
***Rogue Community College District
Board of Education – September 20, 2011 Meeting Minutes***

1. **Call to Order** – Joseph Davis, Chair, called the Rogue Community College (RCC) Board of Education (Board) Meeting to order at approximately 4:00 p.m., Tuesday, September 20, 2011 at the RCC Table Rock Campus (TRC) Room 206, 7800 Pacific Avenue, White City, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Patricia Ashley, Joe Davis, Tim Johnson, Randy Sparacino, Kevin Talbert and Dean Wendle. Joseph Zagorski was unable to attend due to pre-arranged plans.
3. **Introduction of Guests and Public Comment** –Lindsey Evertt, RCC Riverside Campus Associated Student Government President; Susan Huntley, Rogue Valley Clean Energy Works; and RCC District employees including Peter Angstadt, Susie Ashbridge, Robert Bagwell, Kori Bieber, Kirk Gibson, Cheryl Markwell, Melissa Merryman, Jeff Miller, Mary O’Kief, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Denise Swafford and Denise Nelson. There was no public comment
4. **Presentations/General Discussion**

A. Presentation – RCC’s New Mobile Website, Susie Ashbridge, Director, Internet and Telecommunication Services & Jeff Miller, Applications Programmer/Analyst

Ms. Ashbridge and Mr. Miller displayed the new mobile website using an overhead projector and media screen so that those present could easily view the presentation. They explained the mobile website enables users to access information about the College from any handheld device with Internet access.

Developed by RCC’s Internet and Programming Services Department, the website allows smart-phone users with Internet access to browse the site by accessing m.roguecc.edu or www.roguecc.edu/mobile. Users need a Web-enabled phone or device (such as an iPhone or iPad, Android, BlackBerry, Windows Mobile, Amazon Kindle, PDA, Smartphone, or Nintendo DSi) and a data plan from their wireless carrier or a Wi-Fi connection (available on all RCC campuses).

The mobile site’s initial offerings include the RCC schedule of classes, a list of programs, a social media channel, news, and the events calendar. It also includes maps, parking information, the College telephone directory and a search function. In addition, the site can display emergency notifications and other important information.

The mobile site also includes a user survey to elicit questions and suggestions for new mobile content as feedback is strongly valued. Staff will continue to develop and improve the site content.

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B. Presentation – Clean Energy Works Program, Susan Huntley, Marketing Manager, Clean Energy Works Oregon

Ms. Huntley explained that Clean Energy Works Oregon (CEWO) is a non-profit program established to reduce energy waste by encouraging homeowners to take direct action by transforming energy-wasting homes into comfortable, energy efficient living spaces that keep cooler in the summer and warmer in the winter. The program helps to restore communities and revive the economy. The plan is to transform at least 6,000 homes in only three years.

The private and public sector have joined together as never before with a community improvement program responsible to a triple bottom line of benefits which include:

- **Financial** – provides capital for thousands of homeowners in Oregon.
- **Social** – creates family sustaining jobs in our local area.
- **Environmental** – reduces energy waste and carbon pollution in our communities.

The CEWO program offers no-money-down, easy financing and simple qualifications. Plus, it can offset future energy costs, particularly as they rise. This is made possible because of devoted partnerships between public, private and non-profit interests including utility companies, local lenders, local governments, Energy Trust of Oregon, the Oregon Dept. of Energy and the U.S. Dept. of Energy. CEWO is a model for how we can all work together successfully for a common cause.

5. Committee/Advisory Reports

A. Student, Faculty and Classified Reports

Student - Lindsey Evertt, RCC Riverside Campus Associated Student Government President was introduced to the Board. Ms. Evertt will be providing student reports at Board meetings throughout this fiscal year whenever possible.

Faculty – None

Classified – None

B. Advisory Committee – Jackson County

Peter Angstadt met with Jackson County Advisory Committee members and primarily discussed the current financial situation.

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- C. Board Executive Committee** – Joe Davis and Pat Ashley participated in the meeting and reviewed the September Board of Education meeting agenda
 - D. Facilities Committee** – Members received confirmation that certification for occupation of the Riverside Campus C building was received.
 - E. Finance and Audit Committee** – On behalf of the committee, Pat Ashley reported that a Request for Proposal (RFP) process will be followed for Audit Services. Dean Wendle kindly volunteered to serve on the RFP Audit Committee in place of Joe Zagorski since Dr. Zagorski will be unavailable during the RFP process timeframe.
 - F. Foundation Report** – Pat Ashley will attend the August 17 Foundation Board meeting.
 - G. OCCA/OSBA Reports** – Dean Wendle reminded the Board that the Oregon Education Investment Board, chaired by the Governor, is overseeing an effort to create a unified system for investing in and delivering public education from early childhood through high school and college so that all Oregonians are well prepared for careers in our economy. The Governor has nominated 12 educators and community leaders from around Oregon to serve on the board. Mary Spilde, President of Lane Community College will serve on this team. OCCA will be proactive to setting parameters for goal setting of this group.
- 6. Consent Agenda** – Dean Wendle moved, seconded by Randy Sparacino, the Board approve the consent agenda as presented, with the exception of item 6.C.a.2, Next Level Economic Gardening Grant, to be removed from the consent agenda and discussed at a later time:
- A. Meeting Minutes
 - a. August 16, 2011 Board of Education Meeting
 - B. Human Resources
 - a. Full-Time Exempt, Administrative/Confidential, Foundation Coordinator (Alison Pazourek)
 - b. Full-Time Management, Director of Allied Health Services (John Osbourn)
 - c. Full-Time Faculty, Early Retirement, Science Instructor (John Salinas)
 - d. Full-Time Management, Early Retirement, Dean of Instruction and Workforce/Continuing Education (Jeanne Howell)
 - C. Grants

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- a. New Grant(s)
 - 1. STEM Academy
- b. Continuation Grant(s) - None

D. Financial

- a. Monthly Financial Data Report – August 2011

The motion unanimously carried.

Discussion and Subsequent approval of Agenda Item 6.C.a.2 – Next Level Economic Gardening

Board members requested clarification regarding resources for the grant match required for this grant.

Mary O’Kief was able to quickly provide background information regarding resources for the grant match of \$67,656 as listed in the resolution.

Dean Wendle moved, seconded by Randy Sparacino, the Board adopts Resolution No. B20-11/12 accepting the grant award of \$25,000 from the U.S. Department of Agriculture – Rural Development.

The motion unanimously carried.

7. Action/Information Items

A. Review Revisions to the Management, Administrative, and Professional Employee Handbook (First Reading)

Kevin Talbert asked if this level of revision is appropriate to a “handbook” or should the specifics be placed in an appendix to the handbook? Staff will look into this prior to the second reading at the October Board meeting.

Another question was raised regarding leave hours for a 90% employee versus a 100% employee. Should the number of leave hours be the same? Curtis Sommerfeld will look into this prior to the second reading.

B. Approve Agent of Record – General Insurance

Tim Johnson moved, seconded by Pat Ashley, the Board adopt Resolution No. HR23-11/12 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, 2011, for two (2) years based on performance each contract year.

The motion unanimously carried.

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C. Adopt Revisions to 2008-12 Strategic Plan

MAIN MOTION

Pat Ashley moved, seconded by Randy Sparacino, the Board adopt revisions to the 2008-12 Strategic Plan as presented (see file).

The motion unanimously carried.

D. Adopt Transfer Student Bill of Rights and Responsibilities (HB3521)

Tim Johnson moved, seconded by Randy Sparacino, the RCC Board adopts Resolution No. P24-11/12 authorizing the granting and notation of one-year certificates and associate degrees when earned.

Dr. Angstadt explained that HB3521 directs the Joint Boards of Education to continue work on this process.

The motion unanimously carried.

E. Approve Board Development – OCCA Annual Conference

Tim Johnson moved, seconded by Randy Sparacino, the Board adopts Resolution No. P25-11/12 approving Board member participation (Pat Ashley, Kevin Talbert, Dean Wendle and Joseph Zagorski) in the 2011 OCCA Annual conference.

The motion unanimously carried.

F. Recognition – Student Government Certification

The Council of Student Services Administrators forwarded a letter of Student Government Certification to Oregon’s community college presidents. Of the 17 community colleges, three were identified as “outstanding” meeting all 12 criteria and overall work was “outstanding.” This included RCC – Riverside Campus Student Government and RCC – Rogue Campus Student government.

Congratulations to RCC’s outstanding student government leaders!

Melissa Merryman was introduced to the Board. She will be serving as the new Riverside Campus Student Government Advisor.

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G. Discuss Upcoming OSBA Elections

A school board nominating one or more of its regional board members to the OSBA Board of Directors or Legislative Policy Committee must do so by formal action no later than September 30, 2011.

H. Discuss September 23, 2011 Special Board Meeting

An agenda for the Special Board meeting was distributed per public meeting law. Board members will be receiving the documents soon if not already. Board members were asked to please advise Denise Nelson if for any reason they become unavailable to attend.

8. President's Report

A. Administration/Organization/Information Items

a. President's Monthly Report

- The College is anticipating Fall term enrollment will be the same as last year during the same period with possibly a slight decrease in enrollment. The first day of Fall term is September 26.
- The Grants Pass Tennis Sports Complex group is developing some concept ideas and drawings they will be sharing publicly to gather ideas and to generate support. These drawings include RCC's Redwood Campus as the location of the proposed project.
- The Southern Oregon Guild is interested in dissolving their 501(c)(3) status and are considering donating items to the College. They are also considering operating as a business cluster.

b. FTE Report (see file)

c. Integration of Core Theme and Strategic Planning Processes for 2012-2015
Strategic Plan (see file)

d. Accreditation Update – Site visit is scheduled October 26-28, 2011. President Angstadt report that Denise Swafford has done an exceptional job with the accreditation report.

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9. Executive Session – None

10. Old Business

A. High School Outreach Update (Cheryl Markwell & Kori Bieber)

Cheryl and Kori provided background information, along with supporting documents (see file) regarding steps taken by administration, after the recent resignation of Dan Buck in the High School Outreach program.

11. New Business - None

12. Board Round Table

- Dr. Talbert recognized the efforts of Jeanne Howell, Dean of Instruction and Workforce/Continuing Education and John Salinas, Science Instructor, both soon to retire. Board members agreed and expressed gratitude to Ms. Howell and Mr. Salinas for their many years of service to the College and the students we serve.

13. Adjournment – The meeting adjourned at 5:45 p.m.