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***Rogue Community College District  
Board of Education – April 16, 2013 Meeting Minutes***

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1. **Call to Order** – Tim Johnson, Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at 4:00 p.m. Tuesday, April 16, 2013 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 Tim Johnson, Pat Ashley, Kevin Talbert, Dean Wendle and Joseph Zagorski. Board members Joe Davis and Randy Sparacino were absent due to professional obligations.
3. **Introduction of Guests and Public Comment** – RCC District employees including Peter Angstadt, Kori Bieber, Rena Denham, Kirk Gibson, John Osbourn, Curtis Sommerfeld, Lisa Stanton, and Denise Nelson. There was no public comment.
4. **Presentations - None**
5. **Committee/Advisory Reports**
  - A. **Student, Faculty, Classified, Faculty Senate Reports - None**
  - B. **Advisory Committees** – Peter Angstadt reported he met with Jackson County Advisory members Skip Patterson and Dick Rudisile on 4/2 and discussed budget updates. Curtis Sommerfeld met with Josephine County Advisory members John Harelson, Midge Renton and Dawn Welch the following day and discussed the same.
  - C. **Board Executive Committee** – Tim Johnson, Randy Sparacino and Joseph Zagorski attended the 4/8 committee meeting and reviewed the April Board of Education meeting agenda. President Angstadt reported on employee retirements and resignations.
  - D. **Facilities Committee** – Dean Wendle reported at the Redwood Campus (RWC), AT&T is proposing to bring in fiber to the cell tower by the water tanks. Staff is considering routes and conditions. In addition, AT&T wants to expand the footprint of their equipment. The lease contract is being reviewed by staff. Facilities crews are replanting some of the trees removed due to damage from the winter snow storm. The College is in the early stages of having an architect design a rework of the Wiseman building (Student Services) restrooms. On Riverside Campus (RVC), the Bookstore Plaza is complete – just waiting for warmer weather to color the asphalt. Conceptual meetings have been held with Hennebery Architects for the Health/Science and Flex Lab at TRC. The Flex Lab will not be built across the street from the current campus, rather a stand-alone building near the current TRC facility.

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- E. Finance and Audit Committee** – Joseph Zagorski reported the committee reviewed the budget and financial statements and had a discussion regarding the bookstore.
- F. Foundation Report** – Pat Ashley attended the Foundation Board meeting on 3/27. The Foundation scholarship reader events were held at the Grants Pass Golf Club, 3/26 and the Rogue Valley Manor in Medford, 4/2. Kevin Talbert added there was a significant change to the score sheets wherein no transcripts or transcript information was provided. This made it more difficult to evaluate/score the scholarship applicant. President Angstadt was not alerted to the change and he will check into this. New Board member Andy Goldner is doing well and Sid DeBoer has been helpful to Peter. They are wonderful philanthropists.
- G. Oregon Community College Association (OCCA)/Oregon School Board Administration (OSBA) Reports** – Dr. Talbert reported that our testimony was very good at the State Ways & Means Budget Hearing in Ashland. RCC faculty attended and did a very good job. He asked this note of thanks be passed along to those who attended.

Once formed, the Higher Education Coordinating Commission (HECC) will have the authority to coordinate higher education policy with the Oregon University System and community colleges and will also take over the functions of the Oregon Student Assistance Commission (Oregon Opportunity Grant). Members of the HECC will be appointed by the Governor. Two students will serve as members of the committee, one from a community college, the other from a university. Dean Wendle added the Governor will also appoint the Executive Director of the HECC. The Commission will meet on a quarterly basis – not monthly.

- H. President's Evaluation** – Joseph Zagorski and Randy Sparacino met with Denise Nelson immediately following the Executive Committee meeting. Last years' evaluation form will be used this year but the form will be distributed to community members in addition to last years' distribution list. The cover letter will include an emphasis that the President truly seeks to enhance his leadership skills thus encouraging evaluator participation.
- 6. Consent Agenda** – Kevin Talbert requested the March Financial Statement be removed from the Consent Agenda.

Pat Ashley moved, seconded by Joe Zagorski, the Board approves the consent agenda as follows, excluding the March Financial Statement:

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- A. Meeting Minutes
  - a. March 19, 2013 Board of Education Meeting
  
- B. Human Resources
  - a. Full-time Faculty Retirement, Electronics – William “Bill” Biggs
  - b. Full-time Exempt Resignation, Allied Health Services, CNA2 Coordinator – Anna Lewis
  - c. Full-time Exempt Resignation, Director, Human Resources and Risk Management – Jenny Rossknecht
  - d. Full-time Exempt New Hire, Health Professions Education Coordinator (TAACCCT) – Laurel Pederson
  
- C. Grants
  - a. AGC Construction Management Education Council Technology Grant
  - b. Construction Technology Program Support Grant
  - c. RCC History Art Bench Grant
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- D. Financial
  - a. ~~Monthly Financial Data Report – March 2013~~
  - b. Quarterly Budget Transfers

**The motion unanimously carried.**

Dr. Talbert mentioned it can be challenging to read complex budget documents, such as the monthly financial reports, on an iPad. Joseph Zagorski commented that he uses his personal computer to read the more detailed reports which are also sent to Board members via email. It was decided that Denise N. will send a hard copy of monthly financial statements via U.S. Postal Service to Dr. Talbert.

Tim Johnson moved, seconded by Dean Wendle, the Board approves the Monthly Financial Data Report for March 2013 as presented.

**The motion unanimously carried.**

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**7. Action/Information Items**

**A. Board Policy IX.A.020: Responsibilities of College Staff**

Joseph Zagorski moved, seconded by Pat Ashley, the Board approves Resolution No. P92-12/13 approving revisions to Board Policy IX.A.020: Responsibilities of College Staff.

**The motion unanimously carried.**

**B. Adopt Amended 2013/14 Fee Schedule (First Reading)**

Lisa Stanton explained this resolution proposes removal of the High School Completion Fee which is no longer applicable. It also recommends the adjustments of the Adult Basic Skills fee and GED test fee as described (see file). No action taken, this is the first reading.

**C. May 21, 2013 RCC District Election Update**

President Angstadt reported Dr. Marcus Heritage and Brett Johnson are Zone 3 candidates, and Tim Alford and Ron Fox are candidates for Zone 7. Peter Angstadt will meet with each new candidate to give them general information on Board duties. Current Board members Tim Johnson and Dean Wendle are unopposed.

**8. Board Discussion Items**

**A. Foundation Scholarship Reader Events**

Previously discussed during agenda item 5.F (see above). On the topic of the Foundation, Pat Ashley mentioned she received information from a Foundation Board member regarding board self-evaluations. She will provide the information to Denise N. who will make a copy and retain on file as a resource when the Board of Education prepares to conduct a self-evaluation this next fiscal year. Since Joe Davis and Randy Sparacino will be leaving the Board the end of their term expiration on June 30, 2013, Denise N. will request their comments and evaluation of the Board prior to their departure.

**B. Board Members' List of Suggested Discussion Items (see file).**

Joe Zagorski suggested, since a number of the items on this list are in the form of a question, staff review the list and provide answers/information to the Board at future Board meetings as applicable. This is one way to work through the list.

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Kevin Talbert reported that many Boards schedule an annual retreat. It was decided that Denise N. will add “Annual Retreat - Discuss Planning and Options” to the next Executive Committee meeting agenda.

It was also decided that Denise N. will remove #6, “How successful are our students who join the work force?”

**C. General Discussion - None**

**9. Administration Information Items**

**A. President’s Monthly Report**

- RCC had a large group of supporters attend the Ways & Means public hearing in Ashland, April 13. We would like legislators to receive emails regarding community college funding support. We do not anticipate the state budget to be passed until the end of May or early June.
- Cam Preus, Commissioner, Department of Community College and Workforce Development (CCWD), will serve as keynote speaker at inservice on Friday, May 10.
- The rafting class this year has been canceled because the cost of the trip has increased since the commercial guide is required. There was low enrollment for the class this year.
- The All Oregon Academic Team luncheon in Salem was a successful event. RCC’s students received their award and also took a group picture with the Governor.

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

**C. Student Success Report –** Vice President Bieber reviewed charts with Board members (see file). Dr. Talbert requested that instead of aggregating, place the information into trend lines, and list 5-7 manageable items. He would like to see the data. Kori will provide fall to fall attrition rate and provide milestone and momentum data.

**D. Grant Status Report (see file).**

**10. Executive Session – None**

**11. New Business – None**

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**12. Old Business** – None

**13. Board Round Table**

- Pat Ashley complimented Vice President Kirk Gibson for the speech he provided at the Foundation reader dinner.
- Dr. Talbert has noticed the reduced support from Southern Oregon University (SOU) at the RCC/SOU Higher Education Center (HEC) – removed an administrator from HEC. He believes it is important to try to keep SOU engaged and strengthen our partnership.
- President Angstadt provided a reminder regarding the Shijiazhuang University Memorandum of Understanding signing event on Saturday, 4/27, RCC/SOU HEC, 8:30 a.m.

**14. Adjournment** – The meeting adjourned at 5:34 p.m.