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***Rogue Community College District  
Board of Education – May 21, 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, May 21, 2013 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 Tim Johnson, Pat Ashley, Joe Davis (via teleconference), Kevin Talbert, Dean Wendle. Board members Randy Sparacino and Joseph Zagorski were absent due to pre-arranged plans. Joseph Zagorski joined the meeting via teleconference for the Executive Session discussion.
3. **Introduction of Guests and Public Comment** – Ron Fox, RCC Board of Education Candidate; and RCC District employees including Peter Angstadt, Kori Bieber, Margaret Bradford, Karl Brake, Rena Denham, Kirk Gibson, Jacob Jackson, Linda Renfro, Midge Shaw, Curtis Sommerfeld, Lisa Stanton, Serena St. Clair, Denise Swafford, and Denise Nelson. There was no public comment.
4. **Presentations – “SALT” Kori Bieber, Vice President of Student Services/CSSO**

Kori Bieber, Vice President of Student Services/Chief Student Services Officer, introduced Anna Manley, Director, Financial Aid. Ms. Bieber explained that “SALT” does not stand for anything specifically as it is a product name from the American Student Assistance group. Fliers were distributed regarding the program (see file). SALT is a dynamic, multichannel educational program that spans financing higher education and successful management of student loans, through the many financial decisions that students face after they leave school. SALT educates, empowers and engages college students and young adults to truly own their finances, by making it immediately rewarding, easy and fun to make smarter student loan and financial decisions. SALT is offered at no charge to students or alumni. The cost for a two-year contract for the College to be involved with this program is \$7,500. SALT helps students and alumni boost their financial savvy with “My Money 101.” This financial education tool’s self-paced courses and downloadable materials cover everything students and alumni need to be money-smart – from the financial aid process to banking basics. RCC can modify course activities to address the needs of our students.

Ms. Manley distributed a spreadsheet regarding the 2010 three-year draft cohort populations/defaulters (see file) and reviewed the data/statistics contained therein. Default rate statistics from Oregon’s 17 community colleges were distributed (see file). RCC’s current default rate is 29.2%. Rural community colleges tend to have high default rates. This is something staff is paying close attention to and making every effort to communicate with students to make them aware of programs such as this.

Board members thanked Ms. Bieber and Ms. Manley for their presentation.

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**5. Committee/Advisory Reports**

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

Student – None

Faculty – None

Classified – None

Faculty Senate – Midge Shaw and Serena St. Clair provided a report. Midge Shaw explained that she has served on the Faculty Senate for five years. She is pleased to see how the Senate has evolved – right where it should be. Conversations with faculty and vice-presidents are an integral part of the success of this group. Ms. Shaw will be stepping down and Tracy Davenport, Mathematics Instructor, will be taking her place as co-chair. Current co-chair, Serena St. Clair, explained that every department can have one or two representatives serve on the Faculty Senate, so there could be as many as 46 people involved. In the past, meetings have been held via IP Video, but members wanted to meet in person, so the last meeting was scheduled as such. Everyone felt very engaged and enjoyed the face-to-face conversation. The group will attempt to hold face-to-face meetings next year. This is a forum that allows discussion about the teaching and learning consultative process. Ms. Shaw commented it is very nice to be centered and partnering with Vice Presidents Bieber and Gibson.

**B. Advisory Committees** – Peter Angstadt reported he met with Jackson County Advisory members and discussed the budget and identified people to speak with regarding the capital construction project. The Josephine County Advisory Committee meeting was canceled due to the Rotary Group Student Exchange event(s).

**C. Board Executive Committee** – Tim Johnson reported the committee met to review the Budget Committee and Board meeting agenda and identified a need to hold an Executive Session at the Board meeting.

**D. Facilities Committee** – Dean Wendle reported the Tennis Association had another pre-application conference with the City of Grants Pass. They are proposing to build the Tennis complex in the lower 6.5 acres on the north east section of RWC. Staff will continue to provide updates regarding this, and President Angstadt indicated this is part of the preliminary planning process for the Tennis Association. As authorized by the Board, Peter sent a letter to the Association indicating RCC would be willing to partner with the Association in the preliminary planning process.

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The conceptual program and design was completed by Hennebery Architects for the Health/Science and Flex Lab at Table Rock Campus (TRC). Tim Johnson commented on page 18 of the Health/Science report regarding the possibility of lead paint. Mr. Wendle suggested hiring a firm to complete an environmental inspection when appropriate.

**E. Finance and Audit Committee** – Pat Ashley reported the committee reviewed the April budget and financial statements.

**F. Foundation Report** – Pat Ashley attended the Foundation Board meeting on 4/24. Peter has created a campaign weekly update report to be distributed to key individuals including the Board. Staff will include the amount of funds raised to date.

**G. Oregon Community College Association (OCCA)/Oregon School Board Administration (OSBA) Reports** – Dr. Talbert reported that he has been participating in OCCA’s regularly scheduled conference calls.

- Cam Preus, Commissioner, Department of Community Colleges and Workforce Development (CCWD), attended RCC inservice and gave everyone a great overview of the issues and the governance challenges on the state level.
- There appears to be some movement in additional funding for community colleges. It is important to contact legislators regarding this. The possibility also exists that some community colleges, other than those previously identified on the top of the list, may receive capital construction funding.
- The proposed Bill eliminating adverse impact passed the Senate today.
- There will be a group appointed within OCCA, to include three Board members and three Presidents, to participate in an upcoming strategic conversation.
- Kevin will serve as OCCA Board Chair effective July 1, 2013. With Kevin in this position, another RCC Board member will serve as our Board representative to OCCA. Selection will be determined during the annual Board organization process.

**H. President’s Evaluation** – Joe Davis and Joe Zagorski met and reviewed evaluation materials. The information was provided to Randy Sparacino, Chair, via hard copy for his review.

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**6. Consent Agenda**

Dean Wendle moved, seconded by Pat Ashley, the Board approves the consent agenda as follows:

- A. Meeting Minutes
  - a. April 16, 2013 Budget Committee Meeting
  - b. April 16, 2013 Board Meeting
  
- B. Human Resources
  - a. Full-time Faculty, Business Technology Instructor – Melissa Polen
  - b. Full-time Faculty, Nursing Instructor – Patricia Niezen
  - c. Full-time Exempt, Director of Small Business Development Center – Ron Goss
  - d. Full-time Exempt Early Retirement, Director of Marketing and Recruitment – Margaret Bradford
  - e. Full-time Faculty, Humanities, End of Discretionary Leave, John Cole
  
- C. Grants
  - a. Small Business Development Center – U.S. Bancorp Foundation Grant
  
- D. Financial
  - a. Monthly Financial Data Report – April 2013

**The motion unanimously carried.**

**7. Action/Information Items**

**A. Review Board Policy – IV.C.010 Facility Use (First Reading)**

President Angstadt reviewed the recommended changes with the Board. Kevin Talbert suggested rewriting the final sentence prior to the second reading next month.

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

Kevin Talbert moved, seconded by Dean Wendle, that the RCC Board adopts Resolution No. B93-12/13 approving amendments to the fee schedule for the 2013/14 school year as presented on the RCC 2013/14 Student Fee Schedule.

**The motion unanimously carried.**

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**C. Approve Amended 2013/14 Management, Administrative and Professional Employee Renewal List**

President Angstadt reported that he conducted outreach in preparation of making a recommendation to the Board regarding removal of “interim” status for Vice President Kirk Gibson. Board members Pat Ashley and Joe Zagorski were involved with this process as well. Results received were positive regarding Mr. Gibson’s performance, leading to the recommendation, as listed on the Employee Renewal List, to remove “interim” from the title of Mr. Gibson. The same recommendation was made for John Osbourn, Dean, School of Health and Public Service. Board members agreed with the recommendations.

Pat Ashley moved, seconded by Dean Wendle, that the RCC Board adopts Resolution No. HR96-12/13, approving the Management, Administrative, and Professional Employee Renewal List for 2013/14 as presented.

**The motion unanimously carried.**

**D. Approve Faculty Emeritus Status – Laura Ault (Business Technology)**

Pat Ashley moved, seconded by Kevin Talbert, that the RCC Board adopts Resolution No. HR97-12/13, awarding the honor of Faculty Emeritus status to Laura Ault.

**The motion unanimously carried.**

**E. New Clinical Laboratory Assistant Certificate**

President Angstadt reported the College will be submitting an application to CCWD for a new, one-year clinical Lab Assistant certificate. This is an independent certificate, but all credits are applicable to the Associate of General Studies degree.

Peter requested clarification from the Board regarding their approval on new certificates and the definition of program, as required for Board approval. It was determined, effective with the June 18, 2013 Board meeting, the Board, for the purpose of their approval process, will define “program” as any curriculum that results in a certificate or degree – new or discontinued. In the future, a resolution will be provided for Board action as applicable.

Tim Johnson suggested advising Senator Wyden of the new one-year clinical Lab Assistant certificate since the certificate is related to the \$3 million U.S. Department of Labor training grant.

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**F. 2013/14 Rogue Community College Achievement Compacts**

Vice President Kirk Gibson explained the proposed 2013/14 RCC Achievement Compacts distributed with the Board meeting material is in draft form and is yet to be completed. The information contained therein is based on 7.5% reduction in headcount. He pointed out that the counting structure is different for achievement compacts than for other community college reports. A college-wide review and input phase will begin immediately following this meeting. More data will be incorporated for Board review with the June Board meeting material.

**G. May 21, 2013 Rogue Community College District Election**

President Angstadt reported today is Election Day. Current Board members Joe Davis and Randy Sparacino did not run for re-election.

**H. Approve Resolution Authorizing Minor Revisions in Board Policy Handbook**

Kevin Talbert moved, seconded by Dean Wendle, that the RCC Board adopts Resolution No. P98-12/13, authorizing the Assistant to the President and Board to make one-time minor revisions to Board policy including title changes, font changes, and mechanics for consistency in formatting without requiring Board approval, where applicable, and as presented.

**The motion unanimously carried.**

**8. Board Discussion Items**

**A. May 10, 2013 Inservice**

Previously discussed during agenda item 5.G (see above). Pat Ashley added that Cam Preus did a very good job of presenting the issues and governance challenges occurring at the state level. The RCC representative who gave the presentation on “SALT” (see agenda item 4) was very dynamic and convincing.

**B. May 16, 2013 Honors Night**

Tim Johnson attended and spoke on behalf of the Board. He commented this was a wonderful event, well planned, and a worthwhile evening. He recommended Board members attend this next year if available.

**C. Board Members’ List of Suggested Discussion Items (see file).**

Last month, Joe Zagorski suggested staff review the list and provide answers and/or information as applicable to the Board at future meetings. Executive Team is in the

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process of working through the list. Kori will have a response regarding a few discussion items on the list at the next meeting.

**D. General Discussion** – Dean Wendle reported the Oregon Community Foundation received an unexpected gift from the estate of Fred Fields in the amount of \$150 million which will support education and the arts in the state of Oregon. Staff will look into the application process for scholarships and or grants. To date, the Oregon Student Assistance Commission did not have any information available.

**9. Administration Information Items**

**A. President’s Monthly Report**

- Peter noted the retirement of Margaret Bradford, Director of Marketing and Recruitment. Ms. Bradford has worked at the College for 23 years. She has made many contributions to the growth of RCC and the College is fortunate to have had her in a leadership position. In fact, she used to coordinate the Grants Pass Leadership Forum. Margaret has requested to work a transition year. Board members congratulated Ms. Bradford on her retirement and thanked her for her years of service.
  
- RCC has been invited to participate in advancing the Governor’s health transformation initiative. Lisa Stanton provided background information regarding this as an information item to the Board (see file). In July 2012, the federal government approved Oregon’s amended request to its Medicaid demonstration waiver. The amendment allows Oregon’s post-secondary education institutions’ expenditures to be included under the “Designated State Health Programs (DSHP)” provision of the waiver. (See file for a list of other participating institutions.) The purpose of DSHP is to improve access and quality of care for community members, many of whom are Medicaid beneficiaries, by supporting the development of a strong and highly qualified health care workforce through education and training. The approved Oregon Health Plan Demonstration Project, Federal 1115 Waiver amendment, included approval of certain programs and related expenditures eligible for federal funds match. The State of Oregon, acting by and through its Oregon Health Authority (OHA), has initiated an agreement with RCC. The purpose of the agreement is to define the process of reporting allowable DSHP expenditures, transferring funds to OHA, and related accounting procedures. The Certification of Public Expenditures (CPE) form is a mandatory OHA form to be signed by each participating institution (see file).

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- Peter presented RCC’s capital construction request of \$8 million for the allied health/sciences areas at a legislative hearing on Friday, May 17. We are currently meeting with organizations and people to talk about how we can match this request with private donations.
- Peter received nominations for the Outstanding Citizen Award. The Morris Family Foundation was selected for this honorable award.
- Sid DeBoer has resigned from the Foundation Board. Peter is in contact with Mr. DeBoer and is grateful for his continued support of developing projects and philanthropic efforts.

**B.** FTE Report (see file) reflects a spring term increase of 4% compared to winter term.

**C.** Student Success Report – Vice President Bieber reviewed charts with Board members (see file). Dr. Talbert was pleased with the information provided in the report and thanked Kori for her efforts.

Tim Johnson called for a five minute break at 5:35 p.m.

Joseph Zagorski joined the meeting via teleconference at approximately 5:40 p.m.

**10. Executive Session** - Tim Johnson called the Board meeting into Executive Session at 5:40 p.m. in accordance with ORS 192.660(2)(d) Labor Negotiations; ORS 192.600(2)(h) Legal Counsel; ORS 192.660(2)(i) Performance Evaluation of Public Officers and Employees, and closed Executive Session at 6:30 p.m.

Board members Joe Davis and Joseph Zagorski disconnected from the teleconference connection at approximately 6:30 p.m.

**11. New Business** – Kevin Talbert requested that Denise Nelson poll Board members to determine a retreat date in September.

**12. Old Business** – None

**13. Board Round Table**

- Dr. Talbert advised Board members of an event, “Brews, Burgers and Blue Grass” Saturday, June 8, at Hanley Farm in Central Point. Proceeds benefit THRIVE's local food programs.

**14. Adjournment** – The meeting adjourned at 6:32 p.m.

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