
Rogue Community College District
Board of Education – September 18, 2012 Meeting Minutes

1. **Call to Order** – Randy Sparacino, Vice Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m., Tuesday, September 18, 2012 at the RCC/Southern Oregon University (SOU) Higher Education Center (HEC) Rooms 127 & 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, Randy Sparacino, Kevin Talbert, Dean Wendle and Joseph Zagorski. Joseph Davis and Tim Johnson were unable to attend due to pre-arranged plans.
3. **Introduction of Guests and Public Comment** – Andrea Henderson, Executive Director, Oregon Community College Association (OCCA); Trudy Nordheim, President, Associated Student Government of RCC (ASGRCC) Riverside Campus (RVC); Sylvia Tevis, Graduate Student – NAU; and District employees including Peter Angstadt, Kori Bieber, Rena Denham, Kirk Gibson, Jacob Jackson, John Osbourn, Linda Renfro, Curtis Sommerfeld, Denise Swafford, and Denise Nelson. There was no public comment.
4. **Presentations/General Discussion**
 - A. **Oregon Community College Association (OCCA) Report – Andrea Henderson, Executive Director**

With the changes occurring at the state level, Ms. Henderson anticipates the year ahead will be challenging with primary issues being:

- Education Reform
- Governance
- Budget

The OCCA Governance Committee is actively discussing these issues and will continue to stay involved. By early November, the budget should be finalized by the Oregon Education Investment Board then published in December. The general expectation is that the community college budget will be in the \$430 - \$440 million range. (Reminder, the 2007 budget was \$500 million). At this time, OCCA anticipates requesting \$510 million for community college support during the upcoming legislative session. It will be clearly communicated, that in order to achieve the state goal of 40-40-20, a financial investment must be made in education. The legislature shouldn't just set a target when it takes resources to accomplish the goal.

Regarding the Oregon University System, some universities do not want their own governing Board, others, such as the University of Oregon and Portland State University would rather have their own.

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5. Committee/Advisory Reports

A. Student, Faculty, Classified, Faculty Senate Reports

Student - Trudy Nordheim, President, ASGRCC-RVC reported that Fall term Welcome Week has been organized and will include faculty and department heads providing campus tours to students. The Back to School Bash on RVC and Table Rock Campus (TRC) has also been planned.

Faculty – None

Classified – None

Faculty Senate - None

B. Advisory Committees – Jackson and Josephine Counties

Peter Angstadt met with Jackson County Advisory Committee members John Anderson, Skip Patterson and Dick Rudisile on September 4, and Josephine County members John Harelson, Midge Renton, Dawn Welch and Jerry and Sharon Work on September 5. Both committees discussed student enrollment numbers and general operating issues.

C. Board Executive Committee – Randy Sparacino reported the committee reviewed and revised the September Board of Education meeting agenda. Committee members requested a Special Board meeting for strategic planning.

D. Facilities Committee – Dean Wendle reported that on the Redwood Campus, the P building is near completion and will be ready for fall term. Installation of the modular classroom is complete and has been named the “Z, or Zig Zag (after the Zig Zag river)” building. On the Riverside Campus, the Bookstore Plaza plans have been completed and the College is in the process of receiving quotes for this project. The C building floor is being replaced (2/3 of the cost is being covered by insurance.) On the Table Rock Campus, parking lots were seal coated and restriped and portions of the building with deteriorating cedar siding is being resided with metal siding to match the building.

E. Finance and Audit Committee – On behalf of the committee, Joseph Zagorski reported the committee met prior to the Board meeting and reviewed the financial statements in detail. Members requested that future committee meetings held at the Higher Education Center begin at 3:15 p.m. due to parking time limits.

F. Foundation Report – Pat Ashley reported that Jennifer Wheatley, Executive Director, has returned from maternity leave and Marv LeRoy, Campaign Consultant, is back onboard as of September. Deb Ameen is retained through December. The Campaign Executive Committee has been meeting regularly.

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G. OCCA/OSBA Reports – Kevin Talbert commented on the interesting Board Roundtable during the most recent OCCA Board meeting. Members discussed the format of their community college Board meetings. In comparison, RCC’s Board meetings seem to be shorter than others. He suggested discussing different format options next year during the annual Board organization process. A suggestion was made to occasionally alternate the meeting format throughout the year.

Dr. Talbert reported that OCCA has adopted goals. Some of the items OCCA staff will focus on are education reform, capital investments and serving as advocates for community college funding.

There are more activities/meetings requiring OCCA staff time.

Gerald Hamilton, retired president of Klamath Community College, has been appointed to the State Board of Education.

Discussion occurred regarding OSBA membership and dues. Andrea Henderson reported that community colleges should not be paying individual dues to OSBA since this expense is covered by OCCA (it is part of their budget).

6. Consent Agenda – Pat Ashley moved, seconded by Dean Wendle, the Board approves the consent agenda as presented.

A. Meeting Minutes

- a. June 19, 2012 Board of Education Meeting
- b. July 9, 2012 Special Board of Education Meeting

B. Human Resources

- a. Full-time, Management, Student Services – E. Roger Friesen
- b. Full-time, Administrative Exempt, Foundation – Leslee-Machelle Heater
- c. Full-time, Faculty, Social Science – Manuel “Manny” Pacheco, Jr.
- d. Full-time, Faculty, Science – Katie Ward
- e. Full-time, Faculty, Nursing – Margaret Brewer

C. Grants

- a. New Grant(s)
 - 1. Fire Science Education Program – Equipment, Pacific Power Foundation
 - 2. Oregon Leadership Institute – Anna May Family Foundation
 - 3. Oregon Leadership Institute – Gordon Elwood Foundation
 - 4. Oregon Health Care Workforce Development Project – OHSU
 - 5. Perkins Peer Review – Oregon Dept. of Education

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6. SBDD Technology – Oregon Small Business Development Center Network
7. STEM Academy & CTE Learning Series – Oregon Dept. of Education

b. Continuation Grant(s)

1. Nursing Faculty and Curriculum Development (OCNE) – CCWD
2. ABE – Title II
3. U.S. Small Business Administration (SBA)

D. Financial

- a. Monthly Financial Data Report – August

The motion unanimously carried.

7. Action/Information Items

A. Approve Legal Services – Employment Law and Labor Relations

Joseph Zagorski moved, seconded by Pat Ashley, the Board adopts Resolution No. HR25-12/13 approving the addition of the Hungerford Law Firm as Legal Counsel for Legal Services including Employment Law and Labor Relations and RCC.

The motion unanimously carried.

B. Approve Contract for Heating, Ventilation and Air Conditioning (HVAC) Control Upgrade, Table Rock Campus

Pat Ashley moved, seconded by Dean Wendle, the Board adopts Resolution No. B26-12/13 approving the contract with Comfort Control, Inc. for the HVAC Control Upgrade at the Table Rock Campus in the amount of \$55,865 with a contingency of \$6,000 not to exceed \$61,865.

The motion unanimously carried.

C. Discuss 2012-15 Strategic Plan – Upcoming Board Work Session (Date TBD)

Executive Committee members requested a Special Board meeting (work session) to discuss the 2012-15 Strategic Plan. Denise Nelson will coordinate a meeting date/time when a solid majority of Board members can attend a 3-hour session.

Kori Bieber will provide a presentation regarding current national and state level student initiatives.

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D. OCCA Annual Conference November 8-11, 2012

Lodging reservation cut-off date is October 8. Pat Ashley, Kevin Talbert, Dean Wendle and Joseph Zagorski are planning to attend. Work demands of Randy Sparacino and Joe Davis are yet undetermined during this time frame, thus are unable to confirm at this time. (Denise Nelson will contact Randy and Joe D. as the date draws nearer.)

E. OSBA Elections Calendar – Information Item

8. Administration Information Items

A. President’s Monthly Report

- The Daily Courier posted an article titled “RCC Fall Classes All Filled Up.” This article needs some follow up clarification. Registration has expired for people who are hoping for Financial Aid to cover their costs. However, if a student comes in with funding, and has followed the proper registration procedures, they will be able to register. RCC courses are not full.
- RCC continues to work with Oregon Tech and Southern Oregon University to develop an international student partnership. We hope to develop a Chinese student cohort as well as cohorts from other countries. Irene Kai, volunteer helping RCC set-up Chinese student partnership, will no longer be serving as a volunteer in this effort.

B. FTE Report (see file) – The year over year Summer term FTE comparison reflects a decrease this year. This is most likely due to changing financial aid rulings and possibly a small increase in available jobs.

C. Accreditation – 2012 Year One Self-Evaluation Report

President Angstadt commended Denise Swafford, Accreditation Liaison Officer, for her excellent work preparing the Year One Self-Evaluation report to the Northwest Commission on colleges and Universities. In the past year, core themes have been integrated into RCC’s 2012-15 Strategic Plan. Further, as requested by the Commission, indicators have been re-established and the College’s learning outcomes have been widely published.

D. Northwest Athletic Association of Community Colleges

For several years Kori Bieber has been fielding information requests and questions around starting athletic programs at RCC. Recently, RCC has been approached by a community group in Grants Pass interesting in an intercollegiate soccer program. Vice President Bieber will look into this and provide an update to Board members.

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E. Student Government Certification – Council of Student Services Administrators
(see file)

F. Grant Status Report (see file)

Vice Chair Randy Sparacino called for a 10 minute break at 5:38 p.m.

9. Executive Session – Vice Chair Randy Sparacino called the meeting into Executive Session per ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents and ORS 192.660(2)(e) Real Property Transactions at 5:46 p.m. and closed the Executive Session at 6:04 p.m.

10. New Business

A. Full-time Faculty Discretionary Leave (John Cole)

Joseph Zagorski moved, seconded by Dean Wendle, the Board adopts Resolution No. HR28-12/13 approving the request for discretionary leave for John Cole, full-time faculty Humanities Instructor, from September 17, 2012 through June 15, 2013, returning Fall term 2013.

The motion unanimously carried.

11. Old Business

A. Discuss July 11, 2012 OCCA Board Workshop (Ashley, Talbert, Wendle & Zagorski)

Dr. Talbert commented on the success of this workshop. The presentation by John Gardner was particularly insightful. John Gardner is an educator who made the University of South Carolina an international leader in improving students' freshman-year experience. He encourages Board members to ask more questions – which is a very healthy approach. Kevin will forward his notes from the workshop to President Angstadt and Vice President Bieber. Board members Ashley, Wendle and Zagorski also provided positive comments regarding this workshop.

12. Board Round Table

- Kevin Talbert would like to continue receiving the Chronicle of Higher Education, which has a beneficial community college section. Denise Nelson will look into this.
- Dean Wendle reported that Board member Kevin Talbert will be serving as OCCA Vice President. Congratulations Kevin!

13. Adjournment – The meeting adjourned at 6:23 p.m.

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