
***Rogue Community College District
Board of Education Work Session- May 19, 2020 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Special Board of Education (Board) meeting was called to order by Kevin Talbert Ph.D., at 4:01 p.m. on May 19, 2020, via Zoom. Due notice was given.
2. **Zoom Etiquette-** Curtis Sommerfeld explained the Board's Zoom Etiquette expectations. Participants, aside from Board members and the Senior Leadership team, were asked to mute themselves and have their video turned off. If someone were to cause a distraction or disturbance to the meeting, that person would be dismissed from the meeting. If anyone wished to speak, they were asked to electronically raise their hand as well as type their question into the chat function of the Zoom meeting.
3. **Determine Presence of a Quorum-** A quorum of the Board was present including: Kevin Talbert, Pat Ashley, Pat Fahey, Ron Fox, Roger Stokes, Shawn Hogan and Claudia Sullivan.
4. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Curtis Sommerfeld, Doug Gardner, Juliet Long, Kevin Culhane, Kori Ebenhack, Nikki Johnson, Renee McKenzie, Rachelle Brown and the Executive Director of the Oregon Community College Association (OCCA), Cam Preus.
5. **Public Comment-** no one signed up for public comment.
6. **Information Presentation-** The work session focused on RCC's response to COVID-19 and our reopening plan. A presentation outlining the topics of discussion was shared during the work session (see file). Doug Gardner, Mathematics Department Chair, thanked Josh Ogle for helping his department and for offering trainings to help get their classes set up on Zoom. Mr. Gardner stated that faculty are adjusting well and now have a lot of capacity and tools to teach classes online. He demonstrated an app called Notability that he now uses to replace an in-person blackboard. This allows a person to draw on the app during a Zoom class and then save and share the drawings with the class. Kevin Culhane, a faculty member in the Science department, stated that while lectures have been easy to transition to a virtual environment, hands on labs have been a bit of a challenge. However, faculty are starting to find creative ways to present these labs to students. Mr. Culhane showed a video that he made regarding testing the effects of pH levels of water on seed germination. He is posting this video for students so they can follow along at home and perform their own experiments using common household ingredients.

Kori Ebenhack presented an update on the upcoming Honors Night and Commencement, both of which will be held virtually. Student Services have found Microsoft Teams to be extremely helpful in organizing these events. Ms. Ebenhack shared her screen to

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demonstrate how Teams is set up and how it can be used to effectively organize documents and communications all in one place. A video is being put together for Honors Night and will include speakers and awards, just like the in-person event. A similar video is being put together for Commencement. A large portion of the Commencement video will be recorded in-person, in advance and will then be edited to include student pictures when their names are being announced for their diplomas. Ms. Ebenhack encouraged everyone to stream the completed Honors Night video which will go live via the RCC website, Facebook, and YouTube on Thursday, June 4th at 7:00pm, as well as the Commencement event which will be held virtually on Saturday, June 13th at 1:00pm via YouTube and Facebook. Student Services are looking into ordering yard signs to honor those graduating students.

A faculty video was then shown to the Board. The video contained various faculty members sharing messages of hope, encouragement, and togetherness to students.

President Cathy Kemper-Pelle shared RCC's Phase 1 re-opening plan. During this time our buildings are still closed to the public; our vulnerable populations are being asked to please stay remote; we are following the CDC guidelines for face coverings and social distancing; and no groups over 25 people are allowed to meet. Our computer labs are open on a limited basis for students who do not have a computer or Internet access at home. Students have access to our library online, and we have staff intermittently at the Redwood Campus library if something is needed in person. During Phase 1, our laboratory instruction, including CTE laboratory instruction, are currently only available to those programs deemed essential. Clinicals without physical contact are okay during Phase 1, with some limitations. At this time, we are trying to avoid patient simulations in close quarters but are looking into patient simulations that allow physical distancing. Our preceptorships and direct patient care all rely on what our partners allow at this time. We are exploring what buildings can be re-opened in an organized and safe manner during the summer and fall terms.

The Board is impressed with RCC's response to COVID-19, particularly how quickly we were able to move to an online environment, and thanked the faculty and staff for all the work they have put in during this difficult time. President Kemper-Pelle said she is very thankful to have such a student focused group of employees.

7. **OCCA Presentation-** Cam Preus, Executive Director of OCCA, thanked Ron Fox for his service as current Vice President, and future President, of the OCCA Board and for his work on the Member Services Committee. Ms. Preus also congratulated President Kemper-Pelle on her new role as chair of the Oregon President's Council. She commended RCC on our virtual Honors Night and Commencement events and was also

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very impressed with how our faculty are mastering this new online learning environment. The mission of OCCA is to advocate, communicate, and collaborate in order to strengthen community colleges for the benefit of Oregonians. Ms. Preus stated that the three main goals of OCCA are: to secure adequate resources so we can carry out our mission at the local level, to have the strongest association organization they can have to bring value to their members, and to support and promote student success and equity outcomes for all students. Recently, they have been meeting regularly with all 17 community colleges in Oregon to address COVID-19. OCCA has created a Student Success Center, which is funded by the Ford Family Foundation and Oregon Community Foundation, that serves as a research center driven to achieving greater results to the betterment of all students in Oregon.

8. Discussion Topics- none.

9. Adjournment- Kevin Talbert adjourned the meeting at 4:59 p.m.

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