
***Rogue Community College District
Board of Education - January 17, 2017 Meeting Minutes***

1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Ron Fox, Board Chair, at approximately 4:00 p.m., January 17, 2017, RCC / Southern Oregon University (SOU) Higher Education Center (HEC) 101 S. Bartlett St., Medford. Due Notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Tim Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle
Absent: Brett Johnson
3. **Introduction of Guests and Public Comment** – Michelle Jacobsen, President, Associated Student Government (ASG) Riverside Campus (RVC) and Table Rock Campus (TRC); Shawn Hogan, Community Member; Carrie Prechtel, 211 Info; Michael Spark, President, ASG Redwood Campus (RWC); John Wycoff, Oregon Community College Association (OCCA) and RCC District employees including Judy Basker, Margaret Brewer, Denise Caldwell, Amy Durst, Kori Ebenhack, Kevin Hoff, Jessica Kitchen, Brooke McDermid, Rene McKenzie, Greg McKown, Teri Smith, Curtis Sommerfeld, Lori Sours, Lisa Stanton, Sarah Wofford and Denise Nelson.
4. **Public Comment** – There was no public comment.
5. **Presentation** – Oregon Community College Association Report

John Wycoff, Deputy Director, OCCA, reported the Governor’s proposed budget flat-funded community colleges and universities. The Office of Community Colleges indicates Oregon’s community colleges need \$634 million. Because we have \$800 million in revenue not accounted for yet, it will be an uphill fight to get there. It takes super majorities to increase taxes and then they are normally referred to the ballot as well. Funding for the Oregon Opportunity Grant received an 8% increase in the Governor’s proposed budget. A primary concern is that if the legislature is short of money they will look to the Oregon Opportunity Grant for funding, and OCCA opposes that. Mr. Wycoff reviewed some of the criteria and mandates regarding the Opportunity Grant.

OCCA has started reviewing over 1,500 bills that have been introduced. OCCA staff has been busy placing bills into categories and, when applicable, creating policy questions for the OCCA Board. An example question around the category of affordability is, “should students on work study be exempt from the new minimum wage?”

In the category of governance, as an example, The Senate president has introduced a bill that allows community colleges to merge with universities.

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Other topics mentioned by Mr. Wycoff:

- Transportation package for the state. This requires a gas tax increase and would need a super majority.
- PERS will be a controversial issue. Will courts allow any changes to the system?
- Will there be an agreement on revenue? Hospital tax and Affordable Care Act are open questions. Will Oregon's waiver for the Affordable Care Act continue?
- The Senate and Governor are concerned about housing issues in general.

The OCCA Legislative Summit will be held March 22-23. Each college will schedule their own appointments with local legislators.

Board members thanked Mr. Wycoff for his presentation.

6. College Reports

A. Bond Oversight Committee

Committee Chair, Curtis Sommerfeld, provided a written report to the Board in advance of the Board meeting (see file). Curtis introduced Greg McGowan, Construction Project Manager.

The following highlights of the Bond Oversight Committee report were provided:

- In the process of finding a qualified contractor for the water project at RWC.
- A finished proposed concept for the High Tech Center has been received from designers. The College is generally pleased with it.
- In regard to the High Tech Center, have also seen the landscaping design and interior design.
- The \$15 million for Allied Health will include site preparation and building construction.

Tim Johnson requested a copy of the water project bids. Mr. Sommerfeld will follow-up on this.

Pat Ashley expressed her view of the Bond Oversight Committee process to date, and commended Vice President Sommerfeld for his successful leadership of the process. Committee members have had time to provide their thoughts and receive information.

B. Finance and Audit Committee

Claudia Sullivan and Dean Wendle participated in the committee meeting just prior to the Board meeting today and reported the following:

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- General fund tuition revenue is projected to be \$361,000 more than the original budget.
- The Committee continued to work on the Investment Policy and hope to bring this to the full Board in March. Dean Wendle commended Lisa Stanton for her on this.
- Discussion occurred with the committee regarding the possibility of an Advisory Group in that industry to work with Lisa Stanton. This might be helpful.
- The College is maximizing its investment returns by placing the maximum amount allowed in Oregon Local Government Investment Pool (LGIP). The annualized yield for the LGIP in December was 1.03%. The College has placed the remainder of the funds in Insured Cash Seeps with an annualized yield of .01%.

C. President's Evaluation Committee

Kevin Talbert reported the Committee has been inactive since the December report and college closure. The next step is to develop an evaluation form in survey format. Kevin will work with committee members on this and Denise Nelson will provide assistance.

D. Written Reports

- a. Student Government – Michelle Jacobsen reported RVC and TRC ASG had a good year (2016). They are starting to successfully integrate the student data captured to date. Data reveals the group had contact with nearly 1,400 students. ASG hosted the Oregon Community College Student Association (OCCSA) meeting last weekend and are coordinating with RWC student council meetings.

Michael Spark added RWC ASG hosted the Week of Welcome events and handed out information to students for the beginning of the term.

- b. Classified Association – Sarah Wofford provided a written report to the Board in advance of the meeting (see file) and had no further report.
- c. Faculty Association – No written report.
- d. Faculty Senate – No written report.

7. President's Report

A. Monthly Calendar and College Issues

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President Cathy Kemper-Pelle provided the following report:

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B. FTE Report – (See file)

8. Board Action and/or Information Items

A. Review 2017/18 Tuition (First Reading)

B. Review 2017/18 Fees (First Reading)

C. Approve Board Participation 2017 Southern Oregon Business Conference

Tim Johnson moved, seconded by Pat Ashley, the Board adopts Resolution No. P38-16-17 approving Board member participation in the 2017 Southern Oregon Business Conference for all Board members available to attend.

The motion unanimously carried.

D. Approve Board Participation 2017 Student Success and Retention Conference

Pat Ashley moved, seconded by Claudia Sullivan, the Board adopts Resolution No. P45-16/17 approving participation of Board member Tim Johnson in the 2017 Student Success and Retention Conference as described herein.

The motion unanimously carried.

9. Foundation and Vice Presidents' Reports

A. Foundation – (See file) No discussion.

B. Student Services Report

Vice President Ebenhack introduced Carrie Prechtel, who provided a brief presentation on “211 Info”. The independent nonprofit status of this company has existed under different names since 1980, however, momentum was gained in 2000 when 211 was designated by the Federal Communications Commission as the three-digit dialing code for information and referral. Four years later, 211 was launched in the Portland metro area and has been expanding ever since.

Ms. Prechtel provided a three-minute demo of the 211 Info website. All calls into 211 Info are anonymous and confidential.

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C. College Services

Curtis Sommerfeld reported he has been handling inclement weather procedures and situations. He noted that K-12 closures are not taken into consideration when deciding to open or close RCC's campuses. If we close one campus, we close everywhere. If campus is open, we have a policy for staff to make their own decision regarding their individual ability to safely make it in. Campuses were very icy, and unfortunately, we did experience some injuries. The Facilities Department worked hard to make campus as safe as possible and did a good job.

D. Instructional Services

Kevin Hoff, Dean, Health and Public Services, reported on behalf of Vice President Gibson. Mr. Hoff submitted a written report titled *RCC/FD3 Classroom Building* (see file). This will be a shared facility between RCC Emergency Services Department and Jackson County Fire District 3 (FD3). The main function is two large classrooms that can be combined into one larger meeting space. Cost for construction will be based mostly upon RCC Bond funding of \$500,000. Construction must be completed within three years of Bond passage.

10. Board Discussion Items

A. Campus Safety/Security (Ongoing Discussion)

Vice President Sommerfeld reported RWC experienced a burglary in the Student Center wherein someone tried to break in the automatic teller machine (ATM) and damaged it. From a monetary standpoint, this wasn't a large loss to the college, but it was a big deal from a morale standpoint. Also, during the break, the RWC Josephine Building was burglarized wherein a big screen television, laptops, and pre-paid credit cards were stolen. The thief used the pre-paid credit cards immediately and the store where the cards were being used was suspicious. The thief was caught and prosecution is underway. The total amount tallied nearly \$10,000.

B. Board Meeting Schedule and Format (Ongoing Discussion)

Regarding internal presentations to the Board (formerly known as Program Light presentations) at regular Board meetings, the internal department will be given 30 minutes for the presentation with a question and answer period to follow.

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11. Approve Consent Agenda – Kevin Talbert moved, seconded by Dean Wendle the Board approve the Consent Agenda as follows:

- A. Meeting Minutes
 - a. December 20, 2016 Board Meeting
- B. Human Resources
 - a. Full-Time Management Contract, Director, TRiO (EOC & ETS) – Janet Basney
 - b. Full-Time Faculty Professional Contract, Construction Project – Ralph Henderson
- C. Grant Acceptance
 - New Grant
 - a. 3D Scanning Manufacturing Grant
 - Continuation Grants
 - b. Oregon Small Business Development Center Network Grant
 - c. U.S. Small Business Administration
- A. Financials
 - a. Monthly Financial Data Report – December 2016
 - b. Quarterly Budget Transfers

The motion unanimously carried.

12. Board Committee Reports

A. Board Policy Ad-hoc Committee

Pat Ashley reported there is some talk about the Committee receiving help through OCCA in the future. Our policies are extensive and confusing. The Committee will continue working until someone says to stop, but she is hopeful we will receive guidance from OCCA.

B. Executive Committee

The committee met and reviewed the Board meeting agenda.

C. Facilities Report

- Vice President Sommerfeld reported it is possible there may have been miscommunication to the City of Medford regarding the trees. He will clarify that yes, we did accept the plan and we wanted to do extra.

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- Damage from the snow storm was mainly on RWC. Two metal sheds, one over the top of the kiln, suffered collapsed roofs. Almost every RWC building has rain gutter damage. Insurance has a \$5,000 deductible.

D. OCCA/OSBA

With the thorough report provided by John Wycoff, OCCA, earlier in the meeting, Dr. Talbert did not have anything further to report.

Ron Fox called for a break in open session at 6:14 p.m. and reconvened at 6:22 p.m.

13. Executive Session – Ron Fox called the meeting into executive session at 6:22 p.m. in accordance with ORS 192.660(2)(a) Employment of Public Officers, Employees and Agents, and 192.660(2)(d) Labor Negotiations and closed executive session at 6:38 p.m.

14. New Business – None

15. Old Business – None

16. Roundtable

- Dean Wendle requested to add the Linn County Class Action Law Suit to the next Board meeting agenda.

17. Adjournment – The meeting adjourned at 6:45 p.m.

Meeting minutes submitted by Denise Nelson, Assistant to the President and Board of Education.