
Rogue Community College District
Board of Education – March 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., March 21, 2017, at the RCC/Southern Oregon University (SOU), Higher Education Center (HEC) 101 S. Bartlett Street, conference room 127, Medford, Oregon. Due Notice was given.
2. **Determine Presence of Quorum** – A quorum of the Board was present including Pat Ashley, Ron Fox, Brett Johnson, Tim Johnson, Kevin Talbert and Dean Wendle.

Absent: Claudia Sullivan

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 Redwood Campus (RWC); Ka Ying Man, Director of Clubs, ASG-RVC; Elannia Lake, Diversity Coordinator, ASG-RVC; Mark Hudson, student veteran, Veteran’s Resource Center; and RCC District employees including Cathy Kemper-Pelle, Amy Durst, Kori Ebenhack, Kirk Gibson, Kevin Hoff, Brooke McDermid, Greg McKown, Sara Moye, Steve Schilling, Jodi Simons, Curtis Sommerfeld, Lori Sours, Grant Walker, Sarah Wofford and Denise Nelson.
4. **Public Comment** – Michelle Jacobsen, President, ASG-RVC/TRC, reported ASG recently conducted a student survey for which 206 responses were received. The overall response was fairly positive regarding the College’s affordability. 52% indicated RCC’s tuition was extremely or very affordable; 18% indicated it was somewhat or not at all affordable; remaining respondents were neutral. Generally, those students indicating RCC’s tuition was extremely or very affordable were receiving financial aid. 45% of respondents indicated the main concern regarding affordability is the cost of textbooks (too high) and the price of book codes (outrageous). 16% of students identified a need for scholarship funding. How will an increase in tuition affect students? 48% responded that a small increase would not, because they are receiving financial aid and/or scholarships. 15% indicated an increase in tuition would be very strenuous. The main theme was that students would stay at RCC if tuition remained competitive, however, they would consider other colleges if RCC’s tuition rates were no longer competitive.
5. **Presentation** – None.
6. **College Reports**
 - A. Bond Oversight Committee – Curtis Sommerfeld reviewed highlights from the monthly project status report (see file).
 - B. Finance and Audit Committee – Dean Wendle participated in the Finance and Audit Committee meeting earlier today. The February monthly financial report was reviewed.
 - C. President’s Evaluation Committee – Dr. Talbert reported 68 evaluators were identified and requested to complete an evaluation survey. The link to the evaluation was provided by individual e-mail to each evaluator. Responses will be tabulated, compiled, and provided to the Board for review.

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

D. Strategic Planning Committee – The Strategic Planning Steering Team met with the Voorhees Group, LLC consultant on March 10.

E. Written Reports:

- a. Student Government – Mike Spark provided highlights from the RWC-ASG written report (see file). About 80 people attended the Valentine’s Day event. Also, attendance was down at the recent blood drive due to many people being sick. They are continuing the library social nights due to good attendance (20-40 people).
- b. Classified Association – Sarah Wofford attended the Legislative Education Day and spoke with several legislators. In addition, Classified Association employees held a budget forum at which Cathy and Curtis talked about the budget and answered employee’s questions. The forum was well attended. She thanked Cathy and Curtis for their time and participation.
- c. Faculty Association – No report at this time.
- d. Faculty Senate (see file – written report). Dean Wendle commented on the topic of Campus Safety on page 3 of the Faculty Senate meeting minutes. He is concerned about the issues occurring on or near the footbridge near the Higher Education Center (HEC) which are creating a dangerous situation for employees and students. President Kemper-Pelle will be reporting today on the progress being made regarding this issue (see agenda item 7 below).

7. President’s Report

A. Monthly Calendar and College Issues - President Cathy Kemper-Pelle provided the following report:

- Regarding the issues occurring around the footbridge near HEC, as noted in the Faculty Senate meeting notes (see file) this is much bigger than RCC. There are some things happening with Jackson County Health that are contributing to the flow of things happening around campus. (Note: Curtis Sommerfeld has not heard this as being characterized as “dangerous” and added that people leaving an RCC campus in the downtown area have an option to call for an RCC security escort.) Ron Fox reported the lighting in that area and sense of safety across the bridge is also a focus of the Medford downtown group. Brett Johnson encouraged people not be afraid to call for help if needed. He will share this information with patrol lieutenants.
- President Kemper-Pelle highlighted items from her monthly report including the topics of a) League for Innovation conference; b) Enterprise Resource planning and c) Strategic Plan (the Strengths/Weaknesses/Opportunities/Threats (SWOT) survey results are included with the President’s Report (see file).

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

- B. FTE Report – (see file)
- C. Grant Status Report – (see file)

8. Board Action and/or Information Items

- A. Approve 2017/18 Tuition (Second Reading)

Pat Ashley moved, seconded by Kevin Talbert, the Board adopt Resolution No. B46-16/17 approving the recommended 2017/18 Tuition Schedule as presented effective summer term 2017.

Ms. Ashley commented we should commit to see what can be done so the College does not have to raise tuition a year from now. We have to explore options regarding this. She recommended scheduling this item for discussion during the Board's annual retreat.

Dr. Talbert reported there has been a statewide initiative regarding open education resources (OERs). This can significantly reduce costs for students. Kirk Gibson reported this is currently being discussed and worked on at the state level and internally. Ron Fox asked staff to develop an internal tracking system to track the cost of books and corresponding savings during the transition to OERs.

The motion carried 5 to 1 with Tim Johnson opposed.

- B. Approve 2017/18 Fees (Second Reading)

Dean Wendle moved, seconded by Kevin Talbert, the Board adopt Resolution No. B47-2016/17 approving the 2017/18 Fee schedule as presented, with no fee increases, effective summer term 2017.

The motion unanimously carried.

- C. Approve Contract for Enterprise Resource Planning Consultant Services

Tim Johnson moved, seconded by Pat Ashley, the Board adopt Resolution No. B58-16/17 approving a contract with CampusWorks, Inc., to provide Enterprise Resource Planning Consulting Services for a not to exceed amount of \$106,000.

The motion unanimously carried.

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

D. Review 2017/18 Budget Timeline

The annual budget timeline has changed this year. In the past, the District Budget Committee met once in April and again in May. This year, Budget and Financial Services discussed with the Board Finance and Audit Committee and the Board, and there being no concern about the change in meeting schedule, both meetings will be held in May. This schedule lessens the time in between District Budget Committee meetings. The advantages to this are various. The option of a third meeting, if the Budget Committee deems it necessary, has been included in the schedule. The meetings will be held on May 16, May 25, and possibly June 6 (if needed).

E. Approve RCC District Budget Committee Members

Dean Wendle moved, seconded by Kevin Talbert, the Board approve the following candidates as RCC District Budget Committee members:

- Darlene Dart
- Coleen Padilla
- Matt Stephenson
- Jerry Work
- Dawn Welch

Note: Two final members will be submitted for Board approval in the near future.

The motion unanimously carried.

Tim Johnson left the meeting at this time.

F. May 16, 2017 Special Election Update (Information)

The following candidates have filed candidacy paperwork with the Josephine County Clerk's Office:

Zone 2 – Dean Wendle and Vivian Kirkpatrick-Pilger

Zone 3 – Shawn Hogan

Zone 6 – Tim Johnson

Zone 7 – Ron Fox

9. Foundation and Vice President's Reports

- A. Foundation - Jodi Simons, Assistant Director, RCC Foundation, provided a report on behalf of Judy Basker, Executive Director. As of today, all scholarship applications have been reviewed and scored. The Scholarship Committee will meet to award scholarships on April 6. 428 scholarship applications were received compared to 408 last year. Applications can be submitted by internal departments for the RCC 2017/18 Project Grant process through April 21.

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

- B. Vice Presidents' Report – College Services, Instructional Services and Students Services Report on League for Innovation Conference

Vice Presidents Ebenhack, Gibson and Sommerfeld provided an overview of their department's involvement and experience(s) from having attended this conference in San Francisco.

- C. Student Services – Divisional Report (written report) – Ms. Ebenhack briefly reviewed the written report submitted for Board review in advance of the meeting (see file).

10. Board Discussion Items

- A. Campus Safety/Security (Ongoing)

Curtis Sommerfeld reported there is an increase in incidents at RCC. The Small Business Development Center has experienced an increase in incidents which fortunately have not been serious. The Higher Education Center (HEC) in Jackson County has seen an escalation of confrontational incidents. In fact, three incidents occurred in the last week that grew to violence. The security officer used a can of pepper spray and retained the person until the Medford Police arrived. Contracted security has been doing a good job. The College has decided to increase security at HEC so two security officers are on duty at all times through the remainder of the school year. It is not our students who are having issues but people coming onto our property and then reacting. Our options are limited what we can do, but we are hopeful adding a security officer will help. The current camera systems on campus are meeting our needs, but we are looking into upgrading in the future. Redwood Campus has one 24 hour security officer.

- B. Board Meeting Schedule and Format (Ongoing) – No discussion at this time.

- C. Legislative Summit Schedule, Salem, March 22-23, 2017 – Kevin Talbert and President Kemper-Pelle plan to attend.

- D. All Oregon Academic Team Lunch, Salem – President Kemper-Pelle will attend. Dates have yet to be announced.

- E. AACC Annual Convention, New Orleans, April 22-26, 2017 – Curtis Sommerfeld will attend.

11. Approve Consent Agenda

- A. Meeting Minutes

- a. January 25, 2017 Special Board Meeting

- B. Human Resources

- a. Full-Time Faculty Retirement, Gaia Layser, Counselor

- b. Full-Time Faculty Retirement, Mary Pierce, Reference Librarian

- c. Full-Time Exempt Retirement, Jeanie Wood, Assistant to Vice President of College Services

- d. Full-Time Exempt Retirement, Sharon Smith, Assistant to Vice President of Student Services/Coordinator, Diversity Programming Board

- C. Grants

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

New Grants

- a. GED Wraparound Services Grant
- b. Ford Family Foundation OSBDCN Rural Outreach Program
- c. Developmental Education Redesign – Implementation Phase
- d. Gear Up Grant
- e. RogueNet Transition Funding

D. Monthly Financial Data Report – February 2017

Pat Ashley noted the employees retiring will be hard to replace and thanked them for their service.

Pat Ashley moved, seconded by Kevin Talbert, the Board approve the Consent Agenda as presented.

The motion unanimously carried.

12. Board Committee/Advisory Reports

- A. Board Executive Committee – Ron Fox, Tim Johnson and Dean Wendle participated. The committee reviewed the March 21 Board meeting agenda.
- B. Board Policy Ad Hoc Committee – Pat Ashley reported we are waiting to hear from the Oregon Community College Association (OCCA) regarding the possibility of using a state-wide system for community college Board policies, similar to the system used in California. The committee will not meet until the President’s Office staffing levels are in place as a result of the reorganization.
- C. Facilities Committee – Dean Wendle referred to the Facilities Report which was distributed in advance of the Board meeting for review (see file). Curtis Sommerfeld reported the Office of Civil Rights inspection revealed many minor issues, such as handicap stalls are not large enough, but there were two significant issues. The Marjorie Holzgang Concert Bowl is not compliant which means the College will need to move commencement to a different location in the future. The other significant finding was in the automotive department. In regard to gender equity, we are below number substantially, and we will need to take every reasonable step to try to correct this. We are provided with time to address these issues.
- D. OCCA/OSBA – Kevin Talbert will attend the OCCA Board meeting on Thursday, March 23.
- E. Student Opportunity to Learn Committee – Pat Ashley reported the Committee is working on a statement and plans to have this ready for Board action at the April Board meeting.

A recommendation was made, and members agreed, to adjust the Board meeting agenda to initiate the Labor Negotiations executive session discussion, then return to the open public meeting to conclude the regular meeting agenda to allow staff the option of leaving the meeting after the open public meeting discussion concludes. The Board will then enter into executive session in accordance of 192.660(2)(i) Performance Evaluation of Public Officer. Board members agreed to the change in order of the agenda.

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

Ron Fox called for a 5 to 10 minute break at 5:42 p.m. The break concluded at 5:50 p.m.

13. Executive Session – Ron Fox called the meeting into executive session at 5:50 p.m. in accordance with ORS 192.660(2)(d) Labor Negotiations and closed executive session at 5:58 p.m.

14. New Business - None

15. Old Business

- A. Nursing Program Expansion (ongoing discussion) – Pat Ashley voiced interest in receiving data specific to the campus location of the nursing program and allied health professions. Dean Wendle indicated the notice provided for the bond election, Measure (17-69), specifically identified the locations. Kevin Talbert recalled the Board had come to consensus on this in preparation for the bond campaign and also during master planning. An option proposed was to ask the Board Executive Committee to discuss this with the President. No further action is needed at this time.
- B. New Markets Tax Credit (ongoing discussion) – Lisa Stanton will be attending a workshop regarding this topic.

16. Roundtable – Pat Ashley reported the RCC Foundation has asked her to stay on the Board this next fiscal year.

Ron Fox called for a 5-10 minute break at 7:00 p.m. and concluded the break at 7:07 p.m.

17. Executive Session – Ron Fox called the meeting into executive session at 7:07 p.m. in accordance with ORS 192.660(2)(i) Performance Evaluation of Public Officer and closed executive session at 7:35 p.m.

18. Adjournment – Ron Fox adjourned the meeting at 7:36 p.m.