
***Rogue Community College District
Board of Education– August 18, 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 5:00 p.m. on August 18, 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, and Claudia Sullivan.

Shawn Hogan closed the public meeting at 5:03 p.m.

3. **Executive Session-** Shawn Hogan called the meeting into Executive Session at 5:03 p.m. pursuant to ORS 192.660 (2)(d) Labor Negotiations, (2)(e) Real Property Transactions and (2)(h) Legal Counsel and closed the Executive Session at 5:30 p.m.

Shawn Hogan reconvened the public meeting at 5:31 p.m.

4. **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 electronically raise their hand as well as type their question into the chat function of the Zoom meeting.
5. **Introduction of Guests-** RCC District employees included: President Cathy Kemper-Pelle, Juliet Long, Kori Ebenhack, Curtis Sommerfeld, Judy Basker, Amy Lukens, Andrea Anderson, Navarro Chandler, August Farnsworth, Bernyne Wright, Carmen Sumner, Chelsea Daugherty, Coletta Young, Denise Caldwell, Donna Plummer, Grant Walker, Gray Conway, Greg McKown, Jamee Harrington, Jan Carpenter, Jennifer Burkes, Jenny Konarske, Jeremy Taylor, Julie Toledo, Jil Rigby, Kelly Johnson, Kim Bell, Kim Freeze, Laura Bowles, Lisa Parks, Mary Middleton, Molly Darling-Roque, Marco Vasquez, Nicole Longoria, Ralph Henderson, Renee McKenzie, Sara Bristol, Sarah Wofford, Tamara Adams, Terry Smith, Tiffany Malsberger, Donna D’Inzillo, Rachelle Brown, Associated Student Government (ASG) President Isabelle Pierre, and Grants Pass Daily Courier reporter Casey Crowley.

6. **Public Comment-** No public comment.

7. **College Reports**

- A. **Finance and Audit Committee-** Pat Fahey noted that our state funding has come in at the originally anticipated amount. He added that the funding for the next biennium is going to pose some challenges.

Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes

B. Written Report(s)-

- a. **Student Government-** Isabelle Pierre stated that due to COVID-19 the Redwood and Riverside campus ASG's have merged into one team. They have been active this summer with a strong social media presence. Ms. Pierre noted that ASG has teamed up with the Counseling Department to provide support to students through their Student Huddle. ASG is actively working on improving student experience at RCC.
- b. **Classified Association-** Sarah Wofford highlighted the letter that the Classified Association provided to the Board prior to the start of this meeting (see file). Ms. Wofford noted that since the submission of the letter Classified staff have received follow up regarding some of their concerns. In particular, President Cathy Kemper-Pelle and Curtis Sommerfeld met with Classified staff to report on the work that is being done to improve Campus Nexus and make sure the concerns of the Classified staff are made a priority. She thanked President Kemper-Pelle and Mr. Sommerfeld for hosting the Classified Association Chat with the President yesterday, and she looks forward to more meetings like that in the future. Ms. Wofford noted that the needs of all students are important and also expressed how important it is to hear the concerns of the Classified staff. She thanked the Board for allowing the Classified staff this board meeting as an avenue to express their concerns.
- c. **Faculty Association** (no written report)- Mary Middleton noted that faculty are being surveyed this week to check in on their wellbeing and to see what kind of support the faculty feel might be needed for Fall term.
- d. **Faculty Senate** (no written report)- Ms. Middleton stated that they are still meeting weekly and that those meetings are well attended.

8. President's Report

- A. **Monthly Calendar and Narrative-** President Kemper-Pelle highlighted the part of her written report regarding the Oregon President's Council (OPC) Retreat (see file). She stated that at the retreat Dr. Michael Baston from Rockland Community College gave an outstanding presentation on equity. The retreat allowed the OPC to create a list of statewide priorities which included: legislative advocacy and funding, Diversity Equity and Inclusion (DEI), Current Service Level (CSL) funding formula, adult populations, hunger and homelessness, cybersecurity, K-12 relations, transfer, online and remote learning, developmental education redesign, capital construction, and prison re-entry programs. President Kemper-Pelle also noted the importance of the community college messaging that the OPC is presenting to the Oregon legislature. The messaging demonstrates how essential community colleges are to their communities.

***Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes***

- B. Accreditation Update**- President Kemper-Pelle highlighted the letter RCC received from the Northwest Commission on Colleges and Universities (see file). This letter officially confirms our accreditation as well as lists our commendations and recommendations.
- C. Campus Nexus Update**- President Kemper-Pelle noted that the Go-Live for Campus Nexus did not go well and has been much bumpier than expected. President Kemper-Pelle wrote a letter to the CEO of Anthology (formerly Campus Management) expressing our concerns. That letter resulted in a meeting between Anthology leaders and executive leadership at RCC to address those concerns. As a result of that meeting a list of top priorities was created and a weekly meeting between top executives at Anthology and RCC leadership now occurs. Similarly, daily team meetings are in place to develop ground level solutions. Curtis Sommerfeld explained some of the system failures that occurred once Campus Nexus went live and how these team meetings are now addressing these failures. Mr. Sommerfeld noted that once the programmers at Anthology have created a solution, they are very efficient at rolling out that solution. It was also noted that Anthology is relatively new to the community college market, having dealt more with trade schools and private universities prior to working with RCC. Roger Stokes asked if we are getting financially compensated for all of the headaches this roll out has caused? Mr. Sommerfeld responded that we have created a list of items we would like as compensation, and we are just starting that conversation with Anthology. President Kemper-Pelle added that all of the extra meetings and support with Anthology are being done at no extra charge. Claudia Sullivan asked if students are now able to register for Fall term and if those students who had their financial aid held up by Campus Nexus are now able to receive it? Kori Ebenhack responded that the system is still having problems with dispersing loans but that the financial issues are being worked on. She added that pre-requisites are an issue in the system but that progress is being made. While we still have a long way to go, there have been tremendous improvements. Ms. Sullivan followed up and asked if there are any manual workarounds? Ms. Ebenhack responded that manual workarounds can take anywhere from 45 minutes to an hour per individual file, and there is not enough staff to be able to manually workaround each case. Ms. Sullivan thanked Sarah Wofford and all the other staff who are working with students on resolving these issues, and she acknowledged how hard and frustrating it must be for staff to not be able to solve problems because the solutions are out of their hands. Shawn Hogan asked if there is anything that RCC could have done better in respect to the training hole that was addressed in the Classified Association letter? President Kemper-Pelle answered that Anthology’s training module assumed that Go-Live would go smoothly and there would be time for training. There is currently not time to

***Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes***

devote to training when our staff has had to try to find solutions to so many unexpected problems. Mr. Sommerfeld added that training videos are being put together for students and staff.

- D. Bond Oversight Committee (BOC)**- Greg McKown highlighted items from his written report (see file). He noted that the Health Professions Center project is in the closeout phase, and construction has been completed. The Marketing Department is having professional videography done of the exterior and interior of the building. The student-designed wall murals are expected to be installed sometime in September. The Redwood Campus Science project is on design workshop five, and Mr. McKown noted that those workshops are going well. The project has also moved into the design development phase. The Grants Pass Water Project will begin the on-campus construction in September. Completion is expected for February of 2021. Mr. McKown noted that a letter was sent to the City of Grants Pass asking them to waive the system development charges for the project, which equate to around a quarter million dollars. The pump placement has been moved to a more convenient location where the City will not need to move it closer to campus. Mr. McKown said that it is within code for RCC to be able to ask for a waiver of those system development charges. He is hoping to hear back from them soon.

9. Board Action and/or Information Items-

- A. Adopt Board Policy: BP- 3510 Workplace Violence (Second Reading)**

Pat Fahey moved, seconded by Roger Stokes, that the Board adopt items 9.A- 9.E, as presented.

The motion unanimously carried.

- B. Adopt Board Policy: BP- 3520 Local Law Enforcement (Second Reading)**

- C. Adopt Board Policy: BP- 3540 Sexual Assaults on Campus (Second Reading)**

- D. Adopt Board Policy: BP- 5210 Communicable Disease- Students (Second Reading)**

- E. Adopt Board Policy: BP- 7330 Communicable Disease- Employees (Second Reading)**

- F. Review Board Policy: BP- 2800 Emeritus Status (First Reading)**
a. No comments.

*Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes*

- G.** Review Board Policy: BP- 3430 Prohibition of Discrimination and Harassment (First Reading)
 - a. No comments.

- H.** Review Board Policy: BP- 3433 Prohibition of Sexual Harassment under Title IX (First Reading)
 - a. No comments.

- I.** Review Board Policy: BP- 6100 Delegation of Authority, Business & Fiscal Affairs (First Reading)
 - a. No comments.

- J.** Review Board Policy: BP- 6150 Designation of Authorized Signatures (First Reading)
 - a. No comments.

- K.** Review Administrative Procedure: AP- 2800 Emeritus Status Designation (Information)
 - a. No comments.

- L.** Approve Assembler, Pre-Engineered Metal Buildings: Trade

Kevin Talbert moved, seconded by Claudia Sullivan, that the Board approve items 9.L and 9.M, as presented.

The motion unanimously carried.

- M.** Approve Assembler, Pre-Engineered Metal Buildings: Career Pathway Certificate

- N.** Approve Authorization to Invest Taxing District Funds- Josephine County

Kevin Talbert moved, seconded by Roger Stokes, that the Board approve item 9.N, as presented.

The motion unanimously carried.

- O.** Approve RCC COVID-19 Health and Safety Operational Plan (Second Reading)

Roger Stokes moved, seconded by Kevin Talbert, that the Board approve item 9.O, as presented.

The motion unanimously carried.

10. Foundation and Senior Management Team Reports

- A. Foundation- Judy Basker said that the Foundation is still actively reaching out to community partners and attending community meetings, but she expects this to be a tough year for fundraising. She noted that it will be a great year to continue to cultivate relationships.
- B. Senior Leadership Team- Kori Ebenhack stated that this month's report is focused on the Advising Redesign part of Guided Pathways. Advising Redesign is a combined effort of Instructional and Student Services. Each student will have an advising case manager, a financial aid advisor, and a faculty advisor. Juliet Long showed an example of a pathway map to demonstrate how the new design will allow each student to have a plan for their specific needs (see file). Ms. Ebenhack then showed floorplans of three Redwood Campus buildings and explained the new layouts of those buildings (see file). The L Building will now contain TriO/SSS, SOHOPE, and the Advising Center. A student from any program will be able to enter into this building and find the correct advisor. The SS Building is becoming a Welcome Center, and the Art Gallery is being moved from the library to the center of this building. The Welcome Center is meant to be a starting point for new students and visitors at the Redwood Campus. The W Building, which currently holds the library and the tutoring center, is being reconfigured to include a Student Success Center as well as a Testing Center, in addition to keeping the library in place. All testing will now take place in one testing center location rather than dispersed in many testing locations. The Student Success Center is envisioned to be a place where any returning student can go for support services. The tutoring center will stay in the center of the layout, but the surrounding area will now include the counseling department, student employment, disability services, and the math department. Where the art gallery used to be will now be a micro market for students. Roger Stokes congratulated everyone who is working on these space redesigns and noted how well they align with the Redwood Campus Master Plan. He feels that these new spaces will be a great success for the campus. Ms. Ebenhack stated that completion of this redesign is expected to take another six months, but RCC has taken advantage of the empty campus due to COVID-19 to move support programs without disrupting work. President Kemper-Pelle complemented Ms. Ebenhack and Ms. Long in their leadership of this project. She noted that they have used the best practices learned through Achieving the Dream, along with what is working nationally, and making that come to life on our Redwood Campus.
- C. Institutional Research Effectiveness & Planning (IREP)- President Kemper-Pelle highlighted the IREP report submitted by Laurie Roe (see file). She noted that the hybrid model for learning is the model of choice for those students who were surveyed. Kevin Talbert asked for clarification on how many students responded

***Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes***

to the survey referenced in the report. President Kemper-Pelle said that she would reach out to Ms. Roe for the response rate.

11. New Business-

- A. Board Schedule- Shawn Hogan stated that the Board has agreed to keep the Zoom format of the Board meetings through December of 2020. At the time the Board will reevaluate meeting locations for 2021.

12. Old Business- None.

13. Approve Consent Agenda

- A. Meeting Minutes
 - a. June 16, 2020 Special Board Meeting
 - b. June 16, 2020 Regular Board Meeting
 - c. July 21, 2020 Special Board Meeting
- B. Grant Acceptance (None)
- C. Human Resources
 - a. Approve Full-Time Faculty Retirement- Humanities Instructor (Suzanne Chavez)
- D. Financial Reports
 - a. Monthly Financial Data Report- July 2020

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

The motion unanimously passed.

14. Board Reports

- A. Executive Committee- Nothing to add.
- B. Facilities Committee- Curtis Sommerfeld stated that RCC is looking to the Board for guidance on how to proceed with the Illinois Valley/Kerby building as well as the downtown Grants Pass/Ester Bristol building. Mr. Sommerfeld noted that RCC is not looking to get rid of the services in these buildings but rather looking at the utilization of the spaces. Shawn Hogan said that if we have buildings that result in excess space capacity, that we no longer have the burden of ownership of those buildings. Kevin Talbert added that he has not heard any compelling arguments as to why RCC would need to own those buildings. He added that we could still find a way to offer the services currently located in those buildings some other way. Claudia Sullivan inquired about the partnership with the City of Grants Pass on the makerspace that was supposed to happen in the downtown building. President Kemper-Pelle responded that the City is working with a group

***Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes***

of makers to pursue a makerspace in Grants Pass, but RCC has decided to withdraw from that in light on COVID-19. That decision was based on the high cost of renovations to create the maker space, as well as the lack of return on investment in the current COVID-19 situation. Pat Fahey expressed concern about the SBDC and where they will be relocated. Roger Stokes agreed that we could use the money from those buildings in a more productive way on the Redwood Campus. With regard to the Illinois Valley location, Pat Fahey noted that a location in the larger population center of Cave Junction would be of better service to students in that community. Should RCC sell these two buildings, Shawn Hogan said that he does not believe it is the Board’s role to dictate where the funds from those sales should go but rather let President Kemper-Pelle and her leadership team make those decisions. Kevin Talbert agreed with Mr. Hogan’s statement but wanted to add that it is ultimately the Board’s decision to approve how funds are allocated. President Kemper-Pelle stated that she would like to approach budget shortfalls from the state in a different way. She said that in the past RCC has gone straight to our employee roster to balance the budget, and she would like that to change. She noted that student success depends on people. We are already staffed very thinly, and if we keep whittling away at our personnel we will no longer be able to provide quality services to our students. Shawn Hogan concluded that the college administration is free to pursue the sale of both the Illinois Valley/Kerby Building and the downtown Grants Pass/Ester Bristol building. He added that it would be helpful for the Board to understand where the services from those buildings will be relocated in the future.

- C. OCCA/OSBA- Nothing to add.
- D. Board Outreach Committee- Pat Fahey noted that he participated in the Illinois Valley Rotary Club earlier today and presented on the Health Professions Center project. He will attend another Rotary meeting in the future, and his main goal is to make sure the community knows that RCC is open.
- E. Marketing Advisory Council- Nothing to add.
- F. RCC Foundation- President Kemper-Pelle noted that Valarie Barr is the new Foundation chair.

15. Roundtable-

Claudia Sullivan is looking forward to the virtual grand opening of the Health Professions Center.

Kevin Talbert wanted to express his gratitude to President Kemper-Pelle, the leadership team, and everyone on the front lines at RCC for all of their hard work and dedication

*Rogue Community College District
Board of Education– August 18, 2020 Meeting Minutes*

during the pandemic. He also thanked RCC faculty and staff on behalf of the Board and said that the Board admires everything they do for students.

President Kemper-Pelle thanked everyone for the great turnout at tonight's Board meeting.

16. Adjournment- Shawn Hogan adjourned the meeting at 7:10 p.m.

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