

**MINUTES OF THE NOVEMBER 13, 2018
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

I. CALL TO ORDER

The Regular Board Meeting was called to order by Chair Karen Burke at 6:30 p.m.

Board members present: Karen Burke, Rosemary Baker-Monaghan, Anne Teaford-Cantor, Robert Duehmig, Andrea Mazzarella, Tessa James Scheller, and Esther Moberg. Board members absent: None. Others present: Chris Ousley, Kevin Leahy, Tammy Lambert, Anna Stamper, Jessica Newhall, Edward Stratton, Deputy Clerk JoAnn Zahn, President Chris Breitmeyer, and Recording Secretary Naomi Garbutt.

A. Adoption of Agenda

Chair Burke asked that the agenda be modified, adding an item entitled "Rescind Old Policies" under Old Business. When new policies are adopted, the old ones must be rescinded.

Tessa Scheller moved to adopt the agenda with the requested modification. Bob Duehmig seconded. The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Chair Burke asked those present to introduce themselves.

B. Public Comment

There were no public comments.

III. APPROVAL OF MINUTES

- A. October 9, 2018 Board Workshop
- B. October 9, 2018 Regular Board Meeting

Bob Duehmig moved to approve the minutes of the October 9, 2018 Board Workshop and Regular Board Meeting as written. Anne Teaford-Cantor seconded. The motion carried unanimously.

IV. CONSENT AGENDA

- A. Revised Board Policies Chapter 1 – Second Reading and Adoption
- B. Revised Board Policies Chapter 2 – Second Reading and Adoption

Rosemary Baker-Monaghan moved to place Chapter 1 and Chapter 2 in second reading by title only. Bob Duehmig seconded. The motion carried unanimously.

Rosemary Baker-Monaghan moved to adopt Chapter 1 and Chapter 2. Anne Teaford-Cantor seconded. The motion carried unanimously.

V. REPORTS/DISCUSSION ITEMS

- A. Report of the Deputy Clerk

Deputy Clerk Zahn reported on the financials as provided in the Board packet. She also reported that the audit has been finalized and that everything is on course for the auditors to present their findings at the December 11, 2018 Board Meeting.

Deputy Clerk Zahn also gave a comprehensive Safety Committee report. Materials were included in the board packet and she distributed one additional handout. She explained that the College must have at least one evacuation drill per year and that this took place on October 18, 2018. President Breitmeyer added that he would like to conduct a climate survey to get additional input from students and staff with respect to whether they consider the College to be a safe environment and what we can do to improve in this area.

B. Report of the Board Chair

Chair Burke reported on the OCCA conference, noting that four Board members attended along with 3 staff members. One of the breakout sessions she attended was on guided pathways and new ways of placing students into classes that does not rely on the standardized testing that has been used for so long.

C. Report of the Board Representatives

OCCA

Anne Teaford-Cantor reported on a particular OCCA conference session she attended which was entitled “Free Expression for All” regarding cultural diversity. She provided a handout outlining websites that were referred to in the presentation.

CEDR

Rosemary Baker-Monaghan stated that Kevin Leahy’s presentation would be given in lieu of her own CEDR report.

Foundation

Bob Duehmig provided a brief report. He stated that 55% of employees participated in the Foundation’s “Employee Giving” initiative. He added that a new scholarship, the Allyn J. Washington Scholarship, has been established for students attending CCC who plan to further their education in the field of physics, engineering, mathematics or computer science. Mr. Washington is a retired CCC dean, professor, and textbook author. Bob added that the next Foundation Board Meeting will take place on November 20, 2018 and that Catherine Crooker will attend that meeting.

Health & Wellness Committee

Tessa Scheller stated that the committee has some new members. She reported on some of the discussions that took place at the most recent meeting, including the fact that a potential Health Awareness Event is under consideration.

Diversity Committee

Tessa Scheller reported that the committee has not yet met.

Board Policy Committee

Rosemary Baker-Monaghan reported that the Board has successfully vetted and adopted Board Policy Chapters 1 and 2. She added that 5 CCC representatives attended the OCCA Board Policy Workshop on November 9, 2018 in Sunriver. Rosemary also stated that the committee will meet again in early December to review four additional policies which will go through the regular review process, being reviewed by Cabinet, College Council, and lastly the Board. She further said that the committee would like to meet with the Foundation, particularly on the 'naming of the building' policy, to ensure the appropriate language is included therein.

Deputy Clerk Zahn added that much work has been occurring behind the scenes on Chapter 6. These are the next policies that will be brought forward for review, most likely in portions (e.g., 10 to 20 policies) since bringing forth the entire chapter at once would be daunting.

Rosemary also reported that the committee would be meeting with Cabinet in late November to develop a board policy review calendar, addressing policies in the order recommended by OCCA, namely 1, 2, 6, 4, 5, 7, and 3. She recommended that Cabinet and College Council should regularly consider new policies alongside existing policies so that the latter can be rescinded as appropriate when new policies are adopted.

President's Evaluation Committee

Bob Duehmig reported on the proposed evaluation which was included in the board packet. This evaluation will be distributed to staff, faculty, students, and the Board via SurveyMonkey. All responses will remain anonymous. The results will be combined and brought back to the full Board, possibly by its December Board meeting but definitely by its January 15, 2019 Board meeting. Chair Burke requested that the President complete a self-evaluation as well. Tessa Scheller thanked staff for their continued assistance on this process through its completion.

D. Report of the President

President Breitmeyer provided a written report in the Board packet. For the staff presentation, he introduced Kevin Leahy, Executive Director of Clatsop Economic Development Resources (CEDR) and the Clatsop Community College Small Business Development Center (CCC SBDC).

Kevin answered questions posed by the Board and was thanked by all for an excellent presentation.

E. Associated Student Government

Jake Clark gave a brief report regarding new ASG members, a potential revision of the ASG handbook, upcoming sports tournaments, and future initiatives under consideration.

VI. OLD BUSINESS

A. Rescind Old Policies

As stated by Chair Burke at the outset of the meeting, old policies which are no longer in effect must be rescinded when new policies, such as those on this meeting's Consent Agenda, are adopted.

Rosemary Baker-Monaghan stated for the record that, as part of this process, any and all procedures related to the policies that are about to be rescinded would automatically be rescinded with their corresponding policies.

Rosemary Baker-Monaghan moved to rescind Policies 1.010, 1.015, 1.020, 1.025, 1.035, 1.045, 1.050, 1.055, 1.105, 1.110, 1.115, 1.120, 1.125, 1.130, 1.135, 1.140, 1.145, 1.165, 1.205, 1.215, 1.220, 1.230, 1.235, 1.240, 1.305, 1.310, 1.315, 2.005, 2.010, 2.015, 2.020, 2.025, 2.030, 2.035, 2.040, 2.045, 2.050, and 2.055.

Anne Teaford-Cantor seconded. The motion carried unanimously.

VII. NEW BUSINESS

A. Adopt Integrated Pest Management Low Impact Pesticide List As Revised

Tessa Scheller moved to adopt the Integrated Pest Management Low Impact Pesticide List as revised in order to comply. Bob Duehmig seconded. The motion carried unanimously.

B. Approve Architect Selection and Expenditure Authorization – MERTS Capital Project

Tessa Scheller moved to approve the expenditure for architectural design and engineering services with SRG Partnership, Inc. and to authorize

signature of Resolution 2018-19-03. Bob Duehmig seconded. The motion carried unanimously.

C. Authorize the Purchase/Sale of the MERTS Campus Property

Deputy Clerk Zahn stated that the process of purchasing this property started about four years ago with the application to the Department of State Land's (DSL's) Oregon Land Board. She explained that DSL must complete the sale of the property to CCC in 2018. The Oregon Land Board will meet on December 18, 2018 to give their final approval of this purchase.

Deputy Clerk Zahn further stated for the record that the purchase price of the MERTS property will not be part of the state match since CCC must own the property before it can qualify for the state match.

Rosemary Baker-Monaghan moved to authorize the President and Vice President, Finance & Operations to complete the purchase/sale agreement and related closing cost requirements for the 21.78 acre MERTS campus property purchase with the Department of State Lands (DSL) pending the final approval by the Oregon Land Board at its December 18, 2018, meeting. Anne Teaford-Cantor seconded. The motion carried unanimously.

D. New Hire(s)

Deputy Clerk Zahn shared this information with the Board.

VIII. ANNOUNCEMENTS/COMMUNICATIONS

Chair Burke drew attention to the announcements and communications in the Board packet.

IX. BOARD FORUM

Esther Moberg had nothing to report at this time.

Andrea Mazzarella stated that she enjoyed working on the President's Evaluation Committee along with Bob Duehmig and Tessa Scheller. She is sorry she missed the OCCA Conference.

Bob Duehmig commented on the artificial intelligence speech at the OCCA Conference and, specifically, the expectation of education changing so greatly

because our students are changing. He stated that, in view of these coming changes, it is a very good time for CCC to think about other delivery modes as an institution, focusing on individualized education via, for example, online classes and not just the traditional attending of classes and sitting in front of a teacher. Bob also commented on hearing the challenges other community colleges are facing, including difficulties among Board members or being able to keep Board members on the board. He is thankful for being on a very good Board.

Chair Burke commented that she, too, enjoyed the speech on artificial intelligence and the future needs of education. She especially noted the fact that certain positions within education that require human interaction will continue to require such human involvement. These include positions such as nursing, medicine, social work, etc., since these require empathy, caring, critical thinking, the ability to work in teams, and the ability to communicate. This means that, as we look to restructure education, we need to ensure that the human element remains part of the educational process.

Rosemary Baker-Monaghan commented on the speech at the OCCA conference on equity and inclusion. Her favorite take-away from that particular speech and exercise was the speaker's comment that "we are all more alike than we are different, and we should start the conversation there."

Tessa Scheller stated that, as a member of the steering committee for the Lower Columbia Diversity Coalition, she had asked President Breitmeyer to lead a conversation about safer learning environments. Tessa expressed that she was very pleased with his willingness to do so; she also thanked him for bringing other community leaders to the event. She further thanked Board members who were in attendance as well.

Anne Teaford-Cantor recapped the many events she was able to attend and participate in during the months of October and early November. She stated that it was a wonderful month of activity and that she is very proud of CCC's involvement and, in some cases, hosting of these various events.

X. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 7:42 p.m.

Chris Breitmeyer, President

Karen Burke, Chair

Naomi Garbutt, Recording Secretary