CALL TO ORDER
Chair Marcia Jensen called the meeting 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 – The Board was briefed on current grievances.
• (e) Property – Discussion occurred on Coos and Curry properties.
• (h) Legal Rights – The Board was apprised of potential litigation.
• (i) Personnel – Issues surrounding early retirement were discussed.

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

AGENDA CHANGES
ADDED under Old Business - Early Retirement, 10 A

INTRODUCTIONS
STUDENT AMBASSADORS
Kari Robison introduced the 2013-14 ambassadors.

EMPLOYEES, EXHIBIT # 5 A
The following new employees were introduced to the Board:
• Wendi Manske, OCCI Culinary Education Service Supervisor (not in attendance)
• Marjorie Cagley, Student Services Specialist
• Kallie Mill, Healthy Start Healthy Families Home Visitor
• Amanda Lee, Health Start Healthy Families Home Visitor
• Aaron Simons, OCCI Custodian

The following employee, new to her position, was introduced to the Board:
• Karen Whitson, Student Services Specialist

STUDENT ATHLETES OF THE MONTH (November)
The following athletes were introduced to the Board:
• Tracey Hunt, Women’s Cross Country
• Brad Larson, Men’s Cross Country

PRESENTATION
ACCREDITATION: MISSION FULFILLMENT
Robin Bunnell presented information on the College’s Web page and briefed the Board on the achievement status of the Core Theme Indicators.

LOWER DIVISION COLLEGIATE: TUTORING CENTER AND REMEDIATION
Dean Rod Keller conducted a PowerPoint on Tutoring, Developmental Reading, Developmental Math. Several tutors addressed the Board briefing them on the services they provide to their fellow students.

BOARD REPORTS/INFORMATION
IMPORTANT DATES
The Board reviewed numerous upcoming events. It was noted that the audit would be presented to the Board in January. The December 9th Work Session will start at 4 p.m. and focus on OCCA’s strategic conversation.

BOARD OPERATIONS
OCCA Report
Chair Jensen briefed the Board on the work that the OCCA Executive Committee had been doing.

COLLEGE REPORTS
PRESIDENT’S REPORT
President Scott shared the Best of Festival award that the College won at the 2013 Oregon Coast Film Festival. Beaver Hill Productions submitted the College’s 50th Anniversary video in the Historical and Cultural Films category. Copies of the 12-13 Annual Report were shared with the Board. She reported on the various activities she had been involved with and/or were held on campus recently (Taste of the Northwest Dinner at OCCI, Nutcracker performances, alumni basketball games, wrestling match, and Senator Wyden’s Town Hall).

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

SUCCESS INDICATORS, EXHIBITS # 8 C 1 - 4
#2, Enrollment Credit and Non-Credit Report, Exhibit # 8 C 1
Copies of the report were included in the meeting materials and Executive Director Tom Nicholls briefed the Board. It was noted that FTE was up by 15 overall.

#11 Completion, Exhibit # 8 C 2
Copies of the report were included in the meeting materials and Dean Diana Schab briefed the Board.

#29, Connections: High School Dual Enrolled, Exhibit # 8 C 3
Copies of the report were included in the meeting materials and Executive Director Nicholls briefed the Board sharing information about the College Now program and the efforts underway to ensure that high school students take courses that can be applied toward the Oregon Transfer Module.
It was noted that the high schools’ “Fifth Year” program would be beneficial to the College as the districts pay full college tuition and fees for each of their students.

**#44, Remediation, Exhibit # 8 C 4**
Copies of the report were included in the meeting materials and Dean Keller briefed the Board on it.

**CONSENT AGENDA**

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

*M11/13-1*
Rick Howell’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 October 28, 2013, Exhibit # 9 A.

**OLD BUSINESS**

**EARLY RETIREMENT**
Executive Director Rachele Summerville explained that the early retirement process was being revisited due to the fact that two of the employees that applied for early retirement this year both had the same date of hire. She added that the procedure indicated that a random selection process be followed to determine “consideration.” Chair Jensen announced that the random selection would be a coin toss and that Employee A = heads; Employee B = tails. The Faculty Union President Bernadette Kapocias flipped the coin, which resulted in “heads.” It was announced that the Board would recess into Executive Session immediately following the conclusion of the meeting to discuss the effects of the results.

**PUBLIC COMMENT**
After first call for public comment, none was heard. Later in the meeting, faculty member Cheryl Davies asked to address the Board regarding early retirement. She asked them to write into policy that all members affected by a random selection process be present to witness the selection process and if faculty members could have union representation present at the time of the random selection.

Chair Jensen indicated that the Board would take her comments under advisement.

**NEW BUSINESS**

**BOARD POLICIES – 2ND READINGS**
Copies of the policies were included in the meeting materials. Following a first reading on October 28, 2013, a second reading occurred on each of the following policies:

- 1012, College District Name, Exhibit # 12 A 1
- 1013, College Name, Exhibit # 12 A 2
- 1014, College Seal, Exhibit # 12 A 3
- 1016, School Colors, Exhibit # 12 A 4
- 1017, Name of Athletic Teams, Exhibit # 12 A 5
- 4031, Academic Freedom, Exhibit # 12 A 6
- 8015, College Admissions, Exhibit # 12 A 7
- 8035, Student Complaints, Exhibit # 12 A 8
- 8045, Education Records, Exhibit # 12 A 9
- 8050, Student Publications, Exhibit # 12 A 10
- 8060, Admission Criteria for Instructional Offerings with Restricted Enrollment, Exhibit # 12 A 11
- 8065, Substance Abuse, Exhibit # 12 A 12
- 8075, Directory Information, Exhibit # 12 A 13
- 9025, Capital Construction Program, Exhibit # 12 A 14

*M11/13-2*
Rick Howell’s motion to approve policies, as presented, was seconded by David Bridgham. Upon call for the vote, the MOTION PASSED unanimously. The policies will be posted on the Board’s Web page.
BOARD POLICIES – 1st READINGS
Copies of the policies were included in the meeting materials and modifications were made. A second reading is planned for January 27, 2014.

- 7190, Faculty Selection, Exhibit # 12 B 1
- 7026, Staffing Definitions, Exhibit # 12 B 2
- 7080, Reporting Suspected Child Abuse, Exhibit # 12 B 3

EX-OFFICIO REPORTS
Copies of the written reports were included in the meeting materials.

Associated Student Government – ASG President Charlie Kloss highlighted that he and other students traveled to Eugene recently for a very informative Oregon Students of Color Coalition Conference and were looking to fill two vacant director positions.

The Board commended the students for their sustainability efforts in cleaning the Poet’s Eye behind Dellwood Hall, which Kloss noted would be a bi-annual event.

UNIT REPORTS
Copies of the written reports were included in the meeting materials.

CORRESPONDENCE
Copies of Mike Lehman’s email re: Mike Herbert were included in the meeting materials.

RECESS
The Board recessed into Executive Session under Personnel [ORS 192.660 (2) (i)] from 7:25 to 7:36 p.m.

RECONVENED
The Board reconvened into open session at 7:36 p.m.

OLD BUSINESS

EARLY RETIREMENT CONT’D
Chair Jensen explained the results of the random “consideration” coin toss. Once the random process is conducted, the benefit costs are noted to determine whether the College stays under the policy cap. If the person being considered puts the College over the cap they are rejected and the next eligible person is then considered.

It was noted that Employee A won the toss. During a review of the costs involved, it was determined that early retirement benefits for Employee A (Ann Sylvia) would put the College over the $150,000 Board Policy cap. The Board then considered the next eligible person - Employee B’s (Linda Kridelbaugh) benefit costs and noted that the cap would not be exceeded.

RICK HOWELL’S MOTION
Rick Howell’s motion that because her benefit costs are within the College’s cap and she’s eligible for early retirement, Linda Kridelbaugh be approved to receive Early Retirement benefits, effective July 1, 2014. The motion was seconded by David Bridgham. Upon call for the vote, the MOTION PASSED unanimously.

It was noted that Sylvia could reapply in future years, but that there were no guarantees that it would be granted as the cap limitation may still be an issue.

The Board’s policy will be refined incorporating a detailed procedure.

ADJOURNMENT
There being no further business, Chair Jensen adjourned the meeting at 7:43 p.m.

Respectfully submitted,

Marcia Jensen, Board Chair
Patty Scott, Clerk

Deb Nicholls, Recording Secretary