

**MINUTES OF THE JUNE 12, 2007  
CLATSOP COMMUNITY COLLEGE  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING**

**I. CALL TO ORDER**

The meeting was called to order by Rosemary Baker-Monaghan at approximately 6:40 p.m.

Board members present: Rosemary Baker-Monaghan, Larry Sparks, Laura Harris, Marilyn Lane, Frank Satterwhite, Karen Mellin. Board members absent: Paul Gillum. Others present: Nancy Pyburn, Jon Nebaker, Don Webb, Carol Goerges, Don Bridgens, Christine Bridgens, Richard Balkins, Don V. Johnson, Ed Fearey, Sheila Ruhland, Becky Read, Don Stiefel, Josh Cooper, Jan Roberts, Margaret Frimoth, Jo Black, Angela Bake, Erin Dietrich, Polk Riley, Rick Gardner, Kara Hansen, Ann Peitsch, Ralph Peitsch, Bob Erickson, Scott Ryder, Clovia Erickson, Stephanie Miller, Terry Miller, Tom Potter, Jim Santee, Roger Friesen, President Greg Hamann, Deputy Clerk Lindi Overton, and Recording Secretary Kari Walsh.

**A. Adoption of Agenda**

Marilyn Lane **moved to approve the agenda as presented.** Frank Satterwhite 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.

Jim Santee thanked the Board for the proposals made regarding new college facilities, and shared he had voted in favor for the previous two bond measures, and wanted to see another effort at a new campus.

Don Webb remarked about comments made at the May 8<sup>th</sup> Board meeting, and then commented he hoped the Board "can move on and update the present campus buildings."

Ann Peitsch remarked she hopes "we don't waste any more time and hundreds of thousands of dollars on what seems the majority of the County is not for, and go with something the people will support."

Jo Black read aloud a letter of support for the ongoing support of addressing our college campus needs. The faculty voted to approve this communication on June 5, 2007.

### III. APPROVAL OF MINUTES

Larry Sparks **moved to approve the minutes of the May 8, 2007 Regular Board Meeting and the May 22, 2007 Board Special Meeting as presented.** Marilyn Lane seconded. The motion carried. Laura Harris abstained as she was not present at the meetings.

### IV. EDUCATIONAL PROGRAM

Becky Read, Coordinator Workforce Training, and Rick Gardner, Director, Business Solutions Center and Small Business Development Center, were present to highlight The Business Solutions Center, which pulls together the various College services that support the local business community.

### V. REPORTS

#### A. Report of the Board Chair

Rosemary Baker-Monaghan announced the June 12<sup>th</sup> meeting was the last regular Board meeting Laura would be attending in her role as a CCC Board member. She then presented Laura Harris with a Certificate of Appreciation in honor of her four years of service on the CCC Board.

Greg Hamann distributed copies of a suggested draft CCC Board Retreat Agenda, and Board Goals for FY06-07 in preparation for the August Board retreat. Frank said based on past experience he wanted to have time on the agenda to have an open discussion about pressing matters or what may be of interest to Board members. The Board also discussed and agreed to have its online self-evaluation completed three weeks prior to the Board retreat. Karen Mellin stated she would not be available for the Board retreat.

Kari Walsh will order copies of "Handbook on CEO-Board Relations and Responsibilities" and have these available for the Board at the July 10th Board meeting.

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

No report.

#### C. Report of the Deputy Clerk

Lindi Overton provided the Statement of Revenues and Expenditures by Fund Source for the eleven months ended May 31, 2007.

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

No report of the Board representative to the Foundation. President Hamann mentioned at the last Foundation Board meeting the Foundation Board discussed hiring a consultant to help develop strategies for resource development.

Marilyn Lane shared what was taking up most of the time of OCCA staff, college presidents and board members was attending the legislative session where they were working hard to get funding for Oregon's community colleges.

President Hamann distributed copies of an email from President Frank Toda regarding an article on the \$511M budget for Oregon's community colleges endorsed by the Joint Ways and Means Committee.

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

Margaret Frimoth showed a video on Victory Over Child Abuse (VOCA) Camps, which offers traditional camp experiences in a healing environment. She also introduced two students, Josh Cooper and Dillon Stiefel, who shared their experiences as VOCA Camp volunteers.

Sheila Ruhland was present to answer questions and/or provide clarification on Instructional Program Evaluation Recommendations for 2006-07.

Carol Goerges mentioned new employees Timothy (TJ) Lackner who has been hired as the full-time Math Instructor effective September 2007, and Nicole Turek who has been hired as the full-time Biology (A&P) Instructor effective September 18, 2007.

**F. Report of the President**

Marilyn Lane first commented she had been "cornered by a well known community member" who had said there was the perception the College Board has met without public notice, and she wanted to clarify this had not happened, and that the Board has not breached public meeting laws.

President Hamann drew attention to his written report in the Board packet. He then provided the Board with an update on activities in Salem, especially as they pertain to CCC. He also presented the Board with some preliminary information about facilities development options. The four options included: 1) Develop a new campus on a new site, utilizing a bond ballot measure that DOES NOT require a double majority; the first opportunity for this being November 2008; 2) Develop a new campus on a new site, utilizing a bond ballot measure that DOES require a double majority, this first opportunity for this being as early as September 2007; 3) Refurbish the current campus, utilizing the approximately \$15M we already have plus possible seismic stabilization funds; and 4) Reconstruct the college on the current site, incorporating new construction as well as demolition of some existing structures, utilizing a bond ballot measure for some as of yet undetermined amount. President Hamann recommended starting with Option 3, and to move to Option 4 only if and when further analysis and investigation indicated the necessity of doing so, and/or if public sentiment supported it.

The Board had a lengthy discussion on the four facilities development options. Frank Satterwhite said he would have a "real ethical problem supporting the investments of large amounts of public money on this current site if we cannot make this site accessible to anyone and everyone in Clatsop County who wants to use it." Rose acknowledged Frank's comments and said she agreed with it philosophically, but realistically she "does not have the heart to go out and ask for a bond right now and doesn't think we can pass one." She further stated we "need to step back and do the best we can do here for our students, faculty and staff." Rosemary further explained why she was in favor of Options 3 and 4, and that she did not support Options 1 and 2.

Larry Sparks remarked if the Board decided to go with Option 3, that it was “almost stuck in the same dilemma” because of the size constraint. He further said the broader question, on a philosophical basis, was “what is in the best interest long-term for Clatsop County,” which was a “new campus with the opportunity to expand and provide state-of-the-art capability and to attract new students.” Larry Sparks also commented he thought Option 3 was a band-aid, and with Option 4 there were no guarantees another bond would pass. He stated the “community must realize for \$15M it’s a short-term solution and not a long-term, forward thinking approach to higher education.”

Marilyn Lane commented on Frank's statement on ethically having difficulty supporting Option 3 or 4. She said she also believed strongly that Clatsop County “deserves and needs a new campus, however, it was pretty obvious to her we are thinking long-term and we haven’t done a good enough job to help the County think long-term.” Marilyn further said “we have to be realistic and take the money we have now and do the best job we can.”

Greg Hamann explained in the summer the College would go through an extensive data gathering period about this campus and these facilities, and then at the beginning of the school year utilize students, faculty and staff to identify all of the needs and wishes using a structured charette process facilitated by an outside group. He also said this would include identifying priorities and building that into a comprehensive project for refurbishing or renovating the current campus, at the same time securing state funds, leveraging existing funds, etc.

Laura Harris shared about a college she was attending that was built in 1891, and that the elders in the community had a memory and heritage of that location, which made her think how people here might view Clatsop Community College. She added “perhaps that has been an underlying sentiment we have not really tapped.” She further voiced support of Options 3 and 4 because “it gives our community hope that we are making progress.” Rosemary Baker-Monaghan opened the meeting for public comment.

Tom Potter said “one constant the voters have said “no” to was tearing down Patriot and Towler,” and moving the location of the campus. He also said he was interested in talking more about the seismic issue and building codes.

Jo Black remarked the current campus buildings have been compared to Harvard, for instance, and that “if these buildings are so historically significant, why were they condemned and the refurbishing not done then?” Karen Mellin remarked it was a land deal and had nothing to do with the College.

Richard Balkins voiced his support for Option 3, and his willingness to help in whatever capacity needed.

Don Webb provided his perspective on how the Board was conducting its discussion on this topic.

Don Johnson also voiced his support of Option 3, and reminded everyone of the private capital that was available, drawing attention to the Liberty Theater, Hotel Elliott, and Clatsop Care Center, as examples.

John Goodenberger, Jay Raskins and Ed Overbay presented an approach for the College to “adopt a commitment to historic preservation to create a vision for the existing campus and to create a program for historic preservation at the college.”

Don Bridgens said he wanted to see the “Board move forward, make a motion, get the community involved, and let’s build this thing.”

Scott Ryder spoke in favor of Option 3, and pointed out the current campus was on the most stable piece of property in the County, and with a view.

Ed Fearey said his group wanted to help the Board, and that hardly any one has asked them for help,” so please ask the people here who want to help you.”

Bob Erickson said he agreed with Bob Bridgens, but did not agree with Larry Sparks that Option 3 was a band-aid.

After hearing no further comments, Laura Harris **moved to go with the third option with the hopes we can bump it to the fourth option over time.** Karen Mellin seconded. The motion carried unanimously.

After a five minute break, Rosemary stated she needed to clarify the vote. She said she had asked for “yes” votes, and then “no” votes, and hearing no opposition, assumed Larry and Frank had voted. **Karen Mellin, Laura Harris, Marilyn Lane, Rosemary Baker-Monaghan voted in favor. No opposed votes. Larry Sparks and Frank Satterwhite abstained from the vote.** Frank Satterwhite stated he would have preferred a motion that authorized the President to create an estimate of costs for meeting our objectives and renovating Patriot and Towler and other buildings as needed, and then get staff input in the fall, and then make decisions after that input was made available. He stated if the Board has that information in the fall and it looks like it is something that can be achieved and meets our objectives, than he would support that, but at this present time his vote was in abstention. Marilyn Lane agreed with Frank and withdrew her vote. At Laura Harris’ request, Kari Walsh read back the motion on the table. Rosemary stated the vote was now 3 to 3, and since there was not a quorum, the Board would have to start over. Karen Mellin voiced her displeasure about having to start over because the Board did “not like the way the vote turned out.” Rosemary explained again that she did not hear Frank and Larry’s vote and needed to ask for clarification.

After some further discussion, Frank Satterwhite **moved to proceed in the direction of Options 3 and 4, subject to a report from the President in the fall on the results of his investigation of feasibility and costs.** Marilyn Lane seconded. Discussion. The issue was raised the way the motion was worded it could be easily construed to say “we build here no matter what.” Marilyn said she did not want it to be implied that we are going to “build here no matter what the data tells us.” Rosemary said if during the investigation a deal-killer was identified the Board would be “willing to look at adjusting what we are doing.” Rosemary Baker-Monaghan further stated she did not “want to leave any doubt that we are not making a sincere attempt at working towards Option 3.” Marilyn said she would be in favor of a motion to support Option 3 and leave Option 4 out at this time. Greg said that was clearer

because it tells him he should start with the presumption we are to make Towler and Patriot work, and if it cannot, than something different will need to happen. He added there was “no reason to believe that is what we will find.” Marilyn Lane withdrew her second. Frank Satterwhite asked that his motion be taken off the table.

Marilyn Lane **moved we give the President, the administration, and the people he feels needs to help make the decision to move forward on Option 3.** Frank Satterwhite seconded. Discussion. Laura Harris asked how this motion was different from the first motion. President Hamann explained if anything was discovered in this process that “we have to build something new instead of renovating, we would dicuss that.” He added what he was “hopeful for us to come out of this meeting so you, the public, and press are clear about the direction we are going.” Frank expressed concern that the previous audience who had left after hearing the motion as it was originally passed will consider it as “stepping backward if at some point in future you report to us that it is not possible to make this campus fully accessible.”

Rosemary Baker-Monaghan put the question for a vote. The motion carried unanimously.

## VI. OLD BUSINESS

### A. Request for Changes to Policy 5.035, Minimum Standards for Instructor Qualifications and Development – Second Reading

Marilyn Lane **moved to approve the changes to Policy 5.035 as presented.** Frank Satterwhite seconded. The motion carried unanimously.

## VII. NEW BUSINESS

### A. Authorize Loan from General Fund to Auxiliary Fund

Frank Satterwhite **moved to authorize a loan from the General Fund to the Auxiliary Fund in the amount of \$205,000.** Laura Harris seconded. The motion carried unanimously.

### B. Adopt FY07 Supplemental Budget

Marilyn Lane **moved the Board of Directors of Clatsop Community College adopts the supplemental budget for fiscal year 2006-2007 within the funds listed below; \*and that for the fiscal year beginning July 1, 2006, the amounts listed are hereby appropriated for Clatsop Community College for the purpose indicated within the funds listed as follows: Auxiliary Fund; Debt Service Fund; Non-Plant Debt Service Fund.** Larry Sparks seconded. The motion carried unanimously.

\*Karen Mellin excused herself from the meeting at 9:30 p.m., before the motion was stated in its entirety, as she said she was not feeling well.

### C. Amend FY07 Budget

Marilyn Lane **moved that the Board amends the appropriations for the purposes indicated within the funds listed below beginning July 1, 2006.** Frank Satterwhite seconded. The motion carried unanimously.

### D. Adopt FY08 Budget

Marilyn Lane moved that the Board of Directors of Clatsop Community College adopts the budget for fiscal year 2007-2008 in the total sum of \$35,628,920 as now on file in the office of the Vice President of College Services, Business Office, Clatsop Community College, 1653 Jerome Street, Astoria, OR 97103; and that for the fiscal year beginning July 1, 2007, the amounts listed are hereby appropriated for Clatsop Community College for the purposes indicated within the funds listed as provided; and that the Board of Directors for Clatsop Community College hereby imposes the taxes provided for in the adopted budget at the rate of \$.7785 per \$1,000 for assessed value for operations; and that these taxes are hereby imposed and categorized for the tax year 2007-2008 upon the assessed value of all taxable property within the College district. Frank Satterwhite seconded. The motion carried unanimously.

**E. Abstract of Votes, May 15, 2007 May Special Election**

The Board needs to verify the results, as required by law. Laura Harris moved to verify the results of the May 15, 2007 Special District Election. Marilyn Lane seconded. The motion carried unanimously.

**F. President's Evaluation**

No further action was needed. The Board addressed this issue at the May 22, 2007 Board Special Meeting.

**G. President's Salary**

Frank Satterwhite offered a specific proposal concerning the President's salary, which would result in a \$10K increase for next year. He said he thought it was consistent with the way other administrative staff were treated. Marilyn said when comparing other community college presidents' salaries of the same size, Frank's proposed salary figure was within this size frame. Rosemary Baker-Monaghan said if it was consistent with what other administrative staff were getting than she thought the Board should move forward with Frank's proposal. Frank Satterwhite moved that we set the President's salary for the next fiscal year for \$122K. Marilyn Lane seconded. Discussion. Carol Goerges clarified for the Board the motion was worded correctly as stated. She further said she kept record of how much the President's salary increased over the years, and that it would go into her records how the Board came up with the \$122K figure. With no further discussion, the motion carried. Laura Harris abstained because she said she had not seen the Board evaluation letter to the President, but that she had seen the information about the other Oregon community college presidents' salaries, and agreed it was within the range.

**H. Strategic Plan for 2007-08**

President Hamann stated this was an initial presentation of the draft Strategic Plan for 2007-08 and that it was his intention to have a focused discussion on this topic at the August Board retreat. He also stated the draft Strategic Plan will be posted to the College website. Frank Satterwhite remarked he has anecdotal information suggesting that staff morale was not as well as it ought to be. He then suggested a change to page 4, V. Being a Quality Employer, adding a new #7 as follows) Implement efforts to improve campus morale using among other data, data from the campus climate survey or similar survey," and then make the old #7 the new #8.

Marilyn Lane **moved to accept the Strategic Plan for 2007-08 for first reading.** Laura Harris seconded. The motion carried unanimously.

**I. Request for Revisions to Policy 5.110, Instructional Program Evaluation – First Reading**

Marilyn Lane moved to approve the revisions to Policy 5.110, Instructional Program Evaluation, and the elimination of Policy 5.015 for first reading. Laura Harris seconded. The motion carried unanimously.

**J. Request for Elimination of Policy 5.015, Course Syllabus – First Reading**

See 'I' above.

**VIII. ANNOUNCEMENTS/COMMUNICATIONS**

Rosemary Baker-Monaghan read aloud the announcements contained in the Board packet.

Marilyn Lane noted the New Board Member Training was actually scheduled for the evening of July 19 and all day July 20. She also encouraged all Board members to attend the ACCT Congress, September 25-29, 2007, if possible.

**IX. BOARD FORUM**

Rosemary Baker-Monaghan said she was very proud the Board, adding “it’s been a very stressful three or four months, and I’m proud of how you handled it and stayed professional and as focused as you have.” She also expressed that she enjoyed working with Laura Harris on the College Board, that she was “amazing and smart and thinks of things I don’t think of, and we will miss you.”

Marilyn Lane commented to Laura “I will also miss you on the Board,” and that she had “grown to be a valuable member of our Board.”

Frank Satterwhite echoed Rosemary and Marilyn’s comments, adding “we will miss having you at our meetings, and I wish you well.”

Laura Harris said she was “just a phone call away and if you feel like talking about what is going on I will be happy to discuss that.” She also suggested advocating to those citizens who were concerned about “our future and our students’ future to run for the College Board.”

Greg Hamann remarked he greatly appreciated Laura Harris being on the Board, but that he was also excited about the plans she had regarding her future. He stated “it has been a stressful month for the Board and President, and somehow we have managed to see ourselves to a positive direction.”

**X. ADJOURNMENT**

Without further business, the Regular Board meeting was adjourned at approximately 9:55 p.m.

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Greg Hamann  
President

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Rosemary Baker-Monaghan  
Chair

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Kari Walsh  
Recording Secretary