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***Rogue Community College District  
Board of Education– January 21, 2020 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 Kevin Talbert, Ph.D., Board Chair, at 5:02 p.m. on January 21, 2020, at the Rogue Community College (RCC)/Southern Oregon University (SOU) Higher Education Center (HEC), Room 129A/B, 101 S. Bartlett Street, Medford, Oregon. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including Kevin Talbert, Pat Ashley, Pat Fahey, Ron Fox, Roger Stokes, and Shawn Hogan.  
  
Claudia Sullivan was absent.
3. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Curtis Sommerfeld, Kori Ebenhack, Juliet Long, Rene McKenzie, Judy Basker, Lori Roe, Greg McKown, Jamee Harrington, Lisa Stanton, Teri Smith, Chauncey Kieley, Grant Walker, August Farnsworth, and Rachelle Brown.
4. **Public Comment-** No one signed up for public comment.
5. **College Reports**
  - A. **Finance and Audit Committee-** Pat Fahey spoke on behalf on this committee and noted that at the start of the second term they are estimating that both enrollment and tuition are down 2%. The new budget cycle is getting ready to start and budget categories are going to be reorganized.
  - B. **Written Report(s)**
    - a. **Student Government** (no written report)- Rene McKenzie noted that students have been off for the winter closure and they will resume their written reports next month.
    - b. **Classified Association-** There was no representative present from the association to comment on the report.
    - c. **Faculty Association** (no written report)- There was no representative present from the association to comment.
    - d. **Faculty Senate** (no written report)- There was no representative present from the senate to comment.
6. **President's Report**
  - A. **Monthly Calendar and Narrative-** President Cathy Kemper-Pelle highlighted the legislative caucus she attended (see file). This is the second time this group has met with our legislators. There were over 50 people in the room with 8 legislators, and it was difficult to have a meaningful discussion. President Kemper-Pelle is on the planning committee and noted that caucus organizers have narrowed down

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some focus areas they would like to prioritize for this upcoming short session which include: wildfires, housing, healthcare, workforce, education, community infrastructure, and transportation. There is still the potential for greater collaboration between this group and they were strongly encouraged to only bring things to the caucus that require legislation to solve.

It was noted that the accreditation report is in the final stages. The leadership team has started doing final content revisions, which will be followed by a final grammar and punctuation check, and lastly a technology check to make sure the links are working. The site visit scheduled for April 15-16 is with the same people that will read the report. There will be an exit interview with President Kemper-Pelle after the site visit in April, and at that time they will let her know if there are any areas of concern. The commission will meet in June to determine our official status. After we have our status, a press release will go out to the community.

- B. Bond Oversight Committee (BOC)**- The Health Professions Building project is on schedule and is about 67% complete. A rooftop unit is scheduled to be installed on January 28<sup>th</sup>. Painting will begin this Thursday in the faculty offices. Greg McKown provided an update on the Grants Pass Municipal water connection and alignment with the Oregon Department of Transportation (ODOT). The project is near the end of design development. Mr. McKown met with the City of Grants Pass to talk about general water requirements and noted that there could be a significant savings to the project if a partnership with them ensues. A design meeting is scheduled for this Friday with the engineers on the project. The Board thanked Mr. McKown for setting up tours of the Health Professions Center for equipment donors. Tours are being scheduled for every third Thursday of each month through May.
- C. Enterprise Resource Planning Consortium Update**- Curtis Sommerfeld noted that Campus Nexus is moving along and is still on track to go live July 1<sup>st</sup>. Mr. Sommerfeld thanked everyone for all of the hard work they are doing to make this happen. It was noted that we are still functioning within the consortium and that there are other community colleges that might be interested in joining the consortium.
- D. Entrepreneurial Fund Update**- A director for the Rogue Innovation Hub has been hired. While the building is presenting some challenges, everyone is very excited to have the new director, Tracy Thompson, leading the effort.

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

- A. Review Board Policy: BP- 2340 Agendas (First Reading)
  - a. No comments.
- B. Review Board Policy: BP- 2410 Board Policies and Administrative Procedures (First Reading)
  - a. No comments.
- C. Adopt Board Policy: BP- 3430 Prohibition of Discrimination and Harassment (Second Reading)
- D. Adopt Board Policy: BP- 3710 Securing of Copyright (Second Reading)
- E. Adopt Board Policy: BP- 3715 Intellectual Property (Second Reading)
- F. Adopt Board Policy: BP- 4020 Program, Curriculum & Course Development (Second Reading)
- G. Adopt Board Policy: BP- 4025 Philosophy and Criteria for Associate Degree (Second Reading)
- H. Adopt Board Policy: BP- 4040 Library/Learning Support (Second Reading)
- I. Adopt Board Policy: BP- 4100 Graduation Requirements for Degrees and Certifications (Second Reading)
- J. Adopt Board Policy: BP 4235 Credit by Examination (Second Reading)
- K. Adopt Board Policy: BP 4250 Probation, Dismissal & Readmission (Second Reading)
- L. Adopt Board Policy: BP- 5010 Admissions and Concurrent Enrollment (Second Reading)
- M. Adopt Board Policy: BP- 5110 Counseling (Second Reading)
- N. Adopt Board Policy: BP- 5140 Disabled Student Programs and Services (Second Reading)
- O. Adopt Board Policy: BP- 5500 Standards of Student Conduct (Second Reading)
- P. Adopt Board Policy: BP- 6200 Budget Preparation (Second Reading)
- Q. Adopt Board Policy: BP- 6300 Fiscal Management (Second Reading)
- R. Adopt Board Policy: BP- 7310 Nepotism (Second Reading)
- S. Adopt Board Policy: BP- 7700 Whistleblower Protection (Second Reading)

Ron Fox moved, seconded by Pat Fahey, that the Board adopt policies 7.C through 7.S, as presented.

**The motion unanimously carried.**

- T. Adopt Board Policy: BP- 4050 Articulation (Second Reading with Modifications)
  - a. It was noted that many of these Second Reading with Modifications had a question of wording in regards to “The College President” or “The College President or Designee” and those that we could legally change the wording on have been corrected.

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Pat Fahey moved, seconded by Roger Stokes, that the Board adopt policy 7.T as presented.

**The motion unanimously carried.**

- U. Adopt Board Policy: BP- 5040 Education Records, Directory Information & Privacy (Second Reading with Modifications)
- a. It was noted that the gender specific wording has been corrected to gender neutral wording.

Pat Ashley moved, seconded by Pat Fahey, that the Board adopt policy 7.U as presented.

**The motion unanimously carried.**

- V. Adopt Board Policy: BP- 5700 Intercollegiate Athletics (Second Reading with Modifications)
- a. It was noted that the language cannot be gender neutral according to the Northwest Athletic Conference standards.

Pat Fahey moved, seconded by Pat Ashley, that the Board adopt policy 7.V as presented.

**The motion unanimously carried.**

- W. Adopt Board Policy: BP- 6250 Budget Management (Second Reading with Modifications)

Pat Ashley moved, seconded by Ron Fox, that the Board adopt policy 7.W as presented.

**The motion unanimously carried.**

- X. Adopt Board Policy: BP- 6320 Investments (Second Reading with Modifications)

Shawn Hogan moved, seconded by Pat Fahey, that the Board adopt policy 7.X as presented.

**The motion unanimously carried.**

- Y. Adopt Board Policy: BP- 6400 Financial Audits (Second Reading with Modifications)

Roger Stokes moved, seconded by Pat Fahey, that the Board adopt policy 7.Y as presented.

**The motion unanimously carried.**

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**Z.** Adopt Board Policy: BP- 6900 Bookstore(s) (Second Reading with Modifications)

Roger Stokes moved, seconded by Pat Ashley, that the Board adopt policy 7.Z as presented.

**The motion unanimously carried.**

**AA.** Adopt Board Policy: BP- 7120 Recruitment and Hiring (Second Reading with Modifications)

Shawn Hogan moved, seconded by Pat Ashley, that the Board adopt policy 7.AA as presented.

**The motion unanimously carried.**

**BB.** Approve Academic Procedure: AP- 2100 Board Elections (Second Reading with Revisions)

Pat Ashley moved, seconded by Ron Fox, that the Board approve 7.BB as presented.

**The motion unanimously carried.**

**CC.** Approve Academic Procedure: AP- 2110 Vacancies on the Board of Education (Second Reading with Revisions)

Pat Ashley moved, seconded by Pat Fahey, that the Board approve 7.CC as presented.

**The motion unanimously carried.**

**DD.** Approve Academic Procedure: AP- 2320 Special and Emergency Meetings (Second Reading with Revisions)

Ron Fox moved, seconded by Pat Ashley, that the Board approve 7.DD as presented.

**The motion unanimously carried.**

**EE.** Approve Academic Procedure: AP- 2340 Agendas (Second Reading with Revisions)

Roger Stokes moved, seconded by Shawn Hogan, that the Board approve 7.EE as presented.

**The motion unanimously carried.**

**FF.** Approve Exemption from Competitive Bidding

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Pat Ashley moved, seconded by Pat Fahey, that the Board approve 7.FF as presented.

**The motion unanimously carried.**

**GG.** Review Redwood Campus Master Plan (First Reading)

- a. Grant Walker is providing updates for the timeline and history portion of the report. A revised plan will be reviewed by the Bond Oversight Committee and it will then come back at the next Board of Education meeting in February for approval.

**8. Foundation and Senior Management Team Reports**

- A. Foundation- Judy Basker highlighted page 2 of her report (see file) and stated that \$405,000 for Healthcare Equipment has now been received, which is more than half of the total funds pledged. The Foundation has acquired a new board member, Dr. Karen Kahn, who is the chief medical officer for 8 retirement facilities in Grants Pass and Medford. Ms. Basker noted that elimination of the big scholarship fund award ceremony is working out extremely well and paying off unbelievably. The Foundation now sets up lunches with donors and recipients so they can get to know each other. The Board thanked Ms. Basker for the scholarship booklet that was sent to them in the mail, and Ms. Basker said that she would be happy to do that quarterly. The Board feels that the Foundation has gone above and beyond what they thought would be possible for raising the money for healthcare equipment.
- B. Senior Leadership Team- Curtis Sommerfeld highlighted crime statistics, which mostly take place at the Riverside Campus. Most incidents occur not by RCC students, but by outside populations. The concern is that people are using the campus who do not have a purpose to be on the campus. The motion activated cameras on campus show people gathering at night outside of the buildings. The RCC website has a list of individuals who have criminally trespassed on any of the campuses. Listening sessions have been held with students on campus to express their concerns. Security escorts are available for students, faculty, and staff who wish to have someone escort them to their vehicle. It was noted that the Medford Chamber is putting together training for businesses downtown on how to handle these situations and perhaps RCC could partner with the Chamber to offer classroom space. Mr. Sommerfeld stated that the Medford Police Department has been very helpful and that they have a very fast response time when these incidents occur. The Board expressed concern for student safety and want this to be an ongoing topic as we work to find solutions.

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- C. Institutional Research Effectiveness & Planning (IREP) – Laurie Row submitted a supplemental handout to her board report (see file) and noted that we are up on our fall to winter retention. This is a good trend and shows that at the completion of the year we should have a higher percentage of students completing 16 or more credits. A link was provided to the Board to the IREP website. They are working on uploading archived board reports. Anyone can now access our student success numbers.

**9. New Business**

- A. Student Success & Retention Conference- After reviewing the agenda, it was decided that no Board members will attend this year’s Student Success & Retention Conference.
- B. Southern Oregon Business Conference-

**MAIN MOTION:**

Ron Fox made a motion, seconded by Pat Fahey, to approve the attendance of Pat Fahey, Ron Fox, Pat Ashley, Kevin Talbert, and Shawn Hogan at the Southern Oregon Business Conference

**The motion was unanimously approved.**

- C. CTE Day Salem- President Kemper-Pelle and Ron Fox will be meeting with legislators on February 5<sup>th</sup> to discuss CTE programs.

**10. Old Business-**

President Kemper-Pelle made a request regarding policies and procedures. She noted that all references need to be updated to the 2020 Standards and she would like approval for those references to be updated to the new 2020 Standards without needing to come back to the Board for approval.

**MAIN MOTION:**

Pat Ashley made a motion, seconded by Pat Fahey, to approve 2020 Standard updates on Board policies and procedures without needing to come back to the Board for approval.

**The motion was unanimously approved.**

**11. Approve Consent Agenda**

- A. Meeting Minutes
- a. December 17, 2019 Special Board Meeting
  - b. December 17, 2019 Regular Board Meeting

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- c. January 10, 2020 Special Board Meeting
- B. Grant Acceptance (None)
- C. Human Resources (None)
- D. Financial Reports
  - a. Monthly Financial Data Report- December 2019
  - b. Quarterly Budget Transfers

Ron Fox motioned to approve the Consent Agenda; Shawn Hogan seconded.

**The motion unanimously carried.**

**12. Board Reports**

- A. Board Policy Committee- Pat Ashley noted that most of the work is now being done by the executive team.
- B. Executive Committee- Ron Fox noted that it should be his name instead of Roger's listed on today's agenda next to the Executive Committee.
- C. Facilities Committee- Roger Stokes said that Facilities are doing a great job. There was some discussion on the Master Plan for the Table Rock Campus and what items need to be made priorities. It was agreed that the leadership team will work on presenting these priorities to the Board to be able to inform decision making.
- D. OCCA/OSBA- Ron Fox commented that the special session of the Oregon legislature starts the first week of February and that it will be focusing on policy and not funding.
- E. Board Outreach Committee- Pat Fahey stated that the next presentation he will make is going to be on March 26<sup>th</sup> at the Rogue Gateway Rotary Club. He is currently working with Grant Walker on upcoming presentations.
- F. Marketing Advisory Council- They did not meet this month but will be having a meeting in February.
- G. RCC Foundation- Ron Fox had no additional comments.

Kevin Talbert closed the public meeting at 6:37 p.m.

**13. Executive Session-** Kevin Talbert called the meeting into Executive Session at 6:43 p.m. pursuant to ORS 192.660(2)(d) Labor Negotiations and closed the Executive Session at 6:51 p.m.

Kevin Talbert reconvened the public meeting at 6:52 p.m.



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**14. Roundtable-** No one had any additional comments.

**15. Adjournment-** Kevin Talbert adjourned the meeting at 6:52 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President-  
Governance.