

**MINUTES OF THE OCTOBER 9, 2007  
CLATSOP COMMUNITY COLLEGE  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING**

**I. CALL TO ORDER**

The meeting was called to order by Paul Gillum at approximately 7:10 p.m.

Board Members Present: Dirk Rohne, Larry Sparks, Marilyn Lane, Karen Mellin, Frank Satterwhite, Paul Gillum. Board members absent: Rosemary Baker-Monaghan. Others present: Rich Beveridge, Nadine Faith, Kara Hansen, Carol Goerges, Britney Hall, Richard Balkins, Roger Friesen, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

**A. Adoption of Agenda**

A revised agenda was distributed with the following items deleted: 1) REPORTS, Item (I) Presentation on New Market Tax Credits/Historic Preservation Tax Credits; and 2) NEW BUSINESS, Item (B) Ratification of the Agreement Between CCC and Oregon School Employees Association (OSEA) Chapter 154. The NEW BUSINESS item will be brought back to the Board for its action at the November meeting.

Marilyn Lane **moved to approve the agenda as revised**. Frank Satterwhite seconded. The motion carried unanimously.

**II. PUBLIC FORUM**

**A. Introduction of Guests**

Paul Gillum asked those present to introduce themselves.

**B. Public Comment**

No comments came forth.

**III. APPROVAL OF MINUTES**

Jo Black had requested in an email a change to the September 18, 2007 Regular Board Meeting minutes under PUBLIC COMMENT. She stated it was Mt. Hood Community College and not Umpqua Community College that had written a letter to OSBA. Dirk Rohne **moved to approve the minutes of the September 18, 2007 Regular Board Meeting as amended**. Karen Mellin seconded. The motion carried. Frank Satterwhite abstained as he was not present at the meeting.

**IV. REPORTS**

**A. Report of the Board Chair**

Paul Gillum commented he was very impressed by how the Board handled the conversation at the Board Work Session, which he appreciated.

**B. Report of the Associated Student Government (ASG)**

Britney Hall, ASG President, reported the ASG was focusing its energies on making the campus more than just a place to come take classes, and that it was interested in “creating a campus culture for students.” She said it was important for students to have as much support as possible to make this happen.

**C. Report of the Deputy Clerk**

Lindi Overton provided the Statement of Revenues and Expenditures for FY08 and FY07 by Fund Source. September represents three months of the fiscal year (25%). Lindi shared she had just received information for enrollment for last year which was posted to the distribution formula, and that she would be presenting a revised budget to the Board at its November or December meeting.

Lindi Overton also mentioned the first \$250,000 of timber revenues received in early December will be credited to Property Taxes. Also, a reminder that timber revenues will be credited to the Plant Fund after the initial \$250,000 is recorded in the General Fund.

**D. Report of the Board Representatives to Foundation and OCCA**

Frank Satterwhite had nothing to report as he was in Alaska last month, and was not able to attend the September Foundation Board meeting.

Marilyn Lane shared at the October 4th OCCA Board meeting it was discussed that one of the goals OCCA has for this year is to create strategic conversations (The World Café) similar to that of the Clatsop CC Board’s earlier work session. Marilyn Lane also mentioned in her role as Board Representative to OCCA that she was very interested attending other community college board meetings to learn their practices and then bring back that information to share with the CCC Board. She also encouraged Board members to attend the upcoming OCCA Convention in Sunriver, Oregon October 25-27.

**E. President’s Administrative Team (PAT) Updates**

Carol Goerges announced new hires Stephen Schoonmaker, Vice President of Instruction, and Moira Golub, the Outreach Academic Tutor Coordinator for the Upward Bound/Educational Talent Search Coordinator.

Greg Hamann reminded everyone of the New Employee Reception scheduled for November 1<sup>st</sup> at the Hamann’s residence. Board members were encouraged to attend.

**F. NWCCU Progress Report (Lindi Overton)**

Lindi Overton presented the Board with the College’s Progress Report on Recommendations 1 and 2 from the Spring 2006 Regular Interim Evaluation Report. This report presents the College’s progress in its ongoing efforts to provide quality learning opportunities and community services for the citizens of Clatsop County. Lindi Overton stated the NWCCU will be meeting December 8-9 and that the College would be hearing from the NWCCU after that date if they have accepted the report.

## **G. Report of the President**

President Hamann referred to his written report in the Board packet, and thanked those Board members that were able to attend the College's Inservice on September 21<sup>st</sup>.

With regard to the Jerome Campus Redevelopment Project (JCRP), President Hamann shared the primary work was being done by SRG and the Design Team, and that the next meeting of the Design Team was scheduled for October 18 at 2 p.m., with the Open Meeting portion to follow at 4 p.m. JCRP meeting minutes/announcements can be found on the College's website.

A "Board Meeting Planning Calendar for FY07-08" was included in the Board packet to help Board members keep track of the various Community Conversations, Board work sessions, and regular Board meeting dates and locations.

Greg Hamann distributed "CCC's Institutional Learning Outcomes (ISLO's)" and "CCC Board Community Conversations 2007-08" questions which will be the focus of the upcoming Community Conversation series. Frank Satterwhite said he thought #2 was too limiting, and suggested changing the wording to read: Solve problems with current and emerging discipline-appropriate "technology/*knowledge*" or "technology *or knowledge*." Frank added that technology was not always a solution to solving a problem, citing Humanities as an example. The issue of how to get attendance at the upcoming Community Conversation series was also discussed. Nadine Faith remarked there will be a page dedicated to this on the College's website, in addition to other forms of advertising. Nadine encouraged Board members to personally invite people in their community to attend the Conversation series.

Greg Hamann also distributed copies of a letter to the Oregon Department of Education (ODE) in which he responds to ODE's Corrective Action request regarding full access on our Jerome Avenue Campus.

## **H. Report from ACCT Annual Congress**

President Hamann, Karen Mellin, Marilyn Lane, and Frank Satterwhite attended the 2007 ACCT Annual Congress held in San Diego, California, September 26-29. The theme for this year's Congress was titled "Securing Future Economic Prosperity – The Role of Community College Trustees." Some highlights of the Congress shared by attendees included a presentation given by Greg Hamann and Marilyn Lane on community-based learning, a speech by keynote speaker Richard Stephens, workshops on presidential contracts and evaluation, and effective board governance/policy governance, session on campus security and campus management, and roundtable discussions which offered participants an opportunity to discuss targeted issues or opportunities.

The following emerged for further consideration/action:

- Marilyn asked for the Board's approval for her to serve on one of the ACCT committees. ACCT requires a board person to apply to be on one of their committees, and requires board approval. Clatsop CC would have to fund the expenses, which would include approximately two conferences per year. There was Board consensus to support Marilyn Lane's request. Frank Satterwhite suggested that Marilyn contact OCCA to discuss the possibility of Marilyn serving as a representative for the smaller/rural colleges in Oregon,

rather than just CCC, and that possibly OCCA could help to cover costs associated with this. Marilyn Lane thanked the Board for their support, and said she would get a letter for Paul or Rosemary's signature.

- Karen Mellin mentioned that people kept asking for business cards. She recalled the idea was suggested some years ago and turned down, but that perhaps having business cards at something such as the ACCT Congress would be helpful.
- Frank said he thought the College needed to have a "crisis management team" with clearly defined roles.
- Larry Sparks stated he wanted a copy of the presentation that Marilyn and Greg Hamann gave at the ACCT Congress.

## VII. OLD BUSINESS

None

## VIII. NEW BUSINESS

### A. Layoff of a Classified Employee

Frank Satterwhite inquired if there was anything not included in the explanatory cover sheet the Board needed to know before taking action. Carol Goerges said there was not and that the employee had indicated she did not wish to appeal. Marilyn Lane **moved to approve the layoff of Copy Center Assistant Sally Decamp effective on October 10, 2007.** Frank Satterwhite seconded. The motion carried unanimously.

### B. Request for Exception to Policy

Nadine Faith said the Foundation would like the option to serve wine at the 2007 Donor Reception, which will be held in the Josie Pepper Building on December 1st. In order to serve alcohol on College premises, the Foundation was requesting the Board approve an exception to Policy 3.463 which prohibits serving alcohol on College premises.

Larry Sparks expressed his concern that by agreeing to this exception it created a liability issue. Nadine Faith acknowledged Larry's concern but assured him there would be a licensed server which who would carry liability responsibility. Marilyn Lane **moved to approve an exception to Policy 3.463.** Dirk Rohne seconded. Discussion. Greg Hamann recalled when this policy was passed two years ago there had been conversation about whether or not the College would revisit this issue, and he said he suspected we would at some point, and that granting exceptions from time to time was not a good way to proceed. Frank Satterwhite said he would be in favor of revisiting this issue as he thought "we do more good modeling responsible use of alcohol rather than pretending to abstain."

Without further discussion, the Vice Chair called for a vote on the motion. **Dirk Rohne, Marilyn Lane, Frank Satterwhite, and Karen Mellin voted in favor of the motion.** Larry Sparks abstained. The motion carried.

## IX. ANNOUNCEMENTS/COMMUNICATIONS

Greg Hamann encouraged Board members to register for the October 25-27 OCCA Convention if their schedules allowed.

**X. BOARD FORUM**

Dirk Rohne informed the Board he would not be able to arrive to the November Board meeting until approximately 7 p.m.

ASG Representative Briteny Hall referred to the letter from President Hamann to the ODE regarding the ODE’s corrective action request, and said she wanted to bring this letter to the attention of the ASG because she thought it would help students to “understand the changes we are in the process of making or have made” to make the College not only more accessible, but a more “enjoyable place for people to come to.”

Marilyn Lane commented she thought it was great there was so much representation from Clatsop CC at the ACCT Congress. She added it was “fun to see the diversity and meet people from other places and hopefully when next year’s Congress rolls around we can do it again, and perhaps a couple of more Board members can go.”

Larry Sparks handed out information about tuition and fees for Oregon Community Colleges.

Karen Mellin shared she had attended a wonderful reception for artist Elaine Green at the CCC Art Center Gallery on October 2<sup>nd</sup>. Karen also mentioned there were parent-teacher conferences on October 18, the same day as the Jerome Campus Redevelopment Project meetings, but could make it for the Open Meeting portion from 4-5 p.m.

**XI. ADJOURNMENT**

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

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Greg Hamann  
President

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Paul Gillum, Vice Chair

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Kari Walsh  
Recording Secretary