SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
MEETING MINUTES

June 22, 2015

ATTENDANCE

Board of Education/Staff (Quorum Present)

Board of Education (quorum present)
Marcia Jensen (Chair) * David Bridgham *
Harry Abel * Judy May-Lopez *
Susan Anderson * Ken Messerle *
Tim Bishop *

Staff/ExOfficios
Patty Scott (President) * Rocky Lavoie *
Jan Baxter * Trish McMichael
Bill Becker * Deb Nicholls *
Kyle Croy Kelly Northcutt
Kathy Dixon Janet Prett *
Karen Domine Diana Schab
Leigh Fitzhenry Ross Tomlin *
Rod Keller

Guests
Wendy Abel-Hatzel Jessica Lhommeieu

*Also present at Executive Session

CALL TO ORDER
Chair Marcia Jensen called the session to order at 5:30 p.m.

RECESS INTO EXECUTIVE SESSION
The Board recessed into Executive Session under ORS 192.660 (2) from 5:30 to 6:00 p.m.:
• (d) Labor Negotiations – Updates on grievances and bargaining processes.
• (e) Property – Updates on various properties in the Coos County portion of the College’s district.
• (h) Legal Rights – Updates on potential litigation.
• (i) Personnel – Updates on various personnel issues.

RECONVENE INTO OPEN SESSION
Chair Jensen reconvened the open session at 6:05 p.m.

AGENDA CHANGES
None presented.

BUDGET HEARING
PUBLIC BUDGET HEARING – ORS 294.430 (1)

CALL TO ORDER
Chair Jensen called the Budget Hearing meeting to order at 6:05 p.m. The meeting was held at the Coos Campus at 1988 Newmark Ave., Tioga Hall Rm 505, 1988 Newmark Ave., Coos Bay, Oregon. Due and proper meeting notice was provided.

PUBLIC COMMENT
None were heard.

ADJOURNMENT OF BUDGET HEARING
Chair Jensen adjourned the Budget Hearing meeting at 6:06 p.m.

RECONVENED
Chair Jensen reconvened the open session at 6:06 p.m.
INTRODUCTIONS

EMPLOYEE, Exhibit # 8
New employee Desiree Martin, Equipment and Supplies Supervisor was scheduled for introduction to the Board, but was not in attendance.

INTERN
Summer Hyejeon Intern Jessica Lhommedieu was introduced to the Board.

ADOPTION OF THE
2015-16 BUDGET

ADOPTION OF THE 2015-16 BUDGET, Exhibits # 9 A and B

M06/15-1
Susan Anderson’s motion to adopt the Fiscal Year 2015-2016 budget as approved by the Budget Committee, and amended by the Board, in the total amount of all budget requirements $55,881,971 and imposed the taxes provided for in the adopted budget at a rate of $0.7017 per $1,000 of assessed value for operations, and the taxes imposed and categorized for the tax year 2015-2016 upon the assessed value of all taxable property within the Southwestern Oregon Community College District was seconded by Harry Abel. Upon call for the vote, the MOTION PASSED unanimously.

PRESENTATIONS

INSURANCE REPORT
Wendy Abel-Hatzel distributed copies of her presentation at the meeting and addressed the Board providing an overview of the College’s insurance coverage.

INSTRUCTIONAL UPDATE
Vice President Ross Tomlin addressed the Board, providing copies of the 2015-16 college catalog while other materials were included in the meeting materials. Tomlin briefed the Board on the various degrees changes.

BOARD REPORTS/
INFORMATION

IMPORTANT DATES
The Board reviewed numerous upcoming events.

BOARD OPERATIONS

OCCA Report
Copies of the report were included in the meeting materials.

Retreat Planning
Chair Jensen and President Patty Scott reminded the Board that the Retreat was scheduled for September 2 and 3, which will include a joint meeting with the Foundation Board to discuss the Health and Science building.

Board Evaluations
Chair Jensen informed the Board that the annual evaluations would be disseminated to the Board soon for further discussion in July.

COLLEGE REPORTS

PRESIDENT’S REPORT
President Scott briefed the Board on:

- Graduation – The ceremony is once again outgrowing the gym. Alternative locations are being discussed.
- Legislative Session – The community college budget ask of $550 million is going to Ways and Means tomorrow.
- Free CC Tuition (Oregon Promise) – Only $10 million is allocated for this initiative and distribution of the funds will be very restrictive.
- VP of Administrative Service - Bill Becker was acknowledged for his interim service.
- Dean of CTE - Diana Schab retiring as of September 30.
- Annual Reports – Copies were distributed. The reports are posted electronically on the Board’s webpage.
FINANCIAL REPORTS, Exhibits # 12 B 1 - 4
Copies of the financial reports were included in the meeting materials. Business Manager Kathy Dixon briefed the Board.

SUCCESS INDICATORS
# 8, Employer Perceptions, Exhibit # 12 C 1
Copies of the report were included in the meeting materials and Dean Schab briefed the Board stating that the indicator was achieved with a 4.67 average overall rating.

# 14, Structured Work Experience, Exhibit # 12 C 2
Copies of the report were included in the meeting materials and Trish McMichael briefed the Board noting that the 2013-14 academic was difficult and that the numbers were lower overall.

CONSENT AGENDA
CONSENT AGENDA, Exhibits # 13 A-I
Copies of the items were included in the meeting materials.

M06/15-2
Susan Anderson’s motion to approve the Consent Agenda, as presented, was seconded by Ken Messerle. 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 May 18, 2015, Exhibit # 13 A.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the payment of $70,797.96 over 12 months to ORCA Communications for fiber and internet connectivity and Internet service, Exhibit # 13 B.

BE IT RESOLVED that the Board of Education of Southwestern Oregon Community College District approved the payment of $34,529.89 to OETC for the 2015-16 annual license for Microsoft Campus Agreement covering the college-wide desktop, server, database, and operating system software, Exhibit # 13 C.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the FY14-15 budget category transfer, as presented, Exhibit # 13 D.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District authorized the insurance agent of record to purchase property and casualty insurance from PACE and workers’ compensation insurance from SAIF for the 2015-2016 fiscal year, Exhibit # 13 E.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District accepted a bid of $30,596.14 from Shelton Turnbull of Eugene for production of 2015-16 marketing publications, Exhibit # 13 F.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the payment of $15,785 to OETC for the 2015-16 annual license for Adobe Campus Agreement covering the Acrobat Pro and Adobe Enterprise software suite, Exhibit # 13 G.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the payment of $35,144 to Insight Investment Exchange for the purchase of replacement computers for faculty and staff, Exhibit # 13 H.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the payment of $34,477.88 to the Oregon Community College Association for 2015-16 dues, Exhibit # 13 I.
OLD BUSINESS

BOARD POLICY REVIEW – 1ST READINGS
The Board reviewed and adjustments were made to the following policies. Second readings will be scheduled in July.

- 3035, College Organization
- 3040, Evaluation of Administrators
- 3045, Approval of Handbooks and Directives
- 3050, Temporary Administrative Arrangements

BOARD POLICY REVIEW – 2ND READINGS
The Board reviewed the following policies.

- 2061, Individual Board Member’s Requests for Information
- 3010, Chief Executive Officer
- 3020, Duties of the President
- 3025, President's Job Description
- 3030, Evaluation of the President

M06/15-3
Susan Anderson’s motion to approve the policies, as presented, was seconded by Judy May-Lopez. Upon call for the vote, the MOTION PASSED unanimously.

PUBLIC COMMENT
None were heard.

NEW BUSINESS
None was presented.

EX-OFFICIO

WRITTEN REPORTS

Foundation, Exhibit # 17 A
Copies of the report were included in the meeting materials.

UNIT WRITTEN REPORTS

EXECUTIVE TEAM REPORTS
Copies of the reports were included in the meeting materials.

Administrative Services, Exhibit # 18 A 2

Instructional Services, Exhibit # 18 A 3

Integrated Technology Services, Exhibit # 18 A 4

Human Resources Hiring Matrix, Exhibit # 18 A 5

Curry Campus, Exhibit # 18 A 6

CORRESPONDENCE
None was presented.

ADJOURNMENT
Chair Jensen adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Marcia Jensen, Board Chair
Patty Scott, Clerk

Deb Nicholls, Recording Secretary