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**Rogue Community College District**  
**Board of Education – April 17, 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 Dean Wendle, Board Chair, at 4:00 p.m., April 17, 2018 at the Table Rock Campus (TRC), 7800 Pacific Avenue, White City, OR. 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** – Bob Kalzor, community member; Uriah Barrows, President, Riverside Campus(RVC)/TRC Associated Student Government (ASG), and RCC District employees including Cathy Kemper-Pelle, Judy Basker, Navarro Chandler, Kori Ebenhack, Chauncey Kieley, Joann Linville, Rene McKenzie, Greg McKown, Laurie Roe, Teri Smith, Curtis Sommerfeld, Lisa Stanton, Carmen Sumner, Grants Walker, Sarah Wofford and Denise Nelson.
4. **Public Comment** – None

5. **Presentation – Behavioral Intervention, Kori Ebenhack, Vice President of Student Services**

Vice President Kori Ebenhack reported RCC utilizes the behavioral intervention system most commonly used at community colleges throughout the nation and introduced Chauncey Kieley, Interim Dean of Student Success, to provide further information on this topic.

Mr. Kieley reported the intervention system is composed of a multi-disciplinary group that interfaces with law enforcement. He added this is not just a threat assessment team as it is also for students. (Threat assessment training is provided at Chemeketa Community College.)

Behavioral intervention at RCC is offered on a referral basis. Priorities are to make certain people are aware of the resources available to help students and to ensure safety on campus. Knowledge of behavior is key. It also important to recognize that each situation is different.

Ms. Ebenhack noted that RCC has licensed counselors on staff and many community colleges do not offer this level of expertise. A question was asked about food and housing for students in need. Kori reported students can apply for emergency funding through the RCC Foundation or refer the student to a counselor. The College tries to loop the student into available community resources as well. RCC's ASG donates money to counseling every year to help support students.

6. **College Reports**

**A. Finance and Audit Committee** – Shawn Hogan and Pat Ashley participated in the Finance and Audit Committee meeting held just prior to the Board meeting. Mr. Hogan reported, in general, the shortfall in revenue continues to decrease, 8% overall for the year, however, with some additional revenue from property taxes and additional state funding, it is still overall positive. Book sales are lower than projected in part due to Open Educational Resources (OERs) which are beneficial to students.

Pat Ashley noted a separate sheet has been provided for the Entrepreneurial Fund. The Committee has asked to receive this on a monthly basis to review the items being supported by the fund.

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President Kemper-Pelle reported Allied Health tuition and fee revenue is up almost 15%. This area has experienced a lot of growth and she complimented Teri Smith for her excellent work in this area.

**B. Written Reports**

- a. Student Government – A written report was provided for Board review prior to the meeting (see file). Uriah Barrows had nothing further to report.
- b. Classified Association – A written report was provided for Board review prior to the meeting (see file). There was nothing further to report. Pat Ashley thanked Sarah Wofford, President, Classified Association, for providing a complete report.
- c. Faculty Association – No report.
- d. Faculty Senate – The meeting minutes of the March 16, 2018 Faculty Senate meeting were provided for Board review prior to the Meeting (see file).

**7. President’s Report**

**A. Monthly Calendar and College Issues**

- A list of meetings/events attended by President Kemper-Pelle for the period of March 12 through April 10, 2018 was provided for Board review prior to the Board meeting (see file).
- An update was provided regarding the Vice President of Instruction search. The Search Committee is close to deciding how many applicants will be in the first round of interviews. Depending on the number of desirable applicants, interviews will be conducted via distance technology. Final interviews will include open forums with each candidate and an interview with President Kemper-Pelle. The anticipated start date for the successful candidate is July 1, 2018.
- Campus Management was selected to provide a district-wide enterprise resources planning system to replace RogueNet. RCC is hosting the four RogueNet colleges on April 26<sup>th</sup> for a final consortium meeting to negotiate the pricing and implementation strategies.
- Jay Harland from CSA Planning continues to represent RCC in negotiations with the City of Grants Pass regarding water infrastructure at RWC. At a meeting on February 28, Mr. Harland described three water scenarios (same scenarios as described to the Board of Education). Option 1, involving digging a pond, was challenged due to conflicting documentation on the amount of development that has occurred at RWC. The city believes that we have exceeded 25% development to qualify for category 1 and install our own pond to support fire flow. Mr. Harland is consulting with the attorney we retained to research this matter.

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**B. Bond Oversight Committee (BOC)**

The Monthly Project Status Report was provided to Board members for review prior to the Board meeting (see file). The BOC held meetings on March 28 and April 3. In addition, a Health Professions Project meeting with ORW Architecture and project team was held on April 12 to receive a presentation from the architect regarding the science space needs assessment. The Health Professions concept design and cost estimate update was also provided.

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

**A. Approve 2017/18 District Budget Committee Members**

**MAIN MOTION**

Pat Ashley moved, seconded by Kevin Talbert, the Board approve the 2017/18 District Budget committee member list as presented (see file).

**The motion unanimously carried.**

**B. Discuss Board of Education Vacant Zone 6 Position and Interview Process**

Dean Wendle reported one application for the vacant position has been received to date. To remain consistent with the past Board practice of interviewing more than one candidate, staff will advertise for the position again in newspapers and also include radio advertisements as recommended by Grant Walker, Director of Marketing/Public Information Officer. It is anticipated the Board will conduct interviews for this position in May.

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

**A. Foundation** – Judy Basker, Executive Director, provided a written report for Board review prior to the Board meeting (see file). She reported things are continuing to go well at the Foundation. They received a gift of real-estate recently consisting of a home and 4 acres.

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

- a. FTE Report – Laurie Roe, Director of IREP, reviewed statistics provided in the report (see file). General discussion regarding the report ensued. Laurie encouraged Board members to contact Cathy with suggestions for items to be discussed in detail at the Board retreat this summer.
- b. Disproportional Enrollment Brief – Ms. Roe reviewed this ten-page report with the Board (see file). Board members asked questions and provided general comments as the report was reviewed. Board members commented this was a thought provoking report and they appreciated the graphs which were very well done.

**C. College Services** – Curtis Sommerfeld, Vice President of College Services, conveyed the majority of items for the College Services report were included in the Finance and Audit Committee and Bond Oversight Committee reports (see items 6.A and 7.B).

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- D. Instructional Services** – Joan Linville, Interim Vice President of Instruction, provided a written report for Board review prior to the meeting (see file) and also provided an overview of the Invent Oregon competition, Oregon’s first state-wide prototyping competition for college students. Dr. Linville recognized Dusty Rittenbach, Faculty member, Science department and also Judy Basker with the RCC Foundation for their efforts toward making it possible for RCC students to participate in this event. ASG-RVC/TRC President, Uriah Barrows was congratulated for his involvement in the event as he participated as a member of four of seven organized teams. President Kemper-Pelle recognized Dusty Rittenbach for launching the RCC Engineering program in a short period of time.
- E. Student Services** – Kori Ebenhack, Vice President of Student Services, announced the Ready-Set-Go campaign; get **Ready** to start college, get **Set** to register, and **Go** to class. There is a strong focus on registering and re-registering students.

**10. Board Discussion Items**

- A. Pending Items List** – Dean Wendle recommended removal of item number 4-2016/17, New Markets Tax Credit. There was no objection to this recommendation.

**11. Consent Agenda**

Pat Ashley moved, seconded by Claudia Sullivan, the Board approve the consent agenda as presented:

- A. Meeting Minutes
  - a. February 16, 2018 Special Board Meeting
  - b. February 27, 2018 Board meeting
- B. Human Resources
  - a. Full-Time Faculty Retirement, Humanities – Midge Shaw
- C. Grant Acceptance – None
- D. Financial Reports
  - a. Monthly Financial Data Report – March 2018
  - b. Quarterly Budget Transfers

**The motion unanimously carried.**

**12. Board Reports**

- A. Board Policy Ad-Hoc Committee (on hold)** – Claudia Sullivan reported the membership fee for the Board Policy Service has been paid to the Oregon Community College Association (OCCA).
- B. Executive Committee** – Claudia Sullivan reported the committee met to review the April Board meeting agenda. Ms. Sullivan volunteered to work on committee nominations for the coming year.

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**C. Facilities Committee** – Kevin Talbert referred to the written report provided for Board review prior to the Board meeting (see file).

**D. OCCA/Oregon School Board Association (OSBA)** – Ron Fox referred to the OCCA three-page memorandum regarding OCCA’s March Key Takeaways, written by John Wycoff, OCCA Interim Executive Director, which was provided for Board review prior to the Board meeting (see file). Mr. Fox provided a general overview of the report which included the following topics:

- Legislative Session Debrief
  - a. Attain \$32 million dollars from the Legislature for tuition mitigation
  - b. Increase advocacy capacity statewide
- Federal Legislative Priorities
  - a. The Prosper Act
  - b. Deferred Action for Childhood Arrivals (DACA)
- OCCA Budget

Kevin Talbert reported he has been participating on a task force appointed by the OCCA consisting of board members, college presidents and staff to look at how community colleges will frame their communication with the Higher Education Coordinating Commission (HECC) and the Legislature during the next session.

Dean Wendle called for a break from 6:08 p.m. to 6:24 p.m.

**13. Executive Session** – Dean Wendle called the meeting into Executive Session at 6:25 p.m. in accordance with Oregon Revised Statutes 192.660(2)(a) Employment of Public Officers, Employees and Agents; and 192.660(2)(i) Performance Evaluations of Public Officer. Mr. Wendle adjourned Executive Session at 7:10 p.m.

**14. New Business**

**A. Approve President’s Contract**

**MAIN MOTION**

Pat Ashley moved, seconded by Ron Fox, the Board approves the employment contract of Dr. Cathy Kemper-Pelle, President, Rogue Community College.

Shawn Hogan, Chair, President’s Evaluation Committee, reported the President’s contract will be renewed with adjustments to salary and benefits. Revisions will also be made to indicate the President and the Board shall mutually establish the terms of evaluation each year not later than the September Board meeting and the Board and President shall meet for the purpose of evaluating the performance of the President not later than the May Board meeting each year. The Board is in the process of finalizing a letter regarding the President’s performance and commended Dr. Kemper-Pelle for her good work this past year.

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**The motion unanimously carried.**

**B. Nominating Committee – Annual Board Organization**

Claudia Sullivan reminded Board members she will be contacting them regarding their interest in committee assignments for next fiscal year.

Dean Wendle left the meeting at 7:20 p.m. and Claudia Sullivan, Vice-Chair, presided thereafter.

**C. Reschedule June 19, 2018 Board Meeting**

President Kemper-Pelle requested the Board consider rescheduling the June 19 Board meeting. Dr. Kemper-Pelle will be in Cleveland, OH the week of June 18 attending the Achieving the Dream kick-off event. Denise Nelson will poll the Board to determine an alternate date.

**15. Old Business**

**A. 2016/17 Board Self-Evaluation (schedule review)**

President Kemper-Pelle reported the Board conducted a self-evaluation for the 2016/17 fiscal year and postponed reviewing results of the evaluation due to focusing on priority business occurring at that time. She inquired if the Board would like staff to coordinate a time for the Board to review the self-evaluation results. After discussing this matter, the Board decided it would be helpful to schedule this discussion at the same meeting when the Board sets their goals. The Board has yet to determine when this will occur.

**16. Roundtable – None**

**17. Adjournment – Claudia Sullivan adjourned the meeting at 7:33 p.m.**

Meeting minutes respectfully submitted by Denise Nelson,  
formerly Assistant to the President – Governance;  
currently Assistant to the Vice President of College Services