

MINUTES OF THE FEBRUARY 1, 2024
BOARD OF EDUCATION
Special Board Meeting and Board Vacancy Interviews

Board Members Present: Ashley Flukinger, Ed Johnson, Tim Lyman, Lloyd Mueller, Jody Stahancyk, Mitra Vazeen

Call to Order

Ed Johnson called the meeting to order at 1:03 pm.

Interview Candidates

The Board of Education interviewed Sheila Roley, Mike Brosius, Jim Alegria, Laura Evans, Sheryl Bos and Deborah Howe in that order. Candidates all answered the same questions, attached as Appendix A.

The Board took a break between the first three and last three candidates. They discussed whether it would be permissible to have an Executive Session to talk about the interviews. It is not allowable under Oregon statute.

Appoint New Board Members

After the interviews were concluded there was discussion of the candidates and the process. The Board was concerned that Mitra Vazeen's questions were not used but instead the candidates were given the old questions. Jody Stahancyk stated that she would like all the candidates to return and answer the new questions. She would also like to open it up for the possibility of attracting more candidates.

Tim Lyman suggested calling back the top two candidates for more questions. Jody Stahancyk reiterated that she wanted them to all come back; she expressed concerns that she felt many of the candidates did not fully answer the questions. She is also concerned that they don't understand that this is a policy board. She would like to open applications up for another two weeks and get more people.

Ed Johnson and Ashley Flukinger said they did not want to reopen applications but would do what everyone decided. Ed Johnson said there were two candidates he would like. Lloyd Mueller said he has two favorite candidates as well.

Ed Johnson suggested that the Board review Mitra Vazeen's questions.

Mitra Vazeen read the following questions:

- 1) *Why do you want to join the college?*
- 2) *What do you think are the most important skills for a college president?*

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- 3) *Where would you make budget cuts?* There was some discussion of this question as Board members pointed out that a new Board member would be unfamiliar with the College and its budget, so would not be able to answer. There is a suggestion to ask them what they felt was important to prioritize in the budget or to ask if they are aware that the College is in financial trouble. Mitra Vazeen said she would take the question back and change it.

- 4) *How can the board know if its policies are being implemented?* There were comments that this question is intended to keep the President accountable. A suggested replacement was *"How do you keep the president accountable in administering policy as defined by the board?"*

There was some discussion as to whether the 5th question should be focused on DEI. There was a suggestion that *How would you make the College more inclusive?* would be an appropriate question. Another suggested question was *"What policies could the Board implement to make the College more inclusive?"* There were some comments about a lack of diversity in the area. There was a suggestion that asking the candidates to give an example of when they have spearheaded diversity, equity and inclusion would be a good question. There was also some discussion of using the terms underserved and underrepresented communities instead of DEI.

There was some concern voiced that any additional candidates would not be able to answer the same questions the current candidates have already answered. The consensus was that new candidates could be given the opportunity to ask the old questions in writing in addition to answering the new questions in person.

Ed Johnson asked the Board to discuss the two candidates they liked best. Lloyd Mueller liked Sheila Roley and Mike Brosius. Ashley Flukinger and Ed Johnson both picked Sheila Roley and Deborah Howe. Ed Johnson pointed out that Sheila Roley has a track record of raising money as well as extensive education background. Several other Board members said that they had heard negative reports. Jody Stahancyk, Tim Lyman and Mitra Vazeen did not state their favored candidates. Jody Stahancyk said she was not sure that any of the candidates had the problem solving ability she was looking for. Tim Lyman said he felt he was looking for the least objectionable candidate. Ashley Flukinger said she thought they were good candidates.

The Board decided to open the vacancy back up for applications for two more weeks. They want to interview new candidates and give the old candidates a chance to answer the new questions. They agreed that it was important when contacting the candidates to be sure they were clear that this extension of the process was only to get the new questions answered. The Board asked Ed Johnson to write an email for the Board Secretary to send out to the candidates right away. They decided that the questions needed to be finalized and would be sent out to the existing candidates on Monday, February 5.

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Tim Lyman **moved to delegate the authority to edit the questions, following the guidelines the Board has given her, to Mitra Vazeen and to present the Board with those questions by Monday, February 5.** Ashley Flukinger seconded the motion. **The motion carried unanimously.** Mitra Vazeen said she would workshop the questions with Tim Lyman.

There was some discussion of interview and closing dates. The decision was to hold the interviews on Tuesday, February 20 from 1 pm – 3 pm in Towler 206. Tim Lyman **moved that the Board extend the period for which people can apply for the vacancy to Friday, February 16 and that any new candidates will be provided with the existing questions and the opportunity to answer them in writing and that all candidates will be provided with the new questions that will be asked on February 20. The candidates will also be provided with a letter from the Interim President consistent with AP 2110.** Mitra Vazeen seconded the motion. **The motion carried unanimously.**

The meeting was adjourned at 3:44 pm.

DRAFT

**02.02.2024 Board Interview Vacancy Questions
Zone 2, Position 3**

A. Candidate – 3 minute statement of interest

B. Board – Interview Questions:

1. Describe your volunteer and community experience.

2. If a visitor asked you to describe the College, how would you describe it?

3. What motivated you to apply for this position?

4. This Position on the Board expires on June 30, 2025. Would you consider running for office in the May, 2025 election to serve the unexpired year portion of this 4-year term?

5. What expertise (business background, previous work in an educational institution, education related service, etc.) do you feel you bring to the Board?

6. If you find yourself in a minority position on an important issue, how will you handle the situation?

C. Candidate – Do you have any Questions?

D. Candidate – Is there anything, which we didn't ask you about that you would like to share?

**MINUTES OF THE FEBRUARY 8, 2024
BOARD OF EDUCATION
REGULAR BOARD MEETING**

Board Members Present: Ashley Flukinger, Ed Johnson, Tim Lyman, Lloyd Mueller, Jody Stahancyk, Mitra Vazeen

Others Present: Kevin Leahy, Bill Meck, Heather Douglas, Deborah Howe, Cliff Fick, Asher Finch, Brittney Holden, Rebecca Norden-Bright, TJ Lackner, Sheila Roley, Evon Jacobsen, Miranda Saari, Janet Mitchell, Corey Rausch, Greg Riehl, Marsha Pack, Helen Keefe, Interim President Teena Toyas, Recording Secretary Felicity Green

CALL TO ORDER

Ed Johnson called the meeting to order at 5:30 pm. Jody Stahancyk **moved to adopt the agenda as presented.** Lloyd Mueller seconded the motion. **The motion carried unanimously.**

PUBLIC FORUM

- A. Ed Johnson said he would prefer to waive the introduction of guests.
- B. Public Comment

Heather Douglas spoke. She also brought a letter for the Board (Appendix A) and a letter from Denise Reed (Appendix B.) Heather Douglas, who is the Coordinator for the Alliance for Equity in Education at the College, said that she had not been able to secure a spot on the Board agenda to present what the DEI Council is doing. She said the DEI Council was not invited to participate in the strategic planning core group and this lack of inclusion indicated devaluing DEI work. She also has not heard how the recently posted new HR position, which incorporates DEI, will affect her job or any information about continued funding for DEI at the College and is preparing for her job to be cut. She said that burying DEI in the HR Department will stop the momentum of the last four years. She spoke about a \$55,000 grant from Meyer Memorial Trust that she helped secure and thought would fund her position. She also spoke about a \$57,000 grant from the regional educator network to fund a countywide educator consortium. She expressed concerns that the funders will no longer work with the College if she is gone. She stated that she feels bullied by her supervisors and that she had a negative job review in front of her peers. She feels that DEI is blocked and devalued at the College and that leadership targets people at the College. She asked that the Board and community be vigilant when presented with budget cuts and ask which are truly necessary and which are targeted.

APPROVAL OF MINUTES

Jody Stahancyk **moved to accept the January 11, 2024 and the January 17, 2024 minutes as presented.** Lloyd Mueller seconded the motion. **The motion carried unanimously.**

PRESENTATION

Interim President Teena Toyas: Implementation of New ERP Update

Interim President Teena Toyas handed out some information on the status of the new ERP, Ellucian Colleague (Appendix C.) Colleague will be going fully live for summer and fall registration as of May 1. So far it is coming together very well. Greg Riehl commented that it is working well with Softdocs.

Payroll, which was originally planned to be live with Colleague beginning in January, has had that implementation delayed for a year. This decision was made in December. Greg Riehl explained that the payroll staff are short staffed and were overwhelmed. There were also concerns that CCC would be the first college to use the web based payroll system. It was felt that waiting a year for implementation would avoid any payroll issues, particularly as W-2s are issued in January. Some Board members expressed concerns that they did not know of this delay and would like to be more informed in the future.

Interim President Teena Toyas continued by saying that she was recently in a meeting discussing a request to seek funding for the MERTS project through HUD. This money will cover some of the matching funds required by the state grant. A Board member asked if this request will be an issue given the restrictions for the state money? The College met with the HECC who are responsible for the capital campaign funding and there should not be a problem. The College can also go back and ask for changes by fall of 2024. Receiving any match money would mean that the College has until 2025 to get the project started. If, for example, the College located a sponsor to provide the simulator, that would be considered part of the match. Sara Lu Heath, deputy director of COLPAC, is going to write the HUD grant free of charge. Jody Stahancyk **moved to allow the College to pursue the HUD grant.** Lloyd Mueller seconded the motion. **The motion carried unanimously.**

REPORTS / DISCUSSION ITEMS

Report of the ASG Representative

Asher Finch, ASG President, said that the students are very concerned about the lack of mental health and Title IX resources on campus. The posted signs for students in crisis are out of date and there is currently no counselor available. They are also concerned about an incident which took place on campus recently in which police were called but students were not notified. Teena Toyas said that while there are FERPA reasons that that particular incident can not be discussed right now, she wanted to assure ASG that there will be a counselor on campus beginning on March 1.

Ed Johnson asked about student involvement in the strategic planning process. Kevin LaCoste created the core team in conjunction with Corraggio, the strategic planning consultants. They stressed that the core team should be kept small; they will be creating focus groups that will include the larger community. The best thing that students can do right now to be part of the process is to complete the survey that is linked on the website. Students will be contacted about the focus groups. There were some concerns that the Board is also not on the core team;

Tim Lyman said that he and Trudy Van Dusen were originally supposed to be part of that group but have not been contacted. He suggested that he and Ed Johnson should be included. Ed Johnson said that Lloyd Mueller could take his place in strategic planning.

Asher introduced Brittney Holden, the ASG secretary, who will also be attending Board meetings.

Report of the Board Chair

Ed Johnson read the Classified Appreciation Week Resolution proclamation. Jody Stahancyk **moved to make the first week of March Classified Appreciation Week.** Tim Lyman seconded the motion but added that he would like to see the Board do something more substantial than a proclamation in the future. **The motion carried unanimously.**

Ed Johnson read the Career and Technical Education Month Proclamation. Jody Stahancyk **moved to direct the Chair to sign the proclamation on behalf of the Board of Education and mandate that press releases be issued to make the community aware of the proclamations.** Lloyd Mueller seconded the motion. **The motion carried unanimously.**

Ed Johnson reported that the Board has reached out to three firms, ACCT, Gold Hill and RPA, Inc. for proposals on the Presidential search. As regards the Board vacancy, the Board decided to hold a second round of interviews on February 20. The applications will be opened up again. All candidates will be sent a letter from the interim President which will include a link to the Board policies.

Report of the Board Representatives

CEDR

Kevin Leahy said that he was excited about the Job and Career Fair on March 14. This year College students are welcome to attend at any time rather than being limited to a short window. The CEDR Awards will be held on May 16 at Patriot Hall. Misty Bateman, Clatsop Works and Cooperative Work Experience Manager, recently received an award from Tongue Point Job Corps as the 2023 Community Supporter of the Year for her work with internships.

Foundation

Ed Johnson met with Jamey Hendricks, the new president of the Foundation, and they agreed on the agenda for the upcoming joint meeting. Cliff Fick said the Foundation pickleball tournament was taking place at that moment.

Report of the President

Financial Report

Bill Meck gave the financial report. Earlier when the Board was discussing the money borrowed to fund Ellucian, there were some comments about using money in that fund for other purposes. He said that there is money in that fund but that it needs to be used for Colleague expenses over the next few years. Jody Stahancyk asked what interest the College was getting from that money. Bill Meck said he was unsure; Ed Johnson said that if it was in state funds it

would be 5%. He also said that the property tax revenues have been received and will be used for plant debt service.

He reported on the Operating Fund. Expenditures are outpacing revenue even though revenue is up. They are \$860,000 ahead of where they were last year at the same time. He has not been able to figure out why this is happening yet. The conversion from Roguenet to Colleague means that the fiscal year will be split and at the moment that conversion is not complete. He is hoping this is simply a blip. However, despite a significant increase in revenue, it looks like the College is going to be about 500,000 expense over revenue again

Jody Stahancyk asked what the Board could provide to help figure out why expenditures have increased. Bill Meck said that having the planned in house budget meetings will help as will spending more time with financial and business office staff. Teena Toyas said that she was hoping to bring Ian Wilson, who is still employed by the college as a part time chemistry instructor, back on a part time basis to help with data gathering and analysis. This would not be a full-time or permanent position.

Report from Academic and Student Affairs

Teena Toyas said that Ed Johnson had asked for some enrollment targets: a goal with a percentage increase and the steps the College is planning to achieve that goal. Miranda Saari said that the goal is an unduplicated headcount increase of 10% with an FTE goal of a 5% increase. She said Student Services has strategies and activities geared towards each goal.

NEW BUSINESS

Policies and Corresponding Procedures for First Reading

Tim Lyman presented the policies for first reading. He began by stating that BP 4110 Honorary Degrees and AP 4110 Honorary Degrees need to be taken off the agenda and returned to the Policy committee. He also asked to remove BP 2110 and BP 2110, Board Vacancies off the agenda as he feels the language is confusing and thinks that a portion which was struck out should be reinstated. Jody Stahancyk **moved to return BP 4110, AP 4110 and BP 2110 and AP 2110 to the Policy Committee.** Tim Lyman seconded the motion. **The motion carried unanimously.** Jody Stahancyk commented later in the meeting that BP 4110 had been changed by the College Policies and Procedures committee and needed now to be reworked. She stressed that the Policy Committee was working very hard.

He asked the Board to adopt BP 2220. Ed Johnson asked if these policies were not in first reading. Tim Lyman stated that as these are Board policies from chapter 2 which limited to the Board, set by the Board and do not have to go through shared governance, they can be adopted at first reading.

Tim Lyman **moved to adopt BP 2220, Committees of the Board of Education.** Jody Stahancyk seconded the motion. **The motion carried unanimously.**

Tim Lyman **moved to adopt BP 2355 Decorum as first and final reading**, Jody Stahancyk seconded the motion. **The motion carried unanimously.**

Tim Lyman **moved to adopt BP 2310 Regular Meetings of the Board of Education as first and final reading**, Jody Stahancyk seconded the motion but said that she wanted to discuss the changes in this policy. The original policy noted a specific day of the week, which meant when the Board changed their regular meetings to Thursday, they were out of compliance. Now they can change them every July and remain in compliance. **The motion carried unanimously.**

Tim Lyman **moved to adopt BP 2330 Quorum and Voting as first and final reading**, Jody Stahancyk seconded the motion but said that she wanted to discuss the changes in this policy. The Policy Committee previously changed this policy to include less than four members as a minimum. However, they have realized that they were out of compliance with OR statute, which requires four members as a quorum. **The motion carried unanimously.**

Tim Lyman **moved to adopt BP 2510 Participation in Local Decision-Making as first and final reading**, Jody Stahancyk seconded the motion. **The motion carried unanimously.**

Tim Lyman **moved to adopt BP 2431 Selection of the President as first and final reading**, Jody Stahancyk seconded the motion. Lloyd Mueller commented that he felt this policy was too vague. **The motion carried unanimously.**

Tim Lyman **moved to adopt AP 2431 Selection of the President as first and final reading**, Jody Stahancyk seconded the motion. **The motion carried unanimously.**

Tim Lyman said that he wanted to return BP 2432 Presidential Succession to the Policy committee. Jody Stahancyk agreed and said that the Interim President needed to go over it. It was returned to committee. Jody Stahancyk explained that it was important that this policy not include names or titles as they change regularly.

Approve Juneteenth as a Permanent College Holiday

Ed Johnson read most of the proclamation and commented that Juneteenth is now a national and an official Oregon holiday. The Board discussed the holiday. The Board had previously suggested using the holiday as a bargaining chip during contract negotiations. There were concerns that the holiday would not affect different groups of employees equally. It is already in the Classified contract but as it usually occurs after faculty are off contract it is not in theirs. TJ Lackner said that it would be a problem if faculty time extended beyond June 19 which has occasionally happened. Jody Stahancyk, who had previously moved to recognize it as a permanent holiday, **moved to approve Juneteenth as a holiday for 2024 and re-examine it next year.** Tim Lyman seconded the motion but asked that **the motion be amended to request a report on the holiday's impact from the Interim President or the President's designee within the next 90 days.** Ashley Flukinger, Tim Lyman, Lloyd Mueller, Jody Stahancyk, Mitra Vazeen voted Aye. Ed Johnson abstained. **The motion carried.**

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Appoint Budget Officer, Clerk and Deputy Clerk

Tim Lyman moved to appoint Teena Toyas, Interim President, as Clerk of Clatsop Community College and Kevin Leahy, Executive Director, CEDR and Associate VP for Business, Community and Workforce Development, as Deputy Clerk of Clatsop Community College. Lloyd Mueller seconded the motion. Ashley Flukinger, Tim Lyman, Ed Johnson, Lloyd Mueller and Mitra Vazeen voted Aye. Jody Stahancyk abstained. The motion carried.

Tim Lyman moved to make Teena Toyas, Interim President, Budget Officer of Clatsop Community College. Jody Stahancyk seconded the motion. The motion carried unanimously.

Appoint Returning Budget Committee Members

Tim Lyman expressed concerns about the Budget Committee. He suggested that the Board create a policy to create term limits for Budget Committee members. There were comments that the process is flawed in that the Budget Committee do not create the budget but instead are presented with a budget. The College Budget Committee is governed by statewide law, not College policy. The Oregon Department of Revenue Local Budgeting manual is available [online here](#). There are three vacancies on the Budget Committee. Two of those terms end in Spring 2025 and one ends in Spring 2026. Ed Johnson commented that the College must ensure it does not spend more than it brings in and the budget should be balanced. Cliff Fick asked about the authority of the Budget Committee. Tim Lyman replied that while the Budget Committee includes members of the public as well as the Board, their responsibility is solely to make recommendations to the Board about changes to the budget. The Board of Education adopt the final budget.

Teena Toyas said that the internal College Budget Advisory Committee meetings begin tomorrow and that the College is aware there will have to be some changes

Announcements

Tim Lyman asked why there were no Presidential Search Committee meetings scheduled. Ed Johnson said that he had tasked Felicity Green with reaching out to several search firms and asked her to contact them again to ensure a timely response.

TJ Lackner invited the Board to attend the March 14 Pi Day Celebration in Patriot Hall, which will run from 1:59 to 6 pm. The Board meeting is the same day and the Board could attend both.

Ed Johnson adjourned the meeting at 7:35 pm.

I respectfully thank you for the opportunity to be heard today, at the Clatsop Community College Board meeting on February 8, 2024. I am the Diversity, Equity and Inclusion Director here at Clatsop Community College

Since December, I have been unsuccessful in securing a spot on the Board agenda for our DEI Council to deliver a 10-15 minute mandated report. The only option given to me was a 2 minute public comment, so I am here providing a personal statement. It would not be fair to minimize the great work of the DEI Council in a 2 minute sound byte. This is the most honest update I can give.

On 1/3/24, a campus email was sent listing off chosen members of our Strategic Planning Team. DEI was not invited. This is a common tactic of exclusion and silencing -- indicators of institutional devaluing of DEI work.

Very recently, a combination HR/DEI position was posted. No matter how many times I ask, those in power evade questions about how this change impacts my position. Yet, I already know the answer. In a time of impending cuts, it's safe to guess that CCC isn't planning to support, much less expand our DEI Department, which means that I need to prepare for the DEI Director position to be cut in June. And most people who know anything about DEI, know that burying this important work in the HR Department is just another tactic to interrupt the work and momentum of the last 4 ½ years.

The problem here is that our leadership would have you believe that we can't afford the position, yet this is not true. What I expected leadership to share with you is excitement that Meyer Memorial Trust wants to fund CCC's DEI position for at least one more year! Why isn't this being celebrated?

I recently secured a \$57,000 grant through the Regional Educator Network for a County Wide Equity Consortium which would connect all 7 school districts with CCC through a monthly meeting providing educators with stipends, in a time when we have expressed interest in repairing our relationships with local school districts. We also had plans to launch a new Native American Studies course and hire an instructor through our DEI Council. I decided to seek outside funding because I was told repeatedly that we have "no money" to do any of this work. Because of the lack of transparency about the future of my position beyond June 2024, I felt it ethical to be honest with our grantors. Because of this, the grantors are now unsure about working with CCC, and I don't blame them because there would be no one here to carry out the work if this position was dissolved. Funders such as the Regional Educator Network and Meyer Memorial Trust see through the guise of burying DEI efforts in HR Departments. At a time of financial vulnerability, CCC leadership will lose over \$100,000 from willing funders for work that is critical to our strategic planning and accreditation status.

One of the pillars of CCC is "caring," but I have been bullied, gossiped about and mobbed (which is a practice defined by BOLI: when an individual becomes a target of disrespectful and harmful behavior) by two of my supervisors at CCC. I was even given an unwarranted negative job review in front of my peers which was clearly intended to humiliate and mock me. After commiserating with family and friends, a few said "it's not personal," to make me feel better. After severe emotional distress, sleepless nights and a lot of crying, that sentiment didn't make me feel any better. However, I had an epiphany. They are right. It isn't personal. I make an effort daily to uphold one of the pillars of CCC'S "Mission, Vision & Values," which is "Caring," and the work that I have been able to do despite being blocked and devalued has been successful.

I had an epiphany that the real attack is not on me, but on Diversity, Equity and Inclusion. I fear that this behavior will continue beyond the DEI Director position and other departments will be targeted if they align with DEI work. I also think that under the current structure, employees who dissent are at risk for retaliation or targeting from our leadership. I have no doubt that there will be consequences for speaking out this evening.

Yet, what's happening is too egregious. I'm asking the Board and the community to be vigilant. Keep asking questions about whether cuts are necessary and which programs are being targeted and erased by our leadership. Think of DEI as the canary in the coal mine.

Norah E. Doyle 2/8/24

February 8, 2024

To: The Board of Education
Clatsop Community College
Astoria, Oregon

Dear Board of Education, this letter is intended to address the current DEI and Cultural Competency Issues at the college.

From recent articles in the *Daily Astorian*, it has been noted that the college is faced with a financial crisis that may have resulted in the previous president leaving and some DEI issues that resulted in the leaving of the vice president or acting president. These DEI issues have not been as apparent but I have recognized them at the college since the hiring of the most recent president. Later when societal incidents arose around justice issues with diverse populations, responses in e-mails to the faculty and staff were weak and rather half hearted attempts of concern with little empathy noted. I'm sure all of the board members recognize that the leaders set the tone of an organizational environment and in the case of cultural competency, the extent of the organization's cultural literacy.

I have since noted a cloud over the college that exhibits an unwelcome attitude to the diverse populations or persons that have attended the college or in my own case, faculty and staff. On one occasion when I came on campus to visit with a fellow instructor/staff member. I was told that the person I was looking for wasn't in their office, which I observed, and then I was followed to the door that led out of the larger multi office unit into the hallway that led to the staircase by an individual in one of the smaller offices that appeared to be someone who was a part of the college leadership. It was obvious to me that my appearance on the campus was not welcome. There were no other persons of color in a meeting that was going on in a larger office but the recently hired president was observing my entrance to the office area and the incident that was transpiring.

Later as a member of the DEI Council composed of faculty and students, I made a few suggestions to get at the issue of cultural competency for the college. One was that the board and administrators be involved in a session that would educate and possibly reveal certain biases that some of the administration and board members might hold without their own knowledge. The other suggestion was that the college begin to include a land acknowledgement statement in their communication to the community of events. Both of these suggestions were not adopted by the administration or the Board. I resigned from the committee as this revealed to me that the leadership at the college was not interested in achieving cultural competency.

I think the college should realize that even though there may not be many diverse individuals at the college, that it is still part of a global society and a brief statement required in the syllabi of all classes about discrimination is not sufficient evidence of exhibiting the principles of a global and culturally just society. The purpose of a DEI office is to advise the institution on issues of cultural and diversity equity thereby enhancing the schools educational norms of being able to educate a diverse community.

Etiquette on how to address persons of different cultural backgrounds, and different gender and languages may need to be taught or refreshed consistently. For this the college needs leadership to address these issues by administrators who have been trained in the area, just as math instructors are not prepared to teach modern literature, often persons prepared for leadership in and out for the classroom setting have not been prepared to address DEI issues, both in the classroom and in the administration of the college that deals with the public on a daily basis. I have written articles for *HipFish* on the subject of institutional racism and as noted in them, discrimination of any and all kinds is sometimes very subtle but if you look carefully it is revealed that this subtle discrimination is just extremely detrimental to recipients of the discrimination.

Cultural Competency as stated in the Oregon House Bill 2864 “means an understanding of how institutions and individuals can respond respectfully and effectively to people from all cultures, economic statuses, language backgrounds races, ethnic backgrounds disabilities, religions, genders, gender identification, sexual orientation, veteran statues and other characteristics in a manner that recognizes, affirms and values the worth and preserves the dignity of individuals, families and communities.”

I feel that Clatsop Community College’s administration has failed their test of cultural competency and it is up to the Board of Directors of the school to ensure the development of this cultural competency for the sake of the financial health of the institution, the faculty and staff, and the students who will someday go on to educate others . Without these efforts on the part of the Board the school perpetuates, cultural incompetence and people become further apart, which make it impossible for society to continue in the process of making the American society a better place for everyone.

I sent a request to teach a class that I have taught before at Tillamook Bay Community College. It is a class offered at most if not all schools that have education classes. It is ED258, Multicultural Education. The paperwork I received was a request for funds to develop this class. The CCOGs for this class are already in the college list of available courses. With this letter I am not lobbying to teach said class, nor am I lobbying to head a DEI department or office. What I am lobbying for is that both the class and the DEI division be staffed and immediately set up and running so that the college can become viable as an educational institution. Any reluctance to accept the integration of cultural literacy should be revealed and addressed for what it is, and then with a process, corrected before it is too late for the faculty, staff, students and the community.

By the way,

The Oregon Legislature has already recognized Juneteenth as a permanent State Holiday in 2022.

Denise Reed, Ed.D

Adjust Instructor. - Tillamook Bay Community College
Clatsop Community College.

February 2024 ERP Updates

Major Components: There are three major components of the Colleague system implementation that are happening concurrently. Each are vital to the success of the project, and more importantly, to Colleague becoming an impactful and strategically valuable tool for Clatsop. The Executive Leadership and Board must be notified and updated regarding these three components.

One: Colleague System Implementation

Ellucian Colleague consists of several tools and forms that are integrated through a shared database. These are categorized into sections or 'Modules' used by specific areas on campus.

These Modules are currently LIVE and in use by the college:

- Accounts Payable
- Accounts Receivable
- Chart of Accounts
- CORE
- Curriculum
- Ethos (Integration)
- Financial Aid ISIR
- General Ledger
- Purchasing
- Utility

Targeted Dates for Go-Live Remaining Colleague Modules:

'Go Live' is when a particular Module is in a state where college staff can effectively use it to perform the day-to-day business of the College.

February/March 2024 Go Live Components:

- Experience (Dashboard)
- Degree Audit

April/May 2024 Go Live Components:

The announcement from the Department of Education during the last week of January indicates that Federal ISIR data will not be released until sometime in March, delaying the Go-live of several financial aid components until April or May of 2024.

- Financial Aid new and current students document management.
- Financial Aid Packaging
- Financial Aid Self-Serve (web)
- Student Billing
- E-Commerce
- Student Services
- Registration(web)
- Insight (Reporting)

¹⁶ August/September 2024 Go Live Components:

- Project Accounting
- Fixed Assets
- CMS Recruit (admission)

December 2024 Go Live Components:

- Budget Management
- Workflow
- Payroll

The College is on track to meet this timeline in all regards. Clatsop has completed over 1,500 hours of consultation and training with Ellucian.

We have the following to be completed in an estimated 800 hours. Which means we are a little less than two-thirds complete for the project.

- 170 hours scheduled until the end of the Fiscal year (June 30th, 2024)
- 170 hours for CMS Recruit (admission)
- 100 hours for Workflow
- 70 hours for Insight (Reporting)
- 230 hours for Ellucian project management
- 160 hours for HR/Payroll **

** Because of the decision to postpone Payroll for a year, much of the set-up, training and testing for payroll will need to be rescheduled and repeated.

The initial cost projection for the Colleague project was \$750,000 (not including software licensing) As of January 1st, 2024, only 38% of that has been invoiced and we are currently projecting that the project will complete in January 2025 at 30% under budget.

Two: Data Migration

Moving historic college data from previous systems, Rouge Net (a now unsupported system), and Anthology (never fully implemented) are the most technically difficult and time-sensitive components.

These data sets have been migrated and verified in the Colleague LIVE environment.

- Courses
- Faculty
- General Ledger
- Institutions
- Staff and Staff demographics

Remaining Imports:

- Student Program data - February 2024
- Transcript data - February 2024
- Students and Demographics - March 2024
- Student Restrictions - March 2024

¹⁷The College is behind the timeline in data migration but will be able to import the necessary data by the project deadlines.

Three: Development of Campus staff

College staff must receive sufficient instruction and hands-on training to be comfortable performing their job functions in the new software.

All the implementation work in the past 8 months have involved intensive hands-on practice and guidance during the Ellucian engagements as well as training documentation, additional homework assignments, and on-demand training opportunities designed to enhance the functional comfort of Clatsop staff.

Two upcoming milestones will help develop the college staff's confidence and expertise with

Colleague operations:

- **Live-Simulation: February 27th, 28th & 29th**

The Live-Simulation exercise is the opportunity for Clatsop to comprehensively simulate aspects of the student experience starting with admissions through financial aid, registration, and billing. The goal is to execute integrated testing scenarios and discover any potential problems with the software configurations and proposed procedures, before conducting business in the production environment. With this simulation, using actual Clatsop staff, students, academic programs and course sections, Clatsop functional staff will experience how the Colleague configurations will impact their work processes and gain valuable practice for the next milestone.

- **Summer & Fall Term Registration: May 2024**

The first live registrations scheduled for early this year will incorporate all the configuration, preparation, and practice of last year's engagements with the lessons learned from the live simulation. This is the official Go-Live of the Colleague student module and will integrate real time transactions across the college. Ellucian will have consultants and support resources available prior, during and immediately after we take this critical step.



Clatsop Community College

Board of Education Meeting – FY23-24 Financial Summary – February 29, 2024 FY22-23 Financial Summary

Attached is the Statement of Revenues and Expenditures for FY23-24 and FY22-23 by fund source.

February represents eight months, or 66.7 percent of the FY23-24 fiscal year. The FY22-23 financial statements were presented by our audit firm, CliftonLarsonAllen (CLA), at the December 2023 Board meeting.

The FY22-23 annual audited financial statements are available at the following link:

[0100.10 - Signed Final Report and Financial Statements FY23 \(Clatsop Community College AUD2023 \[6/30/2023\] \(In Process\)\) \(clatsopcc.edu\)](#)

Historical annual audited financial statements are available at the following link:

<https://www.clatsopcc.edu/about-ccc/financial-budget-reports/audit/>

General Operating Fund

(a) Tuition and fee revenue recorded through February FY23-24 is \$2.092 million, or 65.01 percent of the adopted budget representing summer, fall and winter term revenue. February 2024 tuition and fees represent a 8.27 percent increase compared to February 2023. FY22-23 actual tuition and fee revenue are \$2.760 million.

Expenditures by Function (spreadsheet, bottom of page) provides more General Fund detail with a budget and actual by-function expenditures for instruction, etc.

(b) State Appropriations received through February is \$3.079 million representing three quarterly payments.

(c) Property taxes received through February is \$5.372 million. The actual FY22-23 property taxes received are \$5.615 million, or 103.97 percent of the adopted budget.

(c1) FY23-24 other revenue recorded through February is \$403 thousand. Timber proceeds are budgeted at \$450 thousand. Timber payments received for Sept and Dec have been posted to the Debt Service fund to pay obligations. The final 2 payments for the year will be split between the Debt Service and General Funds.

(c2) The FY23-24 adopted budget beginning fund balance is \$1.852 million and the actual beginning fund balance was \$1.662 million. The FY22-23 actual budgetary basis ending fund balance is \$1.362 million.

(d) Total actual General Fund expenditure through February is \$9.54 million, or 61.75 percent of budget, compared to \$8.72 million in February FY22-23 representing a 9.4 percent increase.

Grants and Financial Aid Fund

(e) FY23-24 expenditures through February is \$3.84 million representing 69.16 percent compared to budget.

Plant Fund

(f) The Plant Fund resources include beginning fund balance from timber proceeds.

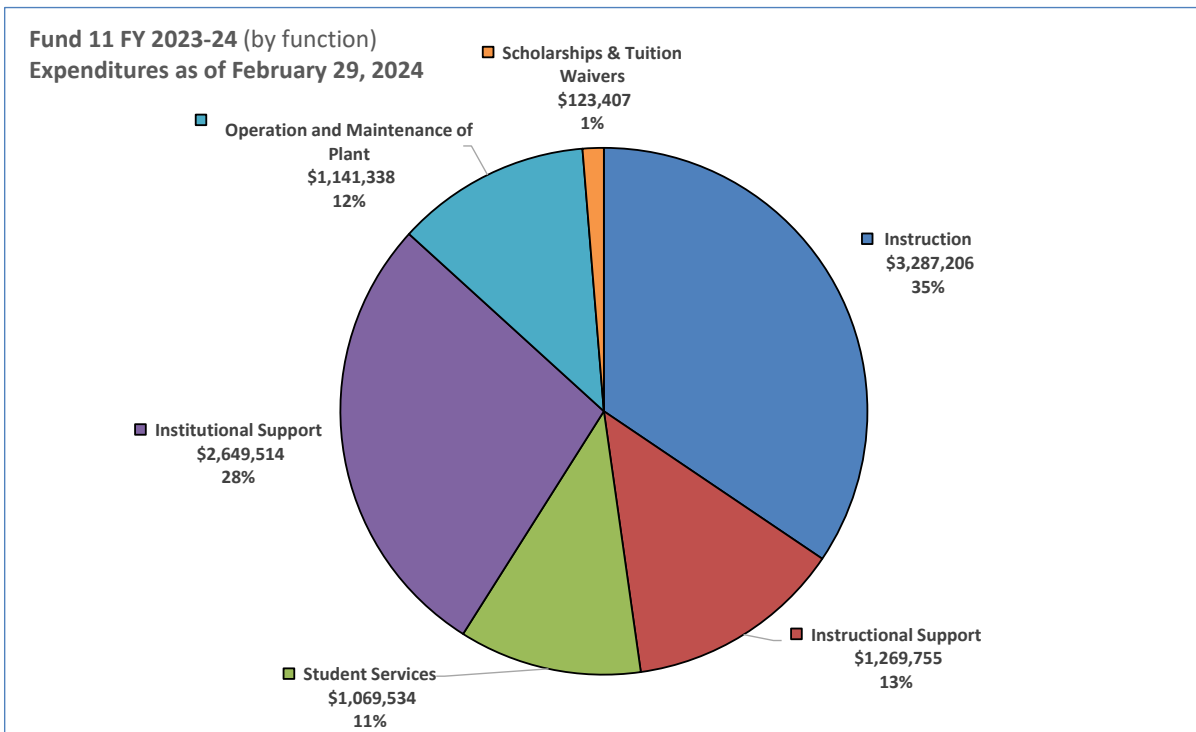
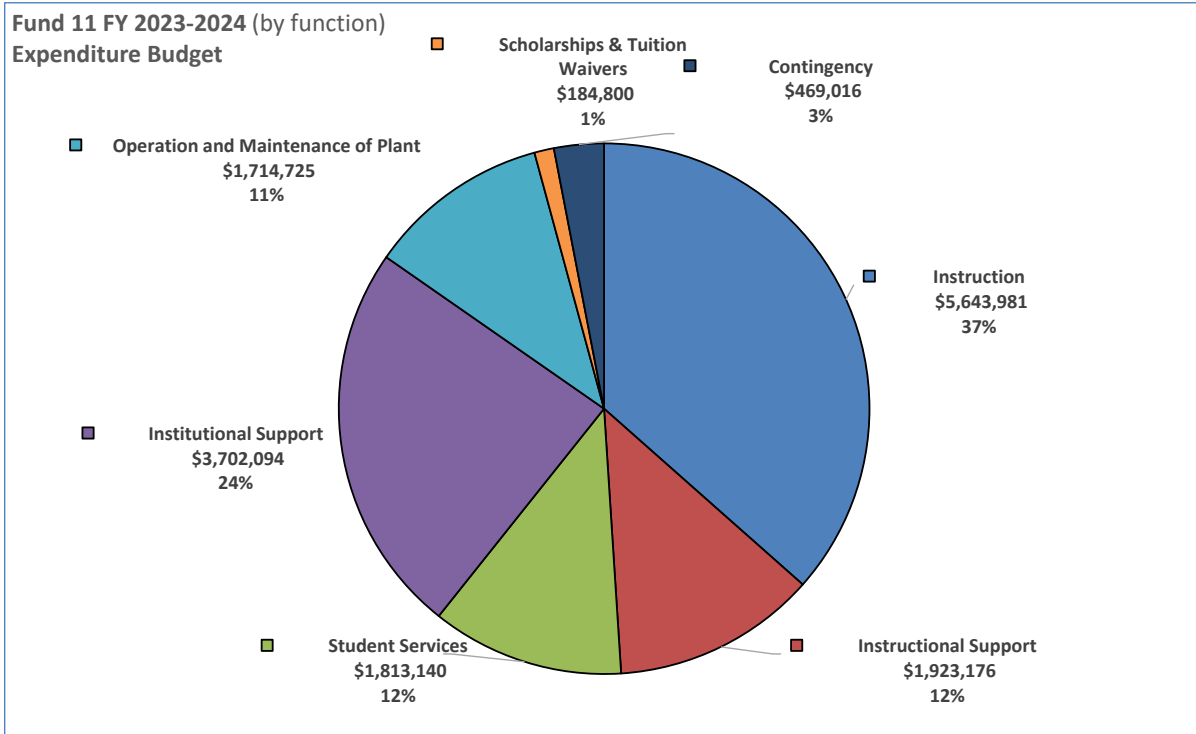
(f1) FY23-24 Plant Fund February expenditure is \$110 thousand and \$ 659 thousand for the ERP implementation

(g) The Plant – Debt Fund expenditure is the semi-annual interest payment related to the \$7.5 million borrowing.

Non-Plant Debt Fund

(h) This fund represents interest earned and debt payments for PERS debt service.

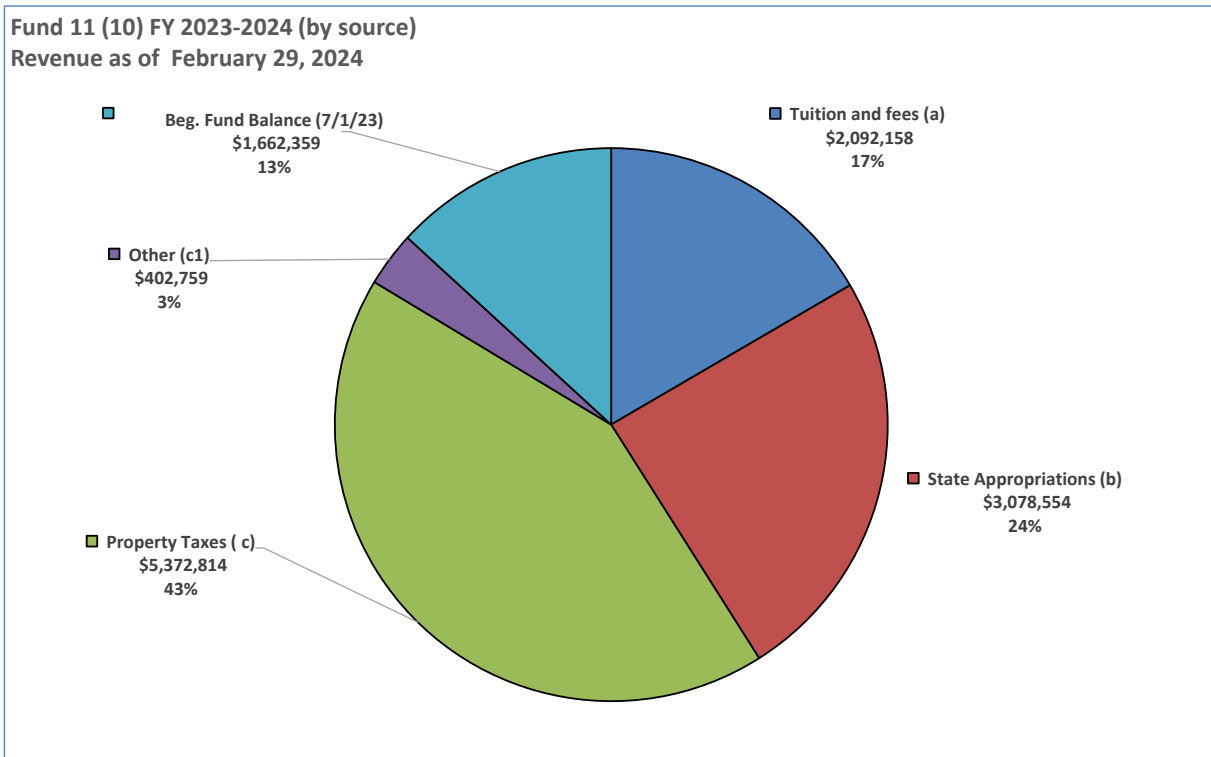
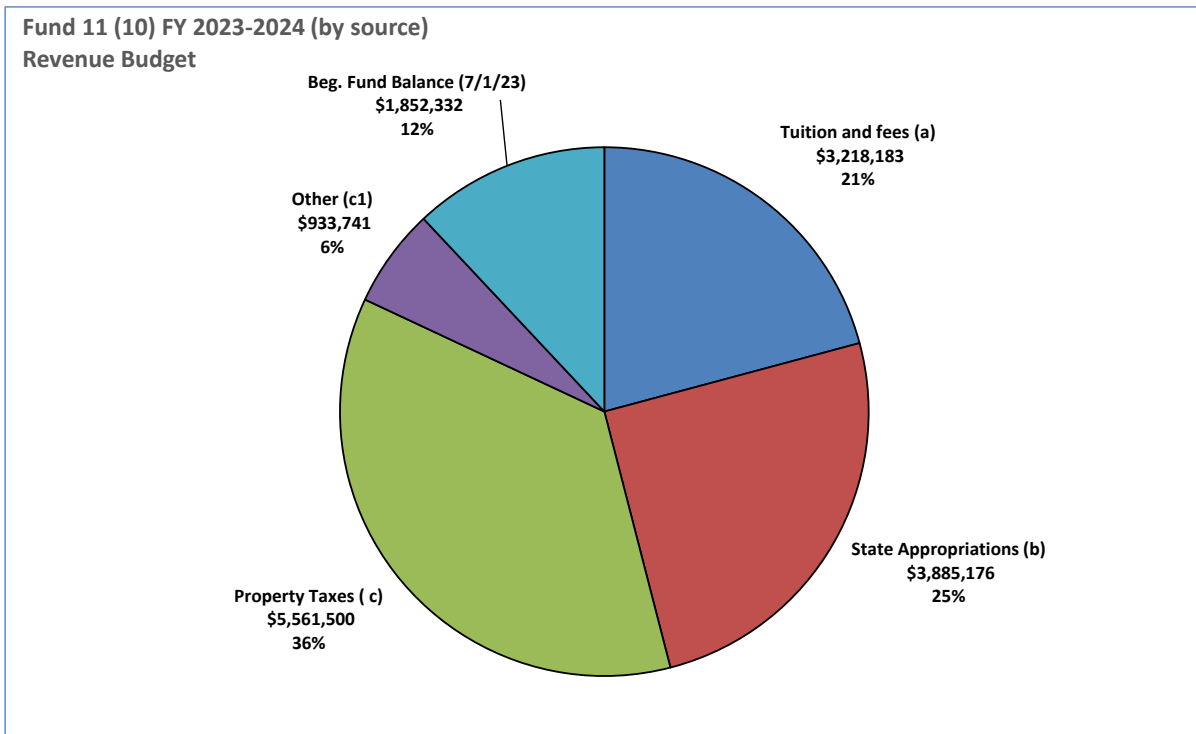
General Fund (11) FY 2023-2024 by function Expenditures



General Fund (11) FY 2023-2024

by source

Revenue



Expenditures
All-Funds
Comparing YTD February 2024 to February 2023

REVENUES

Fund	Description	FY 2023-2024		Revenue as of		% Received	Revenue as of		% Change February 24 compared to February 23	FY 2022-2023		Change in % received	Budget versus Actual Variance
		Budget		2/29/2024			2/28/2023	Budget		6/30/23	% Received		
11	Tuition and fees (a)	\$ 3,218,183	21%	\$ 2,092,158	17%	65.01%	\$ 1,932,289	8.27%	\$ 3,212,413	\$ 2,760,350	85.93%	-20.92%	\$ (452,063)
11	State Appropriations (b)	\$ 3,885,176	25%	\$ 3,078,554	24%	79.24%	\$ 2,798,972	9.99%	\$ 4,000,000	\$ 3,771,129	94.28%	-15.04%	\$ (228,871)
11	Property Taxes (c)	\$ 5,561,500	36%	\$ 5,372,814	43%	96.61%	\$ 5,132,121	4.69%	\$ 5,400,000	\$ 5,614,605	103.97%	-7.37%	\$ 214,605
11	Other (c1)	\$ 933,741	6%	\$ 402,759	3%	43.13%	\$ 340,081	18.43%	\$ 896,260	\$ 2,024,357	225.87%	-182.73%	\$ 1,128,097
	Beg. Fund Balance (7/1/23)	\$ 1,852,332	12%	\$ 1,662,359	13%	89.74%	\$ 1,361,013	22.14%	\$ 1,600,000	\$ 1,361,974	85.12%	4.62%	\$ (238,026)
	Total General Fund	\$ 15,450,932	100%	\$ 12,608,644	100%	81.60%	11,564,476	9.03%	\$ 15,108,673	\$ 15,532,415	102.80%	-21.20%	\$ 423,742
21	Grants and Financial Aid (e)	\$ 5,556,733		\$ 3,771,480		67.87%	\$ 3,767,325	0.11%	\$ 6,138,058	\$ 6,274,510	102.22%	-34.35%	\$ 136,452
41	Plant (f)	\$ 1,718,822		\$ 704,321		40.98%	\$ 1,030,108	-31.63%	\$ 830,000	\$ 2,055,851	247.69%	-206.72%	\$ 1,225,851
	Plant - ERP Implementation	\$ 1,876,038		\$ 2,314,895		123.39%	\$ 3,048,500	-24.06%	\$ 4,000,000	\$ 3,048,500	76.21%	47.18%	\$ (951,500)
42	Plant - Debt (g)	\$ 1,658,637		\$ 968,343		58.38%	\$ 965,710	0.00%	\$ 1,517,010	\$ 1,658,794	109.35%	-50.96%	\$ 141,784
54	C&O - Special Revenue	\$ 72,718		\$ 14,264		19.62%	\$ 13,515	5.54%	\$ 71,093	\$ 22,198	31.22%	-11.61%	\$ (48,895)
60	Non-Plant Debt Fund (i)	\$ 1,172,000		\$ 450,301		38.42%	\$ 356,845	26.19%	\$ 1,690,000	\$ 565,719	33.47%	4.95%	\$ (1,124,281)
	Total Revenues	\$ 27,505,880		\$ 20,832,248		75.74%	\$ 20,746,479	0.41%	\$ 29,354,834	\$ 29,157,987	99.33%	-23.59%	\$ (196,847)

EXPENDITURES

Fund	Description	FY 2023-2024		Expended as of		% Expended	Expended as of		% Change February 24 compared to February 23	FY 2022-2023		Change in % expended	Budget versus Actual Variance
		Budget		2/29/2024			2/28/2023	Budget		6/30/23	% Expended		
11	General Operating (d)	\$ 15,450,932		\$ 9,540,754		61.75%	\$ 8,718,567	9.43%	\$ 15,108,673	\$ 13,870,056	91.80%	-30.05%	\$ (1,238,617)
21	Grants and Financial Aid (e)	\$ 5,556,733		\$ 3,842,775		69.16%	\$ 3,887,063	-1.14%	\$ 6,138,058	\$ 6,274,510	102.22%	-33.07%	\$ 136,452
41	Plant (f)	\$ 1,718,822		\$ 109,844		6.39%	\$ 40,815	169.13%	\$ 830,000	\$ 746,198	89.90%	-83.51%	\$ (83,802)
	Plant - ERP Implementation	\$ 1,876,038		\$ 659,377		35.15%	\$ 497,526	32.53%	\$ 4,000,000	\$ 733,605	18.34%	16.81%	\$ (3,266,395)
42	Plant - Debt (g)	\$ 1,658,637		\$ 201,955		12.18%	\$ 150,730	100.00%	\$ 1,517,010	\$ 1,658,794	109.35%	-97.17%	\$ 141,784
54	C&O - Special Revenue	\$ 72,718		\$ 27,068		37.22%	\$ 11,568	0.00%	\$ 71,093	\$ 19,224	27.04%	10.18%	\$ (51,869)
60	Non-Plant Debt Fund	\$ 1,172,000		\$ 81,282		6.94%	\$ 95,171	0.00%	\$ 1,690,000	\$ 765,342	45.29%	-38.35%	\$ (924,658)
	Total Expenditures	\$ 27,505,880		\$ 14,463,055		52.58%	\$ 13,401,440	7.92%	\$ 29,354,834	\$ 24,067,729	81.99%	-29.41%	
	Total Receipts over (under) Total Expenditures	\$ -		\$ 6,369,193			\$ 7,345,039		\$ -	\$ 5,090,258			

Parenthetical items are explained on attached page.

GENERAL FUND (11)
EXPENDITURES BY FUNCTION

Description	FY 2023-2024		Expended as of		% Expended	Expended as of		% Change February 24 compared to February 23	FY 2022-2023		Change in % expended	Budget versus Actual Variance
	Budget		2/29/2024			2/28/2023	Budget		6/30/23	% Expended		
11 General Operating (d)	\$ 15,450,932		\$ 9,540,754		61.75%	\$ 8,718,567	9.43%	\$ 15,108,673	\$ 13,870,056	91.80%	-30.05%	\$ (1,238,617)
By Function												
Instruction	\$ 5,643,981	37%	\$ 3,287,206	34%	58.24%	\$ 3,138,216	4.75%	\$ 5,616,770	\$ 5,170,308	92.05%		\$ (446,462)
Instructional Support	\$ 1,923,176	12%	\$ 1,269,755	13%	66.02%	\$ 1,076,696	17.93%	\$ 1,686,615	\$ 1,632,496	96.79%		\$ (54,119)
Student Services	\$ 1,813,140	12%	\$ 1,069,534	11%	58.99%	\$ 977,817	9.38%	\$ 1,572,429	\$ 1,557,654	99.06%		\$ (14,775)
Institutional Support	\$ 3,702,094	24%	\$ 2,649,514	28%	71.57%	\$ 2,333,270	13.55%	\$ 3,782,446	\$ 3,702,957	97.90%		\$ (79,489)
Operation and Maintenance of Plant	\$ 1,714,725	11%	\$ 1,141,338	12%	66.56%	\$ 1,076,587	6.01%	\$ 1,650,000	\$ 1,638,689	99.31%		\$ (11,311)
Scholarships & Tuition Waivers	\$ 184,800	1%	\$ 123,407	1%	66.78%	\$ 115,981	6.40%	\$ 174,300	\$ 167,952	96.36%		\$ (6,348)
Contingency	\$ 469,016	3%	\$ -	0%	0.00%	\$ -		\$ 626,113	\$ -	0.00%		\$ (626,113)
Total General Fund Expenditures	\$ 15,450,932	100%	\$ 9,540,754	100%	61.75%	\$ 8,718,567	9.43%	\$ 15,108,673	\$ 13,870,056	91.80%		\$ (1,238,617)

Clatsop Community College Financial Report as of February 29, 2024

General Operating Fund		FY2022			FY2023			FY2024			
Fund	Description	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	FY Rev/Exp Estimate	Year-to-Date Actual	% of Full Year	Year-to-Date Change
11	Beginning Fund Balance	\$ 2,446,011			\$ 1,361,974			\$ 1,662,359			
	Revenue										
11	Tuition and Fees	\$ 2,520,305	\$ 1,761,570	69.90%	\$ 2,760,350	\$ 1,932,289	70.00%	\$ 2,901,103	\$ 2,092,158	72.12%	\$ 159,869
11	State Appropriations	\$ 4,191,126	\$ 3,201,214	76.38%	\$ 3,771,129	\$ 2,798,972	74.22%	\$ 4,290,452	\$ 3,078,554	71.75%	\$ 279,582
11	Property Taxes	\$ 5,287,617	\$ 4,955,445	93.72%	\$ 5,610,168	\$ 5,132,121	91.48%	\$ 5,798,340	\$ 5,372,814	92.66%	\$ 240,693
11	Other Revenue Including Transfers	\$ 1,356,055	\$ 474,437	34.99%	\$ 2,028,794	\$ 340,081	16.76%	\$ 1,050,904	\$ 402,759	38.33%	\$ 62,678
	Total Revenue	\$ 13,355,103	\$ 10,392,666	77.82%	\$ 14,170,441	\$ 10,203,463	72.01%	\$ 14,040,799	\$ 10,946,285	77.96%	\$ 742,822
	Expenditures by Function										
11	Instruction	\$ 5,224,084	\$ 3,201,239	61.28%	\$ 5,170,308	\$ 3,138,216	60.70%	\$ 5,323,981	\$ 3,287,206	61.74%	\$ 148,990
11	Instructional Support	\$ 1,748,586	\$ 1,141,761	65.30%	\$ 1,632,496	\$ 1,076,696	65.95%	\$ 1,793,176	\$ 1,269,755	70.81%	\$ 193,059
11	Student Services	\$ 1,529,740	\$ 960,208	62.77%	\$ 1,571,357	\$ 977,817	62.23%	\$ 1,663,140	\$ 1,069,534	64.31%	\$ 91,717
11	Institutional Support	\$ 4,223,801	\$ 2,948,957	69.82%	\$ 3,689,254	\$ 2,333,270	63.25%	\$ 3,906,670	\$ 2,649,514	67.82%	\$ 316,244
11	Operation and Maintenance of Plant	\$ 1,546,734	\$ 1,055,218	68.22%	\$ 1,638,689	\$ 1,076,587	65.70%	\$ 1,694,725	\$ 1,141,338	67.35%	\$ 64,751
11	Scholarships & Tuition Waivers	\$ 166,195	\$ 124,501	74.91%	\$ 167,952	\$ 115,981	69.06%	\$ 174,800	\$ 123,407	70.60%	\$ 7,426
11	Other	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 35,424	\$ -	0.00%	\$ -
	Total Expenditures	\$ 14,439,140	\$ 9,431,884	65.32%	\$ 13,870,056	\$ 8,718,567	62.86%	\$ 14,591,916	\$ 9,540,754	65.38%	\$ 822,187
	Net Revenue (Expenditures)	\$ (1,084,037)	\$ 960,782		\$ 300,385	\$ 1,484,896		\$ (551,117)	\$ 1,405,531		\$ (79,365)
	Ending Fund Balance	\$ 1,361,974			\$ 1,662,359			\$ 1,111,242			
	Expenditures by Category			% of Total			% of Total			% of Total	
	Salaries and Fringe Benefits	\$ 10,869,628		75.28%	\$ 10,749,041	\$6,770,489	77.50%	\$ 11,576,916	\$ 7,521,691	79.34%	\$751,202
	Contracted Services	\$ 1,750,072		12.12%	\$ 2,009,150		14.49%	\$ 1,875,000		12.85%	
	Materials, Supplies, and Travel	\$ 575,117		3.98%	\$ 664,415		4.79%	\$ 670,000		4.59%	
	Other Expenditures Including Transfers	\$ 1,164,806		8.07%	\$ 379,998		2.74%	\$ 400,000		2.74%	
	Capital Outlay	\$ 79,517		0.55%	\$ 67,452		0.49%	\$ 70,000		0.48%	
	Total Expenditures	\$ 14,439,140		100.00%	\$ 13,870,056		100.00%	\$ 14,591,916	\$ 7,521,691	100.00%	

Clatsop Community College Financial Report as of February 29, 2024

General Operating Fund		FY2022			FY2023			FY2024			
Fund	Description	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	FY Rev/Exp Estimate	Year-to-Date Actual	% of Full Year	Year-to-Date Change
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	Revenue										
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11	State Appropriations	\$ 4,191,126	\$ 3,201,214	76.38%	\$ 3,771,129	\$ 2,798,972	74.22%	\$ 4,290,452	\$ 3,078,554	71.75%	\$ 279,582
11	Property Taxes	\$ 5,287,617	\$ 4,955,445	93.72%	\$ 5,610,168	\$ 5,132,121	91.48%	\$ 5,798,340	\$ 5,372,814	92.66%	\$ 240,693
11	Other Revenue Including Transfers	\$ 1,356,055	\$ 474,437	34.99%	\$ 2,028,794	\$ 340,081	16.76%	\$ 1,050,904	\$ 402,759	38.33%	\$ 62,678
	Total Revenue	\$ 13,355,103	\$ 10,392,666	77.82%	\$ 14,170,441	\$ 10,203,463	72.01%	\$ 14,040,799	\$ 10,946,285	77.96%	\$ 742,822
	Expenditures by Function										
11	Instruction	\$ 5,224,084	\$ 3,201,239	61.28%	\$ 5,170,308	\$ 3,138,216	60.70%	\$ 5,323,981	\$ 3,287,206	61.74%	\$ 148,990
11	Instructional Support	\$ 1,748,586	\$ 1,141,761	65.30%	\$ 1,632,496	\$ 1,076,696	65.95%	\$ 1,793,176	\$ 1,269,755	70.81%	\$ 193,059
11	Student Services	\$ 1,529,740	\$ 960,208	62.77%	\$ 1,571,357	\$ 977,817	62.23%	\$ 1,663,140	\$ 1,069,534	64.31%	\$ 91,717
11	Institutional Support	\$ 4,223,801	\$ 2,948,957	69.82%	\$ 3,689,254	\$ 2,333,270	63.25%	\$ 3,906,670	\$ 2,649,514	67.82%	\$ 316,244
11	Operation and Maintenance of Plant	\$ 1,546,734	\$ 1,055,218	68.22%	\$ 1,638,689	\$ 1,076,587	65.70%	\$ 1,694,725	\$ 1,141,338	67.35%	\$ 64,751
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11	Other	\$ -	\$ -	0.00%	\$ -	\$ -	0.00%	\$ 35,424	\$ -	0.00%	\$ -
	Total Expenditures	\$ 14,439,140	\$ 9,431,884	65.32%	\$ 13,870,056	\$ 8,718,567	62.86%	\$ 14,591,916	\$ 9,540,754	65.38%	\$ 822,187
	Net Revenue (Expenditures)	\$ (1,084,037)	\$ 960,782		\$ 300,385	\$ 1,484,896		\$ (551,117)	\$ 1,405,531		\$ (79,365)
	Ending Fund Balance	\$ 1,361,974			\$ 1,662,359			\$ 1,111,242			
	Expenditures by Category			% of Total			% of Total			% of Total	
	Salaries and Fringe Benefits	\$ 10,869,628		75.28%	\$ 10,749,041	\$6,770,489	77.50%	\$ 11,576,916	\$ 7,521,691	79.34%	\$751,202
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	Materials, Supplies, and Travel	\$ 575,117		3.98%	\$ 664,415		4.79%	\$ 670,000		4.59%	
	Other Expenditures Including Transfers	\$ 1,164,806		8.07%	\$ 379,998		2.74%	\$ 400,000		2.74%	
	Capital Outlay	\$ 79,517		0.55%	\$ 67,452		0.49%	\$ 70,000		0.48%	
	Total Expenditures	\$ 14,439,140		100.00%	\$ 13,870,056		100.00%	\$ 14,591,916	\$ 7,521,691	100.00%	



OCCA Update for College Boards – March 2024

2024 Legislative Session Update

Thank you for participating in the Community College Day of Action on Feb. 13 and the associated One Click Politics outreach campaign to legislators.

The Legislative “short” session is in full swing, with a conclusion expected no later than March 10. At the time of this publication, bills related to all OCCA’s priorities for the 2024 Session are moving forward in the legislative process.

- [SB 1552](#), which is Senator Michael Dembrow’s omnibus education policy bill, was passed out of the Senate and now awaits further action in the subcommittee of Ways and Means (legislature’s main budget committee). An informational hearing was held on Feb. 27 in the House Committee on Higher Education. The bill’s main architect, Senate Committee on Education Chair Senator Michael Dembrow, has said he expects the bill will pass out of Ways and Means. This bill includes several OCCA legislative priorities, including:
 - An amendment that would create a workgroup through the Higher Education Coordinating Commission (HECC) to study the transition from traditional prerequisite developmental education to an evidenced-based corequisite education model.
 - An amendment that would change responsibility for updating rules related to the implementation of the Oregon Opportunity Grant from the HECC’s Office of Student Access and Completion (OSAC) to the HECC Commissioners.
- [HB 4162](#) would provide one-time funding for student basic needs and Open Educational Resources (OERs). The bill passed out of the House and is now in the subcommittee of Ways and Means. Legislative leadership recently told advocates for this legislation that it was unlikely to move forward this session.
- [HB 4154](#) - This is the Semiconductor Workforce bill was amended and now includes \$14 million to help increase Oregon's capacity to meet the workforce and research needs of the industry. It would also create the Semiconductor Talent Fund to invest funds in semiconductor education. The bill passed out of the House and is now in the subcommittee of Ways and Means.

OCCA Executive Director Search Update

OCCA began accepting applications for its next Executive Director at the end of February. Human Capital Enterprises, the firm the OCCA Board hired to conduct the search, posted [information about the position and application process](#). Applications will be accepted through April 1, with interviews conducted throughout April and early May. The OCCA Board plans to make the announcement of its selection in late-May. We expect to welcome our next Executive Director this summer. More information can be found on the [OCCA website](#). We are in the active recruitment phase now. Please share the job announcement with others in your network and with those you think may be interested in the position.

Upcoming OCCA Lunch & Learn Webinars

Join OCCA for the next Lunch & Learn Webinar on March 28 to learn about “Student Success Spotlight: Corequisites.” Participants will dive into the innovative corequisite work and get equipped with the knowledge and tools needed to support its successful implementation. This and other monthly OCCA Lunch & Learn webinars are available as part of membership to OCCA member colleges and their board members. Register online for the March 28 Lunch & Learn or any of the remaining 2024 webinars on the



OCCA [website](#). Upcoming webinars will include:

- March 28 – Student Success Spotlight: Corequisites
- April 25 – Funding 101: How Community Colleges are Funded
- May 30 – Dive into DEI

Miss out on prior Lunch & Learn webinars? All recordings are available on the OCCA Lunch & Learn [web page](#) to watch at a time that is convenient for you! If you would like access to the slides that accompany the trainings, please email Katie Archambault at katie@occa17.com.

All-Oregon Academic Team Luncheon

The 2024 All-Oregon Academic Team (AOAT) Luncheon will take place on Friday, April 19, at Chemeketa Community College's Eola Center in Salem. This annual event honors outstanding community college students from around the state who have demonstrated academic excellence and civic volunteerism. College board members, presidents and other faculty and staff are encouraged to attend to help celebrate these outstanding individuals. This year's keynote speaker is Representative Tawna Sanchez (D-Portland). Three to four students will share their inspiring stories. This is always the highlight of the event. Registration will open online in early March, so be sure to check out the [AOAT website](#) for details coming soon!

OCCA Digest e-newsletter

The *OCCA Digest* is a monthly e-newsletter that highlights updates during the Legislative Session, important events, news and announcements. It's a great way to stay connected with information important to community colleges in Oregon and learn how you can take action to support colleges and students. To sign up to receive this free e-newsletter, simply visit <https://occa17.com/resources/newsletter/> and click the "Sign Up" button. The OCCA Digest will come from OCCA Communications Director Casey White-Zollman at casey@occa17.com, so be sure to add her email to your contacts to ensure the email arrives in your inbox and not your spam folder.

###

Oregon Community College Association was founded in 1962 with the purpose of providing support to the colleges before policymakers and partners whose actions affect the wellbeing of community colleges across the state. OCCA represents the 17 publicly chartered community colleges and their locally elected board members. Have questions about OCCA and our work to support Oregon's community colleges?

Contact occa@occa17.com.

BOARD REPORT – March 14th, 2024

CEDR

Clatsop Center for Business, Community & Workforce Development Clatsop WORKS & Cooperative Work Experience

CEDR

Submitted by: Kevin Leahy, CEDR Executive Director & CCC Associate Vice-President

CENTER FOR BUSINESS, COMMUNITY & WORKFORCE DEVELOPMENT

Submitted by Jessica Newhall, Director CBCW, Jason Edwards (Coordinator, Workforce Training) & Kinga Sanders (Coordinator, Community Education)

Small Business Development Center

- *Over 100 clients seen year-to-date for 200 advising and prep hours*
- *Supported over 3 new business starts, \$86,000 in capital formation, 5 new jobs and \$94,000 in sales increase*
- *Assoc. Director Jessica Newhall interviewed for cover story on Daily Astorian reporting on SBA ice storm disaster relief assistance*
- *Josh Allison, formerly of Reach Break Brewing joins team as a part-time small business advisor*
- *Awards for grant proposal to be announced week of March 18th, with funding allocated in mid-April. Clatsop SBDC submitted RFGA for \$258,000*
- *Startup bootcamp launches April 2nd. 6 out of 10 slots are currently filled and confident full class will run.*

Workforce Training

- *Continue to support the Plumbing Apprenticeship program. Presented to the CCC Foundation Board to request scholarships for plumbing students on 2/20.*
- *Promoting spring professional development and workforce skills enrichment classes including early childhood development, Spanish for medical professionals, Guest Service Gold customer service training*
- *General workforce training registrations collected are up YoY (+800%) though saw a small decrease in winter term as some classes did not fill/ were cancelled by instructor. (-23%)*

Community Education

- *Winter registrations for personal enrichment and other community education classes were up 17% compared to the previous year term and are up 21.4% overall for the year.*
- *Spring course offerings strong with over 30 classes for community members and 11 new classes including learning to play the Scottish bagpipes, herbs for health and pleasure and a geology class.*
- *Bandit Community Fitness Term participation –10.2% YoY with a decrease of –21% for winter term. Does not include punch card data, as that information has not yet been provided to dept.*

Clatsop WORKS Paid Internship Program & CCC Cooperative Work Experience

Submitted by Misty Bateman, Program Manager

Clatsop WORKS

- 27 employers are registered for Clatsop WORKS Summer 2024 with 42 paid internship positions.
- Misty is currently visiting all Clatsop County junior and senior high school classes and various CCC classes talking to students about the internship opportunities this summer.
- Clatsop WORKS will be at the CCC Preview Day, the Seaside High Job Fair, the CCC Nursing Fair, and the Clatsop County Job & Career Fair
- Clatsop WORKS received a grant award of \$30,860 from ODE that will be used:
 - to offer stipends to employers who would be able to offer a meaningful work-based learning opportunity but are unable to participate due to budgetary constraints which will enable more employers in more career fields to participate.
 - To provide student ambassador stipends to previous student interns who are officially promoting the work-based learning internships through classroom presentations in order to increase potential student applicants participation and understanding of the internship opportunities.
 - Career exploration simulators / hands-on lab activities to engage students during the career exploration portion of our program in hands-on simulations and industry-aligned experiences to inspire future pathways after high school / community college.

Cooperative Work Experience (CWE)

- Misty continues to update the outlines of CWE courses with supporting materials as outlined in the Course Approval Handbook, changing CWE281 Seminar from Pass/Fail to letter grade, and removing co-requisite language from CWE 280 & CWE281 as the co-requisite requirement was dissolved in 2016 but that change was not reflected in the catalog description of the courses.
- The partnership with OSU to provide maritime internships to 4 CCC maritime students and 2 Clatsop WORKS students on the OSU MARSSAM Academic Research fleet vessel is still developing, prospects look positive.

Communications and Marketing Report for Thursday, March 14th, 2024 BOE Meeting

Submitted by Julie Kovatch, 3/5/24

Communications - Internal

- Website-
 - Feb. website use: Users: 7K
 - Highest visited pages for Dec.: Homepage, Canvas, Faculty Staff, Register for Classes, Directory
 - Added “Computer Help” link to the website with redirect links to the new HelpDesk Issue Ticketing System
 - Updated editing rights to employees as positions and duties shift
- Ongoing work with Student Support Services to update maps and directional signage for ADA and Title IV compliance.
- Creation of promotions for Feb. and Mar. events: Ales & Ideas, Library reading event, 90’s Music Video Night, Pi Day, Foundation Celebrate event, Job & Career Fair
- In final edits of first Lower Division Transfer Brochures for Learning Communities.
- Worked with Academics, Community Ed, Workforce, SBDC
- I have agreed to be an advisor for the Associated Student Government until someone is hired in Student Success area that would be more appropriate to serve in that capacity.
- Met with Community Education to discuss increasing marketing for offerings. Will be working on utilizing free sources for increased awareness such as Coast Weekend, Hipfish, and social media shares.

Communications - External

- Started communication with new party interested in Towler Café space.
- Announcements and Press releases for Budget Committee Vacancy, Appointment of Sheila Roley to Board, Ales & Ideas, Maritime Center of Excellence redesignation.
- Completed Strategic Planning Survey requests to community to complete survey via community meetings, social media, emails and print promo. Survey captured 227 responses:

Alumnus	13
Business Community Member	4
Board Member	1
Community Partner	8
Community Member	26
Donor	8
Faculty	25
Elected Official/Government	2
K-12 Partner	4
Staff	40
Student	29
Attended a class or workshop at CCC	8
Other	21

Communications and Marketing Report for Thursday, March 14th, 2024 BOE Meeting

Submitted by Julie Kovatch, 3/5/24

- I took on the coordination of the Strategic Planning Focus Groups and Interviews. 7 focus groups have been established and 4 individuals have been invited to participate in one-on-one interviews. The focus groups are:
 - Employees- 20 invited
 - Local Educators- 23 invited
 - College Leadership- 26 invited
 - Current Students and Alumni-35 invited
 - South County Leaders- 36 invited
 - Industry Partners- 36 invited
 - Community Based Organizations- 25 invited

Marketing – Printed Media, Radio, and Publications, Marketing events

- Spring Schedules were created, printed, mailed to all households of Clatsop County starting Feb. 2nd.
- Coordinated City of Seaside Proclamation for CTE Month. Kristen Wilkin accepted the proclamation in person at the city council meeting on Jan. 22nd.
- Reprint order of Career Pathways rackcards for promotion ordered.
- Promoted Feb/Mar events at CCC on website with flyers, and social media: Preview Day, PTK induction ceremony, Ales & Ideas, Kama O'Connor Library Reading,
- Set up CCC Promo table at Patriot Hall for Basketball games the weekend of Feb 17-18.
- CCC 90's Music Video Night at Times Theatre in Seaside on March 8- promotion and prep for upcoming event. Invitations to event have been sent to high school students, college students, Alumni, employees and announced in the community.
- Ads focusing on Oregon Promise and Transferability are being played during Astoria sports and college sports broadcasts
- WCT Construction radio ad was finalized. Will run all of March on 3 radio stations.
- Social Media- Audience- Feb. #'s-
 - Facebook followers: 3,410 (up 19)
 - Instagram Followers: 1,181 (up 11)
 - Organic post reach #'s Facebook: 9331 Instagram: 516

Events – Recent and Upcoming

- Mar. 6- Monsters Day in the Library
- Mar. 7- Ales & Ideas: CCC Kama O'Connor presents on "modern love"
- Mar. 8- 90's Music Video Night at Times Theater
- Mar. 14- Pi Day
- CCC events and important dates can be seen on the CCC Calendar at: www.clatsopcc.edu/events/

**Foundation Board Report for Thursday, March 14, 2024 Board of Education Meeting
Submitted by Angee Hunt, March 4, 2024**

1. **Pickles for Pickleball Fundraising was a HUGE success. Thank you to the sponsors, community donors, participants and volunteers who have helped make this a successful event.**
 - a. We hosted 32 players who competed in one of three divisions
 - b. Pickles for Pickleball t-shirts are on sale in the CCC Bookstore for \$25 each. While quantities last! All proceeds from the event will support the CCC Bandit Food Pantry.
 - c. To date, over \$7,600 has been raised to support the CCC Bandit Food Pantry.
2. **CCCF Scholarship Application REMINDER:** In collaboration with Financial Aid, CCCF Scholarship applications have been increased to capture student applications at the time they register for classes. For the upcoming 2024-25 applications the following cycles have been proposed:
 - a. Spring: March 18-May 15
 - b. Summer/Fall: June 1-September 15
 - c. Winter: December 1-January 15
3. **New Scholarship established by the Columbia River Bar Pilots.** For the 2024-25, the **Columbia River Bar Pilots Scholarship** will support 3 students with a \$1,500 scholarship to be awarded to maritime students in need, like the Magic Opportunity Fun. An additional, \$500 will be available as either an emergency need maritime student scholarship or to be awarded in Spring 2025 as a one term Magic Opportunity fund.
4. **CELEBRATE 2024 annual fundraiser on Saturday, April 13, 2024**
 - a. The focus for the program and department booths for the 2024 edition will be on the student AND community impact.
 - b. Invitations were mailed on March 1 to over 600 constituents. Tickets can also be purchased through our online form on the event web page: <https://www.clatsopcc.edu/celebrate/> Thank you to everyone who has already purchased tickets for the event. Tickets are \$75 each.
 - c. We are expecting a total of 250 attendees and with sponsorships and ticket purchases, have an estimated attendance of ~60% capacity!
 - d. To date, we have over 40 confirmed sponsors and are over 90% towards our goal!! The deadline to pledge/confirm **to be included in all printed event promotional materials is March 29, 2024.**
 - i. Available sponsorship levels correspond to education levels:
 1. \$10,000 PhD Sponsor
 2. \$5,000 Masters Sponsor
 3. \$2,500 Bachelor Sponsor
 4. \$1,000 Associate Sponsor
 5. \$500 Certificate
 6. \$250 Community Education
 - e. At the March 8th 90's Music Video Night, there will be the opportunity to decorate pendants that will be included with the centerpiece and other event décor. With the varsity sport/homecoming fireworks and fun vibe of the event this decorating idea was provided by CCC Art Instructor, Kristin Shauck. This will be a fun and engaging way to connect with attendees, invite them to share their "why I love CCC" and include their creative pieces with our April 13th event!
 - f. Community Partners are being recruited to participate in Benefit Night and similar mutually beneficial fundraising opportunities. Thank you to those who have already confirmed:



**Foundation Board Report for Thursday, March 14, 2024 Board of Education Meeting
Submitted by Angee Hunt, March 4, 2024**

- i. Reach Break-November 2023
 - ii. Fort George, March 26, 2024.
 - iii. Others to be shared as confirmed
5. **REMINDER: 2023-24 Magic Opportunity Fund generated from the special appeal/paddles raise of the CCCF annual fundraising event provides recipients with \$500 per term and up to \$1,500 per academic year**
 - a. Fall term 2023, 94% (66 out of 70) of students who received the Magic Opportunity Fund completed the term in good standing compared to 80% of students (328 out of 408) who did not receive. This is same trend as Fall term 2022.
 - b. For the 2022-2023 academic year, 83% of Magic Fund recipients were retained and completed Fall, Winter, Spring terms compared to 60% of students who did not receive.
6. **SAVE THE DATES:**
 - a. **March 8-May 15, 2024.** Spring cycle for CCCF scholarship applications.
 - b. **Saturday, April 13, 2024:** is the date for CELEBRATE, the Foundation's annual fundraising event. There will be a no-host afterparty following the fundraising event to continue the celebration at Xanadu with karaoke and dancing.

February Report to the Board
Teena Toyas
Interim President
3/6/2024

Strategic Planning Update:

Director, Marketing and Communications, Julie Kovatch, Executive Coordinator to the President and the Board of Education, and Interim President, Teena Toyas meet with Cara Meyer of the Coraggio Group every other Wednesday to review all aspects of the strategic planning process. During the meetings, we review the progress, information that is being gathered, updates for changes, decision making for the next steps, and more.

The first focus group was hosted at the CCC South County Campus on February 7, 2024. Clatsop Community Staff Kevin Leahy, Jessica Newhall, Angee Hunt, Aziz Chebili, and Teena Toyas met with approximately forty business leaders from the South County area at the South County Campus and implemented a round table discussion session. The purpose of the event was to gather information for our strategic planning process. The session was very well received by the attendees and the feedback provided by the attendees was documented and will be made available to the Strategic Planning Core Team. Events like this will be implemented and facilitated by the Strategic Planning Core Team with the guidance of the Coraggio Group to gather pertinent information as part of the strategic planning process.

In the Coraggio Group bimonthly meeting on February 28, Cara Meyer CCC's Coraggio's Liaison emphasized the aspects of the process that were key for Board of Education participation. The Board of Education will be part of the following:

- Focus Groups participation that will begin in early April.
- Insight Report Sharing that which is scheduled to be presented in late April or early May.
- Stakeholder Feedback and Engagement scheduled for late June and early July.

Strategic Planning Board Involvement Milestones:

1. Interim President, Teena Toyas will provide monthly and any other necessary updates regarding the strategic planning process by serving as the Strategic Planning Liaison to the Board of Education.
2. Stakeholder Engagement: Participate in the survey and/focus groups(Currently underway)
3. Insight Report: Insight from Stakeholder Engagement-Review and reflect on the information. (Late April/May)
4. Stakeholder Feedback and Engagement-Review the strategic plan draft and provide important feedback.(September)
5. Board Approved the Strategic Plan-September

All Board of Education members should have received an invitation to participate in a Focus Group. If you did not receive an invitation, please contact Interim President, Teena Toyas.

Accreditation Update

1. Year 5- The next planned visit from Northwest Commission of Colleges and Universities is scheduled for early October of 2024. The focus of the visit will be to review the new and approved Strategic Plan, examine the progress that Clatsop Community College has made regarding the ability to implement data driven decision making, and review the Ad Hoc report.
2. Year 6-Standard 2-Policies, Regulations, and Financial Review Fall of 2025
3. Year 7-Evaluation of Institutional Effectiveness Fall 2026

Standard and Poor's Update

The following was provided by Standard and Poor's on their Clatsop Community College Prepublication Rationale 2024:

Credit Highlights

- S&P Global Ratings affirmed its 'A-' long-term and underlying rating (SPUR) on [Clatsop Community College](#), Ore.'s outstanding general obligation (GO) bonds and removed the rating from CreditWatch, where it was placed on Oct. 9, 2023, with negative implications.
- The outlook is negative.
- The negative outlook reflects substantial uncertainty stemming from the college's management and governance practices due to significant and unexpected turnover during the last nine months which includes the resignations of the college's former president, former interim president, former board chair, three former board members as well as the elimination of its vice president of finance and vice president of academic affairs positions as well as our expectations that financial performance will likely be pressured over the outlook period.

The final publication for the Standard and Poor's Rationale Report will be provided to Clatsop Community College soon and will be made available to review on the college website.

Lower Division Transfer/Office of Instruction

- Faculty are getting students ready for the final week of the term and are heading into the final exam week. The faculty and students are thankful for the week of spring break, March 25th through March 29th. Spring term will begin April 1st and that is not an April Fool's joke! 😊
- Full time faculty have been hosting numerous events for students and participating in committees and more. Listed below are exciting and successful events, ceremonies, and more hosted and lead by faculty:
 - Phi Theta Kappa or PTK inducted 21 students on Wednesday, February 28, 2024. 28 inductees are the largest turnout that CCC's PTK Chapter has had since the pandemic. The event was hosted in the Towler Commons area and well attended as noted by the standing-room-only audience. All inductees were presented with a white rose and the Light of Knowledge candle was shared in a candle ceremony. All new members also took the pledge of membership during the ceremony.

Everyone at the event was treated to cake to celebrate this outstanding achievement accomplished by CCC students.

- On February 14, 2024, Full-time Faculty Writing and English Instructors Kama O'Connor and Dr. Julie Brown hosted the first official English Club meeting. Over 25 students came to this inaugural event, which featured a guest speaker from Wauna Mill (who talked about the importance of proficient writing skills in the industry), and then a no-holds-bar Scrabble tournament, with prizes for the funniest and longest words. Going forward, the English Club plans to host one to two meetings each month. They are requesting that faculty and staff send potential students their way! The faculty sponsor's offices are in Towler Hall Suite 305.
- On Valentine's Day the LBGTQ +& Allies Club hosted a "Cookie Crafting 'N Contest." The event was very well attended, a successful event, and fun time for all who participated!

Hi Admissions/Advising Team,

I was at Astoria High School for a couple of hours this afternoon and we also had a 3 pm staff meeting today (I am a mean boss and have a late afternoon meeting on a sunny Friday...)

Several AHS students told Beth Frausto and myself that they were not sure what to do next year until today. After spending the morning at CCC, they are very excited to come to CCC next fall. SHS and WHS students told my staff the same thing. At both Seaside and Warrenton High Schools students went out of their way to tell my staff how much they enjoyed seeing CCC and how excited they are now to come here in the fall.

You all ROCK!

Peace,

Jon

Thank you to everyone who helped to make this event extremely successful. Clatsop Community College Staff make incredible things happen when they collaborate and support each other to achieve greatness!

- The CCC Multicultural Club hosted approximately 150 middle and high school students in Patriot Hall and throughout the campus. The students were welcomed by Fernando Rojas as the Master of Ceremonies and welcomed by Interim President Teena Toyas. Students participated in various educational workshops, campus tours, games, and more. The students and staff topped the day off by being treated to pizza and beverages as they listened to the Mariachi Band from Ilwaco High School. We want to thank Eileen Purcell(Percy), Hazel Martinez, Amy Magnussen, and countless other staff and faculty for providing the students and guests with a productive day of fun, educational opportunities, and much more.

Patriot Hall Events and Opportunities on the Horizon:

- Job and Career Fair on Wednesday, March 13, 2024, from 9:30 AM to 1:00 PM. More information related to the event can be found at the following link: <https://www.clatsopcc.edu/event/job-career-fair/>
- A Pi Day Celebration event is happening on March 14, 2024, from 1:59 PM to 6:00 PM. The event is hosted by the Math Department and facilitated by Full-time Faculty Union President TJ Lackner. More information related to this event can be found at the following link: <https://www.clatsopcc.edu/event/pi-day-celebration/>
- This week, March 5, 2024, we confirmed that Patriot Hall will be hosting both Astoria and Clatskanie High School's Proms this spring!

Report to the Board
Office of Instruction and Student Services
 Submitted March 4th, 2024

MERTS

(Prepared by Kristen Wilken, Dean of Workforce Education and Training)

We are pleased to inform you that Clatsop Community College has been designated as a 2024 Center of Excellence for Domestic Maritime Workforce Training and Education (CoE)! This designation is valid for five (5) years.

Here are five from MERTS.

1. On February 8th and 9th CCC sent 6 representatives from Student Services and Career and Technical Education (CTE) Instruction to the Student Success and Retention Conference held in Portland. The conference was one of the best so far with engaging breakout sessions and a fantastic keynote address by Dr. Nicholas Vick titled Navigating the AI Frontier in Community College Education.
2. CCC Welding and Fabrication graduate David Allsup had a featured article “Welding a new life: David Allsup goes from first responder to mobile welder” in both the Chinook Observer and the Daily Astorian the last week of February. David was not only a standout student in the program but is also giving back to CCC by becoming one of our newest Welding Regional Advisory Committee members. https://www.chinookobserver.com/news/welding-a-new-life-david-allsup-goes-from-first-responder-to-mobile-welder/article_2ac384da-cf57-11ee-8f1d-4372dcbe3c60.html



[Welding a new life: David Allsup goes from first responder to mobile welder](https://www.chinookobserver.com/news/welding-a-new-life-david-allsup-goes-from-first-responder-to-mobile-welder/article_2ac384da-cf57-11ee-8f1d-4372dcbe3c60.html)

LONG BEACH — After more than 20 years serving his community as a first responder, health issues forced David Allsup to find a new career path and purpose.

www.chinookobserver.com

3. The MERTS Campus and Career Pathways program had two very successful booths at Senior Preview Day held on February 23rd, meeting more than 50 interested students, parents, and high school staff and instructors. Special thanks to all of the CTE Faculty and Staff who gave mini classes, presentations and helped with setting up and running the booths.
4. On February 1st the Fire Science/EMT Regional Advisory Committee met to discuss updates for the programs and check out the new bottle fill station that was purchased

thanks to the CCC Foundation, Roundhouse Foundation and a generous anonymous donor. Pictured below are from l. to r. Pacific County Fire District #1, Assistant Chief Brad Weatherby; Oregon Department of Forestry, Protection Unit Forrester, Neal Bond; Knappa Fire District, Chief Kurt Donaldson; and Astoria Fire Department, Deputy Chief Terry Corbit.



5. Clatsop Community College has been designated as a 2024 Center of Excellence for Domestic Maritime Workforce Training and Education (CoE)! This designation is valid for five (5) years and is the second time Clatsop has received this honor, the first being in 2021 with the launching of this designation. Huge thanks to all of the MERTS Faculty and Staff that assisted with the federal application.

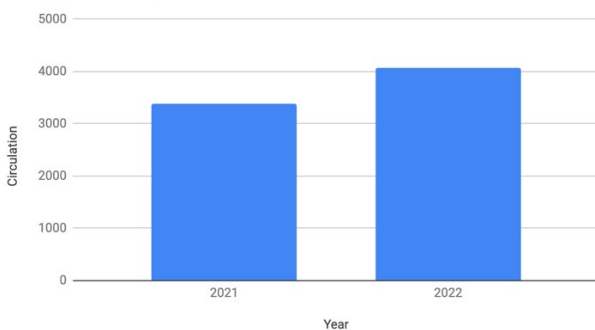
Library

(Prepared by Dan McClure, Library Director)

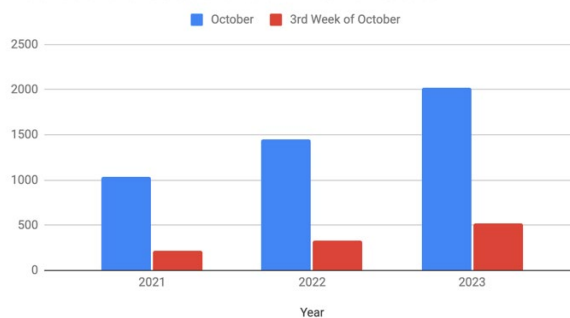
It's survey time at the library. Every year, we take part in the Association of College and Research Libraries ACRL Academic Library Trends and Statistics study as well as the Integrated Postsecondary Education Data System (IPEDS) survey, which gathers information from every college, university, and technical and vocational institution that participates in the federal student financial aid programs.

Filling out the surveys of use and other statistical markers gives us an additional opportunity to learn from indicators and trends. We're still engaged in the process of gathering all the data for the 2022-23 year, but already have good news to share—demand for our library materials is increasing (circulation), and we're getting even more people coming to our facility.

Circulation vs. Year



Door Count for October and 3rd Week of October



Did you know that our library is part of a consortium? The Chinook Library Network, composed of three academic and three public libraries, saves expenses and improves access to library patrons in the North Coast region by joining forces and sharing systems. And plans are afoot to expand the network to Tillamook Public Library and others, as far south as Yachats.

We also take part in the Oregon Library Passport program, along with Astoria Public Library and over 160 other libraries in the state. The program provides patrons with reciprocal borrowing rights. We have 154 current Passport members, most of whom come to us from the Astoria Public Library. We're all about community!

This community component takes on renewed importance with the upcoming renovation to the Astoria Public Library. The renovation will be wonderful, but there will be a period—roughly a year—with limited access to collections and services. We will certainly be the first alternative during this stretch. Construction is scheduled to begin in September.

In other news, the Library & Learning Commons hosted two events recently, with two more events coming in March. The events are open to the public. You are invited to attend.

- Monday, March 4th, English Club “Write-In.” Come to the Writing Center and write to your heart’s content surrounded by a community of supportive writers.
- Wednesday, March 6th: *Nosferatu* screening. Come and enjoy some the original 1922 classic *Nosferatu, eine Symphonie des Grauens*, starring Max Schreck, and directed by F.W. Murnau. The film will be screened several times throughout the day.

TRIO Student Support Services (SSS):

(Prepared by Christine Riehl, TRIO SSS Director)

Each year TRIO SSS offers a peer mentor program. This year we have 4 peer mentors. These are TRIO participants that were in TRIO SSS in the 23-24 academic year, applied and were chosen to be peer mentors this year, participated in peer mentor training in the summer and have been working with and supporting fellow TRIO SSS students and putting on various TRIO SSS events throughout the academic year. In February they organized, advertised, and facilitated a “Make a Valentine and have a Dessert” event. This occurred in the third-floor lobby of Towler Hall, and

all Clatsop students were invited. This was a community building and TRIO SSS recruitment activity.

The TRIO SSS monthly Eat and Great was held in the library. TRIO SSS students met in the library to have lunch and learn about the library resources. This was a great way to remind students of what a great resource the library is.

TRIO SSS staff members, Ben Palenske and Amy Magnussen, took the lead this year to host the annual Transfer Day event. Fifteen transfer college and university representatives set up information tables in the third-floor lobby of Towler Hall. Many CCC students and staff stopped by to learn more about transfer opportunities.

TRIO SSS staff and peer mentors assisted in executing the excellent Senior Transfer Day this year. In addition, TRIO SSS also had an information table set up and provided local high school seniors with information about TRIO SSS and how to apply for our program.

Pre-College TRIO Programs:

(Prepared by Jon Graves, Pre-College TRIO Director)

Grant	Target	Current
Talent Search	671	603
Upward Bound	73	73

Talent Search and Upward Bound welcomed 40 local high school students to CCC Lexington and MERTS campuses on January 19th. We had a great field trip with many CCC faculty speaking to our students.

We have hired a new College/Career Counselor to work full-time at Astoria High School to replace Andrea Gonzalez. Unfortunately, she cannot start until July 1, 2024. Beth Frausto, Astoria High School Counselor, will continue to work half-time for us until March 1 and then Jon Graves will be spending three afternoons a week at AHS to fill in.

TS and UB took a small field trip to Western Oregon University. Unfortunately, the Knappa Bus was canceled the week of the trip so instead of taking 44 students, we could only take 8 in a Warrenton School District Van. Getting buses for transportation on field trips remains a big obstacle.

Staff worked closely with Kasey White and Advising to help with the Senior Preview Day at CCC on Feb. 23.

Patriot Hall:

(Prepared by Helen Keefe, Patriot Hall Coordinator)

Over the past two weekends, we hosted the Pacific Basketball League tournaments which over one thousand people attended daily. We were pleased that the Multicultural Club was able to run the concessions stand to raise funds for their upcoming Latino Invitational event.

On 2/23/24 CCC's Senior Preview Day was successfully hosted at Patriot Hall, and many happy and enthusiastic future students attended.

Coming up on 3/1/24 our Multicultural Club advisor, Percy, will once again have over 140 local middle and high school students attend the Latino Invitational event at Patriot Hall and this year Percy secured a mariachi band to entertain the students.

Kevin Leahy is leading a team to host the annual Job and Career Fair at Patriot Hall on 3/13/24. The plan is to enhance everyone's experience this year by having hands-on activities and heavy equipment stationed in the parking area by the library.

The annual Pi Day event will be held at Patriot Hall on 3/14/24!

This week we confirmed that Patriot Hall will be hosting both Astoria and Clatskanie High School's Proms this spring!

(Prepared by Eileen Purcell, Outreach Literacy Tutor Coordinator)

Approximately 180 ELD (English Language Development) students from 6-12th grades attended the CCC Multicultural Club's annual Invitational event in Patriot Hall on March 1, 2024. The Club has been doing outreach to K12 students for over 10 years to encourage students to stay in school, do well and move on to post-secondary education. This year's event was met by acute enthusiasm from K12 counselors and teachers, who organized and brought excited students from Knappa, Seaside, Astoria, Ilwaco and Warrenton school districts.

The Club organized a program with a student panel where attendees had a chance to question student leaders on their experiences at Clatsop and with a panel of local Latino professionals from health care, education, tax accounting, the US Marines, Hampton Mills and the Astoria Fire Department who shared their experiences as working adults. Faculty members Fernando Rojas, Julia Mabry and Kristen Shauck put on demonstration classes. Staff from Student Services and TRIO, accompanied by parents and student guides, led a tour of the campus. And students stopped by the Party Room in Columbia 219 for games, music and more snacks.

The Ilwaco School District's 25+ member Mariachi Band brought all their instruments and graciously performed at lunch. The Multicultural Club members raised over \$1100 selling concessions at the recent Pacific League Basketball Tournament which paid for 45 pizzas, drinks, snacks and raffle prizes for the event. We thank members of the business community who donated gift certificates as raffle prizes. The Club thanks all who helped make this a success and especially Kirsten Horning, the Patriot Hall and Facilities staff that made this all possible.

LIT Updates

Life Transitions Graduation is March 19, 2024, 5:30 pm. in Columbia Hall 219. 10 for graduation and 15 with perfect attendance.

BP 7370 Political Activity – Employees

References:

ORS 260.432

Employees ~~shall~~ will not use ~~[entity]~~ College funds, services, supplies or equipment, ~~or email accounts, to~~ engage in political activities at any time to urge the passage or defeat of any ballot measure; initiative petition; appointment, nomination, recall, or election of a person to a public office; or political committee, including, but not limited to, any candidate for election to the Board of Education.

Employees will not engage in political activities during work hours to urge the passage or defeat of any ballot measure; ~~election~~ initiative petition; ~~appointment, nomination, recall, or election of a person to a public office; candidate,~~ or political committee, including, but not limited to, any candidate for election to the Board of Education.

This policy prohibits political activity while on the job during an employee's working hours but shall not be construed to prohibit an employee ~~from urging the support or defeat of a ballot measure;~~ ~~election~~ initiative petition; ~~appointment, nomination, recall, or election of a person to a public office~~ ~~candidate;~~ or political committee during non-working time.

"While on the job during working hours" does not include periods of time during which an employee is taking time off for a meal break or rest break or periods of time during which an employee is utilizing otherwise allowable time off in accordance with Oregon labor laws.

Joint Policies & Procedures Committee Approval Date: February 12, 2024

Board Adoption Date:

Last Revised:

Revised 10/23

**Clatsop Community College
Board Meeting
March 14, 2024
Submitted by: Teena Toyas**

Title: Tuition increase beginning in Fall 2024

What: Recommendation to increase tuition:

By \$9 per credit to \$125 per credit for in state tuition

By \$9 per credit to \$128 per credit for border state tuition

From \$232 per credit to \$250 per credit for out of state tuition

Why: Tuition and fee revenue represents approximately 25 percent of the general fund annual resources. These increases are in line with the Consumer Price Index increases. With the increases, CCC's tuition will remain below average for all community colleges.

Recommended Action: The Board approve the tuition increase to be effective Fall Term, 2024.

**Clatsop Community College
Board Meeting
March 14, 2024
Submitted by: Teena Toyas**

Title: Oregon School Board Association (OSBA) Short-Term Borrowing Resolution #2023-24-01

What: Authorization for short-term borrowing if needed. The OSBA tax anticipation note program provides a low-cost option to meet cash flow needs.

Why: Short-term “bridge” financing may be required for sufficient cash flow.

Recommended Action: Adopt resolution as presented.



To: Board of Directors
Prepared By: Greg Dorcheus
Date: March 6, 2024
Subject: New Hires, Separations, and Position Changes

NEW HIRES

None

Jobs Posted

Director, Human Resources (To be reviewed this week)

Director, TRIO Pre College (To be reviewed this week)

Director, Nursing and Allied Health (To be reviewed week of March 11th)

SEPARATIONS

Siv Barnum, Registrar, effective March 1, 2024

Mirrandra Sarri, Dean of Student Success, effective March 1, 2024

POSITION CHANGES

Sarah Geleyse, Director of Financial Aid, will act as Interim Dean of Student Success.

