
***Rogue Community College District
Board of Education – May 17, 2011 Meeting Minutes***

1. **Call to Order** – Patricia Ashley, Chair, called the Rogue Community College (RCC) Board of Education (Board) Meeting to order at approximately 4:00 p.m., Tuesday, May 17, 2011 at the RCC/Southern Oregon University (SOU) Higher Education Center (HEC), Conference Rooms 127 and 129, 101 S. Bartlett, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Patricia Ashley, Joe Davis, 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** – Katilyn Eccleston, President, Riverside Campus (RVC) Associated Student Government of RCC (ASGRCC); and RCC District employees including Peter Angstadt, Rena Denham, Kirk Gibson, Jeanne Howell, Cheryl Markwell, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Verne Underwood, Lynda Warren and Denise Nelson. There was no public comment

Student Government Report – At the request of RVC/ASGRCC President, Katilyn Eccleston, and with agreement of others presenting at the meeting, Ms. Ashley allowed time for the student government report to be given prior to other presentations.

- Rock the Block Event: ASGRCC served hamburgers, hot dogs, and veggie burgers to about 500 people. Games included a dunk tank and basketball toss. Representatives from the Bright Futures Program served cotton candy and popcorn. Club Latino served Mexican beverages and snacks. Local bands played music. Prizes were given away including a laptop package (printer, case & zip drive) an e-reader, and an iPod Touch. Overall, this was a very successful event. Students were very happy.
- Polling for 2011-12 student government will begin the week of May 23. Student government representatives will be located in the HEC as well as the G-building during peak times of student activity, and at Table Rock Campus (TRC) on Tuesday and Wednesday evening.
- TRC Event: A barbeque will be held on June 2 from 12:00 to 2:00 p.m.
- Student government leaders from this past year will be passing the torch to new leaders at an event on June 9 from 2:30 to 4:30 p.m. at the HEC.

4. **Presentations/General Discussion**

A. **Writing Assessment Rubric** – *Dr. Verne Underwood, Chair, English and Humanities Department*

Dean of Instruction and Career/Technical Education, Rena Denham, introduced Dr. Verne Underwood, Chair, English and Humanities Department.

6.A.a

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Dr. Underwood distributed the scoring guide used for the English Department writing proficiency exam (see file). He explained the exam. It has been his experience that students graduating from high school can be weak writers. In the past, 40% of students placed into the Writing 121 class and 60% placed below. Placement scoring has increased (the actual scoring guide), and now only about 15% of students place into the Writing 121 class. The good news is that, after attending RCC, on average, our students receive higher writing scores than students attending any other Oregon community college.

5. Committee/Advisory Reports

A. Faculty and Classified Reports – None

B. Advisory Committee – Josephine County Advisory Committee did not meet. Jackson County Advisory Committee members met with Peter and primarily discussed updates regarding the budget.

C. Board Executive Committee – Pat Ashley and Joseph Zagorski participated. The May 17 Budget Committee and Board meeting agendas were discussed.

D. Facilities Committee – Riverside Campus (RVC) building “C” construction plans were discussed. Dean Wendle reported the committee and staff have been doing a good job with value engineering. As an example, existing concrete will be used by staining and polishing the floor, versus laying new flooring.

E. Finance and Audit Committee – Joseph Zagorski reported the committee met just prior to the Board meeting to review the April Monthly Financial Data report and Budget Transfers report.

F. Foundation Report – Pat Ashley indicated the Foundation Board consultant selection sub-committee has recommended hiring Marv Leroy of the Clements Group as the fund raising consultant. The next Foundation Board meeting will be held Wednesday, May 18.

G. Legislative Committee – Joe Davis reported that Peter has been providing regular updates regarding the legislative session via email. There has not been a necessity to hold a regular committee meeting.

H. OCCA/OSBA Reports – Dean Wendle reported OCCA expects Senate Bills 909 and 242 will be passed prior to the end of this legislative session. Senate Bill 909 establishes the Oregon Education Investment Board and immediately charges the Board with developing plans for consideration in the 2012 legislative session around issues of management, oversight and funding. He added that OCCA has done a very good job updating community colleges on proposed bills.

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- I. President’s Evaluation Committee** – Committee Chair, Joe Davis, thanked Denise Nelson for her assistance with the evaluation process. The responses received from college constituents were positive and the process is near completion.
- 6. Consent Agenda** – Joseph Zagorski moved, seconded by Tim Johnson, the Board approve the consent agenda as presented:
- A. Meeting Minutes
 - a. April 19, 2011 Budget Committee Meeting
 - b. April 19, 2011 Board Meeting
 - B. Human Resources
 - a. Full-time Faculty, Counselor (Michelle Gray)
 - C. Grants
 - a. New Grant(s)
 - 1. U.S. Small Business Administration, Jobs Act Grant
 - 2. “First Term to First Year Persistence” Development Project Grant
 - 3. Criminal Justice, Tactical and Safety Training Mats Grant
 - 4. Economic Gardening Grant
 - 5. IVBEC Operations Grant
 - 6. Construction Technology Build-A-Thon AGC Grant
 - b. Continuation Grant(s)
 - 1. U.S. Small Business Administration Grant
 - D. Financial
 - a. Monthly Financial Data Report – April 2011
 - b. Budget Transfers Period Ending April 30, 2011

The motion unanimously carried.

7. Action/Information Items

A. Approve 2011/12 Management, Administrative and Professional Employee Renewal List

Kevin Talbert moved, seconded by Tim Johnson, the Board adopt Resolution No. HR99-10/11 approving the 2011/12 Management, Administrative and Professional Employee list as presented.

The motion unanimously carried.

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B. New Board Policy VIII.D.010 – Faculty Senate

Joseph Zagorski moved, seconded by Kevin Talbert, the Board adopt Resolution No. P101-10/11 approving new Board Policy Article VII: Instruction; Section D: Faculty/Activities; Policy 010 – Faculty Senate.

The motion unanimously carried.

C. OCCA Howard Cherry Award Nominations

It is time to submit nominations for the annual Howard Cherry awards to be presented on Friday, October 28 at the OCCA conference banquet at Salishan Resort & Spa in Gleneden, OR. The three categories are as follows:

1. Outstanding Community College Advocate
2. Outstanding Community College Administrator
3. Outstanding Community College Board Member

Nominations must be submitted to OCCA offices in Salem by Monday, August 15.

D. OCCA New Board Member Training, July 18, 2011 – OCCA Offices, Salem

Interested Board members were asked to contact Denise Nelson for registration information and assistance.

8. President's Report

A. Administration/Organization/Information Items

a. President's Monthly Report

- President Angstadt and Board members discussed nominations for the 2011 Outstanding Citizen Award and unanimously decided the recipient will be Dr. David Trump. Dr. Trump will be presented with this award at commencement on June 11. Denise Nelson will coordinate the presentation.
- Community colleges and OCCA are still hopeful the community college support fund will be set at \$410 million (down from \$450 million community colleges received in the 2011-13 budget). There has been mention of a one-time only Maintenance of Effort payment of \$15 million.
- Recently met with Pat Huebsch, Lynda Warren and Chris Galpin, adjacent property owner to the donated "Burrill" property on Agate Road, to discuss property clean-up.

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- b. FTE Report (see file)
- c. Go Oregon Stimulus Project Update (see file)
- d. Faculty Senate Meeting Minutes (see file)
- e. Accreditation Update – Denise Swafford is doing an excellent job with the accreditation process. Going through this process brings the accomplishments of the college into one document.

Pat Ashley called for a 5 minute break at 5:25 p.m.

- 9. Executive Session** – Pat Ashley called the meeting into Executive Session pursuant to ORS 192.660(2)(d) Labor Negotiations and ORS 192.660(2)(i) Performance Evaluation of Public Officers and Employees at 5:30 p.m. and reconvened into open public session at 6:10 p.m.

10. Old Business

- A. Discuss Annual Board Organization** – Joe Davis agreed that serving as current Vice Chair provides for natural progression for him to move into the role of Board Chair. He is willing to accept this position if nominated by fellow Board members. Tim Johnson noted he is willing to accept the position of Vice Chair during the 2011/12 fiscal year if nominated. Joseph Zagorski will coordinate the annual Board organization process with Denise Nelson’s assistance.

11. New Business – None

12. Board Round Table

- Pat Ashley suggested taking the time to discuss distance learning at a special meeting. She believes RCC could be more at the forefront with distance learning. She would like to discuss investments in the future through the forwarding thinking strategic planning process. Peter explained the College is conducting some research in the area of distance learning and will examine what it would take to make additional commitments to this.
- Board members discussed reimbursement for College travel. Cindy Harboldt, president’s office secretary, distributes a reimbursement form on a monthly basis. Board members are encouraged to return their completed form to Ms. Harboldt as soon as possible upon completion.

13. Adjournment – The meeting adjourned at 6:25 p.m.