
Rogue Community College District
Board of Education – September 15, 2015 Meeting Minutes

1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Dr. Kevin Talbert, Chair, at 4:00 p.m., Tuesday, September 15, 2015, Table Rock Campus, 7800 Pacific Avenue, room 206, White City, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Brett Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle

Board member(s) absent: Tim Johnson
3. **Introduction of Guests and Public Comment** – Zachary Malatesta, President, Riverside Campus (RVC) / Table Rock Campus (TRC) Associated Student Government (ASG), and RCC District employees including Peter Angstadt, Judy Basker, Kori Ebenhack-Bieber, Roger Friesen, Kirk Gibson, Kevin Hoff, Teresa Rivenes, Steve Schilling, Curtis Sommerfeld, Genna Southworth, Lisa Stanton, Grant Walker and Denise Nelson. There was no public comment.
4. **Presentations** - None
5. **Reports**
 - A. Student Government – Zachary Malatesta reported ASGRCC is working on developing a Strategic Plan. Zachary mentioned he is planning work more often at TRC. He recently attended an Oregon Community College Student Leadership Association conference where he provided three presentations. Community College student leaders seemed more engaged this year. He commented he learned a lot at the conference. In closing he reported a number of student government representatives volunteered to help with the Spears Awards event.

President Angstadt commended Zachary for attending a Board meeting during the summer. This is a fine example of his dedication to leadership. Board members thanked Zachary for providing a report.
 - B. Faculty Association – No report
 - C. Classified Association – No report
 - D. Faculty Senate – No report
 - E. Finance and Audit Committee – Pat Ashley and Claudia Sullivan participated in the committee meeting prior to the Board meeting. The primary purpose of the meeting was to review and discuss the monthly financial statement. Ms. Sullivan reported discussion occurred regarding arbitrage potential of \$140,000 from the Jackson County Bond Levy. Paperwork has been completed and will know more in six to eight months.

10.A.a

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6. President's Report

A. Monthly Calendar and College Issues (see file)

- We are making concentrated efforts, and coming up with new ideas, to increase student enrollment. We have removed barriers to enrollment. President Angstadt is happy to report the processes developed will carry over to the future. A concentrated effort is also being made to keep retention rates up.
- Vice Presidents and Deans have reviewed open positions and determined which positions we can keep open to help meet budget numbers.

B. FTE Report – Summer term enrollment is down 12% compared to this time last year. Current predications indicate fall term will be down approximately 8.6% in comparison to last year. The economy and job market has improved and it seems students are enrolling, however, they are enrolling in fewer classes.

7. Foundation and Vice President's Reports

A. Foundation – Judy Basker, Executive Director, reported the Foundation's audit is being finished (this is her second audit). A donor tracking system is in place and they are completing a trial run. The fall scholarship process is underway. They expected about 50 applications and received 140. There are 40 volunteers signed up to review applications and \$85,000 available to award. Judy thanked Pat Ashley for being very helpful and positive. Ron Fox introduced Judy to people via Southern Oregon Regional Economic Development, Inc. (SOREDI). Kevin Talbert gave a talk to the Foundation. The Foundation has received over \$600,000 in pledges and gifts since June 1. In addition, Judy has contacted over 25 different businesses and received \$4,000 in sponsorships for Athletics. She received \$6,900 in sponsorships for the Spears Awards event (more than 125 people attended the event). She is working on the Foundation annual appeal and the internal fundraising campaign. Approximately 130 faculty/staff donated just over \$20,000 last year.

B. Instructional Services – Vice President Kirk Gibson was appointed by the Higher Education Coordinating Commission (HECC) to serve on a Policy Advisory Committee. He is learning a lot and feels his voice is being heard. He is honored to be a part of this committee.

C. Student Services – Vice President Kori Ebenhack-Bieber distributed information regarding Rogue's Veteran Services. RCC serves 467 Veterans on the GI Bill or tuition assistance education program. RCC is third in the state, behind PCC and Clackamas in numbers of Veterans served. PCC has 550, most colleges average 225. There were 175 veterans returning to our area in July and we have served nearly 50 of them in the enrollment process so far. We have 2.0 full-time equivalent (FTE) staff serving students with an additional .5 strictly working files. Our caseload ratio is 234:1, the average is 180:1.

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D. College Services – Vice President Curtis Sommerfeld distributed the Rogue Community College Affordable Care Act (ACA) Quick Reference Guide. All employees (hourly or salaried) are subject to the ACA – Classified, Faculty, Exempt, temporary, seasonal, and student workers. (Exception: Federal Work Study hours are not counted for ACA purposes.) If an employee averaged at least 130 hours of service over the past 12 months, they are likely considered full-time for ACA purposes. RCC has identified a standard measurement period of July 1 through July 1. The Human Resources department reviewed detailed information regarding the ACA with management staff. Curtis advised RCC may be subject to penalties if coverage is not offered to an employee that is considered full-time for ACA purposes. Once offered, the employee can accept or decline coverage. Dr. Talbert recommended contacting Karen Smith, Oregon Community College Association (OCCA) Legal Counsel regarding the Affordable Care Act as she has been involved with providing community colleges with input and information.

8. Board Action and/or Information Items

A. Adopt Board Policy VII.A.110, Administrative Drop (Second Reading)

Dean Wendle moved, seconded by Brett Johnson, the Board adopt Resolution No. B5-15/16 approving proposed revisions to Board Policy VII.A.110 as presented.

Pat Ashley voiced concern about the wording used in the second paragraph. She felt it was still confusing. Staff explained the wording is standard and is consistent with the RCC catalogue; however, it could be changed if the Board wishes to do so. After discussion, it was determined to take a vote on the policy as presented.

The motion unanimously carried.

B. Discuss Member Representation - President Search Committee

Dr. Talbert provided an overview of the process to date. The search consultant contracted for this process, Preston Pulliams, President, Gold Hill Associates, Inc., recommended the Board appoint a President Search Advisory committee of 12 to 15 members. It is important to have a balanced representation of members throughout the RCC District.

C. Approve Board Participation – 2015 OSBA Annual Convention

Pat Ashley moved, seconded by Ron Fox, the Board adopt Resolution No. P7-15/16 approving the participation of Dean Wendle in the 2015 Oregon School Board Association Convention.

The motion unanimously carried.

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D. Approve Board Participation – 2015 OCCA Annual Conference

Pat Ashley moved, seconded by Brett Johnson, the Board adopt Resolution No. P8-15/16, approving participation of any Board member wanting to attend the 2015 OCCA Annual Conference.

The motion unanimously carried.

9. Board Discussion Items

A. Special Board Meeting (Retreat) September 24, 2015

Dr. Talbert provided an update regarding the upcoming retreat. As previously identified by the Board, the primary purpose of the meeting will be to discuss the presidential search. Dr. Pulliams, search consultant, will join the meeting via teleconference. Board members will have an opportunity to ask questions about the process. Other items to be discussed include the community engagement process and Board goals.

President Angstadt advised that Grant Walker, Director of Marketing and Recruitment, has rewritten the market research aspect of the proposal and would like to move forward with it.

10. Approve Consent Agenda

Pat Ashley moved, seconded by Dean Wendle, the Board approve the consent agenda as presented:

- A. Meeting Minutes**
 - a. August 18, 2015 Board Meeting
- B. Human Resources – N/A**
- C. Grants**
 - a. Continuation Grants
 - 1. TRiO Talent Search
 - 2. ABS – Title II
 - b. New Grants
 - 1. HOLA
 - 2. Athletic Equipment – 1 AED, 1 First Aid Bag
 - 3. Manufacturing – 3D Printer
- D. Financials**
 - a. Monthly Financial Data Report – August 2015

The motion unanimously carried.

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11. Board Committee/Advisory Reports

- A. Jackson/Josephine County Advisory Committees** – President Angstadt reported the Advisory committees have taken the summer months off and will start meeting gain the first week of October, just after fall term begins.
- B. Executive Committee** – Ron Fox reported the committee met to review the Board meeting agenda.
- C. Facilities Committee** – Dean Wendle advised the monthly Facilities Report was included with the Board meeting material and primarily consists of routine maintenance items. He noted that an update to the heating/ventilation/air conditioning (HVAC) systems at TRC is forthcoming.
- D. OCCA/OSBA** – Kevin Talbert reported OCCA held an Executive Committee Retreat, although he was unable to attend. Andrea Henderson, OCCA Executive Director, developed a matrix with priorities and assignments for the upcoming year. He was happy to see a comprehensive plan for the year. OCCA is about to partner with the HECC and the Office of Community Colleges and Workforce Development for a major grant to create a state student success center.

Kevin Talbert called the meeting into a ten-minute break at 5:37 p.m.

- 12. Executive Session** – Kevin Talbert called the meeting into Executive Session at 5:47 p.m. in accordance with ORS 192.660(2)(b) Employment of Public Officers, Employees and Agents and ORS 192.660(2)(e) Real Property Transactions and closed Executive Session at 7:10 p.m.

13. New Business

A. Adopt Member List – President Search Committee

Pat Ashley moved, seconded by Ron Fox, the Board approve the slate of committee members for the President Search Advisory Committee and the 10/6-10/8 forum schedule.

The motion unanimously carried.

14. Old Business – N/A

15. Roundtable

- Dean Wendle reported he is pleased with the search process to date.
- Claudia Sullivan has registered for an online RCC class in Basic Design.

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- Ron Fox reported that SOREDI hosted the first new version of Industry Tours, which included businesses in Grants Pass. It was very well received.
- Brett Johnson commented he appreciates the time and effort being invested in the presidential search process.
- Pat Ashley is looking forward to the 9/24 Board Retreat at her home. She advised everyone to dress casually.
- Kevin Talbert has the annual Management of Organizations course starting in about a month at University of Oregon and he is preparing the coursework which covers organizational development, communication strategies, building trust in organization, etc. He commented he feels lucky to be part of the organization here at RCC where we have trust and good communication.

16. **Adjournment** – Dr. Talbert adjourned the meeting at 7:21 p.m.