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***Rogue Community College District  
Board of Education – April 21, 2015 Meeting Minutes***

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1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Patricia Ashley, Chair, at 4:10 p.m., Tuesday, April 21, 2015, RCC/SOU Higher Education Center, room 127/129, 101 S Bartlett, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Kevin Talbert, Dean Wendle and Joseph Zagorski.  
  
Absent: Brett Johnson and Tim Johnson
3. **Introduction of Guests and Public Comment** – Zachary Malatesta, Riverside Campus (RVC) Student Government President and RCC District employees including Peter Angstadt, Judy Basker, Kori Bieber-Ebenhack, John Osborn, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Denise Swafford, Grant Walker and Denise Nelson
4. **Presentations** – None
5. **Reports**
  - A. Student Government – Zachary Malatesta, Riverside Campus Associated Student Government (ASG) President, reported student government representatives have been busy with student outreach. A concentrated effort has been made to focus on items that help and/or inform students such as Smart Money Mondays and providing students with scholarship information. Fun events, such as Smash Bros Night and Poetry Night were well received. They are planning a spring barbecue in May and other events such as a Culture Day race and scavenger hunt. Board members thanked Zachary for his report.
  - B. Faculty Association – No report
  - C. Classified Association – No report
  - D. Faculty Senate – No report
  - E. Finance and Audit Committee – The committee met and reviewed the monthly financial statement including comparison of the actual expenses to the original budget. The ending fund balance is \$4.67 million. Tuition revenue has decreased approximately 8%.
6. **President’s Report**
  - A. Monthly Calendar and College Issues – President Angstadt reported the following:
    - A new packet has been developed for the statewide Creating New Taxpayers pilot project. Ryanne Mitchell, Graphics Specialist, did an excellent job designing an

**10.A.b**

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attractive coversheet. A new title, “Community Colleges: Oregon’s Best Investment” has been noted on the coversheet. Peter distributed this to the subcommittee of Ways and Means in Salem a few weeks ago. He will continue working with the Oregon Employment Department and the Department of Community Colleges and Workforce Development to fine-tune data collection and processes.

- The Ways and Means Committee will be holding a public meeting at Grants Pass High School, April 25, 12:30 – 2:00 p.m. Denise Swafford is coordinating RCC’s effort to gather 20-30 people (including students) to attend the meeting. Board members were requested to RSVP to Denise Nelson. Dean Wendle plans to attend.
- The Redwood Campus (RWC) Flagpole Celebration will be held May 26 and is being coordinated by Cindy Harboldt, President’s Office. Retired RCC Director of Facilities, Bart Van Syoc, has worked diligently to see this project through.
- The RCC Foundation Scholarship Award Ceremony will be held at the Crater High School Performing Arts Center, May 27.
- Commencement will be held on Saturday, June 13, RWC – Marjorie Holzgang Concert Bowl. Board members should plan to arrive at 5:30 p.m. and were asked to RSVP to Denise Nelson.

**B.** FTE Report – (see file)

**C.** Spring In-service – Will be held Friday, May 8, general session begins at 8:30 a.m., RWC gymnasium. Board members are invited to attend a lunch in honor of John Harelson at 11:30 a.m., RWC – H Building.

**D.** Oregon’s Best Investment: Community Colleges – A copy of this document was distributed to Board members with the Board meeting material. See meeting minutes, agenda item 6.A regarding discussion on this topic.

**E.** 2015 Best of the Rogue Awards Article – Rogue Valley Messenger

- The Rogue Valley Messenger published their “2015 Best of Civic” list wherein Paula Greist was selected as the “Best RCC or SOU Professor.” Congratulations Paula!

**F.** Spring 2015 Issue – Rogue Matters – A copy of this document was distributed to Board members with the Board meeting material. This is an information item.

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**7. Foundation and Vice President's Reports**

- A. Foundation – Judy Basker, Executive Director, reported the Foundation Board will meet tomorrow, April 22. Five Board members are slated to rotate off of the Board with a total of 11 new members. Instead of around eight meetings per year, the Board will hold four (quarterly) meetings. Ms. Basker would like to hold a joint Board meeting with the Board of Education this next fiscal year.

The scholarship reader dinners are completed. The scholarship process has proven to be labor intensive and she would like to make enhancements to the process.

The Morris Foundation held a Board meeting at the RCC Table Rock Campus. They are very pleased with the recently installed display case near the beverage/concession area.

Judy is continuing to be out in the community meeting a variety of people, including the business community. The people she has talked with display positive energy and goodwill toward the College. She is hopeful the Foundation will have a designated office in Jackson County soon.

The Foundation received a \$200,000 personal estate gift last Thursday which will be designated to provide support for students in great financial hardship.

- B. College Services – Vice President Sommerfeld reported his team has primarily been working on the proposed 2015/16 budget.
- C. Student Services – Vice President Kori Ebenhack Bieber distributed a handout and reported the Discovery programs have closed and she is unveiling a new student information and career center. RCC has not had a career center since 2006. This change will use resources more wisely and is a budget neutral idea.

Dean Wendle would have liked the Board to have had an opportunity to discuss the program closure before it occurred. He felt it was a very good, supportive program for students in need.

President Angstadt clarified this is not a program closure, rather, a reorganization of available resources. The program is in transition and staff will reword the information regarding this issue accordingly, followed by an update to the Board.

- D. Instructional Services – Vice President Gibson reported due to changes in the GED and privatization of testing, the GED graduation ceremony will change substantially this year. There will be fewer number of graduates attending the ceremony. More information regarding the event will be provided to the Board in the near future.

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Nursing is short three part-time clinical instructors. Staff is working on this, however, it is difficult since the qualifications of a registered nurse is preferred.

**8. Board Action and/or Information Items**

- A. Adopt Board Policy I.D.030: Board of Education / Meetings / Parliamentary Procedure, Quorum, and Board Discussion (Second Reading)**

Dean Wendle moved, seconded by Joseph Zagorski, the Board adopts Resolution No. B68-14/15 approving revision to Board Policy I.D.030 as presented.

**The motion unanimously carried.**

- B. Review Board Policies VII.A.040: Students/Admissions, Finance, Enrollment/ (Deferred Tuition) and VII.A.130 (Student Credit Line) (First Reading)**

No action taken – first reading.

- C. Review Board Policy VII.A.080: Students/Admissions, Finance Enrollment/ Degrees, Certificates and Diplomas (First Reading)**

No action taken – first reading.

- D. Review Board Policies VII.A.020: Students/Admissions, Finance, Enrollment/Tuition and Fees and VII.A.050: Tuition Refund Policy (First Reading)**

No action taken – first reading.

- E. Review New Board Policy: V.D.080: Human Resources/General/Miscellaneous: Presidents, Vice Presidents, Deans and Faculty Emeritus (First Reading)**

No action taken – first reading.

- F. Approval of New Certificate and Degrees**

Kevin Talbert moved, seconded by Dean Wendle, the Board adopts Resolution No. P74-14/15 approving three new additional educational programs **a)** Associate of Science Degree (Embedded Systems Engineering Technology transfer to Oregon Institute of Technology; **b)** Associate of Science/Oregon Transfer Degree – Computer Science; and **c)** Medical Assistant: Phlebotomy Career Pathway Certificate.

**The motion unanimously carried.**

- G. Adopt Management, Administrative and Professional Employee Handbook Revisions (Third Reading)**

Ron Fox moved, seconded by Dean Wendle, the Board adopts revisions to the Management, Administrative and Professional Employee Handbook as presented.

**The motion unanimously carried.**

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**H.** Update – May 19, 2015 RCC District Election – It was noted that Election Day falls on the same day as the May Board of Education meeting.

**9. Board Discussion Items**

**A.** Request for Proposals (RFP) – Community Engagement Consultant  
President Angstadt and Grant Walker reported there was one proposal submitted in response to the RFP from the same consultant contracted by Chemeketa Community College when they completed their Appreciative Inquiry Process. Mr. Walker believes the RFP posting time of three weeks was not long enough as the proposal was complex. The feedback received was that some consultants would like to participate in Phase I, however not Phases II and III as they were not equipped to do so. He recommended breaking the proposal into two parts a) Marketing and b) Community Engagement.

Dr. Talbert believes the recommendation of separating the parts has merit. President Angstadt also agrees with this recommendation. A consensus of the Board was reached to separate the proposal into the aforementioned two parts and repost.

**B.** PTK/Honors Night – April 17, 2015

Pat Ashley attended and enjoyed the event and reported it was very well organized. Staff did an excellent job!

**10. Approve Consent Agenda**

Joseph Zagorski moved, seconded by Kevin Talbert, the Board approve the Consent Agenda as presented:

**A.** Meeting Minutes

a. March 17, 2015 Board Meeting

**B.** Human Resources – None

**C.** Grants – None

**D.** Financials

a. Monthly Financial Data Report – March 2015

b. Quarterly Budget Transfers

The motion unanimously carried.

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**11. Board Committee/Advisory Reports**

- A. Advisory Committees** – President Angstadt met with Advisory Committee members and discussed the onset of the Budget Committee meetings.
- B. Executive Committee** – The committee met on Monday, 4/13 and reviewed the Budget Committee and Board meeting agendas.
- C. Facilities Committee** – Dean Wendle reported staff have been completing general maintenance and repairs in addition to water tank repair during spring break. Emergency repair was conducted on the drain field at RCC’s Kirby facility. Repair went very well and under budget. Denise Nelson will coordinate a committee meeting in May.
- D. OCCA/OSBA** – Dr. Talbert reported OCCA staff are occupied with the legislative session and preparations for the All Oregon Academic Team event. Governor Brown has confirmed her participation at the event. Senate Bill 84 resurfaced at the last minute and OCCA staff will monitor this. There is growing optimism around the possibility of the community college support funding level reaching \$550 million.
- E. President’s Evaluation Committee** – Kevin Talbert and Joseph Zagorski met and will discuss the President’s evaluation with the full Board in Executive Session.

Pat Ashley called for a five-minute break at 5:38 p.m.

- 12. Executive Session** – Pat Ashley called the meeting into Executive Session at 5:43 p.m. in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents; ORS 192.660(2)(e) Real Property Transactions and ORS 192.660(2)(i) Performance Evaluations of Public Officers and closed Executive Session at 6:56 p.m.

**13. Old Business**

- Dean Wendle is concerned about closure of the Discovery Programs and looks forward to receiving more information regarding this.
- Kevin Talbert reported there are a variety of new approaches to teaching math, being developed by various other schools. He would like to address this issue in the future.

**14. New Business** – None

**15. Roundtable**

- Joe Zagorski appreciated the opportunity to join Board meeting via Skype while out of town.

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- Dean Wendle has received comments that the relationships RCC has with the CTE program are working very well.
- Ron Fox commented the economy is improving and RCC holds the key to success for many people.

**16. Adjournment** - Pat Ashley adjourned the meeting at 7:14 p.m.

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