
*Rogue Community College District
Board of Education– February 25, 2020 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 5:05 p.m. on February 25, 2020, at the Rogue Community College (RCC) Table Rock Campus (TRC), Room 184/184A, 7800 Pacific Avenue, White City, 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, Shawn Hogan, and Claudia Sullivan.
3. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Judy Basker, Grant Walker, Laurie Roe, Greg McKown, Marco Vasquez, Curtis Sommerfeld, Juliet Long, Kim Freeze, Navarro Chandler, Teri Smith, Jamie Harrington, Marina Whitchurch, Rene McKenzie, Kori Ebenhack, August Farnsworth, Rachelle Brown, Associated Student Government (ASG) Redwood Campus (RWC) Interim President and Director of Activities Raelynn Minton, ASG Riverside Campus (RVC)/TRC representative Kelsey Carlson, and ORW Architecture Principal Architect Dana Crawford.
4. **Public Comment-** No one signed up for public comment.
5. **College Reports**
 - A. **Finance and Audit Committee-** Roger Stokes spoke on behalf of this committee and stated that overall the finances of the institution are doing very well. Lisa Stanton and her staff are in the process of reorganizing the account system for the budget to make it easier to read; this includes combining funds to make them more accessible. Mr. Stokes noted that the committee recommends extending the term of the existing audit firm. Discussion moved to the state of the College Bookstore. It was noted that while this is not something that the Board will need to take action on, leadership would like to know the general feelings of the Board regarding the Bookstore. A virtual bookstore was proposed by administration and discussed during the Finance and Audit Committee meeting. Board members agreed that it would work well for both students and for the college. The Board expressed interest in viewing the results of the surveys that were done by the Associated Student Governments (ASG) regarding the Bookstore during the Week of Welcome. The two major concerns voiced by students are convenience and affordability. It was noted that if we are going to move forward with an online bookstore, it is something that would need to be implemented this summer. The Board feels that having our own virtual bookstore versus having students use outside platforms, allows some control by the college as well as easy access and affordability for the students. Financial aid students will still be able to charge

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against their account for books purchased through the virtual bookstore. Students will also be able to choose to have the books delivered directly to their home or onsite delivery to the school. The general feeling of the Board is to move forward in the planning process of a virtual bookstore.

B. Written Report(s)

- a. **Student Government-** Raelynn Minton stated that the Week of Welcome was a big hit and ASG was able to engage 1,239 students. 400 surveys were received from students regarding the Bookstore. It was also noted that RWC currently has 15 active clubs. Kelsey Carlson added that this month TRC/RVC ASG focused heavily on the bookstore survey and received about 200 responses. Club days were very successful with about 50 participants. TRC/RVC currently has 16 active clubs, which is more than they have ever had. All campus ASG clubs are focusing on student engagement and community outreach.
- 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-** Marina Whitchurch highlighted that they are working on ideas to create collaborative learning spaces. Ms. Whitchurch noted that they have also been working on GIFTs (Great Ideas For Teaching). During their meetings a faculty member will present a GIFT and give a 10-15-minute presentation on that topic. Some of these GIFTs will be presented at the upcoming Spring In-Service.

6. President's Report

- A. **Monthly Calendar and Narrative-** President Cathy Kemper-Pelle highlighted her attendance at the SOREDI regional strategy session. At their last meeting a new economic strategy called One Rogue Valley was unveiled. President Kemper-Pelle noted that this new strategy ties into the book “Our Towns: A 100,000-Mile Journey into the Heart of America” by Deborah and James Fallows. The Fallows were at the Achieving the Dream Conference last week and spoke on economic development and how communities across the country can have a thriving and vibrant regional economy. Mr. Fallows concluded that in every community where great economic development was happening, the community had strong partnerships with its local community colleges. The big takeaway was that community colleges are the economic engines of their communities. President Kemper-Pelle and Colleen Padilla are working to have Mr. Fallows to give a presentation somewhere in the Rogue Valley this upcoming fall.

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CTE Letter of Intent Signing Day was held on Thursday, February 13th at TRC and 41 students from various high schools around the Rogue Valley signed on to start at RCC this upcoming fall.

At the last Oregon President's Council (OPC) meeting, a considerable amount of time was spent on the applied baccalaureate program. The big concern is that while it has been approved, there is currently no funding to make it happen. Discussion was also had on the quarterly payments to the Community College Support Fund by the state. A handout was provided to the Board members explaining this funding (see file). President Kemper-Pelle noted that colleges have become accustomed to the current payment schedule and learned how to work around it. With the proposed plan, every college would take a financial loss in the upcoming fiscal year. It was stated that the OPC does not want the 70-million-dollar ask to the state to be for the Community College Support Fund, but instead they would like it to be for CTE. With the proposed formula, there is no benefit to the colleges, only a benefit to the state. Business and operations would be disrupted for small community colleges in the state. In order for this to proceed, a legislative change would be required. The upcoming OPC meeting will be held at RVC and TRC March 5-6.

- B. Bond Oversight Committee (BOC)**- Greg McKown noted that the Health Professions Center is 120 days away from completion of construction. Equipment and furniture will be moved in July so that faculty and staff can move in August. The Science Project procurement process for builders and architects is in progress and closes the first week of March. The goal is to make a selection and be able to make a contract presentation to the Board at the May meeting. The Water Project is underway, and the Phase I design (water to the campus) will be completed at the end of March. Once the design is finalized, a permit request will be submitted to the City of Grants Pass. At the next BOC meeting, members will discuss modifications to the design that could potentially save 300,000-400,000 dollars. There will be an 8-inch waterline from the pumping station to the campus and then a 16-inch line that would provide water for fire only. All projects are currently on track.
- C. Enterprise Resource Planning Consortium Update**- Curtis Sommerfeld stated that the data migration piece is going well, and more time can be spent on implementation process and actually making the system work. They will be delivering the next set of data in March. Subject Matter Experts will start training

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in March, with the rest of staff to follow in May. We are still on track to go live on July 1.

- D. Entrepreneurial Fund Update**- The new Rogue Innovation Hub director, Tracy Thompson, is making a presentation to the City of Grants Pass Monday, March 2. He will be presenting on renovations needed to launch the Innovation Hub. The City is expressing interest in sharing some of the renovation costs with us.

7. Board Action and/or Information Items

- A. Review Administrative Procedure: AP- 2345 Public Participation at Board of Education Meetings (First Reading)**
a. No comments.
- B. Review Administrative Procedure: AP- 2360 Minutes (First Reading)**
a. Discussion was had regarding roll call votes at meetings. The Board Policy Committee will meet to further discuss this, and it will be brought back for a second reading.
- C. Review Board Policy: BP- 3420 Equal Employment Opportunity (First Reading)**
a. No comments.
- D. Review Board Policy: BP- 5030 Tuition and Fees (First Reading)**
a. No comments.
- E. Review Board Policy: BP- 5052 Open Enrollment (First Reading)**
a. No comments.
- F. Adopt Board Policy: BP- 2340 Agendas (Second Reading)**

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

The motion unanimously carried.

- G. Adopt Board Policy: BP- 2410 Board Policies and Administrative Procedures (Second Reading)**

Claudia Sullivan moved, seconded by Pat Ashley, that the Board adopt policy 7.G, as presented.

The motion unanimously carried.

- H. Review 2020/21 Tuition Rates (First Reading)**
a. A \$4 increase per credit was proposed, which equates to a 3.5% increase. The Board wanted to know where RCC stands compared to other community colleges around the state. Curtis Sommerfeld noted that while we do not have the final numbers, in general, we are on the low side. With

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the implementation of Guided Pathways and lower credit totals to complete programs, it is our belief that even with the tuition credit increase, students will have a lower burden overall. Kori Ebenhack noted that Student Services looked into how the tuition increase fits into a full Pell grant award and stated that the increase still fits into a full award. They also looked into how many hours a cash paying student would need to work in a week to cover the increase per term and a student would need to work a reasonable 14 hours a week to cover the cost of tuition during an 11 week term. Measures are also being taken to ensure there is student employment on campus to help students pay for tuition. Kelsey Carlson noted historical information for ASG to work with regarding student's outlook on tuition increase. ASG will be attending meetings and getting more information this month and they will bring their findings forward at the next Board meeting. Raelynn Minton mentioned that she recently engaged in classroom discussions regarding the tuition increase, and it seemed that overall students were not aware that this increase would be happening. She mentioned that some students felt that they would need to pick food security over going to school. Kevin Talbert commented that this increase is being taken seriously by the Board and this topic will be brought back at the next Board meeting. President Kemper-Pelle noted that some colleges keep their tuition rates the same but hide their increases in hidden fees. RCC does not believe in hidden fees.

- I. Review 2020/21 Fees (First Reading)
 - a. No change to the fee schedule and no proposed increases at the moment. However, there could be a change by next month.

- J. Adopt Redwood Campus Master Plan (Second Reading)

Pat Ashley moved, seconded by Roger Stokes, that the Board adopt 7.J, the Redwood Campus Master Plan, as presented.

The motion unanimously carried.

- K. Approve New Certificate Program in Industrial Welding Technology: Aluminum Boat Welder (Certificate of Completion)
- L. Approve New Certificate Program in Industrial Welding Technology: GTAW Welder (Career Pathways Certificate)
- M. Approve New Certificate Program in Industrial Welding Technology: SMAW Welder (Career Pathways Certificate)

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- N. Approve New Certificate Program in Industrial Welding Technology: WIRE Driven Welding Welder (Career Pathways Certificate)
- O. Approve New Certificate Program in Mechatronics: PLC Programming (Certificate of Completion)
- P. Approve New Certificate Program in Mechatronics: Fluid Power Specialist (Career Pathways Certificate)
- Q. Approve New Certificate Program in Mechatronics: Power Transmission (Career Pathways Certificate)

Pat Fahey moved, seconded by Shawn Hogan, that the Board approve 7.K through 7.Q, as presented.

The motion unanimously carried.

8. Foundation and Senior Management Team Reports

- A. Foundation- The RCC Foundation voted to give the college \$50,000; \$25,000 toward the healthcare equipment need and \$25,000 toward truck driving. One of the trucks that was funded by the Morris Foundation is already here, and the forklift for diesel is on the way. In addition, a 2020 car from Airport Chevrolet was donated to the automotive department. The Foundation raised \$11,000 in one month toward the \$50,000 goal for American Association of University Women (AAUW) Ashland Chapter. The Foundation is currently working with marketing for the 50th anniversary celebration and trying to get 50 success stories from RCC graduates/alum to showcase. A total of \$9,360 in bottles and cans has been raised for the BottleDrop Fundraiser for student scholarships. This averages 5,000 bottles and cans a month. Judy Basker explained from page 2 of her report that LYBUNT stands for Last Year But Not This Year and SYBUNT stands for Some Years But Not This Year.
- B. Senior Leadership Team- The goal of this month's report was to present the completion and retention rates of the different cohorts on campus; two from instruction and two from student services (see file). This reflects the work being done related to Achieving the Dream. We are learning how to cohort students to get them onto the correct pathways. Teri Smith commented that we have received promising information that the SOHOPE program will be granted a one-year extension. The success of SOHOPE was recognized, and that success needs to be marketed in the community. It was suggested that we might want to consider presenting student success results at the ATD conference next year.

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C. Institutional Research Effectiveness & Planning (IREP)- Laurie Roe added to her report that IREP recently received data from the employment department and were able to perform their first wage match on our previous students. They can now perform wage analysis on credit students from the past 7 years to see where students are at 1-3 years after graduation. It was noted that there was not much of a change in tuition revenue(see file). We are down 1.1% in FTE. Ms. Roe highlighted items from the 2018/19 Disproportional Enrollment Report (see file). Head count is up in Hispanic/Latinx students. Laurie added that they are establishing data on English Language Learners (ELL). ELLs encompass a large population and are students whose home language is not English and/or who are not proficient in English. Additionally, Ms. Roe highlighted the equity lens portion of her report in regard to funding for Native Americans. The federal definition of Native American for data purposes does not align with the social/historical context of first nation decent. This new definition pulls students out of the multi-ethnic groups and places them into the Native American category. With this new measure, our enrollment of Native Americans goes from 1.4 percent to 5 percent. The Board expressed interest in further exploring this topic to see which tribes these students identify with, as well as finding out more about the local tribes that were originally settled in our area.

9. New Business

A. The 2020/21 RCC District Budget Committee Timeline draft was given to the Board (see file) and an Orientation for the committee members will happen in April (date TBD).

10. Old Business- None.

11. Approve Consent Agenda

- A. Meeting Minutes
 - a. January 21, 2020 Special Board Meeting
 - b. January 21, 2020 Regular Board Meeting
- B. Grant Acceptance (None)
- C. Human Resources (None)
- D. Financial Reports
 - a. Monthly Financial Data Report- January 2020

Pat Ashley motioned to approve the Consent Agenda; Ron Fox seconded.

The motion unanimously carried.

12. Board Reports

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- A. Board Policy Committee- The committee did not meet this month but will be scheduling a meeting before the next Board meeting.
- B. Executive Committee- Nothing to add.
- C. Facilities Committee- The committee will be meeting with Curtis Sommerfeld and his team to go campus by campus and review the Master Plans.
- D. OCCA/OSBA- Meetings have been scheduled between our Board and local K-12 board members. OCCA is looking to find someone willing to participate in the HECC long range visioning process and it was decided that Ron Fox will attend.
- E. Board Outreach Committee- Pat Fahey will be meeting with the Greater Grants Pass Rotary Club on March 26th and he is working on more meetings for early April.
- F. Marketing Advisory Council- Claudia Sullivan attended the most recent meeting. Planning and organizing is underway for the upcoming 50th anniversary celebration.
- G. RCC Foundation- Kevin Talbert and Pat Fahey attended the February meeting. Mr. Talbert commented that he feels inspired when he attends the Foundation meeting. He stated that everyone there is so excited about RCC. A RCC volleyball player was there that has now transferred to a Division 1 four-year college to play volleyball.
- H. President’s Performance Review Committee- The committee reviewed several years of previous president performance reviews as well as reached out to other community colleges around the state to see their most recent performance review measures. Based on this research, it was decided that since we have done the same evaluation for three consecutive years for President Kemper-Pelle, the committee has put together a shorter and simpler instrument that contains more open-ended questions. The hope is to get feedback and ideas from people that we would not normally receive through our past instrument. It was decided that an extensive 360-degree review is not needed every year and as well, that different constituencies can be chosen each year to perform the evaluation. This year’s evaluator list will focus on RCC faculty and staff.

Kevin Talbert closed the public meeting at 6:39 p.m.

- 13. **Executive Session**- Kevin Talbert called the meeting into Executive Session at 6:48 p.m. pursuant to ORS 192.660(2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 7:18 p.m.

Kevin Talbert reconvened the public meeting at 7:18 p.m.

- 14. **Roundtable**- No additional comments.

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15. Adjournment- Kevin Talbert adjourned the meeting at 7:20 p.m.

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