

**MINUTES OF THE MARCH 11, 2008
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 6:30 p.m.

Board members present: Larry Sparks (via conference call), Rosemary Baker-Monaghan, Dirk Rohne, Karen Mellin, Marilyn Lane, Paul Gillum, Frank Satterwhite. Board members absent: None. Others present: Nadine Faith, Cindy Hawkins, Erie Johnson, Joanie Dybach, Kelly Pierce, Joanie Weatherly, Danielle Wallace, Tom Gill, Angela Fairless, Andrea Frantz, Dennis Warren, Greg Dorcheus, Al Jaques, Laurie Choate, Carol Goerges, Kara Hansen, Jo Black, Roger Friesen, Stephen Schoonmaker, Josh Cooper, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

The addition of New Business item C. Emergency Repairs to Performing Arts Center was requested. Paul Gillum **moved to approve the agenda as revised**. Dirk Rohne seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

B. Public Comment

Dennis Warren introduced himself and explained he was running for a position on the OSBA Legislative Policy Committee representing Region 14. Mr. Warren passed out flyers that provided his legislative goals for the OSBA, and his personal and professional background.

Audience member Danielle Wallace spoke in favor of a complete ban on smoking at the Clatsop Community College campus. A grass roots organization, "Ban Smoke at CCC" has set a smoke-free target date of October 10, 2008, the same time as the College's 50th Celebration. Ms. Wallace reiterated her point that there was no enforcement of smoking restrictions and no repercussions for those who broke the rules. She also talked about the adverse effects of second-hand smoke.

III. APPROVAL OF MINUTES

Dirk Rohne **moved to approve the minutes of the February 12, 2008 Board Work Session, and the February 12, 2008 Regular Board Meeting as presented**. Karen Mellin seconded. The motion carried. Marilyn Lane abstained as she was not present at the meetings.

IV. EDUCATIONAL PROGRAM

Joanie Dybach, Instructor, CCC Criminal Justice Program, introduced Kelly Pierce and Andrea Frantz, second year Criminal Justice students slated to graduate in June 2008. Andrea and Kelly have both continually taken leadership roles in serving the local community throughout their education here at Clatsop CC. Their next project will be to design a 1 ½ hour drug and alcohol prevention program that specifically targets teens. Astoria High School has welcomed them back after being impressed not only with their efforts last year, but also with the impression that their program left upon the students. Andrea and Kelly gave a PowerPoint presentation on the devastating consequences of drunk driving.

V. REPORTS/DISCUSSION ITEMS

A. Report of the Board Chair

Rosemary Baker-Monaghan explained she had a lengthy conversation with a consultant out of Portland pertaining to the Board's discussion around campus morale, and that the consultant was in the process of sending her a proposal on how to address this issue. It was suggested that a couple of Board members meet to discuss next steps, and Rosemary inquired if the Board preferred that she appoint a Board subcommittee to work with her or if there were Board members who wanted to do this. She also stated she hoped President Hamann would work with the subcommittee as well. Marilyn Lane voiced her interest. Paul Gillum said he might be interested but that he had some concerns that he did not want this process to "focus on personalities." Rosemary assured Paul this was not about personalities or looking for "scapegoats," but that she wanted the Board to be responsive to the concerns brought to them and would like for the Board "in a thoughtful way to figure out if we can identify situations that are causing this to happen, to take that forward and use it in a productive way" through the JCRP. Paul Gillum mentioned he would not be available for the April Board meeting. Rosemary indicated she would contact Paul to talk about this further.

Greg Hamann was requesting the Board move the April 8th Board Work Session and Regular Board meeting to April 1st so that he, and hopefully the Board, could attend the annual Women's Resource Center Soup Bowl event. Larry Sparks stated he had a conflict as he would not be back in the area on that date. He had planned to be at the April 8th Board meeting in person. He stated if the Board chose to move the meeting to April 1st he could participate via conference call. Board consensus was to move the Board Work Session and Regular Board meeting to April 1st.

B. Report of the Associated Student Government (ASG)

Joshua Cooper said the "top issue" for ASG right now was the smoking issue. He stated the ASG does not support an all-out smoking ban, but is working to relocate the designated smoking areas to address the issue of second-hand smoke. He also mentioned ASG has sponsored some events at the PAC, including a community lecture program called "Latino Women and Families," and working to sponsor the April 26th "Artists for Awareness." Copies of the March 2008 "*The Bandit*," a CCC student publication, were also distributed to Board members.

C. Report of the Deputy Clerk

Lindi Overton provided the Board with the Statement of Revenues and Expenditures for FY08 and FY07 by fund source for the eight months ended February 29, 2008. Included in her report was tuition and fees recorded in FY08 were lower than amounts recorded in FY07 by \$80,243. However, FY07 included tuition and fees for the spring term in the amount of \$121,530. To compare at the end of February, tuition and fees for FY08 were higher than amounts recorded for FY07 by \$41,287. Tuition increased from \$60 to \$62 per credit hour for fall term. Lindi also pointed out on page two a chart which tracks on-going expenditures for the Jerome Campus Redevelopment Project.

D. Report of the Board Representatives to Foundation and OCCA

Frank Satterwhite was unable to attend the March Foundation Board Meeting, so Nadine Faith provided a report on the activities of the Foundation. Nadine mentioned the Foundation had discussed the College's 50th Celebration and learned that the Red Loft Building would be available for those receptions. She also recalled at the February Board Meeting, Foundation Board member Steve Ferber addressed the College Board that the Foundation Board would be making a proposal to the College regarding a longer-term strategy to bring the Foundation to a better staffing and resource position. The Foundation Board has appointed a subcommittee to work with the College on this matter.

Marilyn Lane shared some of the highlights of the February 11-13, 2008 ACCT Community College Legislative Summit. Marilyn stated she appreciated the Board's support in approving her nomination to one of the ACCT committees last year. Marilyn also mentioned OCCA's next board meeting was scheduled for Friday, March 14th, and that one of the things OCCA representatives would be asked to do was to provide updates on their respective conversations around the increasing educational attainment in Oregon (40-40-20). She recalled the College Board had a conversation on 40-40-20 and how to achieve that goal at its January 8th Work Session, and that Greg Hamann would be giving a presentation to the College Board this evening on this topic, as well as to the State Board of Education on Friday.

Marilyn Lane also took the time to recognize everyone who worked to get the \$4M for the JCRP. She thanked Josh Cooper and the students on OCCSA for their efforts on behalf of CCC. The Board also discussed and agreed that Marilyn Lane, on behalf of the CCC Board, convey the Board's gratitude to OCCA for its efforts on getting the \$4M for the College.

E. President's Administrative Team (PAT) Updates

Lindi Overton provided a written report regarding the activities of the Physical Plant. She also provided a written FEMA update concerning storm damage incurred during the December 2007 storm and a disaster mitigation plan for the County. Copies of her reports are filed with the official minutes.

Stephen Schoonmaker submitted a written Instructional Services Update which he hoped to include every month in the Board packet. Marilyn Lane stated she appreciated getting the report and that "it's a nice addition to our packet."

(NOTE: Larry Sparks left the meeting at approximately 7:50 p.m.)

F. 40-40-20 Presentation

President Hamann gave a PowerPoint presentation on 40-40-20 Capacity and Cost Modeling. 40-40-20 is an aspirational educational attainment goal for Oregon's citizens. By 2025, Oregon's citizens 25 years and older will achieve as their highest education degree, 20% high school diploma or equivalent, 40% associates or professional degree or certificate, 40% bachelor's or advanced degrees. President Hamann answered questions and/or provided clarification as needed.

G. Report of the President

In addition to his report contained in the Board packet, President Hamann distributed and provided a brief summary on a document titled "Some Notes and Thoughts from the NCHEMS/WICHE Presentation to The Quality Education Committee, dated February 15, 2008."

He also drew attention to a letter from the Northwest Commission on Colleges and Universities dated February 8, 2008, which stated the progress report submitted by CCC was accepted. The Commission has requested that Clatsop CC prepare a progress report in Spring 2008 to again address Recommendations 1 and 2 of the Spring 2006 Regular Interim Evaluation Report.

V. OLD BUSINESS

A. Request for Revision to Policy 3.485, Surplus Property Policy – Second Reading

With no changes coming forth, Paul Gillum **moved to approve the Request for Revision to Policy 3.485, Surplus Property Policy, as presented.** Dirk Rohne seconded. The motion carried unanimously.

B. Appointment of Budget Committee Members

The Budget Committee had two vacancies to fill. The College advertised the positions in the local newspapers for individuals to submit letters of interest and received three responses. All three applicants met the qualifications necessary to serve on the Budget Committee.

Marilyn Lane **moved to appoint Kim Shillinger to one, one-year term ending June 30, 2008.** Karen Mellin seconded. The motion carried unanimously.

Marilyn Lane **moved to appoint Cindy Howe to one three-year term ending June 30, 2010.** Dirk Rohne seconded. The motion carried unanimously.

VI. NEW BUSINESS

A. 2008-09 Tuition Recommendation

The Board is being asked to approve a \$2 per credit tuition increase effective Fall Term 2008. The recommended increase is consistent with the adopted Resource Allocation Guidelines policy that tuition should be benchmarked to the 3rd quartile (2nd lowest) for Oregon community colleges. President's Council discussed and unanimously approved the tuition recommendation at its February 19, 2008 meeting. ASG President Josh Cooper said the ASG supported the \$2 increase, and that they preferred to have smaller incremental increases once a year, rather than a large increase periodically.

Marilyn Lane moved the College Board approve to increase tuition by \$2 per credit, increasing tuition from the current rate of \$62/credit to \$64/credit, effective with the Fall 2008 term. Dirk Rohne seconded. The motion carried unanimously.

B. Service/Supervisory and Administrative Salary Schedule for 2008-09

It was being proposed the Confidential/S/S/Administrative Salary Schedule be improved by 3.7% effective July 1, 2008. In addition to a COLA and step movement, S/S staff should also receive the 5% increase in the College's insurance premium cap. With no questions coming forth, Marilyn Lane moved the Board approve a 3.7% salary increase and 5% increase in the insurance premium cap for Confidential/Service/Supervisory and Administrative employees (exclusive of the President) effective July 1, 2008. Paul Gillum seconded. Discussion. Frank Satterwhite inquired if the motion encapsulated all of the provisions on the cover sheet in the Board packet. Carol Goerges replied it did. The motion carried unanimously.

C. Emergency Repairs to Performing Arts Center (PAC)

Lindi Overton stated during the December 2007 storm, the PAC sustained wind damage to portions of the roof, siding shingles and the stained glass window on the west side. Estimates for the repairs are \$62K and includes all the necessary time, materials and permitting. She stated anything over \$10K required Board approval. If the Board declares this an emergency the College will be able to forgo the competitive bidding process to complete the repair and use the company recommended by our insurance company.

Dirk Rohne moved the Board adopt the resolution declaring an emergency on the repairs to the Performing Arts Center. Frank Satterwhite seconded. For the record, Rosemary Baker-Monaghan read aloud the resolution: **We the members of the Clatsop Community College Board declare an emergency to facilitate immediate repairs to the Performing Arts Center as the result of wind damage that happened on December 2 and 3, 2007. This resolution is being adopted in conformance with Oregon Public Contracting Statute ORS 279 dealing with the emergency exception to the competitive bid requirements.** The motion carried unanimously.

VII. ANNOUNCEMENTS/COMMUNICATIONS

Greg Hamann announced that a formal presentation of the JCRP for the Board's consideration will be made at the April 1st Regular Board Meeting immediately following the Board Work Session.

VIII. BOARD FORUM

Dirk Rohne mentioned he had spoken with Kristen Lee about the recent Portals meeting he was not able to attend. He said he learned the Portals group had talked about flow charts to help guide people through the process of wherever they become engaged with the College so that they can move forward with degree completion.

Karen Mellin commented two weeks ago she had attended a mathematics and music workshop conducted by Richard Beveridge. She said that he was an incredible instructor, the workshop was well attended and “it was free too!”

Paul Gillum said he has seen a commercial on television about Everett College that he was very impressed with, and that perhaps Clatsop CC “could come up with something like that for our own college.”

Frank Satterwhite remarked on two things: 1) a new television show titled “Ax Men” which features a number of local personalities, some that he knew, and that it was “an interesting exercise in our community being featured nationwide;” and 2) regarding the \$4M CCC got from the Legislature, Frank Satterwhite said he knew President Hamann has “consistently shared the credits for this,” but that he was “primarily the maestro orchestrating our efforts on this and we were imminently successful.” He further stated he was pleased with the \$4M outcome, and “awards we are applying for” and he thinks “this certainly illustrates one of your real strengths -- in orchestrating major things like this and producing results.” He concluded “it will help the College for a long time to come.”

Marilyn Lane echoed Frank’s comments, adding “we have a lot to thank Greg for.”

Rosemary Baker-Monaghan congratulated Greg Hamann on his efforts, adding that “it’s a big step forward.”

Roger Friesen said two students were at the Board meeting earlier who had wanted to speak in favor of an open smoking campus.

IX. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8:35pm.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary