
Rogue Community College District
Special Board of Education Meeting – September 20, 2019 Minutes (Retreat)

1. **Welcome and Introductions** – Kevin Talbert, Board Chair, welcomed participants to the Board retreat. A quorum of the Board was present including Pat Ashley, Pat Fahey, Ron Fox, Shawn Hogan, Roger Stokes, Claudia Sullivan, and Kevin Talbert. Due notice was given.

Administration/Staff: Cathy Kemper-Pelle, Juliet Long, Kori Ebenhack, Curtis Sommerfeld, and Kathy Diaz.

Guests: Cheryl Johnson, Facilitator

2. **Orientation** – Cheryl Johnson reviewed the agenda (see file) and goals of the retreat and provided an opportunity for participants to add or remove items to/from the agenda.

Goals of the retreat – review and discuss:

- Create board goals aligned to support president’s goals
- Determine the format of board meetings for 2019-2020
- Determine focus of special reports to the board for 2019-2020
- Plan board travel aligned to the 2019-2020 budget
- Select board self-evaluation questions based on analysis of current Rogue Community College (RCC) tool compared to the Governance Institutes of Student Success (GISS) board self-evaluation
- Describe the connection between accreditation and closing the assessment loop

Cheryl Johnson then reviewed the Northwest Commission on Colleges and Universities (NWCCU) standards handout (see file) that was provided for reference.

3. **Review of President’s Goals for Academic Year 2019-2020** – Cheryl Johnson reviewed the President Cathy Kemper-Pelle’s goals for the coming year (see file).

Goal One: Common vision of student success.

1. Leadership Development Strategies/Onboarding for Management and Executive Team.
2. Electronic Communication and RCC Stewardship
3. Entrepreneurial Culture
4. Engage with Students and Employees

Goal Two: Promote improved access to RCC programs.

1. Implement Achieving the Dream (ATD) and Guided Pathways for youth
2. Implement Achieving the Dream (ATD) and Guided Pathways for adults

Goal Three: Promote improved success of students.

1. Review policies and procedures and adopt best practices

Rogue Community College District
Special Board of Education Meeting – September 20, 2019 Minutes (Retreat)

2. Implement a plan based on data and ATD/Guided Pathways collaboration

Goal Four: Expand collaborative partnerships.

1. Use of data for NWCCU
2. Streamline workflow for Campus Nexus
3. Strengthen industry and foundation partnerships

4. **Review of Board Self-Evaluation/Goals Discussion – April 2019** – Cheryl Johnson reviewed the Board’s Self-Evaluation for 2018-2019 and the goals discussed for the coming year. Ms. Johnson asked the Board to be thinking about the following questions while reviewing and discussing upcoming goals:

What are the goals that you will then evaluation yourselves on next year in support of President Cathy Kemper-Pelle’s goals?

- How does the Board support enrollment, ATD, Guided Pathways and the Instructional redesign, and accreditation?
- Especially while keeping the continuous quality improvement in mind, how does the Board model those behaviors for the campus community?
- How does the Board display appreciative inquiry, with the Board reports that are received? In other words, what makes that information meaningful and how are you invested in that information?

5. **Create Board Goals for Academic Year 2019-2020** – The Board discussed and established goals for the upcoming academic year 2019-2020 in alignment and support of President Kemper-Pelle’s goals

- **Goal 1: Promote and Expand Collaborative Partnerships and Community Engagement**

Objectives:

- K-12
- Industry/Affinity Organizations
- Legislative Opportunities
- SOHEC/HECC Opportunities
- Community
- Partner with/RCC Faculty, or staff, or students

- **Measure:**

Hold 2-3 K-12 Dinners per year, with industry Board representatives. Ron Fox will take the lead with President Kemper-Pelle for the school districts and which ones to target for K12.

Rogue Community College District
Special Board of Education Meeting – September 20, 2019 Minutes (Retreat)

- **Measure:**
Industry outreach
 - Rogue Advanced Manufacturing Partnership (RAMP) – Shawn Hogan
 - Healthcare – Claudia Sullivan
 - E-commerce/Information Technology– Ron Fox
 - Transportation and Logistics – Pat Fahey
 - Construction – Roger Stokes
 - RWP – Shawn Hogan and Cathy Kemper-Pelle
- **Measure:**
Service community organizations with the Board Outreach Committee 5 times a year. These may include staff members or students attending with the Board members.
- **Goal 2: Focus on and investigate sustainability initiatives.**

Objectives:

- Research resources/options
 - **Measures:**
 - Green Team and campus stakeholders
 - Develop recommendations by Fall 2020
 - Potential Plan for 2021/2022
 - Grant Proposals/Budget/Funding
- Quarterly meeting study session
 - Hold a Special Board Meeting where we invite the Green Team to speak to the Board and the College’s role in sustainability.

President Kemper-Pelle added that she will add her Sustainability goal from last year to her goals this year for direct goal alignment between the Board and the President.

- **Goal 3: Informed support of student access and success initiatives through an equity lens.**

Objectives:

- Attend professional development conference(s) in support of ATD, Guided Pathways and other initiatives.
 - **Measure:** Each Board member attends at least 1 conference per year (budget permitting) and report back to the Board.
- Evaluation and Reallocation of funding to support RCC initiatives

Rogue Community College District
Special Board of Education Meeting – September 20, 2019 Minutes (Retreat)

- Participate in ATD Coach Visits
 - **Measure:** 1-2 Board members attend, 3 times a year
- Understand and articulate Oregon’s definition of an equity lens.
 - **Measure:** Special Work Session with Campus Compact
 - **Measure:** Equity groups report out in an informational session to the Board.

6. **Discussion/Action – Board Meeting Format and Special Reports** – Cheryl Johnson began the discussion with the Board regarding regular meeting format and special reports that the Board would like throughout the next academic year.

They then discussed the TRC Board meeting room and a concern that has come up. President Kemper-Pelle commented that it is not conducive to a Board meeting and she would like to move it downstairs to room 184. This will be a decision item at a future Board meeting. The following format was agreed upon:

Board Meeting Format:

- 4:00 p.m. Special Board Meeting Work Session
- Board Discussion Items
 - Board Reports
- 5:00 p.m. Regular Board Meeting
- Action Items
 - Internal Board Reports

Board Information Sessions:

- Accreditation # 1, 2, & 3 – TBD

Study Sessions:

- Sustainability
- Equity Lens

7. **Discussion and Action – Board Travel** – Cheryl Johnson then directed the Board to begin discussion on Board participation in travel.

The Board agreed that while attending events is important, it is also important to determine the best person to attend, and assign an alternate just in case for backup. It was discussed how it is beneficial and easier to budget attendance for conferences that are held closer to our home locations.

It was agreed the Board should support as many Board members who want to attend the OCCA Annual Conference and GISS since it is in our state. Due to cost, the Board will pass

***Rogue Community College District
Special Board of Education Meeting – September 20, 2019 Minutes (Retreat)***

on the Legislative Summit in Washington D.C., and it was suggested that we attend every other year. Other conferences that were given priority for attendance were Skills USA, Oregon Business Plan, and Pathways to Opportunity.

8. **Discussion and Action – Board Self-Evaluation/GISS Board Self Evaluation** – Cheryl Johnson then asked the Board to discuss the GISS survey that the Board has been asked to complete online. She then directed their attention to the printout of the survey to see if there are any questions they'd like to move to the Board self-evaluation.

President Kemper-Pelle stated that we aren't going to do the GISS survey every year and asked the Board if they want to replace some or any of the questions and add them to the RCC Board Self-evaluation Survey. Ms. Johnson suggested adding questions 2 and 3 regarding equity and social and economic trends and issues that affect the College. Board members pointed out that questions 6, 15, 22, and 23 might be considered for addition to the RCC Board Self-Assessment.

President Kemper-Pelle then shared that she was nominated by the Aspen Institute to be a part of the New President's Institute. This is for professional development. Aspen Institute makes sure presidents are connected to the most current research, the best practices on what's working and why, how to overcome leadership challenges like resistance to change, and how to use data effectively. The Board supported her participation if she is selected.

9. **Assessment of Retreat Outcomes** – Cheryl Johnson distributed the assessment survey.

Board members filled out their survey and returned to Ms. Johnson.

10. **Adjourn** – The meeting was adjourned at approximately 4:00 p.m.

Meeting minutes respectfully submitted by Rosalyn Mendoza, Administrative Assistant to the President's Office.