
Rogue Community College District
Board of Education– June 15, 2021 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 5:08 p.m. on Tuesday, June 15, 2021 via Zoom. Due notice was given.
2. **Determine Presence of a Quorum-** A quorum of the Board was present including: Pat Fahey, Roger Stokes, Shawn Hogan, 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, Curtis Sommerfeld, Juliet Long, Kori Ebenhack, Lisa Stanton, Jamee Harrington, Judy Basker, August Farnsworth, Greg McKown, Kim Freeze, Laurie Roe, Sara Bristol, Rene McKenzie, Carmen Sumner, Debbie Dice, Laura Hill, Navarro Chandler, Bernyne Wright, Chelsea Daugherty, Natalie Herklotz, Sarah Wofford, and Rachelle Brown; Valerie Barr, RCC Foundation President; Isabelle Pierre, Riverside (RVC)/Table Rock (TRC) Associated Student Government (ASG) President; and Natalie Skowlund, reporter at the Grants Pass Daily Courier.
5. **Public Comment-** None.
6. **College Reports**
 - A. Finance and Audit Committee- Roger Stokes noted that no year-end adjustments need to be made with regards to the General Fund. He added that the most important factor moving forward in terms of good financial standing will be to increase enrollment.
 - B. Written Report(s)-
 - a. **Student Government-** Shawn Hogan said that the information provided in the Student Huddles over the past year has been very enlightening. Mr. Hogan asked Isabelle Pierre if she had any key takeaways for the Board. Ms. Pierre stated that students are willing to provide their thoughts and feelings to the Board and that safe spaces are needed to facilitate such discussions. She added that it would be helpful to have more physical spaces on campus for students to engage and connect with one another.

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Mr. Hogan thanked Ms. Pierre for all of her hard work and effort over the past year and wished her luck on her future endeavors.

- b. **Classified Association** (no written report)- No comments.
- c. **Faculty Association**- No comments.
- d. **Faculty Senate**- Claudia Sullivan noted that she attended the Faculty Senate award ceremony and that it was a great experience. She encouraged her fellow Board members to attend next year.

7. President’s Report

- A. Monthly Calendar and Narrative- President Cathy Kemper-Pelle highlighted items from her written report (see file). She noted that return to campus planning is underway and that a staged return is being implemented over the summer and fall terms. RCC has received a \$50K grant from the Higher Education Coordinating Commission (HECC) to collaborate with Southern Oregon University (SOU) to recruit adults into higher education. President Kemper-Pelle noted that these funds can be used for marketing to attract new, continuing, and stopped out students. The RCC Executive Team are working to identify metrics for each objective of the new strategic plan. Those metrics will be presented to the Board at one of their upcoming meetings. President Kemper-Pelle highlighted organizational changes in the President’s Office. The Chief Human Resources Officer will now report directly to the President. President Kemper-Pelle also noted that the new position of Coordinator of Community and Governmental Relations has been posted and interviews will start soon.
- B. Bond Oversight Committee (BOC)- Greg McKown highlighted items from his written report (see file). Mr. McKown noted that the new Science Building on the Redwood Campus is about 8 ½ percent complete. He added that the Grants Pass Municipal Water Connection to Campus is now up and running.

8. Board Action and/or Information Items

- A. Review Board Policy BP-6500: Property Management (First Reading)
 - a. No comments.
- B. Review Board Policy BP-6550: Disposal of Property (First Reading)
 - a. No comments.
- C. Review Board Policy BP-6700: Facility Use (First Reading)
 - a. No comments.
- D. Review 2021-22 Board of Education Meeting Schedule (First Reading)
 - a. No comments.

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E. Adopt 2021-28 Strategic Plan (Second Reading)

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

The motion unanimously carried.

F. Adopt Resolution P79-20/21: Board Policy Title, Department, and Contact Information Updates

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

The motion unanimously carried.

G. Adopt 2021-22 Budget

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

The motion unanimously carried.

H. Impose 2021-22 Taxes

Pat Fahey moved, seconded by Pat Ashley, that the Board approve item 8.H, as presented.

The motion unanimously carried.

I. Approve Emeritus Status- Sheri Muzzioli

J. Approve Emeritus Status- Barbara McAuley

K. Approve Full-time Faculty Retirement- Theresa (Teri) Smith

Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve items 8.I-8.K, as presented.

The motion unanimously carried.

L. Approve Organization Chart

Maria Ramos Underwood moved, seconded by Claudia Sullivan, that the Board approve item 8.L, as presented.

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The motion unanimously carried.

M. Approve Contract with Blackboard Inc. to add Outcomes Assessment Capability

Pat Ashley moved, seconded by Pat Fahey, that the Board approve item 8.M, as presented.

The motion unanimously carried.

N. 2021-22 Management Contract Renewal List (Information)

a. No comments.

O. Executive Summary- Faculty CBA changes (Information)

a. No comments.

9. Foundation and Senior Management Team Reports

A. Foundation- No comments.

B. Senior Leadership Team- Kori Ebenhack highlighted items from the written report (see file). She noted that the ‘Who Are We Recruiting?’ snapshot is a result of the data from the disproportionate enrollment report that Laurie Roe and her team created. Ms. Ebenhack stated that marketing messages will try to target the gaps in enrollment. Shawn Hogan wanted to know how these messages are getting out to the community. Ms. Ebenhack responded that Carmen Sumner has developed a very comprehensive and inclusive marketing strategy that includes many different platforms such as tv, radio, email, print, and social media. President Kemper-Pelle added that she also provides this messaging to sector strategy groups in the area in case they would like to pass the information along to their employees who are looking to upskill. Pat Ashley wanted to know if we know what percentage of RCC students live in rural areas. Ms. Roe responded that the last time the survey was done, around 51% of the student population lived in rural areas of Jackson and Josephine county. She added that it would be good to analyze that data again, especially given the changes that have occurred due to COVID-19.

C. Institutional Research Effectiveness & Planning (IREP)- No comments.

10. New Business

A. Nominating Committee- Annual Board Organization- Roger Stokes, incoming Board Chair, will reach out to individual Board members to discuss which committees they would like to serve on during the 2021-22 academic year.

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- B. July Board Meeting- The July meeting will take place via Zoom. No board reports will be due.
- C. Board Retreat- Planning is underway for the 2021 Board Retreat. Mary Spilde has agreed to facilitate the retreat. Rachelle Brown is working on finding a date that works for everyone.
- D. 2021-22 Conference/Conventions- President Kemper-Pelle noted that the Achieving the Dream Conference will be held in Portland, Oregon this year and she recommends that the Board send at least one representative. She added that it would be good for at least one Board member to attend the Association of Community College Trustees (ACCT) Leadership Congress in San Diego, California. Roger Stokes and Pat Fahey expressed interest in attending the ACCT Leadership Congress. Pat Fahey and Pat Ashley encouraged Board members to attend the Oregon Community College Association (OCCA) Annual Conference in Sun River, Oregon. Rachelle Brown will add registration fees and deadlines to the list of conferences and conventions (see file). This will be a continued topic of discussion as the Board looks at their budget and decides which members will attend the upcoming conferences and conventions.

11. Old Business- None

12. Approve Consent Agenda

- A. Meeting Minutes
 - a. May 18, 2021 Special Board Meeting
 - b. May 18, 2021 Regular Board Meeting
 - c. May 18, 2021 District Budget Committee Meeting
 - d. May 27, 2021 District Budget Committee Meeting
 - e. May 25, 2021 Special Board Meeting
- B. Grant Acceptance
 - a. Continuation Grants: CARES- Institutional; CARES- Emergency Aid Grants to Students
- C. Human Resources (none)
- D. Financial Reports
 - a. Monthly Financial Data Report- May 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.

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- B. Facilities Committee-** Nothing to add.
- C. OCCA/OSBA-** Pat Fahey asked President Kemper-Pelle if she has heard anything about the funding request for wildfire relief funds. President Kemper-Pelle responded that she has not yet heard back from the Joint Ways and Means Committee.
- D. Board Outreach Committee-** Pat Fahey noted that Maria Ramos Underwood will now be helping out with this committee.
- E. Marketing Advisory Committee-** The committee will be meeting at the end of June. Claudia Sullivan added that once the RCC bear is complete, it will be displayed at RWC.
- F. RCC Foundation-** Nothing to add.
- G. Board Policy Committee-** Pat Ashley noted that the committee continues to review and update board policies.

Shawn Hogan closed the public meeting at 6:26 p.m.

- 14. Executive Session-** Shawn Hogan called the meeting into Executive Session at 6:27 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations, (2)(e) Real Property Transactions, and (2)(f) Exempt Public Records and closed the Executive Session at 6:50 p.m.

Shawn Hogan reconvened the public meeting at 6:51 p.m.

15. Roundtable-

MAIN MOTION

Pat Fahey moved, seconded by Roger Stokes, that the Board approve moving forward with contract negotiations for the sale of the Kerby Belt Building to the Illinois Valley Boys and Girls club for \$1.

The motion unanimously carried.

Pat Fahey said that he passed his RCC certification and he is now an AutoCAD inventor/user. He added that he is excited to eventually see everyone in person.

Claudia Sullivan complemented Lisa Stanton, Curtis Sommerfeld, and their staff for this year's smooth budget process. She added that she is really looking forward to the CAR-mencement event.

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Maria Ramos Underwood stated that she is excited about the projected funds from the potential sale of some of the Riverside Campus buildings.

Pat Ashley thanked Shawn Hogan for serving as Board Chair over the past year. She added that it has been a privilege to work with him.

Roger Stokes noted that Kori Ebenhack did a wonderful job presenting to the Medford Rotary Club. Mr. Stokes expressed his gratitude to Curtis Sommerfeld for his 33 years of wonderful service to the college. He also wished Shawn Hogan the best of luck and thanked him for his service to the Board.

President Kemper-Pelle thanked the Board for their support over the last year. She said the Board has been wonderful in supporting the college through such a challenging year. She also added that she is excited for the college to focus on enrollment during the upcoming year, as well as getting the word out to the community about all of the exciting things RCC has to offer.

Shawn Hogan thanked Mr. Sommerfeld for his service to the college. He also thanked the Board and President Kemper-Pelle for their work over the last year.

16. Adjournment- Shawn Hogan adjourned the meeting at 6:57 p.m.

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