
***Rogue Community College District
Board of Education – October 15, 2013 Meeting Minutes***

1. **Call to Order** – Dean Wendle, Chair, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m., Tuesday, October 15, 2013 at 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 Dean Wendle, Patricia Ashley, Brett Johnson, Tim Johnson, Kevin Talbert and Joseph Zagorski. Ron Fox was absent due to prearranged plans.
3. **Introduction of Guests and Public Comment** – Paul Fisher, Faculty Association President; and RCC District employees including Peter Angstadt, Kori Bieber, Margaret Bradford, Rena Denham, Roger Friesen, Jake Jackson, Mike McClure, Mary O’Kief, Lisa Stanton, Denise Swafford, and Denise Nelson.

There was no public comment.

4. **Presentations (Mary O’Kief, Grants and Planning Coordinator)**

- A. **2012-2013 Strategic Plan Assessment Report** – This presentation was postponed until the November Board meeting since Curtis Sommerfeld and Kirk Gibson were unable to attend the October meeting.

5. **Committee/Advisory Reports**

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

Student - Bob Floyd, President, Redwood Campus Associated Student Government, provided a written report to the Board (see file).

Faculty – Paul Fisher distributed a written report and also provided a verbal overview of the report.

- Jargon is very helpful to allow us to communicate with each other, however, over use of jargon arbitrarily separates and divides organizations. Considering the number of part time faculty and staff at the college, and also the geographical and discipline separations that are part of our environment, it would be good to minimize jargon.
- Faculty is currently attempting to find different ways of publishing the Strategic Plan with the twin goals of making it more user-friendly and a vehicle for feedback.
- The Electronics department has three faculty members – Dave McKeen, Department Chair, Dr. Ann Trausch and Bill Biggs. Their remarkable mix of practical experience, academic excellence and dedication to students, is responsible for the increase in FTE from less than 50 to current levels of 95-100. This department works in an asynchronous learning environment that requires a coordinated approach to learning.

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Classified – none

Faculty Senate – none

- B. Advisory Committees** – President Angstadt met with Jackson County Advisory Committee members Skip Patterson and Dick Rudisile on Tuesday, 10/1, and Josephine County members Dawn Welch and John Harelson on Wednesday, 10/2.
- C. Board Executive Committee** – Dean Wendle, Kevin Talbert and Ron Fox attended. Mr. Wendle reported the committee reviewed the October Board meeting agenda and discussed the proposed Board goals. Two additional goals were added to the list by request of committee members.
- D. Facilities Committee** – Dean Wendle and Joe Zagorski received a written facility report from Pat Huebsch, Facilities and Project Manager. This report was distributed to all Board members and will be distributed each month henceforth with Board meeting materials (see file).
- E. Finance and Audit Committee** – Tim Johnson and Brett Johnson attended the Finance Committee meeting just prior to the Board meeting. The College realized a significant increase (3.42%) in tuition for fall term. Tuition revenue projections will be updated in January, once the winter term enrollment levels are stable. The contract with US Bank for banking services will be expiring in December. Lisa Stanton reported the college has been pleased with the services provided by US Bank since 2006. The customer service received by the US Bank Government Banking branch in Portland has been outstanding. The security offered is also impressive. After discussion, Board members suggested extending the US Bank contract for one year and discuss other options with Advisory Committee members and community college business managers during that timeframe.
- F. Foundation Report** – Pat Ashley attended the 9/25 Foundation Board meeting. By majority vote, the Foundation Board approved the Foundation Audit. Budget and Financial Services will forward a copy of the audit to the Board of Education.
- G. OCCA/OSBA Reports** – OCCA Board Chair, Kevin Talbert, reported the recent legislative special session was very busy. The legislature allocated an additional \$15 million for community colleges. Their budget note indicates the funds be used to limit the increase in tuition during the 2014-15 fiscal year.

Governor Kitzhaber announced that he is appointing Ben Cannon to the position of Executive Director of the Higher Education Coordinating Commission (HECC). Mr. Cannon has served as the Governor's Education Policy Advisor since September 2011. Under legislation passed in 2013 to streamline Oregon's higher education system, the HECC will inherit responsibilities previously held by the

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State Board of Education, the State Board of Higher Education and the Oregon Student Access Commission. The Executive Director will be responsible for supporting the Commission and implementing its directives. The State Board of Education will continue to operate this year.

Oregon community college presidents continue to study and discuss performance based funding. Presidents have had several meetings regarding this. The OCCA conference will offer discussions regarding this.

Kevin attended a meeting with Karen Humelbaugh, Director of Programs, Community Colleges and Workforce Development, Agnes Balassa, Governor's Policy Advisor, Jim Fong, The Job Council, President Angstadt and others, to talk about workforce systems change. This discussion is occurring state wide and will also be discussed at the OCCA annual conference.

6. Consent Agenda – Kevin Talbert moved, seconded by Tim Johnson, the Board approves the consent agenda as follows:

A. Meeting Minutes

- a. September 17, 2013 Board of Education Meeting
- b. September 27, 2013 Board of Education Special Meeting (Retreat)

B. Human Resources

- a. Full-time Faculty New Hire, Nursing - Leslie Clark
- b. Full-time Faculty New Hire, Early Childhood and Elementary Education-
Deborah Murphy

C. Grants - None

D. Financial

- a. Monthly Financial Data Report – September 2013
- b. Quarterly Budget Transfers

The motion was unanimously carried.

7. Action/Information Items

A. Adopt Board Policy Revision – Article I: Board of Education; Section B: Authority; Policy 020: Duties of the Board Chair and Vice-Chair (Second Reading)

Pat Ashley moved, seconded by Joseph Zagorski, the Board of Education adopts Resolution No. P13-13/14 approving revisions to Board Policy I.B.020 – Duties of the Board Chair and Vice Chair as presented.

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Dr. Talbert thanked Denise Nelson for providing copies of related policies from other community colleges at the recent Executive Committee meeting. He verified all recommended changes were incorporated into the document as presented.

The motion unanimously carried.

B. Approve Contract with The Job Council for National Career Readiness Certificate Training Services

Joseph Zagorski moved, seconded by Pat Ashley, the Board adopts Resolution No. B20-13/14 approving the contract with The Job Council to provide all of the training services for the National Career Readiness Certificate including the Health Care Sector Foundational Skills Training in the amount *not to exceed* \$120,000 (one hundred twenty thousand dollars).

The motion unanimously carried.

C. Approve Purchase of Proprietary Software and License for Sensitive Data Discovery and Monitoring

Tim Johnson moved, seconded by Joseph Zagorski, the Board adopts Resolution No. B21-13/14, approving the purchase of Varonis DAT Advantage, Proprietary Software and License for Sensitive Data Discovery and Monitoring through CDW-G (name of certified software partner) in the amount *not to exceed* \$49,340.71 as well as a yearly licensing and maintenance fee of \$12,496.

The motion unanimously carried.

D. Items from September 27, 2013 Board Retreat

1. 2013/2014 Board Goals – President Angstadt reviewed the goal development process to date. 12 goals were developed as a result of the Board Retreat. President Angstadt then volunteered to combine related goals which resulted in a proposed list of 10 goals. Executive Committee meeting discussion resulted in 2 additional proposed goals being added to the list.

Dr. Zagorski suggested Board members prioritize listed goals and pick some to work on. It was determined that not all goals listed will be measurable. Ron Fox suggested referring to this list as “Areas of Focus.” Board members agreed.

Discussion regarding the 2013/14 Board of Education - Areas of Focus resulted in the following:

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#2: Effectively prepare for collective bargaining. It was determined this process is underway thus does not need to be listed as an area of focus, however, must remain in sight of the Board. Board members also want to be involved at the beginning of the process.

#12: Discuss the long-term financial outlook/stability. It was determined this is a continuous area of focus thus does not need to be listed as a specific area of focus.

#6: Confirm our organizational relationship with the RCC Foundation. It was determined this area of focus stands alone.

Combine numbers 7, 8 and 9, and have the first lunch meeting in December with multiple levels of the organization followed by a Special Board meeting to discuss and clarify the role of OCCA:

#7: Discuss and clarify the role of OCCA.

#8: Structure time in Board meetings to create time for strategic conversations among the Board and commit to taking the time for the conversation.

#9: Develop relationships with multiple levels of the organization through information communication opportunities with appropriate guidelines.

Combine numbers 1 and 11:

#1: Promote a focus on student success.

#11: Target math education; explore approaches that could be more successful.

Combine numbers 3 and 10:

#3: Through development of regionally centered outreach, promote dialogue and public awareness by carrying the message of RCC to key stakeholders, including educational, civic, political and economic entities.

#10: Explore emerging and/or growing economic areas where RCC could become involved.

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Note regarding number 3: Dr. Talbert referred to the Clackamas Community College model and would like to check into this for RCC.

Combine numbers 4 and 5:

#4: Forge relationships with K-12 policy makers to share mutual concerns and opportunities.

#5: Be actively involved in the higher education transformation process to help influence positive outcomes.

2. Next Steps (from the Board Retreat) – no further action needed:

- President Angstadt has already distributed materials on other states' experiences regarding Performance Based Funding.
- Mary O'Kief has been advised to provide a Strategic Plan quarterly report at the November or December Board meeting.
- Kori Bieber will share all student success data (as listed at the Board Retreat) within the areas of access, progress and completion. The Board can then suggest additions or deletions.

3. Pending Items (from the Board Retreat)

- Conversation currently going on about role of the College and high schools regarding remedial work.
- Consider a mid-year meeting or retreat for an extended conversation to follow-up on goals. President Angstadt recommended, and the Board agreed, to schedule a multi-hour retreat in March for this purpose.
- Once per quarter (third Tuesday of the month) have an extended, scheduled Board meeting and involve the marketing department for feedback/clarity on promoting dialog with key stake holders. President Angstadt recommended, and the Board agreed, to schedule this first extended Board meeting the third Tuesday of December as follows:

12:00 – 1:00 p.m.: Lunch with identified staff

1:00 – 3:00 p.m.: Special Board Meeting - Topic: Discuss and Clarify the Role of OCCA

3:00 – 4:00 p.m.: Finance Committee meeting

4:00 – 6:00 p.m.: Regular Board meeting

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8. Board Discussion Items

A. Review of October 2-5, 2013 ACCT Leadership Congress (Kevin Talbert)

Dr. Talbert commented positively on the Association of Community College Trustees (ACCT) Leadership Congress. There were many sessions that focused on student success. Other major associations, such as the American Association of Community Colleges (AACC) are also champions for education in Washington, D.C. He attended a session regarding presidential succession. Approximately 500 presidents across the country will be retiring within the next few years. Kevin also enjoyed hearing from Sinclair Community College President, Steve Johnson, regarding a pilot program wherein they doubled their math success rate. This is being expanded to 24 institutions next year. Oregon is in the national forefront regarding work with career pathways and student success. Board members interested in reviewing conference material, please contact Kevin as he would be happy to share the information.

B. Board Members' List of Suggested Discussion Items – No further discussion.

C. General Discussion – Pat Ashley has heard of some colleges charging a higher tuition rate for Monday through Thursday classes during the 10:00 a.m. to 2:00 p.m. timeframe. She was wondering about the possibility of lowering tuition for classes outside of the most desirable time frames. Kori Bieber responded this would be a different model of differential tuition and Lisa Stanton might be able to address this in the future.

Dean Wendle asked about the upcoming GED changes. Peter responded there are some details we will not know until the date draws nearer. RCC will no longer offer GED testing downtown Medford. The only Jackson County location for this service will be at Table Rock campus.

9. Administration Information Items

A. President's Monthly Report

- Community colleges received an additional \$15 million during the recent special legislative session. Funds will be distributed during the second year of the biennium (not this year) and can be used to limit the increase in tuition during the 2014-15 fiscal year.
- President Angstadt recognized Kori Bieber and the Student Services division for their work toward successfully processing ALL financial aid applicants registered. This was an amazing accomplishment and a wonderful service to our students.

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- B. FTE Report (see file) – We anticipated a 5% decline in enrollment and instead, have seen an approximate 2-3% increase. We will not know final numbers until winter term.
- C. Student Success Report – (see file)
- D. 2013/2014 Board of Education, Advisory Committee and Foundation Board Program Meeting Schedule – Information Item

Dean Wendle, Chair, called for a five minute break at 5:29 p.m.

- 10. **Executive Session** – Dean Wendle called the meeting into Executive Session per ORS 192.660(2)(d) Labor Negotiations and ORS 192.660(2)(h) Legal Counsel at 5:34 p.m. and closed the Executive Session at 5:55 p.m.
- 11. **Old Business - None**
- 12. **New Business - None**
- 13. **Board Round Table - None**
- 14. **Adjournment** – The meeting adjourned at 5:59 p.m.

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