

**MINUTES OF THE JUNE 9, 2009
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: Rosemary Baker-Monaghan, Marilyn Lane, Larry Sparks, Dirk Rohne, Paul Gillum, Frank Satterwhite, and Stephen Berk. Board members absent: None. Others present: Jo Black, Laurie Choate, Debbie Kennedy, Richard Balkins, Stephen Schoonmaker, Roger Friesen, Stephen Kennedy, Tiffany Tarabochia, Deputy Clerk Lindi Overton, President Greg Hamann, and Recording Secretary Kari Walsh.

A. Adoption of Agenda

Rosemary Baker-Monaghan referred to a revised agenda which included NEW BUSINESS item G. Endorsement of Jerome Campus Redevelopment Project New Building Name: Columbia Hall. Marilyn Lane **moved to approve the agenda as revised**. Dirk Rohne seconded. The motion carried unanimously.

II. EXECUTIVE SESSION

Rosemary Baker-Monaghan recessed the Regular Board meeting at 6:35 p.m., and called for an EXECUTIVE SESSION in accordance with ORS 192.660(2)(i) to review and evaluate the job performance of the President. Following conclusion of the Executive Session, the regular Board Meeting was reconvened at 7:40 p.m.

The Board then agreed to move the EDUCATIONAL PROGRAM PRESENTATION before PUBLIC FORUM in order to accommodate the presenters' schedules.

III. EDUCATIONAL PROGRAM PRESENTATION

Jo Black, Nursing Instructor, and Laurie Choate, Director of Nursing and Allied Health, displayed a poster of Clatsop CC nursing students since the Class of 1985. Laurie said there have been 425 nursing graduates, including this year's graduating class.

Second-year Nursing students Tiffany Tarabochia and Stephen Kennedy gave a PowerPoint presentation on a medical mission in Honduras during spring break 2009 where Nursing students provided medical care to poor Hondurans in the town of Conception del Sur.

The Board Chair recessed the Regular Board meeting at 8:00 p.m., and called to order the Public Hearing on the Budget.

The Public Hearing was adjourned, and the Regular Board meeting reconvened at 8:10 p.m.

IV. PUBLIC FORUM

A. Introduction of Guests

Rosemary Baker-Monaghan asked those present to introduce themselves.

B. Public Comment

Jo Black invited the Board to the Nurse Pinning Ceremony on Friday, June 12, 2 p.m., at the Elk's Ballroom.

Stephen Schoonmaker said he and his family were hosting a post-graduation open house and reception at their home, and that Board members were invited.

V. APPROVAL OF MINUTES

Marilyn Lane **moved to approve the minutes of the May 12, 2009 Regular Board Meeting, and the May 20, 2009 Board Special Meeting as presented.** Paul Gillum seconded. The motion carried. Frank Satterwhite abstained as he was not present at the meetings.

VI. REPORTS/DISCUSSION ITEMS

A. Report of the Board Chair

The Board addressed the following items as follows:

- By consensus, the Board agreed to waive mileage reimbursement for FY2009-10 for regular Board meetings within the County, but will continue to be reimbursed for meetings outside of the County.
- Dirk Rohne **moved the Board move the July Board meeting from July 7 to July 14, 2009.** Paul Gillum seconded. The motion carried unanimously.
- By consensus, the Board agreed to meet for a retreat on Thursday, July 30, 2009. Marilyn Lane offered to have the retreat at her residence.
- Dirk Rohne **moved there will be no Regular Board meeting in August 2009.** Paul Gillum seconded. The motion carried unanimously.

B. Report of the Associated Student Government (ASG)

None.

C. Report of the Deputy Clerk

Lindi Overton provided the FY2009 Financial Summary for the month ended May 29, 2009. May represents eleven months of the fiscal year (91%). Highlights of her report included that the College has received three quarterly State appropriation payments. This amount has been adjusted for the actual FY08 enrollment numbers, property taxes as recorded by the assessors' offices throughout the State, and a previously announced reduction to funding. The fourth quarterly payment will be received in July 2009 and at this time are not expecting a reduction in the fourth quarterly payment. Lindi also provided a copy of a letter from the auditing firm LeMaster Daniels PLLC as part of the required communication between this firm and CCC. LeMaster Daniels PLLC has scheduled preliminary audit field work for October 12, 2009, with final field work commencing the week of October 16, 2009. It is not clear at this time if interviews between the auditors and Board members will take place.

D. Report of the Board Representatives to Foundation and OCCA

Frank Satterwhite was not in attendance at the last Foundation meeting as he was in Alaska.

Greg Hamann mentioned he will be meeting monthly with the Foundation Board Chair beginning June 11, 2009, to discuss the future of the Foundation and its relationship with/to the College.

Marilyn Lane said the OCCA Board met in May, and the agenda focused primarily on legislative actions. It was also mentioned a Community College Budget Hearing in Salem scheduled for Wednesday, June 11th has been moved to Thursday, June 12th, but could once again be delayed. Marilyn asked President Hamann to contact her once a date was finalized as she was planning to attend.

E. PAT Updates

Lindi Overton announced new employees Leslie Atkinson, who has been hired as the Director of Human Resources effective July 1, 2009, and Martha Martinez, who has been hired as the Spanish/Modern Language Instructor effective fall term 2009.

Stephen Schoonmaker shared highlights of his monthly Instruction report which included: 1) various student successes and achievements; 2) academic, career and technical education, and workforce program/curricular updates; 3) and community collaborations and faculty/staff effort recognition, to name a few.

F. Report of the President

President Hamann said his monthly report focused on two things; the first being the new proposed Strategic Goals and Objectives which he would focus on in more detail under NEW BUSINESS, and students and celebrating their successes in a variety of ways, such as GED graduation, Nurse's Pinning, and Commencement.

President Hamann also mentioned minutes of the President's Council meetings will be included in future Board packets.

VII. LD BUSINESS

A. Request for Policy, Tuition Waiver for Family of Oregon Fallen Service Members – Second Reading

Greg Hamann recalled there were no suggested changes from the first reading. Dirk Rohne moved to approve **Tuition Waiver for Family of Oregon Fallen Service Members Policy**. Stephen Berk seconded. The motion carried unanimously.

VIII. NEW BUSINESS

A. Amend FY08-09 Budget

During the fiscal year, some plans change within the funds for how funds will be expended. It becomes necessary to amend the budget due to these changes, and the document in the Board packet provided the detail for the changes required. Marilyn Lane read aloud Resolution 2008-09-06 as follows: "Be it resolved that the Board of Clatsop Community College amends the appropriations for the purposes indicated within the funds listed

beginning July 1, 2008.” Marilyn Lane **moved to adopt 2008-09-06 Resolution Amending 2008-09 Appropriations.** Dirk Rohne seconded. The motion carried unanimously.

B. Adopt FY09-10 Budget

Resolution 2008-09-05 is provided to the Board as required by law. It consists of three parts: 1) it adopts the budget and states total amount of all the budget requirements; 2) it provides legal spending authority throughout the fiscal year; 3) it imposes and categorizes taxes in the form and amount the College wants to certify to the assessor. Rosemary read aloud “Be it resolved, that the Board of Directors of Clatsop Community College adopts the budget for fiscal year 2009-2010 in the total sum of \$39,504,915 as now on file in the office of the Vice President of College Services, Business Office, Clatsop Community College, 1653 Jerome Avenue, Astoria, OR 97103; and Be it Resolved, that for the fiscal year beginning July 1, 2009, the amounts below are hereby appropriated for Clatsop Community College for the purpose indicated within the funds as listed; and Be it Resolved, 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 \$1000 of assessed value for operations and in the amount of \$285,084 for bonds; and that these taxes are hereby imposed and categorized for the tax year 2009-2010 upon the assessed value of all taxable property within the College district.” Greg Hamann commented that these resolutions were essentially identical to prior resolutions except the third resolution amount of \$285, 084 for bond retirement which is the CCC’s GO Oregon Stimulus bond. Larry Sparks **moved to adopt Resolution 2008-09-05.** Dirk Rohne seconded. The motion carried unanimously.

C. Request for Revision to Policy 7.030, Use of Tobacco Policy – First Reading

Roger Friesen stated this policy provides a clarification and update of the current College smoking policy, and brings the College into compliance with the recent changes in the Oregon Clean Air Act – Oregon Smoke Free Workplace Law, sections 433.845 and 433.850. It also provides emphasis and direction for the development of smoking cessation programs for CCC students and staff.

Dirk Rohne **moved to accept this policy as a first reading.** Frank Satterwhite seconded. The motion carried unanimously.

D. Seamanship Program – Career Pathways Certificate

Stephen Schoonmaker presented this career pathway certificate for Board approval. This pathway certificate is in response to local and national needs for crew members in the maritime industry, identified by our Regional Advisory Committee, the Oregon Labor Market Information System, and U.S. Department of Labor which expects at least 15% growth. Job prospects are good. Completion of the Career Pathway Certificate in Seamanship provides better entry-level education avenues toward degree completion for current degree-seeking students, job seekers, and employees seeking career advancement.

Marilyn Lane **moved to approve the Seamanship Program-Career Pathway Certificate, and forward the proposal as part of a statewide application to the State Department of Education with a recommendation of program approval effective Fall, 2009.** Dirk Rohne seconded. The motion carried unanimously.

E. Strategic Goals and Objectives w/Presentation

Greg Hamann gave a PowerPoint presentation on the proposed Strategic Goals and Objectives, which included Clatsop County historical data on enrollment, wage, and salary trends, and reasons why these proposed goals and objectives are vital “if we are to continue to serve our students and their success to the best of our ability.”

Stephen Berk inquired if President Hamann had plans to share this PowerPoint presentation to the community at large as he thought it was an excellent presentation. Greg Hamann he could if the Board decided to adopt the Goals and Objectives. Frank Satterwhite suggested adding “June 2009” under the title of the document.

Paul Gillum **moved to accept the Strategic Goals and Objectives for first reading as amended.** Marilyn Lane seconded. The motion carried unanimously.

F. President’s Evaluation

Rosemary Baker-Monaghan read aloud the Board’s evaluation letter of President Hamann for 2008-09. The Board commended President Haman for his commitment to the mission of community colleges, and his growth in his effectiveness in communicating within the campus community. A copy of the evaluation letter in its entirety has been filed with the official minutes.

G. Endorsement of Jerome Campus Redevelopment Project New Building Name: Columbia Hall

Greg Hamann shared he had a discussion with Board members of the Campus Design Team regarding possible choices for naming the new facility, and as a result of that meeting was coming to the Board with the proposed name “Columbia Hall.” Marilyn Lane **moved to endorse that the new building be called Columbia Hall.** Stephen Berk seconded. The motion carried unanimously.

President Hamann invited the Board to tour Columbia Hall at 6 p.m., immediately preceding the July 7th Board meeting.

IX. ANNOUNCEMENTS/COMMUNICATIONS

Rosemary Baker-Monaghan read aloud the events taking place under Announcements.

X. BOARD FORUM

Marilyn Lane shared that she and Paul Gillum attended the Astoria High School Awards Ceremony where they presented several Success Grants. She said “the whole evening was incredible,” and that over \$1.7M in scholarships were given away.

Paul Gillum added to Marilyn’s comments that “if any of you get to do this some time, you should as it’s such an honor, and to get up there and look out and see what used to be kids!”

Frank Satterwhite stated he was unable to attend the End-of-Year celebration, but would be at Graduation.

Stephen Berk said he was unable to attend Graduation.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 9:15 p.m.

Greg Hamann
President

Rosemary Baker-Monaghan
Chair

Kari Walsh
Recording Secretary