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***Rogue Community College District  
Board of Education – January 19, 2016 Meeting Minutes***

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1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Dr. Kevin Talbert, Chair, at approximately 4:00 p.m., Tuesday, January 19, 2016, Riverside Campus/Higher Education Center, 101 S Bartlett, Oregon, room 127. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Brett Johnson (arrived after agenda item 8.C), Tim Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle.
3. **Introduction of Guests and Public Comment** – Zachary Malatesta, President, Riverside Campus (RVC)/Table Rock Campus (TRC) Associated Student Government (ASG); Sarah Wofford, President, Classified Association and RCC District employees including Peter Angstadt, Judy Basker, Amy Durst, Roger Friesen, Kirk Gibson, Kevin Hoff, Teresa Rivenes, Lori Sours, Lisa Stanton, Genna Southworth, Denise Swafford, Grant Walker and Denise Nelson. There was no public comment.
4. **Presentations** – School Board Recognition Month – Governor Brown declared the month of January as School Board Recognition month, honoring many Boards throughout Oregon, including RCC Board members, who serve as elected officials without compensation. RCC Board members volunteer hundreds of hours each year by attending committee meetings, legislative meetings and Board meetings. President Angstadt recognized the efforts of RCC Board members and thanked them for their dedicated service.
5. **Reports**
  - A. Student Government – Zachary Malatesta reported student government is working on establishing relationships and strengthening current relationships with the student body. The group has also met with Judy Basker, Executive Director, RCC Foundation, to create a relationship and become familiar with what the Foundation does, so student government can help inform students about the Foundation.

The following are current student government activities:

- Week of welcome held at TRC and RVC wherein ASG representatives promoted the RCC app and served 800 cups of coffee.
- “MLK Day” which helped to strengthen RCC’s cultural diversity, was held to inform students about Dr. Martin Luther King, Jr. During the event, ASG representatives distributed famous inspirational quotes from Dr. King and also a timeline with his accomplishments.

The following are upcoming student government events:

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- January 28 – Conversation project, “How much inequality is acceptable?” will be held from 11:00 a.m. to 1:00 p.m. This will help strengthen our cultural diversity and intellectual needs of the student body.
- January 27-28 – Clubs Day
- January 28 – Trivia Night
- February 10 – Music Day
- February 11 – Donor awareness event

The Northwest Student Leadership conference will be held at Portland State University early February. RCC ASG representatives Michelle Jacobsen, Rebecca Pearson, Kalypso Rousso and Zachary Malatesta will serve as presenters.

- B.** Faculty Association – No report
- C.** Classified Association – Sarah Wofford reported she worked on an online monthly newsletter during the holiday break and is still completing background on that project.
- D.** Faculty Senate – Chris Licata has resigned from the position of Jackson County Faculty Senate Co-chair and Jessica Kitchen has assumed the position through due process. A written report was provided to the Board (see file).
- E.** Finance and Audit Committee – Claudia Sullivan advised tuition revenue is projected to line-up with the original budget of \$12.47 million. The committee met to review the monthly financial statements and determined expenditures will not exceed the general fund budget. The committee also reviewed grant funding, and noted the College has \$475,000 for the remodel of the new TRC technology center (this was funding received from the state). In addition, funding has been received to purchase the thermal imaging camera equipment. The proposed 2016/17 budget timeline was reviewed by the committee. District Budget Committee meetings will occur as usual in April and May, just prior to Board of Education meetings.
- F.** President Search Advisory Committee – Dr. Talbert reported the deadline to receive applications for the position was January 9, and 47 applications were received. The Search Advisory Committee will meet as a group with the consultant on January 26 (see agenda item 9.A for further discussion on this topic).

**6. President’s Report**

- A.** Monthly Calendar and College Issues (see file) – President Angstadt discussed the following items:

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- Winter term began on January 4<sup>th</sup> and Peter conveyed gratitude to students, faculty and staff for making everything go smoothly.
- A copy of a Medford Mail Tribune article regarding the work of local Rotarians was distributed with the Board meeting material. A group of Medford Rogue Rotary Club members, including RCC Board member Tim Johnson, delivered 100 water-purification systems to villagers in Guatemala. President Angstadt and Board members congratulated Mr. Johnson on this successful outreach.

**B.** FTE Report – (see file)

**C.** Winter 2016 Issue – *Rogue Matters*

The winter 2016 issue of the *Rogue Matters* publication was included for Board review with the Board meeting material. This provides detail of the efforts and activities occurring at the College and was written by Denise Swafford and Grant Walker. Ryanne Mitchell completed formatting and graphics.

**D.** January 2016 Grant Status Report – (see file)

**7. Foundation and Vice President’s Reports**

**A. College Services** – No report

**B. Student Services** – No report

**C. Instructional Services** – Vice President Kirk Gibson reported he has been spending time on the Allied Health project and the new building at TRC. In addition, during the annual budget process, he is taking a hard look at staffing levels, including conversations with department chairs, to ensure these levels are accurate and appropriate. Dean, Genna Southworth, added there are many different programs, four of them are brand new, and each program has 15 to 30 students. All current programs are at capacity.

**D. Foundation** – Judy Basker, Foundation Executive Director, reported the Foundation has received \$25,000 in recent gifts and anticipates another \$50,000 gift to be received soon, in addition to an endowed scholarship. The Foundation also received a \$10,000 gift to fully endow the Angstadt scholarship. Originally, when she started in the Executive Director position, the Foundation had 400 different scholarship funds. Staff has been working on contacting representatives of each scholarship and merging accounts when possible. She reported approximately 220 funds have been merged to date, some of them appropriately into the RCC memorial fund. The Foundation is making good progress toward tracking alumni and plans to coordinate a formal reception event at graduation. Judy reported the scholarship application scoring process will be going electronic thus the Foundation needs 150 to 200 reviewers to sign-up for this process. They currently have about 100 volunteers.

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**8. Board Action and/or Information Items**

**A. Approve Board Member Participation: 2016 Student Success and Retention Conference (February 4-5, 2016)**

Given the time commitment needed for the president's search, and the fact there has been no financial commitments made to date for this event, Pat Ashley decided to withdraw from attending the conference. No other Board members were available to attend.

**B. Approve Board Member Participation: Southern Oregon Business Conference: (January 28, 2016)**

Dr. Talbert has had a scheduling conflict occur thus he withdrew from attending the conference. Pat Ashley, Claudia Sullivan, and Dean Wendle confirmed their plans to attend. Ron Fox will be attending and participating in his role as the Executive Director, Southern Oregon Regional Economic Development, Inc. (SOREDI).

Tim Johnson moved, seconded by Pat Ashley, the Board adopt Resolution No. P39-15/16 approving participation of Pat Ashley, Claudia Sullivan and Dean Wendle in the 2016 SOREDI Southern Oregon Business Conference.

**The motion unanimously carried.**

**C. Discuss Potential District Bond Election for Possible Action**

President Angstadt updated the Board on the May election.

Possible RCC projects to be included in the College's potential bond election include facilities expansion for the fire science training facility, allied health training center, high tech center remodeling and upgrades, nursing building upgrade and science building remodel and upgrade. The district-wide bond election would total \$20 million at roughly 5 cents per thousand and would be proportionally based on the student population of 60% Jackson County and 40% Josephine County.

Board members discussed the pros and cons of the bond campaign. Ron Fox requested more information regarding details of the potential projects. Dean Wendle commented he believes the timing is right for the bond campaign in May. The deadline to file is February 17.

Pat Ashley recommended the Board make a decision today regarding moving forward with the Bond campaign. The details of the bond levy could be discussed and approved at a later date.

Grant Walker received general thoughts from Interact, as information only, regarding the Bond campaign and noted this company helped Linn-Benton Community College with a successful bond campaign. Interact recommended not rushing into the campaign, however, if the Board decided to move forward, they

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would be available to help this spring. They recommend conducting research with focus groups to find out what people are willing to support. Interact could then assist with a campaign strategy. The estimated cost to assist with the actual campaign is approximately \$63,000. It is the Board's initial thought to forgo a consultant for the bond campaign, however, they are open to further discussion.

Sarah Wofford reported, in collaboration with the Foundation, the Oregon School Employees Association (OSEA) is willing to give funds and time toward the bond campaign.

President Angstadt commented he has been campaigning over the last three years by attending many meetings, making presentations, and describing the needs of the College.

Tim Johnson commented he believes Pat Ashley's idea to make a decision to move forward with the bond campaign today is an excellent one. Dean Wendle and Kevin Talbert agreed.

**MAIN MOTION**

Pat Ashley moved, seconded by Tim Johnson, the RCC Board of Education move forward with the May 2016 bond election, with the dollar amount pending further discussion by the Board via a special board "telephonic" meeting within the next week and/or no later than the end of this month.

A roll-call vote was conducted.

Pat Ashley – Yes  
Ron Fox – Yes  
Tim Johnson – Yes  
Claudia Sullivan – Yes  
Kevin Talbert – Yes  
Dean Wendle - Yes

**The motion unanimously carried 6-0.**

**D. Update on Presidential Search Process**

Dr. Talbert reported the President Search Advisory Committee is scheduled to meet with the consultant on January 26 with the goal of reaching a consensus on semifinalists for the position. Dr. Talbert distributed a memorandum in advance of the Board meeting for Board review, and as a handout at the meeting (see file), regarding a potential hiring process. The goal is to stay as timely as possible. He reviewed the selection process practices with Preston Pulliams, consultant, and Sara Moye, Director of Human Resources. He noted that until the Board selects the

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finalists to come to campus, candidate's names and information must remain strictly confidential and no reference checking will occur.

Once semifinalists are identified, the Board can decide on the next steps. Kevin recommended 1 to 1.5 hour(s) telephone interviews with the semifinalist candidates. He indicated Denise Nelson would coordinate the telephone interview schedule and conference calls. After the semifinalist interviews, the Board will identify finalists.

Since reference checking will occur with finalists, and a number of references will be contacted for each candidate, Dr. Talbert recommended Board members work in teams (groups of two) for this process. Dean Wendle and Tim Johnson liked the team concept.

The consultant advised Dr. Talbert the finalists usually come to campus for one day, arriving the night before, have a long day, culminating in dinner with the Board. A lot of planning and logistics will be required for the campus visits. Ron Fox recommended a two-day schedule for each candidate due to the logistics of the district and the number of people meeting with the candidates, i.e., Vice Presidents, Deans, Foundation, etc. Tim Johnson recommended also providing some free time to the candidate somewhere in the schedule. Tim also recommended inviting the spouse/partner to travel with the candidate.

The Board agreed to a two-day schedule, open forums on each campus, scheduled meetings with the Vice President and the Foundation and possibly other people as determined. On one day of the schedule, the last event of the day will be dinner with the Board. The targeted timeframe of the campus visits will be at the end of February. Working in conjunction with Denise Nelson, the Board will work out a schedule for proposed dates.

Regarding Board member visits to the candidate's home locations, Preston Pulliams indicated this is seldom done, unless you get into a tie situation with the final candidates.

Dr. Talbert will draft proposed questions to ask semifinalists, and distribute the draft to Board members for input. Each Board member will have a question to ask and the same questions will be asked to each candidate.

**10. Approve Consent Agent**

Tim Johnson moved, seconded by Ron Fox the Board approve the consent agenda as presented:

- A. Meeting Minutes
  - a. December 15, 2015 Board Meeting
- B. Human Resources
  - a. None

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- C. Grants
  - a. Herbert A. Templeton Foundation Grant
  - b. Community College and Workforce Development Grant
  - c. Jackson County Cultural Coalition Grant
  
- D. Financials
  - a. Monthly Financial Data Report – December 2015
  - b. Quarterly Budget Transfers

**The motion unanimously carried.**

**11. Board Committee/Advisory Reports**

- A. Jackson/Josephine County Advisory Committees** – President Angstadt reported committee members primarily discussed the recent SOHOPE grant and also discussed other options and ideas for opening the High Tech Center. Members of both Advisory Committees indicated they are willing to retire when Peter retires.
  
- B. Executive Committee** – Dr. Talbert reported the committee met to review the Board meeting agenda.
  
- C. Facilities Committee** – Dean Wendle reported most everything going on is maintenance and/or preventative. The heating/ventilation/air conditioning (HVAC) system upgrades at TRC are a big expense and although it going slow, work is progressing. The committee talked about a process for managing contracts. Tim Johnson and Dean are willing to be involved with this.

The Wiseman building had water coming in under the building which created a smell inside the building. Through a lot of effort, the water has been removed and the problem has been addressed. There is a second building which is built into the soil wherein there is potential for this same situation to occur. Staff is addressing this.

- D. OCCA/OSBA** – Dr. Talbert will attend the next Oregon Community College Association (OCCA) meeting. Members will be talking about the upcoming legislative session and capital construction list. President Angstadt reported that Andrea Henderson, OCCA Executive Director, wrote a letter to the Higher Education Coordinating Commission (HECC) requesting \$10 to \$15 million in funding for all of Oregon’s colleges for safety and security issues.

Dr. Talbert called for a ten-minute break from 5:55 - 6:05 p.m.

**12. Executive Session – None**

**13. New Business – None**

**14. Old Business**

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**A. Security Contract**

Discussion occurred regarding armed security on campus. Claudia Sullivan is in support of armed security guards. Although she would hope they would never have to use guns, they would be ready to act for the safety of the College. She stated that we suppose things could go wrong with armed security, but we could also suppose it could go right. Armed security would serve as a symbol that someone is patrolling and is armed. She would feel more secure if we had armed security guards. Tim Johnson does not support armed security guards on campus. He indicated he has seen too many situations when it didn't work.

Brett Johnson informed that a number of resource officers are at schools in this city. In his opinion, the biggest piece is not what you do when something happens, rather, it's about how you conduct risk assessment, which hasn't been implemented in colleges. He added that the resources are limited to actually provide someone of a trained caliber.

President Angstadt advised the College receives a great response from the City of Medford Police Department, and the White City Police Department has a walk through program at a number of schools. Peter recommends reaching out to Josephine County Sheriff Dave Daniels to discuss partnership options.

Dr. Talbert commented he is equally concerned about the safety of faculty, staff and students. Everyone wants what's best, but it is "what's best" that is the question. He is opposed to armed security services when people aren't of a highly trained caliber.

Kirk Gibson reported that all three vice presidents have heard remarkably split opinions across all campuses on this topic. There is no clear consensus, however, everyone agreed about being proactive.

Dean Wendle believes local police should be the armed response for Redwood Campus. The City of Grants Pass was going to check with the fire department to see if the College could stay with Rural Metro Fire and not change water flows unless the campus experienced major construction. President Angstadt will follow-up on this.

The Board reached a consensus and directed President Angstadt to talk with the Josephine County Sheriff regarding the possibility of sworn officers on Redwood Campus to supplement current security.

**15. Roundtable**

Dean Wendle complemented the Diversity Program Board on their presentation to the Board. They are doing good work.

**16. Adjournment – Dr. Talbert adjourned the meeting at 6:46 p.m.**

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