

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Board Retreat from August 3, 2017
Date:	September 13, 2017
Division/Department:	President’s Office
RECOMMENDATION:	Approval of the Minutes for August 3, 2017



**BOARD OF EDUCATION RETREAT/WORK SESSION
MINUTES
August 3, 2017**

RETREAT/WORK SESSION

CALL TO ORDER

Chair Jane Reid called the retreat/work session of the Clackamas Community College Board of Education to order at 12:26 p.m. on Thursday, August 3, 2017, in Roger Rook Hall, Room 220 at Clackamas Community College.

Board members present were Rob Wheeler, Irene Konev, Chris Groener, Dave Hunt, Jane Reid, Ron Adams, and Greg Chaimov. Others in attendance were President Joanne Truesdell, Vice President David Plotkin, Vice President Alissa Mahar, Dean Bill Waters, Dean Jeff Shaffer, Dean Bob Cochran, inici group representative Patti Miles, and Recorder Denice Bailey.

BOARD MANUAL

President Joanne Truesdell reviewed the information contained in the CCC Board manual and asked if Board members would prefer to have this information in hard copy or in a digital format. She said items from the OCCA handbook distributed at the recent New Board Member Training session can be incorporated. It was agreed to add a list of acronyms.

Chris Groener, Irene Konev, Jane Reid, and Ron Adams asked to have a hard copy. Greg Chaimov and Dave Hunt would like the digital copy, with Dave requesting that the document be searchable. Rob Wheeler would like to have both.

There was a discussion of holding work sessions in the Fireside Room again.

Ron said he does not understand what the accreditors want from us, or how to measure it. He would like help in understanding what they want and how it will make a difference for students. Ron said he is

not always sure what the information that is provided to the Board means. Dave agreed, and asked how much depth of knowledge the Board needs. Joanne and David shared that the CCC Board is very well informed and that there are no concerns from NWCCU about the Board.

David explained what information NWCCU wants to see from us and what information was submitted to NWCCU in order to remove the warning status.

David said he will bring a concrete example of the college's work on assessment to a Board meeting. Jane asked if they should be concerned about the programs that are not performing up to standards for student success. David replied every discipline needs to be able to demonstrate student success within a few years. Bill added that some programs are inherently more difficult to assess, and they are working on this every day. Bill said the Board should care about whether we are using data to inform our budget process, resource allocation, and our program support, at a very high level. Bill said the Board should ask about anything that is unclear, either at the presentation or later.

Joanne said the Board should be seeing the number of completed program assessments going up each month. We can highlight different programs as well, including an example of one that is less easily assessed.

OREGON CITY CAMPUS MASTER PLAN

President Joanne Truesdell said part of this item will be a request for Board input on changing the locations and flow for projects on the Oregon City campus.

Dean Bob Cochran reviewed the timeline for the four major bond projects. Joanne asked the Board to think about the flow of people coming on to the campus, and what it will be like in 2020, and think about any concerns they may have. Possible concerns are:

- Can I see my building?
- How do I park near my building?
- How do I find where I am supposed to be?
- Security/lights on campus and parking lots.
- How do I arrive by transit or car?

Bob reviewed the original plan for the transit center and new possible designs. The favored new design (3b) is better for drop off, bus parking, and pedestrian movement. It would eliminate some parking spaces so staff are looking for places parking could be added. Joanne suggested putting the transit park and ride in the "orphan" spots.

Patti Miles, from the inici group, recommended assessing the location of everything on campus, considering all programs and departments. She said the college needs to improve wayfinding on campus. She suggested a student survey and said contracting with a facility planner would be helpful.

Joanne said the Community Center building will be tricky. There are services there and also in Roger Rook Hall. We have work to do to get staff agreeing to changes that will benefit students. She asked the Board to think about their experience arriving on campus:

- Higher education typically is associated with a quad, a gathering space.
- Student Services building has to be a strong, inviting, beautiful building. Entering campus through the Barlow parking lot is not very attractive.
- Concern about exhaust from the buses for students and staff. Upgrade filtration systems?

- A lot of hardscape here. Need more greenscape.
- Need comfortable enclaves in the Student Services building.
- Is there a huge difference between a university and a community college campus? Should there be?
- Community colleges have a huge volume of students, for a shorter term. Lettering or color coding buildings may help with wayfinding. We could match parking lot color or name to each building.
- Can we keep students in a smaller proximity if they have the same goal, i.e. a transfer degree? We currently keep first year classes and student success classes in close proximity.
- Are there different needs for adult students vs. right out of high school students? Yes, different needs but not necessarily different spaces.
- Are we addressing child care for students? Yes, we have YMCA on campus and we have a federal program that may be going away. We could apply for grants. Discussion of the YMCA care.
- Can we offer short term day care, for 2-4 hours?

Joanne said we will engage a person on adjacency planning and conduct a student survey. Over time, we will adjust plans based on survey responses. This will be finalized in spring. Some people will not be happy and we need to be prepared for lobbying for folks to stay where they are. We will do the process again in 2020 when all projects are near completion.

ACCREDITATION CORE THEMES AND INDICATORS / 2016-19 STRATEGIC PRIORITIES

Vice President David Plotkin reported accreditation is based on how well the college fulfills our mission. Our Core Themes comprise the essential elements of that mission. We must define the parameters of mission fulfillment and an acceptable threshold of mission fulfillment. The college must be regionally accredited in order to offer financial aid. In Oregon, in order to be a public community college or university, CCC must offer financial aid.

He reviewed the four Core Themes – Transfer, CTE, Essential Skills, and Lifelong Learning. Board Member Rob Wheeler asked if the four are equally weighted. David said that is a good question, but difficult to answer. They are not equal in resource allocation. Without comparing them, we need to fulfill our mission in each area. If we have committed to certain things needing to happen in a specific Core Theme, and it doesn't happen, then we have not been successful for accreditation.

Two of the five recommendations from our last accreditation visit are coming up in the next year:

4. Integrate core theme planning with other associated planning processes.
5. Identify meaningful, valid, and reliable core theme indicators that can be used to measure achievement of core theme objectives, inform planning, and determine mission fulfillment.

David reported the NWCCU has notified us that CCC is no longer under warning status. We still have work to do but, essentially, we have been given time to complete the assessment cycle.

He reviewed how planning has been integrated across instruction and college service divisions through the mission fulfillment committee. He shared the Strategic Priorities for 2016-19 and the dates for Board reports this year and the timeline for development of the 2019/22 strategic priorities.

David asked the Board to refer to the materials in the meeting folder for additional information that was not discussed today.

ALIGNING ASSESSMENT, PLANNING, AND BUDGETING FOR 2018-19

Vice President Alissa Mahar thanked Board Members Rob Wheeler, Greg Chaimov, and Jane Reid for suggesting speakers and participating in the Leadership Tour on Wednesday. Jane said the Estacada community appreciated the meeting.

Alissa said she and Jeff Shaffer are available to meet if new Board members Irene Konev and Rob Wheeler would like an opportunity to review the budget in depth. She reported the college is starting budget development early this year and will be using a process integrated with assessment and planning. We will be using the Single Budget Request process to review all requests as part of the whole college budget. We will be doing budget development in fall, rather than in spring as we have done in the past. She reviewed the process steps and timeline.

Board Member Dave Hunt asked when the Board will know what the college is doing with the additional state funding received. President Joanne Truesdell said we do not yet know how much additional funding we will receive, but some of it will go towards PERS reserves. There are items that we chose not to invest in during the 2016/17 year, and we will review those items first and determine if they should be funded.

Joanne reminded the group that there are two vacancies on the Budget Committee, in zone 1 and zone 6. She asked the Board members from those zone to be thinking of possible applicants. This will be on the agenda for the October meeting.

BOARD GOALS

Liaison Goals – Board Chair Jane Reid discussed the committee assignments with the group. Board Member Ron Adams asked to add the president search committee and passed along a brief update from the consultant. The group discussed upcoming meetings for the search process.

Outreach Goals – President Joanne Truesdell said there are four areas for possible outreach this year:

- Increase advocacy for college with legislators
- Increase advocacy for college in community
- Increase connections with university transfer intuitions
- Increase connections with K-12 feeder schools

Board Member Greg Chaimov asked where she thinks they need to connect most. Joanne said the universities did a good job of telling legislators how much money community colleges earned from the Oregon Promise and from property taxes. She believes engaging board to board with all seven public universities might be the way to go, focusing mostly on our transfer institutions. The Board could reach out to the university board members individually or we could invite the university representatives to meet with us, along with PCC and MHCC presidents and board members. Face to face meetings may help to dispel some myths that are out there about community colleges.

Joanne's other suggestion is for natural community outreach that would align with a legislative ask. If the Board is interested, she can identify potential relationships for outreach. Chair Jane Reid would like to continue to do school board reports.

Board Building Goals –

President Joanne Truesdell asked the Board if they would like to have a meeting, facilitated by non-college person, to establish Board goals. Board Chair Jane Reid asked if this conversation should be centered around the new president. Board Member Greg Chaimov suggested having someone who has been through a president transition experience come and share with us. Board Member Dave Hunt believes this conversation should be held before a hire. Board Member Ron Adams said consultant Preston Pulliams has committed to some mentoring. Greg suggested we give new Board members Irene Konev and Rob Wheeler a chance to experience board membership for a few months and then check in on goals.

BOARDBOOK

Board Secretary Denice Bailey demonstrated the features of BoardBook, a web-based system for creating and accessing meeting agendas and materials.

As there was no other business to come before the Board, the meeting was adjourned at 4:25 p.m.

September 13, 2017
Date

Denice Bailey
Denice Bailey, Recorder

Jane V. Reid
Jane Reid, Board Chair

Joanne Truesdell
Joanne Truesdell, Clerk