

Clatsop Community College
1651 Lexington Avenue * Astoria, Oregon 97103 * www.clatsopcc.edu

MINUTES OF THE OCTOBER 11, 2022
BOARD OF EDUCATION
Regular Board Meeting

Board Members Present: Rosemary Baker-Monaghan, Karen Burke, Tim Lyman, Sara Meyer, Jody Stahancyk, Trudy Van Dusen Citovic,

Board Members Absent: Nicole Williams

Others Present: Heather Douglas, Angee Hunt, Margaret Frimoth, Camille Schoenfield, Adam Smith, Grace Fadele, Desiree Noah, Fernando Rojas, Peter Williams, Jessica Yurosko, President Chris Breitmeyer, Recording Secretary Felicity Green

I) CALL TO ORDER

The meeting was called to order by Rosemary Baker-Monaghan at 6:30 pm.

A. Adoption of Agenda

President Breitmeyer asked to amend the agenda as the Ellucian representative was unable to be present as planned and will be giving a presentation at the November meeting instead.

Karen Burke **moved to adopt the agenda as amended.** Jody Stahancyk seconded. **The motion carried unanimously.**

II) PUBLIC FORUM

- A. Introduction of Guests: Guests introduced themselves
- B. Public Comment: There was no public comment.

III) APPROVAL OF MINUTES

- A. September 13, 2022 Work Session
- B. September 13, 2022 Regular Board Meeting
- C. September 20, 2022 Special Board Session on ERP Replacement

Sara Meyer asked to amend the minutes for the September 20 Special Session. She was not able to attend although she is marked present. She asked about absences from meetings and whether they should be designated as unexcused or excused in the minutes. Rosemary Baker-Monaghan said that absences have not previously been noted as either in the minutes but that she did not think it was an issue.

Jody Stahancyk **moved to approve the Minutes from both the Work Session and the Regular Board Meeting on September 13, 2022 as presented.** Karen Burke seconded. **The motion carried unanimously.** Karen Burke **moved to approve the Minutes from the September 20, 2022 Special Session with the amendment that Sara Meyer was not present as corrected.** Rosemary Baker-Monaghan seconded. **The motion carried unanimously.**

IV) FACULTY PRESENTATION

Fernando Rojas Galvan: *Educators Working to Support Oregon Community College Students...One mile at a time...ESL, HECC...and beyond...*

Fernando Rojas Galvan, the CCC Spanish instructor who rode his bike across Oregon in 2021 to raise money for books for students, spoke about community in Clatsop County. He said that his ride would not have been possible without the help and involvement of many community members. When he was interviewing for his position in 2017, a colleague told him that this was an area with deep community ties. He feels that now we are in an era where we need to rebuild those ties.

He recommended the book Deep River by Karl Mariantis as a good local history and an example of a local author who has succeeded. He said that it is important to remember that there are many people in Clatsop County who are struggling with tremendous burdens. Coming to CCC and earning a certificate can change their lives. It is our job to reach out to these people and get them started on that course.

In his work at the HECC (the Oregon Higher Education Coordinating Commission) he has heard that while Oregon is doing well in 4 year college degrees and high school diplomas, we are not graduating enough adults from 2 year programs. He sees this as an opportunity to reach out to people in the community and stressed that it only takes one person to reach out to change someone's life. He said that CCC is a mainstay of Clatsop County and it is important that they remain as such.

V) CONSENT AGENDA

A. Policies and Corresponding Procedures for Review

- BP 2345 Public Participation at Board of Education Meetings
 1. AP 2345 Public Participation at Board of Education Meetings
- BP 2410 Board Policies and Administrative Procedures
- BP 2510 Participation in Local Decision-Making

Sara Meyer **moved to accept the consent agenda by 2nd reading and adoption.** Tim Lyman seconded. **The motion carried unanimously.**

VI) REPORTS / DISCUSSION ITEMS

A. Report of the ASG Representative

Camille Schoenfield-Leavitt, Acting President and Special Events Coordinator and Adam Smith, Student Advisor, presented for the ASG. They are currently running unopposed for President and Vice President. The election will be finalized on October 17. To follow procedure, they will be campaigning until the vote takes place via Brightspace.

They have been working with the Nursing Club to get a blanket drive up and running in November. There are blankets left from last year's drive as well as socks and other hygiene articles. They are hoping the Nursing Club will do a Narcan demonstration at the drive, which they are coordinating with the Bandit Food Pantry. Around the end of the month, they are planning a Teal Pumpkin event, which focuses on treats for children with food allergies who can't have Halloween candy. They are also planning to do the HeadStart Giving Tree in December again. There are also plans for a faculty vs. student basketball tournament in November; admission to the tournament will be cans of food to be donated to the Bandit Food Pantry. They are hoping to have one big event like the tournament each term.

The ASG representatives reiterated how happy they are to have more people on campus and events starting back up again. They are hoping to recruit more people to ASG with new ideas. Their relationship with the Board is very important to them.

B. Report of the Deputy Clerk

The President shared a few highlights from the financial reports. As of September 22, the College has \$1.09 million tuition and fees revenue. This is 8.7% up from last year at the same time. State appropriation funding is right on track. So far, the College has only received \$97,000 in taxes but they usually come in later. Last year property tax revenue was 6% over budget. Expenditures are down 1.3% from last year and payroll remains at over 80% of College expenses.

C. Report of the Board Chair

November 29 was proposed as the date for the next joint meeting with Foundation Board. Jody Stahanczyk will not be available but other Board members indicated that they would be able to attend. The date will be added to the calendar.

D. Report of the Board Representatives

• OCCA

Rosemary Baker-Monaghan passed out copies of the notes from the last OCCA meeting. They have revised their board goals and reviewed their legislative priorities. These include a 29.5% increase in funding for community colleges and approval of a proposed Bachelor of Science degree in Nursing that community colleges could offer. She offered to add interested Board members to the list for email updates from the OCCA Board; some Board members indicated their interest and will be added to the mailing list.

There was a comment that the Oregonian had a big article on cuts to community college budgets from the legislature this morning. Most Board members had not seen the article and it

was not discussed at the OCCA meeting. There was some discussion about current enrollment, which is down statewide. The College is one of the few who are reporting increased enrollment.

- **CEDR**

Trudy Van Dusen Citovic gave the report as Kevin Leahy was out of town.

CEDR continues to be involved with the Clatsop County Childcare Leadership committee. \$201,000 has so far been allocated to 11 childcare businesses, which now must go through some continuing education on how to budget and manage those funds. They are asking for more training for their employees, which can help them grow capacity. The College is planning to put together a series of classes for childcare workers through the office of workforce development and she is hoping to hear more about that project soon. There is also another \$300,000 that will be invested in childcare over the course of time.

WCT Marine at Tongue Point has submitted their application for long term tax exemption for their big project on the grounds of job creation. These jobs will be a big opportunity for CCC to provide trained welders. SBDC is doing their fall bootcamp. ClatsopWorks, building on their success in summer 2021, already has seven employers set up to provide summer 2022 internships.

- **Foundation**

Tim Lyman reported that the Lums Auto Center golf tournament was a big success. Overall, \$45,000 was raised for automotive programs. The next tournament will be on Friday, June 30, 2023.

The Magic Opportunity scholarship application reviews are done, and the first \$500 term grants are going out this week. 70 students will get the scholarships. There were 38 applications for the Providence Healthcare Diversity Scholarship received by the DEI Council. 10 of those applicants will receive \$1000. The 2022 employee giving campaign kicked off on Monday, October 10. The culmination of that campaign, the presidential Hot Wing Challenge, will take place on October 27. The reception for Ed Reed scholarship recipients will take place on October 21; they are requesting RSVPs by October 18. Planning is continuing for the Bandit Bash on November 5 which will include a live band.

- **Board Policy Committee**

The next meeting of the Board Policy Committee will be on Thursday, October 20 at 9:00 a.m.

E. Report of the President

The President said that ERP replacement is moving forward. Next month the Ellucian rep will attend the Board meeting and by that time the contract should have been finalized. Right now, the College is hashing out what options will be included in the software package. He promised to keep the Board in the loop as negotiations proceed. The other Oregon community colleges who use Ellucian are Clackamas and SWOCC (Southwestern Oregon Community College.)

After the recent internet outage on campus, it was pointed out that there should be a backup. The President said that IT was working on that and there would be an update at the next meeting.

- **Report of the VP Academic and Student Affairs**

Peter Williams said that he started during the height of the pandemic in July 2020 so this term has been eye opening. He says that orientation was very successful and that it is great to see so many students on campus. Parking is now an issue and this is good; he feels morale overall has improved. He asked the Board to please encourage applicants as there are several significant job openings at the College.

VII) OLD BUSINESS

A. Review of 2022 – 23 Board Goals for the College

There was some discussion about whether the Goals should each be read at every meeting and whether there should be a report from each representative. The President suggested that if any representative wanted to give a report, that should be listed specifically on the agenda.

Jody Stahancyk **moved to approve the 2022-23 Board Goals for the College.** Tim Lyman seconded. **The motion carried unanimously.**

VIII) NEW BUSINESS

A. New Hires

Chebili, Aziz, Student Success Coach (Grant Funded), GED Wrap Around Grant, effective September 12, 2022

Forster, Faith, Student Access Services Coordinator, Student Services, effective September 20, 2022

Mahan, Christopher, College/Career Advisor, TRIO Pre-College (Grant Funded), effective October 3, 2022

Mendez Urtiz, Claudia, College/Career Advisor, TRIO Pre-College (Grant Funded), effective October 3, 2022

Somoza, Angeleen, Science Storeroom & Hazardous Chemical Coordinator, Lower Division Transfer, effective October 17, 2022. Former Lead Clerk & Buyer, CCC Bookstore

IX) ANNOUNCEMENTS/COMMUNICATIONS

A. Next Board Meeting: Tuesday, November 8, 2022

6:30 pm: Regular Board Meeting

B. Committee Meetings

- Board Agenda Prep Meeting: Thursday, October 20, 1:30 pm
- Board Policy Committee Meeting: Thursday, October 20, 10:00 am

C. Upcoming Events

X) **BOARD FORUM**

Jody Stahancyk shared the College calendar that she and her assistant Jessica Yuroshko have compiled. They hope to see it shared on the College website. She will continue to include it in Board packets. She feels that having the calendar available will add to the transparency of College events as well as encouraging more attendance.

Rosemary Baker-Monaghan asked which events Board members should attend. The Ship Show will be open in the Royal Nebeker gallery through all October, but the reception is not until Thursday, October 27. The Board are also welcome to attend the scholarship donor and recipient reception on November 5. This is an event that had lapsed since 2019, when it was held at the Liberty Theater.

Tim Lyman wanted to clarify his remark from the previous Board meeting about support for the new ERP being unanimous and overwhelming. He was not referring to Board support but to Committee support. With the ERP behind them, he suggested that the new priorities should be interdepartmental communications and rebuilding student success.

Karen Burke thanked everyone involved in the new student orientation.

With no further business, the meeting was adjourned at 7:32 p.m.

Action Items From This Meeting:

Board / Staff Member	Action Item
President Breitmeyer	Will provide an update on IT progress towards securing backup internet capability

Chris Breitmeyer, President

Rosemary Baker-Monaghan, Chair

Felicity Green, Recording Secretary