

**BOARD OF EDUCATION MEETING**  
**Bill Brod Community Center, Room 127**  
**Wednesday, July 19, 2017**

**5:00 pm BUFFET DINNER (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 deliberations by the governing body with those designated to carry on labor negotiations. ORS 192.660(2)(d)
- To conduct deliberations with persons designated by the governing body to negotiate real property transactions. ORS 192.660(2)(e)

**6:00 pm WORK SESSION (Community Center, Room 127)**

1. Bond Projects Status Report/Oregon City Project Tour – Dean Bob Cochran

**RECESS**

**7:00 pm REGULAR SESSION (Community Center, Room 127)**

**I CALL TO ORDER** – Vice Chair Jane Reid

**II ROLL CALL**

**III OATH OF OFFICE**

- Rob Wheeler, Zone 2 – Sworn in by Vice President of College Services Alissa Mahar
- Irene Konev, Zone 7 – Sworn in by Vice President of College Services Alissa Mahar

**IV RE-ORGANIZATION OF THE BOARD OF EDUCATION**

1. Election of Board of Education Chair and Vice Chair – Vice Chair Jane Reid R17/18-1 p 5

**V COMMENTS FROM CITIZENS**

*All speakers must sign-in on the “Comments from the Audience, Speaker Sign-In Sheet” provided on the table at the entry-way to CC 127. Everyone signing in is asked to print legibly, note their address so informational material can be mailed to them, note whether they are a student, staff, or community member, and briefly describe the topic of testimony. Comments are limited to 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.*

**VI 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.*

- |  |           |      |
|--|-----------|------|
| 2. Approval of:  |           |      |
| a. Minutes (Work and Regular Sessions) 06.28.17                  | R17/18-2a | p 7  |
| b. Monthly Financial Report – Dean Jeff Shaffer                  | R17/18-2b | p 17 |
| c. Capital Projects (Bond) Financial Report – Dean Jeff Shaffer  | R17/18-2c | p 19 |
| d. Contracting Authority – Vice President Alissa Mahar           | R17/18-2d | p 21 |
| e. Payment and Signature Authority – Vice President Alissa Mahar | R17/18-2e | p 25 |
| f. Spring Enrollment Report – Director BJ Nicoletti              | R17/18-2f |      |

**VII COLLEGE REPORTS**

3. President’s Business Report – President Joanne Truesdell
  - New Staff Introductions
  - Oregon Promise Update

**VIII BOARD OPERATIONS**

4. Board Representative Role/Committee Assignments – Board Chair p 29
5. Future Board Agenda Items – Board Chair (Refer to Board Planning Calendar)
6. Board Chair Business Report
7. Clackamas Community College Education Foundation – Board Liaison
8. Oregon Community College Association – Ron Adams, Board Liaison
9. Oregon School Boards Association Legislative Policy Committee – Ron Adams, Committee Member
10. Bond Project Citizen Oversight Committee – Jane Reid, Co-Chair
11. Board of Education Community Reports

**IX ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS**

12. Welcome/Introduction of Association Representatives – President Joanne Truesdell
13. Associated Student Government (ASG) – Jairo Rodriguez, President
14. Full-Time Faculty – Casey Sims, President
15. Part-Time Faculty – Leslie Ormandy, President
16. 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

### 2017-18

Tuesday, July 4	Independence Day (observed), College closed
Monday, July 17	CCC Invitational Golf Tournament, 8:00 a.m., Arrowhead, Mulino
<b>Wednesday, July 19</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
<b>Thursday, August 3</b>	<b>Board of Education Retreat 12:00-4:00, Literary Arts Ctr</b>
Monday, August 14	CCC Corporate Challenge, 8:00 a.m., Willamette Valley CC, Canby
Monday, September 4	Labor Day, College closed
Friday, September 8	College resumes Friday operations
<b>Wednesday, September 13</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
Monday-Friday, September 18-25	Inservice Week
Tuesday, September 19	All-Staff Inservice Breakfast, 7:30-10:30 a.m., Randall Gym
Monday-Thursday, September 25-28	ACCT Leadership Congress, Las Vegas
<b>Wednesday, October 11</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
Wednesday-Friday, November 1-3	OCCA Annual Conference, Salishan
Thursday, November 9 (tentative)	Classified Appreciation Dessert, 2:00 p.m. and 9:00 p.m.
<b>Wednesday, November 8</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
Friday, November 10	Veterans Day observance, College closed
Thursday-Friday, November 23-24	Thanksgiving break, College closed
Tuesday, December 5 (tentative)	Winter Retiree Reception, 1:30 p.m., Gregory Forum
Thursday, December 7 (tentative)	All Staff Recognition, 12:00 p.m. and 8:30 p.m.
<b>Wednesday, December 13</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
Monday-Tuesday, December 25 & 26	Winter break, College closed
Friday, January 1	New Year's Day, College closed
<b>Wednesday, January 10</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
Monday, January 15	Martin Luther King, Jr. Day, College closed
<b>Wednesday, February 14</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
February - TBA	Winter Inservice, 1:00-4:00 p.m.
Sunday-Tuesday, February 11-14	ACCT National Legislative Summit, Washington D.C.
Monday, February 19	Presidents' Day, College Closed
February - TBA	Skills Contest
<b>Wednesday, March 14</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
March - TBA	Scholarship Reception, 2:00 pm, Randall Gym
Thursday, March 22	All Staff Breakfast
Monday-Friday, March 26-30	Spring Break
<b>Wednesday, April 11</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>
April - TBA	OCCA All Oregon Academic Team Luncheon, Salem
<b>Friday, April 27</b>	<b>Board of Education Retreat 12:00-4:00, Literary Arts Ctr</b>
<b>Wednesday, May 2</b>	<b>Budget Committee Meeting, 5:00 p.m., Gregory Forum</b>
<b>Wednesday, May 9</b>	<b>Budget Committee/Board of Ed. Meeting, 5:00 p.m., CC 127</b>
Thursday, May 10 (tentative)	Spring Retiree Event, 2:00, Gregory Forum
Monday, May 28	Memorial Day, College closed
Thursday, June 14	GED & Adult High School Diploma Graduation Ceremony, 7:00 p.m.
Friday, June 15	College Certificate & Degree Graduation Ceremony, 7:00 p.m.
<b>Wednesday, June 27</b>	<b>Board of Education Meeting, 5:00 p.m., CC 127</b>



<b>CCC Board of Education – Topic Summary</b>	
Topic:	Election of Board Chair and Vice Chair
Date:	July 19, 2017
Presenter:	Joanne Truesdell, President
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Elect the Board Chair and Vice Chair for 2017/18

**REASON FOR BOARD CONSIDERATION:**

The annual election of Board Officers is required by Board policy BCB: Board Officers and ORS 3341.283(1).

**BACKGROUND:**

This is an annual agenda item, and is part of the organization items that are included in the July meeting. The established rotation of officers through the Board roster ensures all members have the opportunity to serve as Vice Chair and Chair.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost to electing the Board Chair and Vice Chair.

**ATTACHMENTS:**

None



<b>CCC BOARD OF EDUCATION – TOPIC SUMMARY</b>	
Topic:	Minutes of the Work and Regular Sessions from June 28, 2017
Date:	July 19, 2017
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Approval of the Minutes for June 28, 2017



**BOARD OF EDUCATION MEETING  
MINUTES  
June 28, 2017**

**WORK SESSION**

Board Chair Richard Oathes called the work session of the Clackamas Community College Board of Education to order at 5:30 p.m. on Wednesday, June 28, 2017, in Room CC127 of the Bill Brod Community Center at Clackamas Community College.

Website Redesign Update

Executive Director Jack Hardy gave a brief introduction of the redesign project and introduced Web Content Lead/Digital Marketing Specialist Jessie Kirk. The project has been underway for a couple years and the new site is being developed based on research from:

- Google analytics
- Student focus groups
- Surveys
- Institutional research data
- Common questions asked of the Welcome Center and Call Center
- Industry best practices

The site's target audience is prospective students.

Jack pointed out that this work was not a make-over, but a complete redesign from the ground up. Content has been rewritten, new, professional photographs were taken, site navigation has been improved and is consistent with that of other colleges. The website will be optimized for use with mobile devices.

Board Member Dave Hunt inquired about the speed of the website. Jessie said the site's load time is currently being tested on all types of browsers and devices. Efforts have been made to optimize load times, though this is somewhat dependent upon the device, wi-fi availability, etc.

Jack noted the college's Art & Soul publication won the Silver Paragon Award from the National Council of Marketing and Public Relations. He acknowledged Public Information Officer Lori Hall, Creative Lead/Brand Manager Kevin Anspach, Senior Marketing and Communications Specialist Justin Montgomery, and Jessie Kirk for their work on the publication.

President Joanne Truesdell mentioned website overhauls are typically required every six or seven years in order to keep up with technology.

#### Foundation Annual Report

Foundation Executive Director Paul Moredock presented the Foundation's Annual Report. The report:

- Showed how donors designated their gifts be used. Forty-three percent of all gifts were earmarked for scholarships and student support.
- Noted \$659,182 in scholarships was awarded to 252 students in 2016. The Foundation would like to increase the dollar amount of scholarships awarded in the future.
- Reviewed the Foundation's 2017 annual plan milestones.

A handout with a sampling of thank you letters from Foundation scholarship recipients was included in the Board packet.

In lieu of an annual campaign, the Foundation will focus on seeking support from previous donors. The Foundation retains donors at a rate higher than the national average.

Board Member Ron Adams asked how CCC's Foundation compares to that of other colleges. Paul responded CCC probably ranks second among community colleges in Oregon.

Board Member Jean Bidstrup noted the positive changes that have occurred since she started serving on the Foundation. Paul thanked Jean and acknowledged her service on the Foundation. With Jean's departure, Paul mentioned he was looking forward to working with the next board member who would serve.

President Joanne Truesdell acknowledged Chair Richard Oathes who recruits participants in his district for the Foundation's Party on the Green event.

The Work Session recessed at 6:16 p.m.

#### **BUDGET HEARING**

At 6:30 p.m., Chair Richard Oathes opened the hearing for public comment on the 2017/18 budget adoption.

As there were no comments, the hearing was closed at 6:33 p.m.



## **REGULAR SESSION**

### **CALL TO ORDER**

Chair Richard Oathes called the regular meeting of the Clackamas Community College Board of Education to order at 6:35 p.m. on Wednesday, June 28, 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, Jane Reid, and Ron Adams.

College Representatives in attendance: President Joanne Truesdell, Vice President Alissa Mahar, Part-time Faculty President Leslie Ormandy, ASG President Jairo Rodriguez and Recorder Greer Gaston.

Others in attendance: Dean Sue Goff, Executive Director Lisa Davidson, Associate Dean Donna Larson, Foundation Executive Director Paul Moredock, Director BJ Nicoletti, Dean Patricia Anderson Wieck, Associate Dean Darlene Geiger, Dean Bill Waters, Executive Director Jack Hardy, Dean Jeff Shaffer, Director Chris Robuck, Public Information Officer Lori Hall, Dean Dion Baird, other CCC faculty and staff, and Principal at inici group Karl Schulz.

### **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) 5.10.17
- b. Minutes (Retreat/Work Session) 05.19.17
- c. Monthly Financial Report
- d. Capital Projects (Bond) Report
- e. Revision to 2017/18 Board Meeting Schedule
- f. Contract Award: 2017/18 Schedule Printing and Mailing

Regarding item *f.*, Board Member Ron Adams asked about the cost of the college's previous printing contract. Director Chris Robuck said she thought it was about \$120,000 last year; the current contract is for \$131,912.

**R16/17-50** Ron Adams moved, Chris Groener seconded the motion, to approve Consent Agenda items a through f. Motion passed unanimously.

### **COLLEGE REPORTS**

#### President's Report

President Joanne Truesdell:

- Summarized a handout in the Board's packet regarding an OCCA legislative update call on the college's operating budget.
  - The budget bill passed out of the Ways and Means Subcommittee this morning. The Community College Support Fund is funded at \$570 million, a 1.1-percent increase over the current service

level. Joanne estimates the increase to CCC will be about \$370,000 to 400,000 per year, or about \$700,000 over the next two years.

- Legislative discussions on whether the colleges will receive a portion of the marijuana tax proceeds are ongoing.
- Universities are funded at six-percent above their current service level. This money goes toward a tuition buy-down. Community colleges are doing a "soft press" to advocate for a more significant increase.
- The Oregon Promise amounts to \$35 to 40 million; this is less than was anticipated.
- There is an option under consideration where the Higher Education Coordinating Committee (HECC) would determine Estimated Family Contributions for the Oregon Promise. It may difficult to predict whether students qualify for the program unless HECC's determination is made well in advance of fall term. A later determination could necessitate a re-work for the college and could lead to uncertainty for students trying to enroll under the Oregon Promise.
- There are some different key performance measures in the bill. The most notable measure is the impact of a certificate or degree on salary.
- There is another call scheduled for Friday morning. Joanne will share information with the Board as it is available.
- The vote on what capital construction projects get funded should occur sometime between Friday and Tuesday. Joanne will be there when the committee convenes to advocate for CCC's Student Services and Community Commons project in relation to the college's bond. The college is seeking \$15 million from the legislature for capital projects.
- Acknowledged Director Chris Robuck's retirement and her 12 years of service to the college. Joanne noted Chris was instrumental furthering several Board goals and thanked her for the work she's accomplished.
- Noted there were no new hires to be introduced.
- Said Nora Brodnicki was the only outgoing association president, and she was unable to attend the meeting. Nora will attend the July meeting.
- Recognized outgoing Board Members Jean Bidstrup and Richard Oathes for their mentorship and community connections. The official recognition ceremony will be on Friday, June 30.

The Board revisited the first bullet point and briefly discussed Senator Monroe's belief that community colleges didn't require as much funding as universities because they were receiving money via the Oregon Promise. Contrary to this belief, Joanne asserted most students who received Oregon Promise dollars were already planning to attend community college; only a small percentage of these students would have attended universities. Furthermore, the Oregon Promise offered students an additional funding mechanism, but it did not significantly increase enrollment and does not necessarily result in more money for the college. Board Member Dave Hunt confirmed Oregon Promise students also need other types of funding. The more Oregon Promise students the college attracts, the more students who require additional funding.

#### Oregon Local Government Intermediate Fund Report

Director Chris Robuck reported on the Oregon Local Government Intermediate Fund (OLGIF). In comparison to the Local Government Investment Pool (LGIP), she noted the OLGIF:

- Was more volatile.
- Produced higher monthly returns.
- Has an intermediate time horizon of three to five years; funds are less liquid.

Chris expressed confidence in the OLGIF, saying the fund seems safe and solid.

Board Member Dave Hunt asked if Chris had compared the OLGIF to the Foundation's 2017 returns. Chris said the Foundation's portfolio is riskier and she did not have 2017 data with her.

Dave asked if the college should move more money into the OLGIF and if such a move would require Board action. Chris recommended moving another \$4 to 5 million to the fund. Board action would not be required; the Board already approved investing in the OLGIF.

### **NEW BUSINESS – ACTION**

#### President Profile and Timeline

Vice Chair Jane Reid summarized the timeline.

**R16/17-51** Greg Chaimov moved, Jean Bidstrup seconded the motion to approve the president profile and timeline. Motion passed unanimously.

Board Member Ron Adams noted the upcoming ad in *The Chronicle of Higher Education*. This ad affirms the college is serious about conducting a national search.

#### 2016/17 Budget Amendment

Vice President Alissa Mahar summarized the proposed amendments to the 2016-17 budget. The amendments are necessary to true-up the budget at the close of the fiscal year.

**R16/17-52** Greg Chaimov moved, Chris Groener seconded the motion to adopt the amendment of the 2016-17 budget appropriation transfers as set forth in agenda item #5. Motion passed unanimously.

#### 2017-18 Budget Adoption

Vice President Alissa Mahar noted the Board is responsible for adopting the budget approved by the Budget Committee.

Board Member Dave Hunt asked if staff had considered how the additional funds from the state—approximately \$350,000 per year over the next two years—might be spent. President Joanne Truesdell said possible uses for the additional money might include funding for technical equipment and/or positions such as a career coach, and an Oregon Promise high school coach. Once the college's actual distribution is known, staff will return to the Board with a budget amendment in September or October.

Board Member Ron Adams confirmed the current budget is based on \$556 million in state funding and the tax rate includes payments on all general obligation bonds.

**R16/17-53** Greg Chaimov moved, Jane Reid seconded the motion to adopt the budget for the fiscal year 2017-18 in the total amount of \$191,907,961 now on file at the Business Office, and impose the taxes provided for in the adopted budget at the rate of \$.5582 per \$1,000 of assessed value for permanent tax rate and in the amount of \$6,566,368 for debt service on general obligation bonds. These taxes are hereby imposed for tax year 2017-18 upon the assessed value of all taxable property within the district and categorized as follows: Permanent tax rate of \$.5582 per \$1,000 categorized as Education; and general obligation bond amount of \$6,556,368 categorized as Excluded from Limitation. Motion passed unanimously.

### 2017-18 Budget Appropriations

Vice President Alissa Mahar explained the Board is responsible for making appropriations.

**R16/17-54** Ron Adams moved, Chris Groener seconded the motion to appropriate the amounts for the fiscal year beginning July 1, 2017, and for the purposes shown in the agenda materials. Motion passed unanimously.

President Joanne Truesdell said staff did really well managing within appropriations during the past year. Only 1.5 percent of the overall budget needed to be adjusted to settle up at the close of fiscal year.

### Contract Award: DeJardin Expansion/Transit Center Renovation

Vice President Alissa Mahar summarized the agenda item which awards a contract for project design and construction administration of the DeJardin Expansion and the Transit Center Renovation. Several grants are tied to these projects.

Vice Chair Jane Reid asked if the Pauling Science Complex was included in this contract. Principal Karl Schulz from the inici group said the Pauling remodel was not covered in this contract.

**R16/17-55** Jane Reid moved, Chris Groener seconded the motion to approve resolution R16/17-55, awarding a contract to Mahlum Architects in an amount not to exceed \$1,197,190 for the design and construction administration of the DeJardin Hall Expansion and \$433,247 for the design and construction administration of the Transit Center Renovation. Motion passed unanimously.

### Bond Project Coordination and Construction Management Services – Phase V

Vice President Alissa Mahar summarized the contract in which inici group continues to provide project coordination and construction management services for bond-related projects. The college is at the peak of construction; multiple bond projects are underway. The college has paid inici about \$800,000 for phases one through four.

Board Member Dave Hunt noted the Phase V contract was retroactive, going back six months. Alissa acknowledged the contract should have come to the Board earlier and apologized for the oversight.

**R16/17-56** Dave Hunt moved, Chris Groener seconded the motion to approve resolution R16/17-56 for the Phase V contract with the inici group to continue to provide project coordination and construction manager services to the college for bond related projects through June 30, 2018. Motion passed unanimously.

President Joanne Truesdell said the inici group has done a stellar job in helping the college manage its costs. She appreciates their diligence and said the money they saved the college has more than paid for their services.

### Contract Award: Environmental Learning Center/Newell Creek Headwaters Project

Vice President Alissa Mahar said the Environmental Learning Center, when complete, will augment current programs of study. The area will be used for education and recreation, as well as a meeting space. The college was awarded an \$868,342 Nature in Neighborhoods grant to complete the project.

**R16/17-57** Greg Chaimov moved, Chris Groener seconded the motion to approve resolution R16/17-57, awarding a contract to Lease Crutcher Lewis in the amount of \$1,349,472 to provide construction

manager/general contractor services for the ELC/NCHW project and includes a 10-percent contingency of \$134,947, for a total not to exceed price of \$1,484,419. Motion passed unanimously.

#### High School Pathway Easement

Vice President Alissa Mahar explained this pathway connects CCC and Oregon City High School. It's used by the high school students and the public. Most of the trail is on high school property, but a short portion—about 25 feet—is on college property. Oregon City is requiring the pathway be improved as part its trails master plan and is also requiring an easement for the college's section of the path.

**R16/17-58** Greg Chaimov moved, Chris Groener seconded the motion to adopt resolution R16/17-58, conveying a public pedestrian and bicycle easement to the City of Oregon City. Motion passed unanimously.

#### Professional Roster

Vice President Alissa Mahar said the college developed a list of contractors and consultants who can provide professional services for smaller capital and bond-related projects. Development of the roster complies with the college's purchasing rules and enables the college to expedite the process of hiring a contractor for small projects.

**R16/17-59** Jean Bidstrup moved, Chris Groener seconded the motion to approve the college's roster for professional and construction-related services. Motion passed unanimously.

#### Administrative and Confidential Employee Compensation

President Joanne Truesdell said the college held back 1.5 percent of a salary increase last year in order to allow time for a classification and compensation study to be conducted. Since the study is not complete, the recommendation is to increase the salary schedule for Administrative and Confidential employees by the amount that was held back last year—1.5 percent. This is consistent with increases received by faculty; this is the traditional benchmark for this employee group.

Recommendations from the classification and compensation study will likely come to the Board this fall for separate action.

**R16/17-60** Greg Chaimov moved, Ron Adams seconded the motion to approve salary, benefits, and employment-related changes for administrative/confidential employees, effective July 1, 2017, through June 30, 2018. Motion passed unanimously.

### **BOARD OPERATIONS**

#### Personnel Report

The Board reviewed the list of employment changes on the personnel report; there was no discussion.

#### Future Board Agenda Items

The Board reviewed the planning calendar. Based on the earlier discussion in which Joanne estimated the college would receive an additional \$370,000 to 400,000 per year from the state, Board Member Dave Hunt said recommendations on how the additional money might be spent should be added to the planning calendar for the September or October Board meeting.

#### Board Chair Business Report

The Board Chair had nothing to report.

### President Search Update

Vice Chair Jane Reid noted the profile and timeline approved earlier in the meeting. Preston Pulliams of Gold Hill Associates will actively begin recruiting candidates. A President Search brochure was distributed. The brochure is linked to the president search web page and the job posting, which will be live in the next few days.

### Clackamas Community College Education Foundation Report

Board Member Jean Bidstrup had nothing to report.

### OCCA Report

Board Member Ron Adams referred to the report President Joanne Truesdell gave earlier regarding the OCCA legislative update call. Ron said the legislature is winding down and it was not a very successful session.

### OSBA Legislative Policy Committee Report

Board Member Ron Adams said the OSBA sent a note out saying the legislative session had been “depressing.” The legislature failed to pursue its opportunity to work with business to come up with additional money. The resulting budget shortfall will result in teacher cuts and increased class sizes.

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

Vice Chair Jane Reid reported on the committee’s June 14 meeting at the Harmony Community campus. Jane thanked Public Information Officer Lori Hall for chairing the meeting. Highlights from the meeting include:

- Vice President Alissa Mahar gave a report about the bond rating and bond sale. Jane noted there was information in the Board’s packet. The college’s bond rating was upgraded resulting in cost savings of \$7.92 million.
- Dean Bob Cochran gave an update on the Harmony, Industrial Technology Center, Barlow parking lot, DeJardin, and transit center projects.
- Inici group Project Coordinator Angela Douglass gave an update on the on SAIL and BOAT statistics.
- Lori provided a legislative update.
- The committee toured Harmony West.

Jane suggested the committee’s talking points should be shared with the Board.

Board Member Ron Adams said some people wondered why the college did not go for a higher bond amount if more dollars were needed to complete the projects. He said there was a sincere desire to keep the assessment within the existing parameters; the college used research polls to determine what would be acceptable and supported by voters. The bond probably wouldn’t have passed if it did not stay within the existing fiscal percentages.

### Board of Education Community Reports

Ron Adams said he:

- Was delighted with graduation.
- Intends to get more involved in the Wilsonville community by attending chamber of commerce meetings. The college will be hosting a meeting at the Wilsonville campus.
- Will meet the new vice president at the Oregon Institute of Technology to try and expand the lower division presence for CCC in Wilsonville.

- Attended the Environmental Learning Center (ELC) open house.
- Appreciates all the work Chris Robuck has done in her role as Director of Business Services.

Jean Bidstrup mentioned she had visited several hospitals recently and had asked many of the nurses where they studied. Several nurses had studied at CCC and said the college's nursing program is superior to what is offered at other schools. Jean said of CCC, "Job well done." She appreciated the level of care her family received.

Chris Groener noted he attended the ELC event and both graduations. Chris had the opportunity to give a degree to someone he hadn't seen in 30 years. He has now reconnected with that individual.

Richard Oathes attended both graduations; he loves these events.

Jane Reid:

- Attended the ELC event and graduations; these were wonderful events.
- Attended an event where she gave Foundation scholarships to three students from Colton High School.
- Gave a quick bond update and a presentation on advance credit with the Director of Education Partnerships, Jaime Clarke, at Estacada High School. Approximately 35 students from Estacada's graduating class will attend CCC.
- Was asked for advice on how to pass a bond measure by one of the Estacada High School board members.

Greg Chaimov:

- Attended both graduations.
- Attended the Bond Project Citizen Oversight Committee meeting.
- Along with Jean Bidstrup and Bill Waters, the Director of Curriculum, Planning and Research, gave a bond update and talked about the college's high school programs during a visit to the North Clackamas School District.

Dave Hunt:

- Attended four president search forums; the strongest take away was that people feel positively about the college.
- Attended the college's play, "The Good Doctor." It was well done.
- Attended scholarship presentations at Putnam, Milwaukie, Gladstone; students were excited and enthusiastic.
- Gave a presentation with Bill Waters on the college's high school programs to the Gladstone School Board.
- Participated in his daughter's graduation by giving his daughter her diploma. His daughter will be attending University of Oregon on a scholarship. She'll be starting off with 65 college credits.

## **REPRESENTATIVE REPORTS AND COMMENTS**

Associated Student Government President Jairo Rodriguez reported:

- The immigration toolbox event was not well attended.
- Free 15-minute weekday massages were offered at the Oregon City and Harmony campuses.
- The finals power cart was offered during finals week at all campuses. ASG has a goal to offer one event on each campus.

- He is working with the new ASG Vice President, Daniel Romero, to prepare for the upcoming year and define ASG goals.

Full-Time Faculty Association President Nora Brodnicki reported:

Nora was unable to attend the meeting; no report was provided.

Part-Time Faculty Association President Leslie Ormandy reported:

- The president search brochure was an incredible design.
- Part-time faculty are back to work for the summer term. Leslie has yet to hear how many part-time faculty are on unemployment for the term.
- Noted many part-time faculty, including Leslie, have employer-provided health insurance for the first time ever due to the generosity of the Board and the collective bargaining team. She expressed her appreciation and thanked the Board for this benefit.

Classified Association President Enrique Farrera reported:

Enrique was unable to attend the meeting; no report was provided.

As there was no other business to come before the Board, the meeting was adjourned at 7:55 p.m.

July 19, 2017

Date

Greer Gaston, Recorder

Richard Oathes, Board Chair

Joanne Truesdell, Clerk



Topic:	Monthly financial report -- All funds
Date:	July 19, 2017
Presenter	Alissa Mahar, Vice President of College Services Jeff Shaffer, Dean of Business 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 May 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	\$ 45,106,944	\$ 43,747,492	\$ 1,359,452	\$ 20,029,941
Fee	2,000,970	3,301,725	3,050,467	251,258	2,252,228
Innovation	-	770,930	370,509	400,421	400,421
Debt Service	2,444,082	8,578,037	2,514,801	6,063,237	8,507,319
Capital Projects (Bond)	25,120,777	111,325	11,637,836	(11,526,511)	13,594,265
Staff Computer Replacemt	-	150,000	5,730	144,270	144,270
Equipment Replacement	1,551,798	622,769	289,008	333,760	1,885,559
Major Maintenance	2,912,459	575,591	289,007	286,584	3,199,043
Student Technology	471,185	759,998	462,657	297,341	768,526
Internal Service	311,250	315,823	440,036	(124,213)	187,037
Bookstore	1,237,580	1,723,653	1,799,024	(75,371)	1,162,209
Customized Training	557,608	413,475	389,230	24,245	581,852
Intramurals and Athletics	35,782	367,131	345,148	21,983	57,766
Student Life & Leadership	138,738	114,046	120,292	(6,246)	132,491
Computer Lab	113,143	48,511	47,650	862	114,005
Retirement	1,832,617	750,000	665,659	84,341	1,916,959
Student Financial Aid	49,964	18,863,447	19,673,671	(810,224)	(760,260)
Grants and Contracts	666,045	1,865,657	2,866,857	(1,001,200)	(335,156)
WIOA Grant	(1)	1,630,551	1,837,897	(207,346)	(207,347)
Insurance Reserve	291,520	100,000	36,670	63,330	354,850
PERS Reserve	1,000,000	2,000,000	-	2,000,000	3,000,000
<b>Total</b>	<u>\$ 59,406,006</u>	<u>\$ 88,169,612</u>	<u>\$ 90,589,641</u>	<u>\$ (2,420,028)</u>	<u>\$ 56,985,978</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 1b  
R17/18-18b**

Topic:	Monthly financial report -- General Fund
Date:	July 19, 2017
Prepared by:	Alissa Mahar - VP of College Services Jeff Shaffer - Dean of Business Services
Division/Department:	College Services/Business Services
<b>Recommendation:</b>	<b>Approval of monthly financial report - General Fund</b>

GENERAL FUND	May 2017		Year to Date 2016-17		Year to Date 2015-16		Fiscal Year 2016-17		Forecast is Better (Worse) than Budget
	Actual	% of Budget	Actual	% of Budget	Actual	% of Budget	Budget	Forecast	
<b>REVENUE</b>									
State comm college support	\$ -	0%	\$10,576,060	75%	\$14,675,131	114%	\$14,022,081	\$14,279,233	\$ 257,152
Property taxes	71,106	0%	17,261,813	97%	16,426,115	98%	17,775,438	17,968,979	193,541
Tuition, net of waivers	(34,449)	0%	14,525,227	100%	13,836,901	98%	14,581,349	14,655,560	74,211
Other revenue	133,346	6%	2,485,284	114%	1,832,442	104%	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>170,002</u>	<u>0%</u>	<u>45,106,944</u>	<u>92%</u>	<u>46,840,589</u>	<u>103%</u>	<u>48,827,506</u>	<u>49,341,097</u>	<u>513,591</u>
<b>EXPENDITURES</b>									
Personnel services	3,544,513	9%	33,006,371	82%	30,132,694	82%	40,030,448	39,053,831	976,617
Materials and services	458,763	6%	5,819,216	81%	5,472,146	87%	7,184,622	6,772,909	411,713
Capital outlay	5,072	4%	99,825	79%	271,771	92%	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>4,008,348</u>	<u>8%</u>	<u>43,747,492</u>	<u>84%</u>	<u>38,238,444</u>	<u>84%</u>	<u>52,163,404</u>	<u>50,513,306</u>	<u>1,650,098</u>
Net revenue (expenditures)	<u>\$ (3,838,346)</u>		1,359,452		8,602,145		(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>\$20,029,939</u>		<u>\$24,313,142</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 FORECAST**

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 2c  
R17/18-2c

Topic:	Monthly financial report -- Capital Projects (Bond) Fund
Date:	July 19, 2017
Prepared by:	Alissa Mahar - VP of College Services Jeff Shaffer - Dean of Business Services
Division/Department:	College Services/Business Services
<b>Recommendation:</b>	<b>Approval of monthly financial report - Capital Projects (Bond) Fund</b>

Actual, inception to June 30, 2017

	Projects with Dedicated Revenue					Unrestricted \$s for Project Related Costs	Total
	All Projects	Harmony West	Industrial Technical Ctr	DeJardin Science	Transpor- tation		
<b>NET REVENUE</b>							
Proceeds/premium of debt issue	99,918,898						
Bond sale costs	(643,180)						
Refunding of long-term debt	(14,717,927)						
Net bond proceeds	84,557,791						84,557,791
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>84,840,867</u>	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>2,000,000</u>	<u>86,850,867</u>
<b>EXPENDITURES</b>							
<b>Harmony West</b>							
Purchase land & OIT building		4,208,741					
OIT building demolition		578,564					
Project management (inici)		292,580					
Architect, engineering & permits		1,675,351					
Construction		6,682,376					
Furniture and equipment		138,857					
Other (modulars, legal, etc.)		126,824					
<b>Industrial Technical Center</b>							
Project management (inici)			150,438				
Architect, engineering & permits			1,750,981				
Construction			17,258				
Furniture and equipment			157,000				
Other			44,812				

**Actual, inception to June 30, 2017**

*Projects with Dedicated Revenue*

	<i>Projects with Dedicated Revenue</i>				Unrestricted \$s for Project Related Costs	Total
	All Projects	Harmony West	Industrial Technical Ctr	DeJardin Science		
<b>DeJardin science addition</b>						
Project management (inici)				16,337		
Architect, engineering & permits				15,034		
Other				27,884		
Pauling remodel						
<b>Transit center and paths</b>					1,533	
<b>Major maintenance / all projects</b>						
Major maintenace project mgmt (inici)	68,102					
General project management (inici)	347,741					
OR City land use application	32,810					
Oregon City master planning	111,204					
IT network infrastructure & wireless	2,013,642					
Meyers Road extension	700,270					
Elevator and ADA upgrades	376,950					
Title IX (Randall locker rooms)	2,385,439					
North tunnel remodel (Randall)	3,167					
Roofing	868,400					
Clairmont electrical service	105,973					
Safety and security upgrades	889					
Emergency power master plan	1,384					
Barlow parking lot	309,754					
Barlow automotive remodel						
Clairmont seismic	2,235					
Randall seismic renovations						
<b>Student Services center</b>						
<b>Costs paid from unrestricted \$</b>					339,970	
Total expenditures	<u>7,327,961</u>	<u>13,703,292</u>	<u>2,120,489</u>	<u>59,255</u>	<u>1,533</u>	<u>339,970</u>
<b>COMMITTED: contracts minus expenditures to date</b>						<u>29,335,259</u>
<b>AVAILABLE: not yet spent or committed</b>						<u>33,963,108</u>

<b>CCC Board of Education – Topic Summary</b>	
Topic:	Contracting Authority
Date:	July 1, 2017
Presenter:	Alissa Mahar, Vice President
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Adopt the resolution granting Contracting Authority to the Clerk and Deputy Clerk for the period of time from July 1, 2017, through June 30, 2018.

**REASON FOR BOARD CONSIDERATION:**

Board policy DGA/DGB directs the Board to grant Contracting Authority for contracts on an annual basis.

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

Adoption of the resolution will allow the President/Clerk and the new Vice President of College Services/ Deputy Clerk to enter into contracts and agreements that are deemed necessary for normal operations of the College.

**BACKGROUND:**

This is an annual agenda item and is part of the organizational items that are included in the July meeting.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost related to adopting the resolution.

**ATTACHMENTS:**

Resolution R17/18-2d



**CLACKAMAS COMMUNITY COLLEGE  
RESOLUTION 17/18-2d  
CONTRACTING AUTHORITY  
(2017/2018)**

WHEREAS, THE College, in its normal course of operations, has occasion to enter into agreements with agencies, proprietorships, and businesses for Personnel Expenses, Materials & Services, equipment purchases, and for facilities' rentals, and,

WHEREAS, agreements may properly be in the form of purchase orders, letters of agreement, or contracts that stipulate special terms and conditions that both parties to the agreement must comply with, and,

WHEREAS, the Board may delegate authority to the President/Clerk, Joanne Truesdell, and Vice President of College Services/Deputy Clerk, Alissa Mahar, to enter into agreements that are deemed necessary for the normal operations of the College, and are within budgeted appropriations and purchasing limitations, and,

WHEREAS, such agreements will be referred to legal counsel, when questions of legal sufficiency arise, and,

WHEREAS, agreements that are necessary to implement non-budgeted grants will be brought to the Board of Education for acceptance and appropriation by Resolution in compliance with Local Budget Law and purchases that are for amounts exceeding the \$100,000 bid limit will be referred to the Board for bid award,

WHEREAS, grant applications that require Board action prior to submission will be brought to the Board for timely approval,

NOW, THEREFORE, BE RESOLVED, that authority to enter into contracts for personnel expenses, materials & services, equipment and rental of facilities, budgeted recurring grants and other agreements that are deemed necessary for the normal operations of the College and are within budgeted appropriations and purchasing limitations be delegated to the President/Clerk and Vice President of College Services/Deputy Clerk under the terms and conditions of this Resolution for the period July 1, 2017 through June 30, 2018.

DATED, this 19th day of July, 2017

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

\_\_\_\_\_  
Clerk





<b>CCC Board of Education – Topic Summary</b>	
<b>Topic:</b>	Designating Depositories, Authorizing Payments, and Naming Custodians of College Funds
<b>Date:</b>	July 19, 2017
<b>Presenter:</b>	Alissa Mahar, Vice President
<b>Division/Department:</b>	President’s Office
<b>RECOMMENDATION:</b>	Adopt the resolution designating depositories, authorizing payments, and naming the Clerk and Deputy Clerk as custodians of funds for the college for the period of time from July 1, 2017, through June 30, 2018.

**REASON FOR BOARD CONSIDERATION:**

Board policy DGA/DGB directs the Board to authorize bank accounts, Local Government Investment Pool (LGIP) accounts and investments, and Signature Authority for contracts on an annual basis.

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

Adoption of the resolution will allow the President/Clerk and the new Vice President of College Services/Deputy Clerk to deposit money into authorized depositories, move funds and make payments, and enter into contracts and agreements that are deemed necessary for normal operations of the College.

**BACKGROUND:**

This is an annual agenda item and is part of the organizational items that are included in the July meeting.

**BUDGET IMPACT/SOURCE OF FUNDS:**

There is no cost related to adopting the resolution.

**ATTACHMENTS:**

Resolution R17/18-2e



**CLACKAMAS COMMUNITY COLLEGE  
RESOLUTION 17/18-2e  
DESIGNATING DEPOSITORIES, PAYMENTS AND AUTHORIZING OF SIGNATURES  
2017/2018**

**WHEREAS**, on the 19th day of July, 2017, a meeting was held by the Board of Education of Clackamas Community College District, Oregon, at which meeting a quorum was present and voting, and Joanne Truesdell, the President and Clerk of this District, having applied to the Board for designation of depositories for funds of said district, pursuant to the provisions of 341.703 of Oregon Revised Statutes, now, therefore,

BE IT RESOLVED, that Bank of America, Oregon City, Oregon, be designated as a depository for District funds for 2017/2018, and,

BE IT FURTHER RESOLVED, that the Local Government Investment Pool (LGIP), the Oregon Local Government Intermediate Fund (OLGIF), State of Oregon, banks and savings & loans, chartered in Oregon with deposits limited to amounts insured by agencies of the federal Government, be designated as depositories for funds of this District, in which Joanne Truesdell, President/Clerk, and Alissa Mahar, Vice President of College Services/Deputy Clerk, of the College District may deposit monies and place investments belonging to said District, until further ordered of this Board, and,

BE IT FURTHER RESOLVED, that debt service payments may be made to paying agents directly from LGIP accounts, and all other payments from and all deposits to LGIP accounts are by transfer from bank accounts, and

BE IT FURTHER RESOLVED, that the following named persons shall be authorized custodians of College funds to execute checks on the accounts in the above entitled depositories on behalf of the College District with one of the signatures of Joanne Truesdell or Alissa Mahar or by authorized facsimile as per approved operating procedures, effective July 1, 2017.

DATED, this 19th day of July, 2017

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

\_\_\_\_\_  
Clerk



<b>CCC Board of Education – Topic Summary</b>	
<b>Topic:</b>	Board Representative Role/Committee Assignments for 2016-17
<b>Date:</b>	July 19, 2017
<b>Presented By:</b>	Board Chair Prepared by Joanne Truesdell, President/Clerk
<b>Division/Department:</b>	President’s Office
<b>Recommendation:</b>	Determine Board Representatives and Liaisons for the 2017-18 academic year.

**REASON FOR BOARD CONSIDERATION:**

This is an annual agenda item and is part of the July organizational items.

**EXPECTED OUTCOME:**

The Board Chair is responsible to appoint members to serve as Board Representative/Liaison.

**BACKGROUND:**

2016-17 liaisons were:

- Executive Committee: Richard Oathes (Chair), Jane Reid (Vice Chair), Jean Bidstrup (immediate Past Chair)
- OCCA Liaison: Ron Adams
- OCCA Board Education Committee Liaison: Jane Reid
- CCC Legislative Affairs Committee: Ron Adams, Greg Chaimov, Dave Hunt, with all Board members assisting
- CCC Foundation Executive Committee: Jean Bidstrup July-December (immediate Past Chair), Richard Oathes January-June (Chair)
- CCC Foundation Liaison: Jean Bidstrup (Lead & voting member) and Richard Oathes (Co-Lead)
- CCC Outreach: All Board Members
- CCC Bond Citizen Oversight Committee: Jane Reid (Co-Chair), Ron Adams
- CCC Board Policy Committee: Richard Oathes, Chris Groener

The Board Chair will request members review the assignments and indicate interest areas at the Board meeting. The Chair will then assign representatives/liaisons.

**Clackamas Community College  
Board of Education  
Explanation of Representative/Liaison Duties/Opportunities**

For each area, the Board will identify CCC Board of Education representation:

**Oregon Community College Association (OCCA) – Liaison**

The Oregon Community College Association represents the seventeen publicly chartered community colleges and their locally elected board members as well as the interests of the faculty, staff, administration and nearly 350,000 students in those colleges.

Founded in 1962, OCCA is an association whose purpose is to support the colleges before policy-makers and partners whose actions affect the well-being of community colleges across the state. The Association does this through a variety of services.

OCCA is governed by a 34-member Board of Directors which includes each president **and one board member from each of the seventeen colleges**. The board member representatives are chosen by their own local boards and they, with the presidents, elect the Association's Executive Committee to provide OCCA leadership each year.

**OCCA Board Education Committee**

Participate in designing educational topics for community college board member training for monthly Board Forums, annual Board Member Orientations, and Annual Conference.

**Clackamas Community College (CCC) Legislative Affairs Committee**

Represents Clackamas Community College to local, State and Federal elected officials. Committee members are all advised as to where to find the various bills under consideration so that they may be well versed and able to discuss their viewpoint during the various meetings. Staff members are always available to assist Board members in understanding an issue, introductions at the Capitol, or answering questions.

Responsibilities include:

- Participate in weekly meetings during the Oregon Legislative Session (via teleconference); quarterly meetings in interim.
- Review items, recommend position for consideration for full Legislative Committee agenda.
- Participate in local Town Halls of state and federal delegations.
- Convey Clackamas Community College's concerns/support regarding Bills introduced at hearings or in legislative visits.

**Clackamas Community College (CCC) Bond Citizen Oversight Committee**

The purpose of the Clackamas Community College Citizen Oversight Committee is to provide oversight on the implementation of bond measure 3-447, approved by voters on November 4, 2014. The committee's charge is to:

- Receive regular reports on all bond related projects,
- Ensure the bond projects reflect the community's input and needs,
- Advise on and help implement public engagement strategies, and
- Act as key communicator to constituencies, communities, business, and civic organizations.

**Clackamas Community College (CCC) Foundation – Executive Committee and Board Liaison (2 separate roles)**

The Clackamas Community College Foundation is an independent, non-profit 501(c)(3) tax exempt charitable organization, the purpose of which is to raise friends and funds for the College. The Foundation receives, invests, administers, and disburses restricted and unrestricted gifts. Foundation activities focus on creating opportunities for students, encouraging innovation in the classroom, and building partnerships with the community. The Foundation acts as a separate organization from the College, with policies set forth by the CCC Foundation Board of Directors, which is made up of voluntary members.

***The College Board of Education shall designate the Board Chair as a voting member of the Foundation Executive Committee.*** The Executive Committee term aligns with the calendar year instead of the college’s fiscal year, so the immediate past Board Chair will serve through December, and the current Board Chair will assume the position in January. The Executive Committee typically meets once per month (first Wednesday) in the morning in the Community Center.

***The College Board of Education shall designate one of its members to be a liaison and voting member of the Foundation Board*** and to make periodic reports on Foundation activities to the College Board. The Foundation Board typically meets once a month (third Monday) over lunch. Locations vary.

**Clackamas Community College (CCC) Outreach**

Represents Clackamas Community College to internal and external groups, councils, and boards as identified.

**Clackamas Community College Board Policy Committee**

Provides scheduled review of Clackamas Community College Board policies to ensure policies are updated to reflect legal, community, and accreditation changes.

**Clackamas Community College Executive Committee - Immediate Past Board Chair, Board Chair, and Vice-Chair**

- Reviews monthly board agendas
- Proposes President’s evaluation calendar, evaluation process, and evaluation materials for board consideration
- Monitors board progress toward achieving annual board goals and reports quarterly to the board

**2016-2017 Board Goals**

**College Readiness**

Strengthen curricular, instructional, and student services partnerships with high schools in our College’s district to improve readiness for Clackamas Community College.

- Deepen K-12 District Board/Administration with CCC Board/Administration.
- Focus 2016-17 Community Engagement conversations regarding CCC partnerships with their district.

**Academic Innovation and Relevance**

Continue to create an overall portfolio of high-quality, relevant, innovative and evidence-based instructional methods, programs, environments and models in order to better serve our students and community.

- Continue to support First Year Faculty Experience and expand to a 2nd year for the cohort.
- Request assessment on leadership development for all staff.
- Create an onboarding experience relevant for all new employees.

### **Financial Sustainability**

Increase institutional resources and capacity in order to better fulfill our mission through: 1) obtaining more grants and donations; 2) using existing resources more effectively; 3) creating sustainable programs, services and partnerships; 4) preserving public trust through responsible and transparent fiscal operations.

- Advocate for capital and safety legislative requests.
- Assist CCC Foundation in capital and scholarship fund efforts.
- Communicate capital cost escalation and its impact on Bond 2014 projects.

### **Guided Pathways**

Degree- and certificate-seeking students will have clearly articulated guided educational and career pathways based on each student's stated intent.

- Identify on Tentative Annual Calendar Work Session and Regular Session topics that influence Guided Pathways.
- Identify on all career pathway, one-year and two-year degree program approvals recommendations how the program recommended for approval supports Guided Pathways principles and implementation.