

**MINUTES OF THE MARCH 13, 2007
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

I. CALL TO ORDER

The meeting was called to order by Chair Rosemary Baker-Monaghan at approximately 6:30 p.m.

Board members present: Larry Sparks (via conference call), Frank Satterwhite, Karen Mellin, Rosemary Baker-Monaghan, Marilyn Lane, Paul Gillum, Laura Harris. Board members absent: None. Others present: Tyler Laird, Emma Norman, Craig Lee, Jan Nebaker, John Nebaker, Jo Black, Julie Brown, Christine Bridgens, Don Johnson, Richard Balkins, Michael Bunch, Sheila Ruhland, Carol Goerges, Greg Dorcheus, Cindy Hawkins, Curtis McBride, Bernie Wood, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

Paul Gillum **moved to approve the agenda as presented.** Karen Mellin seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves. She then opened the meeting up for public comment for any topic NOT on the agenda.

Christine Bridgens asked if there was a total cost amount for the proposed new campus. President Hamann indicated it was \$60M. He recalled he had provided her group with a detailed breakdown of those costs.

Don Johnson asked if the \$60M figure was a firm figure or an estimate. President Hamann responded the actual costs of a project are never the same as planned, but that it would be no more than \$60M.

III. APPROVAL OF MINUTES

Paul Gillum **moved to approve the minutes of the February 13, 2007 Regular Board Meeting, and the February 27, 2007 Board Special Meeting as presented.** Larry Sparks seconded. The motion carried unanimously.

IV. EDUCATIONAL PROGRAM

Michael Bunch, CCC Instructor, Biology and Environmental Science, introduced Craig Lee, Emma Norman, and Tyler Laird, second year CCC students working toward their Associate of

Arts – Oregon Transfer degree. The students volunteer with the Seaside-based group, Sea Turtles Forever, and worked in Costa Rica on a sea turtle conservation project over the 2006-07 winter break. Craig, Emma and Tyler gave a PowerPoint presentation about their experience in Costa Rica working on this project. It was noted that Michael Bunch is exploring the possibility of expanding these projects to include a class and overseas work in Costa Rica.

V. REPORTS

A. Report of the Board Chair

No report.

B. Report of the Associated Student Government (ASG)

Curtis McBride distributed copies of the school newspaper “Bandit” to Board members, and shared the ASG was currently focusing on end-of-year awards that will be presented at commencement.

C. Report of the Deputy Clerk

Lindi Overton provided the Statement of Revenues and Expenditures for FY07 and FY06 by fund source. February represents eight months of the fiscal year (66%). She said she had provided more detail in her report for costs related to construction of a new campus. Lindi Overton also referred to the 2006 Audit Results, Report to the Board of Directors of CCC, dated February 26, 2007, which was a written report of what the auditors provided the Board verbally at its February meeting. Board members also received copies of the Independent Auditor’s Report on Financial Statements dated June 30, 2006 in the mail in advance of the March Board meeting. Lindi also noted that Clatsop CC was at the end of its three year contract with Moss Adams LLP, and would be soliciting quotes for audit firms for one, two or three years, depending on how bids come in.

D. Report of the Board Representatives to Foundation and OCCA

Marilyn Lane said President Hamann had prepared a presentation that was shared with other community college presidents about what Clatsop CC might be able to do if provided with the additional estimated \$500K that would be ours if the CCSF were \$529M instead of \$483M. She shared OCCA was working hard to get the dollar amount increased for all seventeen community colleges. She said if any Board or community member happened to be in Salem, to please stop in and visit with our representatives. Marilyn also mentioned that Greg Hamann would be testifying at the Capital Construction Hearings next Monday and Tuesday in Salem.

Laura Harris reported on the February meeting of the Foundation Board. She said Greg Hamann addressed the Foundation Board about the campus replacement project, and that the Foundation Board unanimously voiced its support for placing a bond on the May ballot for a new campus. She said the Board had also spent a lot of time talking about financial strategic planning for the future and how the Board of Trustees can recruit and get more people involved with the Foundation. Ms. Harris also reminded everyone of the Art Auction scheduled for April 7, 2007, at Camp Rilea in Warrenton.

E. President's Administrative Team (PAT) Updates

Greg Hamann noted that Nadine Faith and Roger Friesen were absent because they were representing CCC at the Cannon Beach City Council meeting.

F. Report of the President

President Hamann referred to his written report in the Board packet. He also directed the Board to a copy of a PowerPoint presentation that he made to the House Higher Education Subcommittee on March 5, 2007. The Board and President Hamann also discussed the Strategic Plan for 2005-06 Annual Progress Report and related data sets. Discussion focused primarily on the College's new retention initiatives, confidence levels associated with online versus classroom instruction, and outcomes assessment and relationship to grading practices.

VI. OLD BUSINESS

A. Request for Revisions to Policy 3.230, Campus Safety and Security – Second Reading

Paul Gillum moved to approve Request for Revisions to Policy 3.230, Campus Safety and Security, as presented. Laura Harris seconded. The motion carried unanimously.

B. Request for Revisions to Policy 5.030, Teaching About Controversial Issues – Second Reading

Paul Gillum moved to approve Request for Revisions to Policy 5.030, Teaching About Controversial Issues, as presented. Marilyn Lane seconded. The motion carried unanimously.

VII. NEW BUSINESS

A. Service/Supervisory and Administrative Salary Schedule for 2007-08

Greg Hamann and Carol Goerges provided a brief overview of the recommended proposed salary increases for Service/Supervisory and Administrative employees (exclusive of the President). It was noted the recommended 2.6% increase is the same amount that will be paid to the faculty in 2007-2008, and is based on the annualized CPI-U (urban wage earners) in the Portland metropolitan area. In addition to COLA and step movement, S/S staff should also receive the 5% increase in the College's insurance premium gap.

Frank Satterwhite moved to approve the proposed salary increase for Service/Supervisory and Administrative employees (exclusive of the President) effective July 1, 2007. Marilyn Lane seconded. The motion passed unanimously.

B. Request to Eliminate Policy 4.340, Sabbaticals for Administrative and Service/Supervisory Staff – First Reading

Carol Goerges explained this policy had not been used for at least ten years. During that time there have not been any requests for sabbatical leaves from administrative or service/supervisory employees.

Frank inquired if Administrative and Service/Supervisory staff had some type of continuing education funds available to them. Greg Hamann said there was an established Staff Development Fund for this purpose.

Marilyn Lane **moved to approve Request to Eliminate Policy 4.340, Sabbaticals for Administrative and Service/Supervisory Staff, for first reading.** Paul Gillum seconded. The motion carried unanimously.

C. Request to Revise Policy 4.811, Light/Modified – First Reading

Carol Goerges stated the changes to Policy 4.811 would make the policy more clear. She referred to the companion Procedure 4.811P-1 which was approved by President’s Council at their February meeting. Frank Satterwhite asked if the policy was broad enough to include mental and emotional “injury” as well as physical injury. Carol Goerges indicated that it did.

Laura Harris **moved to accept Request to Revise Policy 4.811, Light/Modified Duty Policy for first reading.** Marilyn Lane seconded. The motion carried unanimously.

VIII. ANNOUNCEMENTS/COMMUNICATIONS

Laura Harris said she was scheduled to lead the discussion on the reading assignment for The World Café at the March 27 Board Work Session, but was not able to attend that night. She asked if she could switch with another Board member and perhaps lead the discussion at the April Board Work session instead. Several Board members voiced they were also not available on March 27. The Board agreed to cancel and not reschedule the March 27 work session, and meet at its next regularly scheduled work session on April 24, 2007.

Greg Hamann informed the Board there was a chance he might not be able to attend the April Board meeting as he would be in Salem testifying at the Support Fund Hearings.

Rosemary announced the March 29, 2007 OCCA board meeting was cancelled.

Frank Satterwhite shared he might miss the April 24 Board Work Session.

Greg Hamann reminded the Board that they were scheduled to lead the Values Conversation scheduled for May 31, 2007.

IX. BOARD FORUM

Karen Mellin shared she had attended the Gateway Community Workshop held at the Liberty Theater March 5-7, 2007. She said she had the opportunity to hear Ed McMahon who talked about development in communities and keeping a “sense of place.” Karen said that one of the speakers had talked about a situation where a college had moved from the place where it had been located many years, and how it negatively affected the surrounding community. Karen stated she took notes and wanted to present those to the Board in a more coherent manner at a future date. Ms. Mellin also commented when she hears talk about selling the current Jerome Avenue property, that it has been a “really loved site here for many generations, and when you talk so easily about selling it, it gets to the heart of people who love this place.” Karen also thanked the Liberty Theater for being a “wonderful example of renovation in the historic area.” She concluded “this is an issue that may not be important to everyone in the county, but it’s important to people in this city.”

Larry Sparks inquired about the legislative bill concerning part-time/full-time faculty. Rosemary said the bill did not have a number assigned to it yet because it had not had a hearing on the House floor. Marilyn commented the OCCA staff was very vigilant watching what was happening with this bill. Greg Hamann remarked while it did have a cost impact, “our greatest concern of that bill is the ways in which it reduces our curriculum breadth.”

Marilyn Lane thanked Michael Bunch and his students for their Educational Program presentation. She said the concept of “using community based projects is really powerful, and to see it go international is very exciting.” Marilyn commented she too had attended all three days of the Gateway Workshop at the Liberty Theater, and wanted to clarify that Ed McMahon did not specifically comment on CCC’s situation, and that he did not state that you “don’t build new buildings, but that you do build them in a way that honors the environment in which they are built.” Marilyn also shared information about her recent trip to Washington, DC where she represented the College at the ACCT Annual Conference. She said her trip provided a valuable perspective on the work going on at the national, state and local levels. Marilyn remarked she hoped Clatsop CC would budget next year for the opportunity for one or more of the Board members to attend the national conference and/or conventions next year, adding “boards benefit greatly from the kind of education they receive from these.”

X. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8:20 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary