

**MINUTES OF THE MARCH 10, 2020
CLATSOP COMMUNITY COLLEGE
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

I. CALL TO ORDER

The meeting was called to order by Chair Robert Duehmig at 6:30 p.m.

Board members present: Rosemary Baker-Monaghan, Karen Burke, Anne Teaford-Cantor, Dave Zunkel, Sara Meyer, Tim Lyman, and Robert Duehmig. Board members absent: None. Others present: Naomi Garbutt, Julie Kovatch, Jerad Sorber, Dan McClure, Doris Jepson, Teena Toyas, Stephanie Homer, Pat Keefe, Margaret Frimoth, Bev Russell, Betsy Moes, Eldon Russell, Captain Darroch Cahen, Deputy Clerk JoAnn Zahn, and President Chris Breitmeyer.

A. Adoption of Agenda

Karen Burke **moved to adopt the agenda as presented.** Dave Zunkel seconded.
The motion carried unanimously.

II. PUBLIC FORUM

A. Introduction of Guests

Chair Robert Duehmig asked those present to introduce themselves.

B. Public Comment

Captain Darrold Cahen introduced himself and said he is about to graduate Phi Beta Kappa from the Maritime program. He implored the Board to keep in the back of their minds the need to get a vessel greater than 67 tons. He said there are a tremendous number of jobs in the maritime industry. The Portland Monthly magazine lists the maritime industry as one of the top ten industries in the state. Captain Cahen thanked the Board for their support. Tim Lyman asked about the need for a vessel greater than 67 tons. Captain Cahen explained that maritime students are taking the 200-ton Coast Guard exam. In order to qualify as a 200-ton master, students must have time on vessels greater than 67 tons. He added that all of us take the 200-ton exam, but we train on a vessel less than 67 tons. A vessel between 67 and 100 tons would be the

sweet spot for our program so when we graduate we can actually sit for a 200-ton exam.

Eldon Russell introduced himself and said he wanted to talk more about the new building proposed for the MERTS campus. He said every building on this property has a pitched roof for a reason, because we live in the Pacific Northwest where we get a lot of rain. One of the issues with the proposed new building is that with a flat roof, it will have multiple penetrations and potential leaks. He added there is a huge amount of glass on the proposed building which represents one-fourth of the cost between \$150 and \$175 per square foot. He said it's a waste of money and resources to put that material in the building, because it does nothing for training our students. He stated we will need a lot more instructors if we put this building up. Mr. Russell said he has the expertise and the knowledge and knows the cost can be reduced. He cited the \$8 million in match that has to be raised and to his knowledge, the College doesn't have a plan for raising that money. He said he has been asking for a long time how this money will be raised and has not been shown. Mr. Russell reiterated that we do not need to go into debt and spend this much money. In his view, we need to redesign this building and make it affordable and reasonable and not waste taxpayers' money on frivolous things like glass doors and glass roofs. President Breitmeyer responded that we will be holding campus forums that will address some of the issues Mr. Russell has brought up.

CCC faculty member Pat Keefe shared a handout with the Board that lists CCC graduates from last year, degrees and certificates conferred, number of credits, full-time instructors, and support staff.

III. PRESENTATION BY CAM PREUS, OCCA EXECUTIVE DIRECTOR

Cam Preus, OCCA Executive Director, introduced herself. She said she spent five years as President of Blue Mountain Community College and over a decade as Director of the Department of Community College and Workforce Development for the State of Oregon. Before that, she was a policy wonk for several governors specifically on workforce. She said she plans to visit every community college board at least once a year. Dr. Preus acknowledged Anne Teaford-Cantor for doing a wonderful job of representing Clatsop Community College and its Board of Education. She also recognized President Breitmeyer for his contribution as secretary of the association for two years in a row. Next year he will be president.

Dr. Preus said OCCA represents the 17 community colleges across the state. OCCA's primary role, other than student success and the Oregon Pathways Project, is advocacy and policy analysis and policy work. She talked about the work done by OCCA in this truncated legislative session as well as the work that was done in the 2018-2019 session. Community colleges received \$641 million for the biennium which was \$6 million less than they requested but \$60 million more than was in the Governor's budget. Dr. Preus acknowledged the hard work done by community college administrative staff and board members in writing, emailing, and phoning legislators to make it happen.

Dr. Preus said OCCA has an executive committee made up of four board members and three presidents that meets monthly to provide direction for the association. At OCCA's Board Retreat, they worked on a seven-year work plan which includes three major goals: adequate funding, strengthening the association as an organizational entity, and increasing influence with decision makers.

Dr. Preus said that OCCA does a lot of work to bring value back to individual colleges. She shared a handout that shows how Oregon's community colleges support the workforce. The handout was developed with the help of all the community colleges. OCCA printed 1,500 of the handouts and left them on every chair at the Oregon Business Summit.

OCCA hosts an annual conference which was at Salishan in November. Following the conference was a training on student success governance which she acknowledged was very close to a disaster. OCCA has had conversations with ACCT about how disappointed they were with the training and that they do not want to be billed for it. In addition to OCCA's cost, all the community colleges who participated had travel and lodging costs associated with attending the training. OCCA is negotiating with ACCT to provide a training gratis which will probably happen instead of OCCA's annual conference in November of next year. Dr. Preus said she wanted to let the Board know that OCCA is aware of the poor quality of this training. To back up what OCCA has been telling ACCT, they developed a survey regarding the training which was sent to participants. She has since shared the responses with the ACCT president.

Dr. Preus said OCCA is pivoting to the 2021 legislative session. OCCA is facilitating discussions about CTE, student success, and applied baccalaureate.

Sara Meyer said she is new on the Board, although she served on the Board many years ago. At the conference, there was discussion that a president who served more than two years at a community college was long-lived. Dr. Preus responded that the average for an Oregon community college president is at least five years or a little

longer. Rosemary Baker-Monaghan said she has been on the CCC Board 20 years, and President Breitmeyer is the sixth president since she has been on the Board.

Chair Duehmig asked if any community college faculty or staff are running for statewide office in 2021. Dr. Preus responded that she doesn't know but will have a better idea in May.

Ms. Baker-Monaghan asked about the relationship with community colleges and universities. Is it a good place for community colleges to be rather than part of K-12? Dr. Preus replied that the landscape is so different now. Last year, K-12 and early education received the highest amount of funding followed by community colleges and then universities.

Chair Duehmig said he is worried about what the drop in the stock market means for Oregon's economy. A large part of the economy is driven by tourism. If tourists stay away, what will that mean for Oregon's economy? He added that 2010, 2011, and 2012 taught us we need to have a rainy day fund.

Dr. Preus was asked if she had just one request for community colleges for the next legislative session, what it would be. She responded her request would be one trip per quarter to the Capital to build relationships.

IV. APPROVAL OF MINUTES

Karen Burke **moved to approve the minutes of the February 19 Board Work Session as presented.** Anne Teaford-Cantor seconded. The motion carried unanimously.

Tim Lyman asked for a revision to his comments in the regular board minutes to rephrase "a dog in the fight" to "personal interest in the outcome." He added that he abhors dog fighting. Rosemary Baker-Monaghan said she would like it noted in the minutes under Public Forum that Eldon Russell is also an employee of the College in the Maritime Program. Rosemary Baker-Monaghan **moved to approve the minutes of the February 19 Regular Board Meeting as amended.** Dave Zunkel seconded. The motion carried unanimously.

V. CONSENT AGENDA

A. None

VI. 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 February 29, 2020 compared to revenues and expenditures as of February 28, 2019 and to the FY 2019-2020 Budget. Tuition and fees revenue recorded through February FY19-20 is \$2.646 million or 80.78% of the adopted budget. Tuition and fee revenue is up 9.47% compared to February FY18-19. 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 actual FY18-19 general fund ending fund balance is \$1.453 million.

State appropriations in the FY19-20 adopted budget are \$3.644 million based on a \$570 million funding formula allocation. The legislatively approved community college allocation was \$640 million. The actual anticipated allocation will be \$4.1 million annually for the FY19-21 biennium. State appropriations recorded through February FY19-20 are \$3.086 million representing three of four quarterly payments. Other revenue recorded through February FY19-20 is \$260,000. Property taxes recorded through February FY19-20 are \$4.328 million. The actual FY18-19 property taxes received are \$4.851 million or 101.22% of the adopted budgeted. Timber Proceeds are budgeted at \$450,000. The FY19-20 adopted budget beginning fund balance is \$1.1 million. The actual FY18-19 ending fund balance is \$1.453 million. Total actual General Fund expenditures through February are \$7.940 million, or 59.23% of budget, compared to \$7.625 million in February FY18-19 representing a 4.13% increase. Total estimated actual General Fund expenditures in FY18-19 are \$11.813 million, or 92.86%.

VP Zahn said there will be an advertisement going out for a Budget Committee member and asked the Board to let her know of anyone who might be interested in serving on the Budget Committee. Due to COVID-19, the Budget Committee meetings this year might be virtual. She clarified that Budget Committee members can reside anywhere in Clatsop County; there are no districts for the Budget Committee.

Rosemary Baker-Monaghan **moved to accept the financials**. Karen Burke seconded. The motion carried unanimously.

B. Report of the Board Chair

Chair Duehmig thanked everyone for the excellent work they are doing going into the COVID-19 response.

C. Report of the Board Representatives

OCCA

Anne Teaford-Cantor said she is delighted that Cam Preus came to visit and thanked her for her kind words. She said there was a legislative call right before this meeting. The main takeaway was that it was a failed session and essentially nothing was passed. The good news is that the time wasn't wasted because a lot of groundwork was laid for the next session, including work on transfers, boundaries for a couple of the community colleges, dual credit programs, and healthcare for part-time faculty members. She added that a lot of the work that was done will give leverage going into the next session. It was also announced in the call today that the budget for current service levels of community colleges is starting already. Ms. Teaford-Cantor said State Representative Tiffany Mitchell will not be running for reelection because her husband has accepted a position in Washington and they will be moving. She said she has already started reaching out to a potential candidate to provide information about the College. She will do the same if there are other candidates. Ms. Teaford-Cantor said Representative Mitchell was a great fan of the College, came to a lot of college events, and held a lot of town halls here. She and her office were great to work with.

Foundation

Dave Zunkel reported the Foundation had a very successful retreat on February 21. Lum's Auto Center provided the room and also the treats and food. President Breitmeyer announced that the new Foundation Director is Angee Hunt, and he is very happy to have her on board. The Arts and Experiences Auction and Dinner will be held May 2 in Patriot Hall. Chair Duehmig thanked outgoing Foundation Director Sunny Klever for all she has done.

CEDR

Ms. Baker-Monaghan said there is nothing to report other than that CEDR has updated its bylaws.

Board Policy Committee

Ms. Baker-Monaghan said the Board Policy Committee met this afternoon. The policies and procedures they thought would be ready for this month have been thoroughly examined. They are still going through the legal updates. Stephanie Homer said there are increased levels of engagement by staff and faculty with the language in the policies and procedures. She added that we are asking for input from people who are actually doing the procedures, so it is taking a little more time. All in all, it's going really well. Ms. Baker-Monaghan said the College is very fortunate to have Stephanie Homer on this project.

D. Report of the President

President Breitmeyer handed out his report which was not included in the packet. He said we are working on online student orientation which will replace in-person orientation. The online student orientation will allow students to be more flexible as well as more accountable. The online orientation has been designed to be much more interactive. It will be piloted to a small group and then rolled out to larger group.

Next Saturday is Pi Day organized by TJ Lackner, a math faculty member. Board members are welcome to volunteer to have a pie thrown at them. There is a Maritime Capital Campaign event on April 23. A representative from the simulator company will be there to demonstrate the bridge simulator. It's an opportunity for folks to work the simulator themselves. An invite will be coming out soon.

President Breitmeyer said COVID-19 seems to be dominating almost every meeting. Julie Kovatch and Jerad Sorber are working on a message to staff and students. There is important information on COVID-19 currently on the College website. President Breitmeyer said our plan right now is not to close down, but we do have plans in place to do online classes and work remotely if need be. Students are concerned with finals week coming up. The campus is currently open, but we will have plans in place if students can't come to campus for finals. President Breitmeyer said we are asking faculty to start thinking about how they would do online classes and handle the situation if the College has to shut down. He added that we are examining online instruction and will put something together in April to get everyone moving in that direction. Jerad Sorber said the Department of Education has given additional guidance on regulations and is providing a lot more flexibility if colleges need to close for a week or longer.

President Breitmeyer said the College is doing the second part of a two-part class and compensation study. The purpose is to ensure that our employees are properly classified and properly compensated. The first part was a pay equity study. The results of the pay equity study show we are in a pretty good place. President Breitmeyer said he expects to see some changes in classifications as we move forward. He is looking forward to having a robust set of data to compare to others across the state.

- Staff Presentation by Dan McClure, Library Director

Mr. McClure had to leave the meeting to close the library. He will be asked to do his presentation at a future meeting.

- Report of the Vice President Student Success

VP Jerad Sorber pointed to his report and said we are actually quite healthy for spring quarter enrollment right now. It is up about 4% over last year. With late enrollments from the Coast Guard, winter quarter looks comparable to last year. He said there is uncertainty going into spring quarter. When the local economy goes down, our enrollment goes up. VP Sorber said we are moving forward with a partnership with Clatsop Community Action to develop a food pantry for students on campus. ASG sponsored miniature horses to be on campus for students during dead week. Talent Search and Upward Bound had another great science event.

E. Report of the ASG Representative

No report this month.

VII. OLD BUSINESS

A. Finalize Date of Board Retreat

Chair Duehmig said Wednesday, July 29 is the date of the Board Retreat, and we will be meeting at Camp Rilea. Details will be coming out in the next week or two. Per our discussion earlier, we will build out the work sessions for the coming year as part of our retreat.

VIII. NEW BUSINESS

A. None

IX. ANNOUNCEMENTS/COMMUNICATIONS

The next Board Meeting is Tuesday, April 14, 2020 at the MERTS campus starting with a Board Work Session at 5:30 p.m. followed by the Regular Board Meeting at 6:30 p.m.

The Wings Conference is this Saturday from 9:00 to 4:00 in Columbia 219. Sara Meyer said there are 42 registered. The Arts and Experiences Auction and Dinner is on May 2 in Patriot Hall. The Classified Employee Appreciation Event is Thursday, March 12 from 2:00 to 3:00 in the Bandit Café area.

X. BOARD FORUM

Tim Lyman – nothing at this time

Karen Burke said the Board appreciates all the Classified employees.

Dave Zunkel said he has been to Wuhan, China but the Board has nothing to worry about since it was in 2009.

Sara Meyer said she met with JoAnn Zahn who knows so much about what is going on with MERTS. For those of us who are new on this Board, it's an important time.

Anne Teaford Cantor said she attended two lovely events on campus. The first was the opening of the Au Naturel 2020 art exhibit which goes on through March 12. Many of the artists attended in person and came far and wide from other states. It was a great outreach beyond our local community. The second event she attended was the Blenabii Dance Ensemble in Patriot Hall. During intermission, she spoke with one of the performers, Eben Pobe, who is the president and art director of Just Humanitarian Project Legacy. He is on the community college board where he lives. Ms. Teaford-Cantor said it was a great event and they are doing marvelous outreach. Dave Zunkel said he was also there.

Rosemary Baker-Monaghan – nothing at this time

Robert Duehmig thanked Sunny Klever for all the work she has done while she has been at the Foundation. He also thanked Cam Preus for being here.

XI. ADJOURNMENT

Without further business, the Regular Board meeting was adjourned at approximately 7:47 p.m.

Chris Breitmeyer, President

Robert Duehmig, Chair

Transcribed by Pat Schulte, Board Secretary