
***Rogue Community College District
Board of Education– November 16, 2021 Meeting Minutes***

1. **Call to Order-** The Rogue Community College (RCC) Board of Education (Board) meeting was called to order by Roger Stokes, Board Chair, at 5:02 p.m. on Tuesday, November 16, 2021 via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Roger Stokes, Kevin Talbert, Pat Fahey, Pat Ashley, Maria Ramos Underwood, 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. Participants were asked to sign in with their full name and title using the chat box.
4. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Juliet Long, Kori Ebenhack, Lisa Stanton, Jamee Harrington, Amy Durst, August Farnsworth, Carmen Sumner, Chelsea Daugherty, Christine Murff, Greg McKown, Judy Basker, Laura Hill, Marco Vasquez, Mary Middleton, Laurie Roe, Rene McKenzie, Catherine Whitsel, Scott Lindberg, Ted Willhite, Tiffany Malsberger, Navarro Chandler, and Rachelle Brown; Izzy DeVlaeminck, ASG President; and Adam Robertson, Reporter- Grants Pass Daily Courier.
5. **Public Comment-** None.
6. **College Reports**
 - A. **Finance and Audit Committee-** Pat Fahey noted that state funding, enrollment, and property taxes are all currently down, but he is hopeful that enrollment will begin to increase. Mr. Fahey stated that the committee reviewed the preliminary audit findings for the 2020-21 fiscal year. The final audit will be presented at the committee’s December meeting, and Mr. Fahey extended an invitation for all Board members to attend that meeting. A summarized audit presentation will also be given at the December 14th regular board meeting.
 - B. **Written Report(s)-**
 - a. **Student Government-** Roger Stokes thanked Izzy DeVlaeminck for the excellent report. Mr. Stokes noted that, based on the Student Huddle minutes (see file), there seem to be some challenges students are facing and he inquired as to how those challenges are being addressed. Chelsea Daugherty responded that the Faculty Senate has created a subcommittee

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to review the Student Huddle minutes and see how they can address certain challenges. Ms. Daugherty stated that it would be helpful for other departments to also create committees to review the minutes and see how services for students could be improved.

- b. **Classified Association** (no written report)- No comments.
- c. **Faculty Association** (no written report)- Mary Middleton expressed her gratitude to the Board for allowing space on each board meeting agenda for the Faculty Association. She also thanked the Board for embracing diversity and allowing RCC to be a welcoming campus for people from all walks of life. Ms. Middleton stated that faculty feel strongly that applicants for the College President position should have prior community college teaching experience and asked the Board to please consider adding that requirement to the job description. Roger Stokes thanked Ms. Middleton and said the Board would take her comments into consideration.
- d. **Faculty Senate**- No comments.

7. President's Report

- A. Monthly Calendar and Narrative- President Cathy Kemper-Pelle highlighted items from her written report (see file). She noted that RCC received two commendations during the 2020 accreditation process with regards to the College's budget process. Beginning this fall, RCC will adopt an inclusive process of prioritizing programs and services with the goal of reallocating resources to achieve strategic balance. This new process will give people across the College an opportunity to review the data on their own programs and services, as well as provide feedback on prioritization. President Kemper-Pelle said that she hopes that this data-informed process will provide more transparency and more input at the program/service level prior to any budgetary decisions.
- B. Bond Oversight Committee (BOC)- Greg McKown highlighted items from his written report (see file). President Kemper-Pelle noted that the BOC spent time at their last meeting reviewing the Prioritized Capital Projects list and that there is a great need for the Massage Therapy program to be in a space that better mimics that of an actual work place setting. A renovation of K Building on the Redwood Campus (RWC) would allow Massage Therapy to have such a space. President Kemper-Pelle stated that the most current construction estimates for the renovation of K Building are over six months old. She asked for a motion for approval to move forward with an invitation to bid on renovations of the K Building for the Massage Therapy program. Discussion was then had on the potential benefits and outcomes of such a renovation. Discussion was also had on the rest of the Prioritized Capital Projects list (see file). President Kemper-Pelle

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clarified that if the Board moves forward with this motion and after the construction bids are received, a formal resolution will come to the Board with an updated construction estimate, at which time the Board will then decide whether or not to move forward with the renovation.

MAIN MOTION

Kevin Talbert motioned, seconded by Pat Ashley, that the Board approve the College to proceed with sending out an invitation to bid on renovation of the K Building on the Redwood Campus for use of the Massage Therapy program.

The motion unanimously carried.

President Kemper-Pelle then requested consideration from the Board for the redistribution of programs and services that would move the College from having three full service campuses to having two full services campuses and one center. She noted that the number of college staff is not large enough to support three full service campuses. It was proposed that more general education classes be moved from the Riverside Campus (RVC) to the Table Rock Campus (TRC) to support the CTE students at that campus. President Kemper-Pelle noted that given the upcoming budget process and because the College is looking at resource allocation based on programs and services, this is the perfect time to have this discussion. Discussion then occurred around the topic of what makes a campus versus what makes a center, as well as the impacts this change would have on students. Discussion then followed on the benefits of remote learning and remote services. Kevin Talbert noted that moving to a two campus and one center structure would be a big strategic decision for the College, and he is glad that President Kemper-Pelle brought it forward for discussion by the full Board.

President Kemper-Pelle stated that in addition to action item 4.2 of the Medford 2040 Vision Task Force action plan, which states that RCC will “Enhance the accessibility of health care education and training to produce more skilled health care professionals”, and which the Board agreed to at their October 2021 board meeting, the task force has also asked that RCC to be a lead partner on item 14.2 of the action plan which states that RCC will “Increase higher education’s offerings of micro credentialing that is aligned to workforce needs.” Dr. Kemper-Pelle noted that RCC is already working to accomplish this action item, so becoming a lead partner in this endeavor with the Medford 2040 Vision Task Force is easily done. The Board agreed.

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8. Board Action and/or Information Items

- A. Adopt Board Policy BP-3518: Child Abuse Reporting (Second Reading)
- B. Adopt Board Policy BP-6750: Parking (Second Reading)
- C. Adopt Board Policy BP-7600: College Security (Second Reading)

Maria Ramos Underwood moved, seconded by Pat Fahey, that the Board adopt items 8.A-8.C, as presented.

The motion unanimously carried.

- D. Approve Revised Administrative Procedure AP-2745: Board of Education Self-Evaluation (Second Reading)

Kevin Talbert moved, seconded by Pat Ashley, that the Board approve item 8.D, as presented.

The motion unanimously carried.

- E. Approve Marketing and Enrollment Services through Motimatic

Kevin Talbert moved, seconded by Pat Ashley, that the Board approve item 8.E, as presented.

The motion unanimously carried.

- F. Approve Appointments (Revisions) to the Presidential Search Advisory Committee

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

The motion unanimously carried.

- G. Adopt Profile, Minimum Requirements, and Timeline for the 2021/22 Presidential Search

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

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The motion unanimously carried.

H. Regional Career & Technical Education Program Advisory Committee Reports for Academic Years 2019-2020 & 2020-2021 (Information)

9. Foundation and Senior Leadership Team Reports

- A. Foundation- President Kemper-Pelle noted that Judy Basker has announced her retirement. Ms. Basker will be retiring in January after over 7 years of service at RCC. Dr. Kemper-Pelle thanked Ms. Basker for her great leadership of the RCC Foundation. The Board also expressed their gratitude to Ms. Basker and her great fundraising abilities. See file for written report.
- B. Senior Leadership Team- Kori Ebenhack highlighted items from the written report (see file).

10. New Business- None.

11. Old Business

- A. 2021-2022 Conferences and Conventions- The Board discussed the schedule of upcoming conferences and conventions and expressed their individual interests on which ones they would like to attend (see file).
- B. RCC District- Board Zone Changes (Redistricting)- At their October meeting, the Board asked Ms. Stanton to work with the Portland State University Population Research Center to see if moving to a two-zone option with some members at large would be possible. After receiving a response from Karen Smith, Senior Policy Advisor and General Counsel at the Oregon Community College Association, regarding this question (see file), the Board decided to not pursue the two-zone option at this time. The redistricting of RCC's board zones is scheduled to be completed by June of 2022.
- C. Redwood Campus Annexation- CSA Planning will be holding a virtual public outreach meeting for members of the neighboring communities to ask questions regarding the annexation of the Redwood Campus (RWC). Board members Roger Stokes, Kevin Talbert, and Pat Fahey expressed their interest in attending that meeting. Once a date is chosen, CSA Planning will reach out to the neighbors of RWC with invitations to attend the virtual meeting.

12. Approve Consent Agenda

- A. Meeting Minutes
 - a. October 19, 2021 Special Board Meeting
 - b. October 19, 2021 Regular Board Meeting
- B. Grant Acceptance (none)

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- C. Human Resources (none)
- D. Financial Reports
 - a. Monthly Financial Data Report- October 2021

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

The motion unanimously carried.

13. Board Reports

- A. Executive Committee- Nothing to add.
- B. OCCA/OSBA Liaison- Pat Fahey noted that there are several virtual meetings coming up that he plans to attend. President Kemper-Pelle stated that OCCA has resumed their weekly COVID-19 calls with the 17 Oregon community college presidents to discuss the new federal OSHA guidelines directing mandatory vaccinations for employers with over 100 employees.
- C. Board Outreach Committee- Maria Underwood noted that with some local Rotary organizations now holding in-person meetings again, she and Pat Fahey will be attending some of those meetings to promote RCC. President Kemper-Pelle is also on the agenda at some of those upcoming meetings.
- D. Marketing Advisory Committee Liaison- Claudia Sullivan stated that the committee will be meeting later this week to discuss the mission and purpose of the committee, as well as membership and meeting dates and times.
- E. RCC Foundation Liaison- Claudia Sullivan provided a summary of presentations at the most recent Foundation meeting. Ms. Sullivan said she loves hearing the stories of the student scholarship recipients at the Foundation meetings.
- F. Board Policy Committee- Pat Ashley stated that this committee, along with the Executive Team Policy and Procedure Committee, are progressing along very well toward the completion of retiring the old board policies and procedures webpage.
- G. Facilities Committee Liaisons- The newly reconstituted committee will be holding their first meeting in early December.
- H. President’s Search Committee- Pat Fahey thanked everyone who has participated in the development of the presidential profile and minimum requirements.

Roger Stokes closed the public meeting at 6:49 p.m.

- 14. Executive Session-** Roger Stokes called the meeting into Executive Session at 6:50 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 7:13 p.m.

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Roger Stokes reconvened the public meeting at 7:14 p.m.

15. Roundtable-

Pat Ashley wished everyone a Happy Thanksgiving.

Kevin Talbert expressed his gratitude of the Senior Leadership Team and all of the complicated issues that they have to deal with. He added that we are lucky to have such a great team. Dr. Talbert also added that he is very sad to see Judy Basker go and that the direction she took the Foundation was very positive.

16. Adjournment- Roger Stokes adjourned the meeting at 7:18 p.m.

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