
***Rogue Community College District
Special Meeting: Board of Education Work Session
April 19 2022 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Roger Stokes, Board Chair, at 4:02 p.m. on Tuesday, April 19, 2022, at the RCC Table Rock Campus (TRC), Room A184, 7800 Pacific Avenue, White City, Oregon. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Pat Fahey, Jeff Lang, Kevin Talbert, Roger Stokes, and Pat Ashley.
3. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Lisa Stanton, Juliet Long, Jamee Harrington, Kori Ebenhack, Navarro Chandler, Sara Bristol, Mary Middleton, August Farnsworth, and Rachelle Brown.
4. **Information Presentation:**
 - A. **Programs and Services Prioritization Report-** Lisa Stanton, Vice President of Operations and Finance, Kori Ebenhack, Vice President of Student Affairs, Jamee Harrington, Vice President of People, Culture, and Safety, and Juliet Long, Vice President of Academic Affairs, highlighted items from RCC's Prioritization Report 2022 (see file). The goal of the Program and Services Prioritization process is to achieve a strategic balance by bridging RCC's financial realities, accreditation requirements, quality enhancement, and productivity at the program and institutional levels. While the process was implemented to address fiscal and enrollment uncertainties, it can also be used to ensure that RCC is making strategic investments in our mission fulfillment in the future. Lisa Stanton noted that in the Operations and Finance division the main areas of focus were: process changes, increasing efficiency, proactive management, technology investments, and energy management. Kori Ebenhack stated that the Student Affairs division focused on student data and used that to lead their decision making. She added that one of the major changes to come from this process was the combination of Veterans Services with the Academic Advising Department. This will offer consistent supervision of staff and support systems to students currently served and managed separately. Jamee Harrington noted that the broad goals for prioritization decisions included streamlining administrative operations within the People, Culture, and Safety division, reducing duplication of effort, maintaining or improving service delivery, ensuring that they are effectively using the technology they have, considering future technology needs related to the services they provide, and reducing costs. Ms. Harrington added that, in addition to other available data, they used three pilot surveys to help drive their data informed decisions. These surveys included two climate surveys related to equity, diversity, inclusion, and safety, and an employee engagement survey. Juliet Long stated that Academic Affairs focused on three main areas in their division: career and technical education (CTE), transfers, and academic support. Ms. Long summarized the changes to programs, personnel, and materials and supplies within Academic Affairs. Roger Stokes stated

***Rogue Community College District
Special Meeting: Board of Education Work Session
April 19 2022 Meeting Minutes***

that throughout this process it seems like many efficiencies were identified, and he added that this is an ongoing process that will continue to grow and evolve. President Cathy Kemper-Pelle said that this prioritization process has come at a critical time due to recent challenges the college has faced, such as COVID-19, budget, and enrollment. She added that one of the driving forces for this process is to see if enrollment improves and to perhaps rethink how the college offers education and support services. Lisa Stanton stated that this process is a starting point for continued improvement across all divisions. The Board thanked the vice presidents and everyone who came together to talk about these priorities on an institutional level.

5. Adjournment- Roger Stokes adjourned the meeting at 4:43 p.m.

Meeting minutes respectfully submitted by Rachelle Brown, Assistant to the President- Governance.