

**BOARD OF EDUCATION MEETING**  
**Bill Brod Community Center, Room 127**  
**Wednesday, May 10, 2017**

**5:00 pm BUFFET DINNER WITH FIRST YEAR FACULTY (Community Center, Room 126)**

**5:30 pm EXECUTIVE SESSION (Community Center, Room 126)**

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

- To conduct consider matters relating to school safety or a plan that responds to safety threats made toward a school. ORS 192.660(2)(k)
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions. ORS 192.660(2)(e)

**6:15 pm WORK SESSION (Community Center, Room 127)**

1. Budget Committee Meeting (see separate agenda)

**RECESS**

**7:00 pm LOCAL CONTRACTS REVIEW BOARD (Community Center, Room 127)**

Hearing for Citizen Comments on Construction Manager/General Contractor for the DeJardin Expansion

*This time is designated for comments on the Construction Manager/General Contractor delivery model for the construction of the DeJardin Expansion project only. All speakers must sign in on the "Comments from the Audience, Speaker Sign-In Sheet" provided on the table at the entryway to CC 127. Everyone signing in is asked to print legibly, note their address, and whether they are a student, staff, or community member. Comments are limited to three minutes. This is an opportunity for testimony. Respectful consideration is expected for all comments.*

**7:05 pm REGULAR SESSION (Community Center, Room 127)**

**I CALL TO ORDER** – Chair Richard Oathes

**II ROLL CALL**

**III COMMENTS FROM CITIZENS**

*All speakers must sign in on the "Comments from the Audience, Speaker Sign-In Sheet" provided on the table at the entryway 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 three 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.*

**IV 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) 4.12.17 R16/17-44a p 5
  - b. Minutes (Special Session) 4.20.17 R16/17-44b p 13
  - c. Monthly Financial Report – Director Chris Robuck R16/17-44c p 15
  - d. Capital Projects (Bond) Financial Report – Director Chris Robuck R16/17-44d p 17
  - e. 2017/18 Board Meeting Schedule – President Joanne Truesdell R16/17-44e p 19
  - f. Revision to 2016/17 Board Meeting Schedule – Chair Richard Oathes R16/17-44f p 23
  - g. Support for Beavercreek Employment Area – PIO Lori Hall R16/17-44g p 25
  - h. Manufacturing Equipment Report – Vice President Alissa Mahar R16/17-44h p 31

**V COLLEGE REPORTS**

2. President’s Business Report
  - New Hire Introductions
3. Sabbatical Report – Instructor Guadalupe Martinez p 33
4. Education Savings Account – Vice President David Plotkin p 35
5. College Safety Report – Vice President Alissa Mahar p 41
6. Winter Enrollment Report – BJ Nicoletti p 45

**VII NEW BUSINESS – ACTION**

7. Ground Lease with Clackamas County Fire District 1 – Vice President Alissa Mahar R16/17-45 p 49
8. Construction Manager/General Contractor Delivery Method for DeJardin Expansion & Transit Center – Dean Bob Cochran R16/17-46 p 53
9. Final Contract Approval for DeJardin Architect – Dean Bob Cochran R16/17-47 p 59
10. Harmony West Furniture – Dean Bob Cochran R16/17-48 p 61

**VIII BOARD OPERATIONS**

11. Personnel Report – Dean Patricia Anderson Wieck p 65
12. Future Board Agenda Items – Board Chair (Refer to Board Planning Calendar)
13. Board Chair Business Report
  - Board Goals Status Report – President Joanne Truesdell
14. President Search Update – Jane Reid & Ron Adams, Co-Chairs
15. Clackamas Community College Education Foundation – Jean Bidstrup, Board Liaison
16. Oregon Community College Association – Ron Adams, Board Liaison
17. Oregon School Boards Association Legislative Policy Committee – Ron Adams, Committee Member
18. Bond Project Citizen Oversight Committee – Jane Reid, Co-Chair
19. Board of Education Community Reports

**IX ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS**

20. Associated Student Government (ASG) – Jairo Rodriguez, President p 67
21. Full-Time Faculty – Nora Brodnicki, President p 69
22. Part-Time Faculty – Leslie Ormandy, President p 73
23. Classified – Enrique Farrera, President

**X ADJOURNMENT**

*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.*

## DATES TO REMEMBER

### 2016-17

**Wednesday, May 3**

**Wednesday, May 10**

Thursday, May 11

Thursday, May 18

**Friday, May 19**

Monday, May 29

Thursday, June 15

Friday, June 16

**Wednesday, June 28**

Friday, June 30

**Budget Committee Meeting, 5:00 p.m., Gregory Forum**

**Budget Committee/Board of Education Meeting, 5:00 p.m., CC 127**

CANCELED - Spring Retiree Event, 2:00, Gregory Forum

Time Capsule / ELC Restoration, 1:00 p.m.

**Board of Education Retreat 12:00-5:00, Rook Literary Arts Center**

Memorial Day, College closed

GED & Adult High School Diploma Graduation Ceremony, 7:00 p.m.

College Certificate & Degree Graduation Ceremony, 7:00 p.m.

**Board of Education Meeting, 5:00 p.m., CC 127**

Reception to honor Jean Bidstrup and Richard Oathes, details TBA



<b>CCC BOARD OF EDUCATION – TOPIC SUMMARY</b>	
Topic:	Minutes of the Work and Regular Sessions from April 12, 2017
Date:	May 10, 2017
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Approval of the Minutes for April 12, 2017



**BOARD OF EDUCATION MEETING  
MINUTES  
April 12, 2017**

**EXECUTIVE SESSION**

Board Chair Richard Oathes convened Executive Session under ORS 192.660(2)(e) on Wednesday, April 12, 2017, in the Bill Brod Community Center Room CC126 at 5:00 p.m. with the following people present: Board Chair Richard Oathes and Members Chris Groener, Dave Hunt, Ron Adams, Jean Bidstrup and Greg Chaimov; Dean Bob Cochran; Vice President David Plotkin; Vice President Alissa Mahar; President Joanne Truesdell; and Recorder Denice Bailey.

Real Property

Staff discussed a real estate issue with the Board.

Executive Session was adjourned at 5:40 p.m.

**WORK SESSION**

Board Chair Richard Oathes called the work session of the Clackamas Community College Board of Education to order at 5:45 p.m. on Wednesday, April 12, 2017, in Room CC127 of the Bill Brod Community Center at Clackamas Community College.

Fall and Winter Athletics

Director Jim Martineau introduced wrestling Coach Josh Rhoden, who reported the team has their first undefeated season this year. They placed second in the country, with 5 national finalists. The team members introduced themselves and shared what their plans are for next year. Jim reported that the team has an average 3.2 GPA. Board Member Jean Bidstrup personally congratulated each team member and gave them a token of recognition.

Jim said this winter’s group of athletes has been the best he has seen.

### Oregon Community College Association (OCCA) Report

President Joanne Truesdell introduced OCCA Deputy Director John Wykoff, who reported on legislative activity and budget issues.

John said the legislature is looking at a \$1.6 billion deficit. Almost everyone in education is considering implementing reductions this year. The Higher Education Coordinating Commission (HECC) proposed \$634M as the amount necessary to be fully funded. The current Community College State Fund (CCSF) is \$550M. The governor's budget proposed \$550M, or flat funding, for 2017/19. Community College and university funding often gets cut in times of budget deficit, because we have tuition as a source of revenue. Tuition used to be a third of community college revenue, now it is half.

The Oregon Opportunity Grant is a budget priority, and the governor added \$5M to that budget. That only funds half of the students who are eligible. The Oregon Promise was given \$20M, while the program costs \$40M to operate. The way the program is structured, lower income students receive less through the program than students with a higher socio-economic status. OCCA would like to see the GPA requirement and the \$50 per term co-pay eliminated. The good news is that Oregon Promise provided money for academic advising and the governor's budget kept that funding intact. Public testimony on capital construction requests will be May 5.

The next revenue forecast will be on May 16. It may be up a bit, but will not fully eliminate the deficit. The legislature is exploring ways to raise revenue, but it is an uphill battle.

John provided information on the following:

- A bill to move public employees into coordinated care organizations for health care
- Credit transfer bill
- Oregon Presidents' Council work group provided a proposal to align learning outcomes for five programs at all 17 community colleges and all seven universities. This would eliminate credit loss for students.
- Senate Bill 8, which allows community colleges to merge with universities. It will likely not go anywhere.
- Accelerated credits bill

### Title III Proposal

Interim Dean Tara Sprehe, Dean Sue Goff, and Director BJ Nicoletti reported they, along with many others, have been working on a Title III grant. The proposal is grounded in guided pathways and student success. CCC is not always eligible for Title III funding, but we are this year.

The three goals of the grant are to identify and map curriculum/programs; to improve CCC's entry and onboarding systems; and to improve CCC's academic and career coaching model.

The strategies that will be used to reach those goals are meta-major and curriculum mapping work; purchase of Navigate or other software; and collaborative coaching of cohorts (collaborative advising).

BJ and Sue reviewed the five-year plan and the budget. The grant application is due April 17. We will be notified in September if the application was successful, and will then identify the team to implement the grant. They will provide a report to the Board in October.

In response to a question from Board Member Greg Chaimov, Tara said this is a Federal Department of Education Grant, and it is a competitive process. We are working with a previously successful grant writer.

Board Member Chris Groener asked about the formula - what makes us eligible or ineligible? BJ replied it is a two-prong qualification. The college must serve a certain percentage of low income students, based the percentage of students who get Pell Grants. CCC meets criteria. The second part is our expenditure per student. CCC is always on the fence, due to a lot of reasons. The last time was because our expenditures per student were too high. Director Chris Robuck said the decision is based on college-wide statements, and PERS has to be included. This makes our budget look very unstable and volatile. The grant considered our whole budget but only applies it to credit students, not non-credit or Customized Training students. She described how our PERS liability counts against us for Title III grants.

Board Member Ron Adams asked what long term advantages the grant will provide. Tara replied the five-year plan builds a system for students to start, retain, and finish. We know what to do but need help doing it. We would use the funds on things that would be sustainable. She anticipates that revenue from more students being retained (coming back term to term) would pay for any future expenses.

The Work Session recessed at 6:56 p.m.

#### **LOCAL CONTRACT REVIEW BOARD**

The Local Contract Review Board hearing was moved to the May 10 meeting.

#### **REGULAR SESSION**

##### **CALL TO ORDER**

Chair Richard Oathes called the regular meeting of the Clackamas Community College Board of Education to order at 7:00 p.m. on Wednesday, April 12, 2017, in the Bill Brod Community Center at Clackamas Community College, Room 127.

##### **ROLL CALL**

Declaration of a quorum. Board members present were: Richard Oathes, Jean Bidstrup, Chris Groener, Dave Hunt, Greg Chaimov, and Ron Adams. Jane Reid was excused.

College Representatives in attendance: President Joanne Truesdell, Vice President David Plotkin, Vice President Alissa Mahar, ASG President Jairo Rodriguez, Full-time Faculty President Nora Brodnicki, Part-time Faculty Representative Chris Dreger, Classified Representative Claudia , and Board Secretary Denice Bailey (Recorder).

Others in attendance: Director BJ Nicoletti, Dean Sue Goff, Interim Dean Tara Sprehe, Associate Dean Darlene Geiger, Dean Bob Cochran, Director Jarett Gilbert, Dean Cynthia Risan, Director Jack Hardy, Dean Patricia Anderson Wieck, Director Chris Robuck, PIO Lori Hall, Director Lisa Davidson, other CCC faculty and staff, students, and a member of the press.

##### **COMMENTS FROM CITIZENS**

Chair Richard Oathes read the guidelines for public comment at the Board meeting, and invited those who signed up to come forward.

There were none.

### **CONSENT AGENDA**

The Board considered the approval of the following:

- a. Minutes (Work, Regular and Executive Sessions) 3.08.17
- b. Monthly Financial Report
- c. Capital Projects (Bond) Report

**R16/17-34** Greg moved, Chris seconded the motion, to approve Consent Agenda items a through c. Motion passed unanimously.

### **COLLEGE REPORTS**

#### President's Report

Joanne introduced CBI Director Lisa Davidson and invited her to introduce her new staff. Lisa introduced Matt Goff, the new CBI Training Manager.

#### Sabbatical Report

Sue Goff introduced Instructor Debra Carino, who provide a report on her sabbatical. Debra shared her sabbatical goals and her activities. She reviewed the outcomes from the sabbatical activities. She reported on activities which focused on her health, including taekwondo. She was able to incorporate some of the core values into her teaching.

### **NEW BUSINESS – FIRST READ**

#### 2017/18 Board Meeting Schedule

President Joanne Truesdell presented and the Board reviewed details of the proposed calendar for 2017/18. Joanne suggested moving the June 2018 meeting to the 27<sup>th</sup>. The Board agreed. That change will be made and this item will come back for action at the next meeting.

### **NEW BUSINESS – ACTION**

#### Construction Manager/General Contractor Delivery Method for DeJardin Expansion & Transit Center

This agenda item was moved to the May 10 meeting.

#### Industrial Technical Center (ITC) Guaranteed Maximum Price

Dean Bob Cochran, Karl Schulz from the inici group, and Mark Butler from Lease Crutcher Lewis were present for this item. At the December meeting, the Board approved a small contract for pre-construction services for the ITC. Today's item is about the guaranteed maximum price for the project. The Construction Manager/General Contractor (CM/GC) process requires the contractor to get pricing for the whole project. Bob reviewed the cost breakdown.

Board Member Dave Hunt asked how this prince compares to our original estimate. President Joanne Truesdell said the ITC building alone was \$16M, which we are very slightly over. The estimate was \$14M for all parking lots and the Barlow lot is at \$4.1M.

Board Member Ron Adams asked what the downside is for using the CM/GC process. Bob said some contractors could only use subcontractors they are familiar with, but we have selected new teams for our different projects. Karl said in addition, CM/GC is not necessarily the lowest cost model. Right now the market is hot and subcontractor coverage is difficult. Using this process allows us to get better coverage. We had to rebid some items and did not have to accept the low bid. A hard bid process generally results in more change orders. Mark said many subcontractors were excited to work on this



project and so they were able to get competitive bids. 30% of the subcontractors are local or Minority/Women/Emerging Small Businesses (MWESB). They don't have to just select lowest bidder, they can talk to the subcontractors to make sure they are selecting the most responsive bidder at the best cost.

Board Member Jean Bidstrup asked if CCC used this delivery model in the last bond. Bob said yes, on all the buildings. Karl said for this bond, we are looking at the delivery model for each project on a case by case basis. We have different models on different projects.

**R16/17-36** Jean Bidstrup moved, Chris Groener seconded the motion to adopt resolution 16/17-36 authorizing staff to enter into a CM/GC contract with Lease Crutcher Lewis for the construction of the ITC and Barlow parking lot for a combined guaranteed maximum price of \$20,371,219; and for an owners contingency of \$1,620,000 for design unknowns or changes requested associated with the ITC and \$415,000 for unknowns and potential soil mitigation for the Barlow parking lot. Motion passed unanimously.

#### Contract Award: Bond Furniture Vendor

Dean Bob Cochran is reporting for Mickey Yeager. He reviewed the process followed in selecting a furniture vendor. This resolution authorizes the vendor to get started on the furniture purchasing for the bond projects.

**R16/17-37** Greg Chaimov moved, Chris Groener seconded the motion to adopt the resolution authorizing the college to award a contract to Pacific Furnishings for initial services not to exceed \$100,000 for space planning and coordination of furniture purchasing and installation of furniture for all bond projects. Motion passed unanimously.

#### Resolution to Authorize Bond Issue

Vice President Alissa Mahar asked the Board for authority to sell the remainder of the General Obligation Bonds. There are \$45M left to sell. Board Member Greg Chaimov asked what interest we hope to get. Alissa responded she hopes for between 4 and 6 percent, but cannot be sure.

**R16/17-38** Greg Chaimov moved, Jean Bidstrup seconded the motion to adopt the resolution to authorize the issuance, negotiated sale, and delivery of General Obligation Bonds; designate an authorized representative, bond counsel, and underwriter; delegate the approval and distribution of the preliminary and final official statements; and authorize the execution of a bond purchase agreement and related matters. Motion passed unanimously.

#### Presidential Search Consultant

Board Member Ron Adams reported an RFP was issued and sent to seven firms. He, Vice Chair Jane Reid, and Transition Liaison Amanda Coffey interviewed three firms on April 7, and recommend the Board award a contract to Gold Hill Associates.

Ron said the principal for Gold Hill is Preston Pulliams, former president at PCC. He has placed several presidents at Oregon community colleges. Ron spoke with contacts where those searches were done and they were delighted with Preston's work. He is confident Gold Hill will do an impressive job for us.

**R16/17-39** Dave Hunt moved, Chris Groener seconded the motion to award a contract to Gold Hill Associates in the amount of \$44,000 for recruitment and consultant services for the presidential search. Motion passed unanimously.

### Presidential Search Committee Structure and Timeline

Board Member Ron Adams said he and Vice Chair Jane Reid were the board members participating in the consultant search process. They are not necessarily the members who will be on the search advisory committee. He suggested asking Gold Hill to advise us on the size and membership of the search committee. Ron recommended the Board approval of the structure of the committee as a draft that is subject to change.

**R16/17-40** Greg Chaimov moved, Chris Groener seconded the motion to approve the preliminary structure of the Presidential Search Advisory Committee as presented. Motion passed unanimously.

## **BOARD OPERATIONS**

### Personnel Report

The Board reviewed the list of employment changes on the personnel report.

### Future Board Agenda Items

The Board reviewed the planning calendar.

### Board Chair Business Report

President Joanne Truesdell reported the Board Goals Status Report will be provided next month.

### Clackamas Community College Education Foundation Report

Board Member Jean Bidstrup reported get from email.

### OCCA Report

Board Member Ron Adams reported he attended an OCCA meeting two weeks ago. They had a draft budget to review. They want to hire full time communication person/lobbyist. Nominations for the 2017/18 executive committee were held, and Board Member Dave Hunt was nominated as Vice President. The next meeting is May 25, but he will be out of town. Dave will attend.

### OSBA Legislative Policy Committee Report

Board Member Ron Adams reported the Legislative Policy Committee has been amazingly quiet. They met for a day and heard some great speakers. It was an excellent meeting but no decisions were made and no positions agreed upon. It is difficult to watch.

### Bond Project Citizen Oversight Committee (COC) Report

This report was deferred until next month, due to Vice Chair Jane Reid's absence.

### Board of Education Community Reports

Dave Hunt reported:

- He appreciated his visits with legislators in Salem, and Senator Devlin's campus visit.
- The Foundation Scholarship Reception was fabulous and the Industrial Technical Center groundbreaking was great.
- He, Board member Chris Groener, and President Joanne Truesdell presented to the Oregon City School District's Board of Education.
- He testified before the Ways and Means Committee.
- He suggested we work harder to bring students to testify and try to get all 17 community colleges represented.

Ron Adams reported:

- Senator Devlin's visit gave us a chance to show him the need for the DeJardin expansion.
- Capital construction funding is still looking positive.
- He was at PSU last Thursday and saw Senators Devlin and Representatives Lininger and Parrish.
- He presented Monday to the West Linn Wilsonville School Board and said he likes the presentation on connections to high school students. Director Jaime Clarke did a great job.
- OSBA is holding a legislative meeting on Saturday at 10:30 and invited everyone to come. Every affiliated legislator with Clackamas County will be there.
- Will attend the April 22 Earth Day celebration.
- He sat in on interviews for Director Chris Robuck's replacement, as she is retiring in June. He said her expertise will be missed.

Chris Groener reported:

- He visited an Oregon City School Board meeting
- He hosted the Industrial Technical Center groundbreaking
- He attended the campus legislative visit.

Jean Bidstrup reported she attended:

- The Foundation Scholarship Reception
- The ITC groundbreaking ceremony
- The All Staff Recognition event

Greg Chaimov reported he has been spending time visiting legislators.

## **REPRESENTATIVE REPORTS AND COMMENTS**

Associated Student Government President Jairo Rodriguez reported:

- A Sexual assault awareness poster is being distributed this month. He thanked Megan Baumhardt, Patricia Anderson Wieck, Chris Smith, and John Ginsburg for their help with this project.
- Titanic Remembrance day is Thursday and they will be showing the movie.
- ASG gave out 25 grants this term.
- Easter egg hunt is planned.
- Wednesday is road clean-up day.
- ASG elections are happening. The unopposed Vice President is candidate is Daniel Merrill and Jairo will be running for president again, also unopposed.
- CCC received an award for outstanding service project of the year for the Cougar Cave

Full-Time Faculty Association President Nora Brodnicki reported:

- FTF have been busy. Nora shared some of the highlights of her written report.
- Classified President Enrique Farrera was featured in a two page article in the OEA magazine.

Part-Time Faculty Association

PTF Representative Chris Dreger, filling in for President Leslie Ormandy, reviewed the report included in the agenda packet.

Classified Association president Enrique Farrera reported:

- The Classified association has been advocating for the budget at the legislature.

- All students who go through CCC are helped by classified employees through registration, advising, and other services.
- Statewide conference was held last weekend.
- The OEA representative assembly is coming up.
- He appreciates President Joanne Truesdell for allowing classified to maintain funding for professional development this year.
- NEA is holding a conference on ethnic minorities in higher education. It would be a great opportunity to attend.

As there was no other business to come before the Board, the meeting was adjourned at 8:11 p.m.

May 10, 2017  
Date

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Denice Bailey, Recorder

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Richard Oathes, Board Chair

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Joanne Truesdell, Clerk

<b>CCC BOARD OF EDUCATION – TOPIC SUMMARY</b>	
Topic:	Minutes of the Regular Session from April 20, 2017
Date:	May 10, 2017
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Approval of the Minutes for April 20, 2017



**BOARD OF EDUCATION SPECIAL MEETING  
MINUTES  
April 20, 2017**

**REGULAR SESSION**

**CALL TO ORDER**

Chair Richard Oathes called the regular meeting of the Clackamas Community College Board of Education to order at 1:30 p.m. on Thursday, April 20, 2017, in Barlow Hall Room 221 at Clackamas Community College.

**ROLL CALL**

Declaration of a quorum. Board members present in person were: Richard Oathes. Board members attending via phone were: Jean Bidstrup, Chris Groener, Dave Hunt, Jane Reid, Ron Adams, and Greg Chaimov.

College Representatives in attendance: President Joanne Truesdell, Vice President David Plotkin, Vice President Alissa Mahar, ASG President Jairo Rodriguez, Classified President Enrique Ferrara, and Board Secretary Denice Bailey (Recorder).

Others in attendance: Dean Bob Cochran, Director Lloyd Helms, and PIO Lori Hall.

**NEW BUSINESS – ACTION**

Roof Restorations and Replacement: Family Resource Center

Dean Bob Cochran thanked the Board for scheduling this special meeting, which allows the contractors to get materials ordered and the projects scheduled for summer construction. He reviewed details of the contract.

**R16/17-41** Ron Adams moved, Jean Bidstrup seconded the motion to adopt resolution R16/17-41 which authorizes staff to enter into a contract with Weatherproof Technologies for the complete re-roof of the

Family Resource Center in the amount of \$205,691, which included a 10% owner contingency of \$18,691. Motion passed unanimously by individual voice vote.

Roof Restorations and Replacement: Wilsonville Training Center

Dean Bob Cochran reviewed details of the contract and asked for approval from the Board. He and Director Lloyd Helms responded to questions from the Board.

**R16/17-42** Jean Bidstrup moved, Jane Reid seconded the motion to adopt Resolution R16/17-42, authorizing staff to enter into a contract with Umpqua Roofing for the restoration and re-roof of the Wilsonville Training Center in the amount of \$370,656, which includes a 10% owner contingency of \$33,696. Motion passed unanimously by individual voice vote.

Roof Restorations and Replacement: Clairmont Hall

Dean Bob Cochran reviewed details of the contract and asked for approval from the Board. He and Director Lloyd Helms responded to questions from the Board.

**R16/17-43** Ron Adams moved, Chris Groener seconded the motion to adopt Resolution R16/17-43, authorizing staff to enter into a contract with Griffith Roofing for the complete re-roof of Clairmont Hall in the amount of \$381,327, which includes a 10% owner contingency of \$34,661. Motion passed unanimously by individual voice vote.

Board Member Ron Adams reported that he and Jane Reid have volunteered to be co-chairs of the presidential search committee, and asked if someone would volunteer as the third member of the committee. The time commitment this spring includes staff and community forums during the second week of May and a meeting with the consultant on May 15. In the fall, there would be a larger commitment for screening applicants and interviewing candidates. Greg Chaimov and Chris Groener both volunteered to serve as needed. Dave Hunt will be out of town the second week of May.

As there was no other business to come before the Board, the meeting was adjourned at 1:44 p.m.

May 10, 2017  
Date

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Denice Bailey, Recorder

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Richard Oathes, Board Chair

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Joanne Truesdell, Clerk

Topic:	Monthly financial report -- All funds
Date:	May 10, 2017
Presenter	Alissa Mahar, Vice President of College Services Chris Robuck, Director of Fiscal Services
Division/Department:	College Services/Business Services
<b>Recommendation:</b>	<b>Approval of monthly financial report- All Funds</b>

**ALL FUNDS**  
**Statement of Revenue, Expenditures and Changes in Fund Balance**  
2016-17 at March 31, 2017

	<u>Fund Balance at Start of Year</u>	<u>Revenue and Other Sources</u>	<u>Expenditures and Other Uses</u>	<u>Net Revenue (Expenditures)</u>	<u>Fund Balance at Report Date</u>
General	\$ 18,670,489	\$ 44,927,606	\$ 36,020,590	\$ 8,907,016	\$ 27,577,504
Fee	2,000,970	2,687,300	2,338,896	348,405	2,349,375
Innovation	-	770,930	295,619	475,311	475,311
Debt Service	2,444,082	8,355,642	1,452,576	6,903,066	9,347,148
Capital Projects (Bond)	25,120,777	111,325	9,375,737	(9,264,412)	15,856,364
Staff Computer Replacemt	-	150,000	5,730	144,270	144,270
Equipment Replacement	1,551,798	613,701	200,271	413,430	1,965,229
Major Maintenance	2,912,459	490,918	225,630	265,288	3,177,747
Student Technology	471,185	759,266	329,309	429,957	901,142
Internal Service	311,250	184,649	384,006	(199,357)	111,893
Bookstore	1,237,580	1,362,595	1,440,062	(77,467)	1,160,113
Customized Training	557,608	305,803	312,255	(6,452)	551,155
Intramurals and Athletics	35,782	358,366	292,330	66,036	101,818
Student Life & Leadership	138,738	91,313	71,786	19,527	158,264
Computer Lab	113,143	48,395	34,021	14,374	127,517
Retirement	1,832,617	750,000	570,732	179,268	2,011,886
Student Financial Aid	49,964	14,222,842	14,209,410	13,431	63,396
Grants and Contracts	666,045	1,560,890	2,183,599	(622,708)	43,336
WIOA Grant	(1)	1,285,535	1,514,784	(229,249)	(229,250)
Insurance Reserve	291,520	100,000	36,598	63,402	354,922
PERS Reserve	1,000,000	2,000,000	-	2,000,000	3,000,000
<b>Total</b>	<u><u>\$ 59,406,006</u></u>	<u><u>\$ 81,137,075</u></u>	<u><u>\$ 71,293,939</u></u>	<u><u>\$ 9,843,136</u></u>	<u><u>\$ 69,249,142</u></u>

**NOTES**

**Student Financial Aid, Grants and Contracts, and WIOA:**

Expenditures for these funds normally occur prior to billing or drawdown of funds. Revenue for reimbursements from grantors are normally billed and recorded in the month subsequent to when the expenditures were incurred, causing a negative fund balance at month end. Final billings and draws at year end will offset any expenditures for the year.

**CONSENT AGENDA**

**AGENDA ITEM 1c  
R16/17-44c**

Topic:	Monthly financial report -- General Fund
Date:	May 10, 2017
Prepared by:	Alissa Mahar - VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department:	College Services/Business Services
<b>Recommendation:</b>	<b>Approval of monthly financial report - General Fund</b>

GENERAL FUND	March 2017		Year to Date 2016-17		Year to Date 2015-16		Fiscal Year 2016-17		Projected is Better (Worse) than Budget
	Actual	% of Budget	Actual	% of Budget	Actual	% of Budget	Budget	Projected	
	REVENUE								
State comm college support	\$ -	0%	\$10,576,060	75%	\$10,797,316	84%	\$14,022,081	\$14,279,233	\$ 257,152
Property taxes	506,703	3%	17,107,235	96%	16,274,648	97%	17,775,438	17,968,979	193,541
Tuition, net of waivers	3,707,877	25%	14,848,716	102%	14,033,518	99%	14,581,349	14,655,560	74,211
Other revenue	270,928	12%	2,137,035	98%	1,578,910	89%	2,189,076	2,181,071	(8,005)
Transfers in	-	0%	258,561	100%	70,000	100%	259,562	256,254	(3,308)
Total revenue	<u>4,485,509</u>	<u>9%</u>	<u>44,927,606</u>	<u>92%</u>	<u>42,754,392</u>	<u>94%</u>	<u>48,827,506</u>	<u>49,341,097</u>	<u>513,591</u>
EXPENDITURES									
Personnel services	3,310,656	8%	26,185,085	65%	24,059,162	66%	40,030,448	39,053,831	976,617
Materials and services	547,568	8%	4,924,771	69%	4,630,731	73%	7,184,622	6,772,909	411,713
Capital outlay	5,565	4%	88,653	70%	255,565	86%	126,273	119,959	6,314
Transfers out	-	0%	4,822,081	100%	2,361,833	96%	4,822,061	4,566,607	255,454
Total expenditures	<u>3,863,788</u>	<u>7%</u>	<u>36,020,590</u>	<u>69%</u>	<u>31,307,291</u>	<u>68%</u>	<u>52,163,404</u>	<u>50,513,306</u>	<u>1,650,098</u>
Net revenue (expenditures)	<u>\$ 621,721</u>		8,907,016		11,447,101		(3,335,898)	(1,172,209)	2,163,689
Fund balance at start of year			18,670,487		15,710,997		18,613,498	18,670,487	56,989
Fund balance at report date			<u>\$27,577,503</u>		<u>\$27,158,098</u>		<u>\$15,277,600</u>	<u>\$17,498,278</u>	<u>\$ 2,220,678</u>
<i>Fund balance in excess of minimum 10% of revenue, excluding July state appropriation payment</i>								8,478,489	

**AMOUNTS USED FOR BUDGET AND PROJECTIONS**

State comm college support: CCSF for 2015-17 (in millions)	\$ 550	\$ 550
Property taxes: Increase over prior year	4.5%	4.5%
Tuition, net of waivers: Change in student FTEs from prior year	1.0%	3.0%
Personnel services:		
PERS rate as % of actual General Fund wages	19.1%	19.6%

Projected is less than budget for estimated vacancy rate.

Materials and services: Except where actual is known, projected is 5% less than budget for underutilization

Fund balance in excess of minimum 10% of revenue, excluding July state appropriation payment

In odd numbered years the last quarterly payment for the biennium from the Community College Support Fund is delayed until July of the subsequent biennium. The college records the payment as accrued revenue for budget purposes, but for planning purposes subtracts the accrued payment in the calculation of fund balance in excess of minimum.



**CONSENT AGENDA**

**AGENDA ITEM 1d  
R16/17-44d**

Topic:	Monthly financial report -- Capital Projects (Bond) Fund
Date:	May 10, 2017
Prepared by:	Alissa Mahar - VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department:	College Services/Business Services
<b>Recommendation:</b>	<b>Approval of monthly financial report - Capital Projects (Bond) Fund</b>

	Actual, inception to February 28, 2017					Unrestricted \$\$ for Project Related Costs	Total
	All Projects	Projects with Dedicated Revenue			Transportation		
		Harmony West	Industrial Technical Ctr	DeJardin Science			
<b>NET REVENUE</b>							
Proceeds/premium of debt issue	46,948,269						
Bond sale costs	(386,747)						
Refunding of long-term debt	(14,717,927)						
Net bond proceeds	31,843,594						31,843,594
Interest earned on bond proceeds	283,076						283,076
State grants for construction							-
Other grants							-
Other revenue			10,000				10,000
Unrestricted General Fund transfer						2,000,000	2,000,000
Net revenue	<u>32,126,670</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>2,000,000</u>	<u>34,136,670</u>

**EXPENDITURES**

**Harmony West**

Purchase land & OIT building	4,208,741
OIT building demolition	552,949
Project management (inici)	240,811
Architect, engineering & permits	1,612,390
Construction	4,493,023
Furniture and equipment	152
Other (modulars, legal, etc.)	126,744

**Industrial Technical Center**

Project management (inici)	137,647
Architect, engineering & permits	1,370,950

**Actual, inception to February 28, 2017**

*Projects with Dedicated Revenue*

	<u>All Projects</u>	<u>Projects with Dedicated Revenue</u>			<u>Unrestricted \$\$ for Project Related Costs</u>	<u>Total</u>
		<u>Harmony West</u>	<u>Industrial Technical Ctr</u>	<u>DeJardin Science</u>		
Furniture and equipment			45,000			
Other			15,301			
<b>DeJardin science addition</b>						
Pauling remodel						
Project management (inici)				11,169		
Other				432		
<b>Transit center and paths</b>						
<b>Major maintenance / all projects</b>						
Major maintenace project mgmt (inici)	68,102					
General project management (inici)	313,431					
OR City land use application	32,746					
Oregon City master planning	111,204					
IT network infrastructure & wireless	2,013,379					
Meyers Road extension	25,540					
Elevator and ADA upgrades	216,652					
Title IX (Randall locker rooms)	2,262,657					
North tunnel remodel (Randall)	3,167					
Roofing	711,601					
Clairmont electrical service	105,973					
Safety and security upgrades	96					
Emergency power master plan	1,384					
Barlow parking lot	306,992					
Barlow automotive remodel						
<b>Student Services center</b>						
<b>Costs paid from unrestricted \$</b>					305,133	
Total expenditures	<u>6,172,926</u>	<u>11,234,811</u>	<u>1,568,898</u>	<u>11,601</u>	<u>305,133</u>	19,293,369
<b>COMMITTED: contracts minus expenditures to date</b>						<u>30,258,841</u>
<b>AVAILABLE: not yet spent or committed</b>						<u>(15,415,539)</u>

<b>CCC Board of Education – Topic Summary</b>	
Topic:	2017/18 Board Meeting Schedule
Date:	May 10, 2017
Prepared By:	Joanne Truesdell, President
Division/Department:	Executive Offices
Issue Before the Board:	Approve dates for the Board of Education meetings for the 2017/18 fiscal year

**REASON FOR BOARD CONSIDERATION:**

As stated in Policy BD/BDA: Board Meetings/Regular Board Meetings, the Board of Education is responsible for setting the schedule of board meetings each year.

**BACKGROUND:**

The proposed calendar of meetings follows the past practice of holding meetings on the second Wednesday of the month, with the following exceptions:

- The July 2017 meeting will be held on the last Wednesday of the month (July 26)
- There is no meeting in August 2017
- The June 2018 meeting will be held on the last Wednesday of the month (June 28)

This calendar also sets May 2 as a meeting date for the Budget Committee, and April 27 as the date for the Board Retreat.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost associated with setting the Board meeting calendar.

**ATTACHMENTS:**

2017/18 Board meeting schedule

**FUTURE REPORT:**

The 2018/19 Board meeting schedule will be brought to the April 2018 Board meeting.



# 2017-2018

## Board Meeting Schedule

July '17						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August '17						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September '17						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October '17						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November '17						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December '17						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January '18						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February '18						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

March '18						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April '18						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May '18						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June '18						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- Board Meeting
- Budget Committee Meeting
- Board Retreat

- ACCT Leadership Congress
- OCCA Annual Conference (tentative)
- Agenda Review Meeting



<b>CCC Board of Education – Topic Summary</b>	
Topic:	Revision to 2016/17 Board Meeting Schedule
Date:	May 10, 2017
Prepared By:	Richard Oathes, Chair
Division/Department:	Board of Education
Issue Before the Board:	Approve the following changes to the 2016/17 Board meeting schedule: <ul style="list-style-type: none"> <li>• Change the Board Retreat from April 21 to May 19</li> <li>• Change the June Board meeting from June 21 to June 28.</li> </ul>

**REASON FOR BOARD CONSIDERATION:**

As stated in Policy BD/BDA: Board Meetings/Regular Board Meetings, the Board of Education is responsible for setting the schedule of board meetings each year.

**BACKGROUND:**

The 2016/17 Board meeting schedule was approved in May of 2016.

At the Board’s request, the Board Retreat has been changed from April 21 to May 19, to accommodate the presidential search process.

The request to change the June Board meeting date is due to a conflict with the president’s schedule. Board action is necessary to move the meeting from June 21 to June 28.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost associated with changing the Board meeting calendar.





CCC Board of Education – Topic Summary	
Topic:	Support for Beaver Creek Employment Area
Date:	May 10, 2017
Presenter:	Lori Hall
Division/Department:	Public Information Officer
<b>RECOMMENDATION:</b>	Approve Resolution R16/17-44g, by which the Board acknowledges support for the Beaver Creek Employment Area Marketing and Development Initiative and agrees to work to promote the economic benefits associated with the area, including the direct link between education and industry.

**REASON FOR BOARD CONSIDERATION:**

The city of Oregon City has requested to CCC Board of Education to approve the resolution supporting the Beaver Creek Employment Area Marketing and Development Initiative and agreement to work collaboratively to promote the economic benefits associated with the area, including the direct link between education and industry.

**EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:**

Core themes

**Career Technical Education:** Our partnership with the Beaver Creek Employment Area will allow CCC to continue to provide education and training that reflects the economic needs of the community.

**Lifelong Learning:** Offering workforce and customized training to employers in the Beaver Creek Employment Area will allow continuing education opportunities and the chance to develop partnerships with community agencies.

Strategic priorities

**Financial sustainability:** The Beaver Creek Employment Area will bring economic development to the community allowing CCC to create sustainable programs, services and partnerships.

**Academic innovation and relevance:** With the new Industrial Technical Center, CCC will have more opportunities to expand innovative partnerships with businesses in the Beaver Creek Employment Area.

**BACKGROUND:**

Clackamas Community College first joined a Beaver Creek Employment Area stakeholder workshop in the spring of 2015. The following year, the vision of the employment area was broadened to include CCC, Oregon City High School and the Oregon City Chamber of Commerce. Several workshops and planning sessions have been held and the Oregon City launched its marketing campaign at the Industrial Technical Center groundbreaking. Next steps include forming a blue ribbon steering committee to invite champions and stakeholders to drive the area’s goals and objectives.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost associated with approval of the resolution.

**ATTACHMENTS:**

Resolution R16/17-44g

Beavercreek Timeline and Progress Report

## BEAVERCREEK EMPLOYMENT AREA: *Progress Report and Timeline*



SPRING/FALL 2015	WINTER/SPRING 2016	SUMMER 2016	FALL 2016	WINTER 2016	SPRING 2016
<p><b>FIRST STAKEHOLDER WORKSHOP May 22:</b> Hosted Beaver Creek Vision Workshop with key Stakeholders. <u>Goal:</u> Brainstorm ideas and goals for industrial property adjacent CCC.</p> <p><b>COMMUNITY REPORT Oct. 27:</b> Reported findings and gathered additional feedback at OCBA meeting. Big take away: encouragement to address infrastructure issues and broaden scope to other employment lands.</p>	<p><b>STEERING COMMITTEE TASKS</b></p> <p><b>BROADEN VISION:</b> Develop a vision for the Beaver Creek Employment Area that leveraged the input from stakeholders and insight from OCBA membership.</p> <p><b>Economic Preparedness and Workforce Readiness:</b> Identify opportunities to pursue that will assist with preparing the Beaver Creek Employment Area for market. Place emphasis on Beaver Creek Industrial lands and getting them shovel ready. Broaden vision to include greater Beaver Creek area: CCC, Oregon City High School, Beaver Creek Concept Plan and intersection of 213 and Beaver Creek.</p> <p><b>Start marketing engine:</b> Create a website. Develop a video for the Beaver Creek Employment area. Start identifying Oregon City success stories.</p>	<p><b>WORKSHOP Prep:</b> <b>ELC Lakeside Hall</b> – Steering Committee planning sessions set for 7/18 at 10 a.m. and 8/22 from 3-4:30 p.m. at ELC</p> <p><b>Continue Economic Preparedness and Workforce Readiness activities</b> (see backside for report).</p>	<p><b>SECOND STAKEHOLDER WORKSHOP:</b> Host Beaver Creek vision to reality workshop: <b>Thursday, Sept. 1 ; 3:30-5 p.m.,</b> Reveal discoveries, unveil mission &amp; purpose, identify actions</p> <p><b>OREGON CITY PRESENTATION Oct. 5</b></p> <p><b>CCC Board of Education</b> – prepare short report for President Truesdell</p> <p><b>REPORTS:</b> *Analyze and synthesize findings from workshops *Create final report</p>	<p><b>OREGON CITY BUSINESS ALLIANCE PRESENTATION</b> Date: TBD</p>	<p><b>BLUE RIBBON STEERING COMMITTEE</b> based on feedback from second workshop invite new champions and key stakeholders to help shape and drive the Beaver Creek Employment Area goals and objectives.</p> <p><b>LAUNCH Beaver Creek Employment Area marketing initiative.</b> Blue Ribbon Steering Committee will help shape and design marketing campaign based on feedback from workshops. Launch targeted to align with CCC's Industrial Technology Center ground breaking.</p>

**BEAVERCREEK EMPLOYMENT AREA: Putting Education to Work**

**PURPOSE: Grow and attract targeted employers to the Beaver Creek Employment area.**

**SHARED VALUES:**

- Economic Development
- Workforce Training
- Lifelong Learning
- Quality of Life

**ECONOMIC PREPAREDNESS:**

- Reapprove Beaver Creek Concept Plan
- City researches and write grants
- Design for sewer main underway
- Enterprise Zone approved
- Site selector tours ongoing
- Inventory and compile governmental incentives
- Write grants for infrastructure preparedness
- County/ODOT transportation study on 213/Beaver Creek underway
- Economic Development Incentive Program (EDIP)
- Pre-approval Permit Process (coming soon)
- Address affordable housing issue

**WORKFORCE READINESS:**

- CCC awarded \$3.5 million to train students for Tech Jobs
- Passed \$90 bond measure 2014 to modernize and update classrooms and career technical programs
- Harmony Community Campus Phase II ground breaking fall 2016
- Transit Mall receives \$1.7 million grant to improve public transportation access to Oregon City Campus
- Industrial Technical Center ground breaking spring 2017

**COMMUNITY STEERING COMMITTEE:**

Clackamas Community College, Shelly Parini  
Oregon City Chamber of Commerce, Amber Holveck  
Oregon City Economic Development, Eric Underwood



**RESOLUTION R16/17-44g**  
**Support for Oregon City Beavercreek Employment Area Development Initiative**

WHEREAS, the Oregon City Beavercreek Employment Area is a growing business hub with more than 80 acres of industrial land well positioned for investment, growth and development;

WHEREAS, the Beavercreek Employment Area is strategically located next to Clackamas Community College where businesses can easily access available education and training resources;

WHEREAS, Clackamas Community College has provided job training and education to students who have made a difference in this region's workforce for more than 50 years;

WHEREAS, the College offers business solutions to help businesses be successful, including customized recruitment, new hire on-the-job training, business expansion strategies and counseling and professional development and training solutions for workforce;

WHEREAS, Clackamas Community College, with partners from the City of Oregon City and the Oregon City Chamber of Commerce, with support from the Beavercreek Area Steering Committee, participated in a forum Sept. 1, 2016, to explore the purpose of the Beavercreek Employment Area marketing and Development Initiative;

WHEREAS, the initiative highlights the potential for creating a direct link between education and industry, job creation, diversification of the local economy and workforce training;

WHEREAS, the purpose of the initiative is to encourage and attract targeted industry by leveraging education and training resources at Clackamas Community College;

WHEREAS, the Beavercreek Employment Area Steering Committee requested that the Clackamas Community college become a partner in the effort to promote and advocate for the Beavercreek Employment Area; and

WHEREAS, the Clackamas Community college supports business attraction, business development, job creation and workforce training and a direct link between business and industry in the Beavercreek Employment Area;

NOW, THEREFORE, THE BOARD RESOLVES:

The Clackamas Community College Board of Education acknowledges support for the Beavercreek Employment Area Marketing and Development Initiative and will work to promote the economic benefits associated with the area including the direct link between education and industry.

Dated this 10<sup>th</sup> day of May, 2017.

ATTEST:

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
President



<b>CCC Board of Education – Topic Summary</b>	
Topic:	Equipment Purchase
Date:	May 10, 2017
Presenter:	Alissa Mahar, Vice President of College Services
Division/Department:	Manufacturing
<b>RECOMMENDATION:</b>	Approval of Manufacturing Equipment Report

**REASON FOR BOARD CONSIDERATION:**

The Community College Rules of Procurement, adopted by the Board of Education, exempt the purchase of used property from the requirements of competitive quotes and bids. Purchases in excess of \$100,000, however, require notice to the Board (CCR.220).

**BACKGROUND**

As part of the bond projects, the Manufacturing Department is purchasing equipment for the Industrial Technical Center (ITC). This piece of equipment will allow students to further their education to be industry-ready on updated equipment. This used equipment is being purchased at a substantial discount from Gosiger; the cost is \$112,000.

**BUDGET IMPACT/SOURCE OF FUNDS:**

This CNC machine will be purchased with bond funds as part of the budget for equipment in the ITC building.





CCC Board of Education – Topic Summary	
Topic:	Sabbatical Report
Date:	May 10, 2017
Prepared By:	Guadalupe Martinez
Division/Department:	Counseling
Issue Before the Board:	Informational report on sabbatical activities

**REASON FOR BOARD CONSIDERATION:**

The Board annually reviews the Sabbatical Abstracts and hears reports from instructors on their sabbatical activities.

**BACKGROUND:**

Guadalupe Martinez will give a report on her sabbatical activities:

During my sabbatical I was able to study the involvement of Latino students in ethnicity-based affinity groups, both at the college level and in high school. I gathered sufficient information to suggest that students who are involved in affinity groups are able to build a better sense of belonging within their institution as a notable predictor of their success during their college experience. For the purpose of this project, success was defined as individual student persistence and greater involvement at their home campus. These findings might corroborate the argument that even, or especially at a relatively homogenous campus like CCC, students can benefit from campus development and/or support of affinity groups

**FUTURE REPORT:**

Sabbatical reports will be presented at the April and May Board meetings. The Board will hear a report on the 2015-16 Sabbaticals in March of 2017.



CCC Board of Education – Topic Summary	
Topic:	Education Savings Account
Date:	May 10, 2017
Presenter:	Tara Sprehe, Interim Dean Ryan West, Director
Division/Department:	Academic Foundations and Connections Financial Aid and Scholarships
<b>RECOMMENDATION:</b>	Information Only

**REASON FOR BOARD CONSIDERATION:**

This is an item of interest for our Board of Education. Clackamas Community College recently partnered with both the Northwest Credit Union Association and Clackamas Federal Credit Union to assist students financially through a Matched Education Savings Account (MESA).

**EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:**

College Readiness, a strategic priority for 2016-19 includes assisting students in their ability to be financially ready prior to the start of classes, while they are a student at CCC, and long after they complete their education. The MESA program is one way we can help students meet our goal of reducing the cost of their education, reducing student loan debt and providing tools to increase financial literacy.

**BACKGROUND:**

The MESA program is a special matched savings account for eligible, low income students. With a 3:1 “savings match”, students will be able to start a savings account earning three dollars for every dollar saved. Taking full advantage of the program, students should save \$500 which will allow for a \$1,500 match at the end of the program. The matching funds are to be used toward the cost of education only.

In an effort to support students from low socio-economic backgrounds, CCC will promote this program as a way of helping students in a number of ways: 1) establish a savings account, 2) participate in personal money management training, and 3) receive matching funds toward the cost of their education.

**BUDGET IMPACT/SOURCE OF FUNDS:**

Resources needed to support this program are minimal. We will utilize some marketing efforts to promote the program. Staff in the Office of Financial Aid and Scholarships will be trained to assist students as well as process payments distributed through the MESA program.

**ATTACHMENTS:**

Matched Education Savings Account FAQ

**FUTURE REPORT:**

CCC is tentatively targeting summer of 2017 to begin promoting MESA. Depending on the number of students participating, we would be happy to bring an update/report in the spring of 2018.





# Matched Education Savings Account

## *Frequently Asked Questions by Prospective Participants*

### What is a “MESA”?

A Matched Education Savings Account (MESA), also known as an Individual Development Account (IDA), is a special matched savings account for people with lower incomes. These accounts are designed to help families and individuals of modest means establish a pattern of regular saving and, ultimately, purchase a “productive asset.” A “productive asset” is something of value that is likely to return substantial long-term benefits to its owner. While your paycheck helps you to buy food and clothing and pay your bills each month, an asset provides financial security for the future.

Typically, IDA savings and match money can be used to buy a house, pay for education, or start a small business. Most IDA programs focus on a particular type of asset, like education or home ownership. **The Northwest MESA Program is dedicated to helping participants save for post-secondary education at an Idaho, Oregon or Washington school.**

### What is a “savings match”?

A “savings match” is a promise to supplement a MESA or IDA participant’s savings deposit at a specific rate. The Northwest MESA Program will offer a 3:1 savings match, meaning that for every dollar a participant saves as part of the program, he or she will be eligible to receive another three dollars. So if you save \$500 throughout the course of the program and meet all the other program requirements, you will be eligible for \$1,500 match to purchase the agreed upon asset. The maximum match that the participant will be eligible to receive is \$1,500. ***So to take full advantage of the program, participants should save \$500 which will allow for \$1,500 match at the end of the program.***

Idaho, Oregon and Washington MESA Program	Savings Goal	Match Rate	Maximum Match
Northwest Credit Union Foundation (ID, OR & WA)	\$500	3:1	\$1,500

### Where are savings deposited?

Usually savings are deposited in local community credit unions or banks. **In the Northwest MESA Program deposits will be made in one of our partner credit unions.** The participant MESA is a restricted account owned by the individual participant: no withdrawals are made from the MESA without written consent of both the participant and MESA Program Manager. The MESA Program participant deposits will earn interest at the rate in effect for non-MESA Credit Union accounts and will have all monthly service charges or fees waived.

### What is required of MESA participants?

MESA participants agree to:

- Make monthly savings deposits of at least \$25.00 for at least 6 months.
- Participate in personal money management training.

## Who is eligible to participate?

The MESA program is dedicated to helping underserved and low-income populations and each program has its own individual eligibility requirements. In order to be a part of the Northwest MESA Program the individual or family must:

1) Have an annual household income at or below 200% of Federal Poverty levels or income at or below the Earned Income Tax Credit threshold. *(The federal poverty guidelines are calculated by the number of people in your household, and your annual income. These income levels are listed in the tables below.)*

**AND**

2) Do not have household net worth exceeding \$10,000. *(In determining net worth, the primary dwelling and one motor vehicle owned by a member of the household will be excluded.)*

**AND**

3) The applicant must have earned income

**AND**

4) The applicant must be an Idaho, Oregon or Washington resident enrolled at one of the participating schools.

<u>200 % OF THE FEDERAL POVERTY GUIDELINES</u>	
(Required for MESA participation)	
Persons in Family or Household	Income Equal to or Less Than
1	\$23,760
2	\$32,040
3	\$40,320
For each additional person, add	\$8,280

OR

<u>EITC Income Requirements</u>		
(Required for MESA participation)		
Number of Children	Family Head Filing Individually	Married Filing Jointly
0	\$14,820	\$20,330
1 child	\$39,131	\$44,651
2 children	\$44,454	\$49,974
3 children	\$47,747	\$53,267

SOURCE: See [the Federal Register notice of the 2016 poverty guidelines](#), published January 25, 2016

## Is there more to a MESA program than just savings matches?

Absolutely. The main goal of the MESA program is to provide each participant with a set of tools that will enable them to make well-informed choices and continue to build their assets long after the program ends. In order to achieve this, financial education is provided to help participants acquire or polish the personal and financial skills that are essential for long term success, including skills like budgeting/spending plans, working with checking and savings accounts, understanding credit and credit reports, and avoiding fringe banking services and predatory lending. Participants, who receive financial education and counseling as part of the program, have a far better chance for long-term success. For this reason, financial education training is a mandatory part of the program.

## What asset purchases are allowed under the Northwest MESA Program?

The purpose of the MESA Program is to help participants save to meet the costs of obtaining education and resources that can lead to the future success of all participants. All purchases must be a part of the participant's stated goals and approved by the NW MESA Program partners. Participants may use the money in their MESA to pay for tuition and fees, books, supplies, and equipment required for courses at qualifying schools. **Matched funding may not be used to pay towards student loans or housing.**

## How do participants receive match funds and purchase their asset goal?

Matched funds will be made available when the participant is ready to purchase their asset goal based on both their savings and completion of all other program requirements. At that time a vendor check will be issued directly to the school where the participant is enrolled as a student.

When the participant is ready to have a check issued from their MESA savings and match, they must fill out a Qualified Withdrawal Request form, submit an invoice from the vendor or institution and submit it to the Credit Unions Coordinator for the MESA program. Once the request is approved, the participating credit union will write a check from the participant's Matched Education Savings Account directly to the vendor or institution from which the asset is being purchased. The MESA savings and match will never be given directly to the participant. **If paying for tuition, you must present a copy of an outstanding tuition bill. It is your responsibility to time your withdrawal request before your financial aid goes through. Allow 10 days for the check to be issued for the vendor or institution.**

## Is the MESA Program right for me?

This is a question that you can determine by completing the online pre-application. If you meet the eligibility requirements and would like to save for post-secondary education and/or training then participating in the MESA Program could be an ideal way to reach your goal. Each person and situation is different so take time to ask questions and learn as much as you can about the program. A representative from the MESA Program will be happy to help you determine whether it is an appropriate program for your own asset goals and whether you are eligible based on income requirements.

## How will savings in a MESA affect financial aid?

The savings in a MESA is considered a protected asset, which means according to Assets for Independence legislation (*SEC. 415. No Reduction in Benefits*), the AFI MESA savings account is exempt as an asset for determination of entitlement grants such as Pell and state funds. The saved portion of the MESA is excluded from being counted as an asset when determining the Estimated Family Contribution (EFC). Since the saved money does not affect the EFC, then the saved money will have no effect on the student's access to financial aid.

## How will matched money in a MESA affect financial aid?

The savings in a Matched Education Savings Account is excluded from being counted as an asset when determining Estimated Family Contribution. However, the matched money that the participant earns will most likely be considered an outside resource. Financial aid offices should treat the matched money as they treat any other outside scholarship; it should help decrease the amount of loans the participant needs to take out and would then decrease the amount of campus-based aid such as work study, Perkins loans and other institutional grants and loans. Generally, these institutions do not penalize low-income individuals for saving and accessing outside grant resources, as it is counter to their philosophy of access. In a few extreme cases where MESA savers also had an extraordinary amount of other outside scholarships resources, federal work study and loan aid was decreased. In these cases, as with other scholarship funds, MESAs helped the low-income students cover school costs with less debt and work obligations.

**For more information on the Northwest MESA Program, visit [www.NWMESA.coop](http://www.NWMESA.coop).**

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The Northwest MESA Programs are collaborative project between the Northwest Credit Union Association, Northwest Credit Union Foundation, Montana's Credit Unions, and the US Department of Health and Human Services through the Assets for Independence program. Additional program partners include Idaho, Oregon and Washington credit unions.





CCC Board of Education – Topic Summary	
Topic:	College Safety Report
Date:	May 10, 2017
Presenter:	Alissa Mahar and Wendi Babst
Division/Department:	College Services/College Safety
<b>RECOMMENDATION:</b>	Accept the report on CCC's plan to establish a College Resource Officer with Oregon City Policy Department

**REASON FOR BOARD CONSIDERATION:**

The Board approved a resolution last year authorizing CCC to enter into an agreement with a local jurisdiction to provide armed college safety officers (up to 2 FTE). CCC has conducted an assessment of all college safety activities and functions with the assistance of its interim College Safety Director, and has found that the establishment of one College Resource Office (CRO) would be beneficial to the college.

**EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:**

Providing an educational environment that is safe and secure promotes all aspects of the mission and Core Themes.

**BACKGROUND:**

CCC has explored various alternatives for bringing in a College Resource Officer. We have determined that a partnership with Oregon City Policy Department (OCPD) is the best course of action. OCPD is a first responder to the college. OCPD is able to provide a wide range of support and participate in CCCs operations and activities at all campuses. They will engage with Campus Safety Officers, students and employees in a positive way; they will be a friendly and approachable partner on all campuses. The CRO will work with CCC in large-scale event trainings and exercises; provide unique training opportunities; participate in the Behavioral Intervention Team and the Threat Assessment Team, and be a subject matter expert for the College Safety Director. This partnership will allow the college to be better prepared for major emergency events, and have the resources in place to allow for smooth recovery efforts.

CCC staff have been meeting with representatives from various student, faculty and staff groups, with several more meetings scheduled, in order to allow for input and ensure transparent communication about the process. The agreement with OCPD will be completed in the next month so a CRO can be identified. The College will participate in the selection process for the CRO. Once selected, the CRO will be available to meet with students, faculty and staff. The CRO will begin the full-time assignment at the College starting on September 1, 2017.

**BUDGET IMPACT/SOURCE OF FUNDS:**

Funds for the CRO are already allocated in the budget.



## College Resource Officer

In June of 2016, the Clackamas County Sheriff's Office did not renew the IGA with CCC that allowed our Campus Safety Officers to maintain sworn law enforcement officer status. As a result, Campus Safety transitioned to all unarmed staff on July 1, 2016. Shortly after this, the Board approved funding for two full-time, armed Clackamas County Sheriff's Office deputies to be assigned to the College beginning in September of 2016. The College attempted to enter into an IGA with the Sheriff's Office for this service but the Sheriff's Office was unable to provide any deputies due to their inability to fill mandatory patrol staffing positions. There was some hope they would have enough staffing to do this at their next staffing "bump" in February but again, their staffing levels would not allow this.

The Interim Director of College Safety has been working with VP Alissa Mahar and other college officials to assess the needs of the College and help develop a plan for the path forward. Several areas of focus were identified including emergency operations planning and practice, threat assessment, continuity of operations planning, building safety standards, Campus Safety training and procedures, and student, staff and faculty emergency preparedness training. During this process, it also became clear the internal College stakeholders want to see an armed law enforcement presence on campus to supplement our existing Campus Safety Department and assist in tackling the identified areas of focus for college safety.

We have been meeting with Oregon City Police Chief Jim Band who has agreed to enter into an IGA with the College to provide one full-time, armed officer on our campuses. Officers from OCPD, who have statewide jurisdiction to enforce Oregon laws, would be the normal first responders to an emergency incident on the OC Campus, so a partnership with OCPD makes good sense. The College Resource Officer (CRO) would work closely with the Director of College safety and be assigned various duties, including, but not limited to:

- Help to provide a safe environment for students, staff and faculty on College property through regular patrol and presence on the campuses. OCPD officers have legal authority at all three campus locations.
- Respond to or coordinate the response of other first responders on, all criminal calls and other calls for service normally dispatched via C-Com within the College's boundaries and to investigate and document criminal activity.
- Enforce the laws of the State of Oregon, including full power and authority to detain suspects, effect an arrest and conduct searches as authorized by state and federal law in order to protect the safety of students, faculty, staff and campus users.
- Assist in reporting and investigating incidents that may have occurred off campus but are reported at the College.
- Attend weekly Behavior Intervention Team (BIT) meetings and provide input on BIT matters as they arise between meetings.
- Assist with the development and implementation of a College Threat Assessment Team (TAT) and attend meetings as liaison with local law enforcement to both receive and provide information on potential threats. Serve as a member of a regional TAT when implemented.
- Work with the Director of College Safety and others to design, implement and update College emergency planning for various types of incidents.
- Assist with planning and implementation of regular emergency preparedness drills and exercises.

- Provide input on situational crime prevention, including the use of physical barriers, security technology, and access control for existing College buildings and new construction projects.
- Provide training in areas of expertise to CCC employees and students

Duties such as routine parking enforcement, building access issues, and safety escorts will still be done by Campus Safety Officers who will work closely with the CRO on all college safety related issues.

The CRO will not be involved in immigration enforcement on campus. Oregon law (ORS 181A.820 (1) specifically prohibits any “law enforcement agency of the State of Oregon or of any political subdivision of the state shall use agency moneys, equipment or personnel for the purpose of detecting or apprehending persons whose only violation of law is that they are persons of foreign citizenship present in the United States in violation of federal immigration laws.” (ORS 181A.820 (3)(a)(b) states: Notwithstanding subsection (1) of this section, a law enforcement agency may arrest any person who:

**(a)** Is charged by the United States with a criminal violation of federal immigration laws under Title II of the Immigration and Nationality Act or 18 U.S.C. 1015, 1422 to 1429 or 1505; **and**

**(b)** Is subject to arrest for the crime pursuant to a warrant of arrest issued by a federal magistrate.

In the case of an arrest of a person on campus pursuant to a warrant of arrest issued by a federal magistrate, the role of the CRO would be to liaison with federal authorities to facilitate the arrest in such a manner as to cause the least amount of disruption possible to the college community.

VP Mahar has been meeting with representatives from various student, faculty and staff groups, with several more meetings scheduled, in order to allow for input and ensure transparent communication about the process.

We are working to complete the agreement with OCPD in the next month so a CRO can be identified. The College will participate in the selection process for the CRO. Once selected, the CRO will be available to meet with students, faculty and staff. The CRO will begin the full-time assignment at the College starting on September 1<sup>st</sup>.

This is an excellent partnership for the College and will go a long way towards furthering our emergency planning and preparedness efforts.

<b>CCC Board of Education – Topic Summary</b>	
<b>Topic:</b>	Winter 2017 FTE and Enrollment Brief
<b>Date:</b>	May 10, 2017
<b>Presenter:</b>	BJ Nicoletti, Director of Institutional Research
<b>Division/Department:</b>	Division of Curriculum, Planning and Research (CPR)
<b>RECOMMENDATION:</b>	This item is for information only

**REASON FOR BOARD CONSIDERATION:**

This report helps to keep the Board informed about the extent to which: enrollment is viable and representative.

**BACKGROUND:**

Routine monitoring of FTE and awarding trends and commitments.

**BUDGET IMPACT/SOURCE OF FUNDS:**

Since community colleges receive funding from the state based on student FTE, a drop in enrollment means a drop in state revenue, unless other community college enrollments have dropped at a greater percentage than CCC's.

**ATTACHMENTS:**

Winter Enrollment Brief

**FUTURE REPORT:**

Enrollment, FTE, and other data highlights will be provided each term.



# Current Term Enrollment Update

- *Reimbursable* FTE was down 7.2% compared to same time last year - 1904.47 from 2051.24. *Total* FTE for the term was also down 7.2%. Headcount was down 10.1%. Our year-to-date FTE is up 3.9%. Spring term, as of the end of fourth week of term, also looks positive with a 9.4% increase in total FTE. The vast majority of this change in FTE is represented by 1,329 fewer students, most of which (1,162) were high school advanced college credit due to change in enrollment procedures displacing enrollment from winter to other terms. Important to note, high school college credit FTE for fall term was unusually high for the same reasons, changed procedures. Overall for the year to date, Advanced College Credit (ACC) registrations are slightly lower than last year, keeping in mind that last year was the highest enrollment the ACC program has experienced.

- For all our students, no shift in FTE is significantly explained by any change in demographic distributions such as "age of students."

- A small part of the decline in winter term FTE is explained by a slight, dispersed decrease in FTE for our Lower Division Collegiate and CTE Prep credit categories. The general sense among faculty and staff is this is due to the snow-days of winter term which caused a difficult start to the academic term leading to a slight increase in students dropping courses due to concerns about succeeding.

- CTE Supplemental is stabilizing. Community Education remains steady and Customized Training showed some growth. CTE Apprenticeship *up* - The number of sections increased by 14% and enrollment by 8%.

- ABE/GED *up* - Sections and enrollment increased.

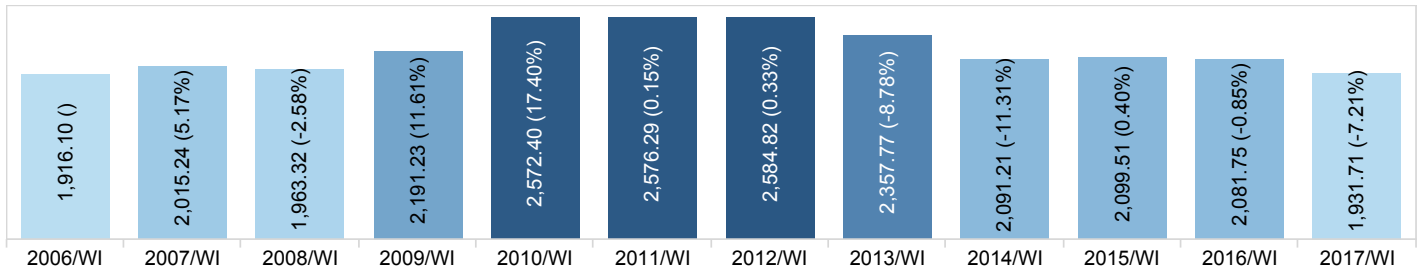
- ACE is *up* - Sections increased. Enrollment increased 11.1%. Note - ACE is almost all offered within the Community Education Dept.

- ESL *down* - The number of sections decreased slightly while enrollment increased 34%. This means clock hours assigned to this offering are lower.

- Post-Secondary Remedial *down* - The number of sections remained fairly steady. Enrollment decreased 16.5%. We continue to see a decrease in this category this year due to a lower incidence of placing students into development sections through the new PASS process. Further, the "snow-day" impact on winter term likely had some effect on this decline as well.

- Personal Enrichment *down* - Sections and FTE for the Community Education Department have remained fairly steady. The decrease seen below is largely explained by change in the non-reimbursable offering from other areas of the college.

## Total FTE and % Change (Winter)



## Unduplicated Headcount and % Change (Winter)

2013/WI	2014/WI	2015/WI	2016/WI	2017/WI
14,828 ()	13,040 (-12.06%)	12,834 (-1.58%)	13,150 (2.46%)	11,821 (-10.11%)

## FTE by Course Grouping (Winter)

	2012-13	2013-14	2014-15	2015-16	2016-17
Lower Division Collegiate	1,368.51 ()	1,236.49 (-9.65%)	1,276.77 (3.26%)	1,297.85 (1.65%)	1,158.30 (-10.75%)
CTE Prep	436.40 ()	343.24 (-21.35%)	343.24 (0.00%)	345.90 (0.77%)	326.36 (-5.65%)
CTE Supplemental	118.03 ()	80.36 (-31.92%)	59.59 (-25.85%)	60.56 (1.63%)	65.79 (8.64%)
CTE Apprenticeship	46.60 ()	53.82 (15.49%)	69.58 (29.28%)	76.61 (10.10%)	85.07 (11.04%)
ESL	68.03 ()	69.02 (1.46%)	65.86 (-4.58%)	46.29 (-29.71%)	40.14 (-13.29%)
ABE/GED/AHS	77.96 ()	68.12 (-12.62%)	71.52 (4.99%)	59.81 (-16.37%)	76.84 (28.47%)
Adult Continuing Ed	99.02 ()	92.30 (-6.79%)	78.81 (-14.62%)	79.72 (1.15%)	90.39 (13.38%)
Post-Secondary Remedial	132.33 ()	137.17 (3.66%)	125.65 (-8.40%)	103.73 (-17.45%)	80.82 (-22.09%)
Self-Improvement - Non-Reimbursable	10.89 ()	10.69 (-1.84%)	8.49 (-20.58%)	11.28 (32.86%)	8.00 (-29.08%)
<b>Total</b>	<b>2,357.77 ()</b>	<b>2,091.21 (-11.31%)</b>	<b>2,099.51 (0.40%)</b>	<b>2,081.75 (-0.85%)</b>	<b>1,931.71 (-7.21%)</b>





<b>CCC Board of Education – Topic Summary</b>	
<b>Topic:</b>	Ground Lease with Clackamas County Fire District 1
<b>Date:</b>	May 10, 2017
<b>Presenter:</b>	Alissa Mahar, Vice President
<b>Division/Department:</b>	College Services
<b>RECOMMENDATION:</b>	Approve the CCC-CCFD ground lease parameters

**REASON FOR BOARD CONSIDERATION:**

Staff were granted authority to enter into ground lease negotiations with Clackamas Fire District #1 (CCFD) for the development of a 16,000 Sq. ft. administrative building at the Harmony Community Campus in January 2017. Staff have negotiated with CCFD and have come to a preliminary arrangement for the Board to consider.

**EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:**

Core Theme Relevance

- Career and Technical Education – CCFD will be able to provide valuable insights to CCC about programs to address industry needs in the areas of emergency medical response, trauma response and firefighting. CCFD will be a resource for students who are wanting additional training and exposure to emergency response skills, since they will have a presence on campus.
- Lifelong Learning – The CCFD partnership will allow a unique opportunity to leverage the skills of CCFD staff to provide students and CCC staff exposure to the basics of emergency preparedness, first aid, and CPR, which prepare them for real world situations. CCC and CCFD will be able to customize enrichment opportunities and swing into action quickly, given a closer proximity.
- Coordinated Emergency Management between and among public organizations
  - Clackamas County Fire District #1 and Clackamas Community College will work together and participate in each other’s efforts as related to emergency response, student training, outreach and stakeholder engagement. CCC is already working with the Clackamas County Sheriff’s Office, so this partnership will advance additional Clackamas County engagement with CCC. Having CCFD’s presence at the Harmony campus will reduce campus isolation and create a safer atmosphere for employees and students. CCFD and CCC will share community spaces in all Harmony campus buildings, which will visibly demonstrate collaboration and partnership.

Strategic Priorities Relevance

- Financial Sustainability – At the point of population need, CCC will have a 16,000 sf building that is minimal in cost to remodel and repurpose into classrooms or offices depending upon the

demand. Since no bond funds are being used in this facility, the college is also able to lease the building at the current market value to board approved business/government organizations. In other words, CCC has various options for use of the building in the future – mixed use commercial is one option, educational use is another.

- Fiscal value – the ground lease will generate \$360,000 during in the initial 20 year term of the 50 year ground lease. CCC maintenance, ground and custodial service standards will be adhered to, keeping the condition and value of the building current.
- Partnering with CCFD brings in-kind resources to the table on joint initiatives to benefit students and/or CCC. CCC will leverage this partnership in developing college-wide response strategies to major events, threat assessment, and trauma recovery efforts, which will include CCFD as a responder.

**BACKGROUND:**

The current students, emergency service/fire employees and local community benefit from the educational opportunities this building and partnership will bring to the Harmony Community Campus in Clackamas County/Milwaukie.

CCFD employees and volunteers will have strengthened access to professional development opportunities; and recertification for EMT Basic, wildland fire suppression and emergency management.

The community benefit includes co-sponsored events such as the Community Health and Safety Fair. This event brought community members and students onto campus for a collaborative event that allowed Health Science programs the opportunity to do outreach and practice their learned skills alongside professionals in the field. The co-location decreases costs of coordination.

With a partner in close proximity it will prompt and reinforce opportunities to share ideas and advance innovation around integrated mobile health, emergency preparedness, response recovery, criminal justice, threat assessment, and continuity of operations planning, which benefits the entire college and students.

**BUDGET IMPACT/SOURCE OF FUNDS:**

This ground lease will generate general fund resources for CCC.

CCC-CCFD Ground Lease Parameters:

Ground Lease structure

- 50-year ground lease (\$1.10 per sq. ft. annually)
- Ground lease costs appreciate 2% per year
- \$.50 cents per sq. ft. per year (30,000 sq. ft.) Example: At 20 years Ground lease payments paid to CCC by CCFD will equal \$364,461
- \$.60 cents per sq. ft. per year deferred (30,000 sq. ft.) Example: At 20 years Ground lease payments Payable to CCC by CCFD will equal \$437,352

Examples of purchase price:

- Using the estimated 20 year timeline CCC will purchase the building for no more than \$4 million
- At year 50 CCFD will transfer ownership to CCC for \$900,000

Clackamas Fire District #1 Building Valuation:

- Expected base building/site cost - \$6 million
- Original construction costs appreciate at 2% per year
- The college has the right to purchase the building from CCFD beginning at any time.

All utilities, custodial services, annual maintenance and major maintenance costs will be the responsibility of Clackamas Fire District #1.



<b>CCC Board of Education – Topic Summary</b>	
<b>Topic:</b>	Construction Manager/General Contractor (CM/GC) for the Construction of the DeJardin Expansion and Transit Center project.
<b>Date:</b>	May 10, 2017
<b>Presenter:</b>	Bob Cochran, Dean
<b>Division/Department:</b>	Campus Services
<b>RECOMMENDATION:</b>	Approve the exemption from the standard Design, Bid, Build delivery method of procurement of construction services and approve the Construction Manager/General Contractor delivery model for the construction of the DeJardin Expansion and Transit Center.

**REASON FOR BOARD CONSIDERATION:**

Alternative delivery methods for construction require Board of Education (acting as the Local Contract Review Board) approval.

**BACKGROUND:**

In November of 2014, the voters within the College district passed Ballot Measure 3-447, resulting in \$90 million of funds to be spent on new facilities and major maintenance items at the college. Since that time, college staff have been working on several capital and major maintenance projects including the Harmony West facility, the Industrial Technical Center, the Randall Locker room upgrades, and elevator upgrades. This topic addresses the construction delivery method requested to be used for DeJardin Expansion and Transit Center project.

In March of 2017, the college awarded the design of the DeJardin Expansion and Transit Center to Mahlum Architects. The architect, staff, and stakeholders have begun programming review of the project. Staff, the college’s program manager, and the architect agree that since this project is complex in nature, requires detailed construction phasing for the site work, requires work to be completed adjacent to ongoing College student and public activity, and is somewhat uncertain in scope, the project lends itself to an alternative method of contractor selection; specifically the Construction Manager/General Contractor (CM/GC) procurement method.

The CM/GC is a modified Design Build process in which Clackamas Community College would hold the contract for both the design consultant and the contractor during the design and construction services. This arrangement contractually places the College in charge of project decisions and keeps any cost savings with the College. The benefits of this type of alternative construction method are controlled costs, speed of delivery, flexibility, and reduction of risk to the College.

The CM/GC procurement method allows the owner (Clackamas Community College) to select a qualified contractor early on in the project to assist with design, provide value engineering and, in the end, save the project time and expense. To change from the standard design, bid, build construction model, the Board of Education, acting as the Local Contract Review Board (LCRB), must pass a Resolution allowing the change from the standard procurement method. This agenda item follows Oregon Administrative

Rule, Division 49 – General Provisions Related to Public Contracts for Construction Services. In these rules an alternative method (specifically CM/GC) can be used if found applicable by the LCRB. The rules require fourteen findings (ORS279.335 (2)(B)) to be addressed and a public hearing held prior to approval of the CM/GC procurement method by the LCRB.

The findings are draft until after the public hearing and modifications made by the LCRB. The findings are necessary to facilitate discussion and are not intended to be yes/no decision making tools.

The draft thirteen findings and CCC's responses are as follows.

1. How many persons are available to bid.

*This project is somewhat technical in nature, but not specialized. Considering the Portland Metro market, it could be assumed that 5 – 10 firms would bid on this project. (For the Industrial Technical Center, the college received nine qualifications and interviewed five firms before selected most qualified firm). This delivery method appeals to more construction firms who are qualified to complete this type of project construction.*

2. Construction budget and projected operating costs for the completed public improvement.

*The estimated construction budget for the DeJardin Expansion is approximately \$9.7 million and \$2 million for the Transit Center. The operating cost of the building is roughly estimated at \$50,000 per year and includes utilities and maintenance/custodial personnel. The Transit Center and parking lot is estimated at \$10,000 per year for maintenance and upkeep.*

3. Public benefits that may result from granting the exemption.

*Public benefits resulting from the CM/GC method may include reduced cost from the selected contractor's value engineering and added flexibility of the currently very tight project schedule to complete the project. The target completion date is early summer 2019 to allow transfer from Pauling B and C to the new expanded facility. The CM/GC method will help staff and consultants to better determine and manage project scope and costs estimates early in the project ensuring that the overall project schedule is met for 2019 opening.*

4. Whether value engineering techniques may decrease the cost.

*CM/GC will add a value engineering component to the project. Bringing an experienced contractor on board early in the design phase to identify cost saving opportunities and design modifications will certainly reduce costs. The CM/GC selection will focus on the proposing firms' skill in providing cost management and cost reduction solutions.*

5. The cost and availability of specialized expertise that is necessary for the public improvement.

*Designing for and constructing a science facility such as the DeJardin Expansion and Transit Center can be a specialized field requiring expertise in structures of varying components, solar arrays, lab and classroom spaces. A CM/GC can address costs early on in the design process and the design and/or scope can be modified to meet financial constraints. In addition, they can advise on material selection and provide recommendations on materials that are cost effective and steer the team away from*

*expensive of material or material shortages. This will save project costs and reduce schedule risk for the construction of this project.*

6. Likely increases in public safety.

*Utilization of the CM/GC method with an experienced contractor should result in safety issues being addressed both during design and construction and long term use of the completed facility. In addition, this facility will be constructed during the school year when staff, students and visitors are present. Using the CM/GC model for the DeJardin Expansion will allow a very detailed safety plan not only for the construction materials and workers, but the circulation of students, staff and visitors who must park and travel adjacent to the construction zones.*

7. Whether the exemption may reduce risk to the contracting agency or the public.

*CM/GC method will reduce risk to the college by providing accurate cost estimating and allow the College flexibility to modify the project scope and budget as deemed necessary prior to construction. Also, the CM/GC will advise on issues that impact schedule and manage the construction and material selection which reduces the schedule risk.*

8. Whether the exemption will affect the sources of funding for the public improvement.

*The exemption will not affect the source of the funding for the DeJardin Expansion. The DeJardin Expansion is funded from the 2014 Bond funds and the \$8 million state match.*

9. Whether granting the exemption will “better enable” the contracting agency to control the impact of market conditions on the costs and time necessary to complete the improvements.

*The CM/GC process will allow the contractor to procure/order items with long lead times such as difficult to obtain materials and finishes and obtain competitive pricing on other project related materials. In addition, having the contractor on board early in the project will allow them to better prepare for the construction and maximize scheduling, thereby meeting the desired time limits.*

10. Whether granting the exemption will “better enable” the contracting agency to address the “size and technical complexity” of the project.

*An experienced CM/GC contractor will have the opportunity to coordinate with design professionals regarding the technical aspects of the project throughout the designing phases. This will be critical for the phasing of the Transit Center and parking lot construction.*

11. Whether the public improvement involves new construction or renovates or remodels an existing structure.

*The DeJardin project is considered new construction with some elements of renovation in the existing DeJardin building. The Transit Center lot will be a complete renovation of the existing facility, including site utilities and campus roadway that needs to be kept open during construction for public use and use by emergency response teams to respond to campus incidents.*

12. Whether the public improvement will be occupied or unoccupied during construction.

*The existing DeJardin facility will be occupied during construction. Occupancy is estimated for summer 2019.*

13. Whether the public improvement will require a single phase or multiple phases of construction work.

*While the DeJardin expansion will connect to an existing phase this project is considered one phase of work. To accommodate the transit needs during construction, phase and alternative transit routes will be necessary. More phases may be required once the project work is started to provide the least impact to public and emergency responders.*

14. Whether the contracting agency has, or has retained under contract, and will use, personnel, staff and lawyers that have expertise in the alternative contracting matters to assist in developing the alternative contracting method and to negotiate, administer and enforce the public improvement contract.

*The college will utilize staff, our program managers (the inici group who has managed over \$1 billion dollars of GM/GC projects), and the college attorney (Berry, Elsner, and Hammond), each with expertise in the CM/GC model of construction delivery to ensure a complete and comprehensive CM/GC contract.*

**BUDGET IMPACT/SOURCE OF FUNDS:**

The DeJardin Expansion and Transit center is paid for using bond funds, \$8 million dollars in state match, and \$1.8 million in a ConnectOregon grant.

**ATTACHMENTS:**

Resolution R16/17-46

**FUTURE REPORT:**

Following approval by the LCRB of this resolution for the CM/GC procurement method for preconstruction and construction services, staff and the design team will develop a Request for Qualifications for CM/GC services. Responses will be reviewed, scored, and interviews will be held. Staff will return to the LCRB for approval of the contract with the selected CM/GC.

Upon the completion of this project, staff will return to the Board of Education and discuss the post evaluation of the project and determine if the CM/GC method was appropriate for this project.



**RESOLUTION**  
**R16/17-46**

**A RESOLUTION OF THE CLACKAMAS COMMUNITY COLLEGE BOARD OF EDUCATION, ACTING AS THE LOCAL CONTRACT REVIEW BOARD, AUTHORIZING THE APPROVAL FOR AN ALTERNATIVE CONTRACTING METHOD, SPECIFICALLY THE CONSTRUCTION MANAGEMENT/GENERAL CONTRACTOR MODEL, FOR THE CONSTRUCTION OF THE DEJARDIN EXPANSION AND TRANSIT CENTER PROJECT.**

**WHEREAS**, Clackamas Community College has received funds from the 2014 Bond passage, \$8 million dollars from the State of Oregon, and \$1.8 million from a ConnectOregon Grant to be applied to the DeJardin Expansion and Transit Center projects, and

**WHEREAS**, staff, stakeholders, and consultants agree that this project is complex in nature and uncertain in scope with a tight schedule, and the project lends itself to an alternative procurement method; specifically the Construction Manager/General Contractor delivery method, and

**WHEREAS**, staff have prepared draft findings aligning with OAR Division 49 - General Provision Related to Public Contracts for Construction Services, and

**WHEREAS**, a notice was advertised in the Daily Journal of Commerce giving two weeks' notice of the public hearing and a link to the college's findings, and

**WHEREAS**, a public hearing was held where the public had opportunity to provide input on those findings and the Board of Education acting as the Local Contract Review Board had opportunities to make modification to the finding following the public hearing.

**NOW, THEREFORE, BE IT RESOLVED BY THE CLACKAMAS COMMUNITY COLLEGE BOARD OF EDUCATION AS FOLLOWS:**

**SECTION 1:** The Board of Education authorizes the college to pursue a Construction Manager/General Contractor delivery method by creating a Request for Proposals, advertising, interviewing and scoring responders, and bringing before the Board the most qualified, cost effective firm for the Board's approval.

**SECTION 2:** This resolution is and shall be effective from the day of its passage.

Resolution adopted by the Clackamas Community College Board of Education, this 10<sup>th</sup> day of May, 2017.

\_\_\_\_\_  
Board Chair, Clackamas Community College

ATTEST

\_\_\_\_\_  
President, Clackamas Community College



<b>CCC Board of Education – Topic Summary</b>	
Topic:	Final Contract Approval – DeJardin Architects
Date:	May 10, 2017
Prepared By:	Bob Cochran, Dean
Division/Department:	Campus Services
<b>RECOMMENDATION:</b>	Approval of the final contract with Mahlum Architects in an amount not to exceed \$(TBA) for the schematic design, design development, construction drawings and construction administration of the DeJardin Hall Expansion.

**REASON FOR BOARD CONSIDERATION:**

The college’s Strategic Facility Assessment discusses the need to address aging science facilities in the Pauling Science buildings and to provide for the continued growth of the sciences

**BACKGROUND:**

The 2014 Bond projects began with the Harmony West building that is currently under construction followed by the Industrial Technical Center that breaks ground next month. In preparation for the bond campaign, the college commissioned a Strategic Facility Assessment (SFA) to assess the needs of the college. The SFA listed the DeJardin Phase II facility as one of the three facilities needed to complete the mission and goals of the college at the Oregon City Campus. In concept, the SFA estimates the DeJardin Phase II to be two floors with five teaching laboratories, classrooms, lab support, and collaboration space with an estimated total of 18,500 square feet.

At the March 8 Board of Education Meeting, the Board approved Resolution 16/17-32, approving an amount of not to exceed \$50,000 (\$47,000 proposed plus \$3,000 contingency) for a programming study of the existing science programs. This approval allowed Mahlum Architects to begin work completing the programming design phase of the DeJardin expansion and determine the larger scope of work necessary to complete the project design and construction administration.

Mahlum has completed this work and determined the total contract amount needed to complete the project through construction administration.

**BUDGET IMPACT/SOURCE OF FUNDS:**

The DeJardin Science Expansion project will be paid using 2014 Bond Funds.

**ATTACHMENTS:**

Mahlum Architecture Final Scope of Services

**FUTURE REPORT:**

Staff will return to the Board with the DeJardin Expansion conceptual drawings and update the Board using the Monthly Bond Updates.



<b>CCC Board of Education – Topic Summary</b>	
Topic:	Harmony West Furniture
Date:	May 10, 2017
Prepared By:	Mickey Yeager (Project Management Specialist) and Bob Cochran and Dean (Campus Services)
Division/Department:	Campus Services
<b>RECOMMENDATION:</b>	Approval of Pacific Furnishings for total services not to exceed \$450,000 for space planning and coordination of furniture purchasing and installation of furniture for all bond projects.

**REASON FOR BOARD CONSIDERATION:**

At the March Board of Education meeting, the Board approved a preliminary contract with Pacific Furnishing to assist with the design, selection, procurement, storage and installation of furniture for the bond projects and (potentially) other campus furnishing needs. Pacific Furnishing has completed their scope of work for the above items and determined an amount not to exceed \$450,000 (including the previous \$100,000 approved last month).

**BACKGROUND:**

As discussed in March, staff used college procurement procedures to select Pacific Furnishings to provide space planning and coordination of furniture purchasing and installation of furniture for all bond projects. At the March Board of Education meeting, the board approved an initial services contract amount not to exceed \$100,000. This approval allowed Pacific Furnishings to begin the coordination of furniture purchasing and space planning for Harmony West. Pacific Furnishing has meet with staff and stakeholders and determined a contract amount not to exceed \$450,000 to the listed services.

**BUDGET IMPACT/SOURCE OF FUNDS:**

All furniture and related services will be paid for with 2014 Bond Funds.

**ATTACHMENTS:**

Resolution R16/17-48

**FUTURE REPORT:**

Staff will update the Board of Education with the monthly Bonds Updates.



**RESOLUTION**  
**R16/17-48**

**A RESOLUTION OF THE CLACKAMAS COMMUNITY COLLEGE BOARD OF EDUCATION AUTHORIZING THE COLLEGE TO ENTER INTO A CONTRACT WITH PACIFIC FURNISHINGS TO PROVIDE SERVICES ASSOCIATED WITH THE DESIGN, PROCUREMENT AND INSTALLATION OF FURNISHINGS FOR THE HARMONY WEST FACILITY IN AN AMOUNT NOT TO EXCEED \$450,000.**

**WHEREAS,** Clackamas Community College has received funds from the 2014 Bond passage, and

**WHEREAS,** furnishings are needed to complete the Harmony West facility, and

**WHEREAS,** the college followed purchasing guidelines by advertising for firms interested in providing proposals for furniture assistance, interviewing selected firms and negotiating a contract, and

**WHEREAS,** Pacific Furnishings was selected as the most qualified firm.

**NOW, THEREFORE, BE IT RESOLVED BY THE CLACKAMAS COMMUNITY COLLEGE BOARD OF EDUCATION AS FOLLOWS:**

**SECTION 1:** The Board of Education authorizes the college to enter into a contract with Pacific Furnishings for furniture design, procurement, storage and installation for an amount not to exceed \$450,000 (including \$100,000 previously approved by the Board of Education through Resolution R16/17-37).

**SECTION 2:** This resolution is and shall be effective from the day of its passage.

Resolution adopted by the Clackamas Community College Board of Education, this 10<sup>th</sup> day of May, 2017.

\_\_\_\_\_  
Board Chair

ATTEST

\_\_\_\_\_  
President







## Full-Time Personnel Report

From 3/20/2017 - 4/19/2017

NAME	TITLE	EMPLOYEE GROUP	EFFECTIVE DATE
<b>NEW HIRES</b>			
Sarah Dapolonia	Human Resources Coordinator	Confidential	4/12/2017
<b>SEPARATIONS</b>			
<b>RETIRED</b>			
<b>PROMOTION</b>			
Kara Leonard	Academic & Career Coach Coordinator	Classified	4/10/2017



CCC Board of Education – Topic Summary	
Topic:	Associated Student Government Report
Date:	May 10, 2017
Presenter:	Jairo Rodriguez, Presenter
Division/Department:	Associated Student Government
<b>RECOMMENDATION:</b>	Information Only

**REASON FOR BOARD CONSIDERATION:**

This is a monthly report for Board information.

**REPORT:**

- ASG Candidate Q & A will be held May 3<sup>rd</sup> at noon outside the community center. Students will be encouraged to ask questions to the ASG President and Vice President candidates in exchange for a Krispy Kream doughnut.
- Alcohol Awareness will be on May 24<sup>th</sup>, where we will have a DUI speaker panel, activities associated to with driving under the influence, free t-shirts, and free food.
- The Theater Arts Club, the Art Club, and students from the music department will be having an Art Festival June 8<sup>th</sup>, where students will showcase skills learned at CCC. The CCC Arts Fest will be similar to a talent show with performances from students from a variety of departments on campus. It will serve as a creative space for students.
- The final Inter-Club Council was held April 24<sup>th</sup>, 15 out of the 19 clubs had representatives attend.
- Student Leadership Banquet is June 7<sup>th</sup>. This is an award ceremony for Clubs, Peer Assistants, and ASG. We will also be handing out the first ever Cougie Award for nominated student leaders. The criteria is a student that demonstrated leadership in a method that models personal integrity, inspires a shared vision, challenges the process, enables others to act, or encourages the heart. Other CCC students must either be positively influenced or impacted by this student's actions. Students must also have been registered for at least one term during the 2016-2017 academic year and have a GPA of 2.5 or above.
- This will be the first year ever where ASG will be offering Summer Grants! The deadline to apply is May 31<sup>st</sup>, 2017. Students can apply at [Clackamas.edu/asg/grants](http://Clackamas.edu/asg/grants)
- June 8<sup>th</sup> is the tentative date for Field Day. This will a fun and enjoyable event for all of our students to unwind before the start of finals week and summer. Activities include a dunk tank, velcro darts, a tug-o-war, and more.
- Here are Winter Statistics from our Community Wellness Department:
  - 3321 items weighing 825lbs were donated to the Cougar Cave which helped the 75 students how utilized this resource.
  - The Free Food Market served 226 students. We handed out 1056lbs of food over the course of the term. Special thanks to the Gleaners of Oregon City for their donations.



CCC Board of Education – Topic Summary	
Topic:	Full-time Faculty Association Report
Date:	May 10, 2017
Presenter:	Nora Brodnicki, President
Division/Department:	Full-time Faculty Association
<b>RECOMMENDATION:</b>	Information Only

**REASON FOR BOARD CONSIDERATION:**

This is a monthly report for Board information.

**REPORT:****Frank Corona:**

We had our first Project Management Roundtable on April 12<sup>th</sup>. It was co-hosted by myself representing the BACS Project Management program and Stephen Wilks, who represented PMI Portland. It attracted 12 students and 10 industry Project Managers. It is sponsored by the Business and Computer Science Department. It is scheduled to repeat every second Wednesday of the month here on campus.

**Nicole Rosevear:**

I am one of the story contributors to an anthology titled *City of Weird: 30 Otherworldly Portland Tales* that was released last October and is currently (as of last Friday, anyway) the #4 bestseller at Powell's Books! (This is remarkable for a short story collection—both getting on the “bestseller” wall and, even more so, still being on it six months post-release.)

**Jane Littlefield:**

The library has been up to a couple of exciting things.

- As the next step in migrating our library systems into the Orbis Cascade Alliance, CCC Library has had intensive staff training on Alma and Primo last week, this week, and next week from Alliance and Ex Libris staff. Sarah Nolan, Mark Kremkow, Ali Ihrke, and Derek Cloo are our new experts. Alma is our new integrated library system that runs the back-end of all the library's systems, and will enable our system to “talk” with other Alliance libraries. Primo is the front-end system that students, faculty, and staff will eventually use to access the library's resources and new services, like Holds and Summit ILL.
- Mark Kremkow attended Ellucian Live! 2017 Orlando, Florida in March. He **presented** a session on creating HTML emails within Colleague. His session had 360 conference attendees check in to it!!
- Ali Ihrke, Colleen Sanders, and Jane Littlefield attended the 2017 Oregon Library Association conference in Salem in April. Jane **presented** a session titled Teaming Up to Enhance Information Literacy Instruction.

**Chris Whitten:**

I had the opportunity, over Spring Break, as part of my professional development to see a performance of *Othello* at a production in the indoor theatre of the Globe Theatre in London. The entire show was presented completely in candle light. Although it is standard for them in keeping with the Elizabethan commitment of this company it was my first opportunity to see a show presented this way. It held an unusual commitment with the audience to experience live theatre, with live flames, in a strangely fresh old-school technique.

**Dawn Hendricks:**

In the ECE program, we are now offering our third course in Spanish to Spanish-speaking early childhood providers. This is in response to the state initiative to increase the quality of the ECE workforce. Due to the lack of qualified Spanish-speaking instructors in ECE, we are the only college in the state now offering ECE courses in Spanish. We are offering these on Saturdays and in the providers' communities to increase accessibility.

A week ago, I was the education keynote for Oregon Child Development Coalition's statewide in-service day. Oregon Child Development Coalition is Oregon's largest child development organization, serving over 4,000 infants, toddlers and preschoolers across the state.

**Stefan Baratto:**

This year's ORMATYC Conference begins on Thursday, April 27. I am the President (Oregon Mathematical Association of Two-Year Colleges). This year we'll have something in the area of 170 attendees. That's easily the largest in over a decade for us.

Kelly Mercer and Carrie Kyser are presenting together twice and Kelly is assisting on a third (with OSU's Ann Sitomer, who has worked with Mark Yannotta when she was at PCC). Rhonda Hull is joining (co-presenter) Mark Yannotta's presentation and Kurt Lewandowski is also presenting. See below for info on a few of these presentations:

**Kelly Mercer, [kelly.mercer@clackamas.edu](mailto:kelly.mercer@clackamas.edu); Clackamas CC**

Carrie Kyser (Clackamas CC)

***Alternate Math Pathway OER Materials***

In 2016, the presenters secured a grant from OpenOregon to create and share a set of materials for College Math Foundations (Math 098), the developmental course in the pathway for students needing Math in Society (Math 105) or Statistics I (Math 243) for their area of study. What emerged was a set of activities and teaching notes intended to supplant a textbook. Our materials focus on group dynamics, increasing student confidence and comfort in math class, and inviting students to explore the data that tell the story of our modern world, primarily through the lenses of climate science and social issues. We will share our materials as well as implementation exhibits – videos, student reactions, samples of student work, and instructor reflections.

**Mark Yannotta, [marky@clackamas.edu](mailto:marky@clackamas.edu); Clackamas CC**

Rhonda Hull (Clackamas CC)

***What are Oregon's Community Colleges Doing to Support STEM Students and What Roles can Math Faculty Play in those Endeavors?***

Rhonda Hull and Mark Yannotta will facilitate a discussion that will explore both institutional and departmental support systems for STEM students at community colleges around the state. By

sharing and discussing what is happening at various institutions, we hope to produce a best practices/

**Kurt Lewandowski, kurtl@clackamas.edu; Clackamas CC**

***Something New for HS Skills Day***

Like many of you, we at Clackamas Community College have been doing the same thing every year at our annual High School Skills contest day. Not only was it getting boring, but we felt that most students were not looking forward to coming to campus to take a math test. No, scratch that, take two math tests. They all sign up for an individual test, but then we offered a slightly different format for a team test, with declining participation.

We decided to mix things up and change the format of our team competition. Nothing radical, but it worked. Come find out what we used to do, and what we did this year. And share what you do with your skills team competition.

**Carrie Kyser, carriek@clackamas.edu; Clackamas CC**

Kelly Mercer (Clackamas CC)

***Alternate Pathway Implementation Discussion***

Community colleges all over the country have embraced the idea of an “alternate pathway” for students to complete their college math coursework: A great idea whose time has come! The implementation has, however, presented its own set of challenges. This focus group – with facilitators, not presenters – will discuss enrollment issues, communication challenges, and clashes of culture. How healthy is your “alternate pathway”? Has anyone come up with a better name? How are you collaborating with various stakeholders on campus? Perhaps together, we can start to find solutions

**Jim Eikrem:**

Up this term is the “Good Doctor” by Neil Simon. We play May 25 to June 4: Thursdays through Saturdays at 7:30 and Sundays at 2:30. We also have a pay-what-you-can matinee at 10 am on June 2. Below is a brief description:

Anton Chekhov, thinly disguised as “The Good Doctor,” serves up his own short stories, adapted for the stage by beloved American playwright Neil Simon (*Barefoot in The Park, The Odd Couple, Brighton Beach Memoirs*). As he introduces each story, we get a glimpse into the mind of this literary great as a kaleidoscope of eccentric characters appear, who are by turns hilarious and touching.

“There is so much fun here. Mr. Simon’s comic fancy is admirable.” — The New York Times

**Lars Campbell:**

The CCC jazz ensemble went to Reno this past weekend to perform and compete in the Reno Jazz Festival at the University of Nevada, Reno. It's a fairly big festival with universities, colleges, high schools and middle schools from all the western states (WA, OR, CA, ID, NV, AZ at least, possibly more) competing. **Our jazz ensemble won first place in the community college division, and our jazz combo ended up placing as well, competing with not only 2 year schools, but also the four year universities.**





CCC Board of Education – Topic Summary	
Topic:	Part-time Faculty Association Report
Date:	May 10, 2017
Presenter:	Leslie Ormandy, President
Division/Department:	Part-time Faculty Association
<b>RECOMMENDATION:</b>	Information Only

**REASON FOR BOARD CONSIDERATION:**

This is a monthly report for Board information.

**REPORT:****President: Leslie Ormandy**

As President of the Part-time Faculty, I hear less about my colleague's activities than the more traditionally employed Full-time staff and faculty. This is the nature of the busy Part-time. But lately I have been learning that we represent the college in many ways; in the classroom, in the community and in the News.

**In the Classroom:**

**Heidi Cropsley:** (French Department). Heidi Cropsley is not only a French instructor; she is *the* French Department. As such, she is passionate about sharing her love of French with her students and the College's French Club. This term she took the initiative, as she does every few years, and led a few adventurous French loving Clackamas students on a trip to Paris. It was a whirlwind trip; but the world became an offshoot of the Clackamas Community College campus for those students.

**In the Community:**

**Susan Pesznecker:** (English Department and Clackamas Middle College) An instructor for both the Clackamas Middle College and traditional Harmony and Oregon City campus students, Pesznecker is kept busy teaching, meeting with students outside of class, and writing recommendations for them. But she makes time to participate in many community functions. Pesznecker participates in the City of Milwaukie Community Emergency Task Force team (CERT). She has pioneered several projects at the Harmony campus, from the Little Free Library to English Department readings (Fall, Winter, and probably Spring). Yet she still finds time for further community involvement. She is CEO/President of the Baden-Powell Service Association which offers an alternative to the regular Scouting Organization: they welcome everyone. The Baden-Powell Organization is part of the World Federation of independent Scouting.

## **In the News:**

**Sean Davis:** (English Department) There is too much that could be said about Sean Davis, so I urge you to take a look at his page: <https://seandaviswriter.com/>. I think you will find it worth a peek. To encourage you, in brief – he is a treasure. He reopened the shuttered American Legion Post 134 in 2016 in North Portland, ran for mayor of Portland in 2016, received the honor of American Legionnaire of the year in 2015, opened American Legion Post 134 to the homeless during the subfreezing weather in January 2017, was recipient of the Emily Gottfried Emerging Leader, Human Rights award for 2016, and is an author....and that isn't all! He is a valued instructor in the Clackamas English department.

**Catherine Weesner:** (Small Business Development Center) Recently she was featured in the Clackamas Review's "Women in Business" on 31 August 2017 for her exemplary abilities as a Tax Accountant and Small Business Development instructor. Weesner, as an integral part of the Small Business Development Center has just completed designing the full, and first, Oregon QuickBooks Certification program. It takes students just eleven weeks to receive this standalone certification. The first enrollees began the new Certification program 19 April 2017.

**Jennifer Rueda:** (ESL / GED) Past-President Jennifer Rueda stepped back into the spotlight recently, offering testimony 29 March, 2017 before the State Senate Committee regarding the need for the passage of SB 196, a bill meant to provide access to affordable health care for Part-time Faculty who work at multiple institutions. On 13 April the bill advanced to the Ways and Means Committee. She is a model to our students regarding the value of speaking out for ones dreams.

**Paul Crumrine:** English: Paul Crumrine was featured in our own award winning Clackamas Print on 14 March, 2017. As reported by Abigail Neet, Crumrine publishes gay erotic novels under his Nom de Plume, David Holly. His ten novels are available on Amazon, and his short stories can be found in many compilations. Neet, and Crumrine's students', had great things to say about him.

## **New Part-time Faculty Members:**

Brian Faist (Proctor Backflow Tester Certification)

Shawn McDonald (Science)

Andrea Yager-Rounds (Collision Repair and Refinishing)

Aimee Krouskop (Sociology)

Paige Hairston (GED)

## **Other:**

Now that recommendation writing season is over, Spring term is over the mid-point, and summer on the horizon, the Part-time Faculty is gearing up for serious pre and post the June 15 and 16 Graduations. While we truly value our students' success, it would not demonstrate the Clackamas Way if we didn't also demonstrate that people need to find a work, study, and life balance.

The PTFA will be **Gardening** (sharing a Community Garden plot summer 2017) and

**Picnicking:** (our annual end of Spring BBQ picnic will be 10 June 2017 at George Rogers Park in Lake Oswego; picnic orchestrated by Past-President Jennifer Rueda.