

**MINUTES OF THE OCTOBER 8, 2019  
CLATSOP COMMUNITY COLLEGE  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING**

**I. CALL TO ORDER**

The meeting was called to order by Chair Robert Duehmig at 6:45 p.m.

Board members present: Karen Burke, Rosemary Baker-Monaghan, Robert Duehmig, Sara Meyer, and Tim Lyman. Board members absent: Anne Teaford-Cantor and Dave Zunkel. Others present: Jerad Sorber, Leah Olson, Darroch H. Cahen, Margaret Frimoth, Julie Kovatch, Sunny Klever, Deputy Clerk JoAnn Zahn, President Chris Breitmeyer, ASG Representative Steven Ellsberg, and Recording Secretary Pat Schulte.

A. Adoption of Agenda

It was noted that two items needed to be added to the agenda: Report of the ASG Representative and Presidential Review. Karen Burke **moved to adopt the agenda as amended**. Rosemary Baker-Monaghan seconded. The motion carried unanimously.

**II. PUBLIC FORUM**

A. Introduction of Guests

Chair Duehmig asked those present to introduce themselves.

B. Public Comment

Darroch Cahen invited any and all Board members and the ASG President to please join them every Tuesday and Thursday on the boat. Crew call is at 0800.

**III. APPROVAL OF MINUTES**

Chair Duehmig noted that Anne Teaford-Cantor had a change to the minutes under the Board Forum section. Rosemary Baker-Monaghan **moved to approve**

**the minutes of the September 10, 2019 Regular Board Meeting as amended.**  
Karen Burke seconded. The motion carried unanimously.

#### **IV. CONSENT AGENDA**

##### A. Policies and Corresponding Procedures for Review

- BP 4225 Course Repetition
- BP 4226 Multiple and Overlapping Enrollments

Rosemary Baker-Monaghan **moved to put the Consent Agenda in 2<sup>nd</sup> reading by title only.** Sara Meyer seconded. The motion carried unanimously. Rosemary Baker-Monaghan **moved to adopt the Consent Agenda.** Karen Burke seconded. The motion carried unanimously.

#### **V. REPORTS/DISCUSSION ITEMS**

##### A. Report of the Deputy Clerk

VP Zahn provided a summary of the Statements and Revenues and Expenditures FY19-20 and FY18-19 by fund source. The Financial Summary also included revenues and expenditures as of September 30, 2019 compared to revenues and expenditures as of September 30, 2018 and to the FY 2019-2020 Budget. Tuition and fees revenue recorded through September FY19-20 is \$1.251 million or 38.19% of the adopted budget. Tuition and fee revenue is up 11.62% compared to September FY18-19. The variance is likely due to timing and does not reflect enrollment growth. The \$3 per credit tuition increase, effective summer term, is reflected in year-to-date enrollment. The tuition and fee budget is \$3.275 million. The estimated FY18-19 general fund ending fund balance is \$1.748 million.

State appropriations in the FY19-20 adopted budget are \$3.644 million based on a \$570 million funding formula allocation. State appropriations recorded through September FY19-20 is \$993,000 representing the first of four quarterly payments. Property taxes recorded through September FY19-20 are \$35,000. The actual FY18-19 property taxes received are \$4.851 million or 101.22% of the adopted budgeted. Timber revenues are budgeted at \$450,000. The FY19-20 adopted budget beginning fund balance is \$1.1 million. The estimated actual FY18-19 ending fund balance is estimated at \$1.453 million. The FY17-18 General Fund ending fund balance is \$1.748 million. Total actual General Fund expenditures through

September is \$2.725 million, or 20.33% of budget, compared to \$2.554 million in September FY18-19 representing a 6.69% increase. Total estimated actual General Fund expenditures in FY18-19 are \$11.813 million, or 92.86%.

B. Report of the Board Chair

Nothing to report.

C. Report of the Board Representatives

OCCA. Anne Teaford-Cantor is not here to report. Chair Duehmig asked when OCCA Executive Director Cam Preus will be coming to visit. President Breitmeyer replied that it hasn't been talked about yet.

CEDR. Rosemary Baker-Monaghan pointed out a report on housing in the packet from the last CEDR meeting. In talking about housing, there is a shortage of housing that can be afforded by individuals working at minimum wage. Warrenton has sewer and water issues they have to deal with. Seaside is concentrating on filling in density. Seaside hasn't started to change any zoning and is looking at being efficient with the zoning they have. Cannon Beach is looking at acquiring housing for their employees. The big discussion is about whether it should fall on employers. Ms. Baker-Monaghan said it is just a conversation; nothing has been decided and no action has been taken. Karen Burke said the report was interesting and she felt like it was developed by people from an urban background. Tim Lyman said in his opinion they are building the wrong kind of housing. They need to build micro apartments for single individuals and small houses of 300 to 400 square feet that people take pride in. Warrenton said it intends to have the conversation about small houses. Chair Duehmig commented that one of the big sessions at the Rural Health Conference was about housing. Ms. Baker-Monaghan said that zoning was set up 25 years ago. Housing is essential to making a good community. Mr. Lyman said a big part of the problem is that local governments have made it extremely difficult to build houses and it's easier to build the types of houses that we don't want or need.

Foundation. The 2020 auction date is Saturday, May 2 at Patriot Hall. The Scholarship Awards Reception and Concert is Saturday, November 23. The reception is at 3:00. The concert is at 4:00 with Deac Guidi.

#### D. Report of the President

President Breitmeyer said a review of online courses will be taking place next year lead by faculty. The College is reaching out to local high school students and getting feedback about what they want from the College. President Breitmeyer said they are hoping the entire student body of high schools will take the survey. He added that we need to figure out how to reach people who are post high school and have a few college credits. President Breitmeyer said there is interest in purchasing the property the College owns in Arizona from the Towler estate. There is another name on the deed and the College is checking to see if there are any heirs. Proceeds from sale of the property will fund scholarships.

VP of Academic Affairs Margaret Frimoth and VP for Student Success Jerad Sorber will be attending the NWCCU Volunteer Academy. Sara Meyer asked about representation from MERTS. Dr Frimoth replied that there is a representative group going to the in-person meeting in Seattle.

- Staff Presentation: Pre-College TRIO at CCC

Jon Graves, Director of the pre-college TRIO programs, gave a summary of the Upward Bound and Talent Search programs. Talent Search serves middle and high school students from Knappa, Warrenton, Seaside, and Astoria School Districts. Upward Bound serves high school students from Warrenton, Seaside, and Astoria High Schools. Both programs serve low-income and potential first-generation college students. The pre-college TRIO program has a staff of eight people who are very active in the school districts. In his presentation, Mr. Graves demonstrated how Upward Bound and Talent Search are connected to the College's strategic objectives. He said they just finished a STEM project with Upward Bound students installing a solar array. They are currently advertising for a STEM Coordinator to start a STEM Club in the middle schools. Mr. Graves said they are required to track students for six years after they graduate for what schools they chose and completion rates. He said they track FAFSA completion, scholarships, and college applications. Students self-select into the program. Two-thirds of students have to be both low-income and first-generation college students. The other one-third can be either low-income or first-generation. Mr. Graves said it is getting harder to recruit the two-thirds because the economy is getting better. Tim Lyman asked how our program compares with other programs nationwide. Mr. Graves said CCC numbers are right about average and maybe a little bit better than nationwide.

E. Report of the ASG Representative

ASG President Steven Ellsberg said ASG had their first meeting last Friday. There are five officers in the newly re-formed ASG. Mr. Ellsberg said they are basically trying to take the bones of ASG – format, policies, scaffolding – and look at how they can change and improve them moving forward. How can ASG help to create some form of student life on campus? Some of the things they talked about at the last meeting included student clubs, instituting a student fee that could support student clubs, setting up a strategy so students can reach out to ASG if they want to get involved, setting up an online platform, healthy options in the vending machines, a recycling process for campus, flu shots on campus, supporting what is happening on campus, and getting involved but not biting off more than they can chew. Mr. Ellsberg said they have felt a lot of support and it's a good group. Rosemary Baker-Monaghan congratulated them on what they have achieved so far. Mr. Ellsberg said ASG wants to empower students who want to be part of something bigger and get involved.

VI. OLD BUSINESS

A. None

VII. NEW BUSINESS

A. Consider Approval of Part-Time Faculty Association Collective Bargaining Agreement for 2019-2023.

VP Zahn said the part-time faculty unanimously approved the agreement yesterday. She went over the bullet points that were the highlights of the agreement and emphasized there was a collaborative effort. President Breitmeyer thanked the team from the Association and the College. Rosemary Baker-Monaghan **moved to approve the Part-Time Faculty Association Collective Bargaining Agreement for 2019-2023**. Karen Burke seconded. The motion carried unanimously.

B. New Hires

VP Zahn announced that Kathleen Laughman is the new assistant for Nursing and Allied Health.

### C. Presidential Review

Karen Burke volunteered to be on the Presidential Review Committee. Dave Zunkel was nominated to serve on the committee. Sara Meyer also volunteered to be on the committee. Ms. Burke said she will set up a meeting and will come back to the November 12 Board meeting with a list of questions.

## VIII. ANNOUNCEMENTS/COMMUNICATIONS

The next Board meeting is November 12 at 6:30 p.m. in the IMTC Conference Room on the MERTS campus. The ACCT Leadership Congress is October 16 – 19 in San Francisco. President Breitmeyer, Rosemary-Baker Monaghan, and Karen Burke are attending. The 2019 Annual OCCA Conference will be held November 6 – 8 at the Salishan Resort in Gleneden Beach. The Governance Institute for Student Success (GISS) will be held November 8 – 9 also at the Salishan Resort.

## IX. BOARD FORUM

Tim Lyman commented that he can tell whoever is dealing with the Towler property in Arizona how to get marketable title to it.

Karen Burke said she had nothing to report.

Robert Duehmig said he was on campus this afternoon and it was so nice to see students running around.

Rosemary Baker-Monaghan said she had nothing to report.

Sara Meyer said she had a wonderful two-week time away from Astoria but was glad to be back. She asked VP Sorber if enrollment is up. He replied that head count is very slightly down from last year (about eight students) but FTE is up by 30 or 40. Students are taking heavier course loads.

## X. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 7:50 p.m.

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Chris Breitmeyer, President

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Robert Duehmig, Chair

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Pat Schulte, Recording Secretary