

**MINUTES OF THE FEBRUARY 12, 2026
BOARD OF EDUCATION
Work Session and Regular Board Meeting**

Board Members Present: Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley, Mitra Vazeen

Others Present: Beth Van Elswyk, Josh Allison, Fiona Giselle, Tina Kotson, Deac Guidi, Kevin Leahy, TJ Lackner, Deborah Howe, coast Johnson, Layla Solar, Shawna Bullinger, Tom Ank, Teena Toyas, Bill Meck, Devin Looney, Jim Alegria, President Jarrod Hogue and Recording Secretary Felicity Green

WORK SESSION, 4:30

The Work Session began at 4:55 pm. Interim Director of Institutional Research Ian Wilson was unable to be present. Director of Computer Services and Information Security Tom Ank gave the Board a demonstration of the new Hy Flex technology and smart glass in Columbia 221. These innovations are already helping College faculty teaching online and hybrid classes and are expected to lead to an expansion of those programs. The technology makes it possible for more students to take classes on their own schedule. Even in-person classes are now routinely being recorded and uploaded, which can help students who miss one or two classes as well as reaching students from out of the area. The technology also has applications for community meetings. Most of this technology was paid for through private donations as were the computers that are given out free to CCC students.

He then demonstrated the College's new anti AI software, which can detect use of AI in student assignments. He also spoke briefly about email scams and phishing. On returning to Columbia 219, he spoke a little about the Kindle Paperwhites which he hopes will be distributed to all Board members at the March meeting.

REGULAR BOARD MEETING, 5:30

CALL TO ORDER

Ed Johnson called the meeting to order at 5:32 pm.

Roll was called. Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen were present. Ashley Flukinger and Jody Stahancyk were absent as previously arranged.

Felicity Green asked Ed Johnson to amend the agenda to include an approval of an expenditure over \$50,000 in New Business. (Appendix A) Sheila Roley **moved to approve the amended agenda**. Lloyd Mueller seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

PUBLIC COMMENT

There was no public comment.

TEN MINUTE PRESENTATION: *Josh Allison, SBDC Advisor / Education Program & Community Ed Coordinator: CCC Community Ed Programs and the Encore Partnership*
Presentation is attached as Appendix B.

Josh Allison spoke about community education classes at the college, which are broken into two categories: FTE eligible and non-FTE eligible. FTE eligible classes are approved by the HECC (Higher Education Coordinating Committee) while other community education classes offer relevant opportunities that positively impact the community. Community education also offers workforce development classes which can either be specifically designed for specific audiences or opened to the public. Spanish in the workplace is a popular offering; there are also classes facilitated by different organizations which include things like emergency preparedness.

The College's long-standing partnership with Encore is mutually beneficial. They are a 501(c)(3) nonprofit organization encouraging lifelong learning for people over 55. The College provides them with marketing support and posts their classes in the College catalogs. In return the College receives FTE for eligible courses.

Over the year that he has been working in Community Education, enrollment has steadily increased, with potential FTE up 117% and income up 41%. He is looking forward to continuing this forward momentum.

President Hogue commented that bringing Josh Allison into community ed with his perspective as an SBDC business advisor has been very helpful for the program. There was a question about total numbers of enrolled community education students. Josh Allison said that he does not have them offhand but will get them for the Board.

APPROVAL OF MINUTES: Regular Board Meeting, January 14, 2026

The Minutes presented to the Board in the printed packet were amended from the original .pdf to correct an error in the Board forum. Bill Montero moved to approve the amended January 14, 2026 Minutes. Sheila Roley seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

REPORT OF THE PRESIDENT

President Hogue reported that the NWCCU has removed the College from warning status. While the College will have to continue to show progress on their use of evidence based planning, this is a very positive step. He thanked Teena Toyas for all her work on the PRFR (Policies, Regulations, and Financial Review) which was turned in last summer. The financial health report is due on March 1 and he said it would be much easier to do this year.

He commented on some of the positive things going on around the College, mentioning multiple grant funded initiatives, including career connected learning and the HVAC apprenticeship. The College is well into budget season and one indicator of financial health is a good ending fund balance. Last year that balance, which is a buffer for the operating fund, was 13% of the total budget; this year's goal is 12.5% and he believes that is attainable. Last year the College committed to budgeting for facilities and maintenance as well and they have been very intentional about putting money aside for that purpose.

Budget concerns however do include a 1% cut in state appropriations which would be effective for the biennium. As the first year of the biennium is almost in its third quarter, this would make it effectively a 2% cut.

There was a question as to whether the College is part of the Title III cycle and can participate in that? President Hogue said he was unsure but he had looked in December and the Department of Education had not posted the new requirements. Teena Toyas said that the College ordinarily does a waiver for Title III.

FINANCIAL REPORT

Bill Meck said that revenues through January continue to be good, with tuition up from a year ago and property taxes looking good. He said the only revenue loss is the state appropriation. That 2% cut is a little over \$77,000 so next year's budget will reflect that. On the expense side, wages do continue upward but not outside the amount that was budgeted. Other expenditures are considerably down. Utilities in particular are down, which is attributable both to warmer weather and to cost savings measures put in place by Dan Clark and Facilities.

REPORT OF THE BOARD CHAIR

Ed Johnson commented that President Hogue and Julie Kovatch's meeting with the Astorian in December is really paying off with lots of good articles in the paper lately. He attended Julie Brown's recent Ales and Ideas talk at Fort George and it was packed. He said that there are a lot of good things going on at the College and seeing it get into the press is great.

He mentioned concerns with the PRFR and the Board, noting that NWCCU checked a lack of Board onboarding, professional development and training materials and Board self-evaluation as needing some improvement. He said he was glad that the Board self-evaluation committee is meeting.

Declare February as Career and Technical Education (CTE) Month

Ed Johnson read the Declaration. Lloyd Mueller **moved to approve declaring February as Career and Technical Education Month**. Sheila Roley seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

Declare March 1 – 8 at Classified Appreciation Week

Ed Johnson read the Declaration. Sheila Roley **moved to approve declaring February as Career and Technical Education Month**. Mitra Vazeen seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

OLD BUSINESS

Appoint Temese Szalai to 2026 Budget Committee

Bill Montero **moved to reappoint Temese Szalai to the 2026-27 Budget Committee for a three-year term**. Mitra Vazeen seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

Spring Schedule Cover and Community Thank You

President Hogue thanked the Board for their input on the cover and community thank you and thanked Julie Kovatch for all her work.

Policies and Corresponding Procedures for Review

Sheila Roley moved to accept **AP 2110 Vacancies on the Board of Education and AP 2710 Conflict of Interest for second reading and adoption**. Mitra Vazeen seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

NEW BUSINESS

MERTS Fundraising Campaign

President Hogue said he had been working closely with Beth Van Elswyk, staff and community members on fundraising strategy. Beth Van Elswyk will be focusing on community donors while President Hogue works with maritime and industry people. He thanked Russ Dickerson for his work on the website; there are now two buttons, industry and community, for potential donors and partners. A mailing will be going out soon as well. The goal is \$2.5 million; so far there are some confirmed community members behind the campaign. The focus is on funding the simulator and using the state match to fix the building and the roadway. Getting industry on board is the next crucial step. The College is reaching out to bar and river pilots, who have money set aside for continuing education. The maritime industries want to know that the simulator will meet their needs and be specifiable for their vessels. The Port of Astoria may also be interested. The deadline is Christmas 2026.

Approval of Service & Supervisory Employees COLA for 2026-27 Budget Year

Board approval is needed for cost-of-living adjustments (COLAs) for service and supervisory (S&S) employees, who are not represented by a union. President Hogue would like to link this and future COLAs to the consumer price index, pointing out that if wages do not rise with it, employees are effectively taking a loss. He wants to go into the budget process knowing that S&S wages will be adjusted by 3%. Bill Montero **moved to support a 3% COLA for S&S employees in 2026-27**. Mitra Vazeen seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

Tuition Discount for District High Schools

President Hogue said he would like to table this as an action item but provide information to the Board. This tuition discount would be applied to high school students who are taking classes at the college. These classes are currently paid for by the high schools; they have had budget cuts and the superintendents are requesting discounts. There are some logistics that need to be worked out but not having discounts could lead to a drop in simultaneous enrollment, which is an important FTE generator for the College. There is also an equity issue, as wealthy families will pay full tuition but lower income students will be left out. He would like to have a conversation about this in the future.

Beth Van Elswyk said that the Foundation is aware of the issue and is working on possible solutions, including micro scholarships. There was a question about why the schools can no longer afford the tuition. There have been significant budget cuts to local schools; Astoria school district had a 9% cut.

Employee Satisfaction Survey Results

The College recently concluded an anonymous employee satisfaction survey. This will be an annual survey. The NPS (net promoter score) result was 23, which is average. President Hogue said he felt that the comments were fair and reasonable. He said he would use them as authentic feedback, commenting that as leadership communication was cited several times as an area of improvement, he plans to walk around campus and talk to people more.

There was a question about the lack of comments on professional development. President Hogue said that when there are budget issues, that is one of the places that is cut first. Full and part time faculty do have some professional development funds, but S & S (Service and Supervisory) and Classified staff professional development budgets were cut years ago. He said he hoped to be able to reinstate some of those funds.

Policies and Corresponding Procedures for Review

Ed Johnson asked that everyone be sure to read the policies, saying that as BP 5015 and BP 5040 were in First Reading now, it was important to be able to vote when they came back for second reading.

Consent Agenda: Policies For Rescission

Mitra Vazeen **moved to rescind the listed policies** (*4.115 Shift Differential, Confidential Classified; 4.120 Callback, Confidential Staff; 4.125 Work Week, Confidential Staff; 6.212 Sanctions for Violations of Student Code of Conduct; 6.215P Student Discipline Procedure*). Lloyd Mueller seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

Ed Johnson asked if there were any updates on the joint Foundation Board and Board of Education meeting. Jim Alegria said that before that meeting, he would like to invite both Boards to a social evening at Pacifick Distillery. He asked the Board to let him know which Monday evenings they would be available. Felicity Green said she would send out a poll. Beth Van Elswyk commented that Jim Alegria won the evening at Pacifick Distillery at last year's Foundation fundraiser. She said she wanted to personally invite the Board to this year's fundraiser, which will be held on April 11 starting at 4 pm. There is an ad in the Spring schedule which contains a QR code for buying tickets.

Approval of Expenditure Over \$50,000

President Hogue said that last year the College budgeted \$100,000 for instructional equipment. He asked faculty to identify what they needed. Two faculty members asked for microscopes and stereoscopes. The total of the two purchases will be over \$50,000. Some of the existing College microscopes are over 30 years old, so this will be a big upgrade.

Sheila Roley **moved to approve the expenditure.** Mitra Vazeen seconded the motion. **Ed Johnson, Bill Montero, Lloyd Mueller, Sheila Roley and Mitra Vazeen voted Aye. Ashley Flukinger and Jody Stahancyk were absent. The motion carried.**

BOARD FORUM

Bill Montero said that the Board Self Evaluation Committee will be meeting next week.

Sheila Roley said she was happy to be back where the weather is reasonable

Ed Johnson pointed out that that the revitalized Clatsop County Job Fair will be March 3 at the Seaside Convention Center from 9 am to 1 pm. He thanked Bill Montero for volunteering.

Lloyd Mueller said that it was really good that the NWCCU accreditation report came through. He said the issue has been going on for a long time and resolving it is a major thing which he knows took a lot of work.

Mitra Vazeen was recently contacted by someone from a company called AI Advantage who would like to offer artificial intelligence classes at the College. President Hogue asked her to please forward the information to him and he would send it out to the right people. She noted that the Board bios on the website had not been updated after the last election to reflect current term ending dates.

ADJOURNMENT

Ed Johnson adjourned the meeting at 6:48 pm.

Clatsop Community College
Board Meeting
February 12, 2026
Submitted by: Jarrod Hogue

ADDITION TO AGENDA UNDER NEW BUSINESS

Title: Approve Expenditure Over \$50,000

What: Approve expenditure for stereoscopes and microscopes for biology department.

Why: For fiscal year 2025–26, the President set aside \$100,000 in the Plant Fund (41) to upgrade instructional equipment. Two similar (but distinct) requests were received and approved by the President:

- 12 Leica stereoscopes, total not to exceed \$15,000 (Julia Mabry)
- 27 compound brightfield microscopes (26 student + 1 instructor), total not to exceed \$40,000 (Nichole Warwick)

Because the combined purchase is expected to exceed \$50,000, we are seeking Board approval in accordance with Board Policy.

Recommended Action: Approve expenditure if needed for necessary purchase of microscopes.



COMMUNITY EDUCATION

AT CLATSOP COMMUNITY COLLEGE

WHAT IS COMMUNITY EDUCATION?

Community Education is a bridge
between the college and the community.



KEY AUDIENCES SERVED

At Clatsop Community College's Community Education/Professional Development Dept our primary audiences served are:

- Lifelong Learners
- Workforce Participants
- Small Businesses, Nonprofits, & Community Partners



TYPES OF CLASS OFFERINGS

- **Noncredit Courses**
 - Norwegian, Pilates, Yoga
- **Workforce & Professional Development**
 - Spanish in the Workplace, Digital Marketing
- **Community Enrichment Programs**
 - VOCA Training, COASST Volunteer



ALIGNMENT WITH OUR VISION & VALUES





OUR VISION STATEMENT AT CCC



We envision Clatsop Community College as a diverse, dynamic center for education, workforce development, and community enrichment.



OUR VALUES AT CCC



- Accessibility
- Collaboration
- Community
- Inclusivity
- Integrity



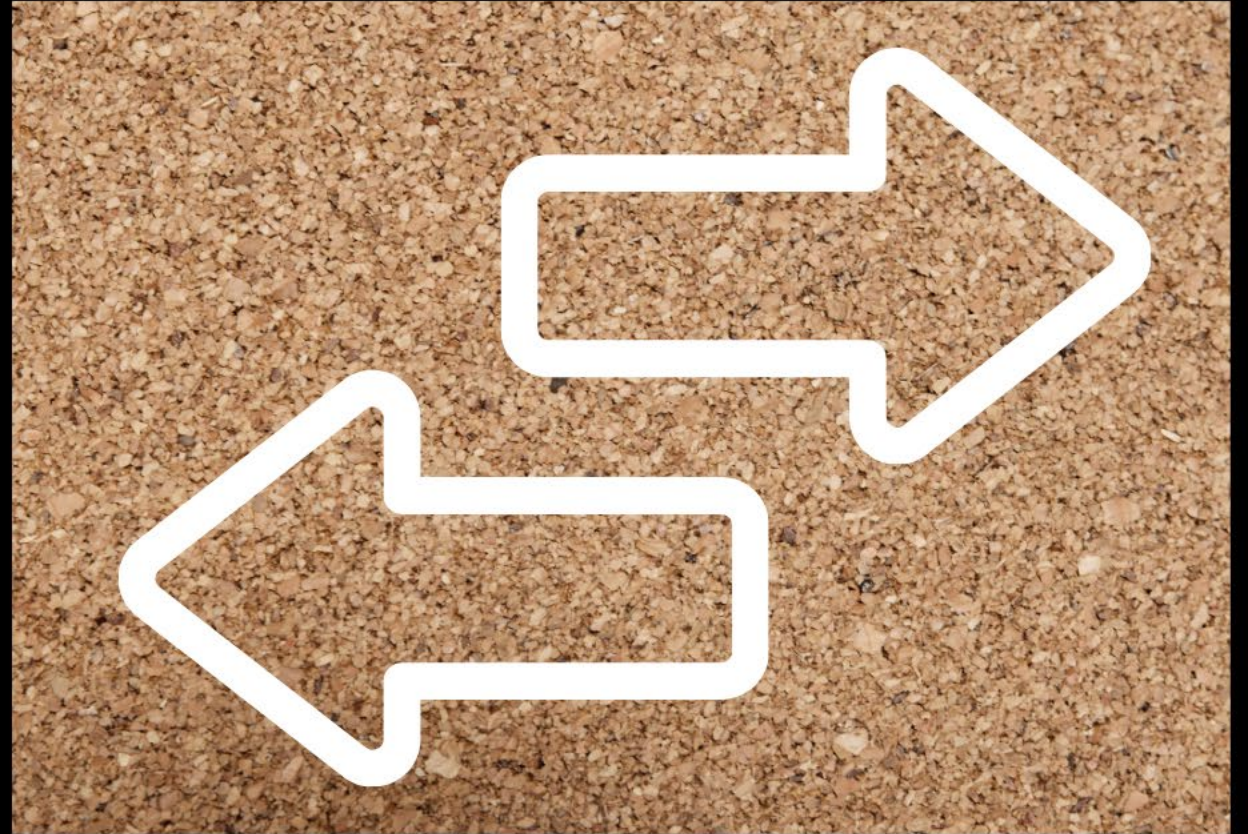
These tenants are woven into the fabric of Community Education.

We are purposefully integrated and continuously engaging the community for opportunities to collaborate with and serve our citizens.



We hold ourselves to a high standard by working to program quality, engaging, and relevant educational opportunities that positively impact CCC and our local communities.

COURSE CLASSIFICATION



FTE - Eligible

These classes are developed, programmed, and offered in coordination with Higher Education Coordinating Commission guidelines.

Non FTE - Eligible

We have more flexibility in the class content and structure, however, these classes are ineligible for FTE reimbursement from the State.

PROGRAMS AND SERVICES SNAPSHOT



NON-CREDIT EDUCATION



This is our broadest range of classes under the Community Education umbrella. Examples of High-Impact programs include our fitness classes, foreign language, writing, music, and Personal Enrichment classes. Delivery methods may include: in-person, online, & hyflex and can vary depending on the class content, instructor availability, and demographics of our target students.

WORKFORCE & PROFESSIONAL DEVELOPMENT



This is a valuable element of our Community Education offerings. Examples of High-Impact programs include our workplace language, technology, marketing, Early Childhood Ed, and specialty training classes. Delivery methods include: in-person, online, & hyflex and can vary depending on the needs of our students/clients.

These classes can be open for public registrations or in the form of custom trainings tailored to a specific group or business.

COMMUNITY ENRICHMENT PROGRAMS



These classes provide CCC with an opportunity to act as a leader in community support, and to make an impactful & meaningful contribution to the betterment of our local citizens. Examples of High-Impact programs include AARP Smart Driver, Volunteer Trainings, COASST Trainings, and Emergency Preparedness.

Primarily offered as in-person classes/workshops by 3rd Party organizations. Classes may be FTE-eligible.

PARTNERSHIPS & COMMUNITY RELATIONSHIPS



ENCORE LEARN

ENCORE Learn is a member-run organization for individuals who are 50+ years in age.

- Established in 2001 & sponsored by CCC
- Currently an independent 501(c)(3)
- Mutually beneficial partnership agreement with CCC
- ENCORE receives support from CCC (marketing, liaison, etc)
- CCC programs FTE-eligible courses and harvests headcount as 3rd-Party Reimbursable contributions to the college





WHERE ARE WE AT?

- Recent changes in staffing & processes
- Working closely with Office of Instruction for HECC alignment
- Developing metrics and reviewing quarterly KPIs



YEAR TO YEAR COMP

(2024/25 TO 2025/26)

	SUMMER	FALL
• TOTAL # OF CLASSES	+ 22%	+ 54%
• TOTAL # OF REGISTRATIONS	+ 15%	+ 30%
• REIMBURSABLE HEADCOUNT	+ 19%	+ 118%
• POTENTIAL FTE INCOME	+ 70%	+ 117%
• TOTAL INCOME	+ 29%	+ 41%



FORWARD MOMENTUM

- Continue developing on the profitability trend
- Identify high-impact opportunities for sustainable growth
- Programming courses to meet HECC FTE guidelines

THANK YOU
&
QUESTIONS

