

**MINUTES OF THE FEBRUARY 13, 2025**  
**BOARD OF EDUCATION**  
**Regular Board Meeting**

*The meeting was held via Zoom only due to weather conditions.*

**Board Members Present:** Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk, Mitra Vazeen

**Others Present:** Evon Jacobsen, Kama O'Connor, Bill Meck, Anita Jensen, Deborah Howe, Sophia Atkinson, Mary Jackson, Julie Kovatch, Julie Brown, Josie Kero, Amy Magnussen, T.J. Lackner, Beth Van Elswyk, President Jarrod Hogue and Recording Secretary Felicity Green

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

**Sheila Roley moved to approve the agenda as presented.** Mitra Vazeen seconded the motion. Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. **The motion carried.**

**TEN MINUTE PRESENTATION: Julie Brown and Kama O'Connor**

Julie Brown opened the presentation by thanking the Board for all their hard work. The planned trip to England this summer is full: they have 30 people, mostly students. Teena Toyas is accompanying them as well. They were surprised and impressed by the response to the trip; the break-even point was 16 people. Participating students can choose to sign up to get academic credit for the trip. Kama O'Connor explained that the trip is part of their five big goals, which include community outreach. Mitra Vazeen and Tim Lyman commended Julie Brown and Kama O'Connor for all their work.

On May 16 they are hosting an undergraduate conference, the Riversea Conference, that will include student presentations in a variety of formats as well as tables from community partners and panel discussions. They are leaving Saturday for New Orleans where they will be representing the College at the Annual Conference on the First-Year Experience (FYE.) They will be presenting a paper (Appendix A) on the top ten ways to use surveys, pre-existing programs and research to build and implement effective FYE. One highlight of first year experience is in class writing assignments, which teach critical thinking. They also partnered with Seaside High School over the summer come take a class as part of an equity academy designed to make classrooms more accessible to all students.

They are working with Teena Toyas to create a new transfer degree in English. This would differ from the AAOT degree by offering an additional 8 credits in English and requiring a capstone project that showcases their writing. There was a question about what the department is doing to address the lack of proficiency in high schools. Kama O'Connor said that they are planning a corequisite for Writing 121 that will help students who are coming in deficient in some basic skills. They are also building in soft skills as they go. Julie Brown agreed that they review basic skills with all their students.

Ed Johnson asked about coordination between the English department and the high schools. Kama O'Connor said she is the dual credit liaison between the five high schools and the College. It is a very

strong program; she mentors teachers without an English MA in order to ensure that the student receives transfer credit. She looks over the syllabus and materials to make sure they align. Sheila Roley commented that the majority of K-12 teachers do have master's degrees but not always in their subject matter. Julie Brown said that the high school students have also been invited to submit their work to RAIN Magazine this year and half the magazine has been set aside for student work.

Ed Johnson thanked them for their presentation and their work.

### **APPROVAL OF MINUTES**

Mitra Vazeen **moved to approve the January 9, 2025 Regular Board Meeting Minutes as presented.** Sheila Roley seconded the motion. **Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. Ashley Flukinger was absent. The motion carried.**

### **Report of the President**

President Hogue gave several quick updates, including:

- That the College received a little under \$15,000 from NW Oregon Works for improvements to the Forerunner, including a radar upgrade and a new autopilot system.
- That Facilities is getting quotes to fix the IMTC roof leaks, which will be done in three phases.
- He is excited about the enrollment dashboard Ian Wilson is building and hopes he can present at the next Board meeting.
- The Foundation auction is April 12 at Patriot Hall. Tickets are not available yet but will be coming soon.
- Budget planning for next year has fallen a little behind due to issues with Colleague and Ellucian, but the College has created some workarounds.
- He has been working on the College's relationship with the Astorian and felt that their recent coverage of good news is a great outcome. He hopes to continue that good relationship.

He also spoke about the progress of the strategic plan. Staff have now received copies of the strategic plan implementation tools he has been building and while it is going to be a lot of hard work, it will be very in depth and will please the accreditors.

There was some discussion of upcoming events and the College calendar. The Board asked Julie Kovatch to send them all press releases in the future.

### **Financial Report**

Bill Meck reported that January revenue is up \$740,000 and change. The College received a one-time interest income of 435,000 on the Employee Retention Credit (ERC.) Much of the increase is due to this income. However, tuition and fees are up \$113,000 as well. Property taxes have also increased but there is no resolution yet on the appeal. Expenses are down \$812,000, so the College is doing very well. Part of the drop in expenses is due to unfilled positions.

He is working on budgeting and forecasting revenue as well as possible. He will bring a balanced budget to the budget committee in April. There was a question about keeping some of the ERC in cash.

It is invested through the state and earning some interest income; some of it will be spent on facilities needs.

#### **Report of the Board Chair**

Ed Johnson reported that he met with Sandy Rowe from the HECC on January 28 as part of her visit to the College and then had lunch with her, Sheila Roley, President Hogue and ASG President Josie Kero. He took an online ACCT webinar about the Board's role in student success that same day and found it fascinating. He said to remember that the best spokespeople for the College are the students. Josie Kero thanked him and said that she had nothing but love for CCC.

Ed Johnson read the declaration of February as CTE Month. Jody Stahancyk **moved to recognize February as CTE Month at CCC**. Sheila Roley seconded the motion.

Tim Lyman asked about other activities planned for CTE Month and said he felt it was a hollow declaration. There was some discussion about the purpose of such resolutions. Staff talked about plans for CTE month and Classified Appreciation Week.

**Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. Ashley Flukinger was absent. The motion carried.**

There was some Board discussion about whether abstaining from votes was permissible under Robert's Rules of Order. There was also a question as to whether abstentions must be accompanied by the reasoning behind them. The Chair asked Tim Lyman to check on the rules and report back. Tim Lyman said he would like the Board to appoint a new parliamentarian.

Jody Stahancyk **moved to declare March 1 – 8 as Classified Employee Appreciation Week**. Mitra Vazeen seconded the motion. **Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

#### **WRITTEN REPORTS**

Ed Johnson asked if anyone had any questions about the written reports. He asked Beth Van Elswyk about the Olive Bridge fund she reported on in her report. She explained that it is a fund set up to help students with life emergency situations. For example, in January the fund bought tires for a student who otherwise would have been unable to come to class. Kathy Bode, the Benefits Navigator, oversees this fund. Jody Stahancyk asked how the students pay the College back. There was a discussion about charity, reciprocity and asking students to give back.

Lloyd Mueller asked about enrollment for winter term. President Hogue answered that the headcount is 1286, which is about 300 lower than fall term. He said this was pretty typical but that the numbers will not be finalized until the end of term because registrations continue to be entered until the end of term. He said that as the College moves fully into the new ERC, registrations will be easier to track. Currently there is no comparison data from a year ago. He said that overall enrollment is pretty flat, with some gains in transfer programs and some losses in CTE. Mitra Vazeen asked how many of the

students in the headcount are taking 12 credits or more. President Hogue said he did not have that data but would make sure it was available in the new dashboard.

Tim Lyman asked if students leaving CTE programs because they have found work is a problem. President Hogue replied that it was hard to say if it was a win or a loss. He feels it depends on what the student originally wanted and commented that unfortunately the College does not have a good way to track where the students are going. He would like to see more stackable credentials to keep students coming back and commented that Fire Science does this really well, with students returning year after year. He emphasized that lifelong learning is the goal. There was some discussion of creating pathways for students that included multiple certificates beginning with a six month certificate and continuing on for two years.

Mitra Vazeen said that since February is CTE month she wanted to comment on the discussion from the January Board meeting about the FTE loss of the Tongue Point maritime students. She emphasized that she felt Kristen Wilkin was not responsible for this loss, which she said was unavoidable. She commended the maritime program and CTE for the great instructors and classes, thanking them and Kristen Wilkin.

Tim Lyman said that he had the answer on abstentions discussed earlier: a public body must ask for any abstentions and they must be recorded. No reason for abstaining need be given.

## **OLD BUSINESS**

### **Board Approval of New Foundation Memorandum of Agreement (MOA)**

President Hogue said that the majority of the agreement is the same as the one which was previously in place with two significant changes. He added a clause to specify that the Foundation Director is an employee of the College and supervised by the President. This also specifies that the Foundation Director's salary is 50% paid by the College and 50% paid by the Foundation.

Jody Stahancyk asked that an addendum be added to specify that the President was able to terminate the Foundation Director if necessary. The President agreed. Jody Stahancyk moved that the Board support the MOA with that amendment. Mitra Vazeen seconded the motion. After some discussion, the motion was amended.

Jody Stahancyk **moved that the Chair of the Board will sign the MOA on behalf of the Board approving the MOA with a new caveat that it is clear that the President is the person able to terminate the Foundation Director.** Sheila Roley seconded the motion. **Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman voted Nay. Ashley Flukinger was absent. The motion carried.**

### **Policies and Corresponding Procedures for Review**

Jody Stahancyk **moved to approve AP 2720 Communications Among Board Members for 2<sup>nd</sup> reading and adoption.** Sheila Roley seconded the motion. **Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

Sheila Roley **moved to rescind 4.730 Staff Participation Political Activities.** Jody Stahancyk seconded the motion. **Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

## **NEW BUSINESS**

### **Reappoint Returning Budget Committee Members and Declare Second Budget Committee Vacancy**

President Hogue explained that there are now two vacancies on the Budget Committee and that Jim Alegria, whose term expired, has agreed to serve again. There was some discussion of whether Budget Committee members should be automatically reappointed or if the Board should call for more applicants. Tim Lyman asked for clarification on this point.

Jody Stahancyk **moved that Tim Lyman research whether serving Budget Committee members should be asked to reapply when their terms are up rather than being reappointed.** Tim Lyman seconded the motion. **There was no vote.**

Felicity Green said that to her knowledge the issue has not come up before, as there have never been more applicants than vacancies. The closing date on the ad for the position was listed as February 7. There has been one formal applicant for the Budget Committee position; Felicity Green said she has sent the application to Ed Johnson. There is another potential candidate who has expressed interest. There are two vacancies on the Budget Committee and the term held by Jim Alegria, which has expired.

Ed Johnson clarified that if there are more than two applicants, then the Board would consider Jim Alegria's application along with the other applicants. He also clarified that Tim Lyman would research this matter and find out if reapplying is mandatory.

Tim Lyman **moved that the closing date for applications be set at March 7, 2025.** Jody Stahancyk seconded the motion. **Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

Sheila Roley **moved to declare a second Budget Committee vacancy.** Jody Stahancyk seconded the motion. **Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

### **Discuss Tuition Increase for 2025-26 Academic Year**

President Hogue explained that he has based the \$3 increase per credit hour on the Consumer Price Index (CPI) which is 2.5%. He said that he felt it was better to increase tuition to match costs in small amounts yearly rather than in sudden large bumps. This increase will add up to \$36 for a full time student per term. Bill Meck added that the average Oregon community college per credit hour is \$148.50, leaving CCC at \$7 below average or number eleven of the seventeen community colleges. President Hogue added that he had spoken to ASG about the proposal.

Tim Lyman objected to the tuition raise, stating that he feels tuition is too high. He said that tuition has increased 500% since he was a college student and that students were forced into predatory loans to pay for college. He also spoke about competition with distance education and online colleges. Josie Kero said that while she agreed Tim Lyman had good points, ASG felt that a \$3 increase now was better than a \$10 increase down the line.

Jody Stahancyk **moved to reluctantly increase the tuition by \$3 a credit hour.** Mitra Vazeen seconded the motion.

Josie Kero asked about how the Foundation could help students overcome financial barriers. Beth Van Elswyk said that she is focused on increasing scholarships in general and will look at where the Foundation can step in.

The tuition increase will begin in Summer 2025.

**Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman voted Nay. Ashley Flukinger was absent. The motion carried.**

**Extend the CliftonLarsonAllen contract for FY 2024-25**

President Hogues explained that this extension gave the College more time to put out an RFP. This way CLA can start the audit process. He added that he plans to work with them directly to get the audit earlier and this extension will put the College first in the queue for that work.

CLA has not yet sent the College their statement of work with the estimate. Jody Stahancyk moved to do the one time extension subject to the cost being reasonable. Tim Lyman seconded the motion.

President Hogue said he would negotiate with CLA to make sure the cost was reasonable.

**Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Ashley Flukinger was absent. The motion carried.**

**BOARD FORUM**

**Tim Lyman** said that there is an apocryphal Chinese saying "In chaos there is opportunity and in change there is opportunity." He asked the Board to look at the opportunities brought by change.

**Ed Johnson** congratulated Tom Ank and Pat Keefe on the K-12 educators event. He said he has heard that it went very well.

**Ed Johnson adjourned the meeting at 7:29 pm.**