SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
MEETING MINUTES

February 24, 2014

ATTENDANCE
Board of Education/Staff (Quorum Present)

**Board of Education (quorum present)**
- Marcia Jensen (Chair) *1, 2
- Harry Abel #1 (conf ph)
- Susan Anderson * 1, 2
- Tim Bishop *1, 2
- David Bridgham *1, 2
- Rick Howell #1 (conf ph)
- Judy May-Lopez *1, 2

**Staff/ExOfficios**
- Patty Scott (President) *2
- Michelle Benoit
- Sharilyn Brown
- Vickie Brumit
- Tim Dailey
- Mike Herbert
- James Ingram
- Alane Jennings
- Bernadette Kapocias
- Linda Kridelbaugh *2
- Rocky Lavoie *2
- Deb Nicholls *2
- Ron Olson
- Diana Schab
- Rachele Summerville *2
- Dan Thibault

*1 Only present at Executive Session # 1    *1 Also present at Executive Session # 1    *2 Also present at Executive Session # 2

**Guests**
- Jared Helms
- Megan McLarrin
- Aysha Schwinden
- Kelsey Scott
- 2013-14 Men’s Basketball Team

**CALL TO ORDER**
Chair Marcia Jensen called the meeting to order at 5:00 p.m.

**RECESS INTO EXECUTIVE SESSION**
The Board recessed into Executive Session under ORS 192.660 (2) from 5:00 p.m. to 6:00 p.m.:
- (i) Personnel – The Board discussed the President’s evaluation.
  *(All board members participated. Abel and Howell left the meeting at the conclusion.)*

**RECONVENED**
Chair Jensen reconvened the open session at 6:00 p.m.

**AGENDA CHANGES**
**ADDED:** 5 C, Introduction of 2013-14 Men’s Basketball Team – Southern Region Co-Champions

**INTRODUCTIONS**
**EMPLOYEES, EXHIBIT # 5 A**
Copies of the bios for the new employees were included in the meeting materials. The following individuals were introduced to the Board:
- Jezra Gouley, CCLS Van Driver *(not in attendance)*
- Sharon Hartung, Family Center Cook *(not in attendance)*
- Molly Keller, High School Credit Recovery Classroom Aide *(not in attendance)*
- Dan Thibault, Men’s Soccer Coach

**STUDENT ATHLETES OF THE MONTH (January)**
The following athletes were introduced to the Board:
- Matt Nyugen, Men’s Wrestling *(not in attendance)*
- Aysha Schwinden, Women’s Wrestling
• Kelsey Scott, Cheer/Stunt
• Jared Helms, Cheer/Stunt

2013-14 MEN’S BASKETBALL TEAM – SOUTHERN REGION CO-CHAMPIONS
Athletic Director Mike Herbert introduced members of the team to the Board.

PRESENTATIONS

CASE GRANT
Grant Director Alane Jennings briefed the Board on the grant which included a short video presentation. She clarified that the CASE statistics regarding employment were not an accurate reflection of how many students benefitted from the grant. One example is that the Department of Labor’s “employed” category does not recognize those who had subsistence wage jobs and moved on to better paying jobs once they’d completed their training at SWOCC.

NATIONAL TRIO DAY COMMUNITY SERVICE EVENT
Directors Sharilyn Brown and Michele Benoit briefed the Board on the programs and shared photos of the recent event.

OSU OPEN CAMPUS
Megan McLarrin, Oregon State University, briefed the Board on the program that partners with community colleges. She stated that was different than an extension program because they were more engaged with Ecampus and university degree offerings as well as provide educational opportunities in the local rural counties. Every community will have different needs and goals. This is part of Oregon State’s 40-40-20.

BOARD REPORTS/INFORMATION

IMPORTANT DATES
The Board reviewed numerous upcoming events.

BOARD OPERATIONS

OCCA Report
President Scott briefed Board on several bills in the legislature including the “college tuition bill.” It was noted that it will be passed as a “study.”

President’s Evaluation Committee Report
Board Member David Bridgham reported that the committee completed the evaluation process that included input from individuals of all three employee groups. He added that suggestions were passed onto Chair Jensen who will meet with President Scott.

COLLEGE REPORTS

PRESIDENT’S REPORT

HECC is working on a Strategic Plan. They have requested information from all the community colleges on 40-40-20, achievement compacts, and the budget.

Civil Rights Visit – An exit meeting was held with Vice President Kridelbaugh after the group completed their work during their return visit this morning. Commendations were given to the College’s staff for their eagerness to learn. They had comments on some of the College’s facilities; some of which had already been corrected before the team returned. The statements used on all of the College’s documents have been updated and will be disseminated in the near future. A final report is expected soon.

Zonta Fundraiser – President Scott mentioned that the College donates a tuition waiver each year adding that the gentleman that bought this year’s gave it to the three students sitting at her table. She added that Chef Hanlin’s private dinner was also a popular auction item.

FINANCIAL REPORTS, EXHIBITS # 8 B - 8 B 4
Copies of the reports were included in the meeting materials and Business Manager Ron Olson briefed the Board.
HIRING MATRIX, EXHIBIT # 8 C
Copies of the report were included in the meeting materials.

CONSENT AGENDA
CONSENT AGENDA, EXHIBIT # 9 A
Copies of the item were included in the meeting materials.

M02/14-1
Susan Anderson’s motion to approve the Consent Agenda, as presented, was seconded by David Bridgham. Upon call for the vote, the MOTION PASSED unanimously.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the meeting minutes dated January 27, 2014, Exhibit 9 A.

OLD BUSINESS
There was none.

PUBLIC COMMENT
There was none.

NEW BUSINESS
BOARD POLICIES – 2ND READINGS
Copies of the policies were included in the meeting materials. Following a first reading on January 27, 2014, a second reading occurred on each of the following policies:
- 7020, Hiring of College Staff, Exhibit # 12 A 1
- 7025, Position Descriptions, Exhibit # 12 A 2
- 7090, Mother-Friendly Workplace, Exhibit # 12 A 3

M02/14-2
Susan Anderson’s motion to approve the policies, as presented, was seconded by Tim Bishop. Upon call for the vote, the MOTION PASSED unanimously. The policies will be posted on the Board’s Web page.

BOARD POLICY – 1ST READING
Copies of the policy were included in the meeting materials.
- 4016, Closure of Public High Schools, Exhibit # 12 B 1
A brief discussion occurred and the policy was TABLED.

BOARD CONSULTANTS, EXHIBITS 12 C 1 AND 2
Copies of the resolutions were included in the meeting materials. It was noted that the College was pleased with the current consultants.

Insurance Agent of Record, Exhibit # 12 C 1
Anderson shared concerns with extensions as she felt they limited the opportunity for other vendors to submit their interest.

M02/14-3
Tim Bishop’s motion to appoint Abel Insurance Agency as the Board of Education Insurance Agent of Record for a two-year extension was seconded by David Brigham.

Discussion occurred. Anderson added that the College should go out for bid at the end of the first three-year period. Vice President Kridelbaugh explained that in most cases the consultants selected are the only ones that submitted bids in the RFP process and that it was uncommon for local vendors to be interested. The Board’s policy indicates that selected consultants serve three years and then are eligible for an additional two-year extension.

Upon call for the vote, the MOTION PASSED with only Anderson in opposition.

Labor Attorney, Exhibit # 12 C 2
It was noted that only two companies applied during the RFP process three years ago; one from the Portland area and one from Salem - no local companies applied.
David Bridgham’s motion to **appoint Garrett Hemman Robertson as the Board of Education Labor Attorney for a two-year extension** was seconded by Judy May-Lopez. Upon call for the vote, the **MOTION PASSED** with only Anderson in opposition.

**BUDGET COMMITTEE VACANCIES, EXHIBIT # 12 D**

Copies of the resolution were included in the meeting materials. It was noted that there were three vacant positions and the two members whose positions were expiring expressed interest in continuing their service. The College will advertise for candidates for the remaining position. Anderson expressed concern with appointing past members prior to soliciting interested candidates. President Scott shared that even after soliciting interest, some years the positions never fill.

David Bridgham’s motion to **appoint Timm Slater and Mike Gaudette to three-year terms of office on the Southwestern Oregon Community College Budget Committee** was seconded by Tim Bishop. Upon call for the vote, the **MOTION PASSED** with only Anderson in opposition.

**2014-15 TUITION, EXHIBIT # 12 E**

Copies of the resolution were included in the meeting materials.

David Bridgham’s motion to **approve the Tuition Per Credit Rate of $87 per credit, effective summer term 2014** was seconded by Tim Bishop.

President Scott briefed the Board on several initiatives that were underway to possibly hold tuition for returning students with continuous enrollment or if they pay early and in full and to increase retention rates. She added that not all community colleges were increasing their tuition. However, those that have policies regarding such are.

Anderson stated that she would feel more comfortable if tuition wasn’t increased for the current students planning to return. Bishop liked that the College was looking at other avenues to encourage completion and improve retention.

Upon call for the vote, the **MOTION PASSED** with only Anderson in opposition.

**2014-15 FEES, EXHIBIT # 12 F**

Copies of the resolution were included in the meeting materials. It was noted that the Fire Science fee for volunteer sections was removed.

David Bridgham’s motion to **approve the changes in the Fee Schedule, as amended, for the 2014-15 academic year, effective summer term 2014** was seconded by Susan Anderson. Upon call for the vote, the **MOTION PASSED** unanimously.

**CORRESPONDENCE**

None was included.

**RECESS INTO EXECUTIVE SESSION**

The Board recessed into Executive Session under ORS 192.660 (2) (d), (e), and (i) from 7:25 p.m. to 7:52 p.m. before returning to Open Session:

- (d) Labor Negotiations – The Board was briefed on the faculty arbitration and grievances from both bargaining units.
- (e) Property – Updates concerning various properties in Coos County were provided.
- (i) Personnel – Administration shared information on various personnel issues.

**ADJOURNMENT**

Being no further business, Chair Jensen adjourned the meeting at 7:52 p.m.

Respectfully submitted,

Marcia Jensen, Board Chair

Patty Scott, Clerk

Deb Nicholls, Recording Secretary