
***Rogue Community College District
Board of Education– November 17, 2020 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Shawn Hogan, Board Chair, at 5:04 p.m. on November 17, 2020, via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Kevin Talbert, Pat Fahey, Roger Stokes, Shawn Hogan, Pat Ashley and Claudia Sullivan.
3. **Zoom Etiquette-** Rachelle Brown 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 raise their hand, either electronically or physically on their video screen.
4. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Juliet Long, Kori Ebenhack, Curtis Sommerfeld, Amy Durst, Andrew Huston, Anna Manley, August Farnsworth, Bernyne Wright, Carmen Sumner, Chelsea Daugherty, Daniel Elash, Greg McKown, Grant Walker, Hollie Adair, Isabelle Pierre, Jamee Harrington, Jan Carpenter, Jeanne Lee, Jennifer Burkes, John Miles, Judy Basker, Kim Freeze, Kimberly Pottberg, Laurie Roe, Lisa Stanton, Marco Vasquez, Mary Middleton, Paula Calcaterra, Navarro Chandler, Rene McKenzie, Sara Bristol, Sara Bart, Scott Lindberg, Sheri Muzzioli, Steve Foster, Tamara Adams, Tracy Redd, RCC Foundation President, Valerie Barr and Cave Junction City Council member, Jean Anne Miles.
5. **Public Comment-** None.
6. **College Reports**
 - A. **Finance and Audit Committee-** Pat Fahey stated that the committee discussed the overall current financial condition of the college.
 - B. **Written Report(s)-**
 - a. **Student Government-** Isabelle Pierre highlighted items from her written report (see file). She noted that the most recent ASG Student Huddle saw a record-breaking turnout. The Board said that they really appreciate the student perspective that comes from the Student Huddle section of the ASG report. Ms. Pierre said she feels like the most important thing for students is that they feel heard. She encouraged the Board, as well as staff, to attend a Student Huddle. Shawn Hogan asked Ms. Pierre if ASG feels like the Textbook Affordability Group (TAG) is helping to solve some of

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the problems around affordable textbooks. Ms. Pierre responded yes and that ASG is thankful for the staff and faculty members who are working on those solutions. President Kemper-Pelle asked Ms. Pierre if ASG would like her to attend a Student Huddle. Ms. Pierre said that ASG had recently discussed the desire to bring back Pizza/Lunch with the President. President Kemper-Pelle agreed and they will work out how to do something like that in our current virtual environment.

- i. **Student Profile-** Ms. Pierre noted that unfortunately Sam Ventura was unable to attend tonight’s Board meeting but she hopes the Board had a chance to read his written profile (see file).
- b. **Classified Association-** Sara Bristol expressed the general excitement of the classified staff upon hearing the news that RCC will be bringing back RogueNet. Ms. Bristol said that classified staff have also appreciated the Chats with Cathy that have been taking place. She also noted that while classified staff are concerned that the transition from Campus Nexus Student (CNS) back to RogueNet will fall heavily on the classified staff, they hope that we can take what we learned from CNS and use that to help us with this new transition.
- c. **Faculty Association (no written report)-** Mary Middleton stated that faculty are thrilled with the decision to move away from CNS. She noted that FAMAT continue to meet every two weeks and that the faculty Koffee Klatches have been well attended.
- d. **Faculty Senate-** Tracy Redd said that she appreciates Shaylee Graham’s willingness to co-chair during her first year on faculty senate. Ms. Redd highlighted items from the written report (see file). Faculty are working on creating Zoom classroom guidelines to add to the student handbook.

7. President’s Report

- A. **Monthly Calendar and Narrative-** President Kemper-Pelle highlighted items from her written report (see file). During the most recent Illinois Valley Advisory Team meeting, a question was raised regarding future use of the Kerby Belt Building. It was noted by President Kemper-Pelle that the sale of the building is not on the table, only leasing. The Boys and Girls Club have expressed interest in leasing space in the Kerby Belt Building. Kevin Talbert and Roger Stokes attended the most recent Southern Oregon Education Leadership Council put on by Representative Pam Marsh. Dr. Talbert commended President Kemper-Pelle and Linda Schott, President of Southern Oregon University, for stepping up to co-chair the council going forward. President Kemper-Pelle thanked Juliet Long and Kori Ebenhack for their hard work with the council.

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President Kemper-Pelle congratulated Lisa Stanton and her team for receiving the Certificate of Achievement for Excellence in Financial Reporting for the 18th year.

- B. Campus Nexus Update**- On November 7th a written notice was sent to Anthology that stated RCC's intent to sever our relationship with them based on their inability to fulfill the terms of their contract. A follow-up letter was sent yesterday asking Anthology to please identify an individual(s) with whom we can enter into negotiations.
- C. Bond Oversight Committee (BOC)**- The BOC will be meeting tomorrow afternoon. Greg McKown highlighted items from his written report (see file). Mr. McKown then shared a video that showed a 3D virtual walk-through of what the new Science Building is anticipated to look like. A series of pictures was then shared with the Board that showed the current Water Project installation on the Redwood Campus. Pat Ashley asked for clarification on the note in the BOC report that states that project savings have been reassigned. Curtis Sommerfeld responded that not all savings have been allocated to any specific project and that we still have a lot of leeway with the timeframe to use those savings.

8. Board Action and/or Information Items

- A. Adopt Board Policy: BP 2432 College President Succession (Second Reading)**

Pat Ashley moved, seconded by Pat Fahey, that the Board adopt item 8.A, as presented.

The motion unanimously carried.

- B. Review Board Policy: BP 5510 Off-Campus Student Organizations (First Reading)**

- a. Pat Ashley stated that the wording is a bit hard to understand. President Kemper-Pelle noted that this policy is legally required and therefore we cannot change the wording.

- C. Review Board Policy: BP 7130 Employee Compensation (First Reading)**

- a. No comments.

- D. Administrative Procedure: AP 6150 Designation of Authorized Signatures (Information)**

- a. No comments.

- E. Approve Markforged Metal X 3D Printer Purchase through Hawk Ridge Systems**

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Pat Ashley moved, seconded by Roger Stokes, that the Board adopt item 8.E, as presented.

The motion unanimously carried.

F. Approve Agreement with College Board for PowerFAIDS Software

Kevin Talbert moved, seconded by Roger Stokes, that the Board adopt item 8.F, as presented.

The motion unanimously carried.

G. Approve Contract with Campus Logic, Inc. for Financial Aid Software

Pat Fahey moved, seconded by Claudia Sullivan, that the Board adopt item 8.G, as presented.

The motion unanimously carried.

H. Approve Simulation Equipment Purchase through Laerdal Medical Corporation

Kevin Talbert thanked Jodie Fulton for attending the Finance and Audit Committee meeting that occurred immediately prior to the start of this Board meeting. Dr. Talbert stated that Ms. Fulton's excellent explanations of the four purchasing resolutions on tonight's agenda helped the Board to better understand the need for them.

Kimberly Pottberg and Paula Calcaterra, both from the RCC nursing program, further explained the needs, benefits, and opportunities that the new simulation equipment would provide.

Kevin Talbert moved, seconded by Pat Fahey, that the Board adopt item 8.H, as presented.

The motion unanimously carried.

9. Foundation and Senior Management Team Reports

- A. Foundation**- Judy Basker noted that while fundraising is not going as well as it was at this time last year, it is going much better than anticipated, given the current pandemic situation. The Board expressed their excitement that the Ron

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Fox Endowed Scholarship has already received over \$6K (see file). Ms. Basker added that several thousand more dollars have come in toward that scholarship since her report submission.

- B. Senior Leadership Team**- Juliet Long highlighted items from her written report (see file). She noted that Program Information Sessions are being created and they will be a great new resource for students. Kori Ebenhack stated that she is very proud of the work being done by ASG for the Friendsgiving event. Rene McKenzie added that the event has been an excellent collaborative effort among students, staff, and community partners. It was noted that a food bank is in the works for the Redwood Campus. Curtis Sommerfeld highlighted that our computer labs have been a great resource for students who have trouble accessing a computer or Internet at home or who may need help with homework, Zoom, or Blackboard.
- C. Institutional Research Effectiveness & Planning (IREP)**- Laurie Roe highlighted items from her written report (see file). Ms. Roe noted that while Career and Technical Education (CTE) enrollment has dropped throughout the state compared to the fall of 2019, it has actually increased at RCC. President Kemper-Pelle noted that our underserved students have been the most affected as a result of COVID-19. She added that equity gaps are also increasing and we need to find ways to address those gaps. Ms. Roe then highlighted items from the Economic Value of Rogue Community College Executive Summary report (see file). She noted that Oregon community college students tend to stay in the area and invest in the community. Shawn Hogan stated that this report would be great to share with the greater Rogue Valley community.

10. New Business

- A. Strategic Planning Committee: Board Representation**- President Kemper-Pelle noted that in the past we have had two Board members who served on the steering committee for our strategic planning. Pat Ashley, Pat Fahey, and Claudia Sullivan all volunteered to serve on that committee. The steering committee is anticipated to start meeting in January.
- B. Grant Coordinator Introduction**- Scott Lindberg introduced himself to the Board and expressed his excitement to be part of the RCC team. Mr. Lindberg previously worked for the City of Grants Pass for nearly 15 years.

11. Old Business

- A. Zone 7 Vacancy**- The due date for applications is Monday, November 23rd. So far, we have received four applications.

12. Approve Consent Agenda

- A. Meeting Minutes**

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- a. October 20, 2020 Special Board Meeting
- b. October 20, 2020 Regular Board Meeting
- B. Grant Acceptance**
 - a. GEER Student Support Grant
 - b. ODVA Campus Veterans’ Resource Center Grant
 - c. ABS Title II Grant
 - d. First Generation Student Success Grant
 - e. Continuation Grants: Perkins Basic, TRiO REOC, and TRiO RETS
- C. Human Resources (none)**
- D. Financial Reports**
 - a. Monthly Financial Data Report- October 2020

Pat Ashley moved, seconded by Kevin Talbert, that the Board approve the consent agenda.

The motion unanimously passed.

13. Board Reports

- A. Executive Committee**- Nothing to add.
- B. Facilities Committee**- Roger Stokes noted all of the good work that is going on at the Redwood Campus in accordance with the Redwood Campus Master Plan, particularly in making the campus more student centric. At their last meeting, the committee discussed facility usage at the Riverside Campus. The committee identified Building A as currently being the most underutilized and a good candidate for a potential lease agreement. The committee also identified the need to increase our utilization of the Higher Education Center. The committee will meet again after the start of the new year.
- C. OCCA/OSBA**- Pat Fahey attended the OCCA annual conference, which was held virtually this year. He highlighted the good sessions on Diversity, Equity, and Inclusion. Shawn Hogan noted that voting for OSBA has opened today. He will receive feedback from Board members and then cast one vote on behalf of the Board.
- D. Board Outreach Committee**- Nothing to add.
- E. Marketing Advisory Council**- Claudia Sullivan stated that items are being collected for the time capsule and discussion is being had on making it into an art installation rather than actually burying it. She added that Carmen Sumner is working on short videos for our website and social media pages.
- F. RCC Foundation**- Claudia Sullivan attended her first Foundation Board Meeting and she enjoyed hearing the students who were there to present on the scholarships they have received.

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G. Board Policy Committee- Pat Ashley noted that the committee plans to meet next week.

H. President’s Performance Review Committee- Shawn Hogan highlighted items from the draft timeline that has been included in this month’s board packet (see file).

Shawn Hogan closed the public meeting at 7:05 p.m.

14. Executive Session- Shawn Hogan called the meeting into Executive Session at 7:06 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 7:35 p.m.

Shawn Hogan reconvened the public meeting at 7:35 p.m.

15. Roundtable-

To reduce Zoom fatigue, the Board agreed to explore ways to shorten the virtual Board meetings. This topic will be added to the agenda for discussion at the next Executive Committee meeting.

16. Adjournment- Shawn Hogan adjourned the meeting at 7:40 p.m.

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