
Rogue Community College District
Board of Education – February 21, 2017 Meeting Minutes

- 1. Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Ron Fox, Board Chair, at approximately 4:00 p.m., February 21, 2017, Redwood Campus (RWC) 3345 Redwood Highway, H building, conference room 2, Grants Pass, OR. Due Notice was given.

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

- 3. Introduction of Guests and Public Comment** – Michelle Jacobsen, President, Associated Student Government (ASG) Riverside Campus (RVC) and Table Rock Campus (TRC); Michael Spark, President, ASG RWC; Shawn Hogan, Community Member; Susan Seereiter, City of Grants Pass; Tom Schauer, City of Grants Pass, and RCC District employees including Judy Basker, Janet Basney, Margaret Brewer, Kori Ebenhack, Kirk Gibson, Ron Goss, Kevin Hoff, Rene McKenzie, Greg McKown, Deb Murphy, Teresa Rivenes, Steve Schilling, Teri Smith, Lori Sours, Lisa Stanton, Carmen Sumner, Grant Walker, Sarah Wofford and Denise Nelson.

- 4. Public Comment** – There was no public comment.

- 5. Presentation** – Allied Health Occupations

Kevin Hoff, Dean of Health and Public Service, introduced Teri Smith, Director of Allied Health. Ms. Smith provided a historical overview of RCC’s Allied Health programs. She reported this is the fastest growing department at the College and she is excited about the opportunities to connect with students, community and industry.

Allied Health is a broad range of health professionals for people who are not doctors, dentists or nurses. Certificates can be completed in one-year or less. There is currently a significant need for sterile processing and medical assistants.

Ms. Smith provided handouts (see file) and reviewed the information with the Board. RCC Allied Health programs meet the students’ needs for completion. She recognized Lori Sours, Outcomes and Assessment Strategist, for her help with creating the streamlined process used when developing the programs. In addition to handouts, Teri also brought various items used in classrooms as teaching tools for students, and she provided a brief presentation on how each item works.

Ms. Smith thanked the RCC Foundation for the funding support they have provided. Allied Health programs are currently being promoted with the help of Grant Walker and his marketing team. Teri also thanked Lisa Stanton and Debbie Dice for their budget and financial services support.

Teri anticipates 200 Allied Health students will graduate this June.

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A question and answer period ensued with Ms. Smith providing responses. Board members thanked Teri for her informative presentation.

6. College Reports

A. Bond Oversight Committee

Committee Chair, Curtis Sommerfeld, provided a written report to the Board in advance of the Board meeting (see file). Curtis introduced Greg McGowan, Construction Project Manager who provided highlights of the Bond Oversight Committee report. Board member Tim Johnson reported he would be interested in joining discussion regarding the Grants Pass municipal water connection to RWC when the engineering firm is in place.

Note: The telephone conference line with Board member Brett Johnson disconnected at 4:46 p.m. and he was unable to reconnect.

Dean Wendle reported things are moving along fine with the bond projects. Rules are being followed carefully.

B. Finance and Audit Committee

Claudia Sullivan and Dean Wendle participated in the committee meeting just prior to the Board meeting today and reported the following:

- There is concern about the legislative deficit.
- Kevin Talbert reported the dollar figure for community colleges in the Governor's and Legislative budgets reflects \$550 million, so the \$636 million funding level for PERS, etcetera, is not being reached.
- Dean Wendle added that Multnomah County's property taxes went down and due to that reduction, \$500,000 came out of community college support from the state (to backfill Multnomah County). There are a lot of concerns at Oregon community colleges about how to continue to provide needed services.

C. President's Evaluation Committee

Kevin Talbert has been in communication with committee members Brett Johnson and Claudia Sullivan. The evaluation form will be distributed by electronic survey.

D. Written Reports

- a. Student Government – Michelle Jacobsen reported RVC and TRC student government had a good year (2016). They had direct contact with almost 400 students since the beginning of this fiscal year. The District Student Council planning committee will meet month. All seats are filled on the RVC student

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government board. A blood drive is being coordinated to take place at TRC and a black history event will be held tomorrow on RWC.

- b. Classified Association – Sarah Wofford provided a written report to the Board in advance of the meeting (see file). Curtis Sommerfeld and President Kemper-Pelle met with Classified staff for a question and answer session. This was well received.
- c. Faculty Association – No written report.
- d. Faculty Senate – Deb Murphy advised the Faculty Senate meeting minutes were distributed to the Board of Education in advance of this meeting. The Faculty Senate recognition luncheon will be held in May. An invitation will be distributed to Board members.

7. President's Report

A. Monthly Calendar and College Issues

President Cathy Kemper-Pelle provided the following report:

- Thank you to Judy Basker for coordinating Cathy's attendance at the Jefferson e-Funders forum. This forum consists of non-profit grant funding organizations. The group shared different ways funders could support reinforcement of democratic principles. Funders are thinking at a different level than we might be expecting them to.
- ACCT National Legislative Summit – This was a great learning experience for Cathy. Her biggest take away were the materials on how to build strong relationships with legislators at home. Greg Walden, who had just been in southern Oregon two months ago, took 10 minutes out of his very busy day to talk about our Veteran's program. He thanked everyone for their good work.

B. FTE Report – (See file) No discussion.

8. Board Action and/or Information Items

A. Review 2017/18 Tuition (First Reading)

Curtis Sommerfeld reported, in order to meet financial aid deadlines, the timing requires the first reading of the proposed tuition rate to be presented to the Board at the February Board meeting. One portion of the plan includes a concerted effort from administration to students for open educational resources providing free or lower cost textbooks. Administration will make a good faith effort toward this.

When reviewing RCC's historical tuition rates per year, on average, tuition has been raised about \$3.00 per credit. Not an unusually large increase, but it is an increase. Within the past 17 years there were four years in which tuition did not increase.

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President Kemper-Pelle indicated one thing we would like to use entrepreneurial funding for is to find ways to generate revenue ourselves, or streamline things to help us meet future budgeting needs, and enough so that fluctuations that happen at the state level do not have a big impact on us.

B. Review 2017/18 Fees (First Reading) – Curtis Sommerfeld reported there are no proposed increases to the fee schedule.

C. Approve Suspension of Landscape Technician Certificate Program

Tim Johnson moved, seconded by Dean Wendle, the Board adopt Resolution No. B48-16/17, approving the suspension of the Landscape Technician Certificate program.

The motion unanimously carried.

D. Approve Purchase of Equipment for Automotive Technology

Tim Johnson moved, seconded by Pat Ashley, the Board adopt Resolution No. B49-16/17, approving the purchase of Automotive Technology equipment from Snap-on Industrial in the amount of \$61,472.15.

The motion unanimously carried.

E. Approve Purchase of 3-D Scanner Equipment and Training for Manufacturing and Electronics Technology

Pat Ashley moved, seconded by Claudia Sullivan, the Board adopt Resolution No. B50-16/17, approving the purchase of 3-D scanner equipment and training through Creaform USA, Inc., in the amount of \$70,365.00.

The motion unanimously carried.

F. Approve 2016/17 Supplemental Budget

Tim Johnson moved, seconded by Pat Ashley, the Board approve Resolution No. B56-16/17 adopting the Entrepreneurial Fund's 2016/17 supplemental budget

Curtis Sommerfeld and Lisa Stanton reported, when the Entrepreneurial Fund was originally created, the Fund's budget was limited to Instruction and Instructional Support appropriation levels. Over time, and in discussion with the Board along the way, the Entrepreneurial Fund has expanded to include development and growth of other innovative activities at the College. As an example, at the December 2016 Board meeting, Brooke McDermid, Dean of Student Success, informed the Board about available software for the new case management advising model. This is something The College Executive Team supported including President Kemper-Pelle,

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and the Board also supported the purchases of the software program through the Entrepreneurial Fund.

Ms. Stanton explained, the proposal today does not change the overall budget of the Entrepreneurial Fund, rather, it would extend appropriation levels to include a) Student Services, b) College Services, and c) Community Services.

After discussion, Board members agreed the proposed categories make sense and support this proposal. The Board requested to discuss, at a later date, the “process” in which entrepreneurial funds are used. They believe it would be good to get the process spelled out. This would be something to discuss at a Special Board meeting (work session or retreat).

The motion unanimously carried.

G. Approve Board Participation 2017 OCCA Legislative Summit

Tim Johnson moved, seconded by Dean Wendle, the Board approve participation of Pat Ashley, Claudia Sullivan and Kevin Talbert in the 2017 OCCA Legislative Summit.

The motion unanimously carried.

H. Possible Action – Approve Contract with Hennebery Eddy Architects for Master Planning Services

Tim Johnson moved, seconded by Pat Ashley, the Board adopt Resolution No. B57-16/17 approving the contract with Hennebery Eddy Architects to provide Master Planning Services for a contract price of \$86,000 plus a contingency for unforeseen costs of \$8,660 for a total not to exceed amount of \$95,260.

Dean Wendle commented the High Tech Center will be a beautiful building and it will look like a campus. Dr. Talbert indicated there is a desire to mesh strategic planning and master planning.

I. May 16, 2017 Special Election Filing Information

Four of the seven Board of Education member’s terms will expire June 30, 2017. Specifically, those terms are zones 2, 3, 6 and 7. Candidate filing instructions and forms can be found on the Josephine County Clerk website, even for zones located in Jackson County. The filing deadline is March 16, 2017, 5:00 p.m.

J. February 24, 2017 Joint Ways and Means Committee Meeting Strategy

President Kemper-Pelle reported one student has already been recruited to speak. Board chair, Ron Fox will also sign-up to speak. Cathy will send information and a script to Ron. Each person will have two minutes to speak.

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9. Foundation and Vice Presidents' Reports

A. Foundation – A written report was provided to the Board in advance of the meeting (see file). Ron Goss, Foundation President, was invited to participate in an Oregon Community Foundation directed scholarship program and was impressed with the consolidated software system in place. All scholarship groups run through a central gateway.

B. Individual Vice President Reports Combined (to provide) Innovation Education Center Information Presentation

Ron Goss provided information to the Board regarding the Innovation Center model.

RCC Innovation Center benefits:

- Shows a significant investment in Josephine County.
- Good opportunity to partner with K-12. President Kemper-Pelle informed the Board that the Higher Education Coordinating Commission is currently in the rulemaking process requiring high schools to collaborate with community colleges. Given the funding high schools are receiving, it is critical that we will be ready to fill that need. Measure 98, High School Graduation and College and Career Readiness Act of 2016, adopted by the legislature, has three specific areas including this one, “Establish or expand college-level educational opportunities for students in high school.”
- Good opportunity to develop a technical dual credit program.

Mr. Goss explained this is a complex issue with a lot of moving parts in the City of Grants Pass. The City already has money in place for this through the urban renewal plan. It is important to get a commitment from the host organization, and the City is looking to RCC to serve as the host organization.

Ron Goss introduced Susan Seereiter, City of Grants Pass. Ms. Seereiter reported she has met with the Finance Director and Assistant City Manager to discuss the Innovation Hub. They consider this as a key project for the urban renewal plan and want to be a financial partner with RCC. Susan also met with District 7 Superintendent Kirk Kolb and their problem is they do not have the space. This is all about partnerships. We can do so much more when we work together. She reiterated that the City of Grants Pass wants to be a financial partner with RCC.

This is a timely subject from a government standpoint, the City of Grants Pass tax district, which would support about \$3 million. Avista / Pacific Power are other opportunities for future funding support as well as the USDA rural development.

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Best Practice / Strategy: The National Association for Community College Entrepreneurship (NACCE) has a number of sources we could explore to do a survey regarding what the community needs and what would align with strategic planning.

There are Innovation Space designs currently in Sacramento and Portland, refocusing on career and technical interests.

The partnership with the City of Grants Pass is a new idea and source of support that has recently come forward. Bond funding would fit if the Board so chooses.

Dean Wendle added the Innovation Center was not included, but could fit. He asked that administration provide a recommendation with supporting information regarding capital costs, operating costs, and revenue.

Ron Fox asked if this Innovation Center in Josephine County would be comparable to the Center at TRC. The answer from Ron Goss and President Kemper-Pelle was, “Yes.” Curtis Sommerfeld explained at TRC, there’s an alignment with the Innovation Center and RCC’s two programs. In Grants Pass, there’s an alignment with the Small Business Development Center (SBDC) and downtown Grants Pass.

President Kemper-Pelle added that in Josephine County we would conduct a community survey to find out the need of the community. What we are looking at in Grants Pass will not be what we are talking about at TRC. In Grants Pass we are talking about smaller scale demonstration equipment and a workshop approach. The idea, in part, is introducing high school students to this then keep in contact with them until they graduate high school.

Ron Goss suggested this is not an SBDC opportunity, it is a college opportunity. We will be branded in every effort at each school. This is a way to recruit students and really offer them career opportunities.

Ms. Seereiter commented that Grants Pass really needs this. This is a great way for the community to come together. This will reach many people who weren’t planning to go to college.

Kevin Talbert appreciates the partnership approach. He thanked the City of Grants Pass for attending the Board meeting and conveying interest in this.

Vice President Kirk Gibson supports this idea. It takes away from classroom teaching space and allows an exploratory space.

Pat Ashley asked about determining the cost in maintaining this. Ron Goss indicated since we now have a scope of what might be offered, we need to look at a feasibility study. Pat thinks we should investigate this but be solid on the cost fact-finding.

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Dean Wendle believes a cost/benefit analysis should be conducted. He commented the partnership with the City of Grants Pass is great, the timing is right, and this is worth pursuing.

There was no opposition to conducting a feasibility study and it was noted that a joint investment for the study from the City of Grants Pass and RCC would be appropriate. President Kemper-Pelle will ensure staff move forward with the feasibility study in partnership with the City of Grants Pass.

Ron Goss commented there are many different kind of models employed in these centers. He believes it is more appropriate to have a third party with more experience design something. Tom Schauer agreed and reported there is a large variety of Innovation Centers across the country. A feasibility analysis would provide information from different models.

10. Board Discussion Items

A. Campus Safety/Security (Ongoing Discussion) – no discussion.

B. Board Meeting Schedule and Format (Ongoing Discussion)

A consensus of the Board agreed the 30 minute time allotment for internal program presentations, followed by a 10 minute questions and answer period, has worked very well.

C. January 26, 2017 Southern Oregon Business Conference

Dean Wendle commented the Southern Oregon Business Conference was very good. He noted it was mentioned that Oregon Tech should be more connected with RCC and Southern Oregon University (SOU).

The speaker's personal experience of driving into our community was not complementary. He talked about how Bend, OR and Austin, TX had a vision of what they wanted to be, and it shows when people drive into those communities. He challenged the group to have a plan and a vision, then stick to it.

D. February 2-3, 2017 Student Success and Retention Conference

Tim Johnson attended and reported there were a number of very good speakers and panels. The conference was targeted more for senior management than the Board. The focus was more on what students can do versus what they can't do. The panel from RCC on SOHOPE and Allied Health did a very good job.

Tim recommends the conference for any of our Board members, once or twice. Even though the conference is not directed to board members it gives good perspective.

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E. February 13-16, 2017 ACCT National Legislative Summit

Tim Johnson and President Kemper-Pelle attended this Summit. They attended presentations and reported there is a big focus on jobs and the economy. The document that Cathy brought was the only document distributed by any college.

11. Approve Consent Agenda – Dean Wendle moved, seconded by Pat Ashley, the Board approve the Consent Agenda as follows:

- A. Meeting Minutes
 - a. January 17, 2017 Board Meeting
- B. Human Resources - None
- C. Grants
 - New Grants
 - a. Career Pathways Development Grant
 - b. Latino Partnership Program Grant
 - Continuation Grants – None
- D. Financials
 - a. Monthly Financial Data Report – January 2017
 - b. Quarterly Budget Transfers

The motion unanimously carried.

12. Board Committee Reports

- A. Board Executive Committee** – Ron Fox, Pat Ashley and Kevin Talbert participated. Curtis Sommerfeld substituted for Cathy Kemper-Pelle.
- B. Board Policy AdHoc Committee** – RCC is not alone in the need for assistance regarding policy revisions. Cathy will contact the Oregon Community College Association (OCCA) for a status update regarding their assistance with this.
- C. Facilities Committee** – Mr. Wendle requested a meeting to be scheduled for this committee. Denise Nelson will coordinate this.
- D. OCCA/OSBA** – President Kemper-Pelle has been participating in weekly telephone meetings to receive updates on the status of issues during the legislative session.

Ron Fox called for a break in open session at 6:46 p.m. and reconvened at 6:55 p.m.

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13. Executive Session – Ron Fox called the meeting into executive session at 6:55 p.m. in accordance with ORS 192.660(2)(d) Labor Negotiations and closed executive session at 7:10 p.m.

14. New Business

- President Kemper-Pelle reported she talked with Win Howard, CEO, Asante Three Rivers Community Hospital, and they discussed coordinating a meeting with leadership teams to discuss ideas that could help out RCC's nursing program. Ron Fox commented he would like to see RCC's enrollment double in this program.
- Dean Wendle talked about New Markets Tax Credits which are geared for tax credits in communities with low income. When you have a construction project like RCC's you can apply for tax credits. The President of Linn Benton did it before and indicated he might do it again. Could get more funding for projects.
- The Student Right to Learn Statement was discussed and it was determined that Ron, Pat and Tim will meet to work on the statement.

15. Roundtable

- Dean Wendle recommended the College look into the possibility of providing short term training to help prepare people for specific jobs. Our business and industry partners are letting us know they are frustrated with the lack of training they see with new hires.
- Claudia Sullivan will be participating in a workshop at Grants Pass High School being held for girls the ages of 9 -13 which will introduce them to Science, Technology, Engineering and Math opportunities. Claudia suggested that someone from recruitment might want to drop in this year and also look into the possibility of RCC participating in the event in the future.

16. Adjournment – The meeting adjourned at 7:38 p.m.