
**MINUTES OF THE AUGUST 19, 2008
ROGUE COMMUNITY COLLEGE BOARD OF EDUCATION MEETING**

1. **Call to Order** – Chairman, David Trump, called the Rogue Community College (RCC) Board of Education (Board) meeting to order at approximately 4:00 p.m. on Tuesday, August 19, 2008 at the RCC/SOU Higher Education Center, 101 S. Bartlett, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Dr. Trump, Pat Ashley, Sharon Davidson, Pat Huycke, Kevin Talbert, Dean Wendle and Joseph Zagorksi. Advisory Committee members Skip Patterson, Midge Renton, Dick Rudisile and Dawn Welch also attended.
3. **Introduction of Guests and Public Comment** – Faculty representative, Paul Fisher; Management, faculty and staff including Peter Angstadt, Kori Bieber, Galyn Carlile, Cheryl Markwell, Linda Renfro, Curtis Sommerfeld, Lisa Stanton, Lynda Warren and Denise Nelson were in attendance. There were no student, or classified representatives in attendance. There was no public comment.
4. **Presentations/General Discussion**
 - A. **General Discussion** – Peter Angstadt and Board members thanked Dean Wendle for his service as Board Chairman last year.

5. **Committee Advisory Reports**

A. **Student, Faculty, Classified**

Faculty – Paul Fisher provided a report on behalf of the Faculty Association:

- Associate Dean Mike Laam is retiring and will be greatly missed by Faculty.
- Briefly discussed the initiative of the Rogue Valley Council of Governments to assist with making college tuition affordable for graduates.

There were no student or classified reports.

B. **Advisory Committee, Josephine and Jackson Counties**

Jackson County – This committee will meet in September.

Josephine County – Midge Renton reported committee members discussed the Illinois Valley Business Entrepreneurial Center (IVBEC), the RCC/SOU Higher Education Center and the funding received from Community College Workforce Development (CCWD). Dawn Welch reported on the possibility of initiating a Family Practice Residency program in partnership with OHSU.

6.A.a

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C. Facilities

RCC/SOU Joint Facility Advisory Council (JFAC) – Pat Huycke reported a subcommittee has developed an agreement covering the physical operation of the Higher Education Center (HEC). He also reported work is being accomplished on perimeter improvements of the facility; however, all items will not be completed prior to the grand opening ceremony. A very good public campaign for this facility has been developed. Dean Wendle asked about the locks on the cabinets in the science rooms and the expense involved with the retrofitting of said locks. Peter will discuss this with Pat Huebsch and will provide an update to Board members. JFAC members also discussed conflict resolution as it would pertain to a shared facility. Pat Huycke suggested keeping the RCC/SOU JFAC in tact and holding semi-annual meetings.

RCC/SOU Oversight Committee – No report at this time.

- D. Finance and Audit Committee** – This committee met and reviewed the July Financial Statement. Summer term reflects an increase in revenue (FTE) and preliminary information for Fall term suggests an increase as well.
- E. Board Executive Committee** – This committee met and reviewed the proposed Board meeting agenda.
- F. OCCA/ Legislative/OSBA Reports** – Dean Wendle reported Jonathan Bilden will serve as the OSBA Legislative Policy Committee representative of governance region five (RCC's region). Dean will forward Sharon Davidson's contact information to Mr. Bilden. Peter mentioned the OCCA Convention will be held November 21-23 at Salishan Resort, Gleneden Beach. Denise Nelson will be coordinating Board member registration and accommodations. Discussion occurred regarding the Clatsop Community College bond and the new market tax credit program. Lisa Stanton offered to distribute collateralization information to the next Board meeting.
- G. Foundation** – The Foundation does not hold Board meeting during summer months. The next Foundation meeting will be held September 17.
- H. Strategic Planning** – Peter reported the 2008-2012 Strategic Plan was adopted by the Board in June. Staff is currently working on objectives. A report has been developed to provide Board members with an update on a monthly basis.

6. Consent Agenda

Joseph Zagorski moved, seconded by Sharon Davidson, the RCC Board approve the consent agenda as follows:

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A. Meeting Minutes

- a. June 17, 2008 Board of Education Meeting
- b. June 25, 2008 Special Board of Education Meeting
- c. July 31, 2008 Special Board of Education Meeting

B. Human Resources

- a. Contract Renewal, Full-time Faculty (Mollie Owens)
- b. New Hire, Full-time Faculty ABE/GED/ESL (Kathleen Salinas)
- c. New Hire, Full-time Faculty ABE/GED/ESL (Lori Savage)
- d. New Hire, Full-time Faculty Biology/Microbiology/Anatomy & Physiology/Chemistry (Don Schultz)
- e. New Hire, Full-time Faculty Social Science/Human Services (Peggy Hull)
- f. New Hire, Full-time Faculty Art (Joshua Tollefson)
- g. New Hire, Full-time Faculty Music (Theodore Dollarhide)
- h. New Hire, Full-time Faculty Diesel Technology (Kemp Pheley)

C. Grants

- a. Continuing Grants
 1. ABE – Title II
 2. U.S. Small Business Administration
- b. Pacific Power Foundation (Oregon Leadership Institute)
- c. Herbert A. Templeton Foundation (Oregon Leadership Institute)
- d. College Goal Oregon
- e. RCC Targeted Growth Initiative Development

D. Financial

- a. Monthly Financial Data Report – July 2008

Joseph Zagorski asked about funding from CCWD (6.C.e) in regard to the timeline to utilize funding and reporting processes. Peter provided an update on the progress already made with the addition of extra sections of course scheduling, recruiters, and projects being developed with the primary goal of increasing FTE. Dr. Zagorski requested an update be provided to Board members on a monthly basis. Sharon Davidson requested Board members be invited to events targeted for high school outreach.

The motion was unanimously approved.

7. Other Action/Information Items

A. Review Board Policy II.B.010 – Sexual Harassment and Appendix 1 – Human Rights Policy (First Reading)

Peter reported OSBA attorneys have reviewed this policy for RCC and made revision recommendations. Dr. Zagorski asked about the Informal Complaint Process. Peter

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indicated this process is truly informal and is designed to resolve a complaint by working directly and confidentially with the parties involved. No action taken – first reading.

**B. Review Tuition Waiver for Dependents of Fallen Oregon Service Members
(First Reading)**

Dean Wendle asked for clarification of the last paragraph described in the Background Information of the resolution. Specifically, the order in which funding is applied. Peter explained the Tuition and Fees Committee researched and determined the best means to apply funding in order to achieve the greatest benefit for the recipient. No action taken – first reading.

C. Approve Josephine County Investment Authorization

Dean Wendle moved, seconded by Joseph Zagorski, the Board approve Resolution No. B17-08/09 approving investment fund participation through the Josephine County Treasurer/Tax Collector.

The motion was unanimously approved.

D. Approve Verizon Land Lease Agreement – Main Motion

DeanWendle moved, seconded by Pat Hucyke, the Board approve the Verizon Land Lease Agreement as presented (see file).

Discussion occurred validating information received in the Executive Summary (see file).

The motion was unanimously approved.

E. Approve Emeritus Status – Mike Laam

Joseph Zagorski moved, seconded by Kevin Talbert, the Board adopt Resolution No. P18-08/09 awarding the honor of *emeritus* to RCC associate dean, Mike Laam.

Peter commented Mike has been a wonderful addition to RCC and invited Board members to attend a retirement party given in his honor to be held August 21, 3:00 p.m., Redwood Campus Student Center.

The motion was unanimously approved.

F. Notification of Emergency Repair Pursuant to CCR.206(5)

This serves as formal notification pursuant to RCC Community College Model Rules CCR.206(5) the compressor for the 75-ton chiller for the pad mount air conditioning

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chiller unit for the Wiseman building, Redwood Campus, failed and process was followed for replacement. No action taken.

8. President's Report

A. Administration/Organization/Information Items

Peter discussed the following items:

- a) President's Monthly Report (see file)
 - The health insurance committee, with the leadership of HR director Jenny Rossknecht, evaluated an immense amount of data before deciding to use Aetna as the new health insurance carrier for the college. This was a big decision that needed to be made in a short amount of time. Jenny, her staff and volunteers went beyond the call of duty to make this happen.
 - Fall inservice will be held on September 23, Red Lion, Medford, 8:15 a.m. Alan Bates will be the Legislative speaker and Donna Beegle, Ed.D., will serve as Keynote speaker – topic “Interrupting Generational Poverty Barriers.”
 - The September 25-26 meeting of the Oregon President's Council will be hosted by RCC and held at the RCC/SOU HEC. Board members are invited to attend – details forthcoming.
 - The IVBEC is now underway; we hope to raise additional money to build out the concept to maximize training space.
- b) FTE Report – Peter reported Summer term reflects an increase of 38 FTE (see file).
- c) Strategic Plan – The Goals and Objectives Status Report is a new report and will be provided to the Board on a monthly basis.
- d) Northwest Commission on Colleges and Universities (NWCCU) Accreditation – Peter reviewed letter of August 6, 2008. Peter, Galyn Carlile and Denise Swafford will participate in a teleconference with Dr. Sandra Elman, President, NWCCU on Tuesday, August 26. Peter will update Board members after the teleconference. Skip Patterson suggested sending the adopted 2008-2012 Strategic Plan to NWCCU. Dr. Zagorski conveyed his thoughts regarding the importance of an institutional researcher.

- 9. Executive Session** – The Board adjourned for executive session pursuant to ORS 192.660(2)a Employment of Public Officers, Employees and Agents; ORS 192.660(2)(d) Labor Negotiations and ORS 192.660(2)(e) Real Property Transactions at 5:30 p.m. The Board returned to regular session at 6:22 p.m.

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10. Old Business

- A. Pending Items – Student Safety (Added to list in result of discussion at the 6/17/08 Board meeting) No discussion at this time.

11. New Business

A. Teamsters Contract Renewal – Main Motion

Joseph Zagorski moved, seconded by Kevin Talbert, the Board approve the revised agreement between RCC and Teamsters Local Union No. 962 as presented (see file).

The motion was unanimously approved.

B. Changes to Managerial Handbook/Policies – Main Motion

Kevin Talbert moved, seconded by Joseph Zagorski, the Board approve a revision to the Management, Administrative, and Professional Employee Handbook, Article 12, Early Retirement, effective August 19, 2008, to indicate, *"If hired at RCC prior to September 1, 2003 the retiree must be at least age 55 with 15 years of service. Single party group health insurance will be provided for the retiree. Two years of spousal health insurance coverage will be provided, if requested."* Administration will offer this option to previously retired management, administrative or professional employees affected by this revision.

The motion was unanimously approved.

12. Board Round Table

Dean Wendle complimented Anna Manley and Financial Aid department staff on their excellent work assisting students. The Oregon Opportunity Grant process has gone very well this year and RCC has done an outstanding job writing appeals on behalf of students.

13. Adjournment – The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Denise Nelson, Assistant to the President and Board of Education

Board Action: Approved

David Trump, M.D., Chairman, RCC Board of Education

Dated: September 16, 2008
