



BOARD OF EDUCATION MEETING
Bill Brod Community Center, Room 127
Wednesday January 8, 2014

BUFFET DINNER (Community Center, Room 127)

5:00-5:30 p.m.

WORK SESSION

5:30-7:45 p.m.

1. Presentation of Fall Athletes
2. Safety Training
3. Foundation of Excellence Report

[01.08.14-WS 01] p. 5

RECESS

REGULAR SESSION (Community Center, Room 127)

7:50 p.m.

I CALL TO ORDER

II ROLL CALL

III PRESIDENT’S REPORT: Response to Board of Education Questions

IV COMMENTS FROM CITIZENS

All speakers must sign-in on the “Comments from the Audience, Speaker Sign-In Sheet” provided on the table at the entry-way to CC 127. Everyone signing in is asked to print legibly, note their address so informational material can be mailed to them, note whether they are a student, staff or community member, and briefly describe the topic of testimony. Comments are limited to 3 minutes. This is an opportunity for testimony. Respectful consideration is expected for all comments. Individual personnel issues/concerns must not be discussed in a general public meeting.

V CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous business of the Clackamas Community College Board of Education. By request of any Board member an item may be removed from the Consent Agenda for discussion.

1. Approval of:

- a. Minutes (Work and Regular Sessions 12.11.13)
- b. Monthly Financial Report –Robuck
- c. Personnel Action Report –Godfrey

[01.08.14-CA a] p. 6

[01.08.14-CAb-1,2] p. 12

[01.08.14-CA c] p. 14

VI COLLEGE REPORTS

1. President’s Report – Truesdell

p. 15

2. Board Chair Business Report – Ervin

VII NEW BUSINESS – 1st READING

None scheduled

VIII NEW BUSINESS – ACTION

1. Approval of Administrative Hire: Vice President for College Services p. 17
2. Designate Presidents’ Council as Achievement Compact Advisory Committee p. 19

IX BOARD OPERATIONS

1. Future Board Items
 - a. Retreat – TBD
 - b. High School Visits (February)
 - c. Classified Staff Presentation (February)
 - d. Case Grant Evaluator Report-TBD
2. President’s Letter of Intent to Continue p. 23

X REPORTS AND COMMENTS

1. Faculty – Paul Wanner, Association President
2. Part-Time Faculty – Jennifer Rueda, Association President
3. Classified Staff – Mary E. Collins, Association President
4. Associated Student Government (ASG) – Erick Breton, President
5. Foundation – Jean Bidstrup, Board Liaison
6. Oregon Community College Association (OCCA) – Judy Ervin, Executive Committee
7. President - Joanne Truesdell
8. Board of Education – Board Member Reports

XI ADJOURNMENT

EXECUTIVE SESSION (Community Center, Room 126)

The Clackamas Community College Board of Education will meet in Executive Session under ORS 192.660(2)

- To review and evaluate the performance of the chief executive officer, a public officer, employees and staff who does not request an open hearing - ORS 192.660(2)(i)

Note: CCC Board of Education meetings are held in accordance with open meeting laws and accessibility requirements. Individuals requiring assistance or accommodations due to a disability should contact the Disability Resource Center at 503-594-3181 at least 48 hours in advance of this meeting.

COMMENTS FROM CITIZENS

The Clackamas Community College Board of Education welcomes citizens to attend Board meetings to become acquainted with the programs and operations of the college district. Members of the public are also encouraged to share their comments with the Board during the Agenda item labeled "Comments from Citizens." Comments from the audience at any other time during the meeting except for the agenda item "Comments from Citizens" will be declared out of order. If you wish to speak to the board, please sign up at the table located at the entrance to CC 127.

During this agenda item "Comments from Citizens", we ask that you abide by the following rules:

- 1) Please state your name and the topic you are addressing before you begin.
- 2) Speakers please direct comments to the board Chair. The chair will refer any questions or requests for actions to the proper person for a response once all public comments are considered. If follow up is required, the information will be provided to the speaker via letter or meeting, with the information shared at the next board meeting.
- 3) All speakers are to keep their comments to 3 minutes or less. If a group wishes to speak, please designate one spokesperson for the group. In order to maintain the meeting schedule repetitious comments may not be permitted in order to keep the meeting on schedule.
- 4) Speakers may offer objective criticism of the district operations and programs but the board will not hear complaints concerning individual college district personnel. The chair will direct the speaker to the appropriate means for Board consideration and the disposition of legitimate complaints involving individuals.
- 5) Complaints regarding budget, programs, or other district issues should be handled first through the following steps:
 - a. Records request are processed through Public Records Request Form;
 - b. Complaints against college personnel are to be filed through the appropriate Complaint form.
 - c. Other complaints will be referred to the college president for appropriate follow-up through administrative personnel.

These forms are available at the table where speakers signed in.

- 6) If you wish to submit a letter or any form of written comments, the board will accept those and keep them in the President's Office in a Board Communication file. Copies will be given to all board members and those written letters or comments are public documents.
- 7) Candidates, their committee members, or individuals are to refrain from supporting their candidacy as an elected official or opposing other elected officials.

For further information regarding public meeting laws in Oregon please refer to the Oregon Attorney General's web site, www.doj.state.or.us.

DATES TO REMEMBER 2013-14

Tuesday, February 11, 2014	Winter In-Service, 3:00 p.m., McLoughlin Auditorium
Wednesday, February 12, 2014	Board of Education Meeting, 5:30p.m., CC 127
Wednesday, March 12, 2014	Board of Education Meeting, 5:30p.m., CC 127
Wednesday, April 9, 2014	Board of Education Meeting, 5:30p.m., CC 127
Wednesday, May 7, 2014	Budget Committee, 5:00 p.m., CC 127
Wednesday, May 14, 2014	Board of Education and Budget Committee, 5:00 p.m., CC 127
Thursday, May 15, 2014	Spring Retiree Event, 12 noon-1:30p.m., Gregory Forum
Thursday-Friday, June 12-13, 2014	Graduation Ceremonies
Wednesday, June 25, 2014	Board of Education Meeting, 5:30p.m., CC 127
Wednesday, July 30, 2014	Board of Education Meeting, 5:30p.m., CC 127

CCC Board of Education – Topic Summary
Topic: FOE Update
Date: January 8, 2014
Prepared By: Phillip King, Brenda Marks
Division/Department: Academic Foundations and Connections
ISSUE BEFORE THE BOARD: Report regarding work in progress of the FOE team in the 2013-14 academic year.

BACKGROUND:

Clackamas Community College began the Foundations of Excellence (FoE) self-study in fall of 2011 and concluded the study in spring of 2012. Nearly eighty CCC staff, faculty and students, carefully reviewed all aspects of the new student experience during the 2011-12 year. The culmination of this work was a series of recommendations to improve CCC’s service to new students.

After reviewing the 2011-12 self-study, the FOE committee made a smaller set of recommendations from a larger set of nearly one hundred. In July of 2013, we reported on many of those recommendations/initiatives completed during the 2012-13 year.

As we move into the 2013-14 year the following work was continued: an emphasis on early, positive, intrusive communication with students; the exploration and “piloting” of alternative models of instruction; early trials emphasizing learning communities (through FIG’s); and development of a comprehensive entry model that will all assist all new students with a freshman student success course. This report will briefly review each of these initiatives and current outcomes.

CCC BOARD OF EDUCATION – TOPIC SUMMARY
Topic: Minutes of the Work and Regular Sessions
Date: January 8, 2014
Division/Department: President’s Office
ISSUE BEFORE THE BOARD: Approval of Minutes for December 11, 2013



**BOARD OF EDUCATION MEETING
MINUTES of the WORK and REGULAR SESSION
Wednesday, December 11, 2013**

WORK SESSION

CALL TO ORDER

The Work Session was called to order by Vice Chair Greg Chaimov in Niemeyer 114 AT 5:45 PM. Choir director Kathleen Hollingsworth led the CCC Chorus in a concert for Board members and other assembled members of the college community.

Dean of Arts and Sciences Bill Briare led those assembled to view a new mural in the Niemeyer building.

Dean Bob Cochran and Dean Phillip King next led the group to the recently renovated Dye Learning Center. The Board and others inspected water damage and repair and mitigation from a recently burst pipe.

The Board was then declared in recess and reconvened in Community Center 127.

REGULAR SESSION

CALL TO ORDER

Chair Ervin called the regular meeting of the Clackamas Community College Board of Education to order at 6:35 PM on Wednesday, December 13, 2013 in the Bill Brod Community Center at Clackamas Community College, Room 127.

ROLL CALL

Declaration of a quorum: Board members present were: Ron Adams, Chair Judy Ervin, Jane Reid, Chris Groener, Vice Chair Greg Chaimov, Jean Bidstrup, and Richard Oathes.

Also in attendance: President Joanne Truesdell, Vice President Mike Holland, and Vice President Elizabeth Lundy; Ex Officio in attendance: Classified Vice President Debbie Mullins (for Classified President Mary Collins), and Part Time Faculty President Jennifer Rueda. Staff in attendance: Dean of College Advancement Shelly Parini; Dean of Curriculum, Planning, and Research Steffen Moller; Dean of Campus Services Bob Cochran; Dean of Academic Connections and Foundations Phillip King, Dean of Technology, Health Occupations and Workforce Scott Giltz; Director of Institutional Research BJ Nicoletti, and Sean Pollack (recorder). There were many members of the college’s Association of Classified Employees (ACE) also in attendance.

CONSENT AGENDA

Items for Consideration:

- A. Minutes (Work and Regular Sessions) 11.13.13 [12.11.13-A]
- B. Monthly Financial Report - Robuck [12.11.13-B]
- C. Personnel Action Report - Godfrey [12.11.13-C]

Vice Chair Greg Chaimov noted several corrections to the minutes for November 13, 2013; notably that he is recorded as present when he was in fact excused.

M/S—Bidstrup Approval of Consent Agenda items A-C. Items B and C passed unanimously, with item A passed as corrected.

COLLEGE REPORTS

President Joanne Truesdell

The president reported on the current state of affairs in state level governance. The Oregon Presidents’ Council (OPC) has indicated that it does not favor the dissolution of Community Colleges and Workforce Development and the transferal of its authority to the Higher Education Coordinating Commission (HECC). The president was a featured speaker at the Oregon City State of the Schools event.

Board Chair Judith Ervin

No report.

NEW BUSINESS - FIRST READING

None.

NEW BUSINESS - ACTION

Oregon School Boards Association Elections

The Board voted as a group for positions on the Board, Legislative Policy Committee, and on a Resolution to amend OSBA’s charter (Resolution 1).

COMMENTS FROM CITIZENS

Public Comments were delayed until 7:00 PM to accommodate those wishing to speak to the Board.

A total of six signed up to speak to the Board in the public comments period. Five of these were members of the Association of Classified Employees, and representatives of OEA.

Tamera Davis spoke to the Board about the ACE's desire for a fair contract, and on classified staff's dedication to the college. Ms. Davis noted the difference between the percentages of income that classified staff pay for employee contribution health insurance costs versus the percentage paid by most administrators. While the dollar amounts are the same for comparable health care plans, the percentage of the take home pay is larger for classified staff.

Beth Hodgkinson, Gena Lafrenier, and Lizz Norrande all spoke to the issue of health insurance premiums paid by classified staff.

Tony Crawford, the current vice president of the Oregon Education Association, also made note of the differential between administrative health insurance contributions and those of classified staff as a percentage of total income.

Judith Ervin thanked all those who came to speak before the Board.

Betty Reynolds, a candidate for the Oregon School Boards Association Board of Directors came before the Board of Education to speak on her work with a joint OSBA-OCCA task force focused on creating smoother transitions for students between high school and college. She invited the Board to contact her if they were interested in learning more.

NEW BUSINESS-ACTION

Following public comments, the chair renewed the Board's consideration of New Business.

Budget Amendments, 2013-14

Business director Chris Robuck presented several budget amendments for the current fiscal year. These included:

- transfer of funds from the discontinued Drivers' Education program to the Innovation Fund
- changes in accounting on existing pension bonds
- adjusting full time faculty costs to reflect the new contract recently ratified

M/S Chaimov/Reid. Passed unanimously.

Engagement letter with Piper/Jaffray for bond services.

Interim Vice President Mike Holland presented a letter of engagement to be executed with the law firm of Piper/Jaffray for bond underwriting services. Piper/Jaffray is the main firm that does this in the northwest; they have an excellent track record working with Oregon's taxing districts. Holland noted

that this letter does not state that Piper/Jaffray will act as a fiduciary to the college; they will not advise the college as to whether it should go up for a bond. Member Bidstrup asked whether this lack of a fiduciary relationship could pose a liability for the college. Holland replied that it is highly unusual for a college to sue a law firm for any kind of misrepresentation.

Member Adams noted that only three of ten school bond proposals in the state passed during the most recent election.

M/S Adams/Groener. Passed unanimously.

Motion Capture Software Purchase

Bill Briare, Matthew Altman, and Andy Mingo (Digital Media Communication) previewed a Digital Motion Capture software system that the college plans to purchase and install. The purchase will be funded by a grant of \$95,600 from the county; the purchase is a joint arrangement with the county.

Mingo showed a news story featured on KGW highlighting the capabilities of the system, a state of the art animation technology used in film and television.

This system will encourage the further development of industry partnerships in film, television, and video production. The system does not yet have a permanent space on campus; it is highly mobile, however.

Member Adams asked about the viability of this system. Mingo replied that they system should be viable for at least eight years with maintenance and add-ons. There is also a three year warranty and technical service agreement.

Dean of Advancement Shelly Parini noted that this isn't really a grant from the county, but more of a strategic investment because of the college's relationship with the county and its cable TV station, CCTV.

M/S Adams/Groener. Passed unanimously.

Agent of Record--Workers Compensation Insurance

Vice President Mike Holland made a recommendation to the Board to engage with LaPorte and Associates. LaPorte will evaluate insurance carriers and claims; they will act as risk managers.

Chaimov/Reid M/S, passed unanimously.

Agent of Record- Liability Insurance

Beecher Carlson is the choice of the college after the RFP. They will answer liability questions and analyze risk. M/S Chaimov/Groener. Unanimously approved.

Approval of Administrative Hire: Human Resources Dean

Mike Holland introduced Patricia Anderson to the Board as the college's candidate for the position of Human Resources Dean. Ms. Anderson has been at Yamhill County as a risk manager since 2008, and has served in a variety of human resources positions for the last twenty years. Holland noted how she impressed the college in the interview process with her knowledge and her excellent track record.

Adams/Reid M/S. Passed unanimously.

Approval of Administrative Hire: Director of Information Technology

Mike Holland introduced Dion Baird as the college's top candidate for the position of director of Information Technology. Mr. Baird is currently the chief network security officer at the Oregon State Board of Education where he managed complex data migration processes, network maintenance and infrastructure, and managed a large staff and associated budget. His presence has generated excitement among the CCC IT staff; we are proud to welcome him.

Bidstrup/Reid M/S Passed unanimously.

BOARD OPERATIONS**Future Board Agenda Items**

The Chair noted that the Board will have high school visits in February, a safety training, and a visit from the CASE grant evaluator. The Chair also expressed a desire to schedule a Board retreat.

Member Chaimov noted that the Board set goals for 1, 5, and 10 years out. Member Reid noted that the retreat should coincide with the results of the Board's self-evaluation.

REPORTS**Full Time Faculty Association President Paul Wanner**

Absent. No report.

Part Time Faculty Association President Jennifer Rueda

Ms. Rueda reported on the Part Time Faculty Association membership drive. She recently assigned its coordination to Lauren Zavrel.

Classified Staff Association President Mary Collins.

Debbie Mullins reported on behalf of Collins. Classified staff enjoyed the classified appreciation event, and we look forward to all staff recognition. We will also support part time faculty bargaining.

ASG President Erick Breton

Absent. No report.

Foundation, Jean Bidstrup Board Liaison

The staff drive raised over \$55,000, with 75% participation. There was a significant increase in part time faculty giving. John and Marylinn Keyser donated the lead gift for a new \$100,000 scholarship endowment. There is an event on December 12 to establish a wildland fire scholarship.

OCCA, Judy Ervin, past president

OCCA’s policy committee is reviewing its bylaws. Ervin presented a resolution to establish the Chuck Clemans award. The resolution is being referred to the policy committee for discussion.

OCCA still seeks input from the seventeen community colleges on its future strategic role.

President Joanne Truesdell

The president thanked all those who participated in the recently concluded vice president for college services search. Jim Huckestein has accepted the college’s offer, and he will be introduced at the next Board meeting. The president also thanked Mike Holland and Jan Godfrey for their service, as well as Carrie Loewen and all who helped interview Dion Baird.

Board Member Reports

Jane Reid and Ron Adams attended the Oregon Business Summit in Portland. The focus was on poverty, transportation, and education. Adams noted that the discussions included areas of the state outside the Willamette Valley. Ambitious education and economic goals were highlighted.

Jane Bidstrup, Greg Chaimov, and Judy Ervin attended the annual retiree holiday luncheon.

Meeting adjourned at 8:55 PM.

The Board met in Executive Session pursuant to ORS 192.660(2)(d) and ORS 192.660(2)(b):

To conduct deliberations with those designated to carry on labor negotiations; and to hear complaints or charges brought against a public officer, employee, staff member, or individual agent who does not request an open hearing.

Date

Sean Pollack, Recorder

Judith Ervin, Board Chair

Joanne Truesdell, Clerk

Topic: Monthly financial report -- General Fund
Date: January 8, 2014
Prepared by: Mike Holland - Interim VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department: College Services/Business Services
ISSUE BEFORE THE BOARD: Approval of monthly financial report

GENERAL FUND
Statement of Revenue, Expenditures and Changes in Fund Balance
 Fiscal Year at End of November 2013

	Year to Date Actual	Fiscal Year Budget	Actual is Better (Worse) than Budget, with 58% of year remaining	
			\$	%
REVENUE AND TRANSFERS IN				
State community college support	\$ 6,733,542	\$ 12,393,208	\$ (5,659,666)	-46%
Property taxes	10,738,095	14,100,550	(3,362,455)	-24%
Tuition	9,564,236	14,918,000	(5,353,764)	-36%
Fees	591,659	1,207,242	(615,583)	-51%
Investment earnings/interest	55,945	160,000	(104,055)	-65%
Utility training alliance	346,029	460,000	(113,971)	-25%
Other revenue	106,101	310,000	(203,899)	-66%
Transfers in	814,000	764,000	50,000	7%
Total revenue and transfers in	<u>28,949,608</u>	<u>44,313,000</u>	<u>(15,363,392)</u>	-35%
EXPENDITURES AND TRANSFERS OUT				
Instruction	5,957,749	20,943,546	14,985,797	72%
Instructional support	1,024,643	2,657,490	1,632,847	61%
Student services other than financial aid	1,605,565	4,178,015	2,572,450	62%
College support services	5,506,726	13,327,952	7,821,226	59%
Transfers out	1,752,430	1,852,430	100,000	5%
Total expenditures and transfers out	<u>15,847,113</u>	<u>42,959,433</u>	<u>27,112,320</u>	63%
Net increase (decrease) in fund balance	13,102,495	1,353,567	11,748,928	868%
Fund balance at start of year	9,734,053	8,300,000	1,434,053	17%
Fund balance at report date	<u>\$ 22,836,548</u>	<u>\$ 9,653,567</u>	<u>\$ 13,182,981</u>	137%
EXPENDITURES BY TYPE				
Personnel services	\$ 11,274,030	\$ 34,883,834	\$ 23,609,804	68%
Materials and services	2,738,122	6,083,780	3,345,658	55%
Capital outlay	82,531	139,389	56,858	41%
Total expenditures by type	<u>\$ 14,094,683</u>	<u>\$ 41,107,003</u>	<u>\$ 27,012,320</u>	66%

Topic: Monthly financial report -- All funds
Date: January 8, 2014
Prepared by: Mike Holland - Interim VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department: College Services/Business Services
ISSUE BEFORE THE BOARD: Approval of monthly financial report

ALL FUNDS
Statement of Revenue, Expenditures and Changes in Fund Balance
Fiscal Year at End of November, 2013

	Fund Balance at Start of Year	Revenue and Other Sources	Expenditures and Other Uses	Net Revenue (Expenditures)	Fund Balance at Report Date
General	\$ 9,734,053	\$ 28,949,608	\$ 15,847,113	\$ 13,102,495	\$ 22,836,548
Fee	1,142,613	1,886,244	1,540,452	345,792	1,488,405
Innovation	-	1,264,990	173,186	1,091,805	1,091,805
Debt Service	5,378,495	4,496,194	428,361	4,067,833	9,446,328
Lottery Bond Improvements	44,691	79,825	128,507	(48,683)	(3,992)
Capital Projects	1,305,967	355,000	133,444	221,556	1,527,523
Student Technology	261,842	522,582	519,729	2,853	264,695
Internal Service	422,727	110,664	76,260	34,405	457,132
Bookstore	1,311,228	884,351	913,389	(29,038)	1,282,190
Technical Mechanical	51,086	47,903	45,033	2,870	53,956
Customized Training	203,749	195,104	143,083	52,021	255,770
Intramurals and Athletics	22,180	233,988	192,185	41,803	63,984
Student Life and Leadership	218,509	66,484	70,787	(4,303)	214,206
Computer Lab	115,998	34,231	15,617	18,614	134,612
Retirement	1,556,042	1,169,000	411,791	757,209	2,313,251
Student Financial Aid	37,163	8,019,842	9,553,122	(1,533,280)	(1,496,118)
CASE Grant	(0)	2,072,762	2,255,540	(182,778)	(182,778)
Grants and Contracts	1,677,103	745,116	2,253,349	(1,508,233)	168,870
WIA Grant	1	440,389	558,224	(117,835)	(117,834)
Insurance Reserve	203,050	-	-	-	203,050
PERS Reserve	1,000,000	-	-	-	1,000,000
Total	\$ 24,686,499	\$ 51,574,276	\$ 35,259,171	\$ 16,315,104	\$ 41,001,604

Notes

Lottery Bond Improvements, Student Financial Aid, and grant funds (CASE, Grants & Contracts, and WIA):
Revenue for reimbursements from grantors is billed and recorded after expenditures are incurred.



Personnel Report

From 11/20/2013 to 12/19/2013

NAME	TITLE	EMPOYEE GROUP	EFFECTIVE DATE
NEW HIRES			
Alison Ihrke	Circulation & Acquisitions Coordinator	Full-time Classified	12/2/2013
Michelle Klampe	Web/New Media Marketing Specialist	Full-time Classified	12/16/2013
Albert Lawson	Network Analyst/Micro-Computer Technician	Full-time Classified	11/20/2013
SEPARATIONS			
Andrew Vasquez	Manager Custodial	Admin/Supervisory	11/26/2013
RETIRED			
John Kylo	CASE Career Coach	Grant Funded Classified	11/30/2013

CCC Board of Education – Topic Summary
Topic: President's Business Report
Date: January 8, 2014
Prepared By: Mike Holland, Interim Vice President
Division/Department: President's Office
ISSUE BEFORE THE BOARD: Business Report

OREGON COMMUNITY COLLEGE ASSOCIATION STRATEGIC CONVERSATION

Each of the 17 community college's executive team/president's cabinet was requested by the Oregon Community College Association (OCCA) Strategic Conversation Committee to review the services provided over the previous 25 years by OCCA and to consider the role OCCA will play after July 1, 2014, when the Higher Education Coordinating Commission assumes responsibilities for community college coordination. This change is result of a series of legislative actions over the previous two legislative sessions.

BACKGROUND

For the last 25 years the OCCA and the DCCWD had a "working agreement" with regard to state leadership questions. Specifically, the OCCA has largely fashioned the community college legislative agenda, including both policy and financial initiatives. The OCCA has also assumed responsibility for the full throated advocacy of these initiatives before the legislature. The Oregon Department of Community Colleges and Workforce Development (ODCCWD) has had its own role to play with regard to the financial initiatives since the SBE needed to forward a specific budgetary proposal to the legislature. Since SBE budget requests must conform to the guidelines issued by the governor, it often happens that the SBE request is more modest than the OCCA's budget proposals. The Commissioner and the Executive Director, in such cases, work closely together to find a complementary way forward that serves the best interests of the colleges.

From our perspective, the most important work that DCCWD does for the colleges is in non-legislative arenas. State agency discussions of workforce policy and leadership, educational reform and leadership, student assistance, economic development initiatives, small business policy, etc. are discussions that are typically not open to advocacy organizations. Consequently, DCCWD has been the voice of community colleges in these critical settings and the OCCA, knowing the rules of the game, has largely deferred to DCCWD's leadership role in these settings. ***It is this role of the DCCWD that may be disrupted by the reorganization of Oregon's Higher Education architecture, and it is this possible disruption that should cause discussion and reflection within OCCA.***

RECOMMENDATION

Our recommendation would be that the OCCA develop as one of its highest priorities an insistent position that community colleges not lose an identifiable, highly ranked official to represent their interests inside state government. Community colleges, prior to 1987, were submerged in the Department of Education and were largely invisible to state policy

makers. The emergence of community colleges as central players in Oregon's educational conversations occurred after, and as a consequence of, their escape from the shadows. If this need is rebuffed at the agency level, we believe that OCCA needs to elevate the issue to a legislative concern.

The issue of OCCA trying to fill some of the state agency representation duties itself is not one of talent to do the work, but its participation in this kind of work will not be welcomed by other state agencies. What we have observed in the past is that it is and it will always be a struggle for an advocacy group to find acceptance in an environment that is supposed to be neutral and policy driven.

CCC Board of Education – Topic Summary
Topic: Administrative Hire
Date: January 8, 2014
Prepared By: Joanne Truesdell, President
Division/Department: Executive and Governance
ISSUE BEFORE THE BOARD: Approval of Jim Huckestein for the position of Vice President of College Services

**CLACKAMAS COMMUNITY COLLEGE
RECOMMENDATION FOR EMPLOYMENT OF PERSONNEL**

Specific Recommendation to the Board of Education

It is recommended that the Board approve the employment of Jim Huckestein on a full-time basis beginning February 3, 2014 at Grade 19 on the 2012-13 Administrative Salary Schedule.

A Brief Statement Regarding Candidate’s Background

Jim has 22 years’ experience in community colleges. For the previous six years, Jim has been the Vice President of Finance and Operations for Linn-Benton Community College. His scope of responsibilities included auxiliary services, institutional research, communications services, and facilities. Jim has also been the “go to” person in Oregon when policy makers are working to develop distribution formulas for community colleges. Jim serves as an Evaluation Team member-Northwest Commission on Colleges and Universities accreditation team visits.

Jim’s involvement in serving the LBCC Foundation includes the Planned Giving Advisory Committee, Financial Steering Committee, and Executive Committee.

Education

1998 Master of Business Administration, Business Scholar
Portland State University, Portland, Oregon

1985 Bachelor of Science, Business Administration
Oregon State University, Corvallis, Oregon

State and National Leadership

- Chair, Oregon Community College Business Officers
- Western Association of College and University Business Officers
- National Association of College and University Business Officers
- Government Finance Officers Association

I hereby certify that the above recommendation for employment is in strict compliance with Affirmative Action regulations; with policies established by the College Board of Education; and with procedures established by the College Administration in accordance with those policies.

Joanne Truesdell, President
January 8, 2014

CCC Board of Education – Topic Summary
Topic: Approval of Achievement Compact Advisory Committee
Date: January 8, 2014
Prepared By: Joanne Truesdell, President
Division/Department: Executive and Governance
ISSUE BEFORE THE BOARD: Approve Presidents' Council as the Board's Achievement Compact Advisory Committee

BACKGROUND

House Bill 3120 was one of the many legislative actions taken affecting community colleges. This bill amended previous legislation regarding the Oregon Education Investment Board's Achievement Compact process.

Under Section 202b, the 2013 amendment requires the establishment of an achievement compact advisory committee by the board of education of each community college district. In 2011, in an information item brought to the board that Presidents' Council created the development plan, timelines and recommended to the president regarding the achievement compact prior to the college's Budget Committee and board adoption.

Presidents' Council and administration reviewed the bill and have identified that Clackamas Community College's plan, process and reporting meets the requirements of HB 3120 by recognizing Presidents' Council as the Achievement Compact Advisory Committee. This law or board action does not change how we have been conducting our work or decision processes. The Board action is requested to comply with this new state law.

RECOMMENDATION

On behalf of Presidents' Council, the president recommends the board approve and recognize Presidents' Council as the Achievement Compact Advisory Committee.

REFERENCE FOR BOARD INFORMATION - HB3120(2013)

The following represents the relevant sections of HB 3120. The **bolded** type is the new language approved in 2013. The regular type is that which was already in place in 2011.

SECTION 202b. (1) The board of education of each community college district and the president of each public university listed in ORS 352.002 shall form an achievement compact advisory committee.

(2) Each achievement compact advisory committee shall be responsible for developing an achievement compact.

(3)(a) The board of education of a community college district or the president of a public university shall appoint the members of an achievement compact advisory committee. The members shall include administrators, faculty, education personnel and students of the community college or public university.

(b) For the purpose of selecting members of the achievement compact advisory committee, the president of the community college or the president of the public university shall:

(A) Collaborate with any applicable employee associations of the community college or public university to recommend persons who are full-time faculty and persons who are part-time faculty; and

(B) Collaborate with the student body government of the community college or public university to recommend persons who are students of the community college or public university.

(4) Notwithstanding subsection (3) of this section, if a community college or a public university has a standing committee that includes representatives identified in subsection (3) of this section, the board of education of the community college district or the president of the public university may designate the standing committee as the achievement compact advisory committee.

(5) An achievement compact advisory committee shall:

(a) Develop plans for achieving the outcomes, measures of progress, goals and targets expressed in an achievement compact, including methods of assessing and reporting progress toward the achievement of goals and targets; and

(b) Recommend outcomes, measures of progress, goals and targets to be contained in the achievement compact for the next fiscal year.

(6)(a) Each achievement compact advisory committee shall present the recommendations of the committee in a report to:

(A) The board of education of the community college district no later than February 1 of each year; or

(B) The president of the public university no later than a date identified by the president to comply with the timeline for submission of the achievement compact specified by the Oregon Education Investment Board.

(b) An achievement compact advisory committee's report and recommendations shall be considered by the board of education of the community college district or the president of the public university when entering into an achievement compact for the next fiscal year.

(c) The board of education of the community college district or the president of the public university shall file the achievement compact advisory committee's report with each achievement compact that the board or president adopts and forwards to the Oregon Education Investment Board.

SECTION 202c. The requirements of section 202b of this 2013 Act first apply to achievement compacts entered into for fiscal years beginning with the 2013-2014 fiscal year.

SECTION 202d. Section 14, chapter 36, Oregon Laws 2012, is amended to read:

Sec. 14. (1) For the purposes of this section:

(a) "Achievement compact" means an agreement entered into between the Oregon Education

Investment Board and the governing body of an education entity as described in this section.

(b) “Education entity” means:

(A) A school district, as defined in ORS 332.002;

(B) An education service district operated under ORS chapter 334;

(C) A community college district or community college service district operated under ORS

chapter 341;

(D) The Oregon University System established by ORS 351.011;

(E) A public university of the Oregon University System, as listed in ORS 352.002; and

(F) The health professions and graduate science programs of the Oregon Health and Science University operated under ORS chapter 353.

(c) “Governing body of an education entity” means:

(A) For a school district, the school district board.

(B) For an education service district, the board of directors of the education service district.

(C) For a community college district or a community college service district, the board of education of the community college district.

(D) For the Oregon University System, the State Board of Higher Education.

(E) For a public university of the Oregon University System, the president of the university.

(F) For the Oregon Health and Science University, the Oregon Health and Science University Board of Directors.

(2)(a) Prior to the beginning of each fiscal year, the governing body of each education entity must enter into an achievement compact with the Oregon Education Investment Board for the fiscal year.

(b) Governing bodies of education entities identified in subsection (1)(b)(A) to (C) of this section shall enter into achievement compacts as part of the budgeting process under ORS 294.305 to 294.565 and shall submit achievement compacts to the board prior to July 1 of each year.

(c) The board shall specify a process for adoption and a timeline for submission of achievement compacts for education entities identified in subsection (1)(b)(D) to (F) of this section.

(d) The board shall provide to each school district a number quantifying the district’s estimated level of funding for the next fiscal year compared to the determination of funding needed to ensure that the state’s system of kindergarten through grade 12 public education meets the quality goals specified under ORS 327.506.

(3)(a) The board shall establish the terms for achievement compacts.

(b) The terms of an achievement compact may include:

(A) A description of goals for outcomes that are consistent with the educational goals identified in ORS 329.015, the findings described in ORS 351.003 and the mission of education provided in ORS 351.009.

(B) A description of the outcomes and measures of progress that will allow each education entity to quantify:

(i) Completion rates for:

(l) Critical stages of learning and programs of study;

- (II) The attainment of diplomas, certificates and degrees; and
- (III) Achieving the high school and post-secondary education goals established in ORS 351.009 and a projection of the progress needed to achieve those goals by 2025;
- (ii) Validations of the quality of knowledge and skills acquired by students of the education entity; and
- (iii) The relevance of the knowledge and skills acquired by the students of the education entity and the means by which those skills and knowledge will contribute to the workforce, the economy and society as described in state policy.
- (C) Other information suggested by the governing body of an education entity and approved by the board.
- (c) Notwithstanding the terms described in paragraph (b) of this subsection, for an achievement compact entered into by an education entity identified in subsection (1)(b)(F) of this section, the terms of the achievement compact shall be limited to the enrollment of, and attainment of degrees by, Oregon residents in programs for which the state provides funding.
- (4)(a) The governing body of each education entity shall identify a target number and percentage of students for achievement of the outcomes, measures of progress and goals specified in the achievement compact for the fiscal year.
- (b) The governing body of each education entity shall provide a target number and percentage of students for the aggregate of all disadvantaged subgroups, as defined by federal law or specified by rules adopted by the board. The target number and percentage of students must reflect the education entity's goals of improving education outcomes for disadvantaged student groups and closing any student achievement gaps between disadvantaged student groups and other student groups.
- (5) As part of the process of entering into an achievement compact, the governing body of an education entity shall ensure that open communications are provided to parents, students, teachers or faculty, employees, exclusive bargaining representatives and community representatives [*for the purposes of explaining and discussing*], **as appropriate for the type of education entity represented by the governing body of the education entity. The purposes of the open communications are to explain and discuss** the outcomes, measures of progress, goals and targets specified in the achievement compact for the fiscal year. The open communications must be provided during each education entity's public budget process.
- (6) The board shall specify the format of the achievement compacts and provide model achievement compacts to the governing body of each education entity.
- (7) The board may adopt a timeline and method for governing bodies of education entities to provide the board with a report at the end of a fiscal year that describes the achievements made by the education entities during the fiscal year. The report:
- (a) Must include disaggregated data for each disadvantaged student group specified by the board; and
- (b) May state achievements in numbers and percentages and in relation to the outcomes, measures of progress, goals and targets specified in the achievement compact for the fiscal year.



January 8, 2014

Judith Ervin
Chair, Board of Education
Clackamas Community College
19600 Molalla Avenue
Oregon City, OR 97045

Re: President’s Notice of Intent to Continue

Dear Chair Ervin,

Seven years ago on January 8, 2007, I began as Interim President of Clackamas Community College.

It is all too easy to recount the difficulties these seven years have brought. At the state level, we have seen severe budget declines while enrollment grows, legislative interventions, and the restructuring of the education agencies. Accreditation has changed from a ten year cycle to a seven year cycle with continuous improvement expectations each year.

Even so, we must reflect upon the gains we have made as we think about this next year. At the local level, we have been changing what we provide our community and how we deliver instruction, with a relentless focus on enhancing our students’ ability to complete what they started with us. Your work places us in the heart of our community, engaging in a dialog that is responsive rather than reactive, publicly oriented rather than inwardly focused.

Collectively we continue to make a difference in people’s lives. How do we know? Because over the last seven years we have worked diligently to strengthen our data collection and analysis, make informed decisions based upon best practices, and listened to what our students, communities, and employers needed.

As I think about how far we have come and how we are poised, I am excited by the possibilities and outcomes that lie ahead of us in 2014. Please accept this letter as my formal notice of intent to continue my service as president for Clackamas Community College.

I look forward to our work this coming year.

Sincerely,

Joanne Truesdell
President