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***Rogue Community College District  
Board of Education – February 27, 2018 Meeting Minutes***

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1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Tim Johnson, Chair, 4:00 p.m., February 27, 2018, Redwood Campus (RWC), room H2, 3345 Redwood Highway, Grants Pass, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Shawn Hogan, Tim Johnson, Claudia Sullivan, Kevin Talbert, and Dean Wendle.
3. **Guests in Attendance** – Community members, Dan Boyum, Pat Higby, Robert Kendall, Mayana Kingery, Andros Maros, Don McLennan and Jean Ann Miles; student, Mike Hurtt; Grants Pass Daily Courier reporter, Shawn Hall; and RCC employees Cathy Kemper-Pelle, Judy Basker, Toni Bromley, Navarro Chandler, Kori Ebenhack, Chauncey Kieley, Joann Linville, Rene McKenzie, Greg McKown, Billie Miracle, Tracy Redd, Teresa Rivenes, Laurie Roe, Steve Schilling, Mary Slayter, Teri Smith, Curtis Sommerfeld, Lisa Stanton, Carmen Sumner, Grant Walker, Sara Wofford and Denise Nelson.
4. **Public Comment** – After reviewing the public comment sign-up list, Mr. Johnson informed guests that up to three minutes will be provided for each person to speak.
  - a. Dan Boyam, a lifelong member of the Grants Pass community, previously taught night classes at the College. In his view, many programs have already moved to Table Rock Campus and there's not much remaining at RWC, making the campus irrelevant. Also, he feels with the Jackson County Board representation totaling five of seven seats, Jackson County members have the votes to do whatever they want.
  - b. Don McLennan, previous RCC Board of Education member, served on the College Board for 20 years during the 1980s and 1990s. He was a Board member when the annexation to Jackson County occurred and the corresponding trust was to maintain viable programs on RWC. Mr. McLennan expressed his view that moving the nursing program to Jackson County will devastate Redwood Campus and is a real injustice to Josephine County.
  - c. Jean Ann Miles is an educator who taught 1<sup>st</sup> grade students and now serves on the Cave Junction City Council. She voiced concern about what is happening to RWC because the campus represents the lifeline for people who want to further educate themselves and get out of poverty. Mrs. Miles understands why the nursing program could potentially move to Table Rock Campus and asks for the College to mitigate by helping students with busing, transportation and teleconferencing. In her view, another relevant program should be placed on RWC and help should be given to the people who will need services.
  - d. Pat Higby attended RCC in 1972 as a mother of four children and with no high school diploma. She attained a GED then an associate degree and continued to a four-year college. She ultimately became a medical office manager of a large clinic. In her view, when the recent RCC bond campaign was happening, it was stated the money was for the nursing program on RWC and the College should hold to their word. She submitted a copy of RCC's mission/core values list (see file), which requires the College to be an institution of integrity and to be transparent, ethical and accountable. In her view, if the College does not hold to statements from the bond campaign, the institution would lose support of the community.

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e. Mayana Kingery is representing a business in the community and is currently running for county commissioner. In her view, there is a lack of trust now with the College, and people think sidestepping is occurring. She would like to see change come to the arts and theater since Grants Pass is an artistic community. She voiced concern about the low high school graduation rate in Josephine County. In her view, it would be good for RCC to teach things like editing, screenplay writing and film making to help bring more film making to Josephine County. In addition, it would be good for the College to tell Josephine County citizens, sorry, this is what had to be done logistically to have a good nursing program, and here's what we're going to do for Josephine County.

f. Andros Mayos was in film making for 16 years in Los Angeles. As a concerned citizen, in his view, the question of integrity is what's showing up and needs reclaiming. Also it is important for the College to be accountable, and be of their word. In his view, film making, and making video games with more integrity and intent, will contribute to the health and welfare of people and can be part of a whole new way of applying a creative solution.

g. In his view, Robert Kendall commented the Grants Pass community needs something other than the tearing away of the nursing program. There is a missing element in Grants Pass and something based on technology is needed. Mr. Kendall is also concerned there is not an easy way to travel to White City. He asked the Board to reconsider the potential nursing program move to White City and keep the nursing program on RWC. In his view, the Board should ensure that dedicated bond funding is proportionally divided to White City, Medford and Grants Pass.

Tim Johnson thanked community members for their time and comments.

5. **Presentation** – The College's interim vice president, Instructional Services, Joann Linville, provided the Board with an update on community education in regard to travel and tourism. A PowerPoint presentation was provided (see file).

Dr. Linville reviewed the associate transfer degrees related to travel and tourism including business management, entrepreneurship, emerging media and digital arts, environmental science – forestry, geology, history, general studies – art, and outdoor adventure leadership. Associate of applied science degrees include computer support technician, human services and graphic design. Certificate programs include business assistant certificates (business and information specialist, customer service and retail sales and service) and also computer support, graphic design and massage therapy. Massage therapy is a large part of travel and tourism. Dr. Linville provided detailed information regarding the graphic design program (see file).

Dr. Teresa Rivenes, Dean of Instruction – Curriculum and Instruction, discussed examples of students who have a) designed wine labels, b) put together a magazine, c) developed an entire marketing package, and d) re-imaged a family owned restaurant. She commented there are many non- credit opportunities available. Courses include hospitality, customer service, local craft and artisanal products/industry (e.g. blacksmithing, glass blowing and art), local history/geography,

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wine courses, culinary courses, sustainable agriculture, and master growers and gardening. She reviewed the tourism services training, non-credit certificate current activities (pilot courses) (see file). All courses are 1-3 hours in length, each path 30 to 65 hours total, not to exceed 210 hours. Classes are not financial aid eligible, but affordable.

Kevin Talbert congratulated the Community Education team for their efforts with food and fermentation. These are two growing areas in our community that make Josephine and Jackson Counties unique. Claudia Sullivan thanked Dr. Linville for pointing out the many programs available on Redwood Campus. Ron Fox commented he was impressed with the portfolio of customer service and satisfaction programs.

## 6. College Reports

**A. Finance and Audit Committee** – Shawn Hogan and Dean Wendle participated in the committee meeting held today which consisted of reviewing financial reports. There was no significant change in funds since the last Board meeting. Tuition revenue is still lower than anticipated but not materially different than last month. State funding is higher than anticipated and offsets the shortfall. The College is looking for people in the community with professional investment experience to guide the investment strategy of the College.

**B. Written Reports** (Note: all written reports and/or meeting minutes referenced are available for review in the February 27, 2018 Board meeting file.)

- a. Student Government – Rene McKenzie, Director of Student Programs, reported there was nothing more to add to the written reports and there were no questions/comments from the Board.
- b. Classified Association – Sarah Wofford, President, Classified Association, indicated she had nothing more to add to the written report and there were no questions/comments from the Board.
- c. Faculty Association – There was no written report provided. Jeremy Taylor, President, Faculty Association, sent his regrets he was unable to attend the Board meeting due to his teaching schedule. In addition, he was unable to secure a substitute Faculty Association representative to attend due to teaching schedules.
- d. Faculty Senate – Tracy Redd, Faculty Senate co-chair, reported the January 26 Senate meeting notes were distributed to the Board for review prior to the Board meeting. The Senate also held a meeting on February 23 for which the minutes will be distributed next month. There were no questions/comments from the Board.

## 7. President's Reports

**A. Monthly Calendar and College Issues** – A written report was provided to the Board for review prior to the meeting. President Kemper-Pelle provided highlights from the

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four topics contained in her report, a) Governor Brown’s visit to Medford, b) Community College Lobby Day, c) student house exploration, and c) Citizens Awareness Committee filming at RCC (see file).

**B. Bond Oversight Committee (BOC)** – A written report was provided to the Board for review prior to the meeting (see file). President Kemper-Pelle reported the BOC has held two meetings since the last Board meeting. The High Tech Center (HTC) groundbreaking ceremony was held on January 17<sup>th</sup> and the project is moving along. HTC Site Tours are scheduled on the last Wednesday of the month at 3:00 p.m., which coincides with BOC meetings at 4:00 p.m. at Table Rock Campus (TRC) on the same day. Board members were advised to contact Denise Nelson if interested in touring the HTC.

## **8. Board Action and/or Information Items**

### **A.1. Determination of Associate Degree Nursing (ADN) Program Location**

Dr. Talbert reviewed the Board’s process to date toward making a determination about the location of the nursing program. In summary, the Board has discussed the topic at monthly Board meetings, held public forums in Jackson and Josephine Counties, and also received public comment at a monthly Board meeting. As mentioned during presentations received from staff, wherever the nursing program is located, pre-requisites will be offered on all three campuses.

Pat Ashley reported public transportation is available from Grants Pass to Medford and Medford to TRC. The Nursing department has informed the Board, as part of acceptance into the nursing program, students acknowledge they must be able to provide their own transportation for the clinical segments that start at 5:30 a.m. Tim Johnson asked about improving public transportation from Cave Junction. Jean Ann Miles, Cave Junction City Council member, kindly offered her assistance with this if needed.

Board members discussed the potential nursing program move to TRC. The substance of the discussion follows:

- Dean Wendle voiced his concern about making changes to the statements presented to voters during the bond campaign. In his view, it is not right to do so. Also, he commented the Oregon community colleges toured by the BOC to view other Allied Health facilities did not include the community colleges similar to RCC in the respect of serving two counties, such as Linn-Benton Community College and Portland Community College. He reported the two-county community colleges were not included in any comparison. In preparation for discussion, Mr. Wendle had asked for information to substantiate the best practice recommendation to co-locate Allied Health Professions with Nursing and he feels the response received, citing national studies, did not substantiate the claim. In his opinion, and also as mentioned in the

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national studies, there are other ways of doing things versus co-locating programs. In his view, moving the nursing program to Jackson County will let down Josephine County and he strongly believes it is the wrong thing to do.

- Shawn Hogan commented, in his review of the national studies regarding best practices in Health Professions, four indicated positive outcomes in regard to co-locating programs.
- Claudia Sullivan believes it is very important to convey that Redwood Campus is not being marginalized. The campus offers many good programs such as the Massage Therapy, Computer Science and Automotive programs. GED and Adult Basic Education are also offered on RWC in addition to many other classes. Ms. Sullivan is in support of co-locating ADN with Allied Health, however, she strongly believes this is not a Board decision; rather, it is the responsibility of administration to determine where programs are located.
- Kevin Talbert reported he has served on the Board of Education for 15 years and he expressed he has never thought of himself as a Board member competing for Jackson County. Board members serve the whole college, not a constituent. Dr. Talbert wants what's best for the College and what's best for students. He confirmed there is a strong commitment to Josephine County.

Dr. Talbert recalled, when the Board committed to the bond campaign, faculty and staff helped determine our greatest needs. \$1 million was allocated to nursing thinking we could remodel the nursing facilities on RWC. \$1 million not enough for ADN to be competitive with a state-of-the art facility. Some estimates indicate it would take \$8 million to replicate the facility on RWC. This is not a perspective we had when the bond campaign occurred. The due diligence completed through the BOC tours of other Oregon community college health profession facilities revealed new pieces of information the Board did not have when the bond was passed. In Dr. Talbert's view, integrity is doing what is best for students with what we now know. He supports co-locating Allied Health and ADN at TRC.

- Tim Johnson confirmed he has not served on behalf of Jackson County or Josephine County, he has served on the Board for Rogue Community College.
- Ron Fox views this an opportunity, provided by the bond measure, to invest in a health care and nursing program that will meet the needs of the College for 20 years and it is important to make the investment meaningful. He believes it is also important to communicate well with all constituencies. He recognized the efforts of administration with securing additional grant funding which increases the total investment at RWC.
- Pat Ashley conveyed this is a decision based on what is best for students.

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**MAIN MOTION**

Dr. Talbert moved, seconded by Pat Ashley, the Board direct administration to make arrangements to move the Associate Degree Nursing program to co-locate it with other Allied Health programs at Table Rock Campus.

It was noted, barring any unforeseen delays with construction, allied health and nursing classes would be located at the new Allied Health Professions building Fall of 2020.

A roll call vote was conducted as follows:

Ron Fox - No

Dean Wendle - No

Pat Ashley - Yes

Tim Johnson - Yes

Kevin Talbert - Yes

Claudia Sullivan - No

Shawn Hogan - Yes

**The motion carried 4 to 3.**

**A.2. Approval of Health Professions Building Construction Budget**

Kevin Talbert reported the BOC met yesterday to review new figures and some costs have increased, not construction costs, but other costs. Staff has completed research to define the numbers (see file). Vice President Sommerfeld provided a review of the options listed and a question and answer period ensued.

Having been involved with Adroit Construction on other projects, Dr. Talbert reported he has not experienced a cost over-run with Adroit in the past. He feels confident we can rely on the figures that have been provided. Some BOC members felt that functionality should be the major concern. A single story building would need one-half acre or more. The committee felt this should be considered as an opportunity to conserve space and recommend the two-story construction. There were concerns about the longevity of a wood-framed building vs. steel.

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**MAIN MOTION**

Dr. Talbert moved, seconded by Shawn Hogan, the Board approve the design and construction of a 38,442 sq. ft. two-story steel and concrete Health Professions building that includes space for the ADN program with the total funding authorized at \$21.2 million, with \$16 million from previously allocated bond funds and state matching funds, plus a repurposing of \$1.5 million previously allocated for Riverside Campus Career and Technical Education projects, and \$2.3 million from the bond premium funds.

It was noted additional funding to meet the remaining balance will be determined at a later date, but to include amounts donated to the RCC Foundation for the project.

It was also noted, since this project is using the Contract Manager/General Contractor (CMGC) administration will be coming back to the Board again with a Guaranteed Maximum Price (GMP).

A roll call vote was conducted as follows:

Ron Fox - Yes

Dean Wendle - Yes

Pat Ashley - Yes

Tim Johnson - Yes

Kevin Talbert - Yes

Claudia Sullivan - Yes

Shawn Hogan - Yes

**The motion unanimously carried.**

Tim Johnson called for a ten-minute break at 5:38 p.m. and reconvened the meeting at 5:52 p.m.

**B. Declaration of Vacant Board of Education Seat RCC District – Zone 6**

Ron Fox moved, seconded by Claudia Sullivan, the Board adopts Resolution No. P56-17/18, declaring a vacant Board of Education seat in Zone 6 of the RCC District.

President Kemper-Pelle presented Tim Johnson with a service award. Board members and the President thanked Mr. Johnson for his eight years and seven months of service.

**The motion unanimously carried.**

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**C. Appoint Chair and Vice-Chair**

**MAIN MOTION**

Pat Ashley moved, seconded by Ron Fox, the Board appoint Dean Wendle to service as chair of the Board of Education for the remainder of 2017/18 and that Claudia Sullivan be appointed to service as vice chair.

**The motion unanimously carried.**

**D. Review 2018/19 Tuition (First Reading)**

It was noted the State of Oregon community college support funding would not be confirmed until about two months.

**E. Review 218/19 Fees (First Reading)**

There was no discussion.

**F. Review Revised Board Policy, Article 8, Section E, Policy 010: Online Learning Accessibility (First Reading)**

There were no recommended changes at this time.

**G. Adopt Revised Board Policy, Article 1, Section B, Policy 010: Annual Meeting (First Reading)**

There were no recommended changes at this time.

**H. Adopt Revised Board Policy, Article 1, Section B, Policy 020: Chair and Vice-Chair Duties (First Reading)**

Dr. Talbert voiced concerns about the revision as he feels the role of the chair is being diminished. The proposed revision does not indicate the chair presides over meetings, nor does it mention collaboration with college leadership, attendance at functions or attendance at Board Executive Committee meetings. He recommended researching best practices at other institutions. Dean Wendle also mentioned the policy should indicate the chair speaks for the Board. Dr. Talbert requested the Board Executive Committee discuss the Chair/Vice Chair policy.

Pat Ashley reported RCC plans to join a consortium of other colleges to use a Board Policy service through the Oregon Community College Association (OCCA). As a member of the Board Policy Committee, she recommended the Board suspend policy review and revision until the new service begins unless the revision is required by law.

Claudia Sullivan, Board Policy Committee member agreed, and there was no opposition to this recommendation.



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- I. Adopt Revised Board Policy, Article 1, Section B, Policy 030: Organization and Authority (First Reading)

There were no recommended changes at this time.

**9. Foundation and Senior Management Team Reports**

- A. **Foundation** – Judy Basker, Executive Director, highlighted items from the Foundation’s written report (see file) and mentioned the Schilder Estate challenge was decided in favor of the RCC Foundation. The anticipated gift is \$500,000.

Ms. Basker reported she was asked to review the building naming policy and will work with President Kemper-Pelle and the College Executive Team on this, which is standard procedure before the President brings a recommendation forward to the Board of Education.

The bottle drop fundraiser is nearing a total amount of \$1,000.

**B. Institutional Research, Effectiveness and Planning (IREP)– FTE Report**

Laurie Roe, Director of Institutional Research, Effectiveness and Planning, provided an overview of the monthly enrollment report (see file). There has been a 2.5% reduction in Full-time equivalency (FTE). Laurie is looking into preparing for the ERP move and also understanding our data in relationship to Achieving the Dream.

Regarding FTE at other colleges, some colleges have increased FTE and some are declining. She believes the reasons for declining enrollment include the Oregon Promise, regional economic issues, and programmatic reasons.

Dr. Talbert requested the future reports to incorporate some kind of a state or regional perspective, with the gap between the haves and have-nots. He commented that a little more information to the Board would be helpful.

- C. **College Services** – Vice President Curtis Sommerfeld described the protocol administration uses during inclement weather to determine if any type of college closure is necessary. We typically close all campuses at the same time. The Kerby Center in the Illinois Valley is the exception as that location can occasionally receive more snow than others.

- D. **Instructional Services** – Vice President, Joann Linville provided a review of the division’s written monthly report (see file). She is meeting with superintendents in the two-county area. She is making contact to determine how to partner more effectively with those school districts.

The Grants Pass airport has a non-profit group, Southern Oregon Air Academy, focused on encouraging middle and high school students to look at Science, Technology, Engineering and Math (STEM) professions through aviation. They are going to have a public meeting coming up on March 15, for students, parents, and the general public.

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Our institution is being invited to be part of the beginning discussion about what will happen with the Air Academy. We're not certain what our involvement will be. Aside from pilots they are looking at things like air traffic controllers. There are groups offering scholarships for students, summer camps, and a plane build program. Ron Fox reported there is currently a national airline pilot shortage.

Dr. Linville will be meeting with Logos Charter School next week.

- E. Student Services** – Vice President Kori Ebenhack provided a written report for review prior to the meeting. She provided highlights from her report which indicated the disability services team has only 2.5 classified staff and serves about 350 students per term. The report includes a break down of services provided.

Ron Fox commented this report was very interesting and asked if the College captures the number of visits to the website? Yes, there is an elaborate system for this.

In view of recent events, Kevin Talbert requested a presentation to the Board regarding collaborative and behavioral interventions. Staff will make note of this and schedule a presentation to the Board as soon as possible.

**10. Board Discussion Items**

- A. Pending Items List** – Ron Fox volunteered to serve as the Board representative on the nursing program expansion since Tim Johnson is leaving the Board.
- B. District Budget Committee** – President Kemper-Pelle explained the terms of two members, filled by Ian Bachtel and Russ Milburn are expiring. Board members asked Dr. Kemper-Pelle to reach out to Mr. Bachtel and Mr. Milburn regarding their interest to begin another term (three years).
- C. January 25, 2018 Southern Oregon Business Conference** – Claudia Sullivan and Kevin Talbert attended the conference and reported Oregon is on good footing economically. Todd Bloomquist talked about adverse childhood experiences (ACEs) and a few times mentioned RCC staff are getting trained on this. Ms. Sullivan and Dr. Talbert agreed it was a good conference.

**11. Approve Consent Agenda**

Dean Wendle moved, seconded by Pat Ashley, the Board approve the consent agenda as follows:

- A. Meeting Minutes  
a. January 23, 2018 Board Meeting
- B. Human Resources – None

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C. Grant Acceptance – None

D. Financial Reports

a. Monthly Financial Data Report – December 2017

**The motion unanimously carried.**

## **12. Board Reports**

**A.** Board Policy Ad-Hoc Committee – Previously discussed (see agenda item 8.H)

**B.** Executive Committee – Pat Ashley reported the committee met to review the Board meeting agenda prior to distribution of the meeting material.

**C.** Facilities Committee – Claudia Sullivan reported some problems have occurred with people getting on the roof at the Small Business Development Center downtown Grants Pass. Apparently the dumpster is located near the fence and they climb from there. Facilities staff is working on making some changes to that.

Dr. Talbert was pleased administration is in the process of upgrading the emergency notification system.

**D.** Marketing Committee – Claudia Sullivan attended the marketing meeting on February 6<sup>th</sup>. The focus of the meeting was to redesign RCC’s homepage. Various exercises were completed at the meeting to bring forward what people thought was most important to see on the homepage. The group also conducted brainstorming for words that will specifically drive you to the right place. The two website programmers were there to take notes. Ms. Sullivan offered kudos to those involved, adding it was an enjoyable meeting with a nice, diverse group of people.

Grant Walker reported focus groups, students, high school students and adult non-students were involved with redesigning the homepage.

**E.** Oregon Community College Association (OCCA) and Oregon School Board Association (OSBA)

a. OCCA Lobby Day – Ron Fox reported, along with President Kemer-Pelle, he attended Lobby Day at the Oregon State Capitol. During their meetings with southern Oregon legislators, every legislator had a positive statement about RCC and what we’re doing.

OCCA originally asked for community college funding in the amount of \$32 million and at the legislative meeting yesterday, it was announced \$32 million is completely off the table. OCCA is urging Boards to send letters or e-mails as soon as possible to support community college funding. An example of a letter was provided with the Board meeting material.

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Shawn Hogan asked Cathy to speak about Governor Brown’s thoughts on funding community colleges and universities. Cathy responded the Governor was very explicit that she is focused on the success of transfer agreements. So far, community colleges and universities are working well together on this. In fact, transfer agreements have already started.

- F. President’s Evaluation Committee – Shawn Hogan, Ron Fox and Claudia Sullivan have been working on the President’s Evaluation process. A handout (see file) developed by the committee was distributed to Board members for review and discussion. Mr. Hogan reviewed the proposed process with the Board and there were no recommended changes. Shawn noted the committee developed a list of evaluators similar to last year with minor changes, and will aggregate the responses by evaluator group. The President will complete a self-evaluation. Mr. Hogan reported President Kemper-Pelle agreed with the proposed process and evaluation documents.

Tim Johnson proposed adjusting the agenda to move agenda items “New Business, Old Business and Roundtable” prior to the executive session. Board members agreed.

**13. New Business** - None

**14. Old Business** - None

**15. Roundtable** - None

**16. Executive Session** – At approximately 6:45 p.m., Tim Johnson adjourned the meeting for executive session under Oregon Revised Statue 192.660(2)(f) Exempt Public Records. Executive Session was concluded at 6:54 p.m. and the regular Board meeting resumed.

**17. Adjournment** – Tim Johnson adjourned the meeting at 6:55 p.m.

Meeting minutes respectfully submitted by Denise Nelson, Assistant to the President - Governance.