
Rogue Community College District
Board of Education – November 17, 2015 Meeting Minutes

1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Dr. Kevin Talbert, Chair, at 4:00 p.m., Tuesday, November 17, 2015, Table Rock Campus, 7800 Pacific Avenue, room 206, White City, Oregon. Due notice was given.

2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Brett Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle.

Board member(s) absent: Tim Johnson

3. **Introduction of Guests and Public Comment** – Zachary Malatesta, President, Riverside Campus (RVC) / Table Rock Campus (TRC) Associated Student Government (ASG), and RCC District employees including Peter Angstadt, Judy Basker, Kori Ebenhack-Bieber, Jason Fiano, Roger Friesen, Kirk Gibson, Jason Hall, Kevin Hoff, Chauncey Kieley, Mary O’Kief, Steve Schilling, Curtis Sommerfeld, Lori Sours, Lisa Stanton, Genna Southworth, Grant Walker, Sarah Wofford, Colletta Young and Denise Nelson.

There was no public comment.

4. **Presentations** – TRiO Programs

Kori Ebenhack-Bieber, Vice President of Student Services, introduced Jason Fiano, TRiO Educational Opportunity Center (EOC) and Educational Talent Search (ETS) Program Director, and Colletta Young, Director of TRiO Student Support Services (SSS) Programs.

Mr. Fiano and Ms. Young provided a Power Point presentation which included the following information:

- TRiO programs are federally funded grant programs designed specifically to assist first-generation & low income individuals achieve postsecondary access (pre-college programs) & success (transfer and graduate programs).
- The name “TRiO” comes from the first three designated programs: Student Support Services, Talent Search, & Upward Bound. There are currently nine programs.
- Rogue Community College has three of the nine TRiO programs: ETS, EOC and SSS. ETS (est. 2005) and EOC (est. 2002) programs are pre-college programs primarily focused on postsecondary access.
- Educational Talent Search program staff are located at Jackson County High Schools & work with 6th-12th graders:

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- ❖ Phoenix High School (HS) & Talent Middle School (MS)
- ❖ Eagle Point HS & White Mountain MS
- ❖ South Medford HS & McLaughlin MS
- ❖ We are currently writing a proposal to serve North Medford HS (Hedrick MS), Crater HS (Scenic MS), Rogue River Junior High/HS, & Butte Falls HS

- Educational Opportunity Center program staff work with adult populations (age 19+) who are seeking to enroll/re-enroll in higher education:
 - ❖ Redwood Campus
 - ❖ Riverside Campus

- Student Support Services Programs focus on college success & completion:
 - ❖ Redwood Campus (since 2001)
 - ❖ Riverside Campus (new project 2015)

- TRiO programs and services are “holistic” by design.
 - ❖ First generation (FG) & low-income (LI) students benefit from a multi-faceted service model because often, they lack vital knowledge about postsecondary processes. They also tend to drop-out or “melt away” at higher rates than their upper & middle income counterparts.

- Educational Talent Search Services
 - ❖ Career exploration and information on postsecondary education
 - ❖ Exposure to college campuses
 - ❖ Information on student financial assistance/financial literacy
 - ❖ Assistance in completing college admissions & financial aid applications
 - ❖ Assistance in preparing for college entrance exams
 - ❖ Special activities for sixth, seventh, & eighth graders
 - ❖ Workshops for families of participants
 - ❖ Targeted work with groups that are traditionally underrepresented in postsecondary education

- Educational Opportunity Center Services
 - ❖ Career exploration, information about postsecondary education
 - ❖ Information about student financial assistance/financial literacy
 - ❖ Assistance in completing college admissions & financial aid applications
 - ❖ Media activities designed to involve & acquaint the community with higher education opportunities

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- ❖ Targeted work with groups that are traditionally underrepresented in postsecondary education
- Student Support Services
 - ❖ Advising, including individualized ‘academic map’
 - ❖ Career guidance
 - ❖ Financial literacy
 - ❖ Student lounge with kitchen, computers & study area
 - ❖ One on one peer tutoring
 - ❖ Trips to visit universities
 - ❖ Scholarship assistance
 - ❖ Staff & peer support
 - ❖ Assistance with University Transfer
- TRiO ETS, EOC and SSS programs support strategic goals by assisting in strengthening FG/LI students’ academic access, persistence & success, as well as their knowledge & application of financial literacy.
 - ❖ Goal A: Federal TRiO programs exist to increase FG/LI student enrollment & retention. This is very important in our region, as only 25% percent of Jackson County residents & 17% of Josephine County residents hold a baccalaureate degree or higher (2009-2013 ACS, U.S. Census).
 - ❖ Goal B: TRiO staff are a source of assistance, knowledge, & support from the start of a student’s college journey all the way to graduation and/or transfer. In addition, TRiO staff collaborate with fellow RCC personnel and the community, to create a pipeline from the middle schools & high schools, to RCC & beyond.
- Individual Program Highlight

Educational Talent Search:

- ❖ Served 700 Students in 2014-15, with nearly 40% of students identifying as Hispanic or Latino/a
- ❖ 81% of high school seniors served by ETS went on to higher education in 2014/15
- ❖ RCC’s ETS program ranks in the top 20% nationally, in cost per success (program costs divided by number of students who enroll in college)

Educational Opportunity Center:

- ❖ Served over 1,200 Students in 2014/15
- ❖ 74% of students served by EOC enrolled at RCC
- ❖ RCC’s EOC program ranks in the top 17% nationally, in cost per success.

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Student Support Services participant outcomes:

Cohort Year	# In Cohort	Completing Within 3 Years	Transfer to University
2008/09	98	14%	36%
2009/10	88	32%	48%
2010/11	86	44%	42%
2011/12	66	48%	55%
2012/13	81	53%	56%

College Dreams holds the federally funded Trio program in Josephine County. RCC runs a bridge program during the summer.

Board members thanked Mr. Fiano and Ms. Young for their presentation.

5. Reports

A. Student Government – Zachary Malatesta provided the following report:

- The ASGRCC RVC/TRC Survey Committee helped complete a survey at TRC.
- The RVC/TRC Student Senator is now attending Green Team meetings.
- The Haunted House event was a success with 102 people attending and 13 volunteers participating. Zachary thanked Kevin Hoff, Dean, School of Arts and Technology, and Melissa Merryman, Student Government Advisor, for their help with this and he also expressed gratitude to the Rogue Ambassador volunteers for their service.
- The Day of the Dead event was a two-day event with 42 students participating on the first day and 54 on the second day.
- 24 students attended the Smash Brothers event.
- Student government presented at the Educación un Mundo de Oportunidades, (a World of Opportunities) event.
- The most recent blood drive was a great success with all appointment timeslots (36) filled.
- Student Government recently hosted the most successful Clubs Day to date.
- The theme of the current food drive is the “Civil War” (Ducks vs. Beavers) with six barrels from Access placed at the RVC campus.
- Thanksgiving events will be hosted on 11/18 (TRC) and 11/19 (RVC).
- Students/staff will participate in Trivia Night to be held on 11/24 (RVC).

B. Faculty Association – No report.

C. Classified Association – Sarah Wofford, newly elected president, reported she would like to increase presence of the Association to Classified employees. One suggestion has been to start a newsletter. Sarah reported there are three new executive members on the

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Classified Association team. Board members thanked her for attending the meeting and providing a report.

D. Faculty Senate – No report.

E. Finance and Audit Committee – Claudia Sullivan reported the College has received \$17,000 from the State's end of biennium distribution of the Community College Support Fund. Ms. Sullivan also reported a minor finding exists in the annual audit regarding timely information of failing grades. The auditor will explain related accounting changes at the December Board meeting.

President Angstadt reported, PERS costs might increase approximately 3-5%. The College has reserved funding for this.

F. President Search Advisory Committee – Dr. Talbert reported that our search consultant, Preston Pulliams, has been actively recruiting for the position. To date, nine (9) people have submitted applications. All applicants have met the minimum criteria. The Search Advisory Committee will begin screening applications on December 14. An advertisement for the position has been placed in the Chronicle of Higher Education and other appropriate publications. The deadline to submit applications is January 9, 2016.

6. President's Report

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

- There has been a coordinated effort toward recruitment and retention at the College. Vice Presidents Gibson and Ebenhack-Bieber have been looking at ways to retain the students we have, while at the same time, beginning to recruit students for winter term. We would like to break the current national trend of the highest enrollment numbers occurring during fall term.
- Peter attended a meeting with State Representative Carl Wilson as well as law enforcement people from Grants Pass and the local school district. Bill Landis, City of Grants Pass Police Department, reported that Asante has hired a number of retired police officers for their security needs. These people are law enforcement qualified and operate on campus as security guards. Peter liked this idea. Carl Wilson is checking on some of the employment aspects with the legislature to see if changes need to be made as part of employment.
- Curtis has been working on follow-up from the bomb threat. He has made positive steps during the past month.

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- Umpqua Community College hired an armed sheriff deputy to serve on campus. The cost is reportedly \$27,000 per year. RCC has the option of having armed security guards, even with private security firms.
- Kori has been meeting with Rogue Valley Transit District (RVTD) for a long time. Peter thanked Kori for her work. He attended a recent meeting with RVTD and it appears as if they are going to plan a route from the Cascade Station to TRC.
- The Medford Rogue Rotary Club (Tim Johnson member) has initiated a Rapid Response Scholarship by donating \$2,500 in support of this fund for RCC students. As an example, this fund will help students that are unable to pay for things like their power bill or childcare payment. Unfortunately, when the RCC representative called the Rotary Club contact, Ed Nicholson, there was some confusion that concerned Tim. The confusion has been cleared up and the fund will actually be held at the RCC Foundation. President Angstadt commented this is a wonderful fund provided by the Rotary Club and he expressed his gratitude to Mr. Johnson, Mr. Nicholson and Club members.

B. FTE Report – (see file)

7. Foundation and Vice President’s Reports

A. Foundation – Judy Basker, Foundation Executive Director, advised she is excited about the \$300,000 donation received in June for Allied Health. Over the past 18 months, she has visited at least 90 individuals with the Allied Health initiative as the main topic. Even though people agree the initiative is great, she is not receiving any new leads for donations. She referred to statistics that reflect 85 percent of donations come from individuals. She believes that some of the early campaign estimates regarding possible donations were a little high. She has met with several medical doctors, including Dr. Robin Miller, who recommended reaching out to office managers. Judy plans to follow-up with this.

B. College Services – Vice President Curtis Sommerfeld recapped previous ideas regarding future buildings and funding options such as bonds and Certificates of Participation (COPs). He had prepared information on this to share with the Board during the work session (which was canceled). It was noted that taxpayers pay off bonds, and the College pays COPs. Currently, state match funding needs to be completed by 2017.

Pat Ashley asked about providing the space and support that Allied Health needs to having recently received the Southern Oregon Health Occupations Poverty Elimination (SOHOPE) grant. Curtis indicated there is space available in the A building at RVC which will work at least for the first year.

Board members discussed a variety of issues such as the effect of a presidential election on a bond campaign, current instability of student enrollment and PERS liability.

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A suggestion was made to attend bond seminars offered by the Oregon School Board Association (OSBA) and/or the Oregon Community College Association (OCCA) in order to receive all the information possible regarding a bond campaign and election. Peter suggested also talking with community colleges that have been successful with bond elections.

Dr. Talbert requested staff complete research on a possible bond election and provide a draft timeline for Board discussion.

Curtis reported there is an article coming out soon in a local paper regarding the cost of books for college students. To provide an example for the Board, he randomly selected books from the RCC Bookstore. After reviewing the costs, it was evident that prices vary depending on class/certificate/degree and if the book is used or new. He mentioned the cost of books for the Associate of Art Oregon Transfer (AAOT) degree is being compared across the state. He believes the average will prove to be somewhere near \$400 per term.

- C. Instructional Services** – Vice President Kirk Gibson reported we are involved with work at the state level regarding placement testing. We’ve started reviewing how we can take people with a variety of backgrounds, give them operational information, but also set a culture with good instructional and educational practice.

Pat Ashley referred to the chart presented to the Board several months ago regarding placement test math scores which clearly reflected a spike in the number of low scores for students just out of high school. There seems to be a disconnection between local high school math and RCC. Kirk commented that our faculty is currently excited about different ways to look at math and discussing what should be considered when placing students.

Kirk explained that the state committee is under time pressure to provide a recommendation on the measures to use for placement testing. Rogue Ambassadors have to earn a 3.0 GPA. The first year of the Rogue Ambassador program, many of these students tested in remedial classes. We don’t want someone to pay for a math class and then find out they were not placed correctly. Kori added it is important to separate what is wrong with standardized tests and what we do with the tests locally for our students. We are in control of this particular standardized placement test. We determine the cut scores and we track the student’s performance. This is an important gatekeeper for student retention. It is important to understand what we do with the test and what the positive function of the test is.

- D. Student Services** – Vice President Ebenhack-Bieber distributed information for her report in advance of the meeting (see file). RCC has won two national level awards from the National Council for Marketing and Public Relations (NCMPR). The Gold Medallion Award was presented to RCC for the Ospreys logo design. The Silver Medallion Award was given for the Video Short “Ready to Play?” an Osprey Athletics video production (see RCC Athletics website to view video).

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RCC recently hosted Educación un Mundo de Oportunidades (EMO) at TRC with 165 juniors and seniors participating.

8. Board Action and/or Information Items

A. Adopt Board Policy II.B.030 – Drug and Alcohol Free Campus (Second Reading)

Dr. Talbert indicated staff worked to shorten the policy and change the wording per Board member request. He suggested, if needed, a third reading could occur next month. Pat Ashley confirmed the first paragraph contained three sentences instead of two for the purpose of clearly stating the President would not make an exception to allow illegal use or misuse of drugs. Peter confirmed that was correct.

Pat Ashley moved, seconded by Dean Wendle, the Board adopts Resolution No. P15-15/16 approving the proposed revisions to Board Policy II.B.030, Drug and Alcohol-Free Campus.

The motion unanimously carried.

B. Adopt Board Policy VII.A.030 – Determination of Residence/Tuition (Second Reading)

Pat Ashley moved, seconded by Claudia Sullivan, the Board adopts Resolution No. B5-15/16 approving proposed revisions to Policy VII.A.030 as presented.

Board members discussed the policy revision. President Angstadt confirmed the Policy as drafted is an umbrella policy and the specifics related to residency (as an example) are contained in a related Administrative Procedure.

Pat Ashley commented this is a major step in getting our Board policies clear, concise, direct and to the point.

The motion unanimously carried.

C. Review 2014/15 and Three-Year Outcome Assessment Reports (2012-2015 Strategic Plan)

Mary O’Kief distributed a revised version of the assessment reports. She explained the revisions consisted of correcting simple clerical errors and minor revisions to Theme 2. Board members thanked Mary and staff for the effort put into this. The format used for the report was also appreciated.

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D. Approve Additional Mechtronics Lab Equipment Purchase

Dean Wendle moved, seconded by Pat Ashley, the Board adopts Resolution No. B26-15/16 approving the purchase of Mechatronics Lab equipment from Klein Educational Systems in the amount of \$148,693 plus installation, training and shipping, not to exceed \$154,051.55.

The motion unanimously carried.

E. Approve Board Development – Oregon Business Plan Leadership Summit

Dr. Talbert is unavailable to attend the Summit. Vice Chair Ron Fox will be attending, however, his duties with Southern Oregon Regional Economic Development, Inc. (SOREDI) will prevent him from having the time to attend some of the segments related to RCC. Claudia Sullivan and Pat Ashley tentatively plan to attend. Denise Nelson will follow-up with Claudia and Pat to confirm their availability.

Brett Johnson moved, seconded by Pat Ashley, the Board adopts Resolution No. – P26-15/16 approving the participation of Pat Ashley and Claudia Sullivan in the December 14, 2015, Oregon Business Plan Leadership Summit.

The motion unanimously carried.

F. Review 2014/15 Regional Career & Technical Education Program Advisory Committee Report

Kirk Gibson recognized the efforts of his assistant, Diana Moynahan, for collating the information in the report. He also thanked Genna Southworth, for her work with the Advisory Committee.

Board members requested to be notified of program advisory committee meetings. It would also be helpful for Board members to receive advisory meeting agendas in advance. When “Rogue at 50” is initiated, these meetings would be a great place to talk with people already invested in the College.

E. Discuss Registration Deadline for the ACCT 2016 National Legislative Summit, February 8-11, 2016, Washington, D.C.

The deadline for early bird registration (providing a discounted registration fee) is December 18, 2015. The Summit will be held February 8-11, 2016. Having no immediate volunteers to attend the Summit, Dr. Talbert requested Board members review their calendars, and contact Denise Nelson if interested in attending.

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9. Board Discussion Items

A. OCCA Annual Conference (November 5-6, 2015)

Pat Ashley, Ron Fox, Claudia Sullivan, Kevin Talbert and Dean Wendle attended the conference. Peter Anstadt received the Howard Cherry Outstanding Administrator award, Board member, Kevin Talbert received the Outstanding Community College Board Member Howard Cherry Award, and Dean Wendle received a service award for his 28 years on the RCC Board of Education. In addition, the Howard Cherry Advocate Award was given to southern Oregon legislator, Peter Buckley. All Howard Cherry Awards went to individuals nominated from southern Oregon.

Board members agreed the conference was good, with a packed agenda and great keynote speakers. The topic of Voluntary Framework is something we will be hearing a lot more about and should plan to have an in depth discussion of our own. There was a very moving montage with pictures from Umpqua Community College (UCC). Participants heard from a UCC Board member about what has happened on campus since the tragedy.

Karen Smith, OCCA legal counsel, provided a session on ethics, and emphasized a strong recommendation toward the use of college e-mail addresses by Board members. After some discussion, all Board members in attendance requested the use of their own designated RCC e-mail address and once this is activated, members will no longer use their personal e-mail address for RCC business. Denise Nelson will check to see if it is advised to forward the RCC address to a personal e-mail address.

B. OSBA Annual Conference (November 12-15, 2015)

Dean Wendle attended the conference. Duncan Wyse talked at the session regarding the State's 40-40-20 goal. Dean reported there was a lot of discussion around threat assessment and also information on how schools can be better equipped to handle threats. Overall, this was a good conference.

10. Approve Consent Agenda

Pat moved, seconded by Dean, the Board approve the consent agenda as presented:

- A. Meeting Minutes**
 - a. October 20, 2015 Board Meeting
- B. Human Resources – None**
- C. Grants – None**
- D. Financials**
 - a. Monthly Financial Data Report – October 2015

The motion unanimously carried.

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11. Board Committee/Advisory Reports

- A. Jackson/Josephine County Advisory Committees** – Due to President Angstadt serving on jury duty for Josephine County, both Advisory Committee meetings were canceled..
- B. Executive Committee** – Dr. Talbert reported the committee met to review the Board meeting agenda.
- C. Facilities Committee** – Dean Wendle advised the monthly Facilities Report was included with the Board meeting material. Denise Nelson will schedule a quarterly committee meeting.
- D. OCCA/OSBA** – No further report beyond the discussion regarding the OCCA annual conference (see agenda item 9.A).

Dr. Talbert reported Denise Nelson received the RCC Excellence Award from the American Association of Women in Community Colleges. He called for a 10 minute break at 6:13 p.m.

- 12. Executive Session** – Kevin Talbert called the meeting into Executive Session at 6:26 p.m. in accordance with ORS 192.660(2)(e) Real Property Transactions and closed Executive Session at 6:42 p.m.

13. New Business

MAIN MOTION

Pat Ashley moved, seconded by Brett Johnson, the Board authorize administrators to purchase the building next to Table Rock Campus at the additional price for retrofitting, up to \$100,000.

Dean Wendle indicated he would prefer to wait a few days in order to receive responses from the Request for Information prior to taking action. After discussion, a consensus was reached to move forward at this time. Dr. Talbert called for a roll call vote for the motion on the table.

Dean Wendle - No
Brett Johnson - Yes
Pat Ashley - Yes
Claudia Sullivan - Yes
Ron Fox – Yes
Kevin Talbert – Yes

The motion carried 5 to 1.

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14. Old Business

- A. Discussion of the Presidential Contract** – Dr. Talbert advised, per Karen Smith, OCCA legal counsel, all discussion regarding the President’s salary must occur in open session.

As Board Chair, Kevin will be in the position of negotiating a salary for the next college president. He requested input from Board members regarding other benefits. Board members determined there are many variables regarding benefits depending on the candidate selected. It will be important to be competitive. Brett Johnson commented he would like to focus on in-state candidates since they are known within our system. Brett added he agrees with a sabbatical, however, not to be taken within the first year of employment.

A suggestion was made for Dr. Talbert to contact Pat Huycke, President Search Advisory Committee member and previous RCC Board member. Mr. Huycke has experience with negotiating compensation packages. Dr. Talbert agreed it would be beneficial to talk with Mr. Huycke.

Dr. Talbert learned at a recent conference, as new presidents are hired, some colleges are contracting with executive coaches to assist the new president during the initial transition. Board members liked this concept and will leave this option open for discussion when the time comes. The need for an executive coach will depend upon the candidate selected. Another trending model involves hiring two coaches, one for the Board and one for the president.

OCCA does not provide orientation for new college presidents. The Oregon President’s Council provides a venue once per month.

15. Roundtable

- Brett Johnson reported an interim manager for the City of Medford should be announced within the next couple of weeks.

16. Adjournment – Dr. Talbert adjourned the meeting at 7:10 p.m.