

**MINUTES OF THE JANUARY 10, 2006
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

I. CALL TO ORDER

The meeting was called to order by Rosemary Baker-Monaghan at 6:48 p.m.

Board Members Present: Marilyn Lane, Rosemary Baker-Monaghan, Paul Gillum, Karen Mellin, Laura Harris, Frank Satterwhite, and Doug Grant (arrived 7 p.m.) Board Members Absent: None. Others Present: Sheila Ruhland, Alice Wood, Nadine Faith, Tom Gill, Joanie Weatherly, Kara Hansen, Pat Haggard, Richard Balkins, Jo Black, Roger Friesen, Bill Pierson, President Greg Hamann, Deputy Clerk Lindi Overton, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

Lindi Overton referred to New Business, Item B., and asked that be changed to “Request *to Eliminate* Policy 3.010, Budget Committee. Paul Gillum **moved to approve the agenda as amended**. Marilyn Lane seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those in attendance to introduce themselves.

B. School Board Recognition Month

In honor of School Board Recognition Month, President Hamann presented the Board of Directors with certificates of appreciation. Cake was also served.

III. APPROVAL OF MINUTES

Laura Harris **moved to approve the minutes of the December 7, 2005 Board Work Session, as presented**. Paul Gillum seconded. The motion carried unanimously.

Frank Satterwhite referred to the December 13, 2005 Regular Board Meeting minutes, page 1, first paragraph, and stated the sentence where his name appeared should read as follows: “Frank Satterwhite inquired why Washington state Running Start students were charged more *than other Washington residents* to enroll for classes.” Marilyn Lane **moved to approve the minutes of the December 13, 2005 Regular Board Meeting as revised**. Karen Mellin seconded. The motion carried. Laura Harris abstained as she was not present at that meeting.

IV. EDUCATIONAL PROGRAM

Alice Kero Wood, CCC’s Public Safety Coordinator, shared about CCC’s Public Safety Education Program, which provides public safety personnel with the opportunity to earn credit for a portion of their state-required basic training to be police or corrections officers. In her presentation, Alice also mentioned the police class would be expanding from 10 to 16 weeks,

which indicates an increase in the number of students that will be registered and the number of FTE those registrations represent. Board members were also provided with a copy of the CCC Public Safety Education Program Report for Fall 2005 Enrollments, which was included in the Board packet. Alice answered Board members' questions pertaining to this program.

V. REPORTS

A. Report of the Board Chair

The Board discussed the need to have regularly scheduled monthly Board work sessions. They agreed to meet Tuesday, January 31st, and then the first Tuesday of each month beginning March 2006. The work sessions will be held in the Library Conference Room and will begin at 6:30 p.m.

Rosemary Baker-Monaghan asked Board members to start thinking about when the time comes to recommend a bond measure for the November election, about whether or not the Board wanted to act as individuals or appoint someone on the Board to be the official representative on ballot issues, to work on a ballot committee, etc. Frank expressed he would be most pleased if Doug Grant took the lead on this, adding he thought Doug did a nice job of speaking publicly, and that Doug had a better background than the rest of the Board in terms of marketing and persuasive commentary on issues like this.

President Hamann mentioned in the next month or so he will be bringing a recommendation to the Board regarding a design committee and a bond committee, and that both of those committees will have representation inclusive of the Board as well as the broader community.

Doug Grant inquired about business cards for College Board members. He explained he thought the College needed to have more presence in the community during the bond campaign. Rosemary Baker-Monaghan recalled earlier Board discussion on this issue. She explained some Board members had felt if a Board member had business cards that they might be perceived by the public to have more authority than was allowed. Laura said she remembered the Board had talked about some possible alternatives, but did not remember that moving forward in the conversation. She said maybe the Board could revisit this matter and if the purpose is related to the bond that perhaps the Board could take a different approach to this. Greg Hamann commented once a campaign theme was determined that maybe the theme could be printed on the cards. Rosemary added the cards could include "paid for by the Bond Committee."

B. Report of the Associated Student Body Government

None.

C. Report of the Deputy Clerk

Lindi Overton provided a brief overview of the FY2006 Financial Summary for December 2005. She reported that our first timber payment of the fiscal year in the amount of \$252,082 was received in December, and that expenditures and revenues are where they are expected to be this at this time.

Lindi also reported that Moss Adams will present the FY05 Financial Audit for the College at the February Board meeting. The Board will receive a copy in advance of the February meeting.

D. Report of the Board Representatives to Foundation and OCCA

Doug Grant stated he was not able to attend the December Foundation meeting because it coincided with the College Board meeting. He then asked Nadine Faith to talk about a grant the Foundation had recently received. Nadine said the word was not yet final, but she had been informed by the attorney for the Towler estate that the College was the recipient of the John Towler trust (son of Emmett Towler), and that the trust stated if John Towler had no living heirs at the time of this death, the College would be the final recipient of those funds. Nadine Faith said one of the conditions of the trust is that it is to be used for scholarships in the areas of humanities, and that the College must always have the name “Emmett Towler” on a significant College building. She said she hoped to announce this to the public at large this spring.

Nadine also shared about a direct mail appeal that went out to donors and prospective donors in the community on December 20, 2005. She said to-date this effort had raised \$1,700.

Doug Grant reminded everyone at the February Board meeting there would be a Foundation Board member in attendance to talk about the April 1st Foundation Art Auction.

There was no Report of the Board Representative to the OCCA for December.

E. President’s Administrative Team (PAT) Updates

Sheila Ruhland remarked on the Workforce Training and Community Education “New Course Offerings 2005-2006” contained in the Board packet.

Carol Goerges announced new employee Becky Read, who has been hired as the Workforce Training Coordinator effective January 3, 2006.

F. Report of the President

There was no written President’s Report for December. President Hamann drew the Board’s attention to a variety of attachments included in the Board packet, including: 1) DRAFT Planning Calendar; 2) Presidential Goals for 2005-06, 2nd Quarter Report; and 3) December 6, 2005 President’s Council Meeting Minutes.

Paul Gillum commented he was very impressed about the many positive things taking place at the College. Laura Harris said she thought the minutes of the President’s Council meetings were very helpful because often times that group is discussing policies that are eventually going to be brought to the Board.

G. Communications and News Items

A variety of news articles from various publications and letters regarding Clatsop Community College.

VI. OLD BUSINESS

A. Request for Revision to Board Policy 1.125, Board Meetings/Regular Board Meetings – Second Reading

Paul Gillum moved to accept **Request for Revision to Board Policy 1.125, Board Meetings/Regular Board Meetings, as presented**. Doug Grant seconded. The motion carried unanimously.

Kari Walsh and Greg Hamann will draft a schedule for cross-the-county Board meetings. This schedule will be presented to the Board at the February meeting.

VII. NEW BUSINESS

A. **Requests for Revision to Policy 3.005, College Budget Preparation and Management – First Reading**

Lindi Overton provided general comment on all five policies in the Board packet related to the Budget. She said the revisions to Policy 3.005 incorporated and consolidated several policies into one. It was noted that Policy 3.010 contained procedural elements and had been rewritten as a procedure identifying actions of the Budget Committee.

Marilyn Lane moved to approve for first reading **Request for Revision to Policy 3.005, College Budget Preparation and Management, and Request for Elimination of Policies 3.010, 3.015, 3.020, and 3.025**. Paul Gillum seconded. Discussion. Frank Satterwhite said that from time to time if there is an item or statement on which there is not full agreement whether it is policy or procedure, that it would be helpful for him to have someone walk the Board through the process College administration goes through to arrive at their decision. Greg Hamann agreed that would be educational, and mentioned the minutes of the President's Council meetings might also be helpful because they capture how policies and procedures evolve.

President Hamann mentioned he would like the Board to work with Carol Goerges to establish five or six key policy areas, and then have administration develop procedures within those policies.

After some further discussion, the Chair called for a vote on the question. The motion carried unanimously. Policies 3.005, 3.010, 3.015, 3.020, and 3.025 will be brought back as second readings at the February Board meeting.

B. **Request for Revision to Policy 3.010, Budget Committee – First Reading**

Discussed under New Business, Item A.

C. **Request to Eliminate Policy 3.015, Budget Hearing – First Reading**

Discussed under New Business, Item A.

D. **Request to Eliminate Policy 3.020, Budget Adoption Procedures – First Reading**

Discussed under New Business, Item A.

E. **Request to Eliminate Policy 3.025, Budget Implementation – First Reading**

Discussed under New Business, Item A.

VIII. ANNOUNCEMENTS

A reminder about the upcoming OSBA Bonds and Ballots Workshop scheduled for January 12-13th at the Phoenix Grand Hotel/Salem Conference Center.

IX. BOARD FORUM

Doug Grant shared that his son had a terrible high school experience, and that he is now attending school at CCC and doing very well thanks to one of his instructors. He also mentioned his son had just got a job by virtue of what he learned here at Clatsop CC. Doug also said he was remissed during the Foundation Report section to not remind everyone that it was “still O.K. to contribute to the Foundation, no matter how much.”

Marilyn Lane also reminded everyone that it was not too late to contribute to the OCCA Political Action Committee. She also conveyed her appreciation, on behalf of the College Board, to all the faculty and staff that participated at the January 6th Inservice. Marilyn then distributed the Inservice notes compiled by Kari Walsh to Board members and asked them to take some time to review the notes in preparation for the January 31st Board Work Session.

Rosemary Baker-Monaghan also remarked on the January 6th Inservice, and said everyone had done an excellent job, and she thought the ideas shared by faculty and staff were better than those the Board had developed.

Karen Mellin said the College’s Art Department has a “stellar show” taking place at the Art Gallery, exhibiting the work of two internationally renowned artists, Rick Bartow and Royal Nebeker.

Laura Harris echoed Marilyn and Rose’s comments. She also wanted to publicly thank Steve Sanders and Harley Bristol for giving her a quick tour of the MERTS campus. Laura said she had visited with Steve and Harley at the January 6th Inservice and had mentioned she had never been on a tour of the MERTS campus before.

The question was raised if the MERTS name would change now that MERTS Inc. was dissolved. Greg Hamann said discussion had not taken place on that matter.

X. EXECUTIVE SESSION

The Regular Board meeting was recessed at 8:05 p.m. Rosemary Baker-Monaghan called for an Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Following the Executive Session, the Regular Board meeting was reconvened at approximately 8:45 p.m.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8:45 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary