
***Rogue Community College District
Board of Education– August 17, 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 5:01 p.m. on Tuesday, August 17, 2021 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, Pat Ashley, Maria Ramos Underwood, and Claudia Sullivan.

Mr. Stokes stated that discussion on agenda items 11.B- Board Retreat and 13.H- President’s Search Committee took place during the 4:00pm Board Work Session. He asked that these items be removed from this meeting agenda.

MAIN MOTION

Pat Fahey moved, seconded by Pat Ashley, that the Board remove agenda items 11.B and 13.H as discussion items from the agenda.

The motion unanimously carried.

3. **Zoom Etiquette-** Rachele 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, Judy Basker, Laurie Roe, Navarro Chandler, Sara Bristol, Robert Bagwell, Tracy Redd, Laura Hill, Mary Middleton, Kim Freeze, Chelsea Daugherty, Carmen Sumner, Mariane Berry, Colletta Young, and Lauren Bishop, reporter at the Grants Pass Daily Courier.
5. **Public Comment-** Emily Ellis submitted a public comment in the form of an email. That email was distributed to the Board prior to the start of this meeting (see file). Ms. Ellis was not present at the meeting.
6. **College Reports**
 - A. Finance and Audit Committee- Pat Fahey noted that the committee discussed agenda item 8.F- Approve Authorization to Invest Taxing District Funds –

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Josephine County. He added that this is an item that occurs yearly. The committee also discussed various federal grants that are available to students, as well as reviewed the college's monthly financial statements. Mr. Fahey stated that the recent PERS bonds went spectacularly well and the interest rate was even lower than expected.

B. Written Report(s)-

- a. **Student Government** (no written report)- No comments.
- b. **Classified Association** (no written report)- No comments.
- c. **Faculty Association** (no written report)- Mary Middleton noted that RCCEA has asked for a bargaining session regarding Senate Bill 551. She said they are looking forward to discussing the details of that bill with management. Ms. Middleton added that their annual picnic had to be cancelled due to the excessive heat, wildfire smoke, and the increase of COVID-19 cases in the area.
- d. **Faculty Senate** (no written report)- No comments.

7. President's Report

- A. Monthly Calendar and Narrative- President Kemper-Pelle stated that RCC's Incident Response Team met this morning in response to the recent surge in COVID-19 cases and the delta variant. Emails from President Kemper-Pelle are frequently being sent to faculty, staff, and students to keep them up to date on the latest protocols and vaccine information. The college has recently implemented an employee incentive program for any RCC employee who gets fully vaccinated for COVID-19 by October 1st. A standard COVID-19 statement is being developed for course syllabi.
- B. Bond Oversight Committee (BOC)- President Kemper-Pelle highlighted the photographs of the new science building on the Redwood Campus. She noted that a lot of progress is being made. The exterior and interior wall framing is expected to be completed around September 10th. Roofing will be delivered mid-September.

8. Board Action and/or Information Items

- A. Review Board Policy BP-6540: Insurance (First Reading)
 - a. No comments.
- B. Adopt Revised Board Policy BP-1200: The Rogue Community College Mission (Second Reading)
- C. Adopt Revised Board Policy BP-2310: Regular Meetings of the Board of Education (Second Reading)

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D. Adopt Board Policy BP-4109: Online Learning Accessibility (Second Reading)

Pat Ashley moved, seconded by Maria Ramos Underwood, that the Board adopt items 8.B-8.D, as presented.

The motion unanimously carried.

E. Approve Revised Administrative Procedure AP-2510: Participation in Local Decision Making (Second Reading)

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

The motion unanimously carried.

F. Approve Authorization to Invest Taxing District Funds – Josephine County

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

The motion unanimously carried.

9. Foundation and Senior Leadership Team Reports

A. Foundation- Judy Basker said that things are going well.

B. Senior Leadership Team

a. Marketing Update- Carmen Sumner highlighted items from her written report (see file). The Board congratulated the marketing team on the Cash for College campaign.

C. Institutional Research- Laurie Roe noted that she is working with various staff across the college to develop data dashboards.

10. New Business-

A. COVID-19 Protocols

a. Return to campus- President Kemper-Pelle noted the need for a face to face presence across all three campuses. Employees who wish to pursue an at home working arrangement can complete an application through HR to do so. As faculty, staff, and students begin to return to RCC's campuses, all will be required to wear masks indoors at all times, and outdoors when social distancing is not possible.

b. Travel- Out of state travel on behalf of the college is suspended through Fall term. In state travel will only be approved if it is mission critical. In

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regards to upcoming conferences and conventions, the Board agreed to implement the same criteria.

c. Meetings- Due to the rise in COVID-19 cases in Jackson and Josephine Counties, the Board has decided to hold their September meeting virtually via Zoom.

B. Grants Pass YMCA Executive Committee Meeting- The Grants Pass YMCA is looking to relocate some of their services to the Redwood Campus. President Kemper-Pelle noted that this would be mutually beneficial to both the YMCA and RCC. Discussions will occur before any final decisions are made. Two to three board members will meet with the Grants Pass YMCA Board to hear their presentation. Those board members will then report back to the full Board at their next meeting.

11. Old Business

A. Zone 3 Vacancy- Advertisements are currently running in local papers. Rachelle Brown noted that she has received a few requests for applications. Any applications submitted to Ms. Brown will then be forwarded to the Board for review and consideration.

~~B. Board Retreat~~–(see main motion on page 1)

C. Remembering Ron Fox- Roger Stokes stated that Ron Fox was a valued member of the Board for many years, as well as a respected figure in the community. He is missed greatly by all.

12. Approve Consent Agenda

A. Meeting Minutes

a. July 20, 2021 Regular Board Meeting

B. Grant Acceptance

a. Continuation Grant- CARES: Strengthening Institutions Program

C. Human Resources (none)

D. Financial Reports

a. Monthly Financial Data Report- July 2021

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

The motion unanimously carried.

MAIN MOTION

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Pat Ashley moved, seconded by Claudia Sullivan, that the Board approve Gold Hill Associates as their search consultant firm to conduct RCC's presidential search.

The motion unanimously carried.

13. Board Reports

- A. Executive Committee- Nothing to add.
- B. Facilities Committee- Nothing to add.
- C. OCCA/OSBA- Pat Fahey noted that OCCA has received many great applications for their new Executive Director.
- D. Board Outreach Committee- Nothing to add.
- E. Marketing Advisory Committee- Claudia Sullivan said that marketing is doing wonderful work. An unveiling event for the Evergreen Bank RCC Bear is being planned for sometime this fall.
- F. RCC Foundation- Nothing to add.
- G. Board Policy Committee- Nothing to add.
- H. President's Search Committee-(see main motion on page 1)

Roger Stokes closed the public meeting at 5:59 p.m.

- 14. Executive Session-** Roger Stokes called the meeting into Executive Session at 5:59 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations and (2)(e) Real Property Transactions and closed the Executive Session at 6:12 p.m.

Roger Stokes reconvened the public meeting at 6:12 p.m.

15. Roundtable-

Discussion was had on Vice President attendance at the upcoming Board Retreat. The Board agreed that attendance will be dependent upon the finalized retreat agenda. Furthermore, if Vice Presidents are needed for all or part of the day, they will be given the option to join the retreat via Zoom. President Kemper-Pelle thanked the Board for having an open discussion with herself and the Vice Presidents on this topic.

Maria Ramos Underwood thanked President Kemper-Pelle and the leadership team of the college for their cautiousness and protocols toward COVID-19.

Claudia Sullivan echoed Ms. Underwood and said the current rise in COVID-19 cases is scary.

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Pat Fahey said that he looks forward to seeing his fellow board members at the upcoming retreat.

Roger Stokes noted that he will be gone during the month of September and Vice Chair Pat Fahey will be conducting the Board meetings that month.

16. Adjournment- Roger Stokes adjourned the meeting at 6:37 p.m.

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