
Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes

1. **Call to Order** – The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Dean Wendle, Board Chair, at 4:00 p.m., March 20, 2018 at the RCC/Southern Oregon University (SOU) Higher Education Center (HEC), Room 127, 101 S. Bartlett Street, Medford, Oregon. Due notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Shawn Hogan, Claudia Sullivan, Kevin Talbert and Dean Wendle.
3. **Guests in Attendance** – Dan Sylvester, candidate for Zone 6 Board seat; Eric Gardner, President, Redwood Campus (RWC) Associated Student Government (ASG); Uriah Barrows, President, Riverside (RVC) and Table Rock Campus (TRC) ASG; students David Morgan, Michelle Mickey and Michael Surgeon; Sara Wofford, President, Classified Association; faculty and staff including Navarro Chandler, Chelsea Daughtery, Kori Ebenhack, Jodie Fulton, Doug Gardner, Felishia Jenkins, Chauncey Kieley, Joann Linville, Rene McKenzie, Greg McKown, Dusty Rittenbach, Teri Smith, Lisa Stanton and Denise Nelson.
4. **Public Comment** – The following people provided comment in support of Open Educational Resources (OERs) a) Michael Surgeon, b) Michelle Mickey and c) Dusty Rittenbach.
5. **College Reports**
 - A. **Finance and Audit Committee** – Shawn Hogan and Ron Fox participated in the Board Finance and Audit Committee meeting just prior to the Board meeting and reviewed the monthly financial statement (see file). Mr. Hogan reported the 2018/19 Budget is being developed and will be presented to the District Budget Committee on May 15th. Also, the committee reviewed a letter from the Department of Health and Human Services (HHS) Office of Audit Services (see file).
 - B. **Written Reports**
 - a. Student Government – Uriah Barrows described the collaborative effort by students, faculty and staff to increase availability of OERs at RCC. ASG polled students and found they are willing to donate \$1 of their own money when registering OERs when registering. Student government allocates \$1,000 of their budget for this cause and they also want to obtain grant funding for this. The grants, which are from a state consortium, do not require matching funds. Uriah suggested the grant writer send an invitation to help write OERs as there are a number of people who would help with this. Eric Gardner voiced his support for this effort. Mr. Barrows and Mr. Gardner also provided a written report for review prior to this meeting (see file).
 - b. Classified Association – Sarah Wofford provided a written report for review prior to this meeting (see file).
 - c. Faculty Association – No report.

Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes

- d. Faculty Senate – The February 23, 2018 Faculty Senate meeting minutes were provided for review in advance of this meeting. There was no further report.

6. President's Reports

A. Monthly Calendar and College Issues

- President Kemper-Pelle noted the College has committed to focus on Open Educational Resources. RCC currently has six courses with OERs and plan to do the same for Math 101 and Calculus.
- The next meeting with Aaron Cubic, Grants Pass City Manager, is scheduled on March 27th.
- A written report with the President's monthly calendar items and college issues was provided to the Board in advance of the meeting (see file). President Kemper-Pelle primarily provided an update about attending the Achieving the Dream (ATD) Institute in Nashville, TN with a team from the College. As part of the Institute, team members spent time with RCC's two ATD coaches. She is pleased with the coaches selected. We have a general coach and a data coach. The ATD kick-off will be during the summer. The ATD coaches will be at RCC in the fall, probably during the month of October.
- The 2016/17 Oregon Higher Education Statewide Snapshot was distributed for Board review in advance of the meeting as part of the President's Report (see file). Ron Fox noted the RCC specific data indicated only 27% of our students are 18 to 24 years of age. He considers this an area we should look at more closely and determine how we can get closer to the statewide average of 37% in this age range. In addition, Ron requested the Board receive comparative data with other community colleges.

- B. Bond Oversight Committee (BOC)** – A written report was provided to the Board for review prior to the meeting (see file). Greg McKown reviewed highlights of the report. Building condition assessment for existing science, what that will tell us, full index report. A type error was noted on page 7 of the report wherein the PN program should reflect the "ADN" program.

Mr. McKown offered to provide a tour of the High Tech Center to Board members at their convenience. If interested, Board members were asked to contact Denise to make arrangements.

7. Board Action and/or Information Items

- A. Adopt 2018/19 Tuition (Second Reading)

***Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes***

Pat Ashley moved, seconded by Ron Fox the Board adopt Resolution No. B57-17/18 approving the recommended 2018/19 Tuition Schedule effective summer term 2018 as presented.

A roll call vote was conducted:

Kevin Talbert – Yes
Claudia Sullivan – Yes
Ron Fox – Yes
Pat Ashley – Yes
Shawn Hogan – Yes
Dean Wendle – Yes

The motion unanimously carried.

Discussion occurred regarding Open Educational Resources (OERs). Board members commented, since tuition will be increasing, they would like to see funding applied to OERs. Dean Wendle suggested the Board should, in some way, endorse OERs. Pat Ashley suggested OER support could be spelled out in the budget process somehow.

Uriah Barrows reported Student Government has discovered there are certain courses using OERs with room for substantial growth in this area. How can we work as a team to address concerns and continue to move forward with this? He believes there should be more uniformity, as an example, with science and math.

The State of Oregon has required community colleges to indicate which classes have OERs. Cathy reported the most successful Oregon community college with this effort to date seems to be Columbia. President Kemper-Pelle noted that departments can adopt a standard for this as they have the academic freedom to do so.

B. Adopt 2018/19 Fees (Second Reading)

Kevin Talbert moved, seconded by Pat Ashley, the Board adopt Resolution No. B58-17/18 approving the 2018/19 Fee Schedule, with a \$2 Technology Fee increase, effective summer term 2017 as presented.

A roll call vote was conducted:

Kevin Talbert – Yes
Claudia Sullivan – Yes
Ron Fox – Yes
Pat Ashley – Yes
Shawn Hogan – Yes
Dean Wendle – Yes

The motion unanimously carried.

Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes

- C.** Approve Contract Amendment for Additional A and E Services Health Professions Building

Pat Ashley moved, seconded by Claudia Sullivan, the Board adopt Resolution No. B64-17/18 approving a contract amendment with Kistler, Small and White Architects to provide additional architectural and engineering services for the Health Professions Building project for an additional cost of \$320,629 for a total not-to-exceed contract of \$1,424,969 plus owner contingency of \$82,825.50.

The motion unanimously carried.

- D.** Adopt 2018/19 Full-Time Faculty Renewal List

Kevin Talbert moved, seconded by Ron Fox, the Board adopt Resolution No. HR65-17/18 approving the Full-time Faculty Renewal List for 2018/19.

The motion unanimously carried.

- E.** Adopt New Board Policy 8.E.010 – Online Learning Accessibility (Second Reading)

Pat Ashley moved, seconded by Ron Fox, the Board adopt Resolution No. P59-17/18 approving new Board Policy Article 8: Instruction, Section E: Instructional Delivery, Policy 010: Online Learning Accessibility as presented.

The motion unanimously carried.

8. Foundation and Senior Management Team Reports

A. Foundation – Judy Basker, Executive Director, reported the Foundation has received gifts totaling \$1.1 million in the past 30 days including one gift in the amount of \$850,000 as an endowed scholarship for nursing and emergency medical students and an unrestricted gift in the amount of \$250,000. When Ms. Basker started with the Foundation, holdings totaled \$7.4 million and now total \$11.4 million. The Foundation just received word prior to this meeting of a \$200,000 gift to be added to scholarship funds. Another donation soon to be received will help fund project grants for the College. The Foundation will be awarding \$30,000 for project grants this year. She concluded by reporting donations from bottle refunds now total \$1,100. A written report was provided for Board review prior to the meeting (see file).

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). Based on just a few days of registration, the report indicates student full-time equivalency down 9.3 percent.

***Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes***

Pat Ashley commented the sign on Table Rock Road about registration is confusing. Kori Ebenhack will look into this.

- C. College Services** – On behalf of Vice President Sommerfeld, Lisa Stanton, Chief Financial Officer, briefly reviewed the written report provided for Board review prior to the meeting (see file).
- D. Instructional Services** – Interim Vice President Linville provided a written report for Board review prior to the meeting (see file). She added that screening will begin for the Vice President of Instructional Services position on April 13th and will remain open until filled. The intention is to have a permanent person in the position around July 1st.

RCC Educational Partnerships department, in conjunction with Southern Oregon Educational Service District (SOESD) held an incredibly successful event on March 1 for high school students. About 285 participants attended the STEMtathlon event on Redwood Campus. This project started 20 years ago as a welding competition and has expanded to include all Science, Technical, Engineering and Math (STEM) areas. Steve Schilling worked hard on this event which introduces high school students to career technical education (CTE) and STEM careers through hands-on workshops, department tours, fun activities, presentations, career planning and an opportunity to participate in individual and team events. President Kemper-Pelle commented she was impressed with the number of students who qualified for state competition. She reported, next year, automotive folks will do the competition.

- E. Student Services** – As pre-arranged with the Board Chair prior to the meeting, Kori Ebenhack, Vice President of Student Services, turned this segment over to Student Government to discuss the important topic of OERs. A twenty-two-page Manifesto for OERs was distributed to Board members for review prior to the meeting (see file). Dr. Rene McKenzie, Director of Student Programs/Student Government Advisor, has been very involved with conversations about OERs and has attended a symposium regarding this. Rene reported this year in particular, student government has displayed a concentrated interest in this. A student survey was conducted which asked RCC students if they would be willing to donate \$1.00 toward OERs and the result indicated “yes.” She commended RCC’s student government representatives for all they are doing to promote the growth of available OERs at our college. Students and faculty in attendance also spoke in support of Open Educational Resources (OERs) and encouraged the Board to support this effort.

9. Board Discussion Items

- A. Pending Items List** – Pat Ashley reported the Board Policy committee has decided to wait and see what will be made available through the Oregon Community College Association (OCCA) policy service. Board members agreed to postpone further revisions except for something legally required.

***Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes***

- B. Board of Education Zone 6 Vacancy** – The Board has placed advertisements in newspapers and a press release regarding the vacancy was issued. To date, the Board has one application on file.
- C. District Budget Committee** – Ian Bachtel and Colleen Padilla have confirmed their service on the committee. Ron Fox will contact Russ Milburn.
- D. Budget Timeline** – The 2018/19 Fiscal Year Budget Timeline was distributed to Board members for review prior to the meeting (see file). Board members made note of the District Budget Committee meeting dates.

10. Approve Consent Agenda

Kevin Talbert moved, seconded by Ron Fox, the Board approve the consent agenda as follows:

- A. Meeting Minutes
 - a. December 6, 2017 Special Board Meeting
 - b. December 7, 2017 Special Board Meeting
- B. Human Resources – None
- C. Grant Acceptance
 - a. Verizon Innovation Learning Program 2018-2020
- D. Financial Reports
 - a. Monthly Financial Data Report – February 2018

The motion unanimously carried.

11. Board Reports

- A. Board Policy Ad-Hoc Committee** – Pat Ashley and Claudia Sullivan reported the Board Policy committee will not meet until more information is available regarding the new OCCA Board Policy Service that RCC has joined. Administration will work on policies that are legally required and will make applicable policy recommendations to the Board.
- B. Executive Committee** – Dean Wendle, Claudia Sullivan and Kevin Talbert participated in this months’ meeting and reviewed the draft Board meeting agenda.
- C. Facilities Committee** – Claudia Sullivan and Kevin Talbert serve on this committee which meets quarterly. Administration has provided the monthly Facilities Report to the Board which was distributed for Board review prior the meeting (see file). When possible, Dr. Talbert requested the Board receive an update on ADA compliant projects.

Rogue Community College District
Board of Education – March 20, 2018 Meeting Minutes

- D.** OCCA and Oregon School Board Association (OSBA) – Ron Fox reported OCCA will be holding a summer trustee workshop regarding equity and inclusion on June 25th at the Oregon Garden Resort. Board members were asked to contact Denise if they are interested in attending.

Mr. Fox also reported the Executive Director of OCCA will be leaving effective March 31. entering into a mutual separation agreement effective March 31. The appointment of John Wycoff as Interim Executive Director effective April 1 has been approved and OCCA will launch a search to fill the position in a timely manner. The Board approved a two percent increase in the OCCA budget.

Community Colleges were unsuccessful with the \$32 million funding request and it was recommended we make outreach contacts to legislative candidates. Mr. Fox encouraged board members to meet with prospective candidates. Cathy will distribute a list of candidate names. A legislator at PCC is so passionate about community colleges that he is developing a marketing plan for community colleges about how to make a better impression and a larger impact with the legislature.

- E.** President's Evaluation Committee – Shawn Hogan reviewed the timeline with the Board. There were no recommended changes.

Dean Wendle called for a break from 5:45 p.m. to 5:57 p.m.

- 12. Executive Session** – Dean Wendle called the meeting into executive session at 5:57 p.m. under Oregon Revised Statue 192.660(2)(f) Exempt Public Records and adjourned executive session at 6:10 p.m.

13. New Business – None

14. Old Business – None

15. Roundtable

- Every year Kevin Talbert moderates the brain bowl at Southern Oregon University (SOU). It is a great time to see young, high-achieving students.
- Ron Fox reported the SPARC group recently received a presentation on the issue of homelessness. A very informative report came back from the business community containing heavy data about the related affects, implications and costs. He recommended the Board receive a 10-minute presentation on this whenever time is available.

- 16. Adjournment** – Dean Wendle adjourned the meeting at 6:18 p.m.