

Clatsop Community College

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

NOTICE OF MEETING

DATE: Thursday, October 10, 2024
TIME: Regular Board Meeting, 5:30 pm
PLACE: Columbia 219 or Zoom
ZOOM: <https://clatsopcc.zoom.us/j/89824559188>

REGULAR BOARD MEETING

❖ CALL TO ORDER

- Approval of Agenda

❖ PUBLIC FORUM

- **Introduction of Guests**
- **Public Comment** Note: This is an opportunity for brief presentations on any topics NOT on the agenda. Opportunity for public comment on agenda items will be provided at the end of the meeting. Individuals wishing to sign up for public comment during the Zoom meeting should do so by emailing Felicity Green at fgreen@clatsopcc.edu by no later than 12:00 noon on Thursday, October 10. Public comments may not exceed 3 minutes unless approved otherwise by the Board Chair. Public comment will also be accepted by mail to: Felicity Green, Board Secretary, 1651 Lexington Avenue, Astoria, OR 97103, by close of business on Thursday, October 10.

❖ TEN MINUTE PRESENTATION

- Kristin Shauck: From Ancient Ruins to Modern Masters: An Artist's Residency and European Odyssey

❖ CONSENT AGENDA

- **APPROVAL OF MINUTES**
 - August 12, 2024 Special Board Meeting
 - August 20, 2024 Special Board Meeting
 - September 12, 2024 Regular Board Meeting

❖ VERBAL REPORTS / DISCUSSION ITEMS

- Report of the President
 - Presentation and Approval of Strategic Plan
 - Presidential Evaluations
 - Presidential Goals
- Financial Report
- Report of the Board Chair

❖ WRITTEN REPORTS *will be accepted as submitted*

- Report from the ASG Representative
 - *Welcome New ASG President, Josie Kero!*
- Report from OCCA

Clatsop Community College

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- Report from CEDR
- Report from the CCC Foundation
- Report from Communications and Marketing
- Report from Academic and Student Affairs
- Report from the Board Policy Committee

❖ OLD BUSINESS

- Motion to Award Teena Toyas Back Salary for her Work as Interim President

❖ NEW BUSINESS

- Public Meeting Trainings and Board Responsibilities
 - *Oregon Ethics Commission Public Meeting Training on Tuesday, February 4, 2025, 2:30 pm, Columbia 219*
 - Motions as Recommended by Tim Lyman
- Cybersecurity Training and Measures
- Paralegal Certificate Program
- Tillamook Community College Nursing Program
- Setting Retreat Dates

❖ ANNOUNCEMENTS/COMMUNICATIONS

- New Hires
- Next Board Meeting: Thursday, November 14, 5:30 pm, South County
- Committee Meetings
 - Board Policy Committee Meeting: Thursday, October 24, 2024, 10:00 am, Zoom
 - November Board Meeting Agenda Prep: Thursday, October 24, 2024, 11:00 am, Zoom

❖ PUBLIC COMMENT on items discussed at this meeting.

❖ BOARD FORUM

❖ ADJOURNMENT

Clatsop Community College

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2024 - 2025 Board Goals for the College

1. *Create a positive atmosphere for students, faculty and staff.*
2. *Ensure fiscal responsibility.*
3. *Strengthen the collaborative relationship between the Board and Foundation.*
4. *Support the goals of the President of the College.*

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

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

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

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

Minutes



Clatsop
Community
College

Board of Education

**MINUTES OF THE AUGUST 12, 2024
BOARD OF EDUCATION
Special Board Meeting**

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

Others Present: Debbie Derr, Evon Jacobsen, Preston Pulliams, Jamey Hendricks, Eileen Purcell, Rinda Johansen, Jesse Fulton, Mary Jackson, Cliff Fick, Carolyn Adler, Devon Weaver, Amy Magnussen, Julie Kovatch, Vanessa Garner, Teena Toyas, Sarah Geleynse, Destini Kuller, Kevin Leahy, Rebecca Norden-Bright, Anita Jensen, Fernando Rojas, Daniel Clark, Christine Riehl, Tom Ank, Tamara Blackford, Mike Brosius, TJ Lackner, Toni Middleton, Russ Dickerson, Ken Ross, Hazel Martinez, Jason, Nichole Warwick, Tina Kotson, Travis, Jake Campbell, Deac Guidi, Jarrod Hogue, Recording Secretary Felicity Green

Ed Johnson called the meeting to order at 6:00 pm and asked that the first part of the meeting, which was designated for public comment, be restricted to comments on the Presidential search.

Cliff Fick, Fernando Rojas, Mike Brosius, Mary Jackson, Rinda Johansen, Teena Toyas, Tom Ank, Kevin Leahy and Amy Magnussen gave comments. Concerns were expressed that the search was hurried. Concerns were also expressed that the Board had not considered input from the community. There were several suggestions that the Board suspend the search until January. Many commentors thanked the Board and search committee for their efforts as well as thanking Teena Toyas for her work as Interim President.

The Special Meeting was adjourned at 6:17 pm and the Board entered Executive Session.

Board Members Present for Executive Session: Ashley Flukinger, Ed Johnson, Tim Lyman, Lloyd Mueller, Sheila Roley, Jody Stahancyk, Mitra Vazeen

Others Present for Executive Session: Preston Pulliams, Debbie Derr, Rebecca Norden-Bright

Executive Session was adjourned at 7:35 pm.

The Special Meeting was reconvened at 7:46 pm. Ed Johnson called roll. All Board members were present.

Ed Johnson said that in the Executive Session the Board had a long discussion with Preston Pulliams of Gold Hill Associates and with Debbie Derr, who had been President of Mt. Hood Community College while Jarrod Hogue was a Vice President there.

Jody Stahancyk **moved to offer the role of President of Clatsop Community College to Jarrod Hogue.** Mitra Vazeen seconded the motion. **Tim Lyman offered an amendment to the motion that the offer**

be pending approval by the Board of a contract for Mr. Hogue. Jody Stahancyk accepted this amendment to her motion.

Ashley Flukinger asked Jody Stahancyk to read the email she received that day from Dr. Richard Hopper. In the email, Dr. Hopper asked that his interview presentations and other video recordings be removed from the College website by Friday. He stated that he was impressed with the candidacy of Mr. Hogue and that he would be available to establish a mentor relationship if that was of interest to the Board. He also said that he hoped that the Board could fully embrace their fiduciary role and actively lead the institution forward.

Ed Johnson stated that he was going to vote in favor of Jarrod Hogue. He said that this was the most critical decision that this Board will ever make. He said that after speaking with Debbie Derr at the Executive Session, he felt confident that Jarrod Hogue would be able to step in and do the job. He listed some of the responsibilities that Jarrod Hogue had held under Ms. Derr, including negotiating contracts, working with the budget and leading the strategic planning process. He said that all Mr. Hogue's references had given him sterling reviews and reiterated that he was positive that Jarrod Hogue could do everything that the Board hoped for.

Ashley Flukinger agreed with Ed Johnson and said that the Executive Session had been very helpful. She said she had heard lots of positive feedback from the community. She also commented that she liked the idea of a mentorship and felt that having Teena Toyas in place already would help Jarrod Hogue become a great President.

Sheila Roley said that the K-12 community felt that Jarrod Hogue had a good understanding of how to introduce the College to that community. She said she believed that he had what it takes to be successful in the position.

Lloyd Mueller said he was pleasantly surprised by what he learned during the Executive Session and felt that Jarrod Hogue must have been nervous during the interview.

Jody Stahancyk called for the vote. Ed Johnson **restated that the motion before the Board was to hire Jarrod Hogue as the President of Clatsop Community College.** Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman voted Nay, stating that he hoped he was wrong. **The motion carried.**

Ashley Flukinger said that Tom Ank had asked the Board to vote on removing Dr. Hopper's files from the website. Tom Ank said that yes, he would like a formal vote. Jody Stahancyk **moved that the files be removed on Friday, August 15 but that copies be retained that are accessible for anyone who makes a request.** Mitra Vazeen seconded the motion. **The motion carried unanimously.**

Ed Johnson thanked everyone who helped with this process and College staff for being present at the meeting.

The meeting was adjourned at 8:01 pm.

**MINUTES OF THE AUGUST 20, 2024
BOARD OF EDUCATION
EXECUTIVE SESSION AND SPECIAL MEETING**

Board Members Present at Executive Session: Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk

Others Present at Executive Session: Rebecca Norden-Bright, Jarrod Hogue

The Board of Education met in Executive Session pursuant to ORS 192.660(2)(a) and 192.660(7).

The Executive Session was called to order at 11:01 am and adjourned at 11:32 am.

The Special Meeting was called to order at 11:36 am.

Board Members Present at Special Meeting: Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk

Others Present at Special Meeting: Rebecca Norden-Bright, Jarrod Hogue, Julie Kovatch, Recording Secretary Felicity Green

Ashley Flukinger **moved to approve the contract for employment for Jarrod Hogue with one amendment: the signature line should read pursuant to approval by the Board of Education at its August 20, 2024 Special Meeting.** Lloyd Mueller seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley and Jody Stahancyk voted Aye. Tim Lyman and Mitra Vazeen were not present. **The motion carried.**

Jody Stahancyk announced that there would be an official signing at 12:00 noon in the President's office on Thursday, August 21.

Ed Johnson asked the Board to set a date and time for the Board Retreat in order to set goals for the new President and the Board of Education. Lloyd Mueller said it would be important to have them in place before Inservice on September 23. Jody Stahancyk suggested that the Board Retreat be scheduled at the South County Campus on Wednesday, September 4 from 11 am to 5 pm. The Board members present agreed to the time and place.

Jody Stahancyk asked that staff reserve a table for the Board of Education at New Student Orientation on Tuesday, September 24. She suggested that Lloyd Mueller and Mitra Vazeen represent the Board at that event and said she would provide Bandit tattoos. Ed Johnson said he would also be present helping the Foundation Board at the barbecue.

The meeting was adjourned at 11:52 am.

MINUTES OF THE SEPTEMBER 12, 2024
BOARD OF EDUCATION
Regular Board Meeting

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

Others Present: Rebecca Norden-Bright, Anita Jensen, Teena Toyas, Bill Meck, Evon Jacobsen, Fernando Rojas, Tom Ank, Greg Riehl, Mary Jackson, "clatsopjohnson", President Jarrod Hogue and Recording Secretary Felicity Green

CALL TO ORDER

Ed Johnson called the meeting to order at 5:34 pm. Jody Stahancyk **moved to approve the agenda as presented**. Sheila Roley seconded the motion. **The motion carried unanimously.**

There was no public comment.

PRESENTATION

Anita Jensen, Human Resources Director, gave a presentation focusing on new hires and recruitment. She thanked the Board for hiring President Jarrod Hogue and said that his vision for and commitment to excellence will move the College forward.

She said that the College is streamlining processes and hoping to push out recruitment efforts to a larger audience using ADP. ADP will also help the College pull data and provide analytics as well as putting job postings on major platforms, thus giving broader geographical reach while reducing advertising costs. The College is hoping that this will increase diversity and put it in a position to grow.

There was a question about using Linked In. Anita Jensen explained that the College is already using Linked In as well as other platforms and using ADP will increase that reach as well as pushing some jobs out to specific academic markets. There was a question about how the College intended to approach active recruiting as opposed to just placing ads. President Hogue answered that the College will be using more professional tools like LinkedIn and doing more intentional outreach as well. There was a comment that College HR has not previously been actively recruiting and that they should be aware of and reach out directly to other community college staff in the event of a vacancy. Anita Jensen said that was something the College could look at in the future and that she would be partnering with President Hogue to move that forward.

Ed Johnson asked about Ryan Prochaska's recent resignation and how it would affect the College's Historic Preservation program. President Hogue said that he had a conversation with Kristen Wilkin about the program and casting a wider net for more students. They discussed changing the Historic Preservation program to include a wider focus on construction and project management. He feels the program is under enrolled and hopes including a focus on construction will open up more possibilities, making the program broader while continuing to offer the existing courses. There was a question about reaching out to funders in Portland for the new program. President Hogue said that the program

has not yet been approved and the College can therefore not yet legally discuss it. Tim Lyman asked if Kristen Wilkin was planning to retire. President Hogue said she had not announced any plans.

Mitra Vazeen thanked Anita Jensen for her presentation.

CONSENT AGENDA

- **APPROVAL OF MINUTES**
 - **June 18, 2024 Special Board Meeting**
 - **June 20, 2024 Special Board Meeting**
 - **July 11, 2024 Regular Board Meeting**
 - **July 24, 2024 Special Board Meeting**

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

Tim Lyman said that he would not vote on the basis that he was not sure if these meetings were legally constituted Board meetings. He said that three of the four meetings were not approved by a majority vote of the Board, which conflicted with Board policy on special meetings, and the fourth was voted on during one of these invalid meetings. He said that one policy on meetings was updated in February of 2024 and there were other older policies which were in conflict. He said that he would send more information to Ed Johnson.

REPORTS

Report of the President

President Hogue thanked Ed Johnson, the Board and the search committee for the opportunity and all their work. He said it had been a whirlwind three weeks with a couple dozen external and internal meetings. He feels he has captured some things that are going well and some that are not going as well; he plans to focus on the latter. He said that in keeping with accreditation standards, he has formalized Teena Toyas' role as Vice President of Instruction and Student Success and his role so that the senior leadership structure is clear. He is taking on the CFO role for the time being with help from Bill Meck. He said a lot of Operations will be reporting to the President, as bulleted in his report.

He has been getting caught up on a lot of things that happened over the last year, particularly in finance and operation, and having a lot of meetings. He has met with Bill Meck and with College leadership to get a better understanding of the College's financial position, budget forecast, operations and contractual obligations. Reviewing contracts has been very helpful in getting him caught up with some past information.

He spoke about the strategic plan, which is going well and being formalized. There are still some final pieces to put in place, particularly in implementation. Discussing enrollment, he said that there are still gaps the College is trying to shore up as it goes into Fall term. Justin Smith from Linn Benton has promised enrollment dashboards so that anyone will be able to go in and see what is going on. He also discussed the accreditation response. The ad hoc visit is coming up on October 28 and the financial

report, which was triggered last year, will be due at the end of September. He has been working with Bill Meck on that; Teena Toyas has been working on the ad hoc report. The new NWCCU liaison is Dr. Selena Grace, who has been very helpful and willing to meet any time over Zoom.

He went to the OCCA Board training with Ed Johnson and thought there was a lot of good information. He is looking forward to the upcoming Inservice and new student orientation, where he will be grilling with the Foundation board. He will also be speaking at the Royal Nebeker Gallery opening on October 11. President Hogue praised the community energy and care for the College. He finds the number of people coming up to say they are glad he is here very promising. He feels this community interest can be leveraged to do some really good things.

Financial Report

Bill Meck spoke about the updated tuition information from all Oregon community colleges that was included in the Board packet. Tim Lyman stated that he would say what he always says. He said that other community college tuition amounts are irrelevant because the College is not in competition with them. He said that the cost of tuition is too high and that students should not be forced into debt. He commented that the College's competition was online colleges charging \$100 per class, rather than over \$100 a credit hour.

Sheila Roley said that all the local school districts in Clatsop County have robust foundations and one of the target areas of those foundations is to support students in the county to attend CCC. She said that with the extended agencies supporting students in this community, the tuition is not a barrier to increasing enrollment. She noted that attending a public university is very expensive and starting at CCC is still an economical way to attend college. She also commented that quality is important and she has seen online colleges that do not offer a quality education. She added that the K-12 teachers she has spoken with are enthusiastic about President Hogue.

Jody Stahancyk said that while she agreed with Sheila Roley, she felt that Tillamook Bay Community College is CCC's major competition and their tuition is lower. She said this was a PR and outreach opportunity to explain why CCC is better than Tillamook. Tim Lyman commented that Tillamook now has a nursing program and will soon have a new dedicated building for nursing. Sheila Roley asked if President Hogue was planning to meet with Eric Thorson at CMH to discuss opportunities for CCC given their expansion plans and partnership with OHSU. He said that a meeting was scheduled for the next day.

Bil Meck continued the financial report by explaining that the next page of his report in the Board packet is the 23/24 wrap up. This is a preliminary report which has not yet been audited. He noted that the spreadsheet is misleading, as the receivable the College had booked for the ERC makes the revenues look as if they are down \$725,000. The College is still waiting for that credit to be reviewed by the IRS.

The actual big picture for 23/24 is that all categories of revenue were up and the College saw revenue growth of \$925,000. He said that the expense side also came out better than expected and was only up \$325,000. He said he had been expecting bad numbers and was glad to instead be reporting numbers

that are much better than last year or the year before. There was a substantial increase in property tax revenue and record timber revenue of over \$1 million. That money was used to fund debt in the plant fund and cover non debt expenditures. He added that the loss of timber revenue will not affect the College until 25/26 and full impacts will not be felt until 26/27. Bill Meck finished the financial presentation by saying that this will be the last time he addresses 23/24 until the audit and next month he will begin discussing 24/25 so far.

Report of the Board Chair

Ed Johnson thanked Teena Toyas for jumping in at a difficult time and sticking with it. He also thanked Evon Jacobsen, Margaret Antilla and everyone who helped with the budget. Teena Toyas thanked Bill Meck for all his help.

Ed Johnson reported that he and President Hogue went to the OCCA conference at Chemeketa together. He enjoyed the opportunity for the one-on-one time. He was encouraged by the several community college presidents at the conference who came up to speak with them and offered to help President Hogue out in any way that they could. He was also impressed by the keynote speaker, Sonny Ramaswamy, President of the Northwest Commission on Colleges & Universities (NWCCU) and was glad to be able to speak with him after the presentation.

Report from CEDR

Kevin Leahy said that he wanted to add to his report that Jarrod has been very busy meeting the community and gotten organic applause at every meeting. He feels community response has been very positive and very productive.

Tim Lyman expressed concerns about College employees signing political documents on behalf of the College. He was also concerned that the College might be partnering with 501 (c)(4)s. He specifically mentioned Kevin Leahy, who recently signed a document about new customs regulations at the Port of Astoria. Kevin Leahy said that he was acting on behalf of the CEDR Board. Tim Lyman expressed concerns about the line between Kevin Leahy's job as a CCC employee and his job as a CEDR employee.

Ashley Flukinger said that as the CEDR Board, who is his governing body, had already approved it then it was part of Kevin Leahy's job. She said that complaints about issues between CEDR and CCC should go to President Hogue and that Kevin Leahy does his job very well.

OLD BUSINESS

Report from Ad Hoc Committee on Board Complaint

Ashley Flukinger reported that the Ad Hoc Committee (Ashley Flukinger, Sheila Roley and Lloyd Mueller) met several times. They heard from everyone who was at the meeting as well as from Tim Lyman, who filed the complaint. and determined that there was not a sanctionable offense. She continued by saying that Tim Lyman suggested that the Board have a training from OCCA on public meeting law. The Ad Hoc Committee agrees and thinks it would be beneficial for the whole Board to participate in such a training. She said that it was important to avoid the perception that there is any type of public meeting law violation.

Sheila Roley said that she had sent Ashley Flukinger some information from the Oregon Ethics Commission, who will be conducting a variety of public meeting trainings this fall. She recommended that all Board members visit their website and consider taking their online training. Ed Johnson said that the new Executive Director at OCCA has also offered to do trainings.

Lloyd Mueller said that although the Ad Hoc Committee felt that this meeting was not illegal, they did have serious questions about its appropriateness. He said they felt it should not have happened and they do not understand why it occurred or why the rest of the Board was not informed. He stated that the Board needs to make sure that things like this do not occur in the future.

Tim Lyman said that if a Board member had asked to form a subcommittee and have a meeting that would have been fine. He stated that he felt the Board was sloppy and that Board policies and procedures are clearly laid out and should be followed.

There was some discussion about group emails and being diligent about every form of communication that the Board uses as a group. There were comments that Board use of email is clearly outlined in public meeting law and any discussion over and above very basic uses like scheduling are inappropriate. Lloyd Mueller reiterated that the Board must be very careful of appearances, as public misinterpretation is common.

Ashley Flukinger stated that the best way forward for the Board is through more education and that a training should be scheduled. Ed Johnson agreed.

Finalize Board Goals

Ed Johnson read the four goals agreed on at the Board retreat on September 4.

1. Create a positive atmosphere for students, faculty and staff.
2. Ensure fiscal responsibility.
3. Strengthen the collaborative relationship between the Board and Foundation.
4. Support the goals of the President of the College.

Jody Stahancyk **moved to adopt these goals**. Sheila Roley seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. **The motion carried.**

Appointment of Board Committee Reps for Academic Year 2024 – 25

Jody Stahancyk **moved that Ashley Flukinger, Tim Lyman and Jody Stahancyk continue as the Board Policy Committee with Ashley Flukinger as the Chair**. Tim Lyman seconded the motion. **The motion carried unanimously.**

Jody Stahancyk **moved that Ed Johnson, Jody Stahancyk and Lloyd Mueller continue as the Presidential Evaluation Committee with Jody Stahancyk as the Chair.** Ashley Flukinger seconded the motion. **The motion carried unanimously.**

Jody Stahancyk **moved that Lloyd Mueller continue as OCCA Liaison.** Sheila Roley seconded the motion. **The motion carried unanimously.**

Jody Stahancyk **moved that Ashley Flukinger become the Foundation Board liaison.** Mitra Vazeen seconded the motion. **The motion carried unanimously.**

Jody Stahancyk **moved that Mitra Vazeen become the CEDR/SBDC liaison with Ed Johnson as backup.** Ashley Flukinger seconded the motion. **The motion carried unanimously.**

Ed Johnson asked if the Board wanted to revive any of the inactive committees. No committees were brought back or new ones formed. There was some discussion of ways the Board could be better informed of events on campus. Tom Ank said he would look into creating a shared Board of Education Calendar that would also export to Outlook and Google.

NEW BUSINESS

Appointment of Budget Officer

Jody Stahancyk **moved to appoint President Jarrod Hogue as Budget Officer.** Mitra Vazeen seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. **The motion carried.**

Tim Lyman stated that he did not think any of the Board meetings since the last scheduled meeting in July were valid under Board rules. He said he felt the Board should have a special meeting to redo the motions. Ashley Flukinger asked him to email her the relevant Board policies.

Appointment of Clerk and Deputy Clerk

Jody Stahancyk **moved to appoint President Jarrod Hogue as Clerk of Clatsop Community College and Teena Toyas, Provost / Vice President for Instruction and Student Success as Deputy Clerk of Clatsop Community College.** Mitra Vazeen seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. **The motion carried.**

Authorize Fiscal Year Signatures

Sheila Roley **moved to designate Jarrod Hogue, the President and Clerk of Clatsop Community College and Teena Toyas, Teena Toyas, Vice President of Academic and Student Affairs as Deputy Clerk of Clatsop Community College and Deputy Clerk and Margaret Antilla, the Director of Accounting Services, as authorized signers for orders and other transactions.** Mitra Vazeen seconded the motion. Ashley Flukinger, Ed Johnson, Lloyd Mueller, Sheila Roley, Jody Stahancyk and Mitra Vazeen voted Aye. Tim Lyman abstained. **The motion carried.**

Approve Expenditure Over \$50,000: Firewall Upgrade

Tom Ank said that the firewall upgrade would cost \$159,961 over the next five years.

Jody Stahancyk **moved to approve the firewall upgrade**. Mitra Vazeen seconded the motion. **The motion carried unanimously.**

There was some discussion of multi factor authentication for Board email accounts. No decision was made.

Approve Expenditure Over \$50,000: Softdocs Renewal

President Hogue explained that this is part of the College's Ellucian contract and gives the College the ability to electronically document, sign and archive files. Tom Ank added the distributor name had changed since the original contract.

Jody Stahancyk **moved to approve the expenditure for Softdocs**. Tim Lyman seconded the motion. **The motion carried unanimously.** Jody Stahancyk said that she appreciated that both of these expenditures were brought to the attention of the Board.

BOARD FORUM

Mitra Vazeen said that Willamette Week had a very nice article about Jody Stahancyk, one of the most influential and important women in the state. She sent it to Felicity Green to forward to the Board and would like her to forward it to the entire staff.

Sheila Roley said she enjoyed reading the article and congratulated Jody Stahancyk on her stellar career. She added that she wants to know if Jody will be cooking at her Prineville bed and breakfast.

Jody Stahancyk thanked everyone who was a part of the selection committee and supported the selection committee's work. She said that their success proved that the community can work together and be positive and can by their efforts end up with a positive result.

Tim Lyman said that if wanting the Board to follow the rules and laws that the public has set out for them made him a troublemaker then he would gladly wear that hat.

Ashley Flukinger said that she seconded Jody Stahancyk's statement about the selection committee and thanked Jody Stahancyk for her spearheading of that committee. She also thanked Teena Toyas for getting the College to the place where they could get a new president in and steadying the ship while the College was in chaos.

Sheila Roley reported that there are about 1900 potential candidates ranging in age from 3 – 18 to be future Bandits and that the schools are very excited about the ongoing growth in the relationship between them and the College. She said it is good news to celebrate.

The meeting was adjourned at 7:03 pm.

President's Report



Clatsop
Community
College

Board of Education

President's Report to the Board

October 10, 2024

Introduction

Thank you, Chair Ed Johnson, and members of the Board. My updates today will cover enrollment, leadership vacancies, strategic plan, NWCCU correspondence, president's goals, president's evaluation, and recent meetings and activities.

I. Enrollment:

Final FTE enrollment for 2023-24 was 895, down from 1006 in 2022-23, reflecting an 11% decrease in full-time equivalency. The main driver of this decline in FTE is the loss of Department of Public Safety Standards and Training (DPSST) registrations, which shifted to Chemeketa CC after 2022-23 due to a state decision to centralize the registrations rather than continue dividing them among a consortium of colleges. It's important to note that the DPSST trainings were non-tuition based. So, while the College experienced a drop in student FTE, tuition revenue for 2023-24 still increased 7%.

II. Leadership Vacancies:

Several leadership positions at the college are currently posted, and opportunities are being shared on LinkedIn. Staff are encouraged to share these openings within their professional networks.

III. Accreditation and Compliance:

The Ad Hoc Report and Financial Resources Review were completed and submitted the NWCCU. Accreditation visit on 10/28.

IV. 2024-29 Strategic Plan: See document

V. President's Goals

The President is drafting SMART goals for 2024-25. Goals will align with college's strategic priorities identified in the new Strategic Plan.

VI. President's Evaluation:

Since the President was hired in late August, they will draft and submit a proposed interim evaluation process for 2025, aligning with BP 2435 and AP 2435. This proposal will be subject to Evaluation Committee and Board approval at the November Board Meeting, and will include a 360-degree evaluation.

VII. College Initiatives:

The President is meeting with stakeholders to identifying key initiatives for the next 20 months. Some potential initiatives in development:

- Fall-to-Winter Persistence
- Working Campus Initiative w/ ASG and Job Corps
- Continuous QR Code (student feedback w/ ASG)
- Increase in summer programming, courses, events
- AAOT 2+2 in Elem. Education/Early Childhood with WOU
- Title III Grant (exploratory, TBD)
- GED to College Transition
- Review Pathways and Certs in CTE Programs
- Facilities Maintenance Plan
- Partnership with OSU Ag Sciences
- Oregon Promise Quantified Savings Promotion

VIII. Meetings and Activities:

September External (not all-inclusive):

- Seaside Rotary 9/5
- Astoria Downtown Historic District 9/6
- OCCA Board Training at Chemeketa Eola with Ed Johnson 9/6-7
- Astoria HS Tour and meeting with Principal Lynn Jackson 9/9
- Providence Seaside Hospital leadership meeting 9/10
- Seaside Downtown Development Association 9/12
- Columbia Memorial Hospital leadership meeting 9/13
- One-on-One with NWCCU Liaison 9/18
- Clatsop Superintendent's Meeting in Jewell 9/19
- Astoria-Warrenton Chamber Board Meeting 9/19
- Medical translation training discussion with El Centro 9/20
- Cannon Beach Leaders Lunch 9/20
- Maritime Industry with Northwest Oregon Works 9/20
- CCC-Oregon State Partnership in Ag Sciences
- Astoria-Warrenton Chamber 9/19
- September Trees and Taps (forestry and wood products) 9/26
- CCC – WOU Partnership in Teacher Education 9/27
- Northwest Oregon Works, Executive Director 9/27

September External (not all-inclusive):

- Oregon President's Council 10/3
- Astoria Downtown Historic District 10/4
- Astoria High School Counselors 10/7
- Manufacturing Roadshow 10/7
- Knappa HS 10/8

- Consejo Espano 10/9
- Clatsop Superintendent Meeting 10/17
- Seaside Rotary Auction 10/19
- OCCA Annual Conference 10/6-8
- **NWCCU Visit 10/28**

2024-2029 Strategic Plan
Clatsop Community College

Vision

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

Mission

Empowering all students to reach their full potential.

Values

- Accessibility
- Collaboration
- Community
- Inclusivity
- Integrity

Strategic Priorities

1. Improve Student Access
2. Increase Student Retention & Success
3. Strengthen our Reputation
4. Increase Organizational Effectiveness
5. Build & Sustain Academic & Workforce Partnerships

Financials



Clatsop
Community
College

Board of Education

Clatsop Community College Financial Report as of September 30, 2024

General Operating Fund		FY2022			FY2023			FY2024		
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
11	Beginning Fund Balance	\$ 2,446,011			\$ 1,361,974			\$ 1,662,359		
								(\$826,332)		
	Revenue									
11	Tuition and Fees	\$ 2,520,305	\$ 1,002,604	39.78%	\$ 2,760,350	\$ 1,089,863	39.48%	\$ 2,953,091	\$ 1,162,740	39.37%
11	State Appropriations	\$ 4,191,126	\$ 1,218,590	29.08%	\$ 3,771,129	\$ 863,582	22.90%	\$ 4,106,512	\$ 935,570	22.78%
11	Property Taxes	\$ 5,287,617	\$ -	0.00%	\$ 5,610,168	\$ 97,491	1.74%	\$ 5,903,094	\$ 19,820	0.34%
11	Other Revenue Including Transfers	\$ 1,356,055	\$ 1,658	0.12%	\$ 2,028,794	\$ 96,517	4.76%	\$ 1,291,788	\$ 112,781	8.73%
	Total Revenue	\$ 13,355,103	\$ 2,222,852	16.64%	\$ 14,170,441	\$ 2,147,453	15.15%	\$ 14,254,485	\$ 2,230,911	15.65%
	Expenditures by Function									
11	Instruction	\$ 5,224,084	\$ 1,181,307	22.61%	\$ 5,170,308	\$ 887,514	17.17%	\$ 5,462,231	\$ 941,124	17.23%
11	Instructional Support	\$ 1,748,586	\$ 434,863	24.87%	\$ 1,632,496	\$ 418,396	25.63%	\$ 1,870,684	\$ 514,252	27.49%
11	Student Services	\$ 1,529,740	\$ 340,206	22.24%	\$ 1,571,357	\$ 349,649	22.25%	\$ 1,489,137	\$ 450,042	30.22%
11	Institutional Support	\$ 4,223,801	\$ 625,962	14.82%	\$ 3,689,254	\$ 776,516	21.05%	\$ 3,554,476	\$ 1,351,797	38.03%
11	Operation and Maintenance of Plant	\$ 1,546,734	\$ 360,801	23.33%	\$ 1,638,689	\$ 476,582	29.08%	\$ 1,663,056	\$ 497,798	29.93%
11	Scholarships & Tuition Waivers	\$ 166,195	\$ 34,638	20.84%	\$ 167,952	\$ 29,950	17.83%	\$ 196,104	\$ 52,584	26.81%
	Total Expenditures	\$ 14,439,140	\$ 2,977,777	20.62%	\$ 13,870,056	\$ 2,938,607	21.19%	\$ 14,235,688	\$ 3,807,597	26.75%
	Net Revenue (Expenditures)	\$ (1,084,037)	\$ (754,925)		\$ 300,385	\$ (791,154)		\$ 18,797	\$ (1,576,686)	
	Ending Fund Balance	\$ 1,361,974			\$ 1,662,359			\$ 1,681,156		
					(\$826,332)					
	Expenditures by Category			% of Total			% of Total			% of Total
	Salaries and Fringe Benefits	\$ 10,869,628		75.28%	\$ 10,749,041		77.50%	\$ 11,397,252	\$ 2,759,850	24.22%
	Contracted Services	\$ 1,750,072		12.12%	\$ 2,009,150		14.49%	\$ 1,515,779	\$ 573,707	37.85%
	Materials, Supplies, and Travel	\$ 575,117		3.98%	\$ 664,415		4.79%	\$ 968,908	\$ 358,696	37.02%
	Other Expenditures Including Transfers	\$ 1,164,806		8.07%	\$ 379,998		2.74%	\$ 351,486	\$ 113,378	32.26%
	Capital Outlay	\$ 79,517		0.55%	\$ 67,452		0.49%	\$ 2,263	\$ 1,966	86.88%
	Total Expenditures	\$ 14,439,140		100.00%	\$ 13,870,056	\$ -	100.00%	\$ 14,235,688	\$ 3,807,597	26.75%



Clatsop Community College

Board of Education Meeting – FY24-25 Financial Summary – September, 2024 FY23-24 Financial Summary

Attached is the Statement of Revenues and Expenditures for FY24-25 and FY23-24 by fund source.

September represents three months, or 25 percent of the FY24-25 fiscal year. The FY23-24 audit is underway and financial statements are expected to be presented at the December 2024 Board Meeting.

Historical annual audited financial statements are available at the following link:

<https://www.clatsopcc.edu/about-ccc/financial-budget-reports/audit/>

General Operating Fund

(a) Tuition and fee revenue recorded through September FY24-25 is \$1.181 million, or 37.67 percent of the adopted budget. FY23-24 actual tuition and fee revenue are \$2.95 million.

(b) The first distribution of State Appropriations totaled \$1.175 million. This distribution included an additional \$43.6 thousand in Student Support & Student Success funds. FY23-24 state appropriations total is \$4.11 million.

(c) Property tax revenue is \$28.2 thousand. The first of the FY25 property tax funds will be received at the end of October. The actual FY23-24 property taxes received are \$5.87 million.

(c1) FY24-25 other revenue recorded through September is \$102.5 thousand. FY23-24 Other Revenue was \$1.05 million including \$660 thousand of timber revenue received in May.

(c2) The FY24-25 adopted budget beginning fund balance is \$1.39 million but is estimated to be \$1.49 million.

(d) Total actual General Fund expenditure through September is \$2.99 million, or 18.9 percent of budget, compared to \$3.8 million in September 23 representing a 21.42 percent decrease.

Grants and Financial Aid Fund

(e) FY24-25 expenditure through September is \$755 thousand representing 13.19 percent compared to budget.

Plant Fund

(f1) FY24-25 Plant Fund September expenditures include \$165 thousand for the ERP implementation and \$32.7 thousand for plant equipment purchases.

(g) The Plant – Debt Fund expenditures will be incurred in December and June.

Non-Plant Debt Fund

(h) This fund represents interest earned and debt payments for PERS debt service.

Expenditures
All-Funds
Comparing YTD September 2024 to September 2023

REVENUES

Fund	Description	FY 2024-25		Revenue as of		% Change Sept			FY 2023-24		Revenue as of		Change in % received	Budget versus Actual Variance
		Budget		9/30/24	% Received	9/30/23	24 compared to Sept 23	Budget	6/30/24	% Received				
11	Tuition and fees (a)	\$ 3,134,503	20%	\$ 1,180,826	30%	37.67%	\$ 1,162,740	1.56%	\$ 3,218,183	\$ 2,952,815	91.75%	-54.08%	\$ (265,368)	
11	State Appropriations (b)	\$ 4,273,514	27%	\$ 1,175,260	30%	27.50%	\$ 935,570	25.62%	\$ 3,885,176	\$ 4,106,512	105.70%	-78.20%	\$ 221,336	
11	Property Taxes (c)	\$ 6,100,000	39%	\$ 28,187	1%	0.46%	\$ 19,820	42.21%	\$ 5,561,500	\$ 5,866,328	105.48%	-105.02%	\$ 304,828	
11	Other (c1)	\$ 918,976	6%	\$ 102,490	3%	11.15%	\$ 112,781	-9.12%	\$ 933,741	\$ 1,048,250	112.26%	-101.11%	\$ 114,509	
	Beg. Fund Balance (7/1/24) estimated	\$ 1,393,247	9%	\$ 1,491,066	37%	107.02%	\$ 1,662,359	-10.30%	\$ 1,852,332	\$ 1,662,359	89.74%	17.28%	\$ (189,973)	
	Total General Fund	\$ 15,820,240	100%	\$ 3,977,829	100%	25.14%	\$ 3,893,270	2.17%	\$ 15,450,932	\$ 15,636,264	101.20%	-76.06%	\$ 185,332	
21	Grants and Financial Aid (e)	\$ 5,723,026		\$ 897,497		15.68%	\$ 1,048,277	-14.38%	\$ 5,556,733	\$ 5,651,446	101.70%	-86.02%	\$ 94,713	
41	Plant (f) estimated	\$ 1,794,112		\$ 1,205,136		67.17%	\$ 1,309,663	-7.98%	\$ 1,718,822	\$ 2,037,783	118.56%	-51.39%	\$ 318,961	
	Plant - ERP Implementation estimated	\$ 844,213		\$ 1,359,338		161.02%	\$ 2,314,895	-41.28%	\$ 1,876,038	\$ 2,314,895	123.39%	37.63%	\$ 438,857	
42	Plant - Debt (g)	\$ 1,669,376		\$ -		0.00%	\$ -	0.00%	\$ 1,658,637	\$ 1,658,431	99.99%	-99.99%	\$ (206)	
54	C&O - Special Revenue estimated	\$ 60,245		\$ 59,221		98.30%	\$ 64,952	-8.82%	\$ 72,718	\$ 93,349	128.37%	-30.07%	\$ 20,631	
60	Non-Plant Debt Fund (j)	\$ 1,165,040		\$ 148,690		12.76%	\$ 170,119	-12.60%	\$ 1,172,000	\$ 687,194	58.63%	-45.87%	\$ (484,806)	
	Total Revenues	\$ 27,076,252		\$ 7,647,711		28.25%	\$ 8,801,176	-13.11%	\$ 27,505,880	\$ 28,079,362	102.08%	-73.84%	\$ 573,482	

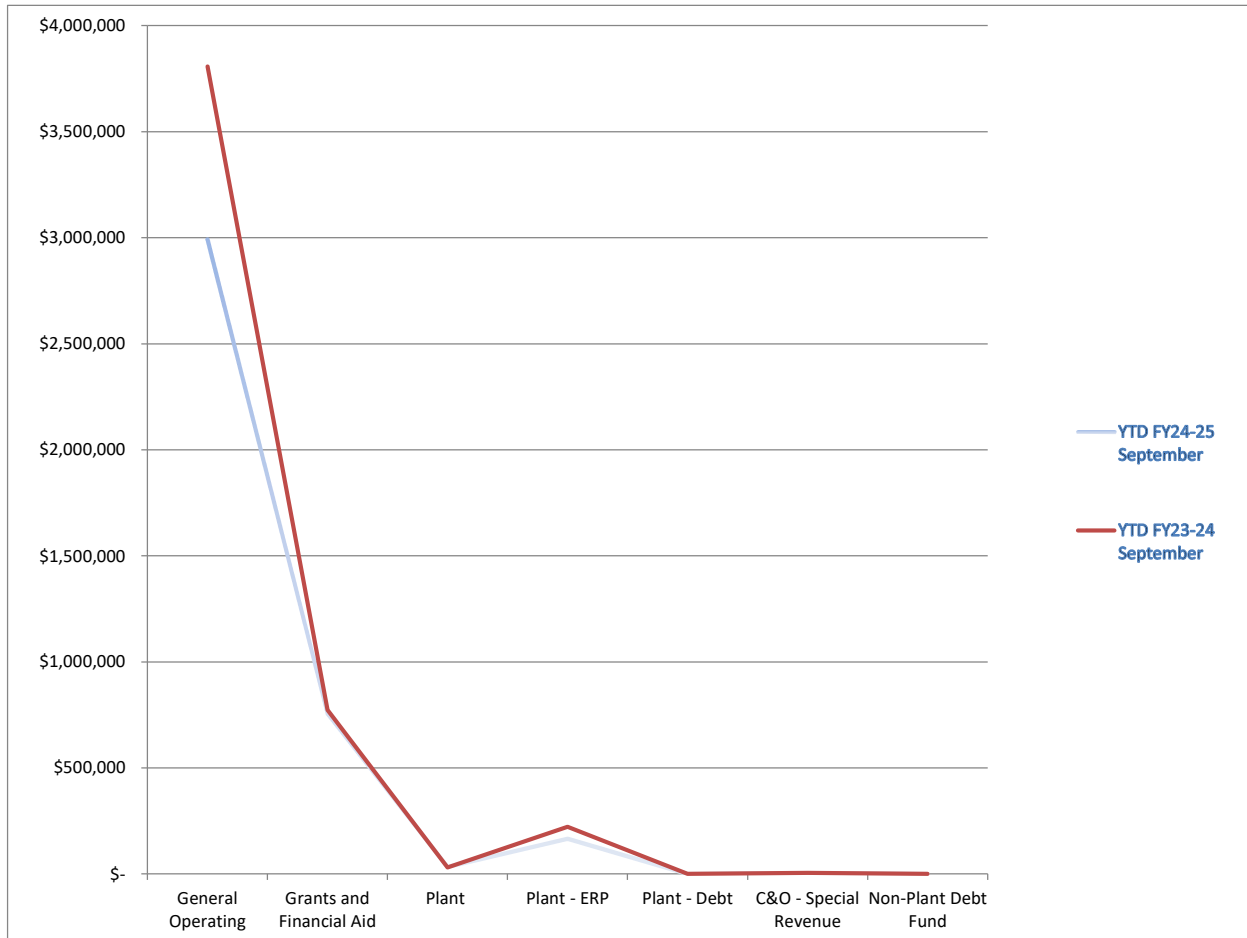
EXPENDITURES

Fund	Description	FY 2024-25		Expended as of		% Change Sept			FY 2023-24		Expended as of		Change in % expended	Budget versus Actual Variance
		Budget		9/30/24	% Expended	9/30/23	24 compared to Sept 23	Budget	6/30/24	% Expended				
11	General Operating (d)	\$ 15,820,240		\$ 2,991,968	18.91%	\$ 3,807,597	-21.42%	\$ 15,450,932	\$ 14,277,372	92.40%	-73.49%	\$ (1,173,560)		
21	Grants and Financial Aid (e)	\$ 5,723,026		\$ 755,103	13.19%	\$ 772,634	-2.27%	\$ 5,556,733	\$ 5,757,965	103.62%	-90.43%	\$ 201,232		
41	Plant (f)	\$ 1,794,112		\$ 32,748	1.83%	\$ 30,430	7.62%	\$ 1,718,822	\$ 832,646	48.44%	-46.62%	\$ (886,176)		
	Plant - ERP Implementation	\$ 844,213		\$ 165,066	19.55%	\$ 222,282	-25.74%	\$ 1,876,038	\$ 955,557	50.93%	-31.38%	\$ (920,481)		
42	Plant - Debt (g)	\$ 1,669,376		\$ -	0.00%	\$ -	#DIV/0!	\$ 1,658,637	\$ 1,658,431	99.99%	-99.99%	\$ (206)		
54	C&O - Special Revenue	\$ 60,245		\$ 6,031	10.01%	\$ 5,455	10.56%	\$ 72,718	\$ 36,093	49.63%	-39.62%	\$ (36,625)		
60	Non-Plant Debt Fund	\$ 1,165,040		\$ -	0.00%	\$ -	#DIV/0!	\$ 1,172,000	\$ 802,564	68.48%	-68.48%	\$ (369,436)		
	Total Expenditures	\$ 27,076,252		\$ 3,950,916	14.59%	\$ 4,838,398	-18.34%	\$ 27,505,880	\$ 24,320,628	88.42%	-73.83%	\$ (3,185,252)		
	Total Receipts over (under) Total Expenditures	\$ -		\$ 3,696,795		\$ 3,962,778		\$ -	\$ 3,758,733					

GENERAL FUND (11)
EXPENDITURES BY FUNCTION

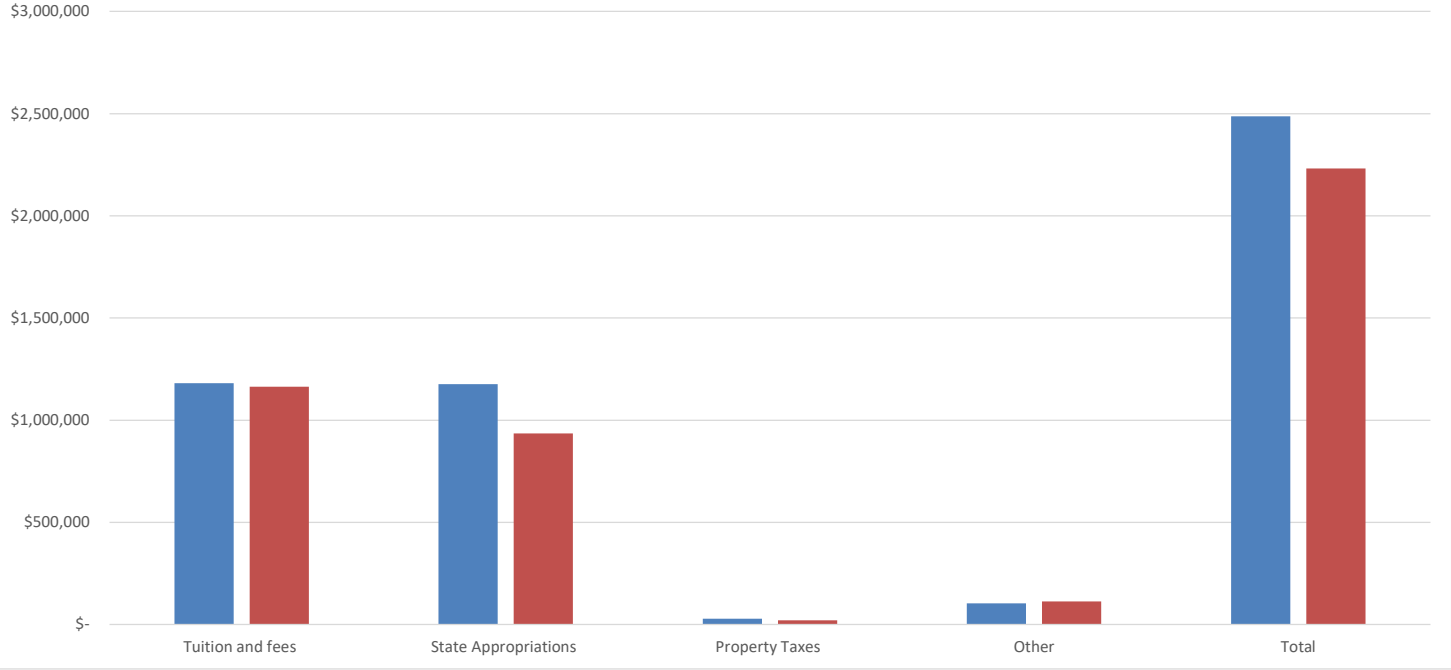
Description	FY 2024-25		Expended as of		% Change Sept			FY 2023-24		Expended as of		Change in % expended	Budget versus Actual Variance
	Budget		9/30/24	% Expended	9/30/23	24 compared to Sept 23	Budget	6/30/24	% Expended				
11 General Operating (d)	\$ 15,820,240		\$ 2,991,968	18.91%	\$ 3,807,597	-21.42%	\$ 15,450,932	\$ 14,277,372	92.40%	-73.49%	\$ (1,173,560)		
By Function													
Instruction	\$ 5,672,050	36%	\$ 845,640	28%	\$ 941,124	-10.15%	\$ 5,643,981	\$ 5,452,589	96.61%		\$ (191,392)		
Instructional Support	\$ 1,773,140	11%	\$ 427,650	14%	\$ 514,252	-16.84%	\$ 1,923,176	\$ 1,886,637	98.10%		\$ (36,539)		
Public Services	\$ 24,542	0%	\$ 500	0%	\$ 515	-2.91%	\$ 35,424	\$ 8,854	25.00%		\$ (26,570)		
Student Services	\$ 1,390,279	9%	\$ 218,799	7%	\$ 449,527	-51.33%	\$ 1,813,140	\$ 1,541,122	85.00%		\$ (272,018)		
Institutional Support	\$ 3,566,375	23%	\$ 972,333	32%	\$ 1,351,797	-28.07%	\$ 3,666,670	\$ 3,528,128	96.22%		\$ (138,542)		
Operation and Maintenance of Plant	\$ 1,803,629	11%	\$ 488,339	16%	\$ 497,798	-1.90%	\$ 1,714,725	\$ 1,663,938	97.04%		\$ (50,787)		
Scholarships & Tuition Waivers	\$ 184,800	1%	\$ 38,707	1%	\$ 52,584	-26.39%	\$ 184,800	\$ 196,104	106.12%		\$ 11,304		
Contingency	\$ 1,405,425	9%	\$ -	0%	\$ -	#DIV/0!	\$ 469,016	\$ -	0.00%		\$ (469,016)		
Total General Fund Expenditures	\$ 15,820,240	100%	\$ 2,991,968	100%	\$ 3,807,597	-21.42%	\$ 15,450,932	\$ 14,277,372	92.40%		\$ (1,173,560)		

Expenditures
All-Funds
Comparing YTD September 2024 to September 2023



	YTD FY24-25 September	YTD FY23-24 September
General Operating	\$ 2,991,968	\$ 3,807,597
Grants and Financial Aid	\$ 755,103	\$ 772,634
Plant	\$ 32,748	\$ 30,430
Plant - ERP	\$ 165,066	\$ 222,282
Plant - Debt	\$ -	\$ -
C&O - Special Revenue	\$ 6,031	\$ 5,455
Non-Plant Debt Fund	\$ -	\$ -
Total	\$ 3,950,916	\$ 4,838,398

General Fund Revenue September 2024 to September 2023

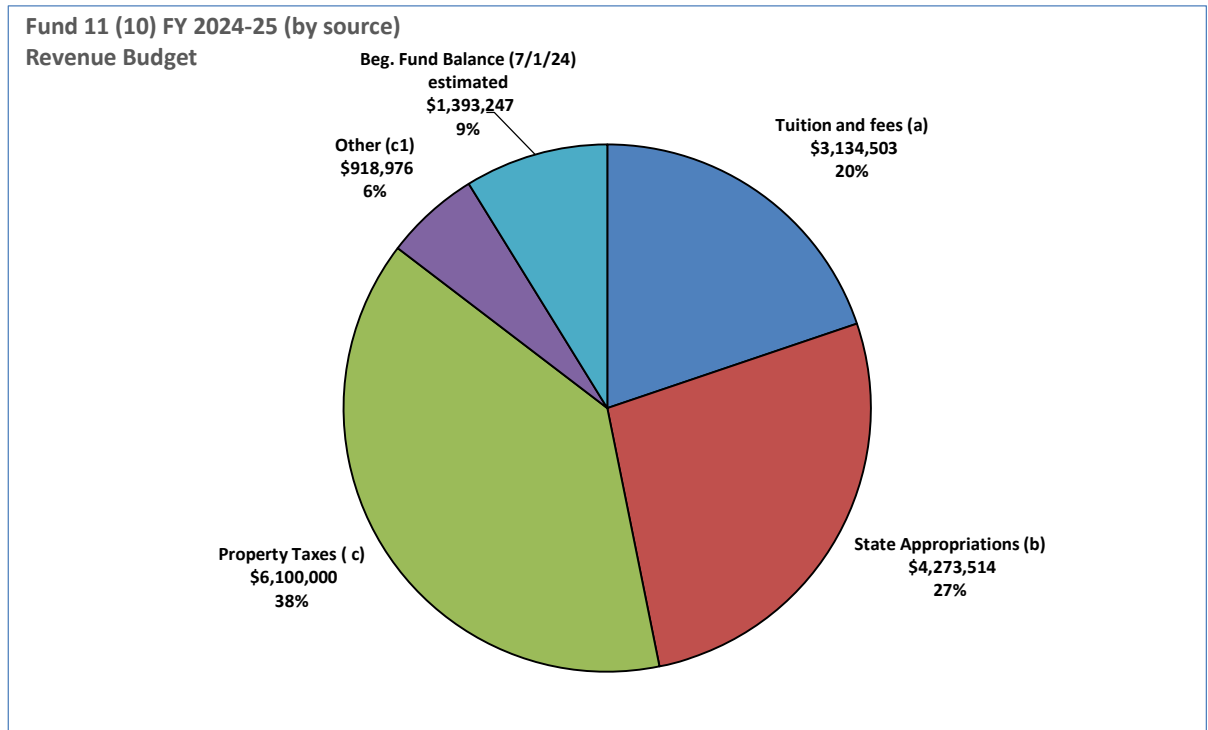


	9/30/2024	9/30/2023
Tuition and fees	\$ 1,180,826	1,162,740
State Appropriations	\$ 1,175,260	935,570
Property Taxes	\$ 28,187	19,820
Other	\$ 102,490	112,781
Total	\$ 2,486,763	\$ 2,230,911

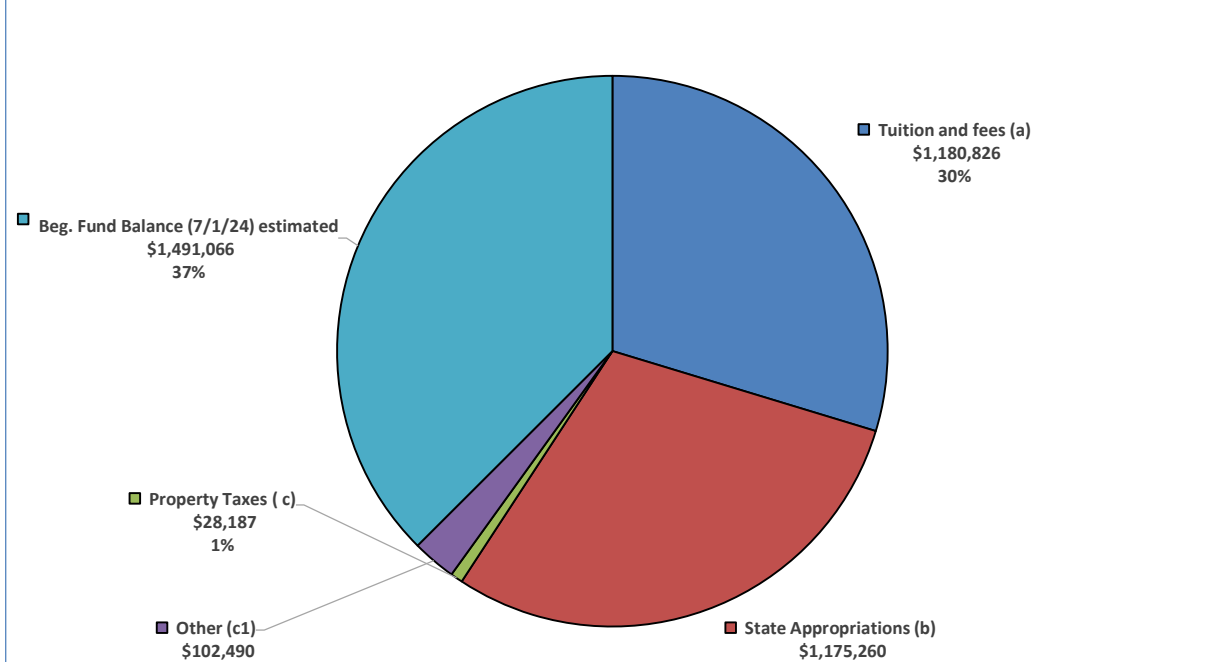
General Fund (11) FY 2024-25

by source

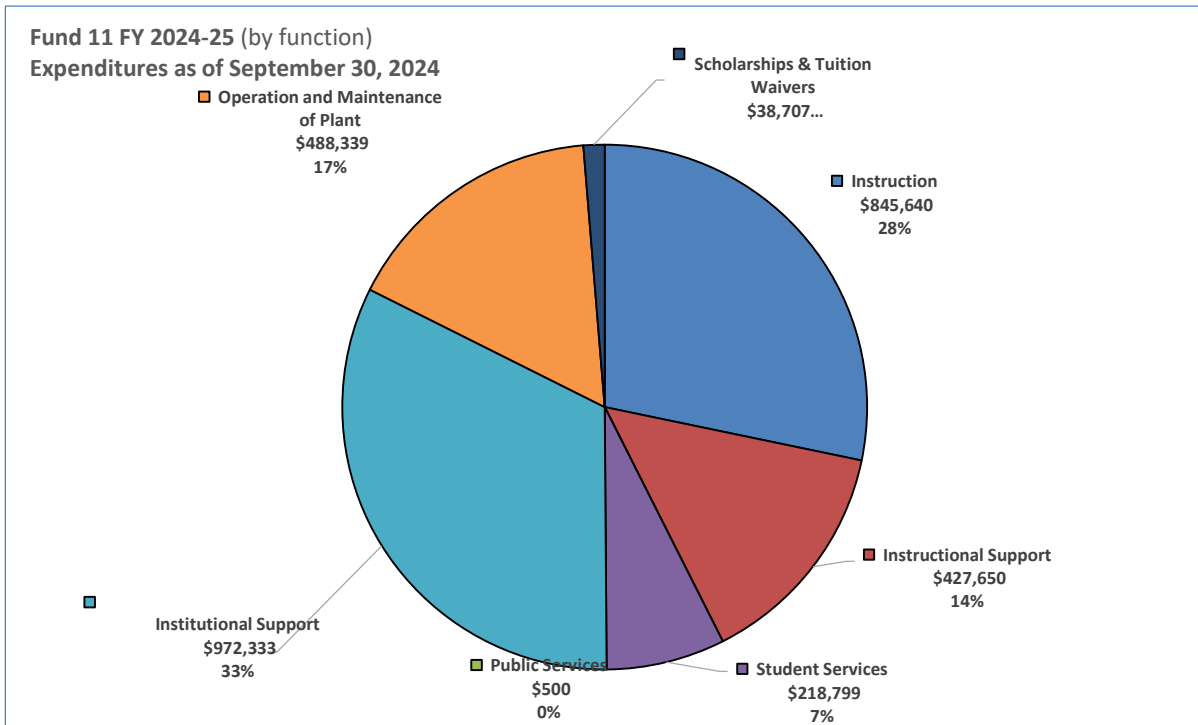
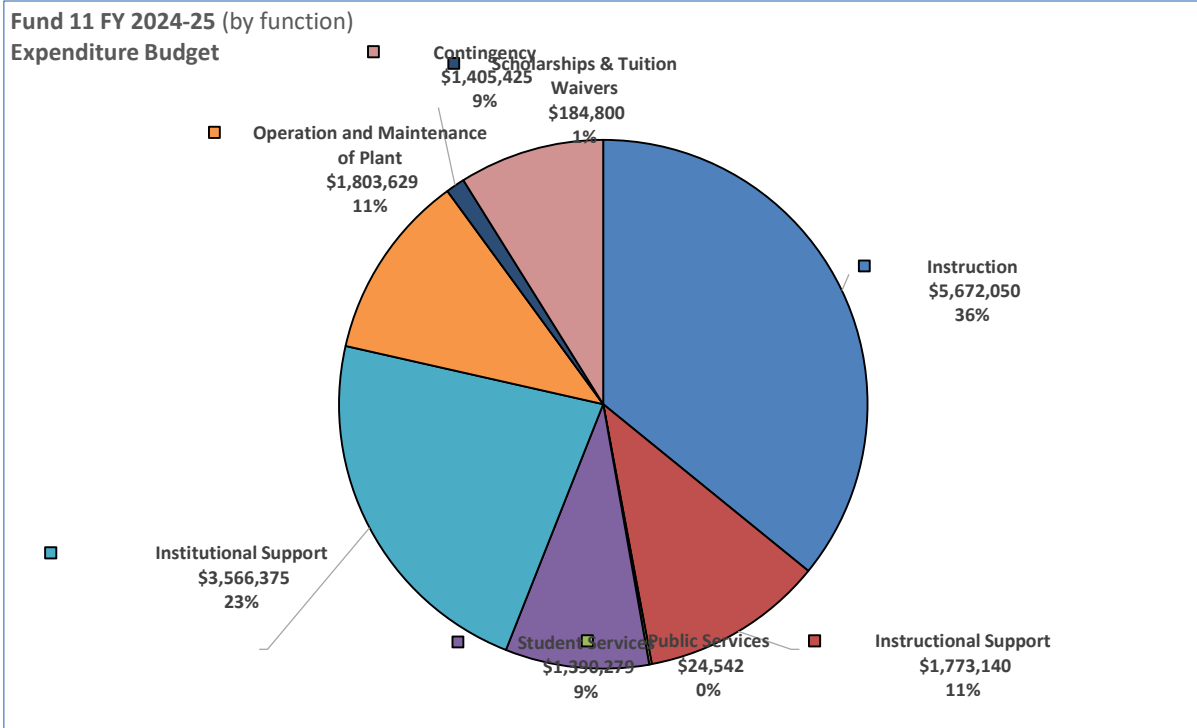
Revenue



Fund 11 (10) FY 2024-25 (by source)
Revenue as of September 30, 2024



**General Fund (11) FY 2024-25
by function
Expenditures**



ASG



Clatsop
Community
College

Board of Education

Associated Student Government Report for Thursday, October 10, 2024

BOE Meeting Submitted by Josie Kero, 9/30/24

Internal Organization Activities

- July meetings. Asher Finch and Josie Kero collaborated on the structure of ASG and organizational processes to prepare the upcoming ASG leaders for success. Additional topics included reviewing budgeting procedures, ie. POs, hiring for officer positions, overseeing clubs, and setting ASG goals for the new school year.
- August ASG meetings in preparation for Fall. These meetings, consisting of Josie Kero and Emily Bates, heavily focused on scheduling events, planning to boost campus energy, establishing student engagement through flyers, social media, and on-campus announcements, and preparation for voting.
- Weekly ASG Team Meeting. ASG meetings are currently on Thursdays at 3:30pm. This allotted time may change once ASG fills the additional officer positions. We will notify the board as these positions are filled and when our meeting times change.
- ASG Representation at CCC Foundation. ASG was invited to attend Angee Hunt's going away celebration on 8/5. ASG represented CCC students, voicing appreciation for Mrs. Hunt's work and sending her away with a warm goodbye.
- Monthly Meeting with President Hogue. ASG will actively work to keep an open line of communication with President Hogue. Monthly meetings will serve as an opportunity to prepare for topics discussed in the upcoming board meetings.

- ASG Representation on College Council and the Joint Policy Group. ASG has been invited to attend monthly Joint Policy Group meetings via Zoom to serve as a student representative.
- ASG Election Process. Gathering interest for president and vice president candidates began in the 2024 spring term. Josie Kero and Emily Bates were the only students who stated interest, resulting in a leadership transition this summer. To make these roles in ASG official, a voting duration was held from 9/30-10/4. Josie Kero and Emily Bates declared their candidacy the first week of fall term via an email announcement to all students. This email also included the candidates bios and a link to apply for the additional hired officer positions. A week-long pop-up table event, flyers, social media posts, and on-campus digital signage aided in the voting promotion.

Service to Students

- ASG Presence at NSO—Received two inquiries at New Student Orientation from incoming students who want to start their own clubs. ASG is currently working with them on the forms and understanding the structure for them to submit new club applications.
- ASG's daily on-campus presence is excellent for addressing student questions and concerns. ASG is working with the LGBTQIA2S+ Club to renew its yearly club status and offer support in finding a new advisor.
- First Week of the Term Pop-Up Table—ASG has facilitated a rotating table around the Lexington Campus and MERTS to aid student engagement. The table advertised voting and upcoming ASG events.

- 10/1 Welcome Back Cookies & Coffee Event–ASG received a donation from Columbia River Coffee Roasters to provide coffee for students on the second day of school. ASG provided the cookies. This event was a massive success in facilitating a friendly campus environment.
- 10/4 Back-to-School Goal Setting Event–ASG is hosting an opportunity to support students in setting attainable goals for their school year and endeavors post-Clatsop.
- 10/10 ASG Open House Celebration–This event is an opportunity to celebrate ASG’s new office and strengthen the connection between CCC students and ASG.

Student Engagement and Upcoming Student Events

- 10/24 Spooky Craft Night. Students are invited to the new ASG office for a late afternoon of crafting and socialization.
- 10/31 ASG Sponsor of CCC’s Annual Spooktacular Costume Contest
- 11/13 World Kindness Day Celebration. ASG will host a letter-writing event to promote positivity on campus.

OCCA



Clatsop
Community
College

Board of Education

OCCA Update for College Boards – October 2024

September Legislative Days

Oregon community colleges had several opportunities to testify during quarterly “Legislative Days” Sept. 23-25. Legislators heard invited testimony that provided updates on ongoing and new topics they may want to address in the 2025 Session. OCCA worked with the chair of the House Committee on Higher Education to provide an update on emerging community college Bachelor of Science Nursing (BSN) programs. The Committee also heard an update from the Higher Education Coordinating Commission (HECC) on the ongoing work to create more seamless transfer from community colleges to four-year public universities. OCCA has been closely involved in legislative work around better transfer pathways from community colleges to public universities. A computer science faculty member from Portland Community College testified.

This was the final “Legislative Days” before the Sept. 27 deadline for legislators to file bills that will be released prior to the start of the 2025 Legislative Session.

OCCA Board Training – Thank You!

OCCA held its annual Board Member Training event on Sept. 7 and would like to thank everyone who participated. The training was well-attended, with around 30 elected board members and presidents participating. They heard from Sonny Ramaswamy, President of the Northwest Commission on Colleges & Universities (NWCCU), who shared best practices and advice on how board members can take a more proactive role in accreditation. Other topics included how OCCA can serve the needs of colleges and board members, what to expect in the upcoming legislative session, information on public meeting laws, and strategies to combat the looming enrollment cliff. The afternoon included an interactive training led by Essential Partners focused on leading dialogue across differences. Attendees were given tools to use to listen and connect with each other differently and to encourage discussion that allows for differences to be heard. OCCA encourages anyone who attended to please take a brief [feedback survey](#) so that we can improve upon future events.

OCCA Meets with Federal Delegation in DC

OCCA Deputy Director John Wykoff traveled to Washington, DC, in September along with representatives from Portland Community College and Lane Community College to meet with Oregon’s federal delegation. During the trip, they met with Oregon delegation House and Senate staffers advocating for short-term Pell Grants, Workforce Investment and Opportunity Act reauthorization, fiscal year 2025 appropriations, ending taxation on the Pell Grant and the issue of fraudulent applications which have affected community colleges across the country.

OCCA Board to Meet Oct. 4

The OCCA Board of Directors will meet for their fall quarterly meeting on Friday, Oct. 4. The meeting will be hybrid, with those in-person attending at Rogue Community College in Grants Pass. The Board will approve member appointments to OCCA committees for the 2024-25 year, hear a legislative update and learn about upcoming training opportunities, as well as meet with higher education consultant, Miriam Friedman, around the development of an OCCA Values Statement. The full agenda can be found at <https://occa17.com/occa-meetings/>.

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.

- **OCCA Conference:**
 - **Registration Now Open!** – Early Bird Registration for the OCCA Annual Conference is now open! This special rate will be available on the conference [web page](#) through Oct. 4, so book soon to get the discount. Regular registration will then be available through Oct. 18. The conference will take place Nov. 6-8 at Salishan Coastal Lodge in beautiful Gleneden Beach. OCCA has secured a block of rooms at a special conference rate of \$169 +fees per night at the Salishan Coastal Lodge. Visit the OCCA conference web page for details on how to secure this rate: <https://occa17.com/occa-annual-conference/>. Hotel rooms must be booked by Oct. 4 to secure this special rate.
 - **Breakout Presentations Announced** – OCCA has announced the breakout presentations for the conference. A preview of all presentations and presenters can be found on the OCCA Conference web page, <https://occa17.com/occa-annual-conference/>.
- **Virtual Advocacy Training** – OCCA will host a virtual Advocacy Training on Thursday, October 10, for community college board members, presidents, Campus Advocacy Coordinators (CACs), students, and other college faculty, staff and stakeholders who will serve or are interested in serving as an advocate during the 2025 Legislative Session. In this free training, participants will learn how to be an effective advocate for community college budget and policy issues, the various ways in which you can be an advocate (hint: it doesn't always mean meeting with legislators!), lobbying tips, important messaging for the Session, and the basics of the legislative process. Visit our website for all the details and to register for free, <https://occa17.com/occa-advocacy-training/>.
- **Register for the October Lunch & Learn Webinar** – The first Lunch & Learn webinar for 2024-25 will take place on Oct. 31: "OCCA 101." Attendees will learn how OCCA serves colleges and about key initiatives. These webinars – which are included in OCCA membership – will continue to take place on the last Thursday of each month at noon through June (no December webinar due to the holidays). [Click here](#) for the schedule and [click here](#) to get registered for one or all the webinars!

OCCA Digest e-newsletter

The *OCCA Digest* is a monthly e-newsletter that highlights updates during the Legislative Session, important events, news, and announcements. It'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.

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
Community
College

Board of Education

BOARD REPORT – October 2024

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

- Clatsop Child Care Advisory Committee approved 11 grants totaling \$227,500 for local childcare businesses, with the next round of funding coming out in the fourth quarter.
- Met with Providence Seaside Hospital Leadership team on September 10 with President Hogue, Provost Toyas, Interim Nursing Director Kotson and retired director Jepson. It was a very positive and supportive meeting, with several opportunities discussed in collaboration.
- Met with CMH Leadership team on September 13 with President Hogue & Provost Toyas. Candid discussion about building more partnerships going forward, with nothing but opportunity ahead, especially with the new hospital construction project forthcoming, and more space available to strengthen existing and potential new program offerings.
- Arranged lunch meeting in Cannon Beach on September 20 with President Hogue, Mayor Knop and leadership from Martin North, Columbia Hospitality, Escape Lodging, Vesta Hospitality, and the Cannon Beach Chamber of Commerce. Discussed more South County opportunities, including potential programs for Professional Training held in Cannon Beach.
- Participated in Col Pac Special Board meeting on September 23 to approve 2024-25 budget and appoint Sarah Lu Heath as the interim Director for the next six months, pending salary negotiations. Setting up a meeting with President Hogue & Heath.
- CEDR Board meeting was held on September 24 and President Hogue and BOE Representative Vazeen were introduced and shared updates. Agenda focused on a Clatsop County Housing Update from Clatsop County Housing Manager Ellisa Gertler, an Economic Opportunities Analysis presented by Clatsop County Planning Manager Jay Blake, FEMA Pre-Implementation Compliance Measures (PICM's) that will devastate Clatsop County economic development if enacted. (Follow-up: Governor Kotek sent a letter to the FEMA administrator Deanne Criswell sharing state of Oregon concern and called for a pause on initiating changes which was a positive development) Measure 118 was also reviewed and the CEDR Board voted to support a No Vote on Measure 118, which will be signed by the Board and not the Director.
- Met with new Warrenton High School Principal Bev Scott and Vice Principal Scott Norman with Clatsop WORKS manager Bateman to review history of program and funding sources from Measure 98 dollars and other partnerships and committed to working together to have more participants from WHS, that creates more opportunities for CCC as students graduate with the internship experience exposure.

CENTER FOR BUSINESS, COMMUNITY & PROFESSIONAL DEVELOPMENT

Submitted by Jessica Newhall, Director CBCP

Clatsop Small Business Development Center

- Successful RFP yielded 4 proposals and vendor selection underway to select platform/vendor for our new online learning program for small business owners funded by HB3410 Grant
- Registration underway and strong for fall programming
 - Startup Bootcamp, Small Business Management Program I & II, Retail Excellence Bootcamp, Food & Beverage Entrepreneur's Bootcamp (collaboration with North Coast Food Web & Astoria Co-Op)
 - Will be featured guests on 10/3 KMUN program "Talk of Our Town" with Donna Quinn
- Performance Metrics
 - Clients to date: 201
 - Client Support Hours: 909
 - Capital Formation: \$1,742,700
 - Business Starts: 22
 - Jobs Created: 46
 - Sales Increase: 550,020

Community Education, Professional Development & Plumbing Apprenticeship

- Consolidated position for Community Education & Workforce Training Coordinator complete and department is currently retaining Plumbing Apprenticeship

Summer 24-25 Performance

- Grew FTE eligible class registrations by 73% and overall registration by 8.3%
- Grew gross income (fees & estimated FTE reimbursement) by 15.1%
- Grew workforce training/ professional development by 7x number of classes and 2500% for registrations
- Income grew from \$0 to \$4300 for workforce training/ professional development

Fall registration underway: currently -5.2% but registrations underway

- Plumbing apprentice added 5 new students and continues to be strong. New JATC coordinator hired and stabilizing.

Clatsop WORKS Paid Internship Program & CCC Cooperative Work Experience

Submitted by Misty Bateman, Program Manager

Clatsop WORKS

- Registration for employers who would like to host a summer 2025 Clatsop WORKS intern opens October 1st at ClatsopWorks.com
- Interesting fact: Clatsop WORKS was modeled off of the McMinnville WORKS program (though we changed the parameters to allow high school students to participate as well as college students). McMinnville WORKS began in 2013 and has placed 155 interns in 12 years. Clatsop WORKS, now in its 7th year, has already surpassed our “parent” program, placing 169 Clatsop County student interns so far!
- Clatsop WORKS will once again apply for ODE funding to assist our local employers to offer more paid student internships for Clatsop County students. Last year the program was awarded \$30,000 from ODE and we hope to receive that amount again for this academic year.

Cooperative Work Experience (CWE)

- As of now, we have one student registered for CWE280 for Fall 24, it will be sociology / human services based, so SOC280, and one student registered for the CWE281; Career Readiness Seminar.
- Misty presented a Synapse on CWE at Faculty Inservice to aid in faculty awareness of CWE possibilities for all students.

Communications and Marketing



Clatsop
Community
College

Board of Education

Communications and Marketing Report for Thursday, October 10, 2024 BOE Meeting

Submitted by Julie Kovatch, 10/1/24

Communications - Internal

- Website-
 - Sept. website use: Users: 6.7K
 - Highest visited pages for Sept: Homepage, Faculty Staff, Register for Classes, Human Resources
- Strategic Planning Cohorts: Final meetings with Coraggio were held. CCC core group made some final wording tweaks to mission and initiatives. As backup, I went through files and communications with Coraggio and downloaded the files and content regarding the development and implementation of the plan.
- Launched a website refresh before the start of term to clean up the clutter tendencies of the old site. It has been met with positive feedback with requests to bring back certain quick accesses. Those are being evaluated and reviewed through a student user lens before determining adjustments.
- Member of New Student Orientation committee: participated in the day's activities to welcome the new students to campus and prepare them for term.
- Communications and Marketing is serving as a backup and overflow location for student id's. We will also be working on getting staff id's as well.
- I continue to serve as the ASG advisor. Josie and Emily have been hard at work preparing for the start of school. I have help meetings with them to set them up for success with events, purchases, and communication with students and reporting.

Communications - External

- Announcements and Press releases for fall art show, Ales and Ideas for October featuring Dr. Julie Brown, Ribbon cutting of the Bandit Café, call out for Au Naturel, and fall term starting.
- Online Bookstore: Communications went out weekly to inform the college community about the online bookstore and how students can obtain their books. Mailed postcards, emails, posters, social media, and table tents were utilized to get word out
- Worked with new Bandit Café managers, Wade and Kendall, to promote the new café menu and management to the college and community. Worked with the Astoria Warrenton Area Chamber of Commerce to hold a ribbon cutting for the Bandit Café on September 25th.
- Served on the hiring committee for the new Astoria Downtown Historic District Association Executive Director. We had a successful hire.
- CCC was a bus location for the "Musical Stairs" event at the Column. I volunteered to welcome those parking at the college and get them on the buses. It was a positive event and a way to just get people to walk along campus and remind them we are here for them.

Communications and Marketing Report for Thursday, October 10, 2024 BOE Meeting

Submitted by Julie Kovatch, 10/1/24

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

- Ad purchased in the Clatsop relocation magazine. This goes to anyone who moves to the area. The ad is a general catch all to showcase degrees, community ed, and use of CCC by the community.
- Seaside Farmers Market Booth (monthly)- Sept. 18th was the final Seaside market. It was a slow day, but still gave away fall term schedules, many CCC tote bags and visited with some alumni.
- Had a CCC Booth at the Veteran and Military Convention held in Seaside at the convention center letting them know the opportunities at CCC using the GI Bill and also discounts available.
- Seaside Wheels and Waves car show: Thad Nolan, Kristen Wilkin, Tammy Heintz and I spent Sept. 13-15 showcasing the automotive program at the annual Seaside car show. We had many alumni, and families stop by to see the car that students are working on. Many thanked Thad for helping keep trade programs local.
- Radio ads are running once again during local high school games that focus on Oregon Promise, College football games that 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.
- Social Media- Audience- Sept #'s-
 - Facebook followers: 3,453 (up 14)
 - Instagram Followers: 1,221 (same)
 - Organic post reach #'s Facebook: 12.7K Instagram: 956

Events – Recent and Upcoming

- Oct. 3rd- Ales and Ideas featuring Dr. Julie Brown at 7 p.m. at Fort George Taproom
- Oct. 11th- Reception for Art Show in Royal Nebeker Gallery at 6 p.m.
- Oct. 16th- S&S Staff Appreciation celebration at 3 p.m. in Columbia Café space
- Oct. 31st- Spooktacular Events at CCC-Costume contests and prizes
- CCC events and important dates can be seen on the CCC Calendar at:
www.clatsopcc.edu/events/

Instruction and Student Success



Clatsop
Community
College

Board of Education

October Report to the Board
Teena Toyas
Vice President/Provost
Office of Instruction and Student Success
9/29/2024

Strategic Planning Update:

- The Clatsop Community College administration and key staff had the final meeting with the Coraggio Group on Monday, September 16th, to review the final draft of the Clatsop Community College Strategic plan. The plan will be presented to the Board at the October meeting for approval.
- Congratulations to all college faculty, staff, students, and administration who worked tirelessly throughout the 2023-2024 academic year and the summer of 2024 to develop a strategic plan that will provide an improved pathway for using data-driven decision-making at CCC as we move forward. The five-year plan was developed for 2024-2029.
- Special thanks to Julie Kovatch and Felicity Green who met with the VP/Provost and the Coraggio Group about every two weeks beginning in November of 2023 to help keep us on track for successfully developing the plan.
- A huge shout-out also goes to the Cohort Leaders who kept the various cohort groups on track and moving forward to provide successful outcomes and key performance indicators.

Advance Student Retention & Success	Improve Student Access	Strengthen Our Reputation	Increase Organizational Effectiveness	Build and Sustain Academic/ Workforce Partnerships
<u>Cohort Leaders</u> Teena Toyas & Kristen Wilkin	<u>Cohort Leaders</u> Kasey White & Greg Riehl	<u>Cohort Leader</u> Julie Kovatch & Kevin Leahy	<u>Cohort Leaders</u> Greg Dorcheus & Tina Kotson	<u>Cohort Leaders</u> Kevin Leahy & Kristen Wilkin

The Accreditation Schedule of Reports and Visits remains unchanged:

1. Year 5- Northwest Commission of Colleges and Universities Ad-Hoc visit with report continues to be scheduled for October 28, 2024. The focus of the visit remains the development of the new and approved Strategic Plan for 2025-2029. The NWCCU Evaluation Team will examine the progress that Clatsop Community College has made regarding the ability to implement data-driven decision-making and how CCC continues to address the 2021 finding by NWCCU:
 Recommendation 1: Fall 2021 Ad Hoc Report with Visit - Review and revise institutional planning processes to ensure that data collectively support mission fulfillment and effective strategic decision-making. (2020 Standard(s) 1.B.1;1. B.3;1. B.4)
2. The Ad-Hoc Report was successfully submitted to the NWCCU on September 16th.
3. The NWCCU Ad-Hoc report also addressed the progress that CCC is making regarding a student complaint from 2022 which included errors with advising, student advocacy, and faculty advocacy.
4. Included as part of the Ad-Hoc report were updates and information regarding unsolicited information for the courses taught by the US Coast Guard and Tongue Point Job Corps as part of the maritime science curriculum.
5. NWCCU provided an extension for the Financial Resource Review. President Jarrod Hogue completed

the report with the assistance of Bill Meck and others. The report was submitted on Friday, September 27th.

6. Year 6-Standard 2-Policies, Regulations, and Financial Review Fall of 2025
7. Year 7-Evaluation of Institutional Effectiveness Fall 2026

Inservice Updates:

1. Thanks to the hard work and collaboration with faculty, staff, and administration, Becky Kraft, Administrative Assistant to the Vice President/Provost, planned and implemented a phenomenally successful in-service during the week of September 23rd.
2. The activities on Monday, September 23rd included an all-employee welcome by President Jarrod Hogue.
 - The morning also included a pot-luck breakfast and all-campus training.
 - The afternoon activities included information for tutoring, Bookstore changes and updates, website changes, IT updates, and instructional department meetings.
3. On Tuesday, September 24th CCC hosted the third annual New Student Orientation led by Holly Tumbarello and her team of supporters.
 - The events included campus tours, sessions discussing important student resources, student-oriented games, meet and greets with clubs, faculty, and other groups, students meeting their advisors, and much more.
 - The CCC Foundation served lunch to all students and employees. Excellent job by the Foundation members who donated their time supporting our new students and all staff.
 - Nichole Warwick and others helped students, faculty, and employees create Bandit tie-dyed t-shirts.
 - Over one hundred new students attended the event which is an increase from the 2023-24 event.
 - During the evening of the 24th, the Part-Time Faculty Union met for their first meeting of the year in Columbia 219. Following the Union meeting, Clatsop Administrators and others met with part-time faculty to review system changes and to provide additional essential information. Pizza and beverages were served to all.
4. On Wednesday, September 25th, the morning began with synapse updates presented by faculty and staff in Columbia 219.
 - The full-time faculty met with the advising team and instructional administrators to review changes and updates for advising. The updates were provided by Christine Riehl, Director of TRIO SSS, and others. Updates and information were also shared regarding how advising will be tracked in Colleague and advising shells that are available in Canvas for all advisors.
 - Faculty were also provided updates on how to use Colleague for submitting first-week attendance, grading, and other requirements provided by the faculty. These presentations and updates were facilitated by VP/Provost Teena Toyas.
 - Wednesday morning and afternoon in-service activities included review and updates from the IT Team and Instructional Team.
 - Thursday, September 26th and Friday, September 27th were set aside for full-time faculty preparation days. Classes start on Monday, September 30th.

October Activities in Instruction and Student Success

- ✓ Instructional Leadership Team meetings every other Thursday at 3:00 PM in Towler 206.
- ✓ Collaboration with Astoria High School, Monday, October 7th.
- ✓ Ongoing meetings with Student Success and Instructional staff and faculty.
- ✓ Oversight Committee for High School-Based College Credit Partnerships, Monday, October 14th.

- ✓ Collaboration meeting for Simultaneous Enrollment and Running Start partnerships.
- ✓ Ad-Hoc Report with visit, October 28th.

MERTS

(Prepared by Kristen Wilken, Dean of Workforce Education and Training)

The CCC Automotive Program represented at the Seaside Wheels & Waves Car Show September 12-15, 2024. CCC Automotive graduate and current Instructional Assistant, Bonni Hilderman, and instructor Thad Nolan spent the weekend showcasing CCC's beloved Montego to an amazing crowd of spectators in downtown Seaside. Special thanks to Kristen Wilkin, Julie Kovatch and Tammy Heintz who gave additional support at the event!

CCC's Historic Preservation Club has hosted several fun tours and events, with many more on the schedule. On August 15, 2024, the CCC Historic Preservation Club hosted a tour of the historic Liberty Theater in downtown Astoria. Architectural and design styles were highlighted, as well as contributing artisans. The group was able to discuss renovation projects completed and also in the works.

On September 16, 2024, CREST working with drone specialists were able to map out the South Tongue Point restoration area. The team spent most of the day at the MERTS campus launching, flying, capturing footage and analyzing data of this project acreage. This data is captured at intervals over 10 years to understand the land, its changes, and what efforts are the most effective at restoration and conservation.

CCC's MERTS campus hosted 236 persons (YES 236!!!) from Army North in Fort Riley Kansas and Fort Cavazos Texas, training in HAZMAT – Recon – Decon – Casualty Collection and Triage on September 10 – 12, 2024. The Army North mission is: U.S. Army North conducts Multi-Domain Operations in support of U.S. Northern Command in order to detect, deter and defeat threats to the Homeland and conducts defense support of civil authorities and theater security cooperation initiatives to defend the United States.

Library

(Prepared by Dan McClure, Library Director)

This summer Kristi Polus and Dan McClure salvaged many useful items from the Astoria Public Library, saving them from the landfill. Most of this haul was shelving parts, which are quite expensive to purchase. Brad Menninga and Ryan Prochaska provided notable assistance. Grand tally:

- 310 36' x 9" steel shelves (to replace substandard 7" shelves)
- 260 wireframe bookends (to replace decaying plastic bookends)
- 4 library carts
- 2 wooden chairs
- 1 table
- 16 heavy-duty 8' wall-mount shelving brackets
- 1 18' x 8' double-sided shelving frame
- 14 8' wooden shelving end caps
- 1 framed pastel drawing by local artist Joan David, now on display with six other Joan David works

Most of the wooden end caps and some of the shelving will be used in the art building to upgrade ceramics and storage shelves. The rest of the shelves and equipment will be used in the library, where the shelving upgrade project will continue for some time.

The library now provides family passes to the Columbia River Maritime Museum and Oregon State Parks Parking Permits on three-day loan.

This term two events will be held in the library lounge area, Monster Stories on Wednesday, October 30 at 12:30, and an all-day screening of the original Godzilla on Monday, November 4th.

Pre-College TRIO Programs:

(Prepared by Amy Magnussen, MSW, Director of Pre-College TRIO)

Talent Search and Upward Bound programs assist low income, and first-generation students reach their education and career goals. We serve 6-12 graders in Clatsop County Schools. We are pleased to provide an overview of our program, introduce new staff, and outline current initiatives aimed at supporting students in our community.

New Staff Introductions

We are excited to welcome Lacey Guest as our new College and Career Advisor. Lacey brings valuable experience in student support and career counseling. Lacey began this summer and is working at Astoria High School.

Amy Magnussen is the new Pre-College Director. She began in June and brings 23 years of experience in higher education support services. She is thrilled to be leading a very experienced team of pre-college TRIO folks.

Current Activities

1. Staff Engagement in High Schools and Middle Schools
 - a. Our team is actively collaborating with staff in Clatsop County schools to identify and support students who can benefit from our programs. This includes hosting informational sessions, conducting workshops, and providing individual counseling to enhance students' readiness for college and careers.
2. Director Meetings with Principals and School Staff
 - a. Amy Magnussen has initiated meetings with school principals and key staff members to strengthen partnerships and align program goals with the educational objectives of the schools. These discussions focus on identifying at-risk students, sharing resources, and ensuring effective communication between our programs and school staff.
3. Preparation of Annual Performance Report
 - a. We are currently compiling data for our Annual Performance Report, which will highlight the successes and challenges of our programs over the past year. This report will include metrics on student retention and graduation, academic achievements, post-secondary enrollment and persistence.
4. Student Recruitment
 - a. We are actively recruiting students for our Talent Search Program. Please feel free to share the program application with local students and families. More information about our programs and services on the following document.

PRE-COLLEGE TRIO PROGRAM OVERVIEW



2024 UPWARD BOUND
SUMMER ACADEMY
PARTICIPANTS

Educational Talent Search supports students in grades 6-12, offering college prep services like academic advising, college field trips, and workshops. It stands out for its emphasis on early intervention and sustained support, particularly providing more hands-on assistance to high schools seniors to ensure college readiness. The majority of our participants start in this program.

Upward Bound supports student in grades 9-12 and provides an intensive college prep initiative that regularly engages high school students through academic support, college field trips, weekend seminars, and a six-week summer program. It distinguishes itself by providing financial incentives for participation and a strong emphasis on sustained, hands-on support.

PROGRAM OVERVIEW

Upward Bound Talent Search

Schools Served	AHS, SHS, WHS	AHS, KHS, SHS, WHS
Grades Served	9-12	6-12
Number of Students served	73	671
Annual Grant Funding	367,181	387,128
Grant Cycle (5 year award cycle)	Ends August 2027	Ends August 2026

Pre-College TRIO Staff

Director, Amy Magnussen

Program Assistant, Katherine Johnson

Administrative Assistant, Destini Kuller

College/Career Advisors

- Lacey Guest, UB/TS, Astoria High School
- Troy Henri, UB/TS, Warrenton High School & Middle School
- Chris Mahan, TS, Knappa High School & Astoria & Knappa Middle School
- Claudia Mendez Uritz, UB/TS, Seaside High School & Middle School

SERVICES PROVIDED	Upward Bound	Talent
Access to tutoring	✓	✓
Secondary & postsecondary course selection	✓	✓
College entrance exams and applications	✓	✓
Information and Assistance with Federal Aid	✓	✓
Secondary school reentry	✓	✓
Postsecondary Education Entry	✓	✓
Financial and Economic Literacy	✓	✓
Academic Tutoring	✓	✓
Summer Academy Curriculum in math, science, foreign language & composition	✓	
Workshops and counseling for families	✓	✓
Campus visits & cultural events	✓	✓
Career exploration & counseling	✓	✓

Search

TALENT SEARCH ELIGIBILITY

- 6-12 grade student interested in attending a post-secondary institution after high school
- Meet federal low-income guidelines or are a first-generation college-bound student

UPWARD BOUND ELIGIBILITY

Astoria, Seaside, or Warrenton High School Students meeting the following criteria:

- Have academic potential and demonstrate need for academic support
- Plan to attend college
- Meet federal low-income guidelines or are a first-generation college-bound student

**Apply Now for
Talent Search**

- Be committed to participate in all aspects of the Upward Bound Program.

Department updates GED/ABE and Dual Credit

(Prepared by Rinda Johansen, Program Assistant, Pre-College, Partnerships and Life Transitions; Eileen Purcell, Outreach Literacy and Adult Basic Education; Vanessa Garner, Adult Basic Education Coordinator)

Adult Basic Education:

- We have taken in 150 GED/ESL students since July 1st. Six have earned their GED credentials.
- We held a GED orientation on 9/24 and enrolled 25 students!
- Through securing the Dollar General Literacy Grant and GED Wraparound Grant we have 39 laptops available for students to earn with good attendance and completion of the GED or ESL program.
- Our students now have the opportunity to become a member of the National Adult Education Honor Society (NAEHS). This is similar to the Honor Society in high schools.

Dual and Sponsored Dual Credit Updates:

CCC will be working with five high schools to provide dual and sponsored dual credit courses. The five high schools include:

- ❖ Astoria High School
- ❖ Clatskanie High School
- ❖ Jewell High School
- ❖ Seaside High School
- ❖ Warrenton High School

There will be eight courses offered taught by seven instructors. A total of forty-two courses will be offered throughout the academic year that will include Dual Credit, Sponsored Dual Credit, and Coastal Commitment courses.

Nursing & Allied Health - Fall 2024 Report for the CCC Board of Education

Respectfully submitted by Tina Kotson, MSN, MBA, RN, Interim Director of Nursing & Allied Health

In light of the new strategic priorities identified as part of the new CCC Strategic Plan, the Board report for Nursing and Allied Health is organized to demonstrate how the department is working toward achievement of those priorities.

I. Improve Student Access

1. 44 total nursing students are enrolled in Fall term; this is a 5% increase from Fall 2023 and a 15% increased from Fall 2022.
2. 24 new students began the Nursing Program this fall; this maintains the 20% increase in enrollment we started in the 2023-24 academic year.
3. 15 new students began the Medical Assisting Program this fall.
4. The Nursing Program Application for the 2025-27 cohort is already posted on the CCC website which allows prospective students to access important information five months prior to the February 18 deadline. Improvements to the application document as well as changes to course requirements remove obstacles to applying for the program.
5. A half dozen information sessions hosted by the Director are planned in fall term for pre-nursing students as well as for students applying for the 2025 cohort.
6. The Nursing Club hosted an informational booth at New Student Orientation during in-service week. Dozens of prospective students stopped by to talk with current nursing students and faculty.
7. The department participated in the 2024 Astoria Regatta Festival in August by hosting a booth in the CMH Healthcare Square to share information about the Nursing, Medical Assisting, and CNA programs with the public.

II. Increase Student Retention & Success

1. 20 students of 24 are returning for their second and final year of the Nursing Program -- an 83% retention rate.
2. 18 nursing students of 20 graduated in June 2024 – a 90% retention rate.
 1. 100% passed the national NCLEX-RN exam on their first attempt.
 2. 100% are employed as RNs within 3 months of graduation.
 3. 78% are employed as RNs in Clatsop and Tillamook counties.
3. Nine medical assisting students earned their certificates in June 2024 from CCC; all those who have taken the national boards so far have “passed!”
4. 15 students completed the Nursing Assistant and CNA Prep courses this summer.
 1. 8 have already taken and passed their state Boards and are working locally as CNAs.
 2. 4 are awaiting testing dates.
 3. 2 are working as patient care techs (PCTs) locally.

III. Strengthen our Reputation

1. The Director and Assistant Director collaborated with new President and CCC Leadership Team to attend meetings this summer with CMH and PSH leaders.
 2. The Director and Assistant Director participated in CMH/OHSU Education Summit in an effort to strengthen partnerships and better serve our local community.
-

**Nursing & Allied Health - Fall 2024 Report
for the CCC Board of Education**

Respectfully submitted by Tina Kotson, MSN, MBA, RN, Interim Director of Nursing & Allied Health

3. Nursing faculty and administrators participated in the statewide RENEW Research Initiative which studies faculty retention.

IV. Increase Organizational Effectiveness

1. Employee Retention:
 1. The department has the lowest turnover of nursing faculty in the state.
 - A. All six FT nursing and medical assisting faculty are returning for the 2024-25 academic year.
 - B. The longest serving faculty member is beginning her 20th year at CCC.
 - C. The shortest serving faculty member is beginning her 9th year at CCC.
 2. Program Assistant Kathy Laughman is beginning her 6th year at the college.
 3. Doris Jepson is remaining as Assistant Director in her 6th year at the college.
 4. We have the lowest turnover of nursing faculty in the state.
2. Committee Participation:
 1. Combined, the six FT faculty and two administrators serve on more than a dozen CCC committees, on all four OCNE committees, and on several statewide committees to represent the college and ensure the CCC Nursing Program has a voice in curriculum development and policy making.

V. Build & Sustain Academic & Workforce Partnerships

1. The Nursing Advisory Board meets three times annually and has 18 members that represent more than a dozen local healthcare organizations.
 2. Nursing and Allied Health maintain nearly 2 dozen active clinical partnership agreements with acute care, long-term care, and community-based care organizations in the local community.
 3. Program growth is encouraged and supported by local clinical partners.
 - A. CMH provides \$80K annually to fund FT nursing faculty.
 - B. Providence sponsoring \$100K grant for program expansion is helping fund additional adjunct/PT nursing instructors.
 4. Nursing and Medical Assisting are partnering to host Scappoose High School for a Healthcare Field Trip in October during which 40+ high school students will tour the CCC campus and spend time with nursing and medical assisting students in skills labs.
 5. Nursing is working with CMH and Astoria High School to coordinate a visit to CCC for students in the Health Occupations course.
 6. Nursing is coordinating a visit for 15 high school students who attend Coastline Christian Fellowship School in fall term.
 7. OHSU representatives from the RN,BS program will visit with CCC students and advisors on Monday, 10/14, from 1130-1300 in TOW 310. The focus is ease of completion of the 4th year of BSN through OHSU for CCC graduates as well as generous scholarship funds for the degree.
 8. OCNE representatives met with CCC nursing and faculty on 10/8 to discuss the future of the program, the impact of upcoming OSBN changes, and likely national accreditation.
-

**Nursing & Allied Health - Fall 2024 Report
for the CCC Board of Education**

Respectfully submitted by Tina Kotson, MSN, MBA, RN, Interim Director of Nursing & Allied Health

OTHER NEWS:

A. Change in Leadership & Faculty Development

1. Leadership in transition

- a. Doris Jepson has retired from the Director of Nursing & Allied Health position but remains as Assistant Director.
- b. Nursing Instructor Tina Kotson has agreed to a 1-year part-time Interim Director of Nursing & Allied Health contract while continuing her teaching obligations.
- c. Position listing for FT Director of Nursing & Allied Health is posted on the CCC website.

2. Faculty development

- a. Faculty member Devon Weaver has begun her PhD program while remaining full-time at CCC. She is attending the University of Northern Colorado and is pursuing a PhD in Nursing Education.
- b. Full-time faculty completed more than 200 hours of faculty development experiences this summer and are already enrolled in myriad additional activities for the 2024-25 year. All of them have completed a Purposeful Professional Development Plan that outlines their annual goals in professional, instructional, service and advising roles.

B. Statewide changes that are likely to be implemented in next two years per the Oregon State Board of Nursing:

1. The Nursing Program will need to become nationally accredited by 2029/2030. The process can take 3-4 years and cost \$20,000+ along with an annual fee to maintain accreditation. We will need to plan for this.
 2. The Nursing Program will need to fund a dedicated Certified Simulation Coordinator within the next two years in order to continue using simulation as a teaching/learning tool. This, too, will result in increased cost for the college.
-

Policy Committee



Clatsop
Community
College

Board of Education

Board Policy Committee Report

Prepared by Pat Schulte on October 3, 2024

The Board Policy Committee met on Thursday, May 26 and discussed the following policies and procedures:

- **BP 2435 Evaluation of the President and BP 7145 Personnel Files** – reconciled language in these two policies re: location of President’s personnel file (*will go to the Joint Policies and Procedures Committee in October (date and time to be determined)*)

OCCA Legal Update Summer 2024 (*will go to the Joint Policies and Procedures Committee in October (date and time to be determined)*)

Revisions to the Board Policies

- **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**)
- **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**)
- **BP 5500 Standards of Student Conduct** – This policy was revised to update a reference to BP 3433 Prohibition of Sex Discrimination under Title IX. (**recommended as good practice**)

Revisions to the Administrative Procedures

- **AP 3430 Prohibition of Harassment** – 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, AP 3434 Responding to Sex Discrimination under Title IX and to clarify to whom the procedure applies. (**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 3434 Responding to Sex Discrimination under Title IX** – This procedure was revised to update the title and align the grievance processes 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**)
- **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 Board Policy Committee meets the 4th Thursday of the month from 10:00 to 11:00 on Zoom. The next meeting is Thursday, October 24. <https://clatsopcc.zoom.us/j/85948811656>

Old Business



Clatsop
Community
College

Board of Education

**Clatsop Community College
Board Meeting
October 10, 2024
Submitted by: Jarrod Hogue**

Title: Approve Teena Toyas Back Salary as Interim President

What:

The Board of Education approve the payment of \$9,421.16 to Teena Toyas to cover her out of class pay as Interim President from January 12 through August 21, 2024

Why:

Teena Toyas' salary during the period she was Interim President should match the salary of the previous Interim President, Kevin LaCoste.

Recommended Action:

The Board move to approve the payment of \$9,421.16 to Teena Toyas.



Clatsop Community College

Teena Toyas

Retro: Jan 12, 2024 - Aug 21, 2024

Teena's salary	13,333.33	Daily Rate	579.71	January	(23 days)
		Daily Rate	606.06	August	(22 days)
Kevin's Salary	14,198.88	Daily Rate	617.35	January	
		Daily Rate	645.41	August	

<u>Months Worked</u>	<u>Wages Paid</u>	<u>Kevin's pay</u>	<u>Diff Owed</u>
Jan 12-31 (14 days)	8,115.94	8,642.90	526.96
February	13,333.33	14,198.88	865.55
March	13,333.33	14,198.88	865.55
April	13,333.33	14,198.88	865.55
May	13,333.33	14,198.88	865.55
June	13,333.33	14,198.88	865.55
July	13,333.33	14,198.88	865.55
Aug 1-20 (14 days)	8,484.84	9,035.74	550.90

TOTALS	-	96,600.76	102,871.92	6,271.16
Auto Allowance 7 mths @ \$450.00 total				3,150.00
				9,421.16

NOTE: Retro difference in pay between what Teena got paid compared to Kevin

New Business



Clatsop
Community
College

Board of Education

**Motions Related to Oregon Ethics Commission Public Meeting Training
Proposed by Tim Lyman**

Any member of the BOE who has not completed the Oregon Government Ethics Commission Public Meetings Law Webinar by January 31, 2025 will have voting and speaking privileges suspended until completing the Oregon Government Ethics Commission Public Meetings Law Webinar.

Any member of the BOE who has not completed the Oregon Government Ethics Commission Executive Session Webinar by January 31, 2025 will have voting and speaking privileges suspended until completing the Oregon Government Ethics Commission Executive Session Webinar.

Any member of the BOE who has not completed the Oregon Government Ethics Commission New Board, Commission, or Council Member Webinar by January 31, 2025 will have voting and speaking privileges suspended until completing the Oregon Government Ethics Commission New Board, Commission, or Council Member Webinar.

Newly elected BOE members must complete the Oregon Government Ethics Commission Public Meetings Law Webinar; the Oregon Government Ethics Commission Executive Session Webinar; the Oregon Government Ethics Commission New Board, Commission, or Council Member Webinar; and CCC Cybersecurity training in order to participate in BOE meetings.

Newly appointed BOE members who do not complete the Oregon Government Ethics Commission Public Meetings Law Webinar; the Oregon Government Ethics Commission Executive Session Webinar; the Oregon Government Ethics Commission New Board, Commission, or Council Member Webinar; and CCC Cybersecurity training within 60 days of their appointment will have voting and speaking privileges suspended until completing the trainings.



BP 2200 Board of Education Duties and Responsibilities

References:

- NWCCU Standards 2.A.4 and 2.A.5
- ORS 341.290, ORS 341.300 (traffic control)
- AP 2200 Board of Education Duties and Responsibilities
- BP 2715 Code of Ethics/Standards of Practice.

The Board of Education governs on behalf of the citizens of Clatsop County in accordance with the authority granted to it by state law.

The Board of Education in keeping with the requirements of ORS, and the rules and regulations set by the State governing board, shall:

- Provide community college services for the community
- Establish and administer general policies for the operation of Clatsop Community College
- Act as a general agent of the State in carrying out the will of the College in the matter of public education.

The Board of Directors will not take any position on local, state or national legislative matters, except as it may be of direct concern to Clatsop Community College.

The Board of Education is committed to fulfilling its responsibilities to:

- Represent the public interest;
- Establish policies that define the institutional mission and set prudent, ethical, and legal standards for college operations;
- Assure the Board of Education operates in an open, accessible, welcoming spirit, and maintains a culture that supports the College's commitment to diversity, equity and inclusion;
- Establish policies that ensure the College operates in a way that supports its commitment to diversity, equity and inclusion;
- Hire and evaluate the President of Clatsop Community College;
- Delegate power and authority to the President to effectively lead the College;
- Assure fiscal health and stability;
- Monitor institutional performance and educational quality; and
- Advocate for and protect Clatsop Community College.

END OF POLICY

Board Adoption Date: November 13, 2018
Last Revised: November 9, 2021

Rescinds: 1.205, 1.305

Community College Boards: An Overview¹

Community college boards are responsible for ensuring that their colleges are integral parts of their communities and serve their ever-changing needs. Boards are accountable to the community for the performance and welfare of the institutions they govern. In Oregon, community college boards are the governing bodies of their local community college districts.

Effective boards consist of people who come together to form a cohesive group to articulate and represent the public interest, establish a climate for learning and monitor the effectiveness of the institution. Community college boards do not do the work of their institutions; they establish standards for the work through the policies they set.

Their specific responsibilities are to:

Act as a Unit

The board is a corporate body. It governs as a unit, with one voice. This principle means that individual board members have authority only when they are acting as a board. Board members have no power to act on their own or to direct college employees or operations. The powers of the board under Oregon law are outlined in ORS 341.290.

In order for boards to be cohesive and well-functioning units, board members must work together as a team toward common goals. Boards should have structures and rules for operating that ensure they conduct their business effectively and efficiently, board agendas are clear and informative, and board meetings are run in an appropriate manner.

The power of governance is expressed through one voice. As individuals, board members make no commitments on behalf of the board to constituents, nor do they criticize or work against board decisions.

To be effective boards must:

- Integrate multiple perspectives into board decision-making
- Establish and abide by rules for conducting board business
- Speak with one voice, and support the decision of the board once it is made
- Recognize that power rests with the board, not individual board members

Represent the Common Good

Community college boards exist to represent the general public. They are responsible for balancing and integrating the wide variety of interests and needs into policies that benefit the common good and the future of their region.

Therefore, board members learn as much as they can about the communities they serve. They gain this knowledge by studying demographic, economic, and social trends, by being aware of issues facing the community, and by talking with other community leaders and members of other boards. They use what they learn to make decisions that respond to community interests, needs, and values.

¹ Adapted from American Association of Community College Trustees "Governing Board Roles and Responsibilities"

Boards discuss multiple viewpoints and issues in public, and have strategies to include the public in the policy-making process.

Effective board members and community college boards:

- Know community needs and trends
- Link with the community
- Seek out and consider multiple perspectives when making policy decisions
- Debate and discuss issues in public
- Serve the public good

Set the Policy Direction

Governing boards establish policies that provide direction and guidance to the president and staff of the college. A major board responsibility is to define and uphold a vision and mission that clearly reflect student and community expectations. This responsibility challenges boards to think strategically, concentrate on the "big picture," and focus on the future learning needs of their communities. It requires that boards consult widely with community groups as well as the administration, faculty, staff, and students of the college. Board members engage in exciting, creative, thoughtful discussions as they explore the future and envision what they want their communities to be.

They:

- Are proactive, visionary and future-oriented
- Learn about and communicate with many different groups
- Focus on community needs and trends
- Establish the vision, mission and broad institutional goals as policy

Employ, Evaluate, and Support the President

Successful governance depends on a good relationship between the board and the president. The president is the single most influential person in creating an outstanding institution. Therefore selecting, evaluating and supporting the president are among the board's most important responsibilities.

The president and board function best as a partnership. The president implements board policies, while the board depends on the president for guidance and educational leadership. This occasionally paradoxical relationship works best when there are clear, mutually agreed-on expectations and role descriptions. The partnership thrives on open communication, confidence, trust, and support.

To be effective, board members and boards must:

- Select and retain the best president possible
- Define clear parameters and expectations for performance
- Conduct periodic evaluations; provide honest and constructive feedback
- Act ethically in the relationship with the president
- Support the president; create an environment for success

Define Policy Standards for College Operations

Successful community college boards adopt policies that set standards for quality, ethics and prudence in college operations. Once policy standards are established, boards delegate significant authority to the

president, allowing the president and staff the flexibility they need to exercise professional judgment.

The policies should:

- Define expectations for high quality educational programs
- Define expectations for student achievement and fair treatment of students
- Require wise and prudent use of funds and management of assets
- Set parameters to attract and retain high quality personnel and ensure fair treatment of employees

Create a Positive Climate

Community college boards set the tone for the entire system or institution. Through their behavior and policies, successful boards establish a climate in which learning is valued, professional growth is enhanced, and the most important goals are student success and adding value to the community. Alternatively, boards fail their institutions when they act in such a way that they create a stifling, negative, or dysfunctional atmosphere.

Boards create a positive climate when they look to the future, act with integrity, support risk-taking, and challenge the president and college staff to strive for excellence.

Effective boards and board members:

- Model a commitment to learning for students
- Focus on outcomes
- Support professional growth
- Seek consultation in developing policy
- Are ethical and act with integrity

Monitor Performance

Boards are responsible for holding colleges accountable for serving current and future community learning needs. The board adopts the college direction and broad goals as policy, and then monitors the progress made toward those goals. For instance, if a board adopts a policy goal that the college programs will result in skilled employees for area business, then the board should ask for periodic reports on how that goal is being met.

Boards also monitor adherence to their policies for programs, personnel, and fiscal and asset management. They receive periodic reports from staff and review reports by and for external agencies, such as accreditation, audit, and state and federal accountability reports. All monitoring processes culminate in the evaluation of the president as the institutional leader.

A board's ability to monitor its institution is enhanced when it defines the criteria and standards to be used well in advance of when reports are required, so that the president and staff are clear about what is expected.

Effective boards and board members:

- Monitor progress toward goals
- Monitor adherence to operational policies

- Use pre-established criteria for monitoring
- Schedule a timetable for reports

Support and Be Advocates for the College

Community college board members are essential links with their communities. They govern on behalf of the public and ensure that the college meets the needs of external constituents. They are also advocates and protectors of the college. They promote the college in the community, and seek support for the college from local, state, and national policymakers. They support the college foundation in seeking community contributions.

Competent boards protect the college from undue pressure on the institution from political and special interests. They support the professional freedom of administrators and faculty to create quality learning environments that incorporate many different perspectives. They protect the ability of the college to fulfill its mission and promise to their communities.

Effective board members and boards:

- Promote the college in the community
- Foster partnerships with other entities in the community
- Advocate the needs of the college with government officials
- Support the foundation and fundraising efforts
- Protect the college from inappropriate influence.

Lead as a Thoughtful Educated Team

Good trusteeship requires the ability to function as part of a team, and a team functions best when all board members are encouraged to contribute their unique strengths and are committed to working together.

Effective boards are thoughtful and educated. Board members on those boards listen well, ask good questions, analyze options, think critically, and clarify their most important values and priorities. They explore issues thoroughly and make policy decisions based on thorough deliberation and comprehensive understanding.

The best boards are future-oriented. They recognize that today's world requires flexible institutions and personnel who are willing to adapt and grow in response to the changing needs of society. Board members who act with vision, with intelligence, with curiosity and with enthusiasm create a board that is an agent for positive change.

Effective boards and board members:

- Engage in ongoing learning about board roles and responsibilities
- Are curious and inclusive
- Are positive and optimistic
- Support and respect each other

New Hires



Clatsop
Community
College

Board of Education



To: Board of Directors

Prepared By: Greg Dorcheus

Date: October 3, 2024

Subject: New Hires, Job Postings, Separations, Position Changes,
Recruitment News

NEW HIRES

Tyler Neale - We are pleased to welcome **Tyler Neale** as our new Instructional Assistant - Maritime at Clatsop Community College's Maritime Science program, starting September 23, 2024. Tyler brings a unique blend of maritime enthusiasm and diverse technical experience to this role.

Currently pursuing an Associate of Applied Science in Vessel Operations at CCC, Tyler combines academic knowledge with his lifelong passion for maritime activities. His professional background includes extensive experience as a Service Technician and Electric Aircraft Tug Mechanic.

Tyler's broad skill set in mechanical and electrical troubleshooting, HVAC systems, and boat operation aligns perfectly with our Maritime Science department's needs. His commitment to safety, passion for teaching, and local maritime knowledge will be valuable assets in enhancing our students' hands-on learning experiences.

New Jobs Posted –

(Posted on ADP [zip-recruiter, job-target, and indeed] these have also been shared via networked link within LinkedIn.)

Foundation Director
Director of Accounting Services
Vice President of Finance

SEPARATIONS

Gad Perez Tichenor – Tutor Coordinator

POSITION CHANGES – None

RECRUITMENT EFFORT UPDATE STATEMENT –

I'm thrilled to share some early wins from our new recruitment system. We've seen a remarkable 428% increase in applications for a recent position compared to our previous system. Not only are we receiving more applications, but we're also attracting a much more diverse talent pool from a broader geographical area. This expanded reach is bringing in candidates we might not have discovered just a month ago, significantly enriching our potential talent pipeline.

While we're not currently able to post jobs directly to LinkedIn through ADP, we've implemented a cost-effective strategy of sharing our openings via our personal LinkedIn accounts with links to our careers page. This approach, coupled with our efforts to expand our professional networks, is helping us cast an even wider net in our talent search.

These improvements are just the beginning, and we're excited to see how this trend continues to develop.

Upcoming Events



Clatsop
Community
College

Board of Education

October and November 2024 UPCOMING EVENTSUpdated
10/02/2024

EVENT	DATE	TIME	LOCATION
Student Government Open House	Thursday, October 10	3:30 – 5:30 pm	Columbia Hall 117, Lexington Campus
Board of Education October Meeting	Thursday, October 10	5:30 pm	Columbia Hall 219, Lexington Campus
Art Opening: The Country I Come From is Called the Midwest	Friday, October 11	5:30 – 8:00 pm	Royal Nebeker Gallery, Art Building, Lexington Campus
Bandit Scholarship Celebration	Thursday, October 17	4:30 – 5:30 pm	Patriot Hall
Board Policy Committee Meeting	Thursday, October 24	10:00 am	Zoom
November Board Meeting Agenda Prep	Thursday, October 24	11:00 am	Zoom
Spooky Craft Night Hosted by ASG	Thursday, October 24	3:30 – 6:00 pm	TBD
Spooktacular Student Costume Contest	Thursday, October 31	12:00 noon	Bandit Cafe
Math for the Curious	Saturday, November 2	10 am – 12 noon	2nd Floor Towler Hall
Board of Education November Meeting	Thursday, November 14	5:30 pm	South County Campus