

**MINUTES OF THE SEPTEMBER 12, 2006
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: Laura Harris, Karen Mellin, Rosemary Baker-Monaghan, Marilyn Lane, Paul Gillum, and Larry Sparks. Board members absent: Frank Satterwhite. Others present: Kara Hansen, Mary Graham, Javier Ayala, Sheila Ruhland, Nadine Faith, Richard Balkins, Carol Goerges, Jo Black, Eileen Purcell, 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.** Laura Harris seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

Greg Hamann introduced and welcomed Javier Ayala, who has been hired as the Clatsop CC Director of Institutional Research, Assessment, and Grant Development.

III. APPROVAL OF MINUTES

Paul Gillum **moved to approve the minutes of the August 1, 2006 Board Work Session, the August 8, 2006 Regular Board Meeting, and the August 23, 2006 Board Special Meeting as presented.** Marilyn Lane seconded. The motion carried unanimously.

IV. EDUCATIONAL PROGRAM

Sheila Ruhland, Vice President of Instruction, talked about a ½ day retreat held July 13, 2006 to bring together staff from several different departments at CCC to discuss the *Development and Implementation of an Effective Retention Plan to Ensure Student Success*. Those participating were asked the question: “What strategies are needed to retain students at Clatsop Community College?” The challenge was to identify and design the learning experiences and support services that will engage and challenge CCC’s diverse student population to complete their educational goal. It was also mentioned that participants will be working in work groups to review the information discussed on July 13th, and that an action plan will be developed with three to five key goals identified to determine what we can do now, by June 2007. Sheila also introduced Eileen Purcell, Coordinator Outreach Literacy, and Mary Graham, Director

Upward Bound/ETS, who shared their perspective on this subject as it related to their respective programs and student population.

V. BOARD APPOINTMENT AND OATH OF OFFICE

Paul Gillum **moved to appoint Larry Sparks to the Clatsop Community College Board of Directors; Zone 3, Position 7.** Karen Mellin seconded. The motion carried unanimously.

Before assuming the duties of office, newly appointed Board member Larry Sparks took the Oath of Office.

VI. REPORTS

A. Faculty Contract

Carol Goerges distributed a copy of the DRAFT Agreement between Clatsop Community College and Clatsop Community College Faculty Association, July 1, 2006-June 30, 2011. Carol said the new contract would be voted on by faculty at their noon meeting September 20th before coming to the Board for ratification at the September 20th Board Special Meeting. Ms. Goerges also provided a summary of changes contained in the draft agreement and a “costs” sheet which provided additional detail regarding compensation.

B. Report of the Board Chair

Rosemary Baker-Monaghan announced the November Board meeting did not have to be rescheduled, and would take place as originally planned on November 14th in Cannon Beach. The Board also discussed and agreed to the following schedule of Board Work Sessions for September through December:

- Wednesday, September 20th, 6:30 p.m., meet in the Library Conference Room for the first part of the meeting and then move to the Chart Room for the “The World Café” discussion.
- Monday, October 30th, 6: 30 p.m., same format as above.
- Tuesday, November 28th, 6:30 p.m., location to be determined.
- December Board Work Session date/location to be determined.

President Hamann said he was very interested in the Board having a comprehensive discussion on Board Policy, and that Carol Goerges was eager to assist the Board in that process. Marilyn Lane and Rosemary agreed to work with Carol Goerges on this matter.

C. Report of the Associated Student Government (ASG)

Greg Hamann stated that both Roger Friesen and the ASG President were not able to attend the Board meeting as they were participating at a Student Government Leadership Retreat.

D. Report of the Deputy Clerk

Lindi Overton provided the Board with FY2007 Financial Summary for the month ended August 31, 2006. Some highlights of her report included: 1) The College received its first quarterly State appropriation (\$843,305) on August 15 and its annual payment of \$7,228 for Contracted Out of District (COD) service; 2) The Plant Fund represents capital expenditures for the current campuses, new campus development and activity associated with the payment of the full faith and credit borrowing.

E. Report of the Board Representatives to Foundation and OCCA

Rosemary Baker-Monaghan drew attention to the October 23-25, 2006 OCCA Convention Registration form and encouraged Board members to attend this event if their schedules allowed.

Laura Harris reported that the Richardson family had agreed to endow a scholarship fund in the amount of \$25K in memory of Sue Richardson, which will be used for those students interested in pursuing math and/or education. Laura also commented the Foundation Board had been discussing ways to recruit members from the community to serve on the Foundation Board, and that if someone knew of an individual(s) who might be interested in serving in this capacity, to please contact her or Nadine. Laura Harris also reminded everyone that the Foundation Board would be hosting a barbeque at the September 19th Inservice.

Nadine Faith commented at the last Foundation Board meeting the Board adopted a revision to the spending policy, that beginning in January 2007 the 5% spending limit will be based on a three-year rolling average of fair market value.

F. President's Administrative Team (PAT) Updates

Carol Goerges announced the following new employees: Richard Gardner, Director, Business Solutions (formerly the SBDC Director position); Jonathan Graves, Guidance Coordinator in Educational Talent Search; Dana Anderson, JOBS Program Coordinator; and Javier Ayala, who was introduced at the beginning of the meeting. Carol also distributed copies of the CCC Employee Handbook for 2006-07.

G. Report of the President

President Hamann referred to his written report contained in the Board packet, and mentioned that it would also be appearing in The Daily Astorian and Seaside Signal. He said it was something that he felt was important to say and "hopes you feel the same way about this incredible opportunity in front of us."

Greg Hamann also mentioned "On Principle," an upcoming community reading and discussion series taking place at various venues throughout Astoria during the month of October, which focuses on individual freedom, equality, and civic engagement. A schedule of events can be found at www.oregonhum.org.

President Hamann announced that CCC and other community colleges had been participating in economic benefit studies conducted by an organization that has conducted such studies for over 500 community and technical colleges in the United States and Canada. The results of their updated analysis for 2006, which includes the economic contribution of CCC to Clatsop County, can now be viewed on the College's website.

President Hamann reminded everyone of the September 19th Fall 2006 College-Wide Kickoff. He shared in the afternoon there would be a facilitated activity which will kickoff a year long conversation about the five Core Values.

Rosemary Baker-Monaghan remarked that Linfield College Professor David Gutterman will be giving the opening talk at the October 3rd “On Principle” at the Liberty Theater and that it will be broadcast on KMUN radio. She also shared the Clatsop Cultural Coalition, which awards grants up to \$2K in the areas of arts, humanities and heritage areas, are opening their grant application process September 15 to November 15, 2006.

Nadine Faith distributed copies of the 2005-06 CCC Report to the Community, and a post card that listed the schedule for the 2006 President’s Conversation with the Community Series.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

A. Resolution Regarding Towler Estate

Nadine Faith announced that Clatsop Community College was the contingent beneficiary of the Towler Trust, an estimated value of approximately \$700,000, subject to the conditions described in her explanatory memo to the Board. The gift will increase scholarship funding by 20-25%. Funds are to be used for scholarships for students demonstrating capabilities in art, music, creative writing or journalism. Nadine stated that the trustee for the Towler Trust was Lawrence Reed, but before he was able to complete the work necessary to distribute trust assets to the beneficiaries, he passed away. Ms. Faith then introduced Mr. Greg Call who has requested to be appointed as successor trustee and who has been the attorney to Mr. Reed, as well as for the remaining probate estate of John Towler. Mr. Call provided a brief summary of the conditions placed on the gift, and some information concerning liquidation of the trust's assets in order to be able to distribute cash to the beneficiary (the College) to establish the scholarship fund described in the trust document.

Marilyn Lane **moved to accept the Towler Estate gift subject to conditions, consenting to the appointment of a trustee and the sale of trust property, and transferring interest in the trust’s funds to the Foundation.** Paul Gillum seconded. The motion carried unanimously.

IX. ANNOUNCEMENTS

Rosemary Baker-Monaghan drew attention to the announcements contained in the Board packet.

X. BOARD FORUM

Rosemary Baker-Monaghan reminded everyone that “we are in the middle of a capital campaign, and if you haven’t sent in your donation, you can still do so.” She mentioned there were other ways to help with the campaign, and if interested, to please contact her or the Clatsop Campus Committee office.

Karen Mellin shared she had recently attended the most wonderful concert given by Ryan Walsh at the Performing Arts Center.

Marilyn Lane complimented Nadine Faith and all those who assisted with the Report to the Community. She also thanked Mary Graham, Eileen Purcell, and Sheila Ruhland for their presentation regarding effective retention strategies. Marilyn further commented that the President's Report for September was very well written and that she was "not surprised the local newspapers had picked it up."

Larry Sparks shared until he was an "official" member of the Board he had purposefully stayed away from and did not get involved with the College, but now that he was "official," he looked forward to spending some time at the College and learning about what is going on.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 8:15 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary