
Rogue Community College District
Board of Education – June 18, 2013 Meeting Minutes

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, June 18, 2013 at the RCC/Southern Oregon University (SOU) Higher Education Center (HEC), 101 S. Bartlett St., rooms 127 and 129, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Tim Johnson, Pat Ashley, Randy Sparacino, Kevin Talbert, Dean Wendle and Joseph Zagorski. Board member Joe Davis was absent.
3. **Introduction of Guests and Public Comment** – Brett Johnson, newly elected RCC Board of Education member (effective July 1, 2013) and RCC District employees including Peter Angstadt, Kori Bieber, Margaret Bradford, John Osbourn, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Denise Swafford, and Denise Nelson. There was no public comment.
4. **Public Hearing – 2013/14 Budget**

Tim Johnson opened the 2013/14 Budget Hearing to the public at 4:05 p.m. There being no public comment, Mr. Johnson closed the Budget Hearing.

Special Presentation: President Angstadt presented Randy Sparacino with a service award in recognition of his service as member of the Board of Education since his appointment September 2010. Peter thanked Mr. Sparacino for his contributions to the Board and for his support of RCC. Chairman Johnson presented Mr. Sparacino with a commemorative certificate. Board members conveyed their gratitude and best wishes to Randy.

5. **Committee/Advisory Reports**
 - A. **Student, Faculty, Classified, Faculty Senate Reports** – There were no representatives in attendance to provide reports as this meeting occurred during a break between terms.
 - B. **Advisory Committees** – Peter Angstadt reported he met with Josephine County Advisory Committee members on June 5. Both advisory committees, Jackson and Josephine, will not meet in July and August.
 - C. **Board Executive Committee** – Tim Johnson reported the committee met to review the Board meeting agenda and identified a need to hold an Executive Session at the Board meeting.
 - D. **Facilities Committee** – Dean Wendle reported the Riverside Campus (RVC) bookstore plaza is open for public use. Plaza asphalt coloring is underway.

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Commencement will be held on the Grants Pass Redwood Campus (RWC). Campus grounds are being prepped to receive a large number of people. At Table Rock Campus (TRC), small capital projects are in the works.

E. Finance and Audit Committee – RCC will see a 25% increase in premium with the current liability carrier. This affects all Oregon community colleges. Curtis Sommerfeld reported they are looking into other options.

F. Foundation Report – Pat Ashley reported the Foundation is in the process of finalizing a budget for the upcoming year. The budget will be presented for vote at the next Foundation Board meeting.

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.

- There appears to be some movement in additional funding for community colleges. Anticipating \$428 to \$450 million.
- The proposed Bill eliminating adverse impact passed the House and Senate, however, it has been discovered the correct statute was not repealed.
- Discussion regarding education restructuring at the State level includes the Higher Education Coordinating Commission (HECC). The Commission would have authority to coordinate higher education policy with the Oregon University System and community colleges. This abolishes the Oregon Student Assistance Commission and transfers functions to the HECC. This also redefines the Oregon University System as a public university system with more authority and independence to manage affairs and operations.

H. President’s Evaluation – Committee Chair, Randy Sparacino, reported the committee met with President Angstadt to discuss the evaluation. A written summary of the evaluation was developed.

6. Consent Agenda

Randy Sparacino moved, seconded by Pat Ashley, the Board approves the consent agenda as follows:

- A. Meeting Minutes**
- a. May 21, 2013 Budget Committee Meeting
 - b. May 21, 2013 Board Meeting

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- B. Human Resources
 - a. Full-time Management Early Retirement, Director of Distributed Learning and Media – Richard “Rich” Kirk
 - b. Full-time Faculty, Automotive Instructor, End of Medical Leave/Resignation – Christopher Simper
 - c. Full-time Faculty, Automotive Instructor – Paul Boothroyd
 - d. Full-time Management, Interim Director, Human Resources – Julie Baumer
- C. Grants - None
- D. Financial
 - a. Monthly Financial Data Report – May 2013
 - b. Quarterly Budget Transfers

The motion unanimously carried.

7. Action/Information Items

A. Approve Revisions to Board Policy – IV.C.010 Facility Use (Second Reading)

President Angstadt reported the last sentence has been worded differently per Board request during the first reading last month.

Pat Ashley moved, seconded by Randy Sparacino, the Board adopts Resolution No. P95-12/13, approving revisions to Board Policy IV.C.010 – Business and Non-Instructional Operations/Facilities/Facility Use as presented.

The motion unanimously carried.

B. Adopt 2013/14 Budget

Joseph Zagorski moved, seconded by Dean Wendle, the RCC Board approves Resolution No. 109-12/13 to adopt the 2013/14 Budget as presented, make applicable appropriations, and levy all taxes as required by said budget.

The motion unanimously carried.

C. Adopt 2013/14 RCC Education Achievement Compact

Kevin Talbert moved, seconded by Randy Sparacino, the RCC Board approves Resolution No. P110-12/13, adopting the 2013/14 RCC Education Achievement Compact as presented.

The motion unanimously carried.

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D. Approve 2015-2020 Academic Calendars

Randy Sparacino moved, seconded by Pat Ashley, the RCC Board adopts Resolution No. P111-12/13, approving the 2015-2020 RCC Academic Calendars as presented.

The motion unanimously carried.

E. Amendment to Community College Model Rules of Procurement (CCRP)

Joseph Zagorski moved, seconded by Randy Sparacino, the RCC Board adopts Resolution No. B112-12/13, acting as the College's Local Contract Review Board, amending the CCRP as presented in Exhibit A (see file).

The motion unanimously carried.

F. Approve Partnership Contract with Lane Community College (LCC) for a Physical Therapist Assistant Associate of Arts Science (AAS) Degree Southern Oregon Cohort

Dean Wendle moved, seconded by Randy Sparacino, the RCC Board adopts Resolution No. B113-12/13, approving the contract with LCC for delivery of a Physical Therapist Assistant AAS degree to a Southern Oregon cohort in an amount not to exceed \$99,000 for the period specified in said resolution.

The motion unanimously carried.

G. Approve Partnership Contract with Linn-Benton Community College (LBCC) for Delivery of an Occupational Therapy Assistant Associate of Arts Science (AAS) Degree Southern Oregon Cohort

Joseph Zagorski moved, seconded by Dean Wendle, the RCC Board adopts Resolution No. B114-12/13, approving the contract with LBCC for delivery of an Occupational Therapist Assistant AAS degree to a Southern Oregon cohort in an amount not to exceed \$114,210 for the period specified in said resolution.

The motion unanimously carried.

H. Approve Abstract of Voters May 21, 2013 Special District Election

Randy Sparacino moved, seconded by Pat Ashley, that the RCC Board adopt Resolution No. P115-12/13, accepting the Official Abstract of Voters for the May 21, 2013 Special Election dated June 5, 2013.

The motion unanimously carried.

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I. Approve Amendment to Management, Administrative, and Professional Employee Handbook, Article 3.A Vacation/Credit and 3.B Vacation/Carryover Vacation Days

Randy Sparacino moved, seconded by Pat Ashley, the RCC Board adopt Resolution No. HR118-12/13 approving amendments to the management, Administrative, and Professional Employee Handbook, Articles 3.A – Vacation/Credit and 3.B – Vacation/Carryover Vacation Days from 80 to 120 hours.

Dean Wendle identified a type error in the last sentence of the first paragraph indicating ...80 days unused vacation to 120 days effective July 1, 2013 should be changed to read, "...80 hours unused vacation to 120 hours effective July 1, 2013."

The motion, to include the stated resolution amendment, unanimously carried.

J. Approve Amendments to the Memorandum of Understanding (MOU) Between RCC and the RCC Foundation

Pat Ashley moved, seconded by Joseph Zagorski, to approve the amendments to the MOU between RCC and the RCC Foundation as presented.

In addition to general grammar and syntax revisions, President Angstadt explained there are two proposed primary changes to the MOU:

1. Reduction in funding the College provides the Foundation by \$10,000 annually, and
2. Changing the Foundation Board member status of President Angstadt from an ex-officio voting board member to an ex-officio board member without voting rights.

Board members asked about a potential change to #8 in the General Agreement section of the MOU which states the employment of the Foundation Executive Director is employed and supervised by the Foundation Board of Directors. The Executive Director would have increased management support if this position is supervised by the College.

Dean Wendle suggested further review of #7 in the General Agreement section of the MOU regarding the independent audit the Foundation receives.

Randy Sparacino moved, seconded by Kevin Talbert, to table this motion until the next meeting.

The motion to table was unanimously carried.

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K. Agent of Record – General Insurance

Joseph Zagorski moved, seconded by Pat Ashley, the RCC Board adopt Resolution No. HR119-12/13 to continue the contract for RCC Agent of Record for General Insurance with Hart Insurance of Medford and Grants Pass, Oregon as of July 1, 2013 for one (1) year based on performance during the past two-year contract period.

Curtis Sommerfeld explained the request for proposal process for Agent of Record for General Insurance will be completed prior to the end of this extension period.

The motion as unanimously carried.

8. Board Discussion Items

A. July 2013 Board Meeting

President Angstadt explained that community college boards are required under Oregon law to hold an organizational meeting at the start of each fiscal year sometime after July 1. In years following a regular district election, ORS Chapter 255 requires the regular organizational meeting to be held before July 31. In non-election years, there is no requirement for the organizational meeting to be held in July. Because 2013 is an election year, community college boards must hold an organizational meeting in July to establish a Chair and Vice Chair.

In order to get an idea who might be interested in serving as Chair, Board members discussed this topic. President Angstadt and Denise Nelson reported that after reviewing historical years of the Board Chair rotation schedule, and if the Board decided to follow this rotation schedule, Kevin Talbert would be in position to serve as Chair during 2013/14. Dr. Talbert, however, is serving as OCCA Board Chair this year, and would be willing to serve as Vice Chair of the RCC Board. Dean Wendle indicated he would be interested in serving as Chair. Denise Nelson will coordinate a July Board meeting and will prepare corresponding meeting material to assist Board members with the annual Board organization process, including establishing a Chair and Vice Chair, and dates/times of regular Board meetings.

B. September 2013 Board Retreat

Kevin Talbert initiated discussion regarding the upcoming Board retreat. It was previously determined an outside facilitator would be contracted and to hold the retreat off-campus. Would the Board like to include a social event such as dinner? Pat Ashley and Dean Wendle commented that dinner would be a good idea. No one disagreed. Denise Nelson will poll Board members to determine that a good majority could attend from 1:00 to 7:00 p.m. on Friday 9/27.

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Pat Ashley asked how the topics of the retreat will be selected. Dean Wendle indicated a good facilitator will help with this process and he recommends not structuring the retreat too much.

Joseph Zagorski offered an idea to schedule the Board retreat after the OCCA Annual Conference. Board members decided to move forward with planning the retreat on 9/27.

Kevin Talbert suggested using the Board Discussion Items list to identify possible retreat topics and Board members could also forward ideas to Peter via email.

C. Graduation Ceremonies (TRiO/GED/Commencement)

Joseph Zagorski attended the GED and Commencement ceremonies. Both events went very well. Student speakers were articulate, and the audience was very responsive and enthusiastic. He complimented staff for their good work with these events. Other Board members agreed. Dean Wendle said this specific GED graduation was the most pleasant he has ever attended. Mr. Wendle suggested increasing signage regarding smoking in designated areas only, and also making an announcement regarding this.

D. Board Member's List of Suggested Discussion Items

Vice President Kori Bieber provided information regarding two items:

5. We know how our students rank in GPA after transfer. Do we know if all their credits transfer? (see file agenda item 8.D - Exhibit A)

9. Do we conduct seminars on enrollment, testing and financial aid? (see file agenda item 8.D - Exhibit B)

E. General Discussion – None

9. Administration Information Items

A. President's Monthly Report

- Waiting to hear the final budget numbers from the State. Also waiting to hear if the Capital Construction funding passes.

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- The State Board of Education will nominate someone to serve as Interim Commissioner. Peter commented it has been an interesting learning experience serving as an advisor to the State Board of Education.
- The Northwest Commission on Colleges and Universities (NWCCU) report has been provided to the Board as an information item (see file). This is a result of the good work of Denise Swafford, RCC Accreditation Liaison Officer/Administrative Coordinator.

B. FTE Report (see file) reflects an increase of 11%.

C. Student Success Report – Vice President Bieber provided copies of a poster titled “Successful Student Practices” which was endorsed by Faculty Senate and will be posted in all classrooms. There are no new student success numbers available due to time of the term.

Tim Johnson called for a five minute break at 5:35 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)(a) Employment of Public Officers, Employees and Agents; 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.

11. New Business

A. Approve President’s Management Contract

Joseph Zagorski moved, seconded by Pat Ashley, the RCC Board approve the Employment Contract between Peter Angstadt and Rogue Community College as presented.

The motion unanimously carried.

12. Old Business – Board members determined a need to discuss the Memorandum of Understanding between RCC and the RCC Foundation.

Pat Ashley moved, seconded by Kevin Talbert, to rescind the motion to table agenda item 7.J - *Approve Amendments to the Memorandum of Understanding (MOU) Between RCC and the RCC Foundation.*

The motion to rescind unanimously carried.

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Pat Ashley moved, seconded by Kevin Talbert, the RCC Board approve an amendment to item C.2 of the Memorandum of Understanding between RCC and the RCC Foundation as follows:

“The RCC President will serve as an ex-officio board member of the Foundation without voting rights.”

Randy Sparacino commented the remaining proposed amendments to the MOU are not being considered for approval at this time.

The motion unanimously carried.

Joseph Zagorski moved, seconded by Pat Ashley, to table the remaining proposed amendments to the MOU between RCC and the RCC Foundation until a future Board meeting.

The motion unanimously carried.

13. Board Round Table

- Dr. Talbert reported the “Brews, Burgers and Blue Grass” event held Saturday, June 8, at Hanley Farm in Central Point was a huge success. Proceeds benefit THRIVE's local food programs.
- Randy Sparacino will miss RCC’s Board members and staff, and hopes to come back to RCC to teach.

14. Adjournment – The meeting adjourned at 6:30 p.m.