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**Rogue Community College District**  
**Board of Education – February 16, 2018 Special Meeting Minutes**

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1. **Call to Order and Determine Presence of a Quorum** – Tim Johnson, Board Chair, called the meeting to order at 3:00 p.m. on Friday, February 16, 2018. The meeting was held at the Rogue Community College (RCC) Redwood Campus (RWC), 3345 Redwood Highway, conference room H2, Grants Pass, OR. A quorum of the Board was present including Pat Ashley, Ron Fox, Shawn Hogan, Tim Johnson, Claudia Sullivan, Kevin Talbert and Dean Wendle. Due notice was given.
  
2. **Welcome and Introductions** – Mr. Johnson welcomed participants to the Special Board meeting. Guests in attendance included Jean Ann Miles, Community Member; Madeline Shannon, Reporter, Grants Pass Daily Courier; Shaun Hall, Reporter, Grants Pass Daily Courier; and the following RCC administrators, faculty and staff: Cathy Kemper-Pelle, Judy Basker, Toni Bromley, Kori Ebenhack, Joann Linville, Greg McKown, John Miles, Larry Sheely, Curtis Sommerfeld and Denise Nelson.
  
3. **Review Work Session Agenda and Goals** – Mr. Johnson explained the purpose of the meeting was to receive and review information related to the Board’s pending decision on moving, expansion, and/or renovation of facilities for Nursing and Allied Health Occupations programs. The material to be reviewed and discussed includes input from the Josephine (February 7) and Jackson County (February 15) public forums and reports from college administrators.
  
4. **Presentations** – President Kemper-Pelle provided a brief overview and introduced presentations from Instructional Services, Student Services, and College Services to make sure all board members have been provided with the same information as the Board moves forward in the discussion phase.
  - A. **Nursing and Allied Health Occupations** – Joann Linville, Interim Vice President, Instructional Services, provided a PowerPoint presentation (see file) and explained Health Professions is made up of nursing programs and allied health programs. All prerequisites and academic support programs are offered across all three campuses of the institution. Nursing at RCC is designed to be 3+ full years of study leading to an Associate of Applied Science degree (ADN). Upwards of 200 to 250 first-year students are devoted to prerequisites (45 credits minimum). Over 200 students apply for the competitive entry nursing program with 36 students admitted fall term. Some of these students start at the adult basic skills level. Some take a long time until they’re ready to prepare an application. Classrooms and labs are located mostly in part on RWC.

Current program locations at RCC are as follows.

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Redwood Campus:	Associate Degree Nursing (ADN)
Table Rock Campus:	Medical Assisting
	Phlebotomy
	Dental Assisting
	Practical Nursing
	Medical Administration Assistant
	Medical Coding
	Pharmacy Technician
	Sterile Processing
	Health Care Info Assisting

Dr. Linville reviewed the ADN standards for excellence (see file).

There is a national shortage of nursing instructors. The expectation of employers is that our nurses are trained in a clinical setting simulating the hospital, which is very costly. In southern Oregon, we must share clinical facilities with Oregon Health & Science University. RCC has memorandums of understanding with clinical environments to make sure we will have enough days and hours. We offer the resources of a good library and also provide good online support.

There are low and high definition simulation “sim” labs. A low definition sim lab is much like WebMD. It is best for learning/demonstration of early clinical skills and is generally single scenario based. A high definition sim lab is much like flight simulators. They can be adjusted to take into account multiple scenarios and are best for learning /demonstration of complex, real life skills. Riverside Campus (RVC) has a high definition sim lab. At the current time, the nursing program at RVC has 6,938 square feet. A facility needs study indicated it should be over 10,000 feet in order to meet the needs of the program, size of classes, number of labs, and classrooms needed.

There is a new and emerging concept that has to do with interdisciplinary teams in health care. Interdisciplinary education in healthcare, and opportunities for nurses to learn alongside healthcare professionals from other disciplines, offer students a) benefits from their shared learning, b) enhances inter-professional interaction and collaboration in the workplace, and c) leads to improved patient outcomes.

Mr. Wendle asked if negative reports have been received in regard to how RCC’s nursing program has been rated in the past? Dr. Linville reported, the nursing program has not received negative reports. The program has received accreditation every year and they are currently doing a good job meeting standards.

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President Kemper-Pelle thanked Dr. Linville for her presentation and recognized that Dr. Linville is a former nursing director and has expertise in this area.

- B. Construction Projects** – Mr. Greg McKown, Construction Project Manager, provided a PowerPoint presentation (see file) which consisted, in part, of square footage information from the Table Rock Campus (TRC) 2030 Master Plan and a data table titled Health Professions Program Confirmation (see file).

Adroit construction provided cost estimates for a single story wood frame or two story steel frame building. Mr. McKown reviewed the following spreadsheets (see file). A general question and answer period with Board members occurred.

- RWC Nursing Program
- Health Professions Program Space Consolidation
- Health Professions Program – February 2018 (2 pages)
- Estimated Cost (3 pages)

President Kemper-Pelle commented on the parking needs for the Health Professions building and noted the parking spaces could probably be scaled down to approximately 200 spots.

- C. Student Advising** – Ms. Ebenhack provided a verbal and written (see file) presentation related to advising services if the Nursing Program moves from Grants Pass to White City. The presentation consisted of information regarding the following:

- Advising and helping students who are planning to apply for the RCC nursing program
- Advising and helping students who are accepted into the nursing program
- Advising and helping students who are not accepted into the nursing program

Kori reported there are currently hundreds of “pre-Nursing” or “program interested” students across the RCC District who have not been accepted into the 32 student cohort that makes up the nursing program. As stated earlier in the presentations, prerequisites for this program can be taken at all three campuses. RCC has a shared/split advising model, which means there is a shared responsibility for student advising between student services and instruction. Effective advising requires a strong partnership between divisions.

Student Services recognizes the importance of providing counseling services for nursing students. In addition, Student Services will continue to advise district-

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wide pre-program students regardless of where the accepted students are assigned.

**D. Review Input Received at Public Forums** – Public comments received at the Josephine (February 7) and Jackson County (February 15) public forums were documented and provided to Board members for review in advance of this Special Board meeting (see file).

**E. Statistics and Decision Matrix** – President Kemper-Pelle further provided the Board with some informational tools including relevant data and a decision matrix for use in reaching a conclusion on next steps regarding expansion, renovation, and/or moving Nursing and Allied Health Occupations.

**5. Questions and Answers** – Tim Johnson moved the meeting directly into Board discussion and concurrently provided time for questions and answers.

**6. Board Discussion** – Discussion occurred regarding the next steps for the decision-making process related to the location of the nursing program.

- Dean Wendle commented any action the Board takes at the next regular meeting will be final.
- Claudia Sullivan confirmed her position that philosophically, co-locating the ADN program is a best practice and that she also voted for the architect to include the ADN program in the health professions building design. However, Ms. Sullivan feels strongly that the location of the nursing program should be decided by the College president/administration as it is the role and responsibility of the College president and administrators to decide where programs live. In her view, the president and administrators have the most background to make a decision about the location of a program. A decision of the Board would be related to budget.
- In his view, Dr. Talbert conveyed the Board doesn't only have a responsibility for policy and the budget but also the responsibility to represent the region and community. Dr. Talbert described the visits made to a number of other Oregon community colleges by the Bond Oversight Committee members. These visits made it apparent to those who participated that combining nursing with allied health is a best practice. He agrees a recommendation should be provided from the College president to be considered by the Board, however, this case is not just a cut and dry decision to be made by administration because there are budget and community implications.

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- Shawn Hogan agreed with Claudia and Kevin that it is administration's responsibility to provide a recommendation to the Board.
- Ron Fox suggested, if the Board is to make a decision about the location of the ADN program, the Board needs to be provided with cost estimates. In his view, the following questions should also be asked:
  1. Is it consistent or complementary of the message conveyed to citizens with the bond campaign?
  2. Is the decision (whether or not to move the program) best for students?
  3. Can we effectively message the decision while clearly informing constituents? Mr. Fox is concerned about misinformation.Mr. Fox commented he is pleased to have received the presentations and information from administration today.
- Mr. Wendle voiced his concern that colleges toured by the Bond Oversight Committee were also used to conduct the best practice analysis even though the colleges do not have two-county multiple campuses. He indicated Portland Community College (PCC) would have provided a good comparison. He also commented the nursing program has been successful when located at RWC and there has been no testimony indicating it hasn't been successful at RWC. Mr. Wendle is concerned it is being stated that moving the nursing program to Table Rock Campus is a best practice when there isn't competitive data to support this. Mr. Wendle also voiced his concern about how the proposal to move the nursing program has come about.
- Dr. Talbert strongly believes co-locating the nursing and allied health programs is in the best interest of RCC students. When preparing for the bond campaign, people in our programs were asked to identify their needs and nursing responded they needed more space and the need for a new allied health professions building was identified. Then some Bond Oversight Committee members got a different perspective by seeing what was happening at other community colleges. Dr. Talbert stated it wouldn't be right if we couldn't change our minds after receiving better information, and he feels a strong obligation to do what's best.
- Claudia Sullivan conveyed there is no intent to phase out RWC, the College is committed to both counties and she hopes everyone will acknowledge the commitment we have to RWC and separate that from what is best for nursing.
- Pat Ashley initiated discussion about the capital budget for the new health professions building at TRC. She wanted to ensure all Board members receive the same information as the BOC members. Ms. Ashley was happy to report the RCC Foundation has received pledges in the amount of \$878,700 for this project. Judy Basker confirmed \$698,700 is already being held at the Foundation.

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- Curtis Sommerfeld reported it is yet unknown what the RWC water project is going to cost.
- Dr. Talbert asked Curtis Sommerfeld to provide a verbal summary of Mr. McKown's presentation to BOC members yesterday and subsequent discussion of BOC members. Mr. Sommerfeld referred to items marked 4.B (see file). There were two options presented, single-story wood frame and two-story steel and concrete building. BOC members collaboratively identified the two-story structure as the best option for the health professions building. Both options are the same square footage but the two story has more of an academic/collegiate look to the building. There is an estimated \$4 million increase if nursing is co-located with health professions. The Committee discussed using \$2.3 million from the bond premium dollars which are allocated to this project and repurposing \$1.5 million previously allocated for RVC Career and Technical Education (CTE) projects. The previously mentioned funding from the RCC Foundation would be included and the remaining balance will be determined at a later date.
- Ron Fox is not convinced the two-story building is the best option.
- Shawn Hogan recommended completing a program needs assessment to estimate how much it would cost on RWC to meet the need and to determine if there is enough money to do so on RWC.
- Kevin Talbert mentioned, Tom Walker, Adroit Construction Company, advised us to be aware of timing as construction costs are going up 5% to 10% per year.
- In preparation for the 2/28 Board meeting, Dr. Talbert asked Vice President Sommerfeld to put together a one page financial summary for the new health profession building. It was determined this would be placed on the agenda under the Bond Oversight Committee report. As not to incur a delay, Dr. Talbert indicated he is prepared to take action on this item.
- Discussion occurred regarding who has responsibility to decide the location of a program. Is it the Board of Education or the president/administration? After participating in focused discussion regarding this particular case, and after having received public input, it was decided to place the potential nursing program move as an action item on the 2/28 Board meeting agenda.

7. **Adjournment** – Tim Johnson adjourned the meeting at 5:41 p.m.