
***Rogue Community College District
Board of Education– December 14, 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 5:00 p.m. on Tuesday, December 14, 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, Jeff Lang, 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. **Land Acknowledgement-** President Cathy Kemper-Pelle read a statement that serves as an acknowledgment of Indigenous peoples and their connections to the land that Rogue Community College occupies. This acknowledgment was developed in conversation between Grand Ronde Tribal staff, Siletz Tribal staff, and Native American Programs faculty and staff at Southern Oregon University; it continues to be a living statement through this ongoing partnership.
5. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Juliet Long, Lisa Stanton, Jamee Harrington, Amy Durst, August Farnsworth, Chelsea Daugherty, Greg McKown, Judy Basker, Jodi Simons, Laura Hill, Marco Vasquez, Laurie Roe, Rene McKenzie, Marianne Berry, Sarah Wofford, Tiffany Malsberger, Navarro Chandler, and Rachelle Brown; Izzy DeVlaeminck, ASG President; Kristin Diggs and Kailey Holt, Eide Bailly, LLP; and Lauren Bishop Reporter- Grants Pass Daily Courier.
6. **Public Comment-** None.
7. **Information Presentation**
 - A. **2020-21 Audit Report Presentation- Eide Bailly, LLP.** - A copy of the Annual Comprehensive Financial Report (ACFR) for year ending June 30, 2021 was distributed to Board members for review prior to the meeting (see file).

Kristen Diggs and Kailey Holt, Eide Bailly, LLP gave a comprehensive presentation on the 2020-21 Audit Report during the Finance and Audit Committee meeting prior to the start of the Board work session earlier today.

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Ms. Diggs reviewed the following information from the audit report:

- a. Page 25 shows that the auditors gave RCC an unmodified opinion, which is a clean opinion, regarding our financial statements.
- b. Three other clean, unmodified opinions were issued over the following areas:
 1. Oregon Compliance (page 149)
 2. Internal Control over Financial Reporting (page 152)
 3. Compliance and Internal Control over the Single Audit (page 152)
- c. Federal Award Findings and Question Costs (pages 159-166)

Roger Stokes thanked Ms. Diggs and Eide Bailly on behalf of the Board and also thanked Lisa Stanton and her staff for all their hard work in putting together the Annual Comprehensive Financial Report.

8. College Reports

- A. Finance and Audit Committee- Roger Stokes noted that most of the meeting was dedicated to the comprehensive presentation on the 2020-21 Audit Report from Eide Bailly (see file).
- B. Written Report(s)-
 - a. **Student Government**- Roger Stokes congratulated the Associated Student Government (ASG) on another successful Friendsgiving event (see file). Mr. Stokes noted that in the report he saw student's concern of the price of textbooks, as well as delays in receiving needed textbooks and class materials. He asked Izzy DeVlaeminck, ASG President, if there is anything that can be done to help solve these issues. Ms. DeVlaeminck said that moving forward it would be a good idea to look into other bookstore platform options. Chelsea Daugherty, ASG Advisor, noted that ASG is currently looking into what bookstores other community colleges are using and their effectiveness.
 - b. **Classified Association** (no written report)- Sarah Wofford noted that the Classified Association are currently in contract negotiations.
 - c. **Faculty Association**- No one present to comment (see file).
 - d. **Faculty Senate**- No one present to comment (see file).

9. President's Report

- A. Monthly Calendar and Narrative- President Cathy Kemper-Pelle highlighted items from her written report (see file). Discussion occurred around Program Prioritization Process and the newly updated timeline. Roger Stokes encouraged his fellow board members to read their copies of the book *Prioritizing Academic Programs and Services: Reallocating Resources to Achieve Strategic Balance* by Robert C. Dickeson, to help them better understand the process that the College is

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using for this project. President Kemper-Pelle gave an update on the search for a new ERP system. Discussion occurred regarding the Oregon community college state funding distribution formula (see file).

- B. Bond Oversight Committee (BOC)**- Greg McKown noted that the BOC did not meet this month and their next meeting is scheduled for mid-January. Mr. McKown highlighted items from his written report and gave a brief update on the Redwood Campus Science Building project (see file).

10. Board Action and/or Information Items

- A. Approve Lead Partnership in Medford 2040 Vision and Action Plan**

Pat Fahey moved, seconded by Pat Ashley, that the Board approve item 10.A, as presented.

The motion unanimously carried.

- B. Accept 2020-2021 Audit**

Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve item 10.B, as presented.

The motion unanimously carried.

- C. Approve Service Agreement with Eide Bailly, LLP to file for Employee Retention Credit**

Pat Fahey moved, seconded by Pat Ashley, that the Board approve item 10.C, as presented.

The motion unanimously carried.

- D. Approve Telecommunication Services through Zoom**

Kevin Talbert moved, seconded by Pat Fahey, that the Board approve item 10.D, as presented.

The motion unanimously carried.

- E. Approve Amended Resolution (B14.A1-21/22) for sale of Real Property- Riverside Campus C Building**

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Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve item 10.E, as presented.

The motion unanimously carried.

- F. Revisions to the Management, Administrative, and Confidential Employee Handbook (Information)

11. Foundation and Senior Leadership Team Reports

- A. Foundation (see file)- President Kemper-Pelle announced that Judy Basker, Executive of Director the RCC Foundation, will be retiring at the end of January and that Jodi Simons, Director of Operation- Foundation, will be taking over as the interim Executive Director. The Board thanked Judy Basker for her dedication and many contributions to the College.
- B. Senior Leadership Team- Juliet Long, Vice President of Academic Affairs, highlighted items from the written report (see file).

12. New Business

- A. 2022 Winter Term Board of Education Meeting Location- Discussion occurred regarding in-person versus Zoom meetings for the upcoming Board meetings. Due to the ongoing COVID-19 pandemic and safety protocols, the Board agreed to continue to hold their monthly meetings virtually on Zoom through at least the Winter Term and they will reassess in March.

13. Old Business

- A. Review 2021-22 Board Goals- The Board reviewed and discussed their 2021-22 goals (see file).

14. Approve Consent Agenda

- A. Meeting Minutes
 - a. November 5, 2021 Special Board Meeting
 - b. November 16, 2021 Special Board Meeting
 - c. November 16, 2021 Regular Board Meeting
- B. Grant Acceptance (none)
- C. Human Resources (none)
- D. Financial Reports
 - a. Monthly Financial Data Report- November 2021

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

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The motion unanimously carried.

15. Board Reports

- A. Executive Committee- Nothing to add.
- B. OCCA/OSBA Liaison- Pat Fahey updated the Board on the Oregon Business Plan event that occurred earlier in the month, as well as the December OCCA board meeting.
- C. Board Outreach Committee- Pat Fahey updated the Board on his ongoing outreach efforts.
- D. Marketing Advisory Committee Liaison- Claudia Sullivan noted the committee is working on creating a mission, vision, and goals. Ms. Sullivan stated that she is very sad about the loss of Carmen Sumner, RCC Marketing Director, and that she will truly be missed.
- E. RCC Foundation Liaison- Claudia Sullivan thanked Judy Basker for her many years of service to the College.
- F. EDI Council Liaison- Claudia Sullivan said that she is really enjoying the council meetings and that they are currently working on finishing up their campus climate survey.
- G. Facilities Committee Liaisons- Roger Stokes thanked Lisa Stanton for reorganizing the committee and for scheduling the monthly meetings. Mr. Stokes noted the recent Redwood Campus Annexation Public Outreach meeting that was held earlier this month. He added that no major concerns arose as a result of that meeting.
- H. President's Search Committee- Pat Fahey noted that the job has been posted and several applications have already been received. He will continue to keep the Board updated on the progress of the presidential search.

Roger Stokes closed the public meeting at 6:27 p.m.

- 16. Executive Session-** Roger Stokes called the meeting into Executive Session at 6:27 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 6:43 p.m.

Roger Stokes reconvened the public meeting at 6:44 p.m.

17. Roundtable-

Pat Ashley wished everyone a Merry Christmas and a very Happy New Year!

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Jeff Lang said that he is learning a lot during these board meetings, and he wishes everyone the best as the holidays approach.

Claudia Sullivan wished everyone happy holidays.

Kevin Talbert wished everyone a great holiday season.

Pat Fahey said that he appreciates his fellow board members and wished them a Merry Christmas.

President Kemper-Pelle expressed her gratitude to the Board and said that she is always thankful that they are the board to whom she reports. She said she is also thankful for her strong leadership team and the depth of knowledge that they possess.

Roger Stokes said that he appreciates his fellow board members and wished everyone a healthy and happy holiday season.

18. Adjournment- Roger Stokes adjourned the meeting at 6:51 p.m.

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