



Clatsop
Community
College

Board of Education
March 12, 2026
Board Packet



Clatsop Community College

1651 Lexington Avenue * Astoria, Oregon 97103 * (503) 338-2411

NOTICE OF MEETING

DATE: Thursday, March 12, 2026
TIME: Regular Board Meeting, 5:30 pm
PLACE: Merts IMTC Lounge or Zoom
ZOOM: <https://clatsopcc.zoom.us/j/89824559188>

REGULAR BOARD MEETING

❖ CALL TO ORDER

- Roll Call
- Approval of Agenda

❖ PUBLIC FORUM

- **Public Comment** Note: This is an opportunity for brief comments for the Board. Individuals wishing to sign up for public comment during the meeting should do so by emailing Felicity Green at fgreen@clatsopcc.edu by no later than 12:00 noon on Thursday, March 11. Public comments may not exceed 3 minutes unless approved otherwise by the Board Chair. Public comment will also be accepted by mail to: Felicity Green, Board Secretary, 1651 Lexington Avenue, Astoria, OR 97103, by close of business on Wednesday, March 11.

❖ TEN MINUTE PRESENTATION: *Thad Nolan and Jesse Fulton, Automotive and Welding*

❖ CONSENT AGENDA

- **APPROVAL OF MINUTES**
 - Regular Board Meeting, February 12, 2026

❖ VERBAL REPORTS / DISCUSSION ITEMS

- Report of the President
- Financial Report
 - Preliminary Budget Forecast
- Report of the Board Chair

❖ WRITTEN REPORTS *will be accepted as submitted*

- Report from the ASG Representative
- Report from OCCA
- Report from CEDR
- Report from the CCC Foundation
- Report from Communications and Marketing
- Report from Instruction and Student Success
- Report from Human Resources

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❖ OLD BUSINESS

- Report from Board Self Evaluation Committee
- Budget Committee Update
- Policies for Second Reading and Adoption: Consent Agenda
 - BP 5015 Residence Determination
 - BP 5040 Education Records, Directory Information and Privacy

❖ NEW BUSINESS

- Tuition Adjustment
- Approval of Expenditure Over \$50,000
 - Results of Auditor RFP and Selection of Audit Company

❖ ANNOUNCEMENTS/COMMUNICATIONS

- Next Board Meeting: Thursday, April 9, 2026 5:30 pm: Regular Board Meeting, Columbia 219 and Zoom
- Social Evening with Foundation Board, Monday, March 23, 5:00 pm, Pacifick Distillery
- Committee Meetings
 - Board Policy Committee Meeting: Friday, March 27, 10:00 am, Zoom only
 - April Board Meeting Agenda Prep: Thursday, March 26, 11:00 am, Zoom only.
3rd Board Member Attending: Jody Stahancyk

❖ BOARD FORUM

❖ ADJOURNMENT

Clatsop Community College

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2025 - 2026 Board Goals for the College

1) Board Self-Evaluation Aligned with Strategic Priority 3: Strengthen Our Reputation

By March 2026, the Board of Education will conduct a comprehensive 360-degree evaluation of its performance, gathering input from board members, college leadership, faculty/staff, and community stakeholders. The Board will review the results and prepare a summary report to inform continuous improvement and strengthen governance practices.

2) Institutional Effectiveness Aligned with Strategic Priority 4: Increase Organizational Effectiveness

Each quarter, during a regularly scheduled board meeting, the Board of Education will review the College's Strategic Plan Scorecard and Institutional Effectiveness Dashboard, ensuring progress and alignment with the College's mission, strategic priorities, and accreditation standards.

3) Board Communication Training Aligned with Strategic Priority 4: Increase Organizational Effectiveness

Prior to January 2026, the Board of Education will participate in an interactive Microsoft Outlook (mail and calendar) training session led by Tom Ank, designed to strengthen communication practices, improve meeting coordination, and enhance the effective use of digital tools.

Non-Discrimination Declaration: It is the policy of Clatsop Community College that there will be no discrimination or harassment on the grounds of race, color, sex, gender, marital status, religion, national origin, age, sexual orientation, gender identity or expression or disability in any educational programs, activities, or employment. Questions or complaints should be directed to Anita Jensen, Affirmative Action/Gender Equity (Title IX) Officer, Lower Library, Suite 102, ajensen@clatsopcc.edu (503) 338-2450; TDD : Oregon Relay- Dial 711. For Student Access Services, contact Faith Forster, Columbia Hall, Room 111, fforster@clatsopcc.edu (503) 338-2313.

Accommodations: Students having questions about or a request for classroom accommodations should contact Faith Forster, Columbia Hall, Room 111, fforster@clatsopcc.edu (503) 338-2313. Community members having questions about or a request for special needs and accommodation should contact Anita Jensen, Lower Library, Suite 102, ajensen@clatsopcc.edu (503) 338-2450; TDD: Oregon Relay- Dial 711. Please send special needs and accommodations requests here. Contact should be made at least two business days in advance of the event.

Declaración de no-discriminación: Es la política de Clatsop Community College que no habrá ningún tipo de discriminación o acoso por razón de raza, color, sexo, género, estado civil, religión, origen nacional, edad, orientación sexual, identidad de género o expresión discapacidad en los programas educativos, actividades o en la contratación. Preguntas o quejas deben ser dirigidas al Anita Jensen, Oficial de Acción Afirmativa / Título IX localizada en la biblioteca, oficina número 102 , ajensen@clatsopcc.edu número de teléfono (503) 338-2450, TDD (discapacidad auditiva) marcar 711 en su teléfono. Para servicios de acceso para estudiantes, comuníquese con Faith Forster localizada en Columbia Hall, oficina número 111, fforster@clatsopcc.edu (503) 338-2313.

Ayuda a personas discapacitadas: Estudiantes que tengan preguntas o una requieran solicitud de adaptaciones en el aula deben comunicarse con Faith Forster, localizada en Columbia Hall , oficina número 111, fforster@clatsopcc.edu (503) 338-2313. En cuanto a los miembros de la comunidad, se les pide que se comuniquen con Anita Jensen, localizada en la biblioteca, oficina número 102 , ajensen@clatsopcc.edu número de teléfono (503) 338-2450, TDD (discapacidad auditiva) marcar 711 en su teléfono. Haga el favor de notificar a la oficina para que se le pueda proporcionar apoyo. La comunicación debe tomar lugar por lo menos dos días de trabajo antes del evento por el cual se requiera tal ayuda. Para más información, vea la página Web de Clatsop Community College bajo Información en Español.

Minutes



Clatsop
Community
College

Board of Education

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

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

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

WORK SESSION, 4:30

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

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

REGULAR BOARD MEETING, 5:30

CALL TO ORDER

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

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

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

PUBLIC COMMENT

There was no public comment.

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

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

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

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

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

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

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

REPORT OF THE PRESIDENT

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

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

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

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

FINANCIAL REPORT

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

REPORT OF THE BOARD CHAIR

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

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

Declare February as Career and Technical Education (CTE) Month

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

Declare March 1 – 8 at Classified Appreciation Week

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

OLD BUSINESS

Appoint Temese Szalai to 2026 Budget Committee

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

Spring Schedule Cover and Community Thank You

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

Policies and Corresponding Procedures for Review

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

NEW BUSINESS

MERTS Fundraising Campaign

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

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

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

Tuition Discount for District High Schools

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

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

Employee Satisfaction Survey Results

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

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

Policies and Corresponding Procedures for Review

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

Consent Agenda: Policies For Rescission

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

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

Approval of Expenditure Over \$50,000

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

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

BOARD FORUM

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

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

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

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

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

ADJOURNMENT

Ed Johnson adjourned the meeting at 6:48 pm.

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

ADDITION TO AGENDA UNDER NEW BUSINESS

Title: Approve Expenditure Over \$50,000

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

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

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

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

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



COMMUNITY EDUCATION

AT CLATSOP COMMUNITY COLLEGE

WHAT IS COMMUNITY EDUCATION?

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



KEY AUDIENCES SERVED

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

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



TYPES OF CLASS OFFERINGS

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



ALIGNMENT WITH OUR VISION & VALUES





OUR VISION STATEMENT AT CCC



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



OUR VALUES AT CCC

- Accessibility
- Collaboration
- Community
- Inclusivity
- Integrity



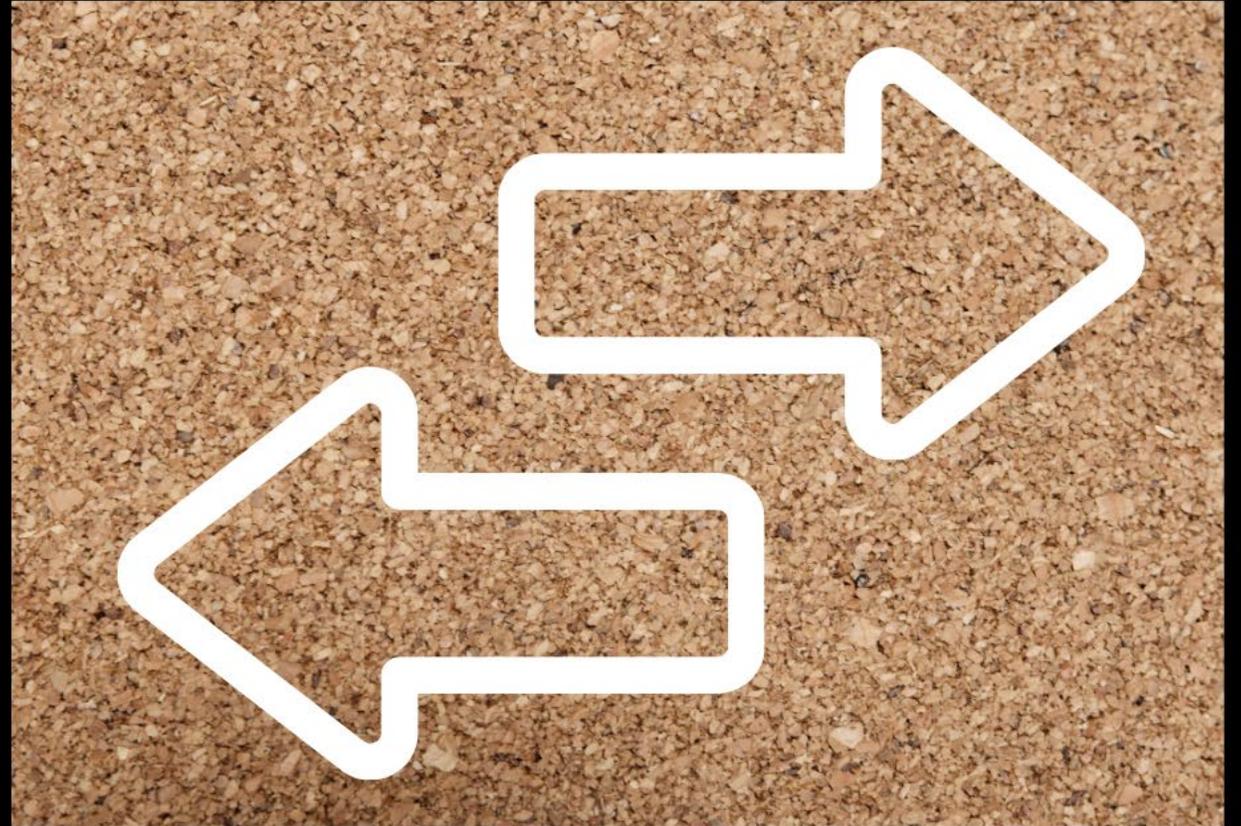
These tenants are woven into the fabric of Community Education.

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



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

COURSE CLASSIFICATION



FTE - Eligible

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

Non FTE - Eligible

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

PROGRAMS AND SERVICES SNAPSHOT



NON-CREDIT EDUCATION



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

WORKFORCE & PROFESSIONAL DEVELOPMENT



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

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

COMMUNITY ENRICHMENT PROGRAMS



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

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

PARTNERSHIPS & COMMUNITY RELATIONSHIPS



ENCORE LEARN

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

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





WHERE ARE WE AT?

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



YEAR TO YEAR COMP

(2024/25 TO 2025/26)

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



FORWARD MOMENTUM

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

THANK YOU
&
QUESTIONS



President's Report



Clatsop
Community
College

Board of Education

President's Report to the Board
March 2026

1. 2026-27 Budget Planning

Strategic Priority: Strengthen our Reputation

Mix of good and challenging news as we prepare the budget for next fiscal year. The positive news is that the legislature is no longer clawing back 1% based on updated revenue projections. The challenge is lower state funding and rising costs to operate the College. Proposed adjustments to the quality growth factor would negatively impact smaller colleges at a much higher percentage than larger institutions. Community college presidents have been meeting to determine what to recommend in the best interest of all 17 community colleges.

2. Maritime Capital Project

Strategic Priority: Build & Sustain Partnerships

We are exciting to announce the commitment of \$500,000 toward the renovation of the Maritime Science Building. We also submitted a Community Investment Project request of \$1.5 million through Merkley and Wyden. This request is specifically for the simulation equipment and technology.

3. Grant Proposals

Strategic Priority: Increase Student Access

Beth Van Elswyk and I worked collaboratively to submit a proposal to the Murdock Foundation for \$570,000 to seed two potential high wage, high demand, one year workforce certificate programs in Construction Management and Building Engineer and Facilities Maintenance. These complementary certificates are designed to prepare the region's next generation of jobsite leaders, including future superintendents, project managers, and building systems leaders who can coordinate work, interpret plans and specifications, manage schedules and quality, and solve complex problems in real world environments.

Lightcast, a national labor market analytics platform that aggregates job postings, employment, and wage data, shows strong sustained demand for construction management and supervisory roles, with 10,352 jobs in 2026 projected to grow to 10,841 by 2032, a \$110,066 median salary, and 170 postings per month within 100 miles of Clatsop County. Similarly, labor market data shows steady demand in facilities and building systems work, with 10,805 jobs in 2026 projected to grow to 11,035 by 2032, \$83,549 in regional compensation, and 236 postings per month.

Secondly, Tina Kotson, Holly Tumbarello, and I are working on a proposal to the Oregon Health Authority to offer another Medical Assistant cohort in South County, in partnership with Seaside

High School, Providence Seaside, and the Northwest Regional ESD. Early planning includes offering the program on the high school campus so students can explore healthcare careers while earning an industry certification before graduation. Other high schools could also participate, though the training opportunity would be focused on South County. The goal is for students to leave high school prepared to earn solid wages right away or continue on a healthcare pathway.

4. Future of Lexington Campus

Strategic Priority: Strengthen our Reputation

I met with Astoria City Manager Scott Spence to talk about the future of the campus. I introduced a very early, concept level idea for a public private partnership development on the southeast portion of the Lexington Campus, with its million-dollar views. At its core, it is a question of how much of our limited resources we want to invest in aging buildings with major issues versus focusing on modernizing portions of the campus.

5. Athletics Proposal

Strategic Priority: Increase Student Access

SBDC Lead Advisor Meyer Freeman continues to meet with potential donors and partners to explore bringing some athletics back to Clatsop Community College. Private funding would help seed startup costs, and we have one large verbal commitment, but much more work to do. I have been reviewing budgets and rosters at similarly sized community colleges with similar demographics. Under a part time coaching and recruiting model, there would likely be an immediate return on investment by bringing 50 to 70 full time students to CCC who may not have otherwise considered Clatsop. It would also bring additional energy and activity to campus. More due diligence is still needed, including confirming sport selection, start up and ongoing costs, facilities requirements, travel costs, league and scheduling considerations, and the underlying enrollment and revenue assumptions.

Financials



Clatsop
Community
College

Board of Education

Clatsop Community College Fund Summary as of February 28, 2026

	General Operating Fund 11		Restricted-Grants and Financial Aid Fund 21		Plant Fund 41		Plant-ERP (Bond Proceeds) Fund 41	
	FY2025	FY2026	FY2025	FY2026	FY2025	FY2026	FY2025	FY2026
	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual
Beginning Balance	\$ 1,674,128	\$ 1,864,859	\$ -	\$ -	\$ 1,475,391	\$ 2,390,099	\$ 1,258,925	\$ 518,069
Total Revenue	\$ 14,143,991	\$ 11,999,541	\$ 6,285,613	\$ 3,666,260	\$ 1,609,763	\$ 676,490	\$ -	\$ -
Total Expenditures	\$ 13,953,260	\$ 9,208,931	\$ 6,285,613	\$ 3,872,707	\$ 695,055	\$ 386,941	\$ 740,856	\$ 518,107
Ending Balance	\$ 1,864,859	\$ 4,655,469	\$ -	\$ (206,447)	\$ 2,390,099 *	\$ 2,679,648	\$ 518,069	\$ (38)

	Plant-Debt Service Fund 42		C & O-Expendable Trust Fund 54		Non-Plant Debt-PERS Fund 60	
	FY2025	FY2026	FY2025	FY2026	FY2025	FY2026
	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual	Full Year Actual
Beginning Balance	\$ -	\$ -	\$ 57,256	\$ 57,344	\$ (1,925,414)	\$ (1,396,593)
Total Revenue	\$ 1,669,369	\$ 1,058,647	\$ 28,824	\$ 19,225	\$ 660,466	\$ 403,036
Total Expenditures	\$ 1,669,369	\$ 164,090	\$ 28,736	\$ 2,946	\$ 131,645	\$ 48,793
Ending Balance	\$ -	\$ 894,557	\$ 57,344	\$ 73,623	\$ (1,396,593)	\$ (1,042,350)

Clatsop Community College Financial Report as of February 28, 2026

General Operating Fund		FY2023			FY2024			FY2025			FY2026				
Fund	Description	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	Fiscal Year Actual	Year-to-Date Actual	% of Full Year	FY Operating Budget 7/1/25	FY Operating Budget 02/28/26	Year-to-Date Actual	% of Full Year	Year-to-Date Change
11	Beginning Fund Balance	\$ 1,361,974			\$ 1,662,359			\$ 1,674,128			\$ 1,864,859	\$ 1,864,859			
	Revenue														
11	Tuition and Fees	\$ 2,760,350	\$ 1,932,289	70.00%	\$ 2,953,091	\$ 2,093,956	70.91%	\$ 3,122,377	\$ 2,605,477	83.45%	\$ 3,203,000	\$ 3,243,000	\$ 2,824,992	87.11%	\$ 219,515
11	State Appropriations	\$ 3,771,129	\$ 2,798,972	74.22%	\$ 4,106,512	\$ 3,078,554	74.97%	\$ 4,297,181	\$ 3,203,300	74.54%	\$ 4,425,000	\$ 4,146,627	\$ 3,126,845	75.41%	\$ (76,455)
11	Property Taxes	\$ 5,610,168	\$ 5,132,121	91.48%	\$ 5,903,094	\$ 5,372,814	91.02%	\$ 6,110,588	\$ 5,448,417	89.16%	\$ 6,225,000	\$ 6,350,000	\$ 5,737,920	90.36%	\$ 289,503
11	Other Revenue Including Transfers	\$ 2,028,794	\$ 340,081	16.76%	\$ 1,291,788	\$ 414,625	32.10%	\$ 613,845	\$ 321,944	52.45%	\$ 764,875	\$ 764,875	\$ 309,784	40.50%	\$ (12,160)
	Total Revenue	\$ 14,170,441	\$ 10,203,463	72.01%	\$ 14,254,485	\$ 10,959,949	76.89%	\$ 14,143,991	\$ 11,579,138	81.87%	\$ 14,617,875	\$ 14,504,502	\$ 11,999,541	82.73%	\$ 420,403
	Expenditures by Function														
11	Instruction	\$ 5,170,308	\$ 3,138,216	60.70%	\$ 5,462,231	\$ 3,289,706	60.23%	\$ 5,298,970	\$ 3,171,950	59.86%	\$ 5,977,185	\$ 5,797,415	\$ 3,465,095	59.77%	\$ 293,145
11	Instructional Support	\$ 1,632,496	\$ 1,076,696	65.95%	\$ 1,870,684	\$ 1,269,799	67.88%	\$ 1,734,397	\$ 1,156,969	66.71%	\$ 1,775,007	\$ 1,816,126	\$ 1,252,514	68.97%	\$ 95,545
11	Student Services	\$ 1,571,357	\$ 977,817	62.23%	\$ 1,489,137	\$ 1,069,428	71.82%	\$ 1,202,706	\$ 735,497	61.15%	\$ 1,416,258	\$ 1,416,258	\$ 829,262	58.55%	\$ 93,765
11	Institutional Support	\$ 3,689,254	\$ 2,333,270	63.25%	\$ 3,561,504	\$ 2,662,186	74.75%	\$ 3,630,314	\$ 2,339,873	64.45%	\$ 3,310,472	\$ 3,335,750	\$ 2,292,067	68.71%	\$ (47,806)
11	Operation and Maintenance of Plant	\$ 1,638,689	\$ 1,076,587	65.70%	\$ 1,663,056	\$ 1,141,736	68.65%	\$ 1,898,198	\$ 1,160,956	61.16%	\$ 1,954,153	\$ 1,954,153	\$ 1,244,876	63.70%	\$ 83,920
11	Scholarships & Tuition Waivers	\$ 167,952	\$ 115,981	69.06%	\$ 196,104	\$ 123,407	62.93%	\$ 188,675	\$ 148,622	78.77%	\$ 184,800	\$ 184,800	\$ 125,117	67.70%	\$ (23,505)
	Total Expenditures	\$ 13,870,056	\$ 8,718,567	62.86%	\$ 14,242,716	\$ 9,556,262	67.10%	\$ 13,953,260	\$ 8,713,867	62.45%	\$ 14,617,875	\$ 14,504,502	\$ 9,208,931	63.49%	\$ 495,064
	Net Revenue (Expenditures)	\$ 300,385	\$ 1,484,896		\$ 11,769	\$ 1,403,687		\$ 190,731	\$ 2,865,271		\$ -	\$ -	\$ 2,790,610		\$ (74,661)
	Ending Fund Balance	\$ 1,662,359			\$ 1,674,128			\$ 1,864,859			\$ 1,864,859				
	Expenditures by Category			% of Total			% of Total			% of Total				% of Full Year	
	Salaries and Fringe Benefits	\$ 10,749,041		77.50%	\$ 11,404,280	\$ 7,521,691	65.95%	\$ 10,622,166	\$ 6,657,919	62.68%	\$ 11,610,479	\$ 11,494,706	\$ 7,328,565	63.76%	\$ 670,646
	Contracted Services	\$ 2,009,150		14.49%	\$ 1,515,779	\$ 1,088,657	71.82%	\$ 1,552,188	\$ 1,066,634	68.72%	\$ 1,619,850	\$ 1,614,640	\$ 1,065,100	65.97%	\$ (1,534)
	Materials, Supplies, and Travel	\$ 664,415		4.79%	\$ 968,908	\$ 718,135	74.12%	\$ 1,347,165	\$ 761,353	56.52%	\$ 1,124,626	\$ 1,126,484	\$ 623,357	55.34%	\$ (137,996)
	Other Expenditures Including Transfers	\$ 379,998		2.74%	\$ 351,486	\$ 225,516	64.16%	\$ 383,464	\$ 209,961	54.75%	\$ 262,920	\$ 262,670	\$ 185,907	70.78%	\$ (24,054)
	Capital Outlay	\$ 67,452		0.49%	\$ 2,263	\$ 2,263	100.00%	\$ 48,277	\$ 18,000	37.28%	\$ -	\$ 6,002	\$ 6,002	100.00%	\$ (11,998)
	Total Expenditures	\$ 13,870,056	\$ -	100.00%	\$ 14,242,716	\$ 9,556,262	67.10%	\$ 13,953,260	\$ 8,713,867	62.45%	\$ 14,617,875	\$ 14,504,502	\$ 9,208,931	63.49%	\$ 495,064

ASG



Clatsop
Community
College

Board of Education

Associated Student Government Report for Thursday, March 12, 2026 BOE Meeting

Submitted by Fiona Giselle Hackett, 03/02/26

Internal Organization Activities

- ◇ The ASG cabinet participated in filling out the Strategic Plan Objective Tracker to provide updates on Strategic Priority 2.1 - Enhance Student Belonging
- ◇ ASG worked with our budget alongside our advisors to allocate funds across the 'big' events for the remainder of the school year!

Service to Students

- ◇ President Fiona, alongside Angelo Schaueremann spoke at the ACT Adult Learners event about their experience as nontraditional students and led an activity: Nontraditional Bingo!
- ◇ President Fiona, Vice President Sophia, and Government Relations Coordinator Jena gave introductory speeches at CCC's Preview Day. ASG and Brad Menninga from the Ceramics department and led a creative activity for all the local high school seniors.
- ◇ Danish Heart Baskets fundraiser was a success! Over 50 were sold and a financial waiver containing the proceeds from the event was awarded to a student. Gift certificates were awarded to two student volunteers as a thank you for their support with volunteering for the fundraiser.
- ◇ Student Speak Out Boxes have been generating responses! ASG is working on replies.

Student Engagement and Upcoming Student Events

- ◇ ASG launched Office Hours for Winter Term: Mondays & Wednesdays from 12:30-2:00pm
- ◇ ASG and Student Clubs: Nursing Club and Ceramics Club showed their support during the CCC Preview Day by tabling and offering activities.
- ◇ Upcoming event on March 9th: Free Fantastic Fiction Fair with Food – Fiction books donated by faculty and staff will be available in the Towler Atrium and IMTC room at MERTS from 12-3pm alongside a delicious spread of soups and focaccia at both locations, prepared by our fabulous Wade and Kendall at the Bandit Cafe!

Associated Student Government Report for Thursday, March 12, 2026 BOE Meeting

Submitted by Fiona Giselle Hackett, 03/02/26

◇ Next Event: Annual Spring Fling Egg Hunt April 1st-9th 2026 across all 3 campuses!

OCCA



Clatsop
Community
College

Board of Education

OCCA Update for College Boards – March 2026

2026 Legislative Session Nearing End

The 2026 Legislative Session is coming close to an end, with the constitutional sine die set for March 9. The short session has moved at warp speed, and OCCA has continued to track numerous bills throughout the past month. One of those bills – SB 1537 – appears to be moving forward and, if approved, will have implications on community college boards.

[SB 1537](#) is the revised community college governance bill (that originally came about in the 2025 Session and died), which would require boards to list a public email address on their college website, add a non-voting student member, and establish clearer procedures for board vacancies. The measure is a significantly scaled-back version of the broader governance proposal introduced in 2025. While OCCA continues to oppose unnecessary encroachment on locally elected board authority, the amended version of SB 1537 represents the most workable path forward. In late-February, the House Education Committee passed the bill out of committee with an additional [amendment](#) that excludes non-voting student members from attending executive sessions and removes the requirement for boards to adopt policies for student members in executive session. Statements on the record also make it clear that materials that are distributed to the board and must be provided to non-voting student members do not include executive session documents. The bill now moves to the House floor for passage. If passed, it will go back to the Senate for concurrence.

However, Senator Lew Frederick (the bill's sponsor) has indicated he will vote against concurrence, which would likely send the measure back to a conference committee to reconcile differences and negotiate a final version. With the compressed timelines of this short session, that process becomes increasingly challenging and unlikely every day, and the bill could ultimately run out of time. If that occurs, the immediate effect would be that the legislation would not move forward this year. However, Senator Frederick's office indicated he would bring the issue up in 2027 if it does not pass this session.

In addition to SB 1537, OCCA is closely monitoring [HB 4177](#), which would retain a “common sense understanding” of serial communications and provides clarity around terms used in the statute. News media opposes this bill as they feel they were excluded from the workgroup. If approved, the bill will ensure that governing boards conduct their business in a clear and transparent manner consistent with the requirements of Oregon Public Meetings Law. The bill passed out of the House Rules Committee and was referred to the Joint Ways and Means Committee where it awaits further action.

With the potential for both SB 1537 and HB 4177 to move forward in the Session, OCCA will develop an educational session for community college boards to help members learn more about the new requirements (if enacted), as both have emergency clauses that cause them to go into effect immediately upon passage (with some phase-in clauses). Stay tuned for more information about these board education opportunities.

BOARD MEMBER ACTION:

- **Be on the lookout for a board education opportunity and then register** to learn more about the new public meetings laws and community college governance law if approved in the 2026 Session.

Coming Soon: 2026 End of (Legislative) Session & Implementation Report

At the conclusion of each legislative session, OCCA publishes an End of Session Report that highlights the priority bills the association tracked, summarizes the work conducted on each measure, and explains how those bills progressed through the legislative process. The report also provides an overview of the session and outlines what the outcomes mean for community colleges in relation to OCCA's legislative priorities.

In addition, OCCA produces an Implementation Report to help colleges and governing boards understand new laws and prepare for any required changes. When impacts to colleges are identified, the implementation guidance outlines the steps institutions should take to prepare for implementation.

During short legislative sessions, OCCA combines these two resources into a single, streamlined End of Session & Implementation Report. This combined report is typically released shortly after the legislative session concludes.

BOARD MEMBER ACTION:

- **Read through the OCCA 2026 End of Session & Implementation Report** when it's released following the end of the 2026 Legislative Session.

Coming Soon: OCCA Member Services Survey

The OCCA Member Services Committee, in consultation with the DEI Committee, has developed a brief survey to better understand the education, training, and resource needs of locally elected community college board members. Your feedback will help shape future board education opportunities, professional development offerings, conference planning, and strategies to strengthen engagement among board members statewide.

The committee has set an ambitious goal of achieving an 80% response rate to ensure the results accurately reflect board member perspectives across Oregon. When you receive the survey, please take a few minutes to complete it – your input will directly inform OCCA's member services priorities and help ensure our programs align with the needs of board leadership.

Please keep an eye out for the survey in the coming weeks and thank you in advance for your participation.

BOARD MEMBER ACTION:

- **Be on the lookout in your email inbox** for the survey link and then **take the survey**.

Public Meeting Minute – What is a Public Meeting?

Each month, OCCA Senior Policy Advisor & General Counsel Karen Smith will provide guidance for boards related to Oregon Public Meetings Law.

Oregon Public Meetings Law defines a public meeting as “the convening of a governing body of a public body for which a quorum is required in order to make a decision or deliberate toward a decision on any matter.” Understanding how each part of this definition applies helps clarify when community college discussions must comply with the law.

For community colleges, the governing body is the locally elected Board of Education. Because the board has authority over policy and administration, it is a decision-making body subject to Public Meetings Law. Advisory bodies that are authorized to make recommendations to the board are also considered governing bodies under the law, as are certain board committees and subcommittees.

Some groups are not subject to Public Meetings Law. Fact-gathering bodies that only collect and provide factual information, without authority to make decisions or recommendations, are exempt. In addition, bodies appointed by an individual public official, such as a college president, are exempt when they make recommendations only to that official and the official is not required to forward those recommendations unchanged to a governing body.

A “quorum” is the minimum number of members required to legally conduct business. Community college boards have seven members, so a quorum is a majority of the board, or four members. The quorum requirement does not change if a board position is vacant.

The law broadly defines “convening.” A meeting may occur through an in-person gathering, real-time electronic or telephonic communication, serial written communications, or the use of an intermediary to relay communications among members. Oregon Government Ethics Commission (OGEC) rules specify that serial written communication includes a series of electronic exchanges such as emails, text messages, or social media messages. These communications can occur during or outside a formal meeting.

OGEC rules also clarify which gatherings are covered. Regular, special, and emergency meetings, executive sessions, and work sessions or workshops where information is received or preliminary deliberations occur are all subject to Public Meetings Law. Activities such as on-site inspections, purely social gatherings, or attendance at national, regional, or state association meetings are exempt, provided board members do not deliberate or make decisions on matters reasonably expected to come before the board.

Next month, we will review legal requirements related to meeting notices and minutes. OCCA is also organizing a training session for board members on executive session requirements, with details to be shared soon.

Save-the-Date: All-Oregon Academic Team Luncheon

The 2026 All-Oregon Academic Team (AOAT) Luncheon will take place on **Friday, April 17, 2026**, at Chemeketa Community College's Eola Center in Salem. Registration for this exciting and inspiring event will open very soon! The luncheon honors students from all 17 colleges who have made remarkable achievements in and out of the classroom, often overcoming challenging obstacles. The event's keynote speaker and featured student speakers will be announced in the spring.

BOARD MEMBER ACTION:

- **Register & plan to attend the AOAT Luncheon** when the registration link becomes available and is emailed to you soon!

OCCA Lunch & Learn Webinar: February Recap

On February 26, OCCA hosted a Lunch & Learn titled *From Authority to Implementation: Applied Baccalaureates in Action*, providing board members and college leaders with an update on progress since Oregon community colleges were granted authority to offer Applied Baccalaureate degrees.

The session began with an overview of the current statewide applied baccalaureate landscape, followed by a focused discussion of the two consortium models currently in development – the Bachelor of Science in Nursing (BSN) and the Bachelor of Applied Science in Education (BASE). Presenters shared insights into program structure, cross-college collaboration, and where each consortium stands in the implementation process. The discussion highlighted how these programs are expanding access to bachelor's degrees while helping meet critical workforce and community needs across Oregon.

Presenters included John Wykoff (OCCA), Holly Nelson (Chemeketa Community College), Julie Downing (Central Oregon Community College), Karla Hale (Chemeketa Community College), and Kanoe Bunney (Linn-Benton Community College).

Board members who were unable to attend – or who would like to revisit the discussion – can view the recording by [clicking here](#).

BOARD MEMBER ACTION:

- **Watch** the February Lunch & Learn.

Registration for the March Lunch & Learn presented by The Ford Family Foundation coming soon!



260 13th Street NE
Salem, OR 97301
503.399.9912
<https://www.occa17.com>

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 is 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. The newsletter is published the first Thursday of each month, *except during a legislative session, at which time it becomes a weekly publication that comes out on Thursdays.*

To sign up to receive this free e-newsletter, 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.

###

The 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. Leading with racial equity, we advocate, communicate, and collaborate to strengthen community colleges for the benefit of Oregonians, particularly those historically underserved or systemically marginalized in higher education. Have questions about OCCA and our work to support Oregon’s community colleges? Contact occa@occa17.com.

CEDR &

SBDC



Clatsop
Community
College

Board of Education

BOARD REPORT – March 12, 2026

CEDR

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

CEDR

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

- As CEDR Director, wrote a letter of support for Consejo Hispano for funding to help purchase Casa Mariposa, their current home located at an old church in Astoria.
- As CEDR Director, wrote a letter of concern letter to ODFW regarding some recommended changes to Dungeness Crab harvest levels to protect against whale entanglement. (Update: Over 250 fisherman and industry folks went to the Oregon Department of Fish & Wildlife meeting and many gave testimony sharing the economic devastation it would mean for our fisheries if the changes were enacted, in addition to the letters like CEDR. It ultimately failed by a vote of 6-1)
- As CEDR Director, wrote a letter of support to Senator Wyden and Merkley on behalf of our full mission maritime simulator project.
- Met with new Astoria city councilor Josh Conklin to educate him (his request) on the CEDR & SBDC organization, as well as CCC (He is a proud alumnus of our programs!) and Clatsop WORKS.
- Met with President Hogue, Commissioners Mark Kujala and Anthomy Huacuja. County Manager Don Bohn and Asst. County Manager Monica Steele, Community Development Director Gail Hendrickson, and Regional Development Officer Melanie Olson on a Strategic Economic Development Plan that CEDR & Clatsop County will be working together on in 2026.

CENTER FOR BUSINESS, COMMUNITY & PROFESSIONAL DEVELOPMENT

Submitted by: Meyer Freeman & Josh Allison

SBDC

- Registration is open for the spring Start-up Boot Camp, which begins on March 31
- We co-hosted a lenders roundtable with Col-Pac at the Lexington campus, attended by lending representatives from local banks and credit unions
- Registration is open for the newly programmed Contractor's Boot Camp, which begins April 15th

Community Education / Professional Development

- Spring Term is open for online registrations via CourseStorm
- Attended an initial meeting on Feb 9th with representatives from the local business community and ORLA to explore developing a "North Coast" specific Customer Service education program
- Presented to the Board of Education on Feb 12th
- Attended a meeting with the Oregon Coast Hospitality Partnership on Feb 24th

- Attended the ENCORE Learn board meeting on Feb 25th
- Met with Andrea Gonzalez (Consejo Hispano) to discuss opportunities for collaboration and alignment with La Cocina
- Working with PA to enter Winter Term registration info into Colleague

Clatsop WORKS Paid Internship Program & CCC Cooperative Work Experience

Submitted by Misty Bateman, Program Manager

Clatsop WORKS

- On Feb. 4th I presented to the Warrenton High School faculty regarding internship opportunities for their students.
- I held the Clatsop WORKS Advisory Board winter meeting on February 12th.
- We are working on this year's upcoming annual Job Fair, which this year will be the new "Clatsop County Job Fair and Career Exploration EXPO", held at the Seaside Civic & Convention Center, and will be offering industry break-out sessions to the students in addition to the employers that will be in attendance.
- I had an information table for Clatsop WORKS & Cooperative Work Experience at the CCC Senior Preview Day on Feb. 19th and many students visited the table to ask about internships.
- I spent Feb. 24th at Astoria High School, giving a presentation on Clatsop WORKS and the upcoming summer internships to all junior and senior classes.
- I was the presenter for the February 26th Trio "Eat & Greet" lunch and learn session for CCC students -I went over the upcoming Clatsop WORKS summer internship opportunities and CWE.

Cooperative Work Experience (CWE)

- I visited the CWE students and their work supervisors at their worksites during midterm week to do the midterm performance evaluation, and all students were on track and doing well!

Foundation



Clatsop
Community
College

Board of Education

Foundation Board Report for Thursday, Mar 12th, 2026 Board of Education Meeting

Submitted by Beth van Elswyk, Mar 1, 2026

1. **Increase Student Access**
 - a. Support Mar 3 Career Fair
 - b. Support Mar 5 Astoria Careers in the trade
2. **Student Success -**
 - a. Created a “travel fund” scholarship for students seeking next steps to success
 - i. First recipient will be Fiona to go travel to Yale over spring break
 - ii. Initial funding was provided by staff, faculty and CCC employees.
 - b. Developing IMCTS scholarships of excellence
 - i. For students who go above and beyond and are an example to fellow students of excellence.
 1. Working with Jesse Fulton in Welding
 2. Working with Thad and Fernando for Automotive
3. **Strengthen Reputation**
 - a. Community Outreach
 - i. Fascination Fundraiser for Bob Chiosholm Center
 - ii. PEO South County Guest Speaker
 - iii. LCCC big check picture and article – for Road Balancer
 1. Matching came from World of Speed and Jamey Hendricks
 2. Board of Education Director Mitra Vazeen brought the LCCC back to CCC
 - iv. Seaside Showdown
 1. LCCC fundraising car show in Seaside
 - v. CCA Bowling fundraiser
 1. Clatsop Alley Bandits
 - b. April 11th - Bandit in Wonderland
 - i. Tables are selling, sponsorships
 - c. Two articles for the paper (LCCC and Pacific Power Grant)
4. **Increase Organizational Effectiveness:**
 - a. Researching Board Software for the Foundation Board to go paperless
 - b. Re-negotiated Briana Smiths role from Assistant to Development Director
 - i. Taking on more responsibilities
5. **Build & Sustain Partnerships**
 - a. Grants
 - i. Murdock
 1. Application submitted
 2. Site Visit next month
 3. Jarrod / Beth Joint effort
 - ii. CMH
 1. Thank you lunch with the CMH Foundation / CCC Foundation and Tina Kotson
 - b. Promotional Partner –
 - i. Maritime
 1. Meeting and scheduling with a variety of speakers and supporters
 2. Board Director Len Tumberallo did a Ship Report interview
 - i. <https://shipreport.net/ship-report-podcasts/>
 - ii. He did a 3 part series on his new role and an pod about his Coast Guard experience
 - i. Part 1 he discusses the importance of Simulators

Foundation Board Report for Thursday, Mar 12th, 2026 Board of Education Meeting

Submitted by Beth van Elswyk, Mar 1, 2026

- iii. I have reached out and hope to discuss the Maritime Simulator with her.
 - ii. Astoria Mini Mart and Growler Guys
 - 1. Has agreed to be a Snack Partner
 - 2. Will continue to provide free laundry services for students in need
 - 3. Briana Smith and Beth are working on a story for the Astorian regarding this partnership.
- c. Community
 - i. Continue regular involvement with County Wide meetings ie;
 - 1. Downtown associations
 - 2. Chambers
 - 3. 100 women
 - 4. Rotaries
 - ii. Alumni
 - 1. Seeking a committed volunteer
 - iii. House parties
 - 1. Small informative donor house parties hosted by a Foundation Board Member(s) and ED are ongoing.
 - 2. Reach out if you would like to host!
- d. Tours
 - i. Private campus tours with donors/industry are ongoing

Communications and Marketing



Clatsop
Community
College

Board of Education

Communications and Marketing Report for Thursday, March 12, 2026, BOE Meeting

Submitted by Julie Kovatch, 3/2/26

Communications – Internal collaborations and messaging to CCC community

- Website-
 - Website use: February 7.1K
 - Highest visited pages for month: Homepage, Canvas, Schedules and Calendar, Areas of Study, Apply Now
 - Updated Dual Credit Programs page with updated course listings and updated media files/PDF documents provided by Rinda Johansen
 - Updated Foundation Who We Are page
 - Updates to 2026 Spring Class Schedule PDF and 2026 Spring Registration info
- Completed the Winter Term Student Survey from Feb. 9th through the 20th. Currently completing the report for review.
- Completed the Annual Community Survey from Feb. 2nd through the 27th. I will begin creating the survey report this month.
- Created one-pager handouts for HVAC Pre-Apprenticeship.
- Updated Pennant Design per request from Admissions Office
- Updated promotional materials for Pi Day event
- Created STEP Table Display poster
- ASG advisor duties: updated ASG website, attending meetings, handled POs

Communications – External collaborations and messaging to public

- Press releases for: Au Naturel art show and winners of the event, Rain Magazine expansion of events, Lower Columbia Classics Car Club donation to the Auto program, and Ales and Ideas Lecture.
- Announcements to students and social media postings: Announcements of weekly events, Career & Technical Education Month, President's day campus closure, Transfer Day, Act Now event, Preview Day, and Student and Community Surveys.
- Creating of visuals for Free Fantastic Fiction Fair w/ Food, Classified Staff Appreciation Celebration, Trantler buttons, Ales & Ideas Poster for Brad Menninga, and assistance in club event promotion.
- Attended the bi-weekly College Advocacy Coordinator meetings and the monthly Oregon Community College Marketing Public Relations Group meetings.
- Attended area community meetings as schedule allowed: AWACC, ADHDA and Seaside groups.

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

- Spring Schedule distributed around community.
- Created Save the Dates for Foundation event in April
- Promoted Career & Technical Education Month through social media as well as attending local City Council meetings in both Seaside and Astoria where the Councils' proclaimed February CTE month.
- Prepping slides, social media posts and updating events on website for CCC events coming up on ongoing basis.

Communications and Marketing Report for Thursday, March 12, 2026, BOE Meeting

Submitted by Julie Kovatch, 3/2/26

- Running digital advertising with Carpenter Media. Trying out their services for geofencing and branded content. We are getting hits but not seeing a significant increase in activity or engagement yet.
- Signed up as sponsor of Clatsop County Fair and working on coordinating booth activities at the fair.
- Radio ads are running during local high school games that focus on Oregon Promise, then during college sports games the ads focus on transfer options and the benefit of staying local the first two years, and Seattle pro games that focus on adult learners wanting to go back to college to get training in skills for better jobs. I have also started incorporating our new mission into the radio ads using the phrase “reach your full potential”.
- Social Media- Audience- February #'s-
 - Facebook followers: 3,699 (up 10)
 - Instagram Followers: 1,467(up 13)
 - Organic post views #'s Facebook: 20.7K Instagram: 4.6K

Events – Recent and Upcoming

- March 5- Ales & Ideas: Magic Bowls & Porcelain Fever
- March 2-6- Classified Appreciation Week
- March 14- Pi Day Events at CCC
& Rain Magazine Art Exhibition Reception at AVA
- CCC event details and important dates can be seen on the CCC Calendar at:
<http://www.clatsopcc.edu/events/>

Instruction and Student Success



Clatsop
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Board of Education

March Report to the Board
Office of Instruction and Student Services
Prepared by Provost Teena Toyas: BS, MA
March 2, 2026

The March Report to the Board continues to provide updates for the Office of Instruction and Student Services. We are striving to achieve and implement goals across the five priority areas of the Clatsop Community College Strategic Plan.

Strategic Priority I-Improve Student Access

Office of Instruction and Student Services

1. The 2026 spring term schedule for academic courses is available for students to register for all CCC courses. Course enrollments for Lower Division Transfer and Business courses are going well.
2. The 428 students enrolled in the twenty-six dual and sponsored dual credit courses for the winter term and dual credit instructors teaching courses during the winter term continue to have access to the college library, tutoring, Patriot Hall, and other college resources.
3. Clatsop partnered during February with Astoria and Seaside High Schools to provide Patriot Hall for two basketball games. There was an exceptionally good turnout of fans from each school for the games.

Strategic Priority II-Increase Student Success

Office of Instruction and Student Services:

1. Provost/VP Toyas continues to attend statewide meetings for CIA (Council for Instructional Administrators), CAO (Chief Academic Officers), and CSSA (Council for Student Services Administrators). These affiliate groups include academic and student services administrators from Oregon Community Colleges and state-sponsored Oregon Universities. Each of the affiliate groups meets at least once a month and has quarterly meetings scheduled for at least five hours. The meetings feature updates from the Higher Education Coordinating Commission, the Transfer Council, financial news, and other discussions related to instructional trends or requirements.
2. All full and part-time faculty have been requested to submit a proposed schedule for the summer and fall academic terms for the 2026-27 academic year. The schedules will be uploaded to the Colleague Course Catalog and made available for students to review in April. Registration will start the first week in May.
3. Full and part-time faculty have submitted mid-term grades through the Faculty Portal in Colleague. Students have been provided with their grades.
4. Tutoring services for all subject areas are available for students. Abby Mortimer, the Tutor Coordinator/Instructional Assistant, coordinates and assigns tutors for CCC.
5. John Goff, full-time faculty Math Instructor, TJ Lackner, and Tutor Coordinator Abby Mortimer, as well as other full-time faculty Math Instructors Rich Beveridge and Celeste Petersen, assist students in the Math Assistance Center Monday through Friday each term.

Strategic Priority III-Strengthen Our Reputation

Office of Instruction and Student Services

1. Clatsop's Administrative Team, Student Services Team, and other staff continue to meet with area high schools on a weekly, monthly, and quarterly basis to collaborate with high school staff and students, ensuring that we provide services and opportunities that align with area high schools, students, and community needs.
2. The dual and sponsored dual credit team of Provost/VP Toyas, Rinda Johansen, and Mary Jackson will begin meeting with local high schools during the spring term to begin scheduling dual and sponsored dual credit courses for the 2026-27 academic year.
3. Instructional administrators and other college staff continue to meet with local businesses and community stakeholders to collaborate on partnerships, expand curriculum offerings, develop creative funding resources, and more. These meetings and opportunities provide reassurance that Clatsop Community College offers strong leadership, organized structures, financial stability, and a reliable reputation.

Strategic Priority IV-Increase Organizational Effectiveness

Office of Instruction and Student Services

1. Academic and Student Services Supervisors have been working with direct reports and faculty and provided budget information for the 2026-27 budget to business office personnel.
2. Curriculum approval for common course numbered courses continues to be facilitated by faculty, administration, and the Instructional Council. The common course numbered courses are identified as "Z" courses. These courses have approved course definitions and course learning outcomes that are the same for every Oregon Community College and State sponsored University. The courses will also transfer to any Oregon Community College or State sponsored University. Implementation of these courses provides students with a more seamless transfer to Oregon Colleges and Universities. The courses that will be updated to meet the CCN (common course numbering) requirements are being approved by the HECC's Transfer Council and then provided to the colleges and universities. There are at least nine courses that will be presented to the CCC Instructional Council for approval by March. These course changes will be documented in the 2026-27 academic catalog once approved by the instructional council.

Strategic Priority V-Build and Sustain Partnerships

Office of Instruction and Student Services

1. The Coastal Commitment and College Now team of Provost/VP Toyas, Rinda Johansen, and Mary Jackson are collaborating to create and submit the Dual and Sponsored Dual Credit Self Study Review to the Higher Education Coordinating Commission by May 1, 2026. The team has also been attending monthly meetings with other Oregon Community Colleges who are also preparing for the review. The Oregon Department of Education and the Higher Education Coordinating Commission coordinate these virtual meetings.

2. All areas of academic instruction and community education continue to collaborate with stakeholders and community partners to build and sustain collaborative partnerships and opportunities.
3. Patriot Hall continues to provide opportunities for Clatsop academic students, community education students, college staff, and the community at large. Open gym opportunities, which include basketball, pickleball, and volleyball, are scheduled during the week. The facility is open Monday-Friday, 6:30 AM to 8:00 PM, and weekends, 9:00 AM to 2:00 PM.

Lower Division Transfer Faculty and Dual Credit Activities and Updates:

- Dr. Julie Brown was the presenter for the February 6, 2026, Ales and Ideas. The presentation was on “American Whaling.” The event was well attended with over one hundred community members, college staff, and students.
- Carla Moha offered four hyflex courses during the 2026 Winter term. The students are enjoying the flexibility of the courses by having the capability to attend online, remotely, or in-person.
- Coastal Commitment sent out the winter term CCC dual credit student survey to all students and is beginning to receive responses. Spring registration forms are being sent to the area high schools. CCC will be offering 30 Coastal Commitment dual credit and sponsored dual credit courses during the spring term. We want to thank Tammy Heinz for getting these classes created in the Colleague system.
- Kama O’Connor helped to secure a \$1500 grant from Constance Weisenen for Rain Magazine. She also wishes to remind everyone that the English Department is hosting the 2nd annual RiverSea Conference on May 15, 2026.

STEM Like a Girl

For the third consecutive year, Physics faculty member Pat Keefe has partnered with Executive Director Sarah Foster to bring the inspiring STEM Like a Girl workshop to elementary school students at Clatsop Community College.

Designed for girls in grades 3–5 across Clatsop County, the event provides direct STEM experiences in a supportive, engaging, and fun environment. Through interactive activities, participants build confidence, strengthen critical thinking skills, and explore real-world applications of science and engineering — helping them envision themselves as future innovators.

Hosting STEM Like a Girl on CCC’s campus is made possible each year thanks to the dedication of CCC faculty and staff, community members, and volunteers like Clatsop County’s AAUW and other local organizations, who work together to create a meaningful and empowering experience for our young learners.

STEM Like a Girl Activities



Activities and More for Provost/VP Teena Toyas

- February 2, 2026, attended the monthly Council of Instructional Administrators meeting.
- Meet with the biology and chemistry department faculty to coordinate science lab needs and discuss other department issues and updates.
- February 3, 2026, met with Christine Reihl, Director of Advising and TRIO SSS, to discuss advising updates and collaborate on other advising and instructional needs related to students and faculty.
- Conducted class observations throughout the month for math, biology, criminal justice, writing, and more.
- Attended virtual meetings facilitated by the Northwest Commission on Colleges and Universities.
- Attended the bimonthly CCC Instructional Council meetings.
- Attended the Chief Academic Officers' virtual monthly meeting.
- Facilitates the bimonthly Instructional Leadership Team meetings for CCC academic and student services staff and administrators.
- Met weekly with Rinda Johansen, Instructional Specialist for Pre-College, Partnerships, and Life Transition, to continue the necessary work for creating the Dual and Sponsored Dual Credit Self-Study Report due May 1, 2026.

ABE March 2026 Board Report **Prepared by Vanessa Garner** **Adult Basic Education Grant Director**

Data Highlights

Adult Basic Education (ABE) has completed intakes for 236 GED and ESL students. Based on current trends, ABE remains on track to meet or exceed 2024–25 enrollment goals. To date, twenty-one students have earned a full GED credential, and an additional thirty-nine students have completed at least one subsection of the test.

The ABE program has been awarded \$87,012 through the 2025–2027 Youth Development Oregon – Reengagement Opportunity Grant. The funding will support operations, direct services for youth, “Learn and Earn” initiatives, and administrative costs.

Strategic Priority I – Improve Student Access

For the first time, ABE students attended Preview Day—an exciting opportunity to envision themselves as students at CCC and to build enthusiasm for continuing their education beyond the GED program.

ABE has continued to expand bilingual support to better serve multilingual learners and reduce language barriers during enrollment and instruction. These supports are improving access for students who have traditionally faced challenges entering and staying in adult education programs.

In collaboration with Career and Technical Education (CTE), ABE has launched its first Automotive Integrated Education and Training (IET) cohort in the winter term. The program combines adult education, workforce readiness, and direct automotive training into one pathway. Four students have been recruited for the initial cohort.

Strategic Priority II – Increase Student Success

ABE continues to provide wraparound supports that address barriers such as transportation, basic needs, scheduling, and other life challenges. These services help students stay enrolled and make steady progress toward their educational goals. Through the City of Astoria Grant, we have provided eye-catching appointments for nine students and the purchase of glasses for ten students. This grant has also allowed us to provide gas cards, grocery cards, and bus passes.

Strategic Priority III – Strengthen Our Reputation

Community outreach efforts have increased, with a focus on promoting bilingual services. This targeted outreach is helping raise awareness of ABE programs and strengthen connections with underserved populations.

Strategic Priority IV – Increase Organizational Effectiveness

ABE continues to improve internal processes and align programming with student and workforce needs. Collaboration across departments and data-informed planning are supporting more efficient service delivery.

Strategic Priority V – Build and Sustain Partnerships

ABE maintains active partnerships with local high schools and community organizations. A two-way referral system supports student transitions and helps ensure coordinated services across partners. We will be increasing our visits to local high schools this spring to serve those students who are not on track to complete high school.

Admissions & Student Services

**Prepared by Kasey White, Director of Admissions & Outreach
and**

Sarah Geleynse, Interim Dean of Student Services and Financial Aid

Priority #1: Improve Student Access-

- 391 students were awarded and disbursed \$1 million in financial aid Winter term. Funds and totals attached.
- Continue work with **Ellucian Recruit** to streamline the application process to include non-degree students.
- Improve and add relevant links to our **outgoing CCC new account creation email** to create more clarity for new students.
- Outreach to new **Winter term students** about campus resources

Priority #2: **Increase Student Success-**

- **First Generation Cohort Workshop-** Financial Literacy from Fibre Federal Credit Union and Time Management- Claudia Mendez
- **ACT Event** (formerly WINGS) on Feb 5th- 21 adults from the community attended the event to re-engage with educational opportunities from GED-AAS degrees.
- **CCC Preview Day-** 120 high school students attended on Feb 19th. 94.6% of students rated the event either good or excellent.

Priority #3: **Strengthen Our Reputation-**

- **Attended Project Homeless Connect-** network with the community and outreach to prospective students.
- **High School Advising Days-** Scheduling and planning on-site advising days for Fall 2026 registration in May, out at the high schools- Misty Lindstrom and Christine Riehl

Priority #4: **Increase Organizational Effectiveness-**

- **Simultaneous Enrollment-** increasing enrollment in the program and streamlining processes- Misty Lindstrom
- **Soft Docs Training-** Staff took part in the Forms Builder three-day training course to learn how to build our digital forms in this new program. This will help streamline our processes.

Priority #5: **Build & Sustain and Sustain Partnerships-**

- Meeting with **Consejo Hispano** about their new internship program

Other Student Services Updates:

- Onboarding Specialist, Misty Lindstrom, reports that five students for Running Start and forty-five students for Simultaneous Enrollment have been registered for the spring term. We want to thank Northwest Oregon Works for the financial support they provided to students from Seaside High School by providing them with the ability to enroll using Simultaneous Enrollment for the spring term. She also reports that high school seniors have enrolled in CCC and plan to attend in the 2026-27 academic year.
- Julia Mabry, Pat Keefe, and Misty went to AHS on March 2, 2026, to talk about biology and science (We brought pizza compliments of Jarrod). A dozen students attended the presentation. Pat and Julia chatted and answered questions. Misty is currently working on getting other schools to schedule the science duo to come. Tina Kotson and Misty are working on scheduling visits for allied health to the Clatsop high schools.

Award Period Progress by Fund Source

Award Period: **2026WI** Action Status: **2 selections**

T Award Type T Award Category T Action Status Category T Academic Level T Location



Award Progress by Source

Award Type (Drill)	Award Category (Drill)	Award Count	Award Amount (\$)	Paid Amount (\$)	Academic Year	Award Period
Federal	FEDERAL PELL GRANT	269	449,358.60	434,622.60	2025	2026WI
State	State Awards	214	194,005.00	194,005.00	2025	2026WI
Institutional	College Foundation Scholarship	155	100,362.50	93,695.75	2025	2026WI
Federal	FEDERAL UNSUBSIDIZED LOAN	47	82,478.00	76,921.00	2025	2026WI
Federal	FEDERAL SUBSIDIZED LOANS	46	60,914.00	58,565.00	2025	2026WI
Other	External Scholarship	82	48,151.24	43,297.74	2025	2026WI
Federal	FEDERAL WORK STUDY	36	37,783.00		2025	2026WI
Federal	FEDERAL SEOG	70	19,875.00	19,275.00	2025	2026WI
State	External Scholarship	9	19,160.00	19,160.00	2025	2026WI
Institutional	Internal Scholarship	13	7,983.25	7,983.25	2025	2026WI

11 rows

TRIO Student Support Services (SSS) and Advising Report for 3/12/2026 Meeting of the CCC Board of Education

Submitted on 3/2/2026 by Christine Riehl, Director of TRIO SSS and Advising

This report demonstrates how TRIO SSS and Advising work aligns with the five areas of the new CCC Strategic Plan.

Improve Student Access

1. Registration for spring quarter began on February 9 for all students. The advising team has been meeting with new and returning students helping them register and get ready for the spring quarter.
2. TRIO SSS is funded to serve 160 students each year. As of 3/2/2026 there are 148 TRIO SSS active participants. This far exceeds numbers served at this time of the academic year for at least the last five years.

Increase Student Retention and Success

1. In mid-February after the faculty submitted midterm grades for their students the advising team compiled the midterm grades. Faculty were sent a list of the midterm grades for their advisees and were encouraged to reach out to the students or refer them to the advising team.

Strengthen Our Reputation

1. Each year the TRIO SSS program submits an Annual Progress Report (APR) to the federal Department of Education. This year the due date was mid-February. Below is a table demonstrating the success of the TRIO SSS program at Clatsop. A few things to note:
 - a. This data reflects how TRIO SSS did in the 2024-2025 academic year.
 - b. The objectives are determined by the federal Department of Education and the percents are set by the individual TRIO SSS projects. These percents are established at the beginning of each 5-year grant cycle. The 2024-2025 academic year was the last year of the 2020 – 2025 grant cycle. The percents must be ambitious yet attainable and are based on the data from the 2017-18 academic year.
 - c. Continued funding within the grant cycle can be affected if Clatsop does not meet or exceed the annual objectives.

Objective	Goal	Actual
To serve 160 students each year	160	163

Persistence/Retention – persist from year to beginning or next year or graduate	46%	79%
Academic Standing – Meeting Satisfactory Academic Progress (SAP)	79%	84%
Graduation – graduate with a degree or certificate within 4 years of enrolling in TRIO SSS at Clatsop	28%	39%
Graduate and Transfer – graduate and transfer within 4 years of enrolling in TRIO SSS at Clatsop	11%	23%

Increase Organizational Effectiveness

1. Two weeks after spring quarter registration began, the advising team compiled a list of students who were attending winter quarter but had not registered for spring quarter. Faculty and TRIO SSS advisors were notified of which of their advisees were not yet registered and were encouraged to reach out to these students. A new updated list will be sent to the advisors weekly until the end of winter quarter.

Build and Sustain Academic and Workforce Partnerships

1. During Preview Day on February 19 TRIO SSS/Advising assisted with registration for the event and had a table at the resource fair during lunch for this event. This provided the opportunity for many high school students to learn about the supports both TRIO SSS and Advising provide to help students succeed at Clatsop.

Nursing, Allied Health & Public Safety
Report for 03/12/2026 Meeting of the CCC Board of Education
Respectfully submitted by Tina Kotson, Interim AVP Nursing, Allied Health, EMT & Fire Science

Priority #1: IMPROVE STUDENT ACCESS:

- **NURSING:** Nearly 40 applicants have met Phase 1 qualifications to be considered for the 2026-28 cohort of the CCC Nursing Program. These applicants will be invited to participate in Phase 2, which consists of the Health Sciences Reasoning Test (HSRT) and a proctored essay series. Eventually, **24 of these applicants will be invited to begin the program** in September 2026.
- **MEDICAL ASSISTING:** MA Instructor Holly Tumbarello continues to meet with pre-MA students to discuss their interest in enrolling during the 2026-27 academic year. The **goal is to again admit 24 students in fall 2026.**
- **EMT/FIRE SCIENCE:** 19 students began the new, 2-part Advanced/Intermediate EMT course series on February 17. This is the first time the college has been able to offer this level of EMT training in two years.
- **RECRUITMENT:** Three events welcomed high school students to campus to learn more about nursing, allied health & public safety programs at CCC:
 - **ACT Adult Learners Conference** – 02/15 – Tina and Holly presented information to more than three dozen potential students about the RN and MA programs.
 - **Knappa High School Nursing Visit** – 02/18 – KHS School Nurse Katie Montgomery and a half dozen students spent two hours in the CCC nursing labs learning about the RN program.
 - **Senior Preview Day** – 02/19 – More than 60 local high school students spent time with nursing, medical assisting, and fire science faculty and students. The Fire Protection team of Tony Como and Wade Mathews kindly brought the college’s fire truck to the event.

Priority #2: INCREASE STUDENT SUCCESS:

- **NURSING:** 23 first-year and 19 second-year students continue their studies in the program. They are participating in clinical rotations at CMH, Providence Seaside Hospital, Clatsop County Public Health, Providence PACE, and the CMH Wound Care Clinic and Cancer Center.
- **MEDICAL ASSISTING:** 20 students are in clinical rotations at local facilities in Oregon and across the river in Ocean Park. Holly Tumbarello reports excellent progress, “Midterm evaluations of the MA students in clinicals were all very positive! Clinic sites are pleased with the performance of CCC students in their hands-on patient care. Students are enjoying their soon-to-be new careers!”
- **MEDICAL ASSISTING:** The program held its “Half-Way Celebration Potluck” during Week 5 of the Winter term. Per Holly, “We are halfway through winter term AND halfway through the program! There was lots of great food and community spirit!”
- **EMT:** 13 students continue their studies in Emergency Medical Technician Part 2, while 19 EMTs begin their studies in Advanced/Intermediate EMT Part 1. Four EMT instructors, including Josh Feller, Spencer Johnston, and Royce Cone, along with Dr. Paul Silka, provide guidance and mentorship to students in both courses.
- **FIRE SCIENCE:** FT instructor Wade Mathews continues to work with fire science students who are nearing completion of the AAS in Fire Science degree to ensure they are ready for graduation in June. Wade is teaching several classes that include students from all over Clatsop County. To better serve them, he travels to meet with student interns at local fire departments.
- **MEDICAL ASSISTING:** Students were able to use the new IV arms to practice phlebotomy techniques:



Nursing, Allied Health & Public Safety
Report for 03/12/2026 Meeting of the CCC Board of Education
Respectfully submitted by Tina Kotson, Interim AVP Nursing, Allied Health, EMT & Fire Science

Priority #3: STRENGTHEN OUR REPUTATION:

- **NURSING:** The CCC Nursing Club is planning an upcoming **Trivia Night & Silent Auction fundraiser** in Patriot Hall from **3-6 p.m. on March 7**. The event is open to the public and welcomes “teams” of 1-6 people to attend. The entry fee is \$10 per person, and there are dozens of prizes available to attendees! The Club is also preparing to co-host a Blood Drive on April 6 with the American Red Cross. Nursing students are volunteering to participate in Pi Day on March 14 as well as for the CCC Foundation Auction & Dinner on April 11.
- **MEDICAL ASSISTING:** Tina and Jarrod continue meetings with Seaside High School and Providence Seaside to consider a **two-year medical assisting program joint venture**. More information will follow soon!
- **FIRE SCIENCE:** **Tony Como continues to manage the “Burn Building” at MERTS** and ensures top-notch opportunities for local fire departments and firefighters to practice critical skills and maintain competencies.
- **ALL PROGRAMS:** Nursing, allied health, EMT and fire safety faculty and leadership are participating in the March 3 Career and Job Fair at the Seaside Convention Center. We are working closely with representatives from local healthcare organizations to boost interest in health occupations of all kinds for high school and pre-college students in Clatsop County.

Priority #4: INCREASE ORGANIZATIONAL EFFECTIVENESS:

- **All eight nursing, allied health, and fire science full-time faculty members serve on myriad internal and external committees** that support mission-focused strategies and streamline workflow.
- **NURSING:** The Nursing faculty is beginning the lengthy process of national accreditation with the Accreditation Commission for Education in Nursing (ACEN). Per new state rules, the program must achieve national accreditation by July 1, 2029.

Priority #5: BUILD & SUSTAIN PARTNERSHIPS:

- **NURSING & ALLIED HEALTH:** The **second quarterly meeting of the Nursing Advisory Committee (NAC)** was held in February. Fifteen NAC members attended via Zoom to discuss the nursing program and offer support for the current admissions process and the upcoming integrative practicum.
- **EMT/FIRE SCIENCE:** **Nearly a dozen members of the CCC Fire Science/EMT Advisory Committee** met in mid-February for the second quarterly meeting of the year. Topics included the new EMT courses, the current state of the fire science program, and collaborative efforts in the local area.
- **CCC/CMH Foundation:** **Tina, Beth van Elswyk, and Briana Smith are meeting with members of the CMH Foundation** to discuss ways to build partnerships.
- **Oregon Consortium for Nursing Education (OCNE):** Planning has begun for the **annual OCNE Conference**. **This year, the 2-day event will be held at Umpqua Community College in Roseburg**. Nearly all members of the CCC teaching and leadership team plan to attend. The conference offers opportunities to meet with nurse educators from around the state to exchange ideas, collaborate on common issues, and review/revise our shared curriculum.

We look forward to being the featured Guest Presenters at the April 9 Board of Education meeting!

Human Resources



Clatsop
Community
College

Board of Education

To: Board of Directors
Prepared By: Anita Jensen
Date: March 3, 2025
Subject: New Hires, Job Postings, Separations, Position Changes,
Recruitment News

NEW HIRES

- Nothing to Report

NEW JOB POSTINGS

- Nothing to Report

SEPARATIONS

- Nothing to Report

POSITION CHANGES

- Nothing to Report

RECRUITMENT EFFORT UPDATE STATEMENT

Nothing to Report.

Old Business



Clatsop
Community
College

Board of Education

From: [Zoe Higginbottom](#)
To: [Felicity Green](#)
Subject: Budget Committee Position
Date: Thursday, February 5, 2026 7:56:06 AM

You don't often get email from zoebroughtsnacks@mailbox.org. [Learn why this is important](#)

EXTERNAL / UNTRUSTED EMAIL: DO NOT click on links or open attachments unless you know it is safe

Dear Ms. Green,

As a Clatsop County home-owner, a life-long learner, and a firm believer in the value of technical education both for its own sake and as a vehicle for self-improvement, I take a keen interest in the health of our community college. I have followed the College's situation closely for the last several years and I became particularly aware once I enrolled in classes myself. When I saw the call for Budget Committee members, I realized that it's time for me to get involved.

I have felt compelled to volunteer my whole life. In school I gave my time running the counter at a food pantry and my skills working with horses in a therapy program for disabled youth. More recently I staffed the County Health Department's Covid hotline and I currently am a trainer and dog walker at the County Animal Shelter. In my professional life, I manage the Blue Scorcher Bakery. The Scorcher is a worker-owned cooperative, so my role is highly collaborative. I have to be equally confident navigating group decisions and making choices on my own that reflect our organizational values. I stepped into this role in February of 2025 after 3 years as a board member. In my time as General Manager I have been resolutely focused on fiscal issues and in 2025 we were profitable for the first time since the Covid shutdowns.

The college has a duty to provide accessible education that will benefit its students and meet the needs of the local community. The budget is where we make our values translate into action by putting our money where our proverbial mouths are. As a Budget Committee member, I would use my experience in synthesizing financial information and in working effectively in groups to balance different interests within the college and emerge with a budget that works for everyone. I would be honored to serve.

Cordially yours,
Zoe Higginbottom

Policies for Second Reading and Adoption



**Clatsop
Community
College**

Board of Education



BP 5015 Residence Determination

References:

- OAR 589-002-0200
- Senate Bill 312 Resident Tuition for Native American/Alaska Native Graduates of Oregon High Schools
- Senate Bill 234 Federal Vocational Rehabilitation Education Benefits for Military Dependents

Residency for tuition purposes at Clatsop Community College shall be determined in accordance with Oregon statutes and administrative rules governing community colleges. Clatsop Community College establishes three tuition classifications:

1. **In-State Resident:**

Students whose permanent address is within the State of Oregon at the time of enrollment shall be classified as in-state residents for tuition purposes.

2. **Border State Resident:**

Students whose permanent address is in one of the bordering states—Washington, California, Idaho, or Nevada—shall be classified as border state residents and charged the border state tuition rate.

3. **Out-of-State Resident:**

Students whose permanent address is in any other state or country shall be classified as out-of-state residents and charged the out-of-state tuition rate.

Veterans, Eligible Dependents and Active Duty Members of the Military:

In accordance with ORS 341.606 and federal law, veterans receiving education benefits under Chapter 31 (Vocational Rehabilitation and Employment) or Chapter 33 (Post-9/11 GI Bill) shall be charged in-state tuition rates, regardless of their state of residence. Additionally, dependents using education benefits under Chapter 35 (Survivors' and Dependents' Educational Assistance Program) shall also be charged in-state tuition rates. Active duty members of the Military and their dependents shall also be charged in-state tuition rates. Residency classification is based on the address provided by the student at the time of admission or registration. Students are responsible for providing accurate address information and promptly notifying the College of any changes.

The **President** shall enact procedures to assure that residence determinations are made in accordance with **Oregon law and this policy**.

Replaces: 6.020 Student Residency Status

Approved by Board Policy Committee: February 27, 2026

Approved by Policies & Procedures Committee: February 23, 2026

Adopted by Board of Education:



BP 5040 Education Records, Directory Information, and Privacy

References:

The Family Educational Rights and Privacy Act (FERPA) (20 U.S. Code Section 1232g);
34 Code of Federal Regulations Part 99);
NWCCU Standard 2.C.4
ORS 341.290(17) and OAR 589-004-0100 to -0750
ORS 180.805
ORS 181A.820 to 181A.829

The **President** shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The **President** may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of **Clatsop Community College** has a right of access to any and all student records relating to him or her maintained by **Clatsop Community College**.

No representative of **Clatsop Community College** shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information may include, but is not limited to the student's:

- Name
- Email
- Major field of study
- Dates of attendance
- Degrees, honors, and awards received

Directory information does not include a student's:

- Social security number and
- Student identification number.

Federal Immigration Authority Access to Student Records

Oregon law prohibits disclosure of student records to federal immigration authorities for the purpose of enforcing federal immigration laws.

Federal and state laws also make student records confidential and permit their disclosure only in limited circumstances. To assure compliance with applicable federal and state law, Clatsop Community College employees shall not disclose student records, or information from those records, to federal immigration authorities except as allowed by this policy and procedures found in AP 5040 Education Records, Directory Information, and Privacy and AP 3801 Sharing or Disclosing Citizenship or Immigration Status or Country of Birth Information or Other Protected Information.

Adopted:

NWCCU Standard Updated 5/20
Revised 10/25

New Business



Clatsop
Community
College

Board of Education

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

Title: Tuition increase beginning in Summer 2026

What: Recommendation to increase tuition by \$4 per credit hour increase for the 2026-27 academic year.

Why: A \$4 per credit tuition rate increase is a 3.1% increase which reflects the most recent annual Consumer Price Index (CPI) of 2.9% in December.

Recommended Action: The Board approve the tuition increase to be effective Summer Term, 2026.

Rank	College	PER CREDIT	TERM (12 Cr)	FEES	TOTAL
1	Lane	\$ 149.00	\$ 1,788.00	\$ 606.60	\$ 2,394.60
2	Chemeketa	\$ 146.00	\$ 1,752.00	\$ 456.00	\$ 2,208.00
3	Mt. Hood	\$ 150.50	\$ 1,806.00	\$ 306.00	\$ 2,112.00
4	Linn-Benton	\$ 149.80	\$ 1,797.60	\$ 264.60	\$ 2,062.20
5	Umpqua	\$ 125.00	\$ 1,500.00	\$ 462.00	\$ 1,962.00
6	SWOCC	\$ 117.00	\$ 1,404.00	\$ 533.00	\$ 1,937.00
7	Blue Mountain	\$ 122.00	\$ 1,464.00	\$ 459.00	\$ 1,923.00
8	Columbia Gorge	\$ 125.00	\$ 1,500.00	\$ 420.00	\$ 1,920.00
9	Oregon Coast	\$ 129.00	\$ 1,548.00	\$ 357.00	\$ 1,905.00
10	Portland	\$ 138.00	\$ 1,656.00	\$ 154.20	\$ 1,810.20
11	Rogue	\$ 124.00	\$ 1,488.00	\$ 288.00	\$ 1,776.00
12	Clackamas	\$ 130.00	\$ 1,560.00	\$ 186.00	\$ 1,746.00
13	Central Oregon	\$ 124.50	\$ 1,494.00	\$ 244.20	\$ 1,738.20
14	Clatsop	\$ 128.00	\$ 1,536.00	\$ 201.00	\$ 1,737.00
15	Treasure Valley	\$ 120.00	\$ 1,440.00	\$ 288.00	\$ 1,728.00
16	Tillamook Bay	\$ 114.00	\$ 1,368.00	\$ 336.00	\$ 1,704.00
17	Klamath	\$ 120.50	\$ 1,446.00	\$ 216.00	\$ 1,662.00

	2024-25	2025-26	2026-27	TOTAL	AVE
Tuition	\$ 125.00	\$ 128.00	\$ 132.00		
\$ Increase		\$3.00	\$4.00	\$7.00	\$3.50
% Increase		2.4%	3.1%	5.5%	2.76%
Consumer Price Index (CPI)*		2.5%	2.9%	5.4%	2.70%
Higher Education Price Index (HEPI)**		3.4%	3.6%	7.0%	3.50%

* annual, previous calendar year, US West

** annual, previous calendar year

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

Title: Approve Expenditure Over \$50,000

What: Approve Expenditure for 5 Year Audit Contract

Why: An RFP was conducted to select a new auditor for the next five years.

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

A contract review will be conducted every year.

Recommended Action: Approve expenditure for selected auditors.

VENDOR SCORECARD TEMPLATE - SUMMARY

CRITERIA CHECKLIST

*Prior to use, update criteria as needed to be consistent with RFP.
Update basis for scoring to have qualitative scoring details.

Scores Available from 1-5. Basis for scoring must be listed with specific examples.
1 = lowest, 5 = best

1. Adherence to RFP Instructions	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Timeliness	20	20	20	Arrived by deadline receives all points
Completeness	18	20	16	Completed sections in same order as RFP receives all points
Overall Quality & Level of Professionalism	18	20	15	Technically compliant and attractive receives all points
Overall Response	18	20	16	Overall quality very high receives all points
Average Score	19	20	17	
2. Non-Cost Related Factors	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Familiarity/experience with regulatory requirements	19	20	18	5. Stmt of Work, 6.2, 7.2 bullet points 1-3, 10, 11
Mandatory requirements addressed	20	20	19	6.1
Previous experience of both the firm in general, and the particular staff who would be assigned to perform these services	19	20	18	6.2, 7.2, 7.3
Qualifications of staff performing the auditing functions	20	20	18	6.1.5, 6.1.6, 7.2 bullet points 4-9, 7.3
Experience with Ellucian Colleague, ADP, and QuickBooks	17	20	11	7.2 bullet point 1
Experience auditing community colleges	17	20	18	7.2 bullet point 1, 7.4
References	19	20	17	7.4 Quality of references from three Oregon community college/municipal clients provided (checked) receives all points
Proposed Plan and Approach to the Audit	19	20	16	7.5, 5.1
Additional services provided as a standard under the firm's audit contract	16	20	18	7.5 bullet point 9, 10
Average Score	18	20	17	
3. Cost	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Not To Exceed cost to complete Audit as described.	13	16	19	Factor both hourly cost & number of hours
Average Score	13	16	19	

*Change weights based on company requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	BakerTilley WEIGHTED SCORE	CLA WEIGHTED SCORE	Dickey&Temper WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.93	1.00	0.84	
2. Non-Cost Related Factors	0.60	11.07	12.00	10.20	
3. Cost	0.35	4.55	5.60	6.65	
Total Score	1.00	16.54	18.60	17.69	

VENDOR SCORECARD TEMPLATE

CRITERIA CHECKLIST

*Prior to use, update criteria as needed to be consistent with RFP. Update basis for scoring to have qualitative scoring details.

Scores Available from 1-5. Basis for scoring must be listed with specific examples.

1. Adherence to RFP Instructions	Baker	CLA	Dickey	BASIS FOR SCORE
Timeliness	5	5	5	Arrived by deadline receives all points
Completeness	4	5	4	Completed sections in same order as RFP receives all points
Overall Quality & Level of Professionalism	4	5	3	Technically compliant and attractive receives all points
Overall Response	4	5	4	Overall quality very high receives all points
Average Score	4	5	4	
2. Non-Cost Related Factors	Baker	CLA	Dickey	BASIS FOR SCORE
Familiarity/experience with regulatory requirements	4	5	4	5. Stmt of Work, 6.2, 7.2 bullet points 1-3, 10, 11
Mandatory requirements addressed	5	5	5	6.1
Previous experience of both the firm in general, and the particular staff who would be assigned to perform these services	5	5	5	6.2, 7.2, 7.3
Qualifications of staff performing the auditing functions	5	5	4	6.1.5, 6.1.6, 7.2 bullet points 4-9, 7.3
Experience with Ellucian Colleague, ADP, and QuickBooks	5	5	4	7.2 bullet point 1
Experience auditing community colleges	4	5	5	7.2 bullet point 1, 7.4
References	5	5	5	7.4 relevance of references from three Oregon community college/municipal clients provided (checked) receives all points
Proposed Plan and Approach to the Audit	5	5	5	7.5, 5.1
Additional services provided as a standard under the firm's audit contract	4	5	4	7.5 bullet point 9, 10
Average Score	5	5	5	
3. Cost	Baker	CLA	Dickey	BASIS FOR SCORE
Not To Exceed cost to complete Audit as described.	3	4	5	
Average Score	3	4	5	

*Change weights based on company requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	Baker WEIGHTED SCORE	CLA WEIGHTED SCORE	Dickey WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.21	0.25	0.20	
2. Non-Cost Related Factors	0.60	2.80	3.00	2.73	
3. Cost	0.35	1.05	1.40	1.75	
Total Score	1.00	4.06	4.65	4.68	

VENDOR SCORECARD TEMPLATE

CRITERIA CHECKLIST

*Prior to use, update criteria as needed to be consistent with RFP. Update basis for scoring to have qualitative scoring details.

Scores Available from 1-5. Basis for scoring must be listed with specific examples. 1 = lowest, 5 = best

1. Adherence to RFP Instructions	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Timeliness	5	5	5	Arrived by deadline receives all points
Completeness	4	5	4	Completed sections in same order as RFP receives all points
Overall Quality & Level of Professionalism	4	5	4	Technically compliant and attractive receives all points
Overall Response	4	5	4	Overall quality very high receives all points
Average Score	4	5	4	
2. Non-Cost Related Factors	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Familiarity/experience with regulatory requirements	5	5	5	5. Stmt of Work, 6.2, 7.2 bullet points 1-3, 10, 11
Mandatory requirements addressed	5	5	5	6.1
Previous experience of both the firm in general, and the particular staff who would be assigned to perform these services	5	5	5	6.2, 7.2, 7.3
Qualifications of staff performing the auditing functions	5	5	5	6.1.5, 6.1.6, 7.2 bullet points 4-9, 7.3
Experience with Elucian Colleague, ADP, and QuickBooks	3	5	0	7.2 bullet point 1
Experience auditing community colleges	4	5	5	7.2 bullet point 1, 7.4
References	5	5	4	7.4 Quality of references from three Oregon community college/municipal clients provided (checked) receives all points
Proposed Plan and Approach to the Audit	5	5	5	7.5, 5.1
Additional services provided as a standard under the firm's audit contract	4	5	5	7.5 bullet point 9, 10
Average Score	5	5	4	
3. Cost	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Not To Exceed cost to complete Audit as described.	3	5	4	Factor both hourly cost & number of hours
Average Score	3	5	4	

*Change weights based on company requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	BakerTilley WEIGHTED SCORE	CLA WEIGHTED SCORE	Dickey&Temper WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.21	0.25	0.21	
2. Non-Cost Related Factors	0.60	2.73	3.00	2.60	
3. Cost	0.35	1.05	1.75	1.40	
Total Score	1.00	4.00	5.00	4.21	

VENDOR SCORECARD TEMPLATE

CRITERIA CHECKLIST

*Prior to use, update criteria as needed to be consistent with RFP.
Update basis for scoring to have qualitative scoring details.

Scores Available from 1-5. Basis for scoring must be listed with specific examples.
1 = lowest, 5 = best

1. Adherence to RFP Instructions	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Timeliness	5	5	5	Arrived by deadline receives all points
Completeness	5	5	5	Completed sections in same order as RFP receives all points
Overall Quality & Level of Professionalism	5	5	5	Technically compliant and attractive receives all points
Overall Response	5	5	5	Overall quality very high receives all points
Average Score	5	5	5	
2. Non-Cost Related Factors	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Familiarity/experience with regulatory requirements	5	5	4	5. Stmt of Work, 6.2, 7.2 bullet points 1-3, 10, 11
Mandatory requirements addressed	5	5	5	6.1
Previous experience of both the firm in general, and the particular staff who would be assigned to perform these services	4	5	3	6.2, 7.2, 7.3
Qualifications of staff performing the auditing functions	5	5	4	6.1.5, 6.1.6, 7.2 bullet points 4-9, 7.3
Experience with Ellucian Colleague, ADP, and QuickBooks	4	5	4	7.2 bullet point 1
Experience auditing community colleges	4	5	3	7.2 bullet point 1, 7.4
References	4	5	3	7.4 Quality of references from three Oregon community college/municipal clients provided (checked) receives all points
Proposed Plan and Approach to the Audit	4	5	3	7.5, 5.1
Additional services provided as a standard under the firm's audit contract	3	5	4	7.5 bullet point 9, 10
Average Score	4	5	4	
3. Cost	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Not To Exceed cost to complete Audit as described.	4	4	5	Factor both hourly cost & number of hours
Average Score	4	4	5	

*Change weights based on company requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	BakerTilley WEIGHTED SCORE	CLA WEIGHTED SCORE	Dickey&Temper WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.25	0.25	0.25	
2. Non-Cost Related Factors	0.60	2.53	3.00	2.20	
3. Cost	0.35	1.40	1.40	1.75	
Total Score	1.00	4.18	4.65	4.20	

VENDOR SCORECARD TEMPLATE

CRITERIA CHECKLIST

*Prior to use, update criteria as needed to be consistent with RFP. Update basis for scoring to have qualitative scoring details.

Scores Available from 1-5. Basis for scoring must be listed with specific examples. 1 = lowest, 5 = best

1. Adherence to RFP Instructions	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Timeliness	5	5	5	Arrived by deadline receives all points
Completeness	5	5	3	Completed sections in same order as RFP receives all points
Overall Quality & Level of Professionalism	5	5	3	Technically compliant and attractive receives all points
Overall Response	5	5	3	Overall quality very high receives all points
Average Score	5	5	4	
2. Non-Cost Related Factors	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Familiarity/experience with regulatory requirements	5	5	5	5. Stmt of Work, 6.2, 7.2 bullet points 1-3, 10, 11
Mandatory requirements addressed	5	5	4	6.1
Previous experience of both the firm in general, and the particular staff who would be assigned to perform these services	5	5	5	6.2, 7.2, 7.3
Qualifications of staff performing the auditing functions	5	5	5	6.1.5, 6.1.6, 7.2 bullet points 4-9, 7.3
Experience with Ellucian Colleague, ADP, and QuickBooks	5	5	3	7.2 bullet point 1
Experience auditing community colleges	5	5	5	7.2 bullet point 1, 7.4
References	5	5	5	7.4 Quality of references from three Oregon community college/municipal clients provided (checked) receives all points
Proposed Plan and Approach to the Audit	5	5	3	7.5, 5.1
Additional services provided as a standard under the firm's audit contract	5	5	5	7.5 bullet point 9, 10
Average Score	5	5	4	
3. Cost	BakerTilley	CLA	Dickey&Temper	BASIS FOR SCORE
Not To Exceed cost to complete Audit as described.	3	3	5	Factor both hourly cost & number of hours
Average Score	3	3	5	

*Change weights based on company requirements. Total score should = 1.00

CRITERIA SCORES

	WEIGHT	BakerTilley WEIGHTED SCORE	CLA WEIGHTED SCORE	Dickey&Temper WEIGHTED SCORE	NOTES
1. Adherence to RFP Instructions	0.05	0.25	0.25	0.18	
2. Non-Cost Related Factors	0.60	3.00	3.00	2.67	
3. Cost	0.35	1.05	1.05	1.75	
Total Score	1.00	4.30	4.30	4.59	

Upcoming Events



Clatsop
Community
College

Board of Education

MARCH, APRIL AND MAY 2026 UPCOMING EVENTS

Updated 3/3/2026

EVENT	DATE	TIME	LOCATION
March Regular Board of Education Meeting	Thursday, March 12	5:30 pm	MERTS IMTC Lounge
Art Exhibit Opening: Courage: Artists & Writers Face Their Fear	Saturday, March 14	5:00 – 7:00 pm	AVA Gallery, downtown Astoria
Pi Day	Saturday, March 14	1:59 – 6:00 pm	Patriot Hall and Lexington Campus
Spring Break	Monday, March 23 – Friday, March 27		
April Regular Board of Education Meeting	Thursday, April 9	5:30 pm	Columbia 219
Rain Magazine Reception	Friday, April 10	5:00 – 8:00 pm	Towler Hall 3 rd Floor Commons
Bandit in Wonderland: Foundation Annual Fundraiser	Saturday, April 11	TBD	Patriot Hall
May Regular Board of Education Meeting	Thursday, May 14	5:30 pm	South County Campus
RiverSea Conference	Friday, May 15	9:00 am – 5:00 pm	Towler Hall