CALL TO ORDER

Board of Education Chair Susan Anderson called the meeting to order at 10:05 a.m.

Members of the Board met at OCCI. Due and proper public meeting notice was provided.

BOARD RESPONSIBILITIES, EVALUATION, COMMITTEE APPOINTMENTS

Copies of Board Policies # 2011 and 2060 were distributed at the meeting and modifications were made.

Copies of the 2015 Board of Education Evaluation results were distributed and discussed.

The following committee appointments were made:

- Board Policy Committee - Judy May-Lopez, Harry Abel and Marcia Jensen
- Finance Audit Committee - Harry Abel and Ken Messerle
- OCCA Rep - Marcia Jensen
- OCCA Alternate Rep - David Bridgham
- Foundation Reps - Susan Anderson and Ken Messerle
- President’s Evaluation Committee - Judy May-Lopez, Tim Bishop and Susan Anderson

STATE AND COLLEGE ORGANIZATIONAL CHARTS

Copies of the organizational charts were distributed at the meeting and President Patty Scott briefed the Board on the state structure. The Board provided valuable feedback on ways OCCA could create more valuable resources for local board members to Marcia Jensen (new 2015-16 OCCA Executive Board President).

2015 LEGISLATIVE SESSION HIGHLIGHTS

Copies were distributed. Discussion occurred on the FREE Community College bill, community college funding and regarding universities 4-H extension offerings not being included in the outcome based funding model as universities lobby separately on them.

POLICY DISCUSSION

Current Policies – Executive Assistant Deb Nicholls shared copies of a list of current Board policies. She explained that all policies were reviewed at least once every four years. Copies of the policies to be reviewed during the 15-16 academic year were also distributed at the meeting.
Weapons - Examples of other community college policies and a summary matrix listing the individuals on campuses allowed to carry (if they are), what exceptions, etc. were distributed at the meeting. At SWOCC, students currently check their hunting rifles in with Security upon arrival and check them out when they want to use them. Non-employee individuals with concealed weapons permits are allowed to carry their weapons. An in-depth discussion occurred.

It was recommended that the Board Policy Committee continue modification of the proposed APP for future review by the full Board.

VISION AND MISSION STATEMENT

The current statements were reviewed. Chair Anderson suggested visiting with community members to solicit their interests, to build relationships, and in identifying individuals that might be interested in supporting the College, to work on the bond campaign, and in enhancing college offerings to meet the needs/wants of our community.

The importance of Board members having talking points on the College in general as well as the proposed bond, allowing them to articulate information to community members and service groups, was stressed.

LUNCH – The Board recessed for lunch.

COLLEGE UPDATES

Health & Science Building Project – How the board can help in the campaign?

Foundation Director Elise Hamner briefed the Board on the Foundation Board’s work and their recommendations. The Foundation Board is going to commit $100,000 to the construction of the new building. The goal is for both boards to be 100% in support of the project.

It was noted that a Political Action Committee (PAC) had not yet been established, but that efforts were underway to identify community stakeholders. The Foundation’s role will be to provide information and coordinate testimonials for campaign ads. Members from both boards will serve on the PAC.

Money match – If the College does not meet the match they cannot ask for capital construction money in the future.

President Scott reminded the Board that due to new legislation, only Coos County residents would vote on the bond, which is estimated at $0.09/$1,000 valuation to Coos County residents only.

Accreditation - Copies of an Overview of the Accreditation Standards, Accreditation, and Comprehensive Peer-Evaluation Report Recommendations were distributed at the meeting. Vice President Ross Tomlin briefed the Board on the status of the College’s reports.

Budget – Vice President Eric Stasak addressed the Board conducting a short PowerPoint on where the College was going with budgeting. He shared his excitement on the roll-out of real time budget monitoring and multi-year forecasting tools.

360° Evaluation Update

President Scott explained that a 360° evaluation process was developed and implemented last year for the managers group. She recommended that the Board use the same process for her next evaluation as staff were becoming familiar with it. Human Resources Director Jan Baxter distributed copies of the Manager Evaluation process used this year, which included the piloted 360° feedback process, and noted that the form and process were being refined.

BOARD GOALS

Copies of the 2014-15 goals were distributed for preparation for tomorrow's discussion.
GUIDING PRINCIPLES

Copies of the principles created at the 2014 Retreat were distributed at the meeting.

President Scott briefed the Board on presentations made at Board meetings throughout the year and asked for feedback on other presentations they wanted (see below):

- Walkthrough of Sumner and Coaledo Halls and a list of all the programs that use the facilities
- Walkthrough of Sitkum Hall seismic renovations
- Walkthrough of Third Floor renovations
- Facilities updates on each month’s agenda – focusing on different areas (i.e., H & S bldg. in the fall and then have deferred maintenance at other times)
- New and unique CTE programs/initiatives

RECESS – The Board recessed for the evening.

SOUTHWESTERN OREGON COMMUNITY COLLEGE
Board of Education
Retreat Meeting Minutes
September 3, 2015

ATTENDANCE

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<thead>
<tr>
<th>Board of Education (quorum present)</th>
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<tbody>
<tr>
<td>Harry Abel</td>
<td>Judy May-Lopez</td>
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<td>Susan Anderson (Chair)</td>
<td>Ken Messerle</td>
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<td>Tim Bishop</td>
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<td>David Bridgham</td>
<td>Deb Nicholls (Recording Secretary)</td>
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<td>Marcia Jensen</td>
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<tr>
<td>Patty Scott (President)</td>
<td>Anne Matthews</td>
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<tr>
<td>Jan Baxter</td>
<td>Ross Tomlin</td>
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<tr>
<td>Tim Dailey</td>
<td>Janet Pretti</td>
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<td>Elise Hamner</td>
<td>Eric Stasak</td>
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RECONVENED

Board of Education Chair Susan Anderson reconvened the Retreat at 8:47 a.m. Members of the Board met at OCCI. Due and proper public meeting notice was provided.

GOAL SETTING, GUIDING PRINCIPLES

The Guiding Principles created at the 2014 Retreat were reviewed and discussed.

The 2014-15 goals were reviewed and discussion occurred on 2015-16 goals. The following 2015-16 goals were developed for Board adoption on September 21, 2015:

| 2. Add Deferred Maintenance/Facilities to the monthly Board agendas. |
| 3. So that we can respond effectively, become knowledgeable about key issues including… |
|   - HECC, CCWD, Boards of Education and Higher Education, and their relationships and impact |
MARKETING PLAN

Anne Matthews addressed the Board on the new marketing initiative. DHX Advertising was selected after a formal Request for Proposal process. DHX visited both campuses, reviewed the College’s materials and website, and a surveyed high school students from various parts of Oregon. DHX’s findings/recommendations were shared with the Board.

The high school students surveyed shared that they:

- had a positive perception of community colleges
- felt community colleges were affordable - good places to start
- had heard of Southwestern, but didn’t know where it was

DHX felt SWOCC was presenting a ‘camp-like’ setting and added that it needed to move in a more collegiate direction. It was stressed that everything the College does communicates its brand. DHX indicated that companies are either building their brand or eroding it.

TOUR OF SUMNER AND COALEDO HALLS AND THE PROPOSED SITE FOR THE NEW HEALTH & SCIENCE BUILDING

The Board toured the current health and science facilities as well as the proposed site for the new building.

LUNCH – The Board recessed for lunch with the Foundation Board.

JOINT MEETING WITH FOUNDATION BOARD

Members of the Foundation Board joined the meeting. Both boards met to discuss the Health & Science Technology building project.

Director Hamner briefed the boards on the project, stressing the importance of 100% support of both boards. A Declaration of Support was presented for all members to sign that will be displayed in the Empire Hall lobby serving as a visual of the support of both boards.

WRAP-UP

President Scott mentioned the College’s plans to make a $50,000-$65,000 donation from indirect grant fees to fund the bond campaign so that a campaign firm could be hired to start the polling process for campaign messaging.

ADJOURNMENT Chair Anderson adjourned the Retreat at 4:00 p.m.

Respectfully submitted,

Susan Anderson, Board Chair

Patty Scott, Clerk

Deb Nicholls, Recording Secretary