CALL TO ORDER
Board of Education Chair Marcia Jensen called the meeting to order at 8:34 a.m. Members of the Board met in the OCCI classrooms. Due and proper public meeting notice was provided.

ATTENDANCE
Board of Education (quorum present)
Marcia Jensen (Chair) 
David Bridgham 
Harry Abel 
Susan Anderson 
Tim Bishop 
Rick Howell 
Judy May-Lopez 
Deb Nicholls (Recording Secretary)

Staff
Patty Scott (President) 
Tim Dailey 
Linda Kridelbaugh 
Rocky Lavoie 
Rachele Summerville 
Ross Tomlin

WELCOME, INTRODUCTIONS, ACCOMPLISHMENTS
Due to new Board members and staff, all in attendance provided brief introductions of themselves.

President Patty Scott conducted a brief overview PowerPoint on the College and the accomplishments over the past year.

DISCUSSION
HUMAN RESOURCES UPDATE
Executive Director Rachele Summerville conducted a presentation on the College’s Human Resources.

INFORMATION TECHNOLOGY UPDATE AND NEEDS
Director Rocky Lavoie conducted a PowerPoint presentation on the Integrated Technology (IT) Department and the need for a new network as the current system is no longer made or maintained. Discussion occurred on the different systems being researched. It was mentioned that the current staff is Cisco certified. This topic will come for Board action later this month as the worry is that if the system were to fail, it would result in a substantial ‘shut down’ until parts could be located.

FINISHING POLICY REVISIONS
Copies of the review matrix were distributed at the meeting and explained by President Scott and Executive Assistant Deb Nicholls. With the exception of a few policies in some stage of review/revision, the process is nearing completion. The new review schedule is based on a three-year cycle.
**Tobacco Policy** – Copies of the recent smoking policy impact survey results and a document showing what the other 16 community colleges are doing on their campuses were distributed at the meeting. Dean Tim Dailey briefed the Board on the information. He shared that while some of the colleges indicated they are ‘smoke free,’ they are not as smoking is allowed in designated areas. Rogue Community College actually has a cultural exemption so their president makes a ‘presidential exemption’ in terms of allowing smoking at Native American events on their campus – much like President Scott does for alcohol use at events on the SWOCC campuses.

The enforcement of smoke-free environments is problematic and has forced many students into smoking in small, poorly ventilated areas (i.e., their cars), which causes problems for fellow students and teachers when the smokers attend classes smelling heavily of smoke.

E-Cigarettes are a new phenomenon that came into the spotlight recently and other campuses aren’t quite sure how to deal with them. Some colleges are only allowing their use in designated smoking areas while other campuses have no restrictions. E-Cigarettes don’t produce smoke, come in a variety of flavors, and can be vapor or vaporless. However, a concern was raised about the news of one exploding recently when it was plugged into a computer to charge.

Dailey shared that in a recent conversation with Housing Director Jeff Whitey, he indicated that the smoking policy would have an impact on housing students but was unsure as to how much that would be. It was noted that all smoking is banned in the apartments, but designated smoking areas are available. Whitey’s opinion is that even if the College were to go ‘smoke-free,’ housing should still have designated smoking areas as it is a residential area – not just a public place of business. He added that the designated smoking areas actually provide a way in which students build ‘community’ as there is a social aspect to the habit.

It was noted that smoking policies do impact people’s behaviors. However, people quit smoking for personal reasons not because of policy.

The current policy will be sent to the Board Policy Committee for possible review/revision.

**DEDICATED BOARD SEATS**
Nicholls briefed the Board on the research results on changing from at-large to zoned positions. ORS dictates that the zones must be “as nearly equal in population as feasible according to the latest federal census.” Therefore, zoning by the District’s counties (Coos, Curry and Western Douglas) is not possible. It was noted that the process may take up to two years, would cost to put a referendum out to voters, and may not result in dedicated seats for specific areas.

**CORE THEME INDICATORS**
Copies of the current indicators were distributed at the meeting. Discussion occurred on what the Board desired regarding the Indicators. It was noted that Mission fulfillment would always come to the Board. The fiscal CTIs will be presented with the annual audit It was the Board’s consensus that CTIs be presented as part of an area’s periodic presentation, if applicable, and then the remaining be discussed during an end-of-year dashboard presentation. It was noted that all of the CTI reports are posted on the Website. The Board liked how CTIs related back to the College’s Core Themes.

**IDEAS FROM 2007 AND 2011 RETREATS**
Copies of excerpts from previous retreats were distributed at the meeting that included discussions from 2007 where President Hansen mentioned she was approaching the superintendents about inviting area third graders to campus to help them realize how important a higher education was to their futures. It was unclear whether the discussion with superintendents actually took place as no movement on campus transpired.

Although it would be nice to have younger students connect with campus officials, it’s not possible given the current level of recruiting staff. However, it was noted that when possible, efforts could be made to work in conjunction with other groups (i.e., Indian Education) that involve young students. Anytime there are opportunities to introduce young children and their families to the College it’s a good thing. Vice President Linda Kridelbaugh shared a successful initiative conducted under the CTI Grant where the College administered the ASSET testing to
high school sophomores in the area and sent the results to their homes to try to get the students to graduate college-ready and/or get them to take college courses while still in high school.

Other ideas discussed previously were potential joint ventures (health and science building, aquarium, technology center/bistro/bakery/coffee shop) that could provide new revenue streams for the College. Vice President Ross Tomlin explained that one of the instructional goals was to do research into new programs that would provide new revenue streams for the College.

Discussion occurred on the possible educational opportunities with marine biology, the historical museum, etc. Kridelbaugh mentioned that Joy Parker and several students were heavily involved in the writing of the historical information at the museum. It was noted that the University of Oregon had not been interested in dual enrollment with OIMB in the past.

LUNCH

The Board recessed for lunch.

REVIEW WEBSITE AND BOARD RESOURCES

Nicholls oriented the Board on their Webpage, sharing the available resources.

Board Roles and Responsibilities

Chair Jensen conducted a brief PowerPoint overviewing community college board’s roles and responsibilities.

Board members were reminded that they:

1. Set operating policy
2. Direct the Board’s one employee (president)
3. Protect the fiduciary assets of the College

Committee Assignments 2013-14

Chair Jensen announced the following committee assignment appointments:

<table>
<thead>
<tr>
<th>Committee</th>
<th>Assignees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Board Policy</td>
<td>Abel, Jensen and May-Lopez</td>
</tr>
<tr>
<td>Finance Audit</td>
<td>Abel and Anderson</td>
</tr>
<tr>
<td>Foundation</td>
<td>Bridgham and Jensen</td>
</tr>
<tr>
<td>Legislative Teleforum</td>
<td>Howell</td>
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<tr>
<td>OCCA Rep</td>
<td>Bishop</td>
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<tr>
<td>OCCA Alt-Rep</td>
<td>Anderson</td>
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<tr>
<td>President’s Evaluation</td>
<td>Anderson, Bridgham and May-Lopez</td>
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</tbody>
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Board Calendar/Presentations

Copies of the ‘draft’ board calendar and presentation matrix were distributed.

Discussion occurred on meeting structure. Meetings will continue to begin with an Executive Session, if needed, at 5:30 p.m. immediately followed by an open session. Board business and introductions will be conducted each month. However, written reports and presentations will continue to occur every over month, with President Scott briefing the Board on important items during the interim. The schedule of 2013-14 presentations is still under development.

Chair Jensen requested that Board members review meeting materials thoroughly for meeting efficiency and so that productive inquiries can be made.
Rick Howell reiterated how the Board liked the reports referencing Core Themes. It was noted that Chair Jensen would send a letter to the ex-officios explaining that written reports would continue to be submitted every other month, starting with September, and would follow the same protocol as set previously by former Board Chair Rick Howell.

The Board indicated the desire to continue receiving employee biographical information, but asked that initial introductions are coordinated. In the past, Executive Team members made these introductions for employees in their areas. However, Executive Director Rachele Summerville will now coordinate this effort.

BOARD EVALUATION

Each Board member previously submitted a self-evaluation form. Chair Jensen reviewed the compiled results and discussion occurred on areas in which improvements could be made. The compilation has been anonymous; comments weren’t tied to individuals. However, after a brief discussion, names will accompany the comments in the future.

2014-2015 GOALS SETTING

Copies of the College’s mission/vision statement document were distributed at the meeting. Discussion occurred on various goals and the possibility of holding a joint meeting with the Foundation Board. It was also noted that the College has six years (not the previously mentioned four years) for the capital construction project - the health science building - as the four year stipulation mentioned was never actually put into law. The following 2014-15 goals were developed:

**BOARD GOALS 2014-15**

1. Update the Master Plan:
   - Health and Science Building
   - College Property and Facilities
   - Infrastructure for Technology

2. Support the exploration of new enterprise activities

3. Support the student success completion agenda through the Achievement Compact and Achieving the Dream

4. Work with and inform legislators about community college issues

5. Complete Board Policies

BOARD POLICIES – First Reading

**BP 2031 Board Officers**

Copies of the policy were included in the meeting materials and a first reading was conducted. The policy will move forward for a second reading on September 16, 2013.

ADJOURNMENT

The Retreat was adjourned at 2:47 p.m.

Respectfully submitted,

Marcia Jensen, Board Chair                        Patty Scott, Clerk

Deb Nicholls, Recording Secretary