

**MINUTES OF THE MAY 13, 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, Karen Mellin, Paul Gillum, Marilyn Lane, Dirk Rohne, Rosemary Baker-Monaghan. Board members absent: Frank Satterwhite. Others present: Carol Goerges, Nadine Faith, Al Jaques, Skip Stanaway, Cindy Hawkins, Dani Wallace, Greg Dorcheus, Jennifer Froistad, Tom Gill, Roger Friesen, Josh Cooper, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

**A. Adoption of Agenda**

Rosemary Baker-Monaghan requested Approval of Jerome Campus Redevelopment Project Final Schematic Design be moved follow the Educational Program Presentation. Paul Gillum **moved to approve the agenda as revised.** Karen Mellin seconded. The motion carried unanimously.

**II. PUBLIC FORUM**

**A. Introduction of Guests**

Rosemary Baker-Monaghan asked those present to introduce themselves.

**B. Public Comment**

Dani Wallace, CCC student, voiced her concerns about smoking on the CCC campus, including the health and financial impact of smoking, and fear of retaliation about speaking out about this issue. She also mentioned that PCC Sylvania was planning to go Smoke Free, and referred to a letter in the Daily Astorian from a member of the tobacco free collation who mentioned the CCC campus should be tobacco free. Ms. Wallace also read aloud a letter from Karl McMurtry, CCC student and President of the Art Club, who was not able to make the meeting, which also expressed his concerns about smoking on campus. Ms. Wallace provided copies of the various documentation for the official record.

**III. APPROVAL OF MINUTES**

Karen Mellin referred to the minutes of the April 1, 2008 Regular Board Meeting and said that she could not find President Hamann's update on an Alternative High School for Clatsop County. She explained she had received an inquiry from someone in the community about this issue and referred to the minutes, but was unable to locate this information. After some discussion it was decided not to amend the minutes, but that President Hamann would offer an explanation which would be captured in the official minutes. Marilyn Lane **moved to approve the minutes of the April 1, 2008 Board Work Session, and the April 1, 2008 Regular Board Meeting, and the April 10, 2008 Board Special Meeting as presented.** Dirk Rohne seconded. The motion carried. Paul Gillum abstained as he was not present at the meetings.

#### IV. EDUCATIONAL PROGRAM

Roger Friesen, Dean of Student Services, presented information on Clatsop Community College's "Alcohol, Tobacco and Other Drugs (ATOD) – 2008 Biennial Program Review." The purpose of this biennial review is twofold: to determine the effectiveness of and to implement any needed changes to CCC's ATOD prevention program, and to ensure that campuses enforce the disciplinary sanctions for violating standards of conduct consistently. Some of the recommendations which came out of this report included appointing a standing Health and Wellness Committee, and appointing an underage drinking task force, to name a few.

#### VII. NEW BUSINESS

##### A. **Approval of Jerome Campus Redevelopment Project Final Schematic Design**

SRG architect, Skip Stanaway, gave a PowerPoint presentation and answered questions on Phase 1 of the Jerome Campus Redevelopment Project (JCRP) Final Schematic Design. Mr. Stanaway also acknowledged Al Jaques for his efforts and commitment to this project. Paul Gillum **moved to approve the Jerome Avenue Campus Development Project Phase One Schematic Design.** Marilyn Lane seconded. The motion carried unanimously.

#### V. REPORTS/DISCUSSION ITEMS

##### A. **Report of the Board Chair**

Rosemary Baker-Monaghan introduced Jennifer Froistad, a consultant who will be working with the College to build and maintain a positive campus culture. Ms. Froistad will also be working closely with the Employee Satisfaction Review Team and attending other meetings on campus as part of this process.

The Board also discussed and agreed to not have a regular meeting of the Board in August as it was scheduled to have a retreat August 21<sup>st</sup>. Marilyn Lane **moved to have a Board Retreat in lieu of the Regular Board Meeting for the month of August 2008.** Dirk Rohne seconded. The motion carried unanimously.

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

Joshua Cooper talked about "*Liberating Art: A Political Art Event*" that was held at the Performing Arts Center on April 26. This event was a collaboration of the CCC Associated Student Government and the Artists for Awareness Project. In addition to this event, he shared other events taking place on campus, including two speakers on global warming, and mentioned there was a lot of student interest in these types of events. Joshua also invited Board members to attend a free barbeque at the main campus on May 14 from 11:30 a.m. to 2 p.m. Rosemary remarked that Mr. Cooper was "doing a great job representing the ASG."

##### C. **Report of the Deputy Clerk**

Lindi Overton referred to the Statement of Revenues and Expenditures by Fund Source for the months ended April 30, 2008. Noted was the College received four quarterly State appropriation payments for August, October, January and April. The fourth quarterly payment was adjusted for final property tax information received from the assessors' offices and adjustments for FTE. In FY07, our fourth quarterly payment from the State was deferred until July 1 and was not recorded as of April 30. She also provided on page two expenditures

related to the Jerome Campus Redevelopment Project. Lindi further mentioned the College held its first Budget Committee meeting May 12, and that the next Budget Meeting was scheduled for May 19, 2008.

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

Marilyn Lane said she was not able to attend the last OCCA Board meeting and would be unable to attend the upcoming meeting as well. She did bring to the Board's attention the OCCA Board Member Training scheduled for July 10-12, 2008 at the Best Western Agate Beach in Newport, Oregon. Marilyn said OCCA was going to give a price break for those community colleges that registered three or more board members. Marilyn Lane commented she thought board training was critical and encouraged the Board to attend. She also stated she would email the flyer to Board member which contained detailed information about this training.

In Frank Satterwhite's absence, Nadine Faith announced the Foundation has received its first distribution from the Towler Estate in the amount of \$350K, and that it was expected to receive a more substantial amount. The money will be used for scholarships that show some kind of promise or gift in journalism, creative writing, music or art. Criteria and selection of students is at the discretion of the department chair. Nadine stated that four scholarships in each one of those areas in the amount of \$500 each will be distributed Fall Term 2008.

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

Lindi Overton provided a written report on the Cafeteria and Bookstore.

Stephen Schoonmaker provided his monthly written report on Instruction.

Carol Goerges provided information on new hire Debbie Kennedy, Nursing Instructor who will fill the vacant full-time nursing faculty position, effective September 16, 2008. Carol also distributed a flyer on the June 13th End-of-Year Ceremony.

**F. Oregon Ethics Law Changes**

The Board was provided information about the new ethics law changes and who must file annual and quarterly reports with the Oregon Ethics Commission (OEC). CCC Board members do not have to file these reports.

**G. Report of the President**

President Hamann referred to his written report in the Board packet. He also shared that he had sent a letter to Commissioner Preus, CCWD, requesting \$30K to assist with the initial stages of the Clatsop County School Districts intent to employ a director for CCC and NW Regional ESD's workforce development partnership. The total cost to employ a director is \$80K. These two entities will partner with the two Chambers of Commerce and the County to develop a workforce of the future for Clatsop County.

President Hamann also responded to Karen Mellin's earlier request to provide an update on the status of an alternative high school in Clatsop County. He indicated the College is in the formative stages of talking about curriculum, and the mechanics or business plan for an alternative high school. He said the goal was to have a cooperative, programmatic venture started up by the fall of 2009.

Greg Hamann also drew attention to the Progress Report to the Northwest Commission on Colleges and Universities dated April 18, 2008. The progress report provides an update to the Commission on the College's continued commitment to improvement in 1) continuation of implementation of educational assessment and: 2) continuation of efforts to address the adequacy of facilities.

## V. OLD BUSINESS

### A. **Second Reading of Revisions to Board Policy 4.740, Agent of the College**

Greg Hamann stated that Carol Goerges had addressed concerns raised by Frank Satterwhite at the April Board meeting in the second reading of Policy 4.740. Paul Gillum **moved to approve the elimination of Board Policy 4.740, Agent of the College, as presented.**

Karen Mellin seconded. The motion carried unanimously.

## VI. NEW BUSINESS

### A. **Approval of Jerome Campus Redevelopment Project Final Schematic Design**

Captured under EDUCATIONAL PROGRAM above.

### B. **Approval of New Instructional Programs**

In Stephen Schoonmaker's absence, Tom Gill provided background information, rationale and recommended action on the following new programs: 1) Construction Trades, General Apprenticeship AAS Degree Program; 2) Electrician Apprentice Technologies AAS Degree Program; 3) Industrial Mechanics and Maintenance Technology Apprenticeship AAS Degree Program; and 4) Professional Truck Driving Less-Than-One-Year Certificate Program. All four programs were approved by the Instruction Council and President's Council before coming to the Board.

Marilyn Lane **moved to approve the four new Instructional programs and forward the proposals as part of a statewide application to the State Department of Education with a recommendation of program approval effective fall, 2008.** Dirk Rohne seconded. The motion carried unanimously.

### C. **Request for Revisions to Policy 4.520, Early Retirement SS/CC – First Reading**

Carol Goerges explained this was a proposal to provide the same level of tuition waiver benefit to Service/Supervisory, Administrative and Confidential employees as was recently granted to Classified employees in the new collective bargaining agreement. This revision would provide a tuition waiver benefit, rather than the gold card benefit, to early retirees.

Paul Gillum **moved to accept Board Policy 4.520 as a first reading.** Marilyn Lane seconded. The motion carried unanimously.

### D. **President's Evaluation**

Marilyn Lane stated there were no changes made to the President's evaluation questionnaire from what she passed out one month ago. She explained she has worked with Justin Sanders of ACCT, and Board members, President's Council, PAT and the two union presidents would be receiving the evaluation questionnaire from ACCT via email. The completed

evaluation needs to be submitted to Mr. Sanders at ACCT no later than May 27th. Marilyn said the Board would need to meet in an Executive Session before the Regular Board meeting in June.

## **VII. ANNOUNCEMENTS/COMMUNICATIONS**

Rosemary read aloud the Announcements contained in the Board packet.

## **VIII. BOARD FORUM**

Dirk Rohne mentioned he had attended the “*Liberating Art: A Political Art Event*” at the PAC and that “it was pretty interesting.”

Marilyn Lane said it felt really good to have approved Phase 1 of the JCRP Master Plan. Marilyn also raised the issue of the possibility of going out for a bond, as the College did not have all the money it needed to fund this project in its entirety.

Larry Sparks commented when reading the Progress Report he was very “pleased by what we have accomplished at this College.” He said he learned a few things he did not know, and that he thought it was an outstanding report.

Karen Mellin announced she would not be able to attend the July 2008 Board meeting as she would be in California.

Paul Gillum noted there were only four members in the audience, and that this evening the Board has approved a master plan, and four new instructional programs. He said “this really is a historic night and I feel good about this.”

Rosemary Baker-Monaghan stated there have been some emails lately that have gone to Kari Walsh which have not been very respectful. She said as Board members it is easy to take short cuts when writing emails, and that “we need to be respectful, and treat each other in that manner.” She shared she has had some instances in her job when she has said things quickly and thought that did not help at all.

Tom Gill shared the GED Graduation was scheduled for June 14, 1 p.m., at the Performing Arts Center.

## **IX. ADJOURNMENT**

Without further business, the Regular Board meeting was adjourned at approximately 8:25 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