting was held on 12/6 with Skip Patterson and Dick Rudisile in attendance. Josephine County Advisory Committee meeting was held on 12/7 with a full complement of members in attendance – John Harelson, Midge Renton, Dawn Welch, and Sharon and Jerry Work. Peter shared the “Creating New Taxpayers” document at both meetings.

C. Board Executive Committee – Joe Davis, Tim Johnson and Pat Ashley participated via teleconference. The committee reviewed the December Board of Education meeting agenda

D. Facilities Committee – There has not been a need to hold a committee meeting.

E. Finance and Audit Committee – On behalf of the committee, Pat Ashley reported the committee met prior to the Board meeting and reviewed the 2010/11 audit in detail with Scott Mueller of Kenneth Kuhns & Co. via teleconference. Members also reviewed the November 2011 financial statement.

F. Foundation Report – Midge Renton, Foundation President, reported the Foundation is discussing future efforts such as a coordinated effort toward planned giving. Pat Ashley reminded Board members it will be important to achieve 100% campaign support from Board of Education members.

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G. Oregon Community College Association (OCCA)/Oregon School Board

Association (OSBA) Reports – Kevin Talbert reported there is a desire to get all local boards involved with discussions of current issues; however, it is difficult in periphery. He also commented the OCCA pre-board meetings offer a good opportunity for Board members to talk informally as these meetings are attended by a representative from each community college. He has found that many community colleges are experiencing the same issues.

6. Consent Agenda – Joseph Zagorski moved, seconded by Kevin Talbert, the Board approve the consent agenda as presented:

A. Meeting Minutes

- a. October 18, 2011 Board of Education Meeting

B. Human Resources

- a. Full-Time Faculty Retirement, Social Science & Human Services
Instructor - Jerry Bryan
- b. Full-Time Faculty Early Retirement, Academic Skills Instructor –
Leslie Bryan
- c. Full-Time Management, Temporary, Fixed-Term, Dean of Instruction
and Workforce/Continuing Education – Ted Willhite
- d. Full-Time Faculty, Temporary, Fixed-Term, Business Technology
Instructor – Melissa Polen

C. Grants

- a. New Grant(s)
 1. Discovery Programs Grant
 2. The Oregon Credentials, Acceleration and Support for Employment
(CASE) Consortium Grant
- b. Continuation Grant(s) - None

D. Financial

- a. Monthly Financial Data Report – November 2011

The motion unanimously carried.

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7. Action/Information Items

A. Approve Board Policy II.A.030 – Public Record Requests (Second Reading)

Kevin Talbert moved, seconded by Joseph Zagorski, the Board adopts Resolution No. B39-11/12 approving new Board policy II.A.030 – Public Records Requests as presented.

The motion carried unanimously.

B. Approve Electronic Communication Policy (Second Reading)

Randy Sparacino moved, seconded by Joseph Zagorski, the Board adopts Resolution No. P103-10/11 approving Board policy III.A.090 – Electronic Communication as presented.

The motion unanimously carried.

C. Approve Amendment to RCC 403(b) Plan

Joseph Zagorski moved, seconded by Kevin Talbert, the Board adopts Resolution No. HR54-11/12, adopting the RCC 403(b) Plan, amended and restated effective January 1, 2012, in the form supplied by legal counsel and as presented.

The motion unanimously carried.

D. Approve Contract for Professional Audit Services (Handout)

Joseph Zagorski moved, seconded by Kevin Talbert, the Board adopts Resolution No. B55-11/12 approving the Intent-To-Award a three year contract for Audit Services to Eide Bailly, LLC for a contract price of \$40,000 for the 2011/12 year, \$41,500 for the 2012/13 year and \$43,000 for the 2013/14 year.

The motion unanimously carried.

E. Approve Board Development – ACCT National Legislative Summit

Kevin Talbert moved, seconded by Joseph Zagorski, the Board adopts Resolution No. P56-11/12 approving the participation of Patricia Ashley in the 2012 ACCT National Legislative Summit.

The motion carried 4-0. Pat Ashley abstained.

F. Approve Emeritus Status – Jeanne Howell

Kevin Talbert moved, seconded by Joseph Zagorski, the Board adopts Resolution No. P57-11/12 awarding the honor of Dean Emeritus status to Jeanne Howell.

The motion unanimously carried.

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G. Save the Date – Southern Oregon Business Conference, January 26, 2012

Board members were asked to contact Denise Nelson if interested in attending this local conference.

8. President’s Report - Administration/Organization/Information Items

A. President’s Monthly Report

- Many Feasibility Study Executive Awareness Sessions have been conducted throughout Jackson and Josephine Counties. Everyone Peter has spoken with has been very positive and responsive.
- Cheryl Markwell is meeting with the faculty consultative group to discuss possible solutions to the projected deficit in the 2012-13 budget.

B. FTE Report (see file)

C. Accreditation Update – Peter and Cheryl Markwell will be traveling to Bellevue, WA for the accreditation review on 1/12 with the Northwest Commission on Colleges and Universities. Denise Swafford did an excellent job moving through the process involved with accreditation.

9. Executive Session – None

10. Old Business

A. Discuss 2011 Leadership Summit, December 12-13, 2011

Pat Ashley, Kevin Talbert and Dean Wendle attended with President Angstadt. The focus during the education workgroup was outcome based. Another breakout session attended revealed that Oregon is an agricultural leader in the nation; however, the current average farmer is 60 years old with no successor. The Governor has charged the Oregon Forestry Board to come up with input regarding management of Federal forests in Oregon. The loss of O & C funding will have quite an impact, as some counties are in danger of going bankrupt. Educational discussions seemed to place a priority on pre-K – 12.

Peter shared the “Creating New Taxpayers” charts with other attendees at the conference. He feels strongly that these charts reflect how community colleges can create a positive contribution to Oregon’s economy.

A second day was added to the conference this year; however, it was noted that most of the business community attended the first day only.

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11. **New Business - None**
12. **Board Round Table** – Referring to the audit report (page 38) discussed earlier in the meeting, Dean Wendle suggested RCC’s health benefit costs last year were not consistent with the private sector. This seems to be a staggering cost during trying times.
13. **Adjournment** – The meeting adjourned at 5:40 p.m.