

**MINUTES OF THE NOVEMBER 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, Stephen Berk, Marilyn Lane, Dirk Rohne (left the meeting at 7:45 p.m.), Rosemary Baker-Monaghan, Paul Gillum, Frank Satterwhite. Board members absent: None. Others present: Nadine Faith, Angela Bake, Margaret Antilla, Jo Black, Karen Kenyon, Roger Friesen, Stephen Schoonmaker, Katie Nepper-Davenport, Carol Goerges, Bill Antilla, Andrea Henderson, Hazel Martinez, Michael Higginbotham, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

Paul Gillum **moved to approve the agenda as presented.** Frank Satterwhite seconded.
The motion carried unanimously.

II. EXECUTIVE SESSION

The Regular Board meeting was recessed at 6:32 p.m. Rosemary Baker-Monaghan called for an Executive Session in accordance with ORS 192.660(2)(i) to conduct a quarterly review of the President's job performance.

Following conclusion of the Executive Session, the Regular Board meeting was reconvened at 7:45 p.m.

III. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

B. Public Comment

None.

IV. APPROVAL OF MINUTES

Marilyn Lane **moved to approve the minutes of the October 14, 2008 Board Work Session, and the minutes of the October 14, 2008 Regular Board Meeting as presented.** Stephen Berk seconded. The motion carried unanimously.

V. EDUCATIONAL PROGRAM

Josh Cooper shared about recent events sponsored by the ASG, including “Rock the Boat,” which drew in approximately 50 to 100 students, and “The Monster Bash.” He mentioned in December 2008, there will be a free luncheon for students to help get them energized before finals week. Josh also mentioned the ASG was working on a Martin Luther King event in January and hoped to bring speakers from the West Coast to this event. Lastly, Josh Cooper announced that he and Adam Silva “did a great commercial for the College bond.”

Roger Friesen shared there were students scheduled to talk to the Board about the various student groups on campus, but that those students were not able to be present because they were participating in those groups. Roger shared about various clubs and activities available to CCC students which meet regularly during the term. These clubs and groups provide student leadership opportunities, sponsor campus and community activities, and sponsor events related to the students’ areas of interest. Roger Friesen then introduced Mike Higginbotham, President of the CCC Pi Phi Chapter of PTK, who talked about what was going on with the Pi Phi Chapter, including a November 19th induction of 25 new members, and how PTK has helped him both personally and academically.

VI. REPORTS/DISCUSSION ITEMS

A. Report on the WINGS Conference

Karen Kenyon provided a report on the 7th Annual WINGS Conference. She announced approximately 65 women attended this event, and of those 65, 40 are enrolled at CCC. Ms. Kenyon mentioned the one thing that comes up in the evaluations of the WINGS Conference is how helpful the College staff is to attendees, and that she is very grateful for that. Karen introduced Katie Nepper-Davenport, a WINGS graduate who is enrolled in the College’s pre-nursing program, with hopes of getting into the College’s Nursing Program. Katie shared how the WINGS Conference has helped to make a positive difference in her life.

B. Report of the OCCA Executive Director

OCCA Executive Director, Andrea Henderson, first presented Rosemary Baker-Monaghan with a dedicated service award for her eight years of service on the Clatsop CC Board. Rosemary will not be able to attend the OCCA Conference this year where the award is scheduled to be presented.

Andrea Henderson shared that six months ago OCCA finished recommendations on legislative requests of \$621M, which she noted was a conservative estimate, to move community colleges forward and to actually increase educational attainment in Oregon. She said the upcoming revenue forecast will come out November 19th, and that numbers are being closely guarded at this time. She stated her “best number guess” is \$490M to the low \$500M range; a significant cut from the recommended \$621M. Ms. Henderson further stated that Governor Kulongoski is to release his budget on December 1, 2008, and that education remains his top priority. The Governor’s next two top priorities are Economic Development, and Green Technology.

Andrea Henderson also shared two main items OCCA will be lobbying for in the next legislative session is capital construction for community colleges, and seismic related issues. Andrea answered questions related to the equalization funding formula, and other legislative issues as they arose.

Marilyn Lane inquired about the Campus Action Team, and was directed to talk with John Wykoff at OCCA. Marilyn said she felt Clatsop CC had a much more active student government, and that perhaps now was a good time to get them involved.

The Board discussed and agreed that it wants to do whatever it can to support those community colleges that have capital construction requests, just as they have supported Clatsop for its capital construction project.

C. Report of the Board Chair

No report.

D. Report of the Associated Student Government

Captured under EDUCATIONAL PROGRAM above.

E. Report of the Deputy Clerk

In Lindi Overton's absence, President Hamann provided a brief overview of the Statement and Expenditures for FY08 and FY09 by fund source. October represents four months of the fiscal year (33%). In her report, Lindi Overton provided a chart which summarized various expenditures related to construction of the new JCRP for FY09, FY08, FY08 and FY06.

F. Report of the Board Representatives to Foundation and OCCA

Marilyn Lane thanked Andrea Henderson "for giving her report." Marilyn stated an OCCA Board meeting was scheduled for December 5th, and that she would have a report for the Board at its December meeting.

Frank Satterwhite touched on two main subjects discussed at the November 3rd Foundation Meeting. The first item regarded the Foundation's assets which have diminished as a function of the current markets. He said there was some discussion but no decisions made that there may have to be some adjustment in scholarship levels this coming spring. Nadine Faith added it may mean looking at distribution levels for next year, and that the Investment Committee will be meeting in the near future to discuss this matter.

Frank also shared that Cate Gabel, the consultant hired by the Foundation, was working to obtain data collection in order to advise the Foundation Board in developing a long-term strategic plan.

Rosemary complimented Nadine and her staff for their work on the College's 50th Celebration and JCRP Groundbreaking Ceremony.

G. PAT Updates

Carol Goerges announced the following new employees: Paula Duncan, Community Education Coordinator; Anita Hughes, Registrar; Josef Gault, Cultural Events and PAC Coordinator; and Mark Thompson, Small Business Counselor.

Carol also mentioned that the November 10th Chili Cook-Off was a big success. She said the next event the Social Committee was putting on was “Movie night,” and that a date had not yet been picked. The Board will be notified once a date is selected.

Stephen Schoonmaker referred to his Instruction Report and offered to answer any questions. Frank Satterwhite stated he continued to appreciate this report because “the basic feature of your report is you tell us what individuals are doing and give credit for what they are doing.”

H. Report of the President

President Hamann drew attention to his report in the Board packet, and acknowledged the efforts of many whose hard work helped to pass the \$5M capital construction bond by nearly at 16% margin. He specifically acknowledged Marilyn Lane who chaired the Campaign Committed for this bond.

President Hamann briefly touched on other activities of this past month including FEMA-Pre Disaster Mitigation (PDM) Grant, visits by Congressman Wu and staff member Stephen Marx, work to date of the Clatsop Economic Development Resources (CEDR) group, and Post-Secondary Quality Education Commission (PSQEC) Modeling Work, to name a few. He stated that Andrea Henderson had already talked about Small Schools Base Adjustment under the Report of the OCCA Executive Director.

Greg Hamann also held up the 5-inch “closing” binder for the New Market Tax Credits which he said was the “product of an incredible partnership,” including that of OCCA.

Rosemary thanked Greg Hamann for his hard work and the creative ways he has pulled together the funding package.

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

A. President’s Employment Contract

Rosemary Baker-Monaghan distributed marked-up copies of the President’s contract which she said was an extension of the President’s current contract, with no increases in compensation or car allowance. She pointed out that changes were underlined in the first paragraph, as well as sections 1, 3 and 4. Marilyn Lane asked if this contract was essentially the same contract the Board worked on with the attorney with last time, and Rosemary stated it was.

Marilyn suggested the Board may want to make a change in section 12; that the President’s file shall be in the custody of the College attorney rather than in the College’s Human Resources Department. She said she learned about this practice at an ACCT preconference session she recently attended.

Rosemary then got clarification that the deadline for approving the President's contract was December 2008. She posed the question to the Board that it could finish tonight or wait until the December Board meeting and still make the deadline. With no further discussion, Paul Gillum **moved to accept the contract as presented, with the change in section 12 to read "in the custody of the College's attorney (Miller Nash)."** Marilyn Lane seconded. The motion carried unanimously.

IX. ANNOUNCEMENTS/COMMUNICATIONS

Rosemary Baker-Monaghan read aloud the Announcements in the Board packet. It was pointed out the December 9th Board meeting will take place in the IMTC Conference Room at the MERTS Campus.

X. BOARD FORUM

Frank Satterwhite mentioned that Richard Balkins had written a very nice letter in support of the College bond and said "if you see him, be sure to thank him."

Marilyn Lane thanked Angela Bake, Hazel Martinez, and Jo Black "for making sure that we had the support of College faculty and staff during the bond campaign." She added it was "a real effort that no one person could have done by themselves." Jo Black mentioned Richard Rowland and his work on the College bond.

Marilyn also thanked the Board for her previous appointment on an ACCT subcommittee, which she had hoped to reapply for, but ran out of time. She did comment she would be talking with Andrea Henderson and President Hamann about another position someone was interested and willing her to consider doing. Marilyn Lane then mentioned as the Board goes into the next evaluation period, that she had some very valuable information about presidential contracts and the presidential evaluation process which would help the Board move forward and stay on top of the President's evaluation. She will share that and other information she learned at the recent ACCT conference at the December Board meeting.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 9:07 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary