
***Rogue Community College District
Board of Education– November 19, 2019 Meeting Minutes***

- 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 5:08 p.m. on November 19, 2019, at the Table Rock Campus (TRC), Room 184/184A, 7800 Pacific Avenue, White City, OR. Due notice was given.
- 2. Determine Presence of a Quorum-** A quorum of the Board was present including Claudia Sullivan, Kevin Talbert, Pat Ashley, Pat Fahey, Ron Fox, Roger Stokes, and Shawn Hogan.
- 3. Introduction of Guests-** RCC District employees included Cathy Kemper-Pelle, Kori Ebenhack, Juliet Long, Curtis Somerfield, Judy Basker, Ron Goss, Larry Sheely, Laurie Roe, August Farnsworth, Jamee Harrington, Lisa Stanton, Navarro Chandler, Paul Kingery, Kim Freeze, Teri Smith, Rachelle Brown, Vicki McCrary, Chelsea Daugherty, Associated Student Government (ASG) Riverside Campus (RVC)- Table Rock Campus (TRC) Advisor, Loren Langdon, ASG RVC-TRC President, and Kelsey Carlson, ASG RVC-TRC Student Resource Coordinator.
- 4. Public Comment**

No one signed up for public comment.
- 5. College Reports**
 - A. Finance and Audit Committee-** Pat Ashley, Pat Fahey, and Roger Stokes participated in the Board Finance and Audit Committee meeting just prior to this Board meeting. Pat Fahey reported that the budget is looking good for this time of year. Mr. Fahey noted that the committee will be meeting with an auditor next month and a couple findings will be discussed. All in all, everything is going as planned and the staff are getting ready to develop the budget for next year.
 - B. Written Report(s)**
 - a. Student Government- Written reports were provided by Loren Langdon and Raelynn Minton, Associated Student Government RWC/Director of Activities (see file). Loren Langdon stated that he would be reporting for all campuses due to the absence of ASG president for RWC. Mr. Langdon reported that in addition to a successful Breast Cancer Awareness event, RWC had a very successful clothing sale which raised \$800 for student scholarships. Mr. Langdon commented that at RVC, ASG is working on distributing student parking passes and noted the great need for them on that campus. Additionally, all campuses had a successful week of Halloween events.

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Kevin Talbert expressed that he was impressed that ASG was able to have the parking permits donated for the Riverside campus.

- b. **Classified Association-** Sarah Wofford, Accounting Specialist and Classified Association President, provided a written report for review prior to this meeting (see file). There was nothing to add to the report.
- c. **Faculty Association** (no written report)- There was no representative present from the association to comment.
- d. **Faculty Senate-** A written report was provided for review prior to this meeting (see file). There was no representative present from the association to comment on the report.

6. President's Report

- A. **Monthly Calendar and Narrative-** President Cathy Kemper-Pelle provided a written report for Board review prior to the meeting (see file). President Kemper-Pelle and Teri Smith presented to the Gordon Elwood Foundation (GEF) a grant proposal that would support equipment at the Health Professions Center (HPC). A response is expected in December. The president highlighted topics currently being discussed in the Oregon President's Council including: cyber security, connecting more with affinity groups, accelerated learning, applied baccalaureates, and Pathways to Opportunity. Possible topics for the short legislative session include: funding to support a statewide transfer portal and CTE equipment. The president highlighted the value of the National Association for Community College Entrepreneurship (NACCE) Conference in supporting entrepreneurial endeavors. Her presentation with other community college presidents on entrepreneurship was well-received. President Kemper-Pelle attended the Association of Community College Trustees (ACCT) conference for the first time and found the sessions very relevant for both presidents and trustees. The president and Karen Smith, General Counsel for the Oregon Community College Association (OCCA), presented at the ACCT conference on the OCCA board policies and procedures. The presentation was very well attended.
- B. **Bond Oversight Committee-** Pat Fahey, Roger Stokes, and Kevin Talbert serve on the committee. A written report was provided to the Board for review with the Board meeting material (see file). President Kemper-Pelle provided an update on the construction projects at the Health Professions Center (HPC) and noted that windows will be delivered next week and roofing installation should be started the following week. It was noted that a schedule for tours of the HPC was distributed

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to all board members, and they are free to invite whomever they wish to attend a tour. We are currently in the design process for the water connection, and this project is on track. President Kemper-Pelle asked about the status of the grant application regarding the water connection. We expect a response by the end of November.

- C. Enterprise Resource Planning Consortium Update- Curtis Somerfield, RCC campus lead on this project, provided a status report. He indicated that the student module is more than halfway through the testing of migration data and configurations. The next testing phase will take place in mid-December. The design phase on the finance module is underway, and we are on track to meet the delivery date of July 1st, 2020. When asked about cybersecurity, Mr. Sommerfeld commented that the program will be entirely cloud based and that all the cybersecurity programming is provided by the vendor.
- D. Entrepreneurial Fund Update- President Kemper-Pelle commented that funding for Latinx outreach is being expanded to address persistence of these students. An existing position was elevated to a more effective and useful level. Another entrepreneurial fund proposal will be looked at next week regarding our healthcare programs.

President Kemper-Pelle introduced the new Grant Coordinator, Paul Kingery. The board welcomed him and everyone expressed that they were glad he could be in attendance.

7. Board Action and/or Information Items

- A. Adopt Board Policy BP-2735 Board of Education Member Travel (Second Reading)
- B. Adopt Board Policy BP-4010 Academic Calendar (Second Reading)

Pat Ashley moved, seconded by Shawn Hogan, that the Board adopt policies 7.A through B, as presented.

The motion unanimously carried.

- C. Review BP 4230 Grading and Academic Record Symbols (First Reading)
No comments.
- D. Review BP 7100 Commitment to Equity, Diversity, and Inclusion (First Reading)
No comments.

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- E.** Review AP 4230 Grading and Academic Record Symbols (Information)
No comments.
- F.** Review AP 6330 Purchasing (Information)
No comments.
- G.** Review AP 6340 Bids and Contracts (Information)
No comments.
- H.** Review AP 6850 Hazardous Materials (Information)
No comments.
- I.** Approve Contract with Patterson Dental Supply

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

The motion unanimously carried.

8. Foundation and Senior Management Team Reports

- A.** Foundation- Judy Basker was happy to report that gifts are up from this time last year. We recently received two very generous gifts, which put us at over one million dollars in donations. Ms. Basker commented that through the Rogue Hero foundation, an additional \$130 a month is being contributed to Ossie's Cupboard. It was suggested we explore Amazon Smiles as a method to reach more people for funding.
- B.** Senior Management Team- Navarro Chandler (Guided Pathways co-chair) referenced the Four Pillars of Guided Pathways (see file) and gave a brief overview, stating that it helps students navigate our systems as efficiently as possible, saving both time and money. It is also the goal of Guided Pathways for students to be able transfer to a four-year university with junior status. Mr. Chandler and an RCC team attended a Guided Pathways Summit last week where clear goals were laid out. One goal is to make sure that programs have no more than 90 credits and that the pathways are laid out in the best possible sequence. Research shows that students should take English and math as soon as possible. He also addressed the challenges and progress in matching our pathways to high school pathways. Kori Ebenhack (Guided Pathways co-chair) stated that she is excited about the work that is being done and looks forward to our catalog being

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organized by pathways. Kevin Talbert recognized the good partnership between instructional and student services.

- C. Institutional Research Effectiveness & Planning (IREP) - Laurie Roe referred to her short but dense report that overviews their goal to add dashboards to our websites and provide information that was requested at that last board meeting (see file). IREP attended the Guided Pathways Summit and recognized the national expertise present. RCC now has a data sharing agreement with Grants Pass high school. It was requested that the data presented was broken out into better age cohorts, and Ms. Roe was thankful for that feedback for improving the dashboards. There was an additional data request for high school recruitment to RCC disaggregated by high school. Ms. Roe indicated that continued development of data partnerships across our service area will improve the quality of data we can incorporate into our dashboards.

9. New Business

- A. Ron Gross recognition- President Kemper-Pelle recognized Ron Goss who was named the 2019 Oregon State Star by the Oregon Small Business Development Center Network. For several years RCC's Small Business Development Center has been recognized for a number of outstanding metrics including number of new business starts, number of trainings and outreach, and amount of capital that invested in new business startups. President Kemper-Pelle noted that year after year we are in the top 3-5 in these categories and in the number 1 spot for capital investment. Josephine County represents 6% of Oregon's total population and we have been ranked number 1 in the state for our Small Business Development Center. It was noted that RCC's Small Business Development Center has been highly ranked since the early 2000s. Kevin Talbert thanked Ron Goss on behalf of the board for all of his great leadership.
- B. Building Naming at Table Rock Campus- President Kemper-Pelle stated that the main building at the Table Rock Campus does not have a name and with the addition of the High Tec Center and the Health Professions Center, it is time for a better naming system. The president commented that students need to be able to look at their schedule and see not only a room number but a building designator as well. Executive Team recommends that the buildings are labeled A/B/C, the same format used at the other campuses. It was clarified that the buildings would still be called Table Rock Campus, High Tech Center, and Health Professions Center but that they would also have a corresponding letter to make it easier for students. Kevin Talbert concluded that President Kemper-Pelle now has a good

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grasp on the view on the board and nothing precludes her from moving forward with the naming process.

10. Old Business- None

11. Approve Consent Agenda

- A. Meeting Minutes**
 - a. September 20, 2019 Special Board Meeting (Retreat)
 - b. October 22, 2019 Special Board Meeting
 - c. October 22, 2019 Regular Board Meeting
- B. Grant Acceptance (None)**
- C. Human Resources (None)**
- D. Financial Reports**
 - a. Monthly Financial Data Report- October 2019

Ron Fox motioned to approve the Consent Agenda. Pat Fahey seconded the motion.

The motion unanimously carried.

12. Board Reports

- A. Board Policy Committee**- Claudia Sullivan shared that the committee was unable to meet this month and therefore some policies requiring corrections in the October board meeting were not on this agenda. The committee plans to meet soon and bring the revisions back at the next board meeting. It was noted that the committee is ahead of schedule with its policy review.
- B. Executive Committee**- Kevin Talbert reported that some time was spent during the last Executive Committee discussing the Governance Institute for Student Success (GISS) conference, which is aimed to be a professional development opportunity for college presidents and board members. The GISS conference was not found to be very useful, and the consensus among attending board members was that it needs to be more focused on college and state data, as it has been in the past. President Kemper-Pelle commented that college presidents and OCCA want to pre-approve the presenters and content in the future. Laurie Roe was thanked for providing the RCC data packet for the GISS conference. It contains great information for future discussions and use in our accreditation reports. President Kemper-Pelle added that we received compliments on the quality of our data visualizations. Kevin Talbert noted that RCC's board was the only board in which

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all seven members had completed their board self-assessment, and the results indicated our board had the highest rating of any community college board in the state.

- C. Facilities Committee- Roger Stokes commented that the committee does not function well as it is presently constituted and he thinks the committee could be doing more. Curtis Somerfield added that that he and facilities committee are overdue for an in-person meeting. It was also noted by Mr. Somerfield that the Civil Rights Audit that was started a few years ago has now been completed and there will be an in person walk through this upcoming Monday to sign off on that audit.
- D. OCCA/OSBA- Ron Fox stated that he has nothing to add.
- E. Board Outreach Committee- Pat Fahey stated that he is working on a presentation to the Medford Rotary Club sometime in the first quarter.
- F. Marketing Advisory Council- Claudia Sullivan noted that this committee has a meeting scheduled for December 2 and that there is nothing to report at this time.
- G. RCC Foundation- Ron Fox stated that Judy Basker's report says everything that needs to be said and he has nothing else to add.

Kevin Talbert closed the public meeting at 6:07 p.m.

13. Executive Session- Kevin Talbert called the meeting into Executive Session at 6:13 p.m. pursuant to ORS 192.660(2)(d) Labor Negotiations; and (2)(f) Exempt Public Records; and closed the Executive Session at 6:19 p.m.

Kevin Talbert reconvened the public meeting at 6:21 p.m.

14. Roundtable-

Pat Ashley was very sorry that she could not attend the OCCA conference.

Claudia Sullivan noted that she is a new volleyball fan and commented on the amount of people attending the games and she encourages everyone to attend next year.

15. Adjournment- Kevin Talbert adjourned the meeting at 6:23 p.m.

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