



**Clatsop
Community
College**

Board of Education

February 13, 2025

**Board
Packet**

Minutes



Clatsop
Community
College

Board of Education

**MINUTES OF THE JANUARY 9, 2025
BOARD OF EDUCATION
Regular Board Meeting**

Board Members Present: Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk, Mitra Vazeen

Others Present: Bill Meck, Josie Kero, Misty Bateman, Beth Van Elswyk, Kevin Leahy, Tamara Blackford, Tina Kotson, Evon Jacobsen, J. Clatsop, Tom Ank, "clatsopjohnson", J.Clatsop, TJ Lackner, Kristen Wilkin, Tamara Roberts, President Jarrod Hogue and Recording Secretary Felicity Green

Ed Johnson called the meeting to order at 5:30 pm.

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

TEN MINUTE PRESENTATION: Misty Bateman and Clatsop Works

Misty Bateman was introduced by Kevin Leahy who said it was her three-year anniversary at CCC and he was excited that she was able to present to the Board. So far 169 Clatsop County students, including high school and CCC students, have been enrolled in Clatsop Works since the program started in 2018. It is up to 42 employers and 55 positions. There are now more applicants than positions available. 40 CCC students have been placed as interns and at least nine students moved into permanent positions through those internships. It is also an unofficial advertisement for the College: high school students participating in the program visit CCC with the MERTS tour being especially popular.

The program is being showcased as a model around the state by the Oregon Department of Education. Last year it received a \$30,000 grant, which is being used to pay students in internships that otherwise the employers could not afford to offer. Six internships will be funded this summer. Misty Bateman also coordinates Clatsop Work Experience, which takes place during the school year specifically for CCC students. It is for credit and pass/fail graded; participating students can come from any program.

President Hogue asked what the College could do to better support these programs? Misty Bateman said that talking to students about participating and talking to the Foundation about funding would be helpful; she would also like to have high school students participating and receiving dual credit. She also encouraged Board members to reach out to employers they know about participating. Lloyd Mueller asked Josie Kero how she liked the program. She worked at the Seaside Library in the summer reading program and loved it.

APPROVAL OF MINUTES

Sheila Roley **moved to accept the December 12, 2024 minutes as presented.** Lloyd Mueller seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.** Ed Mueller asked the Board to be aware that auditor Caroline Wright asked the Board in December to follow up on audit findings

throughout the year.

Report of the President

President Hogue reported that on Monday JobCorps students will be starting work at the College in partnership with Facilities and NW Oregon Works. He also reported that the College has received both payments of the Employee Retention Credit (ERC) as well as interest.

Unfortunately, the situation at Tongue Point, whose maritime program is out of compliance, has negatively impacted the College's FTE numbers. Issues with Coast Guard instructor certifications and changes in National Maritime Center requirements have also contributed to a drop in FTE. As a result, the College is down 90 FTE for the fall. Some of this FTE can probably be made up over winter and spring, as some Coast Guard courses that were not offered during the fall will be offered then. Justin Smith at Linn Benton said that there is also a hold harmless provision for sudden FTE drops so it is possible that this will not be a huge hit right away. However, it is a very large loss and will have to be accounted for in next year's budget. The financial impact could be as much as \$500,000.

Board members expressed concern that this could be happening so soon after the FTE blow from the DPSST loss that was a surprise in the fall. They asked about communications between Tongue Point, the Coast Guard and the College. Teena Toyas said that the College was unaware of the issues at Tongue Point and that they would be closing down their seamanship program entirely for an indefinite period of time. President Hogue explained that a large part of the issue is that registrations for those areas do not come in until after the fact, so the College is not aware immediately of the drop in registrations. President Hogue said that this system must be changed. The Coast Guard instructors who had been rotated out are being replaced now and the College hopes that more classes will be offered in the winter and spring. Several Board members stressed that communications between the College and their partners must be improved. President Hogue promised that the situation would improve and agreed that this was not acceptable.

The President continued his report by announcing that the date for the Foundation spring fundraiser would be Saturday April 12. He introduced the new Foundation director, Beth Van Elswyk, who is local and well respected in the community. She spoke briefly about how excited she is about the opportunity to serve the community and the students. She is looking forward to increasing student access and doing more outreach to South County.

Financial Report

Bill Meck gave the financial report. The ERC was booked as a receivable in 2023. It was on the books for FY24 and half of FY25 and now the \$1 million in the plant fund and the \$826,000 in the operating fund will be real with \$1,674,000 in the plant fund and \$1,475,00 in the operating fund. The interest, which was unexpected, will be a current revenue source which alleviates any uncertainty about this year's timber revenue. Timber revenue should be enough to pay our debt and provide some additional resources to allocate either to facilities or to other initiatives. This money should also preclude the necessity for the College to pursue a short term loan in the summer, which will save money. He cautioned, however, that the appearance of a big increase in tuition and fee revenue is misleading: it reflects the transition to the Colleague system, which reports tuition and fee revenue at a different time than Anthology. Revenues are up and expenses are down.

Jody Stahancyk **moved that the Board direct the President to send a note of appreciation and a can of Fishhawk salmon from Cliff Fick to Senator Ron Wyden, Senator Jeff Merkley, Representative Suzanne Bonamici and the tax unit that the College used to thank them for their help in securing the ERC payment.** Sheila Roley seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.**

Report of the Board Chair

Ed Johnson congratulated the college community for doing a great job and getting winter term off to a great start, saying that everyone contributes and everyone is valuable.

WRITTEN REPORTS

Sheila Roley commented on ASG, saying that they seem to be thriving and doing well. Josie Kero apologized for not doing a written report and detailed some recent ASG events, including a cookie decorating drop in and a goal setting event in Towler Hall.

OLD BUSINESS

Policies and Procedures for 2nd Reading and Adoption

Sheila Roley **moved to adopt BP/AP 2200 Board of Education Duties and Responsibilities, BP 2435 Evaluation of the President, BP 7145 Personnel Files and BP 2315 Closed/Executive Sessions for second reading and adoption.** Lloyd Mueller seconded the motion. **Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.**

NEW BUSINESS

Budget Calendar and Budget Committee

The first Budget Committee meeting is scheduled for Tuesday, April 22 at 5:30 pm. Ed Johnson declared one position on the Budget Committee vacant. The College will place an advertisement in the newspaper and on the website.

Discussion of MOUs with Outside Entities

The Board addressed member concerns that MOUS should be brought before the Board to be confirmed, as they are documents which obligate the Board. Specifically, the College MOA with the Foundation which the President recently signed was discussed. That MOA was the subject of a Board committee which was set up to look into it as there was some confusion about which version was current and if it was signed. President Hogue said that the version he had seen did not contain information on the Foundation Director's salary or supervisor of record. The new MOA covers both these issues. He expressed some concern about Board confirmation of MOUs and MOAs in general, as the College enters into many as a routine course of action, particularly related to grants. Some of these agreements are time sensitive and he would not want the College to miss a funding opportunity. Most of them are quite small in scope. Board members agreed that they were only concerned with MOUs and MOAs that were larger scale: over \$50,000 in scope. President Hogue will bring the Foundation MOA to the Board at the February meeting for further discussion.

Move March 13, 2025 Regular Board Meeting to MERTS

Sheila Roley moved to hold the March 13, 2025 Regular Board Meeting at the MERTS campus. Lloyd Mueller seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.

Policies and Procedures for First Reading

Ashley Flukinger reported that the Board Policy Committee met the day before and discussed several legally required policies. Jody Stahancyk noted that part of the accreditation process involves keeping policies up to date and the committee is moving fast by not spending much time on legally mandated policies, which come to the College pre-vetted by OCCA.

Jody Stahancyk moved to adopt BP 3430 Prohibition of Harassment, BP 3433 Prohibition of Sex Discrimination Under Title IX and BP 3540 Sexual and Other Assaults on Campus for first reading. Mitra Vazeen seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman was absent. The motion carried.

Ed Johnson asked Board members to be sure to read all the policies and be sure that they are following them.

ANNOUNCEMENTS AND UPCOMING EVENTS

Tom Ank said that NorthWest ESD is hosting a make and take event on February 1 at the College. It will be free for teachers and participants will all receive free equipment. Many teachers are very excited and looking forward to it. He is hoping to get a grant to create a campus maker lab.

BOARD FORUM

Ashley Flukinger thanked Kevin Leahy and Misty Bateman for a great presentation.

Lloyd Mueller asked about Tom Ank's program which gives students computers. Tom Ank said that he is reaching out to contacts in Portland and hoping to get more machines. He asked the Board to ask people they know in the business community to consider donating their old laptops.

Sheila Roley said that she has retired again; she has no plans to renew her educational license.

Jody Stahancyk said she was very excited by all the positive news and everyone working together.

Mitra Vazeen said that it was an excellent meeting and thanked everyone for participating.

Ed Johnson adjourned the meeting at 6:53 pm.

President's Report



Clatsop
Community
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Board of Education

President's Report to the Board

February, 2025

(Submitted Feb. 5, 2025)

I. MERTS

We are pleased to share that we have received confirmation of funding for new radar and autopilot systems for the T/V Forerunner, thanks to the support of Northwest Oregon Works.

II. Facilities

The Facilities team has received quotes to begin roof repairs for the IMTC. The project will be completed in three phases over the next three years.

III. Enrollment (and Retention)

Enrollment and FTE dashboards have been developed in PowerBI. Thank you, Ian Wilson.

IV. College Foundation: Save the Date

The Annual Foundation Auction Fundraiser will take place on Saturday, April 12. If you would like to reserve a table or donate an item for the event, please contact Beth.

V. Strategic Planning

Implementation work has begun, with the goal of having the full plan in place by May 2025.

VI. 2025-26 Budget Update

Budgets have been submitted to Evon and will now be reviewed and prioritized by senior leadership. PERS rates, health plan costs, COLAs, and potential tuition increases are currently being modeled.

VII. Meetings and Activity Highlights (at time of this report)

- CARES Team (1/13)
- Computer Services Meeting w/ Greg (1/13)
- Coffee Meeting w/ Board Member Mitra (1/14)
- Small Cabinet Meeting (1/14)
- OCCA Legislative Call (1/14)
- Foundation Board Meeting 1/14)
- SBDC/CEDR Meeting w/ Kevin (1/15)
- Astoria-Warrenton Chamber Board (1/15)
- Get College Ready (1/15)
- Knappa HS Dual Credit Meeting (1/16)
- Natural Resources Dinner/Auction (1/16)
- MERTS Fundraising Meeting (1/17)
- College Council (1/17)
- Safety Committee Meeting (1/17)
- President's Cabinet (1/21)
- Coffee meeting with Board Chair Ed (1/21)
- Check-in with HR (1/21)
- OCCA Weekly Legislative Call (1/21)
- Foundation Meeting (1/22)
- AHS/CCC Collaboration Meeting (1/22)
- Joint Policies and Procedures Committee (1/22)
- Greet TRIO Pre-College (1/23)
- Board Policy Committee (1/23)
- Monthly Board Meeting Agenda Prep (1/23)
- Foundation Board Meeting (1/23)

- Astoria-Warrenton Chamber Banquet (1/25)
- Digital Accessibility (1/27)
- Higher Education Coordinating Commission Visit (1/28)
- Astoria-Warrenton Chamber Morning (1/28)
- CEDR Board Meeting (1/28)
- OCCA Call (1/29)
- Board Member Jody (1/30)
- Board Policy Committee (1/30)
- Oregon Open Education Resources (2/3)
- OCCA Weekly Legislative Call (2/4)
- OCCA Weekly Call on Federal Issues (2/5)
- Oregon President's Council, all day (2/6)
- Rick Aman, Presidential Mentor (2/7)
- NW Education Service District (2/7)
- Facilities Planning (2/7)

Financials



Clatsop
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Clatsop Community College Fund Summary as of January 31, 2025

	General Operating Fund 11		Restricted-Grants and Financial Aid Fund 21		Plant Fund 41		Plant-ERP (Bond Proceeds) Fund 41	
	FY2024	FY2025	FY2024	FY2025	FY2024	FY2025	FY2024	FY2025
	Full Year Actual	Year-to-Date Actual	Full Year Actual	Year-to-Date Actual	Full Year Actual	Year-to-Date Actual	Full Year Actual	Year-to-Date Actual
Beginning Balance	\$ 1,662,359	\$ 1,674,128	\$ -	\$ -	\$ 1,309,663	\$ 1,475,391	\$ 2,314,895	\$ 1,258,925
Total Revenue	\$ 14,254,485	\$ 11,509,599	\$ 5,795,013	\$ 3,716,812	\$ 998,374	\$ 239,531	\$ -	\$ -
Total Expenditures	\$ 14,242,716	\$ 7,639,418	\$ 5,795,013	\$ 3,745,551	\$ 832,646	\$ 32,748	\$ 1,055,970	\$ 1,128,870
Ending Balance	\$ 1,674,128	\$ 5,544,309	\$ -	\$ (28,739)	\$ 1,475,391 *	\$ 1,682,174	\$ 1,258,925	\$ 130,055

	Plant-Debt Service Fund 42		C & O-Expendable Trust Fund 54		Non-Plant Debt-PERS Fund 60	
	FY2024	FY2025	FY2024	FY2025	FY2024	FY2025
	Full Year Actual	Year-to-Date Actual	Full Year Actual	Year-to-Date Actual	Full Year Actual	Year-to-Date Actual
Beginning Balance	\$ -	\$ -	\$ 60,881	\$ 57,256	\$ (2,450,045)	\$ (1,925,414)
Total Revenue	\$ 1,658,431	\$ 974,316	\$ 32,468	\$ 17,137	\$ 687,194	\$ 370,124
Total Expenditures	\$ 1,658,431	\$ 183,380	\$ 36,093	\$ 10,449	\$ 162,563	\$ 65,822
Ending Balance	\$ -	\$ 790,936	\$ 57,256	\$ 63,944	\$ (1,925,414)	\$ (1,621,112)

Clatsop Community College Financial Report as of January 31, 2025

General Operating Fund		FY2022			FY2023			FY2024			FY2025				
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 7/1/24	FY Operating Budget 01/31/25	Year-to-Date Actual	% of Full Year	Year-to-Date Change
11	Beginning Fund Balance	\$ 2,446,011			\$ 1,361,974			\$ 1,662,359			\$ 1,674,128	\$ 1,674,128			
Revenue															
11	Tuition and Fees	\$ 2,520,305	\$ 1,736,932	68.92%	\$ 2,760,350	\$ 1,917,294	69.46%	\$ 2,953,091	\$ 2,062,729	69.85%	\$ 3,134,503	\$ 3,134,503	\$ 2,176,090	69.42%	\$ 113,361
11	State Appropriations	\$ 4,191,126	\$ 3,201,214	76.38%	\$ 3,771,129	\$ 2,798,972	74.22%	\$ 4,106,512	\$ 3,078,554	74.97%	\$ 4,273,514	\$ 4,280,899	\$ 3,203,300	74.83%	\$ 124,746
11	Property Taxes	\$ 5,287,617	\$ 4,906,894	92.80%	\$ 5,610,168	\$ 5,092,772	90.78%	\$ 5,903,094	\$ 5,323,185	90.18%	\$ 6,100,000	\$ 5,987,322	\$ 5,408,956	90.34%	\$ 85,771
11	Other Revenue Including Transfers	\$ 1,356,055	\$ 236,002	17.40%	\$ 2,028,794	\$ 312,134	15.39%	\$ 1,291,788	\$ 303,392	23.49%	\$ 918,976	\$ 918,976	\$ 721,253	78.48%	\$ 417,861
	Total Revenue	\$ 13,355,103	\$ 10,081,042	75.48%	\$ 14,170,441	\$ 10,121,172	71.42%	\$ 14,254,485	\$ 10,767,860	75.54%	\$ 14,426,993	\$ 14,321,700	\$ 11,509,599	80.36%	\$ 741,739
Expenditures by Function															
11	Instruction	\$ 5,224,084	\$ 2,744,276	52.53%	\$ 5,170,308	\$ 2,690,033	52.03%	\$ 5,462,231	\$ 2,818,841	51.61%	\$ 5,672,050	\$ 5,626,272	\$ 2,725,978	48.45%	\$ (92,863)
11	Instructional Support	\$ 1,748,586	\$ 981,741	56.14%	\$ 1,632,496	\$ 945,692	57.93%	\$ 1,870,684	\$ 1,105,902	59.12%	\$ 1,773,140	\$ 1,818,918	\$ 1,006,909	55.36%	\$ (98,993)
11	Student Services	\$ 1,529,740	\$ 830,742	54.31%	\$ 1,571,357	\$ 847,136	53.91%	\$ 1,489,137	\$ 954,564	64.10%	\$ 1,414,821	\$ 1,414,821	\$ 630,518	44.57%	\$ (324,046)
11	Institutional Support	\$ 4,223,801	\$ 1,977,219	46.81%	\$ 3,689,254	\$ 2,020,212	54.76%	\$ 3,561,504	\$ 2,436,303	68.41%	\$ 3,573,353	\$ 3,468,060	\$ 2,105,467	60.71%	\$ (330,836)
11	Operation and Maintenance of Plant	\$ 1,546,734	\$ 918,282	59.37%	\$ 1,638,689	\$ 980,302	59.82%	\$ 1,663,056	\$ 1,015,885	61.09%	\$ 1,808,829	\$ 1,808,829	\$ 1,053,001	58.21%	\$ 37,116
11	Scholarships & Tuition Waivers	\$ 166,195	\$ 128,974	77.60%	\$ 167,952	\$ 106,542	63.44%	\$ 196,104	\$ 120,593	61.49%	\$ 184,800	\$ 184,800	\$ 117,545	63.61%	\$ (3,048)
	Total Expenditures	\$ 14,439,140	\$ 7,581,234	52.50%	\$ 13,870,056	\$ 7,589,917	54.72%	\$ 14,242,716	\$ 8,452,088	59.34%	\$ 14,426,993	\$ 14,321,700	\$ 7,639,418	53.34%	\$ (812,670)
	Net Revenue (Expenditures)	\$ (1,084,037)	\$ 2,499,808		\$ 300,385	\$ 2,531,255		\$ 11,769	\$ 2,315,772		\$ -	\$ -	\$ 3,870,181		\$ 1,554,409
	Ending Fund Balance	\$ 1,361,974			\$ 1,662,359			\$ 1,674,128			\$ 1,674,128	\$ 1,674,128			
Expenditures by Category															
				% of Total			% of Total			% of Total				% of Full Year	
	Salaries and Fringe Benefits	\$ 10,869,628		75.28%	\$ 10,749,041		77.50%	\$ 11,404,280	\$ 6,596,686	57.84%	\$ 11,378,505	\$ 11,274,190	\$ 5,738,272	50.90%	\$ (858,414)
	Contracted Services	\$ 1,750,072		12.12%	\$ 2,009,150		14.49%	\$ 1,515,779	\$ 1,005,631	66.34%	\$ 1,569,875	\$ 1,569,047	\$ 1,019,701	64.99%	\$ 14,070
	Materials, Supplies, and Travel	\$ 575,117		3.98%	\$ 664,415		4.79%	\$ 968,908	\$ 625,675	64.58%	\$ 1,172,691	\$ 1,172,541	\$ 698,920	59.61%	\$ 73,245
	Other Expenditures Including Transfers	\$ 1,164,806		8.07%	\$ 379,998		2.74%	\$ 351,486	\$ 221,833	63.11%	\$ 287,922	\$ 287,922	\$ 164,525	57.14%	\$ (57,308)
	Capital Outlay	\$ 79,517		0.55%	\$ 67,452		0.49%	\$ 2,263	\$ 2,263	100.00%	\$ 18,000	\$ 18,000	\$ 18,000	100.00%	\$ 15,737
	Total Expenditures	\$ 14,439,140		100.00%	\$ 13,870,056		- 100.00%	\$ 14,242,716	\$ 8,452,088	59.34%	\$ 14,426,993	\$ 14,321,700	\$ 7,639,418	53.34%	\$ (812,670)

Resolutions and Proclamations



Clatsop
Community
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Board of Education



**Clatsop
Community
College**

CTE Month Resolution

Board of Education Clatsop Community College

Resolution

WHEREAS: February 1-28, 2025, has been designated Career and Technical Education Month® by the Association for Career and Technical Education; and

WHEREAS: career and technical education offers students the opportunity to gain the academic, technical and employability skills necessary for true career readiness

WHEREAS: students in career and technical education programs participate in authentic, meaningful experiences that improve the quality of their education and increase their engagement and achievement; and

WHEREAS: career and technical education at community colleges will prepare Oregonians to secure family wage jobs in the state's industries and workforce; and

WHEREAS: leaders from business and industry nationwide report increasing challenges related to addressing the skills gap and connecting qualified professionals with available careers in critical and growing CTE-related fields, including healthcare, energy, advanced manufacturing, cybersecurity and information technology; and

WHEREAS: career and technical education programs ensure that employers have access to a qualified and thriving workforce, ensuring Oregon has a strong and competitive economy;

NOW, THEREFORE, BE IT RESOLVED that the Clatsop Community College Board of Education do hereby proclaim February 1-28, 2025, as **Career and Technical Education Month**; and

BE IT FURTHER RESOLVED that the Board of Education encourages all citizens to become familiar with the services and benefits offered by the career and technical education programs at Clatsop Community College, and to support and participate in these programs to enhance their individual skills and productivity, and to help Oregon's economy thrive again.

Passed and Approved: _____, 2025

Ed Johnson, Chair
Clatsop Community College Board of Education



Proclamation

Clatsop Community College Classified Employee Appreciation Week

WHEREAS, education is essential to the future of our community, state, country and world; and

WHEREAS, our classified employees are the backbone of our college; and

WHEREAS, classified employees work directly with students, instructors, volunteers, business partners and community members; and

WHEREAS, classified employees support the smooth operation of our offices, the safety and maintenance of buildings and property, and direct support of our students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their time at Clatsop Community College.

NOW, THEREFORE, BE IT RESOLVED that the Clatsop Community College Board of Education proclaims the first full week in March, to be Clatsop Community College Classified Employee Appreciation Week; and

BE IT FURTHER RESOLVED that the Clatsop Community College Board of Education strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 13th day of February, 2025

Ed Johnson

CHAIR, CLATSOP COMMUNITY COLLEGE
BOARD OF EDUCATION



ASG



Clatsop
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Board of Education

Associated Student Government Report for January & February 2025 BOE Meeting Submitted by Josie Kero, 02/13/2025

Internal Organizational Activities

- **Starting 01/06/2025**, ASG meetings are on Mondays from 9:30 to 10:30 AM.
- **1/17** Monthly College Council Meeting: ASG attended and represented students. Items discussed included student surveys.
- **1/23** Attendance at CCCF Board Meeting: ASG represented students.
- **1/28** Meeting with HECC Chair Sandy Rowe, President Hogue, and board members Dr. Sheila Roley and Mr. Ed Johnson. Josie Kero shared her CCC story, advocating for the importance of community colleges, student services, the TRIO program, and overall funding.
- **1/31** ASG participated in the first inaugural "Student Kitchen" Cabinet Meeting. This meeting allowed student leaders and legislative staff to discuss higher education policies in Oregon. Topics included introductions, an overview of legislative processes, a discussion on current higher education bills, and further formalization of future meetings.
- ASG Bylaws are currently being redrafted for the remainder of the 2025 year.
- ASG is working to revamp the ASG page on the CCC website with the help of CCC's web developer, Russ Dickerson.

Service to Students

- **12/19/2024** Over winter break, ASG arranged for flowers to be sent on behalf of students to the Lackner Family.
- **1/06** ASG has approved the yearly club renewal form of the Multicultural Club. ASG has been working with the business office to assist with the Multicultural Club reimbursement request for their **11/02/24** Dia de Muertos Fundraiser Event.
- **1/27** ASG approved the yearly renewal forms for PTK and English Club.
- **1/27** PTK and the English Club are working on fundraisers for annual club activities. The English Club is selling Krispy Kreme donuts to provide scholarships and help fund their trip to England this summer. PTK is organizing a Valentine's-themed fundraiser, "Send a Crush to your Crush," with donations from Van Dusen Beverages to help fund membership fees.
- **1/31** ASG distributed emergency cold-weather necessity bags for students in need ahead of a weekend of inclement weather.

Student Engagement and Upcoming Student Events

- **1/06** New Year, New Term, New You! ASG Bulletin Board Takeover: ASG hosted a three-week-long community initiative encouraging students to set academic and personal goals for the term.
- **1/15** ASG attendance at the “Get College Ready” event. ASG officers volunteered at this event, assisting students and families navigating workshops and resource tables.
- **1/23** CCCF Letter-Writing Event Update: ASG is working with CCCF to host an opportunity for scholarship recipients to thank the foundation and its donors. It will be held before the 2nd annual fundraising event on April 12th.
- **2/04** Meeting with CCCF to brainstorm scholarship processes and provide ideas on improving the scholarship processes for CCC students. ASG is looking to host a scholarship workshop for students.
- **2/12** Monthly Lunch with President Hogue resumes: ASG will discuss recent initiatives and outcomes from the last board meeting, focusing on student support.
- **2/20** Senior Preview Day: Student Panel hosted by ASG.

OCCA



Clatsop
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Board of Education

OCCA Update for College Boards – February 2025

Federal Issues Update

Executive Order on Federal Grant Funding: An executive order from the White House to pause funding on federal financial grant assistance caused distress among the colleges on Jan. 28 when it appeared some federal assistance for students and programs could be at risk. However, before the end of the day Jan. 28, a federal judge put a freeze on the executive order to halt any pause on funding until further review. Attorneys general from 22 states, including Oregon, also filed a lawsuit against the order by the end of that day. By the morning of Jan. 29, the White House Office of Management & Budget released a memo completely rescinding the order altogether. Regardless, OCCA recognizes that this news and the uncertainty and vagueness surrounding the executive order caused distress and frustration for our colleges, and we have continued to closely follow developments and how they could impact our colleges.

Undocumented/DACA Student Resources: Oregon community colleges are committed to safe learning environments for all students. OCCA understands that undocumented and DACA community college students may have many questions and uncertainties about their rights, options and resources. OCCA recently created a webpage as a resource to students and college employees who are navigating the changes in federal immigration policy that may impact access to education and workforce training at Oregon’s community colleges. The page includes links to college webpages and other state and federal resources. We are adding resources as they are released and actively monitoring developments at the federal level related to students and immigration.

The resource page can be found at <https://www.occa17.com/undocumentedstudents/>.

Legislative Session Update

The 2025 Legislative Session is in full swing, and OCCA has been hard at work meeting with legislators in the Capitol, testifying in bill hearings, and keeping watch over the nearly 100 bills that could have an impact on community colleges (with more being added nearly every day!). Here are some bills we’re keeping a particularly close eye on:

- [HB 5525](#) – This is the budget bill for the Higher Education Coordinating Commission (HECC). The Community College Support Fund (CCSF) resides within this budget, along with the Oregon Opportunity Grant. Currently, HB 5525 identifies a need for \$858.9 million for the CCSF; however, OCCA will advocate for a true Current Service Level of \$920 million to better support the true needs of the colleges. In addition, HB 5525 lists the Oregon Opportunity Grant at \$276 million for the 2025-27 biennium, but OCCA will advocate for \$450 million to expand access to more Oregonians needing financial assistance to attain an education.
- [HB 5505](#) – This is the bill for capital construction funding for community college projects (Article XI-G bond funds). A separate request to increase the cap on Article XI-G matching funds from \$8 million to \$14 million does not yet have a bill number.
- [SB 478](#) – This bill would change community college board governance and responsibilities. The bill proposes to require boards to approve a college’s membership in a state or national

association, permit colleges to provide up to \$500 monthly stipends for board members (which can be declined by board members when offered), require boards to have official email addresses available on the college website, and require an additional voting board member who is a full-time student. These mandates are not required by any other locally elected board in the state. The OCCA Board will be asked to take a position on this bill at its meeting Feb. 7.

- [HB 2669](#) – This bill requires colleges to pay part-time and full-time faculty at the same per-hour rate. OCCA has been opposed to this bill when it has come up in the past as it is not equitable since part-time faculty do not have the same roles and responsibilities as full-time faculty. OCCA will testify on the bill next week.
- [HB 3182](#) – This is the Student Basic Needs bill that OCCA supports. It directs the Higher Education Coordinating Commission (HECC) to administer a grant program to fund basic needs programming. It also directs HECC to create a task force on student housing to study student housing needs, as well as to provide grants to certain organizations that help low-income college students with housing.

Advocacy Toolkit: OCCA has once again provided an online Advocacy Toolkit, updated for the 2025 Legislative Session. This toolkit includes informational one-pagers on various funding/policy bills and OCCA legislative priorities, talking points, testimony templates (for both oral and written testimonies), letters to the editor templates, and more. The Toolkit will be updated throughout the Legislative Session as needed. Find the Advocacy Toolkit at <https://www.occa17.com/advocacy-toolkit/>.

Legislative Summit Registration

Registration for the OCCA Legislative Summit on March 5 at the Salem Convention Center is now open! This important event is a great opportunity for college presidents, board members, campus advocacy coordinators, students and other advocates to learn more about how proposed bills could impact community colleges during the Legislative Session. You'll hear from legislators, experienced community college advocates, and students. Learn advocacy strategies and important messaging as we work to support community colleges during the 2025 Legislative Session. In addition, the Summit will conclude with a Legislator Reception, during which legislators and their staff come to mingle with Summit attendees. Delectable and hearty appetizers will be created and served by students in Southwestern Oregon Community College's Oregon Coast Culinary Institute, and complimentary wine will be provided by the wine studies and viticulture programs at Chemeketa Community College and Umpqua Community College. In addition, this year's reception will feature a showcase of CTE programs at our colleges. Don't miss it!

Register now and access hotel block information at <https://www.occa17.com/legislative-summit/>.

Following the Summit, there will be a Community College Lobby Day at the Capitol on March 6. Colleges should schedule their own meetings with local legislators for this day. This is a great

opportunity to advocate for community colleges with your legislators!

OCCA Board to Meet Feb. 7

The OCCA Board of Directors will meet virtually on Feb. 7 for its regular meeting. On the docket for discussion is the first reading of nominees for the 2025-26 OCCA Executive Committee and officer positions, as well as a review of OCCA's recent annual audit. The Board will also have a first reading of a new OCCA vision and values statement. In addition, the Board will be asked to take a position on SB 478, which could change community college board responsibilities and governance. For the full agenda, please visit <https://www.occa17.com/occa-meetings/>.

Call to Action: Board Member Resources

OCCA is developing a Board Member Resources page on our website to include information relevant to both elected college and OCCA board members. This page will have quick links to important board member information, training and engagement opportunities, and more. OCCA wants to hear from Board members about what YOU would like to see on this page! Please email casey@occa17.com with your suggestions.

Upcoming Events & Trainings

OCCA has a great schedule of events set for 2024-25! [Click here](#) to see an overview (or visit our website, <https://occa17.com/calendar/>) and see below for details about events coming this fall that will benefit board members.

- **Lunch & Learn Webinars**

Workforce & Economic Development – Thanks to those who joined us for the 2025 Legislative Priorities & Advocacy Lunch and Learn in January! The next Lunch & Learn webinar is set for February 27, 2025, at noon and will highlight workforce and economic development and community colleges' roles and impacts on our state's workforce and economy. Register for this and other Lunch & Learn webinars on the OCCA website: <https://occa17.com/lunchandlearn/>. You can also find recordings from past Lunch & Learn webinars on this page.

- **2025 OCCA Legislative Summit & Lobby Day – March 5-6, 2025**

See above.

- **2025 All-Oregon Academic Team Luncheon – April 18, 2025**

The AOAT Luncheon is set for April 18, 2025, at Chemeketa Community College's Eola Center in Salem to honor outstanding community college students. This honor recognizes high-achieving community college students who demonstrate academic excellence and intellectual rigor combined with leadership and service that extends their education beyond the classroom to benefit society. Be on the lookout in early spring for details on how to register to attend this inspiring event.

OCCA Digest e-newsletter

The *OCCA Digest* is a monthly e-newsletter that highlights updates during the Legislative



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Session, important events, news, and announcements. It's 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 Friday of each month, *except for 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.

###

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
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BOARD REPORT – February, 2025

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

- Met with Jesse Juarez from Oregon DAS (Department of Administrative Services) to plan a Small Business Summit on Wednesday, April 16 at the Lexington Campus, Columbia Room 219 for the small business community through our Clatsop SBDC. Theme: “Empowering small business owners and aspiring entrepreneurs by connecting them with the resources and information needed to start, grow and strengthen their business.” Local, state and federal partner agencies will present.
- Attended an “Industrial Symbiosis” Lunch and Learn and a follow-up four-hour work session on bringing sustainable technology from Denmark to the North Coast to help address waste issues with our Seafood Processors and Craft Brewery’s. Business Oregon initiated. Very exciting concept. CEDR is convening and facilitating a meeting with stakeholder partners on the Lexington campus on February 11 to do a deeper dive into the opportunities for our region.
- Attended the Natural Resource dinner on January 16 with President Hogue and several of our colleagues. Over 500 folks were in attendance supporting our fishing, forestry and farming programs at local high schools, and the importance of these sectors to our local economy.
- Attended the groundbreaking ceremony of the Clatsop Behavioral Health offices and apartments to be constructed next to KFC on Marine Drive in Astoria.
- Clatsop Job & Career Fair. Hosted the launch meeting with the area high schools, WorkSource Oregon, volunteers and our CCC team including Kasey White, Misty Bateman and Helen Keefe to plan the annual job and career fair which will be held on Tuesday, March 11 in Patriot Hall with over 70 employers, 650 HS students, our CCC students and staff, and general job seekers. Working with President Hogue and Cabinet to have a comprehensive welcoming atmosphere for our potential future students that day.
- CEDR Board meeting was held on January 28 with President Hogue and BOE liaison Mitra Vazeen in attendance, along with a record turnout of board and advisory members. Presented an annual CEDR update. See link: <https://www.clatsopbusiness.com/cedr-2024-year-in-review/>
- Attended the ADHDA Volunteer Appreciation event on January 30. I have been named the chair of the ADHDA Business Development Committee for 2025.

CENTER FOR BUSINESS, COMMUNITY & PROFESSIONAL DEVELOPMENT

Submitted by Jessica Newhall, Director CBCP

Small Business Development Center

2024 was an incredible year for the SBDC. We served over 250 clients with 1:1 advising and were ranked 4th in the state of the 20 SBDCs (behind Clackamas, Portland and Lane) and #1 rural center for # of businesses served through education (739 unique customers served).

Small Business 1:1 Advising	251
Female	60.5%

Minority	22%
Counseling Hours	1060
New Jobs Created	50
Jobs Supported	632
Business Starts	24
Capital Formation	\$2.58M
Increased Sales	\$915k

We continue to grow depth and expertise in our advising arena including key areas such as capital formation, exit planning & business transition, retail, food & beverage and childcare

2025 Education- What's on the Horizon

- Small Business Management Program: Level I & II (Fall 2025-Spring 20260
- Bootcamps: Startup (Spring & Fall), Retail (Spring & Fall), Restaurant (Spring & Fall) & Food Products (Fall)
- Strengthening Childcare
- "Slice of Advice" Lunch Program
- Online Learning Portal: Experts & Entrepreneur's Journey Program

A couple highlights from our year so far has been the successful completion of two targeted training programs: the *Food & Beverage Entrepreneur's Boot Camp* and the *Retail Excellence Boot Camp*. These programs provided small business owners with essential knowledge and guidance, and their impact is reflected in strong participant feedback.

The *Food & Beverage Entrepreneur's Boot Camp* received outstanding evaluations, with participants rating the quality of information at 4.7/5 and advising at a perfect 5/5. One participant shared, "I learned so much in this class and now feel like I actually know what I need to do." This highlights the practical value of the training in equipping entrepreneurs with actionable knowledge. The program reached 10 participants, five of whom were from underserved communities.

Similarly, the *Retail Excellence Boot Camp* successfully engaged 11 participants, 10 from underserved backgrounds, demonstrating strong outreach and accessibility

Community Education & Professional Development

- Winter term wrapping (will provide updated figures in next Board Report), Spring registration launch planned for 1/31/25.
- Master Gardener program with OSU extension continues to thrive with 41 registrants
- Re-signed partnership agreement with ENCORE Learn, and new vibrant board president Sharon Borgardt reports strong interest and growth.

Clatsop WORKS Paid Internship Program & CCC Cooperative Work Experience

Submitted by Misty Bateman, Program Manager

Clatsop WORKS

- We have a record number of employers registered for summer 2025: 40 employers offering 56 internship opportunities! Three additional employers may be registering as well.
- Many of the employers are new to our program this year. A particularly exciting one is OSU Seafood Lab -this should be a great partnership for our students.
- So far for summer 2025, we have approved five internships that we will fund from our ODE grant. We are still able to fund one more internship and I am talking to Warrenton City Library about the possibility of a funded internship this summer.
- In January I presented on Clatsop WORKS at the College Ready Fair, the high school visit to CCC, and at a Trio Eat & Greet. I begin visiting classrooms at all the high schools and the college in February.

Cooperative Work Experience (CWE)

- We have four students enrolled in CWE for Winter 25 term.
- Mo Walczak (my contact for the maritime internships) has left OSU, but I have already met with Andone Lavery, the new Executive Director of the Gaulke Center for Marine Innovation and Technology, and we've agreed to partner as a part of the proposal they are sending to NSF to establish an Ocean Drilling capability at OSU (the MARSCILD project). For us, this would mean Seatime internships available for our maritime students if OSU gets that funding.

Foundation



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**Foundation Board Report for Thursday, February 13, 2025 Board of Education Meeting
Submitted by Beth van Elswyk, February 1, 2025**

1. **Increase Access - CCCF Scholarships:** In collaboration with Financial Aid, ASG, Foundation Board Member Andrew Fick and Foundation Director Beth – An initial brainstorming session was held to update Beth, provide extra clarity and focus on action items for - Increasing Access.
 - a. EOY 2024 – 154 scholarships
 - b. EOY 2024 - Over 1100 visits to Bandit Pantry/Olive bridge
 - c. Met with Haley from Clackamas Community College and the OR Community College Consortium

2. **Annual Event - Spring Into Action 2024 annual fundraiser on Saturday, April 12, 2025:**
 - a. The focus for the program and department booths for the 2025 edition will be on the students, staff appreciation and a focus on a clear message for the Magic Opportunity and Olive Bridge Fund and their importance and direct impact for our students.
 - b. Sponsorship and all follow ups are being finalized (through the snow storm and a full report , update will be available by Feb 16th at the latest.
 - c. Save the Date social media post and email campaign and in Spring Schedule is ongoing
 - d. Website update, and full marketing campaign to begin Feb.

3. **Increase Outreach:**
 - a. First Month Outreach
 - i. Donors –
 1. Beginning one on one meetings with current Donors
 2. New Donors – Meetings beginning in February for tours and meetings
 - ii. Community –
 1. Astoria and Seaside both heavy focus this month; Rotary, Chambers, CEDR, NEWBIE, Downtown Associations, AAUW
 - a. Jan Big EVENTS – NW Resource Dinner / Both Chamber Awards
 - iii. On campus’
 1. Met with department leads from all three campuses
 2. Students – Met with most student organization leads and creating a speaking “tour” with all student outreaching opportunities
 3. Established strong goal focused action items and collaborations

4. **SAVE THE DATES:**
 - a. **March 21-June 1st, 2025.** Spring cycle for CCCF scholarship applications.
 - b. **Saturday, April 12, 2025:** is the date for SPRING INTO ACTION, the Foundation’s annual fundraising event. There will be a river view dance party – post party in Patriot Hall.

Communications and Marketing



Clatsop
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Board of Education

Communications and Marketing Report for Thursday, February 13, 2025 BOE Meeting

Submitted by Julie Kovatch, 2/5/25

Communications - Internal

- Website-
 - Jan. website use: Users: 8K
 - Highest visited pages for Jan: Homepage, Canvas, Faculty Staff, Areas of Study, Schedules and Calendars, Apply Now
- I continue to serve as the ASG advisor. There is a full ASG group now and they are an amazing bunch that are tackling monthly activities, community service, and student engagement. I will be encouraging them to think bigger on how to engage more of the student community for the remainder of the year.
- Strategic Planning: I developed the Community Survey that is currently live to gather insight on how the community perceives CCC. I am serving as co-lead along with Kevin Leahy for the Strategic Priority: Building our Reputation and also serving as a member on the Improving Student Access group.
- I reviewed and submitted the Publications and Marketing budgets to better allocate funds to proper areas for next year.
-

Communications - External

- Emailed the Community Survey to students, employees, area Chamber of Commerce, Focus groups established during the strategic planning last year, and asked community education and foundation to send out the survey to their constituents as well. I am also going to area meetings to ask our community to give us their input, distribute flyers, and will post on social media and website.
- Press releases for Preview day, Act Now, Transfer Day events, and Wauna Mill donation.
- Created Alumni Spotlight using Alumni Vance Lump that will be featured in the Spring schedule. Also will be doing a press release about his journey.
- Attended the bi-weekly College Advocacy Coordinator meetings and the monthly Oregon Community College Marketing Public Relations Group meetings. The main topic has been the predicted stated allocation of moneys for community colleges and what messaging is recommended from the community colleges, students, and communities regarding it.

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

- Created promotional content and visuals for Life Transition program, ACT event, Get College Ready event.
- Took photos at HPR construction weekend workshop to use in promo and new trifold.
- Took photos of Chief Kelly's Criminal Justice class for use in promo and new trifold.
- Spring schedule was created, printed and will be mailed in early Feb. to all Clatsop Residents and Washington service area residents
- Met with a digital marketing rep to review options for future target marketing. Good exchange of ideas that I am looking at pursuing in the new fiscal year.

Communications and Marketing Report for Thursday, February 13, 2025 BOE Meeting

Submitted by Julie Kovatch, 2/5/25

- Radio ads are running continue to run during local high school games that focus on Oregon Promise, then during College football 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- Jan. #'s-
 - Facebook followers: 3,501 (up 27)
 - Instagram Followers: 1,273 (up 22)
 - Organic post reach #'s Facebook: 10.1K Instagram: 1K

Instruction and Student Success



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February Report to the Board
Provost Teena Toyas
Instruction and Student Services
February 2, 2025

Accreditation Updates

We continue to focus on updating CCC's policies and procedures. An accreditation report for policies and procedures will be the next report requested by NWCCU. The Joint Policies and Procedures Committee continues to meet by monthly. The Board Policies and Procedures Committee continues to meet weekly or when possible.

Faculty and Instruction Updates

- Faculty are working hard providing our students with quality instruction. They have been providing first week attendance data, resources to the online bookstore, checking spring term schedules before registration begins, and will be submitting mid-term grades after the fifth week of the winter term.
- Faculty and staff have been participating in various college committees and hiring committees to ensure shared governance.
- Interviews went well with the Dean of Enrollment Services and Registrar. We are collaborating with the finalist to schedule campus visits soon.

Science Department, CCC Staff, and Faculty Hosted STEM Event

The CCC Science Department hosted the Northwest Regional Education Service District to generate engaging and equitable experiences with our regional coastal K-12 teachers on Saturday, 2/1/2025.

Looking to integrate more STEM (Science, Technology, Engineering, and Mathematics) into local classrooms, NWRES (Northwest Regional Education Service District) and Oregon Coast Stem Hub taught local teachers from Knappa, Astoria, Cannon Beach, Gearhart, Warrenton, and Rockaway about 3-D printing, cardboard prototyping, vinyl and paper cutting, and how to incorporate these things into lesson plans.

Thank you to the NWRES for sending the teachers back to their schools with not only their knowledge of how to use the equipment but also with the equipment itself!

Thank you to the following staff who helped to make this event overwhelmingly successful: Pat Keefe, Tom Ank, Julie Kovatch, Helen Keefe, Tina Kotson, Mary Jackson, Misty Bateman, and the Facilities Department.

Stay tuned for future Science Department events partnering with the NWRES!

Busy Month of January for the Provost/VP of Instruction and Student Services:

Listed below is a list of the conferences, activities, and other opportunities that Provost, Teena Toyas has been and will be attending:

- On January 7, 2025, Provost Toyas met with Deborah Howe to discuss research Deborah is conducting related to COVID. Debra is conducting various interviews with public entities and stakeholders to provide insight and information for what we have learned from going through the COVID epidemic. She also requested information related to instructional operations, campus protocols, communication strategies, employee work requirements, and more that were organized during the epidemic.
- The Full-Time Faculty Union invite instructional, advising, and student services leaders to meet the first thirty minutes of each monthly meeting on the first Tuesday of each month. These meeting opportunities provide an avenue for communication and collaboration between the faculty, staff, and administration.
- On January 7, 2025, Provost Toyas, Human Resources Director Anita Jensen, and Office of Instruction, Administrative Assistant Becky Kraft prepared and facilitated a part-time faculty and new employee orientation in Columbia 219.
- On January 10, 2025, Provost Toyas, virtually attended the monthly Council of Student Services Administrators(CSSA) meeting. The focus of these meetings is for statewide student services administrators to share current and emerging topics of concern.
- President Hogue, Provost Toyas, Director of Trio, Christine Riehl, Grant Director Mary Jackson, Instructional Specialist, Rinda Johansen, Director of Financial Aid and Interim Student Services Dean, Sarah Geleynse meet with Knappa High School Principal Paul Isom, Superintendent, Dr. Bill Fritz, and Academic Counselor, Chris Gremer to discuss dual credit and sponsored dual credit opportunities. President Hogue graciously provided all with pizza for lunch!
- Provost Toyas continues to be active in bimonthly Instructional Council meetings, lead the bimonthly Instructional Leadership Team meetings, attend CCC's Joint Policies and Procedures Committee meetings, conduct evaluations for direct reports for 2023-24, meet with direct reports bimonthly or monthly, update curriculum for lower division transfer departments that do not have full time faculty, evaluate full and part time faculty, facilitate updates for new Major Transfer Maps initiated by the Higher Education Coordinating Commission, and more.
- On January 22, 2025, President Hogue, Provost Toyas, TRIO Director, Christine Riehl, Director of Admissions Kasey White, and other CCC Staff met with Astoria High School Principal, Lynn Jackson, and other Astoria High School Staff. CCC continues to meet on a consistent basis with Astoria High School to discuss various possibilities of collaboration and opportunities for Astoria High School students at CCC.
- On January 27, 2025, Provost Toyas virtually attended the monthly Council of Academic Officers meeting to discuss statewide academic updates and other curriculum initiatives.
- Provost Toyas represented Clatsop Community College at a roundtable discussion hosted by Congress Woman, Suzanne Bonamici at the Patricia Reser Center, in Beaverton. The roundtable discussion provided an opportunity for district Oregon Community Colleges and Universities to discuss issues and concerns that they are experiencing with the change of national administrations. The roundtable opportunity provided informational updates and support for all colleges and universities who attended the meeting.

- Upcoming events for Provost Toyas include the Council of Student Services Administrators Student Success Conference from February 12-14, 2025, Council of Instructional Administrators quarterly meeting February 3, 2025, and Quarterly meeting for Oversight Committee for High School Based College Credit Partnerships meeting February 4, 2025.

January 2025- Admissions Board Report Kasey White-Director of Admissions

The **Ellucian RECRUIT CRM (Candidate Relationship Management)** software is now live. This includes a new CCC degree-seeking admissions application, website inquiry tracking, automated recruitment emails, and is tied in with our Ellucian Colleague student data base for streamlined admissions. This was a 9-month configuration process with a consultant from RECRUIT and includes continued go-live support.

Misty Lindstrom, our new Onboarding Specialist, responded to 78 web inquiries this month and met with 30 prospective students. Kasey White met with 17 prospective students and helped 5 students with FAFSA applications. New student interest cards as well as program bulletins have been created to be used for recruiting events.

Career/Academic Program specific visits have started out in the local high schools with the first being a STEM visit with Julia Mabry and Pat Keefe meeting with SHS students to chat about our science offerings. Similar visits are being scheduled with various CCC faculty as guest presenters.

CCC Preview Day planning is underway with 170 local high school Seniors confirmed to attend. This year we will host the Ilwaco High School Mariachi Band to kick things off in the morning and Bandit Café will be catering lunch. There will be 12 faculty offering mini college classes that day as well as several campus resources represented at the event.

ACT- Access College Today (formerly WINGS) planning is underway to host 45 adult-learners on campus. Attendees will get to meet several staff, hear about campus resources, and enjoy lunch from Bandit Café. Those that complete the half day event will receive a \$500 scholarship (funded half by AAUW and half by CCC) to be used Spring 25 term.

Spring CCC application drives at the local high schools are in the planning stage. In-person meetings with high school students will happen in April and May to ensure students are ready for the start of Fall 2025 term.

Kasey White (Director of Admissions) and Faith Forster (Student Access Services) are co-leading the Improving Student Access cohort for the strategic planning process. We will build on the momentum that was achieved this summer and make concrete actions to achieve the goals set forth in the plan.

Staff from Student Services will be attending the Student Success and Retention Conference in Portland, Feb 12-14th. A CCC student will be participating in a panel discussion with students from the other 17 community colleges.

TRIO SSS and Advising
Christine Riehl, Director of TRIO SSS and Advising
January 27, 2025

TRIO SSS

Late fall quarter the federal Annual Progress Report (APR) for the TRIO SSS program was submitted to the federal Department of Education.

- The persistence/Retention rate (73%),
 - Good Academic Standing Rate (80%),
 - Graduation in four years rate (30%)
 - and the graduate and transfer rate (18%)
- all exceeded the rates stated in the TRIO SSS grant.

Advising

The Advising Center assigned all registered students taking more than six credits to a faculty academic advisor by Friday before winter quarter began.

Faculty report they like the new advising shells in Canvas. In late summer, the Advising Center created Canvas shells for each advisor and enrolled their advisees in the appropriate shell. Students have been logging and using the information in the shells. The Advising Center updates the shells.

The Director of Advising attends all faculty meetings to answer advising questions, gather feedback concerning the changes in advising this year and discuss how to make advising more effective at Clatsop.

Simultaneous Enrollment and Running Start students

Simultaneous Enrollment (SE) students are Oregon high school students taking Clatsop courses. Running Start (RS) is the same but are Washington high school students. Part of the current responsibilities of the Director of Advising is to oversee these programs for the college.

The following are the statistics for the winter quarter SE(Simultaneous Enrollment) and RS(Running Start) students.

Simultaneous Enrollment			
School	Students	Courses	Credits
Seaside	10	17	52
Warrenton	12	15	57
Knappa	3	3	8
Jewell	2	2	8
Astoria	11	11	37
Totals for SE	38	48	162
Running Start			
Ilwaco	11	35	114
Naselle	5	14	45
Totals for RS	16	97	321
Grand Total	54	145	483

Adult Basic Education and GED

Vanessa Garner, Director of Adult Basic Education and GEC

- Seaside Rotary awarded us a generous grant for \$1500, deposited in the Swenson Literacy fund, to purchase workbooks and other study materials for ABE students.
- The ESL students are preparing writings to be collected and presented in notebook form at the River Sea Writing Forum on May 7, 2025. We have submitted a grant to the Clatsop County Arts Council to pay printing costs.
- ABE has taken in 239 students into GED and ESL as of 1/29/2025. This is 75% of last year's total, and we have 5 months to go.
- 26 volunteer tutors work with literacy students- The majority are ESL tutors; however, GED students are also tutored. 5 of them work out of the Cannon Beach Library where they hold a class every week.
- Multicultural Club just distributed \$3000 in scholarships to 6 Clatsop students.
- Our Teacher's Assistant, Moe Myint Than, has been creating short educational videos for our ELL students. The videos were highly successful!
- Instructional Specialist, Rinda Johansen attended the Project Homeless Connect event at Seaside on 1/28 and signed up new students for our program.

Rinda Johansen Instructional Specialist Pre-College, Partnerships, and Life Transitions

Coastal Commitment/ Dual Credit

Annual report completed with College Now for the HECC Report for 23-24 year.

Fall Term 2024-25 Dual Credit Enrollment.

(Please note that this does not include College Now CTE)

Astoria High School

Course Students Credits

MTH-251 20 5

Clatskanie High School

Course Students Credits

BI-101 6 4

Jewell High School

Course	Students	Credits
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MTH111Z	8	4
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Seaside High School

Course	Students	Credits
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MTH112Z	17	4
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MTH251	7	5
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Warrenton High School

Course	Students	Credits
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SPAN 101	12	4
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Total Dual Credit/ Coastal Commitment Students Registered: 70

Policy Committee



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**Board Policy Committee
Report to the Board
Prepared by Pat Schulte on 02.03.2025**

The Board Policy Committee met on January 30, 2025 with Ashley Flukinger, Jody Stahancyk, Jarrod Hogue, Anita Jensen, Teena Toyas, Felicity Green, and Pat Schulte in attendance.

The Committee discussed the following policies and procedures:

- **AP 2720 Communications Among Board Members** for 2nd Reading and Adoption at Feb. 13 BOE Meeting
- **BP 7120 Recruitment and Hiring** – the Board Policy Committee recommended some changes to this policy which will be sent back to the Joint Policies and Procedures Committee at their Feb. 12 meeting.
- **4.730 Staff Participation Political Activities** will go to the Feb. 13 BOE meeting to be rescinded. It should have been rescinded when **BP 7370 Political Activity – Employees** was adopted on April 11, 2024. BP 7370 will not be posted to the website until 4.730 is rescinded.

Update on Title IX

On January 9, a federal judge in Kentucky issued a ruling vacating the 2024 Title IX rules that went into effect on August 1, 2023, in all states. This means that the 2020 Title IX rules are back in effect for everyone. OCCA has reached out to their partners at the Community College League of California about this development and how the needed changes to board policies and administrative procedures should be handled. They are awaiting guidance from the law firm they work with and will get back to OCCA with more information as soon as possible.

Until we hear back from OCCA re: Title IX, all policies and procedures that include the updated language will be on hold – including the policies and procedures below that were approved for 1st reading at the January 9 Board meeting.

ON HOLD

- **BP 3430 Prohibition of Harassment** – This policy was revised to update a reference to BP 3433 Prohibition of Sex Discrimination under Title IX. **(legally required)**
- **BP 3433 Prohibition of Sex Discrimination under Title IX** – This policy was revised to update the title and align with the requirements of the 2024 Title IX regulations. **(legally required)**
 - **AP 3433 Prohibition of Sex Discrimination under Title IX** – This procedure was revised to update the title, add a definition for sex discrimination under Title IX, and revise the definition of sex-based harassment under Title IX to align with the requirements of the 2024 Title IX regulations. **(legally required)**
 - **AP 3435 Discrimination and Harassment Complaints and Investigations** – This procedure was revised to update references to BP 3433 Prohibition of Sex Discrimination under Title IX, AP 3433 Prohibition of Sex Discrimination under Title IX, and AP 3434 Responding to Sex Discrimination under Title IX. **(legally required)**
- **BP 3540 Sexual and Other Assaults on Campus** – The Program updated this policy to apply to victims of domestic violence to align to current law. **(legally required)**
 - **AP 3540 Sexual and Other Assaults on Campus** – This procedure was revised to update references to AP 3434 Responding to Sex Discrimination under Title IX. **(legally required)**

The next meeting of the Board Policy Committee is on Thursday, February 27 at 10:00 a.m. on Zoom: <https://clatsopcc.zoom.us/j/85948811656>

Human Resources



Clatsop
Community
College

Board of Education



To: Board of Directors
Prepared By: Anita Jensen
Date: February 13, 2025
Subject: New Hires, Job Postings, Separations, Position Changes, Recruitment News

NEW HIRES

Shelby Chandler, Instructional Writing Assistant

Shelby has a diverse background in customer service, hospitality, agriculture, and operations, making them a valuable addition to our workplace.

With a strong attention to detail and a commitment to excellent customer service, Shelby has experience managing front desk operations, assisting customers with selections and transactions, and maintaining efficient work environments. Their hands-on experience in agriculture and production further highlights their ability to work diligently, adapt to new challenges, and see tasks through to completion.

Shelby holds a Bachelor of Arts in English from Cal Poly Humboldt, and their passion for teamwork, community involvement, and continuous improvement aligns well with the College's strategic plan. Whether assisting customers, improving processes, or supporting colleagues, Shelby is dedicated to contributing positively to our team.

NEW JOB POSTINGS

- HR Generalist
- Custodial Maintenance Assistant

SEPARATIONS

Jason Edwards (Resignation): April 19, 2023, to January 21, 2025.

POSITION CHANGES

None

RECRUITMENT EFFORT UPDATE STATEMENT

The recruitment system continues to perform well, maintaining positive trends in application volume and candidate diversity. While there are no major updates to report this month, we remain focused on refining the process to ensure its long-term effectiveness and alignment with our strategic goals.

Old Business



Clatsop
Community
College

Board of Education



**Clatsop
Community
College**



MEMORANDUM OF AGREEMENT

PARTIES: CLATSOP COMMUNITY COLLEGE FOUNDATION (“the Foundation”), a non-profit organization registered with the State of Oregon, and CLATSOP COMMUNITY COLLEGE (“the College”), a public institution of higher education serving Clatsop County, Oregon, and surrounding communities.

RECITALS:

- A. In a Memorandum of Agreement dated December 5, 1995, the Foundation and the College addressed the management and disbursement of the following funds: Rochester Trust, Fertig, Van Velzer, Shawa, WATEC, Sather and miscellaneous memorial accounts, and the Syvanen estate with a cumulative fund total of \$592,038.76. The purpose of this Agreement was to maximize growth and build principal.
- B. In an Endowment Transfer Agreement dated July 11, 1996, the Foundation and the College agreed that the Foundation would assume complete ownership of the following funds: Syvanen estate, Fertig, Shawa, WATEC, Van Velzer, Sather and miscellaneous memorial accounts.
- C. Note 12 of the June 30, 1996 College audit states that “ The College has transferred all securities of the Rochester Trust fund, held by Ragen Mackenzie Inc., to the Clatsop Community College Foundation which will administer them and the income generated in compliance with the trust agreement.”
- D. Note 10 of the June 30, 1997 College audit states, “During the 1996/1997 fiscal year the college transferred legal title of all endowment and memorial funds to the Clatsop Community College Foundation.”
- E. In a Memorandum of Agreement dated September 9, 2008, the Foundation and the College affirmed the terms of the 1995 agreement but failed to incorporate subsequent changes in legal title of the relevant funds creating an inconsistency in fund management responsibility.
- F. The parties acknowledge that all funds named herein have been included in the Foundation financial statements since 1996/1997.
- G. In a Memorandum of Agreement dated August 1, 2011, the Foundation and the College added additional details related to roles and responsibilities for each party.
- H. In July 2013, the Foundation made changes to its operating procedures that require an amendment of the terms of the August 1, 2011 Memorandum of Agreement. Additionally, the parties desire to clarify all issues related to the ownership, management and disbursement of all funds included in any prior agreement and to generate a new Memorandum of Agreement that supersedes all prior Agreements.
- I. In June, 2018, the college received \$100,000 from the Chopping Estate to be used for nursing scholarships. Subsequently, the college transferred the entire \$100,000 to the Foundation to be used as the estate intends.

- J. In June 2019 the Foundation noted that the WATEC and the Van Velzer funds are no longer included in the financial statements as they have been spent for the purposes in which they were intended. The Foundation and the College agree that ownership of the following funds is vested in the Foundation: Rochester Trust, Fertig, Van Velzer, Shawa, WATEC, Sather and miscellaneous memorial accounts included in the 1995 transfer, and the Syvanen estate and that funds will be managed in accordance with the Foundations investment and disbursement policies and procedures.
- K. In June 2019 the Foundation noted that the WATEC and the Van Velzer funds are no longer included in the financial statements as they have been spent for the purposes in which they were intended.

Therefore, the parties jointly express their intent to clearly state roles and responsibilities to maximize benefit for the college and its students through the following agreement. For mutual consideration and benefit, the Foundation and the College agree to fulfill the roles and responsibilities listed below:

- 1. Both parties agree to:
 - a. The Foundation and the College agree to jointly manage the activities of the Executor Director and other foundation staff through a Work Plan, agreed to by both parties usually on an annual basis.
 - b. The Executive Director shall report to the College President and to the Foundation President jointly on quarterly or determined by agreement by the College President and the Foundation President.
 - c. The Foundation shall provide 50% of the financial support for the Executive Director's position, with any adjustments or another agreed-upon amount subject to mutual agreement by May 31 of each year.
 - d. Clatsop Community College shall be designated as the official employer of record for the Executive Director. The College President shall serve as the official supervisor of record, working collaboratively with the Foundation Board on hiring, evaluation, discipline, and work assignments for the Executive Director to ensure a joint and cooperative approach to these processes.
- 2. The College agrees to:
 - a. Administer the award of scholarship funds provided by the Foundation in a manner consistent with all donor restrictions and Foundation guidelines. The College will seek the advice of the Foundation if any question regarding restrictions or guidelines arises prior to making an award.
 - b. Submit requests for the distribution of funds from the Foundation in writing.
 - c. Return all unexpended funds held as of June 30 annually no later than August 1.
 - d. Share name, address, phone and email information for employees, students and graduates to facilitate fundraising and community networking.
 - e. Provide all information necessary to facilitate timely filing of grant reports.
 - f. Identify one College Board member to serve as a liaison to the Foundation and College Board liaison will attend Foundation Board meetings. The liaison provides written reports from the Foundation to the College and facilitates questions between the two boards.
 - g. Authorize the College President to serve as an ex-officio member of the Foundation board.

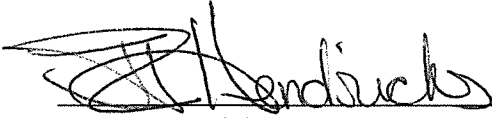
- h. Provide support services without charge to the Foundation including: staff, office space, office equipment, supplies, printing, copying, postage, credit card processing, internet service, phone and graphic design.
 - i. Transfer any funds received on behalf of the Foundation to the Foundation within 30 days of receipt.
 - j. Pay for the annual Foundation audit costs since the Foundation is a component unit of the college.
3. The Foundation agrees to:
- a. Approve an annual distribution from scholarship and program support funds at a rate that is based on the December 31 fund balance and that is financially sustainable and consistent with Foundation investment and disbursement guidelines. Communicate the proposed distribution to the College Business office and Financial Aid office no later than February 1.
 - b. Consider requests from the College for the distribution of Foundation unrestricted funds for purposes that are financially sustainable and consistent with Foundation investment and disbursement guidelines.
 - c. Include financial support for the Foundation Executive Director position in the annual operating budget of the Foundation, and notify the College President of the amount of the support to be provided by July 31 annually.
 - d. Include a contribution to the annual report to the community in the annual operating budget of the Foundation and provide a summary of the Foundation's activities
 - e. Include a contribution to other College activities as funding allows.
 - f. Include the College President's discretionary fund in the annual operating budget as funding allows.
 - g. Conduct an annual audit and coordinate audit services with the College to the maximum extent possible to minimize audit expenses. The Foundation acknowledges that the College has determined that the Foundation is a component unit for purposes of the College's audit. The Foundation's audit will, to the extent practicable be completed by September 30 and information will be shared with the College. The Foundation agrees the College auditors will perform the Foundation annual audit. Resources saved by the college paying for the Foundation annual audit will remain in the Foundation unrestricted fund to be used for purposes determined by the Board.
 - h. Share quarterly and other periodic financial statements with the College President, and Vice President of Finance and Operations and College Board ex officio member.
 - i. College Scholarship Review Committee to include the members of the Foundation Scholarship Committee.
 - j. Include the College President and a College Board representative as ex-officio members of the Foundation Board.
 - k. At the request of the College, submit grant proposals.
 - l. Pay invoices received from the College within 30 days.
 - m. As funding allows, voluntarily reimburse the college for support services such as credit card processing, bulk postage, and color printing.

Modification of Agreement: This Agreement shall become effective upon signature and will remain in effect until modified by mutual consent of the parties.

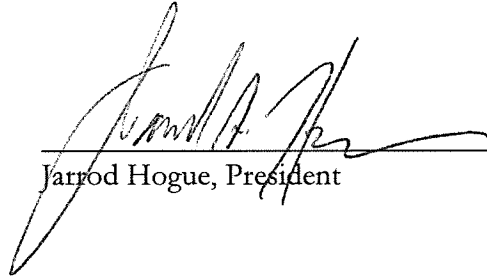
EXECUTED this 5th day of September, 2024

CLATSOP COMMUNITY COLLEGE
FOUNDATION:

CLATSOP COMMUNITY COLLEGE:

Handwritten signature of Jamey Hendricks in black ink, written over a horizontal line.

Jamey Hendricks, Chair
Board of Directors

Handwritten signature of Jarrod Hogue in black ink, written over a horizontal line.

Jarrod Hogue, President

For 2nd Reading and Adoption at February 13 2025 Board Meeting

- **AP 2720 Communication Among Board Members** – this procedure was revised to update the section on Board member attendance at regular Board meetings, work sessions, retreats, and other official meetings of the Board as well as the section on visits to campus by Board members.

AP 2720 Communications: Among Board of Education Members Within the College and Education Centers Publications

References:

ORS 244.010 to 244.047

The Board of Education desires to maintain open channels of communication between itself and staff. The basic line of communication will, however, be through the President.

Staff Communications to the Board

All formal communications or reports to the Board or any Board committee from supervisors, faculty or other staff member will be submitted through the President. This procedure will not be construed as denying the right of any employee to address the Board about issues which are neither part of any active administrative procedure, nor disruptive to the operation of the College. Staff members are invited to board meetings, which provide an opportunity to observe the Board's deliberations on matters of staff concern.

Board Communications to Staff

All official Board communications, policies and directives of staff interest and concern will be communicated to staff members through the President. The President will provide appropriate communication to keep staff fully informed of the board's priorities, concerns and actions.

The Board of Education will adhere to the following in carrying out the responsibilities of the Board:

1. Request for information – any individual Board member who desires a written report or survey prepared by the administrative staff will make such a request to the President. A copy of the material will be provided/made available to each Board member.
2. Request for Legal Opinions – Any Board member may request a legal opinion. Such request, however, shall be made at a regular Board meeting, or through the Board Chair to the President. If the legal opinion sought involves the President's employment or performance, the request should be made to the Board Chair. Legal counsel represents the College and is responsible to the Board.
3. Action on Complaints or Requests Made to Board Members – When Board members receive complaints or requests for action from staff, students or members of the public, such information is to be conveyed to the Board Chair and President for action, where appropriate.
4. Board Member Relationship to Administration – Individual Board members may be informed about the College's educational program, may visit the College or other

facilities to gain information and may request information from the President. Board members will not individually intervene in the administration of the College

5. Contracts Made by Individual Board Members – Individual Board members may NOT engage in contracts on behalf of the Board.
6. Attendance – Board members are expected to attend all regular Board meetings, work sessions, retreats, and other official meeting of the Board either in person, or through teleconferencing or telecommunications.
7. Use of Email is only for one-way sharing of information between Board members or in response to administrative inquiries. Email communications are public records and are subject to the requirements of Public Records Laws.

Visits to Campus

Campus visits by Board members will be regarded as information expressions of interest in College affairs and not as “inspections” or visits for supervisory or administrative purposes. Official visits by Board members will be carried on only under Board authorization. The Board will notify the President.

Approval of Handbooks and Directives*

In order that pertinent policies, regulations, College rules, and procedures of the Board of Education may be known by all staff members, patrons and students affected, College administrators are granted authority to issue staff and student handbooks.

It is essential that the contents of all handbooks conform with College policies and regulations. It is also important that all handbooks bearing the name of the College be of a quality that reflects favorably on the College.

All handbooks published are to be made available to the Board for informational purposes.

*This includes but is not limited to required compliance reporting

END OF PROCEDURE

Adopted:

AP 2720 Communications: Among Board of Education Members Within the College and Education Centers Publications

References:

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7. Use of Email ~~and other technological devices~~ is only for one-way sharing of information between Board members or in response to administrative inquiries. Email communications are public records and are subject to the requirements of Public Records Laws.

Visits to Campus

Campus visits by Board members will be regarded as information expressions of interest in College affairs and not as “inspections” or visits for supervisory or administrative purposes. Official visits by Board members will be carried on only under Board authorization. The Board will notify the President. ~~and with full knowledge of staff, including the President and other supervisors.~~

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Approval of Handbooks and Directives*

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All handbooks published are to be made available to the Board for informational purposes.

*This includes but is not limited to required compliance reporting

END OF PROCEDURE

Approved/Adopted: November 13, 2018

Rescind at February 13, 2025 Board Meeting

- **4.730 Staff Participation in Political Activities** – this policy needs to be rescinded because it has been replaced by BP 7370 Political Activities – Employees, which was adopted by the Board of Education on April 11, 2024.

STAFF PARTICIPATION IN POLITICAL ACTIVITIES

Employees may exercise their right to participate fully in affairs of public interest on a local, county, state and nationally level on the same basis as any other citizen in a comparable position in public or private employment and within the law.

All College employees are privileged within the limitations imposed by state and federal laws and regulations to choose any side of a particular issue and to support their viewpoints as they desire by vote, discussion or persuading others. Such discussion and persuasion, however, will not be carried on during the performance of College duties, except in open discussion during classroom lessons that consider various candidates for a particular office or various sides of a particular political or civil issue.

On all controversial issues, employees must designate that the viewpoints they represent on the issues are personal and are not to be interpreted as the College's official viewpoint.

No employee will use College facilities, equipment or supplies in connection with his/her campaigning, nor will he/she use any time during the working day for campaign purposes.

END OF POLICY

Legal Reference:

ORS Chapter 244
ORS 260.432

Oregon Constitution, Article 15, Section 8 (adopted Nov. 4, 1958)

New Business



Clatsop
Community
College

Board of Education

**Clatsop Community College
Board Meeting
February 13, 2025**

Submitted by: Jarrod Hogue

Title: Appointment of Budget Committee Members

What: Reappoint Budget Committee member Jim Alegria
Declare A Vacancy

Why: To encourage citizen involvement in the budget process before it is formally adopted, Oregon’s local budget law specifies that a budget committee must be established. This committee is made up of the College’s Board members and an equal number of appointed members.

Two budget committee positions expired on June 30, 2024. Jim Alegria has agreed to serve another three-year term. Position 1 is currently vacant. The vacancy was declared on January 9, 2025.

Al Arp has resigned from the Budget Committee. His term ends at the end of budget deliberations, 2025.

Recommended Action:

Reappoint Jim Alegria to a new 3-year term ending June 30, 2027.

Declare vacancies for Position 6.

Budget Committee as of February 13, 2025

Position	FNAME	LNAME	APPOINTED	TERM EXPIRES at end of budget deliberations
1	Vacant			2027
2	Richard	Winn	April 2024	2025
3	Temese	Szalai	April 2024	2025
4	Jamie	Woods	April 2023	2026
5	Jim	Alegria	March 2022	2027
6	Vacant			2025
7	Marcy	Dunning	April 2024	2026

**Clatsop Community College
Board Meeting
February 13, 2025
Submitted by: Jarrod Hogue**

Title: Tuition increase beginning in Summer 2025

What: Recommendation to increase tuition by \$3 per credit hour.

Why: A \$3 per credit tuition rate increase for the 2025-26 academic year reflects the most recent annual Consumer Price Index (CPI) increase for the West Region, which was 2.5% in December.

With this change, the tuition rate will move from \$125 to \$128 per credit hour beginning in Summer 2025. This modest increase helps the college keep pace with rising operational costs while continuing to provide high-quality programs and student support services.

Recommended Action: The Board approve the tuition increase to be effective Summer Term, 2025.

**Clatsop Community College
Board Meeting
February 13, 2025
Submitted by: Jarrod Hogue, President**

Title:

Annual Auditing Services

What:

Extend contract for annual auditing services to CliftonLarsonAllen for fiscal year 2024-2025.

Why:

The audit process for FY 2024-25 will begin in Spring 2025. The last RFP for a new auditor did not receive any responses. Using CLA for one more year gives the College more time to explore options and craft a more effective RFP if needed.

Recommended Actions:

Approve the recommendation to extend annual auditing services to CliftonLarsonAllen for fiscal year 2024-2025.

Upcoming Events



Clatsop
Community
College

Board of Education

February and March 2025 UPCOMING EVENTS

Updated 2/6/ 25

EVENT	DATE	TIME	LOCATION
Board of Education Meeting	Thursday, February 13	5:30 pm	Columbia 219
Thunderbirds Screening	Wednesday, February 19	8:00 am – 4:00 pm	Dora Badollet Library
ACT Now: Free Conference to Explore Education	Thursday, February 20	11:30 am – 3:30 pm	Columbia 219
Au Naturel Reception	Thursday, February 20	6:00 – 8:00 pm	Royal Nebeker Gallery
Board Policy Committee Meeting	Thursday, February 27	10:00 am	Zoom
March Board Meeting Agenda Prep	Thursday, February 27	11:00 am	Zoom
Staff and Faculty Family Bowling Night	Friday, February 28	4:30 – 7:30 pm	Lower Columbia Bowl, Astoria
OCCA Legislative Summit	Wednesday, March 5 and Thursday, March 6	All Day	Salem, OR: https://occa17.com/legislative-summit/
Ales & Ideas: A Math Teacher’s Journey	Thursday, March 6	7:00 – 8:00 pm	Fort George Lovell Showroom
Clatsop County Job and Career Fair	Tuesday, March 11	9:00 am – 1:00 pm	Patriot Hall
Board of Education Meeting	Thursday, March 13	5:30 pm	MERTS Campus: IMTC Lounge