

BOARD OF EDUCATION MEETING
Bill Brod Community Center, Room 127
Wednesday, April 12, 2017

5:00 pm BUFFET DINNER (Community Center, Room 126)

5:00 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 with persons designated by the governing body to negotiate real property transactions. ORS 192.660(2)(e)

5:30 pm WORK SESSION (Community Center, Room 127)

1. Fall and Winter Athletics – Director Jim Martineau
2. OCCA Report – OCCA Executive Director Andrea Henderson
3. Title III Proposal – Interim Dean Tara Sprehe, Dean Sue Goff, Director BJ Nicoletti

p 5

RECESS

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

1. Hearing - Local Contracts Review Board
 - 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.

7:00 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) 3.08.17 R16/17-34a p 7
 - b. Monthly Financial Report – Director Chris Robuck R16/17-34b p 15
 - c. Capital Projects (Bond) Financial Report – Director Chris Robuck R16/17-34c p 17

V COLLEGE REPORTS

2. President’s Business Report
3. Sabbatical Report – Instructor Debra Carino p 19

VI NEW BUSINESS – FIRST READ

4. 2017/18 Board Meeting Schedule p 21

VII NEW BUSINESS – ACTION

5. CM/GC Delivery Method for DeJardin Expansion & Transit Center – Dean Bob Cochran R16/17-35 p 25
6. Industrial Technical Center Guaranteed Maximum Price – Dean Bob Cochran R16/17-36 p 31
7. Contract Award: Bond Furniture Vendor – Project Manager Mickey Yeager R16/17-37 p 33
8. Resolution to Authorize Bond Issue – Vice President Alissa Mahar R16/17-38 p 37
9. Presidential Search Consultant – Vice Chair Jane Reid R16/17-39 p 45
10. Presidential Search Committee Structure and Timeline – Vice Chair Jane Reid R16/17-40 p 47

VIII BOARD OPERATIONS

11. Personnel Report – Dean Patricia Anderson Wieck p 51
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. Clackamas Community College Education Foundation – Jean Bidstrup, Board Liaison
15. Oregon Community College Association – Ron Adams, Board Liaison
16. Oregon School Boards Association Legislative Policy Committee – Ron Adams, Committee Member
17. Bond Project Citizen Oversight Committee – Jane Reid, Co-Chair
18. Board of Education Community Reports

IX ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS

19. Associated Student Government (ASG) – Jairo Rodriguez, President
20. Full-Time Faculty – Nora Brodnicki, President
21. Part-Time Faculty – Chris Degner, Representative p 53
22. 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

Thursday, April 6

Wednesday, April 12

Monday, April 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 21

ITC Groundbreaking, 4:00 p.m.

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

OCCA All Oregon Academic Team Luncheon, Salem, 9:30 a.m.

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

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

Spring Retiree Event, 2:00, Gregory Forum

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

Board of Education Retreat 1:00-5:00, CC 126

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

CCC Board of Education – Topic Summary	
Topic:	Title III Proposal – “Smart Start for Success – Education that Works”
Date:	April 12, 2017
Presenter:	Tara Sprehe, Interim Dean, Sue Goff, Dean, and BJ Nicoletti, Director
Division/Department:	Academic Foundations and Connections, Arts and Sciences, Institutional Research and Reporting
RECOMMENDATION:	Information Only

REASON FOR BOARD CONSIDERATION:

On April 17, 2017, CCC will submit an application for a \$2.25 million Title III grant. This is an informational update from CCC’s Title III writing team.

EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:

The grant has three broad goals directly related to strategic priority of Guided Pathways:

1. Identify and map curriculum/programs so students know which course they should take and in what sequence.
2. Improve CCC’s entry and “onboarding” systems to help students start at CCC and get on a pathway.
3. Improve CCC’s academic and career coaching model to help degree/certificate-seeking students stay on path.

Successfully meeting these outcomes will lead to stronger retention rates directly impacting the strategic priority of Fiscal Sustainability by increasing FTE and tuition, and impacting our CTE and Transfer Core Theme indicators.

BACKGROUND:

Eligibility for Title III funds is dependent on a formula that CCC occasionally meets and did so in the 2016-17 academic year.

BUDGET IMPACT/SOURCE OF FUNDS:

Budgeted items in the grant include but are not limited to: Title III Project Director, ITS Grant Support (both are for the life of the grant only), purchase of EAB’s Navigate (online system to support students in multiple service areas), professional development funds for faculty and staff to support curriculum development and training, faculty release time to develop pathway maps and curriculum around communities of interest/“meta-majors”, part-time staff to back-fill full-time staff committed to project development, and independent evaluation support. Our application is specifically designed to create systems and supports that are sustainable beyond the life of the grant.

ATTACHMENTS:

None. PowerPoint presentation to the Board on April 12.

FUTURE REPORT:

Grant awardees will be notified in September. If successful, the CCC Title III team will present the five year plan and deliverables in the fall of 2017.

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Work and Regular Sessions from March 8, 2017
Date:	April 12, 2017
Division/Department:	President’s Office
RECOMMENDATION:	Approval of the Minutes for March 8, 2017



**BOARD OF EDUCATION MEETING
MINUTES
March 8, 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, March 8, 2017, in Room CC127 of the Bill Brod Community Center at Clackamas Community College.

High School Connections/Outreach

Director of Education Partnerships Jaime Clark reviewed what her department does and introduced her team, who work with 30 of the local high schools and 3,200 students. Students and their families save more than \$3M in fees by participating in CCC’s programs. Programs include Advanced College Credit (ACC), Expanded Options, High School CTE, High School Plus, and SMART Internships.

Board Member Ron Adams asked if CCC gets state funding for this FTE. Yes, it goes into the general fund. Jaime explained the fee structure for each of the programs. Ron asked if we have approached Tualatin High School about these programs. Jaime said we partner with that school district at World of Speed, but have not visited the high school yet. The team is focusing on school districts within the CCC boundaries.

Board Member Chris Groener asked if the college writes off the rest of the cost for those who do not pay full tuition. Jaime replied the high schools or school districts pay for the balance. She clarified that ACC is the same as dual credit.

Board Member Dave Hunt reported his daughter at Gladstone High takes classes through OIT. How do we shift those students back to classes at CCC? Jaime said we are actively pursuing articulation agreements, but high schools do have a choice on who they contract with. There is competition for these students. Oregon has new dual credit standards and CCC can now articulate in more areas, which

may create new partnerships. Some of the decisions depend on high school instructors and some depend on our relationship with the instructor and the high school. Counselors are supportive. We are communicating that we are a good place for high school students to take classes. Jaime said Mt Hood and Portland Community Colleges may offer courses that we do not, so we try to be supportive of, not competitive with other community colleges.

Jaime responded to questions from the Board and shared a student success story. This year, we will have many students graduating high school and completing an associate's degree at the same time. She reviewed the \$40,000 bond award to each district and the projects for which it is being used.

Ron said the Board will be presenting to the local high schools and would love to have the statistics presented today to share. Jaime will be attending those meetings with the Board members and she and PIO Lori Hall are working on the materials for the presentations.

Science, Technology, Engineering, and Math (STEM) Presentation

Dean Sue Goff provided an overview of the two STEM grants: STEM-CATS is a \$166,000 grant with advising, mentoring, and tutoring components; on the BUILD EXITO grant, we are a sub-grantee with PSU and have 8 scholars every year and STEM talks.

Instructor Rhonda Hull talked about activities and opportunities for getting students interested in STEM classes. She showed a video with students discussing their STEM experiences.

Board Member Jane Reid asked if CCC representatives go to high schools and share this information. Rhonda said not at this time, but she will be working on her sabbatical to create a STEM webpage. Instructor Tory Blackwell said we reach out to high schools when the STEM talks are scheduled. In response to a question from Board Member Dave Hunt, the students shared their first exposure to CCC.

Sue expressed her appreciation of STEM faculty and the data partnership with Institutional Research and Director BJ Nicoletti. She hopes that the STEM-CATS grant gets renewed and is excited about the bond construction projects and the ELC renewal.

The Work Session recessed at 6:47 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 7:00 p.m. on Wednesday, March 8, 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, Jane Reid, Chris Groener, Dave Hunt and Ron Adams. Greg Chaimov 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 President Leslie Ormandy, Classified President Enrique Farrera, 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, Executive Director Jack Hardy, Dean Patricia Anderson Wieck, Director Chris Robuck, PIO Lori Hall, Executive 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) 2.08.17
- b. Monthly Financial Report
- c. Capital Projects (Bond) Report

R16/17-31 Jane Reid moved, Chris Groener seconded the motion, to approve Consent Agenda items a through c. Motion passed unanimously.

COLLEGE REPORTS

Sabbatical Abstracts

FTF President Nora Brodnicki shared information on the 2015/16 sabbaticals. In response to a Board request from last year, Nora also provided an update on the ongoing benefit from the sabbaticals. Board Member Jean said Bidstrup said this information was of tremendous value. These are the kinds of stories that the Board wants to share with the community. This report was very much appreciated. Nora suggested this report be provided to the Board every four or five years.

Sabbatical Report

Director Jarett Gilbert introduced Instructor Debra Anderson. Debra shared information from her sabbatical, which was developing simulations for nursing assistants. They are using cameras and Go Pros in the lab. She reviewed the work done to develop the scenarios. She is working with students from Beaverton School District who are earning college credit at CCC and using the simulation scenarios. Simulations decrease performance anxiety and students appreciate being able to watch and assess their own performance. Debra thanked the Board for the opportunity to have a sabbatical and provide this new experience to students.

Open Education Resources (OERs)/OpenStax Presentation

David Plotkin reported he will provide a more comprehensive report on OERs in the spring, and introduced Instructor George Burgess. George provided some background on the general chemistry sequence. The previous textbook cost \$150, and was difficult for students to get, since it is out of print. He has adopted an OpenStax chemistry textbook, which students can get in hard copy for \$55, in iBook format for \$5, or for free in Web-book or PDF. It has the same topic coverage as the previous textbook. He gave a survey to students and the responses were all very positive. The overall savings to students per academic year is estimated to be \$20,000. George shared the process he went through in adopting this textbook. This is a very standardized course so it was a very easy process.

Board Member Chris Groener asked if students are as successful with an online textbook. George replied it is only the second term since the adoption, so it is too soon to tell. He will try to put something in place to track this. President Joanne Truesdell said since the material is equivalent in both formats, there shouldn't be much difference. David added, if there is a difference in student success, our assessment work will show that students are not meeting expectations and classroom materials will be one of the things examined.

David said about 30% of CCC classes use OERs. A standardized course leads to an easy adoption. For other courses, such as literature classes, they use a non-standardized curriculum and would require a lot more work to adopt. The instructor would have to adapt all assignments and assessments. He will provide more information on this subject later this spring.

Financial Forecast

Vice President Alissa Mahar reviewed federal and state statistics on unemployment, GDP, population growth, and the budget deficit. The percentage of the Community College Support Fund (CCSF) has decreased significantly. Here is what this information means for CCC: We need to focus on revenue generation, program prioritization, and efficiencies; federal and state governments are not going to solve our funding problem; and we need to be responsive to low wage earners within the district.

Alissa then presented information on the forecast assumptions, factors impacting the forecast, the Board-adopted budget principles, and operating revenue and expenditures. She reviewed the budget process briefly, and shared the timeline with the process integrated with planning and assessment.

NEW BUSINESS – FIRST READ

Furniture Purchases for Bond Projects

Dean Bob Cochran introduced Project Manager Mickey Yeager, who provided a report on the process to select a furniture vendor for bond construction projects. The estimated costs for Harmony West are \$450,000, including classroom furnishings, tables, chairs, event seating, computer labs, and lounge space furniture. This will be brought back to the Board for approval at a future meeting or they may request an emergency meeting if necessary.

NEW BUSINESS – ACTION

Contract Award: DeJardin Science Addition

Dean Bob Cochran said Harmony West now has all three floors. He took a tour of the construction site recently. The Industrial Technical Center is launching next month with a groundbreaking on April 6. Now we are starting to work on the DeJardin addition. He reviewed the RFP process for the design phase. He introduced Kurt Haapala, Kim Olson, Brian Iest, and Beth Brett from Mahlum Architects, who provided some background on the company and their interest in this job. Bob explained what this initial phase contract will cover.

R16/17-32 Dave Hunt moved, Jean Bidstrup seconded the motion to award a contract to Mahlum Architects in an amount not to exceed \$50,000 for the programming phase of the DeJardin Science Addition. Motion passed unanimously.

2017/18 Tuition and Fees

Alissa Mahar asked the Board to approve the recommended changes in tuition and fees for 2017/18.

President Joanne Truesdell said in the event the Community College Support Fund is significantly more than what we have forecast, we will come back to discuss a potential adjustment. Board Member Ron

Adams asked if we should try to lower tuition rather than stay within range of our competition. He is concerned that our students struggle to pay. Joanne said community college funding is very volatile and we never know how much money we will get from the state. It is difficult to navigate. Our tuition is not going up because of high employee wages, but because of increased regulation and requirements for reporting not only on students, but on safety, environmental concerns, and many others. Accreditation costs has also increased significantly. All of this contributes to our need to have increases in tuition and fees.

Board Member Dave Hunt suggested we highlight our low cost tuition and many scholarship opportunities in our marketing materials. Board Member Jean Bidstrup said moving to more OERs will have a huge impact on the overall cost for students. This is something that we have some control over.

ASG President Jairo Rodriguez said he believes the Board is doing the best they can with the financial situation we are in. Students have to see this as an investment in themselves.

R16/17-33 Jane Reid moved, Chris Groener seconded the motion to approve the following changes for the 2017/18 fiscal year: increase Tuition by \$3.00 per credit hour, increase the General Student Fee by \$.50 (50 cents) per credit hour; and increase the Student Technology Fee by \$1.00 per credit hour. 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. The Board Secretary will email the schedule of school board presentations. Board Member Ron Adams asked about inviting school districts to a CCC Board meeting. President Joanne Truesdell said it is not scheduled at this time. The Clackamas Education Service District is considering getting the county Boards together to talk about transitions and how we are serving each other. We could consider hosting a workshop here.

Board Chair Business Report

No report.

Clackamas Community College Education Foundation Report

Board Member Jean Bidstrup reported:

- The Foundation will host its annual scholarship reception on Sunday, March 12, 2017, in Randall Hall. The Board of Education, Deans, and Department Chairs are invited to attend.
- The Foundation is assisting the Horticulture Department with a fund raising event for the new Aboriculture program. This is an industry-driven event that will occur at Clairmont Hall on March 9.
- Ken Kuhns, CPA, is preparing the Foundation's annual audit. A report is expected in April.
- Sara Dier has been hired as the Administrative Assistant to the Foundation, Jay Andersen has been hired as the database analyst, and Darcie Iven has accepted the job of annual giving/alumni officer.

OCCA Report

Board Member Ron Adams reported there is a crush of new bills being introduced. A lot of them will go nowhere, but we can't tell which ones they are yet. Our lobby group may not think there is sufficient interest in a certain bill, but college presidents have some influence.

OSBA Legislative Policy Committee Report

Board Member Ron Adams reported OSBA and statewide school representatives will be meeting in Salem all day Monday, including visits to legislators. If someone has a suggestion on a particular legislator to contact, please send it directly to Ron.

Bond Project Citizen Oversight Committee (COC) Report

Board Member and COC Co-Chair Jane Reid reported there will be a ground breaking ceremony for the Industrial Technical Center on April 6 from 4:00 to 5:00.

Board of Education Community Reports

- Ron Adams went to the ELC meeting and tried to identify people and situations in old photos. It will be closed soon to begin the improvements. Dean Bob Cochran confirmed it will be closed in May.
- Chris Groener congratulated the wrestling team for finishing 2nd in the nation.
- Dave Hunt went to Senator Ron Wyden's town hall and said there was a massive crowd. No higher education issues came up. A large group from CCC went to the Ways and Means road show. Even though they were unable to speak because of the size of the crowd, he felt like it was a positive message and everyone there supported increasing revenue. He clarified that it is not about taking funding away from some other need, it is about increasing the size of the pie to adequately fund community colleges and other important services.

REPRESENTATIVE REPORTS AND COMMENTS

Associated Student Government President Jairo Rodriguez reported:

- The Multicultural Center has been doing great things, like music performances during lunch. This Thursday, a student will play piano in the café. The officer in charge has done amazing work this year.
- ASG is doing the Finals Power Cart at Oregon City and at Harmony.
- They are also hosting ice cream social at Harmony.

Full-Time Faculty Association President Nora Brodnicki reported:

- It was nice to see so many faculty at the Board meeting tonight.
- Asked the Board to refer to her report in the agenda packet.

Part-Time Faculty Association President Leslie Ormandy reported:

- She continues to have problems with email and spam filters.

Classified Association President Enrique Farrera reported:

- They have put together training sessions for the new Classified contract.
- The Classified association is part of the grant writing team for the HECC grant.
- He has been attending a lot of the legislative road shows.
- He is involved at the state level on discussing institutional racism.
- He provided a report to HECC on safety needs at community colleges.
- He had a great experience in Washington, DC. He encourages the college to look into grants now, before we move to an educational voucher system.

President's Report

President Joanne Truesdell reported:

- The procedures for implementing the Right to Learn resolution were in the Board folders and reviewed the process for developing them. She thanked all the people who worked with her on this.

Board Member Dave Hunt asked if she found anything surprising in the research. Joanne responded CCC's current procedures are what we are legalized authorized to do. This is the same thing that colleges that have labeled themselves "sanctuary" are legally authorized to do. Interim Director of Campus Safety Wendi Babst was able to help with subpoenas and warrants. CCC receives subpoenas regularly. We are less familiar with warrants, so it was good to share how to deal with those situations.

- Former CCC President Dr. John Hakanson passed away recently. He was instrumental in construction of many of our buildings and our infrastructure. The family has requested to hold a celebration of life for him here this summer.
- Staff are working through a Title III grant, and a veteran's Upward Bound grant. Luke Norman is working on obtaining additional transportation funds.
- She will attend the Workforce Board conference in Washington, DC. They will be focusing on Department of Labor grants.

Joanne then read a statement announcing her retirement in June of 2018. She expressed her appreciation to the Board and the college community and urged them to continue welcoming and serving students, as they did for her years ago.

Chair Richard Oathes thanked Joanne for her service to the college. He announced Board Members Jane Reid and Ron Adams have agreed to serve on a committee to select a search consultant and said that the Board will act to approve a search consultant and the search committee structure at the April Board meeting.

As there was no other business to come before the Board, the meeting was adjourned at 9:00 p.m.

April 12, 2017
Date

Denice Bailey, Recorder

Richard Oathes, Board Chair

Joanne Truesdell, Clerk

Topic:	Monthly financial report -- All funds
Date:	April 12, 2017
Presenter	Alissa Mahar, Vice President of College Services Chris Robuck, Director of Fiscal Services
Division/Department:	College Services/Business Services
Recommendation:	Approval of monthly financial report- All Funds

ALL FUNDS
Statement of Revenue, Expenditures and Changes in Fund Balance
2016-17 at February 28, 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	\$ 40,443,201	\$ 32,147,853	\$ 8,295,347	\$ 26,965,836
Fee	2,000,970	2,167,892	2,051,526	116,366	2,117,336
Innovation	-	770,930	243,367	527,563	527,563
Debt Service	2,444,082	8,174,833	1,452,576	6,722,257	9,166,339
Capital Projects (Bond)	25,120,777	111,325	8,498,362	(8,387,037)	16,733,739
Staff Computer Replacemt	-	150,000	1,299	148,701	148,701
Equipment Replacement	1,551,798	613,701	195,010	418,691	1,970,489
Major Maintenance	2,912,459	490,918	221,615	269,303	3,181,762
Student Technology	471,185	577,863	300,588	277,275	748,460
Internal Service	311,250	170,964	344,538	(173,574)	137,676
Bookstore	1,237,580	1,266,942	1,332,276	(65,335)	1,172,245
Customized Training	557,608	264,084	278,049	(13,965)	543,643
Intramurals and Athletics	35,782	293,501	261,397	32,105	67,887
Student Life & Leadership	138,738	72,855	49,106	23,748	162,486
Computer Lab	113,143	37,734	27,321	10,413	123,556
Retirement	1,832,617	750,000	510,754	239,246	2,071,864
Student Financial Aid	49,964	13,172,415	14,083,581	(911,166)	(861,202)
Grants and Contracts	666,045	1,142,470	1,951,260	(808,791)	(142,746)
WIOA Grant	(1)	1,162,473	1,285,535	(123,062)	(123,063)
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
Total	<u>\$ 59,406,006</u>	<u>\$ 73,934,098</u>	<u>\$ 65,272,611</u>	<u>\$ 8,661,487</u>	<u>\$ 68,067,493</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
R16/17-34b

Topic:	Monthly financial report -- General Fund
Date:	April 12, 2017
Prepared by:	Alissa Mahar - VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department:	College Services/Business Services
Recommendation:	Approval of monthly financial report - General Fund

GENERAL FUND	February 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	\$14,398,893	\$ 376,812
Property taxes	158,073	1%	16,600,531	93%	15,729,486	94%	17,775,438	17,869,331	93,893
Tuition, net of waivers	540,523	4%	11,141,919	76%	12,610,955	89%	14,581,349	14,655,560	74,211
Other revenue	250,491	11%	1,866,130	85%	1,426,522	81%	2,189,076	1,829,567	(359,509)
Transfers in	-	0%	258,561	100%	70,000	100%	259,562	70,000	(189,562)
Total revenue	<u>949,087</u>	<u>2%</u>	<u>40,443,201</u>	<u>83%</u>	<u>40,634,279</u>	<u>89%</u>	<u>48,827,506</u>	<u>48,823,351</u>	<u>(4,155)</u>
EXPENDITURES									
Personnel services	3,260,851	8%	22,874,429	57%	21,134,946	58%	40,030,448	38,941,895	1,088,553
Materials and services	354,187	5%	4,368,255	61%	4,144,619	66%	7,184,622	6,772,909	411,713
Capital outlay	24,417	19%	83,088	66%	141,100	48%	126,273	119,959	6,314
Transfers out	-	0%	4,822,081	100%	2,361,833	96%	4,822,061	4,546,587	275,474
Total expenditures	<u>3,639,455</u>	<u>7%</u>	<u>32,147,853</u>	<u>62%</u>	<u>27,782,498</u>	<u>61%</u>	<u>52,163,404</u>	<u>50,381,350</u>	<u>1,782,054</u>
Net revenue (expenditures)	<u>\$ (2,690,367)</u>		<u>8,295,347</u>		<u>12,851,781</u>		<u>(3,335,898)</u>	<u>(1,557,999)</u>	<u>1,777,899</u>
Fund balance at start of year			<u>18,670,487</u>		<u>15,710,997</u>		<u>18,613,498</u>	<u>18,670,487</u>	<u>56,989</u>
Fund balance at report date			<u>\$26,965,834</u>		<u>\$28,562,778</u>		<u>\$15,277,600</u>	<u>\$17,112,488</u>	<u>\$ 1,834,888</u>
								<u>8,478,489</u>	

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

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 1c
R16/17-34c**

Topic:	Monthly financial report -- Capital Projects (Bond) Fund
Date:	April 5, 2017
Prepared by:	Alissa Mahar - VP of College Services Chris Robuck - Director of Fiscal Services
Division/Department:	College Services/Business Services
Recommendation:	Approval of monthly financial report - Capital Projects (Bond) Fund

	Actual, inception to February 28, 2017						Unrestricted \$s for Project Related Costs	Total
	Budget	All Projects	<i>Projects with Dedicated Revenue</i>					
		Harmony West	Industrial Technical Ctr	DeJardin Science	Transpor- tation			
NET REVENUE								
Proceeds/premium of debt issue		46,948,269						
Bond sale costs		(386,747)						
Refunding of long-term debt	14,717,927	(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	20,000,000							
Purchase land & OIT building	4,200,000	4,208,741						
OIT building demolition		552,949						
Project management (inici)		215,349						
Architect, engineering & permits		1,569,084						
Construction		3,063,671						
Furniture and equipment								
Other (modulars, legal, etc.)		126,744						
Industrial Technical Center	12,000,000							
Project management (inici)				122,672				
Architect, engineering & permits				1,286,564				
Furniture and equipment				45,000				

	Actual, inception to February 28, 2017						Unrestricted \$s for Project Related Costs	Total
	Budget	Projects with Dedicated Revenue				Transportation		
		All Projects	Harmony West	Industrial Technical Ctr	DeJardin Science			
Other				15,041				
DeJardin science addition	10,000,000							
Project management (inici)					3,776			
Other					432			
Transit center and paths	1,798,703							
Furniture - all new buildings		152						
Major maintenance / all projects	26,000,000							
Major maintenace project mgmt (inici)		67,977						
General project management (inici)		282,252						
OR City land use application		16,183						
Oregon City master planning		111,204						
IT network infrastructure & wireless	2,000,000	2,013,379						
Meyers Road extension	4,000,000	25,540						
Elevator and ADA upgrades		214,688						
Title IX (Randall locker rooms)		2,260,081						
North tunnel remodel (Randall)		3,103						
Roofing		701,707						
Clairmont electrical service		54,480						
Safety and security upgrades								
Emergency power master plan		1,246						
Barlow parking lot	6,000,000	227,942						
Pauling remodel								
Barlow automotive remodel	10,000,000							
Student Services center								
Costs paid from unrestricted \$						303,627		
Total expenditures	110,716,630	5,979,935	9,736,538	1,469,278	4,208	-	17,493,585	
COMMITTED: contracts minus expenditures to date							11,587,154	
AVAILABLE: not yet spent or committed							5,055,932	

CCC Board of Education – Topic Summary	
Topic:	Sabbatical Report
Date:	April 12, 2017
Prepared By:	Debra Carino
Division/Department:	Computer Science
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:

Debra Carino will give a report on her sabbatical activities:

In order to prepare for a second master's degree, I completed 6 free courses available through MIT's Open Courseware program. Topics covered included algorithm design, assembly language, and Java and Python programming. In addition to filling in knowledge gaps needed to succeed in an MS in CS, this material provided ideas on group work, assignments, assessment strategies in larger programming projects, and student success directly applicable to my own classes. Ancillary activities included preparing to test for a first degree black belt in Taekwondo on October 15 and volunteering with elementary students to develop early programming skills.

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:	2017/18 Board Meeting Schedule
Date:	April 12, 2017
Prepared By:	Joanne Truesdell, President
Division/Department:	Executive Offices
Recommendation:	First read on 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 third Wednesday of the month (June 20)

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:

Tentative 2017/18 Board meeting schedule

FUTURE REPORT:

After incorporating any feedback from the Board, the 2017/18 Board meeting schedule will be brought to the May Board meeting for approval in the Consent Agenda.

2017-2018

Tentative 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

CCC Board of Education – Topic Summary	
Topic:	Construction Manager/General Contractor (CM/GC) for the Construction of the DeJardin Expansion and Transit Center project.
Date:	April 12, 2017
Presenter:	Bob Cochran, Dean
Division/Department:	Campus Services
RECOMMENDATION:	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 R16/17-35

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
R16/17-35

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 12th day of April, 2017.

Board Chair, Clackamas Community College

ATTEST

President, Clackamas Community College

CCC Board of Education – Topic Summary	
Topic:	Industrial Technical Center Guaranteed Maximum Price
Date:	April 12, 2017
Presenter:	Bob Cochran, Dean
Division/Department:	Campus Services
RECOMMENDATION:	Contract details are currently pending. A recommendation will be provided at the April 12 meeting.

REASON FOR BOARD CONSIDERATION:

The second major project using the proceeds of the 2014 bond is the construction of the Industrial Technical Center (ITC) building on the Oregon City Campus. This 46,000 square foot building will include manual and Computer Numerical Control (CNC) machining space, industry partner space, two computer labs, five classrooms, a flex lab and renewable energy learning space, staff offices and support areas. The project also includes the complete renovation of the Barlow Parking lot.

EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:

The construction of the ITC will allow the college to enhance Career Technical Educational offerings in the area of manufacturing and renewable energy in a new and expanded facility.

BACKGROUND:

In December 2015, a contract with Opsis Architects was approved by the Board of Education to provide design services for the ITC. Work has been underway for about a year on the design and development of construction drawings and specifications for the project.

In June 2016, the Board of Education approved an alternative method of construction delivery for the ITC; specifically the Construction Manager/ General Contractor method. This construction delivery method allows the owner (Clackamas Community College) to select a qualified contractor to assist with design, provide value engineering and, in the end, save the project time and expense.

In October 2016, the college issued Request for Proposals for General Contractors interested in providing CMGC services for the construction of the Industrial Technical Center Building. Nine contractors submitted proposals and cost estimates for CMGC services.

On December 20, 2017, the Board of Education authorized the college to enter into a contract with Lease Crutcher Lewis, LLC, in the amount of \$50,000 for preconstruction and construction of the ITC, with the provision that staff would return to the Board with full CMGC fees after final negotiations were complete.

Final negotiations are pending as the agenda materials go to print. A recommendation and resolution with complete details will be provided at the meeting.

BUDGET IMPACT/SOURCE OF FUNDS:

The ITC and Barlow Parking Lot will be funded from Bond proceeds.

ATTACHMENTS:

Pending

FUTURE REPORT:

Staff will update the Board of Education using the monthly update format.

CCC Board of Education – Topic Summary	
Topic:	Contract Award: Bond Furniture Vendor
Date:	April 12, 2017
Prepared By:	Mickey Yeager, Project Management Specialist Bob Cochran, Dean
Division/Department:	Campus Services
RECOMMENDATION:	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.

REASON FOR BOARD CONSIDERATION:

As bond projects near completion, staff needs Board of Education approval on a furniture vendor who will assist with the design, selection, procurement, storage and installation of furniture for the new buildings/expansions and (potentially) other campus furnishing needs.

BACKGROUND:

The 2014 Bond construction projects consist of Harmony West, the Industrial Technical Center (ITC), DeJardin expansion, and Student Services Community Commons. The aforementioned buildings require furnishing of classrooms, offices, lab, and gathering/informal learning spaces. Campus Services released a Request for Proposal (RFP) for furniture and related services for the bond projects. The total projected cost of furnishing the new construction is estimated at \$1.3 million. The Furniture Services Contract specifies selection of most, if not all, furniture will be purchased from competitively bid cooperative contracts as qualified by the Colleges’ purchasing department.

The procurement schedule was as follows:

- | | |
|------------------------------|-------------------|
| 1. Advertise RFP: | February 8, 2017 |
| 2. Request for Proposals Due | February 28, 2017 |
| 3. Interview Date | March 14, 2017 |

Selection of the furniture services vendor was determined following the interview phase and reference calls. The interview panel is comprised of representatives from the inici group, Campus Services, Custodial, the TAPS Division, and students. The committee selected Pacific Furnishings as the most qualified, responsive proposer.

This initial services contract amount is not to exceed \$100,000. This approval will allow the selected furniture vendor to begin the coordination of furniture purchasing and space planning for Harmony West. Staff will bring an additional contract(s) to the Board when the scope and fee is complete.

BUDGET IMPACT/SOURCE OF FUNDS:

All furniture and related services will be paid for with Bond Funds unless not bond related furniture purchases.

ATTACHMENTS:

Resolution R16/17-37

FUTURE REPORT:

Staff will update the Board of Education with the monthly Bond Updates and return to the Board with final purchasing requests for each facility.

RESOLUTION
R16/17-37

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 COLLEGE IN AN AMOUNT NOT TO EXCEED \$100,000.

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

WHEREAS, furnishings are needed to complete the four projects slated for construction, 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 initial services for planning and coordination on furniture design, procurement, storage, and installation for an amount not to exceed \$100,000.

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 12th day of April, 2017.

Board Chair, Clackamas Community College

ATTEST

President, Clackamas Community College

CCC Board of Education – Topic Summary	
Topic:	Resolution to Authorize Bond Issue
Date:	April 12, 2017
Presenter:	Alissa Mahar, Vice President
Division/Department:	College Services
RECOMMENDATION:	The Board 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

REASON FOR BOARD CONSIDERATION:

The voters approved a \$90 million bond on November 4, 2014. Staff needs Board approval to issue and sell the bonds.

EXPECTED OUTCOME/RELEVANCE TO STRATEGIC PRIORITY OR CORE THEME:

The issuance and sale of the bond funds will allow Clackamas Community College to advance bond projects described during the bond campaign.

BACKGROUND:

On November 4, 2014, Clackamas County certified that the issuance of general obligation bonds was approved by a majority of the qualified voters of the Clackamas Community College District.

The first bond issuance and sale was approved by the Board of Education on April 8, 2015.

On June 2, 2015, the District issued \$44,996,012.20 of its \$90,000,000 general obligation bonds authorization. The District needs to sell and issue the remaining \$45,003,987.80 general obligation bonds to fund bond projects and not delay construction schedules.

The Bonds shall mature over a period not exceeding twenty-six (26) years from their date of issue.

ATTACHMENTS:

Resolution R16/17-38

RESOLUTION NO. R16/17-38

A RESOLUTION OF CLACKAMAS COMMUNITY COLLEGE DISTRICT, CLACKAMAS COUNTY, OREGON AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF GENERAL OBLIGATION BONDS; DESIGNATING AN AUTHORIZED REPRESENTATIVE, BOND COUNSEL AND UNDERWRITER; DELEGATING THE NEGOTIATION AND APPROVAL OF FINANCIAL DOCUMENTS AND RELATED MATTERS.

THE BOARD OF EDUCATION OF CLACKAMAS COMMUNITY COLLEGE DISTRICT, CLACKAMAS COUNTY, OREGON HEREBY RESOLVES:

SECTION 1. FINDINGS

The Board of Education (the "Board") of the Clackamas Community College District located in Clackamas County, Oregon a community college district in the State of Oregon (the "District") finds:

a. The District is authorized pursuant to the Oregon Constitution and Oregon Revised Statutes Chapters 287A and 341 to issue general obligation bonds to finance capital costs; and

b. On July 16, 2014, the District adopted a resolution authorizing submission to the voters of the District at a measure election on November 4, 2014, the question of contracting a general obligation bonded indebtedness in an amount not to exceed \$90,000,000 to finance and refinance capital costs as set forth in the notice of bond election and pay bond issuance costs; and

c. The election was duly and legally held on November 4, 2014 and the elections officer of the county in which the District office is located certified that the issuance of the general obligation bonds was approved by a majority of the qualified voters of the District voting at the election; and

d. On June 2, 2015, the District issued \$44,996,012.20 of its \$90,000,000 general obligation bonds authorization; and

e. The District adopts this resolution to provide the terms under which the remaining \$45,003,987.80 general obligation bonds will be sold and issued.

SECTION 2. BONDS AUTHORIZED

The District hereby authorizes the issuance of General Obligation Bonds (the "Bonds") in an aggregate principal amount not to exceed \$45,003,987.80, issued in one or more series, to finance the projects set forth in the ballot title for the Bonds.

The Bonds shall mature over a period not exceeding twenty-six (26) years from their date of issue. The remaining terms of the Bonds shall be established as provided in Section 10 hereof.

SECTION 3. DESIGNATION OF AUTHORIZED REPRESENTATIVES

The Board designates the President, Vice President of College Services/CFO (each an "Authorized Representative") or a designee of an Authorized Representative to act on behalf of the District as specified in Section 10 hereof.

SECTION 4. SECURITY

The Bonds are general obligations of the District. The full faith and credit of the District are pledged to the successive owners of each of the Bonds for the punctual payment of such obligations, when due. The District covenants with the Bondowners to levy annually a direct ad valorem tax upon all of the taxable property within the District in an amount without limitation as to rate or amount, and outside of the limitations of Sections 11 and 11b, Article XI of the Oregon Constitution, after taking into consideration discounts taken and delinquencies that may occur in the payment of such taxes and any other funds available, to pay interest accruing and the principal maturing on the Bonds promptly when and as they become due.

SECTION 5. FORM OF BONDS

The Bonds shall be issued in substantially the form as approved by the Authorized Representative. The Bonds may be printed or typewritten, and may be issued as one or more temporary Bonds which shall be exchangeable for definitive Bonds when definitive Bonds are available.

SECTION 6. EXECUTION OF BONDS

The Bonds shall be executed on behalf of the District with the manual or facsimile signature of an Authorized Representative of the District.

SECTION 7. REDEMPTION

The Bonds may be subject to optional redemption or mandatory redemption prior to maturity as determined under Section 10 hereof.

SECTION 8. TAX-EXEMPT STATUS

If any portion of the Bonds are issued as Tax-Exempt Bonds, the District covenants to use the portion of those proceeds of the Bonds, and the facilities financed with the Bonds, and to otherwise comply with the provisions of the Internal Revenue Code of 1986, as amended (the "Code"), so that interest paid on the Bonds will not be includable in gross income of the Bondowners for federal income tax purposes. The District specifically covenants:

- a. to comply with the "arbitrage" provisions of Section 148 of the Code, and to pay any rebates to the United States on the gross proceeds of the Bonds; and
- b. to operate the facilities financed with the proceeds of the Bonds so that the Bonds are not "private activity bonds" under Section 141 of the Code; and
- c. comply with all reporting requirements.

The Authorized Representative may enter into covenants on behalf of the District to protect the tax-exempt status of the Bonds.

SECTION 9. DESIGNATION AS A “QUALIFIED TAX-EXEMPT OBLIGATION”

The Authorized Representative, upon the advice of Bond Counsel, may designate any series of the Bonds as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3)(B) of the Code.

SECTION 10. DELEGATION FOR ESTABLISHMENT OF TERMS AND SALE OF THE BONDS

The Authorized Representative is hereby authorized, on behalf of the District without further action of the Board (and such actions of the Authorized Representative, if taken prior to the adoption of this resolution, are hereby affirmed and authorized), to:

- a. establish the principal and interest payment dates, principal amounts, interest rates, denominations, redemption provisions and all other terms for the Bonds to be issued;
 - b. negotiate the terms of and enter into a bond purchase agreement with Piper Jaffray & Co. for the sale of the Bonds;
 - c. enter into covenants regarding the use of the proceeds of the Bonds and the projects financed with the proceeds of the Bonds, to maintain the tax-exempt status of the Bonds;
 - d. appoint a registrar and paying agent for the Bonds;
 - e. appoint a municipal advisor for the Bonds, as determined by the Authorized Representative;
 - f. take such actions as are necessary to qualify the Bonds for the book-entry only system of The Depository Trust Company if required;
 - g. approve of and authorize the distribution of the preliminary and final official statements for the Bonds, if required;
 - h. obtain one or more ratings on the Bonds if determined by the Authorized Representative to be in the best interest of the District, and expend Bond proceeds to pay the costs of obtaining such rating;
 - i. apply to participate in the Oregon School Bond Guaranty Program, if available and deemed appropriate, execute any documents in connection with such program and expend Bond proceeds to pay any guaranty premium;
 - j. apply, if available and deemed appropriate, and expend Bond proceeds to pay any insurance premium;
 - k. approve, execute and deliver a Continuing Disclosure Certificate pursuant to SEC Rule 15c2-12, as amended (17 CFR Part 240, § 240.15c2-12), if required;
 - l. approve, execute and deliver the Bond closing documents and certificates;
 - m. make any clarifying changes or additional covenants not inconsistent with this Resolution;
- and

n. execute and deliver a certificate specifying the action taken by the Authorized Representative pursuant to this Section 10 and any other certificates, documents or agreements that the Authorized Representative determines are desirable to issue, sell and deliver the Bonds in accordance with this Resolution.

SECTION 11. DEFAULT AND REMEDIES.

The occurrence of one or more of the following shall constitute an Event of Default under this Resolution and the Bonds:

a. Failure by the District to pay Bond principal, interest or premium when due (whether at maturity, or upon redemption after a Bond has been properly called for redemption);

b. Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed for the benefit of Owners of Bonds, for a period of sixty (60) days after written notice to the District by the Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding specifying such failure and requesting that it be remedied; provided however, that if the failure stated in the notice cannot be corrected within such sixty (60) day period, it shall not constitute an Event of Default so long as corrective action is instituted by the District within the sixty (60) day period and diligently pursued, and the default is corrected as promptly as practicable after the written notice referred to in this paragraph; or,

c. The District is adjudged insolvent by a court of competent jurisdiction, admits in writing its inability to pay its debts generally as they become due, files a petition in bankruptcy, or consents to the appointment of a receiver for the payments.

The Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding may waive any Event of Default and its consequences, except an Event of Default as described in (a) of this Section.

Upon the occurrence and continuance of any Event of Default hereunder the Owners of fifty-one (51%) percent or more of the principal amount of Bonds then Outstanding may take whatever action may appear necessary or desirable to enforce or to protect any of the rights of the Owners of Bonds, either at law or in equity or in bankruptcy or otherwise, whether for the specific enforcement of any covenant or agreement contained in this Resolution or the Bonds or in aid of the exercise of any power granted in this Resolution or in the Bonds or for the enforcement of any other legal or equitable right vested in the Owners of Bonds by the Resolution or the Bonds or by law. However, the Bonds shall not be subject to acceleration.

No remedy in the Resolution conferred upon or reserved to Owners of Bonds is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given under the Resolution or now or hereafter existing at law or in equity. No delay or omission to exercise any right or power accruing upon any default shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. To entitle the Owners of Bonds to exercise any remedy reserved to them, it shall not be necessary to give any notice other than such notice as may be required by this Resolution or by law.

SECTION 12. DEFEASANCE

The District may defease the Bonds by setting aside, with a duly appointed escrow agent, in a special escrow account irrevocably pledged to the payment of the Bonds to be defeased, cash or direct obligations of the United States in an amount which, in the opinion of an independent certified public accountant, is sufficient without reinvestment to pay all principal and interest on the defeased Bonds until their maturity date or any earlier redemption date. Bonds which have been defeased pursuant to this Section shall be deemed paid and no longer outstanding, and shall cease to be entitled to any lien, benefit or security under this Resolution except the right to receive payment from such special escrow account.

SECTION 13. ESTABLISHMENT OF FUNDS AND ACCOUNTS

The following funds and accounts shall be created into which the proceeds of the Bonds shall be deposited, which funds and accounts shall be continually maintained, except as otherwise provided, so long as the Bonds remain unpaid.

a. Debt Service Account. The District shall maintain the debt service account in the District's debt service fund for the payment of principal, premium, if any, and interest on the Bonds as they become due. All accrued interest, if any, and all taxes levied and other moneys available for the payment of the Bonds shall be deposited to the debt service account.

b. Project Fund. The District shall maintain the project fund for the purpose of accounting for and paying all costs of the projects and the costs related to the preparation, authorization, issuance, and sale of the Bonds. Any interest earnings on moneys invested from the project fund shall be retained in the project fund. The District's share of any liquidated damages or other moneys paid by defaulting contractors or their sureties will be deposited into the project fund to assure the completion of the projects.

Upon completion of the projects and upon payment in full of all costs related thereto, any balance remaining in the project fund shall be deposited to the Debt Service Account for payment of debt service.

SECTION 14. PROFESSIONALS

The District hereby affirms Hawkins Delafield & Wood LLP as Bond Counsel for the issuance of the Bonds and Piper Jaffray & Co., as underwriter to the District.

SECTION 15. RESOLUTION TO CONSTITUTE CONTRACT

In consideration of the purchase and acceptance of any or all of the Bonds by those who shall own the Bonds from time to time (the "Owners"), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Bonds, including without limitation the District's covenants and pledges contained in Section 4 hereof, and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Bonds over any other thereof, except as expressly provided in or pursuant to this Resolution.

ADOPTED by the Board of Education of the Clackamas Community College District, Clackamas County, Oregon this 12th day of April, 2017.

**CLACKAMAS COMMUNITY COLLEGE DISTRICT
CLACKAMAS COUNTY, OREGON**

By: _____

Chair

ATTEST:

By: _____

President

CCC Board of Education – Topic Summary	
Topic:	Presidential Search Consultant
Date:	April 12, 2017
Prepared By:	Jane Reid, Vice Chair Ron Adams, Board Member
Division/Department:	Board of Education
Recommendation:	A recommendation will be provided at the April 12 meeting.

REASON FOR BOARD CONSIDERATION:

At the March 8 Board meeting, President Joanne Truesdell announced her intent to retire her presidency effective June 30, 2018.

BACKGROUND:

As stated in Board Policy CBB: Recruitment and Appointment of the President,

The Board considers foremost among its responsibilities, the selection and appointment of a president who can effectively translate into action the Board's policies and the community's aspirations for its college . . . The Board may seek the advice and counsel of interested individuals and/or of an advisory committee and/or it may hire consultants to assist in screening candidates and to encourage the filing of applications by professional educators who meet the qualifications.

After President Truesdell's announcement, Board Chair Richard Oathes reported that Vice Chair Jane Reid and Board Member Ron Adams agreed to be the Board Search Consultant Committee and initiate a process for selection of a search consultant.

A Request for Proposals (RFP) was sent to seven firms. Five firms submitted proposals by the deadline. On March 20, proposals were reviewed by the Committee and Transition Liaison Amanda Coffey. Three firms were selected for telephone interviews, which were conducted on April 7.

As the interviews had not yet been held at the time the agenda was sent to print, the recommendation will be provided at the April 12 meeting.

BUDGET IMPACT/SOURCE OF FUNDS:

The cost of the search consultant will be paid out of the general fund.

CCC Board of Education – Topic Summary	
Topic:	Presidential Search Committee Structure
Date:	April 12, 2017
Prepared By:	Jane Reid, Vice Chair Ron Adams, Board Member
Division/Department:	Board of Education
Recommendation:	Approve the structure of the Presidential Search Committee as presented.

REASON FOR BOARD CONSIDERATION:

At the March 8 Board meeting, President Joanne Truesdell announced her intent to retire her presidency effective June 30, 2018.

BACKGROUND:

As stated in Board Policy CBB: Recruitment and Appointment of the President, the Board considers foremost among its responsibilities, the selection and appointment of a president who can effectively translate into action the Board's policies and the community's aspirations for its college . . . The Board may seek the advice and counsel of interested individuals and/or of an advisory committee and/or it may hire consultants to assist in screening candidates and to encourage the filing of applications by professional educators who meet the qualifications.

After President Truesdell's announcement, Board Chair Richard Oathes reported that the Board will approve a committee structure for the Search Advisory Committee. This approval is just for the structure of the committee. The appointments to fill the positions on the committee will be made at a future meeting of the Board of Education.

A proposed search timeline has also been included for information only. This timeline is subject to change.

BUDGET IMPACT/SOURCE OF FUNDS:

There is no cost associated with approving the Search Committee structure. Any costs related to the presidential search will be paid through the general fund.

ATTACHMENTS:

Proposed Committee Structure
Proposed Search Timeline

DRAFT SEARCH ADVISORY COMMITTEE

Screen Applicants

Phone Interviews

Begins August/September

- Board Sub-Committee for Search
 - CCC Board of Education
 - CCC Board of Education
 - CCC Board of Education
- Exec. Assistant to Pres. & BoE
- Exec. Team member:
 - Bill Waters, Alissa Mahar or Tara Sprehe
- Transition Liaison
- Search Consultant

Begins late October/November

- Board Sub-Committee for Search
 - CCC Board of Education
 - CCC Board of Education
 - CCC Board of Education
- Exec. Assistant to Pres. & BoE
- Exec. Team member:
 - Bill Waters, Alissa Mahar or Tara Sprehe
- Transition Liaison
- Search Consultant

Finalists

Begins late January/February

- Board of Education (all members)
- Exec. Assistant to Pres. & BoE (Also Confidential representative)
- Exec. Team member (Also Administrative representative):
 - Bill Waters, Alissa Mahar or Tara Sprehe
- Transition Liaison
- Search Consultant
- Students (may have to refresh since the process spans two academic years)
ASCCC Student Body designate: Appointed by ASG
2 Student representatives: recruited by application, appointed by Board of Education
- Full Time Faculty
FTF Union designate: appointed by union leadership
2 FTF members at large: recruited by application, appointed by Board of Education
- Full Time Classified
FT Classified Association designate: appointed by union leadership
2 FT Classified members at large: recruited by application, appointed by Board of Education
- Part Time Faculty
PTF Association Designate: appointed by union leadership
PTF member at large: recruited by application, appointed by Board of Education
- Confidential Staff
CCC Confidential Staff member: recruited by application, appointed by Board of Education
- Administrative
CCC Management member at large: recruited by application, appointed by Board of Education
- CCC Foundation Designee
Selected by the CCC Foundation Board
- K-12 Representative
Appointed by Board of Education
- University Representative
Appointed by Board of Education
- Chamber of Commerce and/or Business Alliance
Selected by the Chamber Boards
- City Designate
Designate based on where campuses are located (O.C., Wilsonville, Milwaukie). Appointed by City Leadership
- Clackamas County Designate
Appointed by County leadership
- Budget Committee Member
Appointed by the Board of Education

DRAFT TIMELINE – PRESIDENT SEARCH

April 12, 2017

- Selection of Search Consultant.

May 8-10, 2017

- Consultant hosts forums with members of the college's internal/external community to discuss the institution and leadership needs.
- Consultant meets with search advisory committee to develop presidential search profile and timeline.
- Consultant meets the board to present profile and board reviews and approves profile and timeline

July 3, 2017

- Print advertisement sent to *The Chronicle of Higher Education* (for July 21 issue) and other appropriate publications marking the beginning of recruitment (ads may be repeated due to the span between first ads and closing date)
- Consultant begins one on one recruitment

September 29, 2017

- Closing date—review of applications not guaranteed after this date

October 11, 2017

- Consultant recommends semi-finalists to the search advisory committee and begins preliminary reference checking

October 23-25, 2017

- Interviews of semi-finalists by search advisory committee take place

November 6, 2017

- Search advisory committee meets with Consultant to select finalists to recommend to the board

November 8, 2017

- Board approves finalists

January 10, 2018

- In-depth reference checks by Consultant is presented to the board

January 17-23, 2018

- On-campus interviews of finalists by the board and campus community take place

January 29, 2018

- Board team visits home campus of finalists (optional)

February 7, 2018

- Board team reports findings of visit to the board at a special board meeting

February 14, 2018

- Board makes a decision and discusses contract negotiations

February 16, 2018

- Candidate negotiations begin with selected candidate

March 14 (or sooner), 2018

- Announcement made at regular (or special) board meeting



Full-Time Personnel Report

From 2/20/2017 - 3/19/2017

NAME	TITLE	EMPLOYEE GROUP	EFFECTIVE DATE
NEW HIRES			
Becky Fidler	Administrative Assistant II, Business & CS	Classified	2/21/2017
Sara Dier	Administrative Assistant II, Foundation	Classified	2/22/2017
Pahl (Matt) Goff	Business and Industry Training Manager	Administrative	2/27/2017
Willie Fisher	Project Coordinator - Customized Training	Faculty	2/27/2017
SEPARATIONS			
Elizabeth Gotter	Financial Aid Advisor	Classified	3/1/2017
Bryan Fuentez	Workforce Development Manager	Administrative	3/3/2017
RETIRED			
PROMOTION			
Darcie Iven	Annual/Alumni Giving Officer	Classified	2/27/2017

CCC Board of Education – Topic Summary	
Topic:	Part-time Faculty Association Report
Date:	April 12, 2017
Presenter:	Leslie Ormandy, President
Division/Department:	Part-time Faculty Association
RECOMMENDATION:	Information Only

REASON FOR BOARD CONSIDERATION:

This is a monthly report for Board information.

REPORT:**Communication:**

With the assistance of Leslie Ormandy, Dave Gates, Brian Spring, and Patricia Anderson Wieck, the Part-time Faculty now has a working group email in MyClackamas.

Teamwork:

While this report often focuses solely on the Part-time Faculty at Clackamas Community College—as would be expected since it *is* the Part-time Faculty Report—this time I am stepping across to voice to recognize the superb craftsmanship of what teamwork between members can produce. I want to thank Jarett Gilbert for bringing this collaboration to my attention.

Apparently last year, the Clackamas Department of Health Sciences won a mini-grant for a series of skills demonstration videos (edited by our own Digital Media Communications students)—*Picture Perfect Practice*. These videos enhance, reinforce, and offer independent resources for students. Program Director, Maria Corona, has led this charge. Since Jarett Gilbert is aware of my drive to make we Part-time Faculty known to the Board members, he shared this particular video with me; and I now pass it along. It features Kari Hiatt (PTF) instructing on the *Tofflemire Retainer*: <https://youtu.be/7ViKQAr1TN0>. (The *Tofflemire Retainer* is a tool used in dentistry.) Also involved in this particular production was Amber Dawn (Simulation Technician), Nora Brodnicki (Art Department Chair), and Mark Devendorf (Video Production).

Service Recognition:

Part-time Faculty Instructors take pride in their service to Clackamas Community College, in time developing the necessary institutional memory which allows them to better serve the community and students of the college. The following have earned Years-of-Service Pins for service to the college through Fall 2016:

40-Years Part Time:

Paul Fiskum – started full time and continues as part-time

Mark Schmidt – started full time and continues as part-time

35-Years Part Time:

Lonnie Cline: Music

25-Years Part Time:

Tim Pantages: Extended Learning Services (26 years)

Tom Wakeling – started full time and continues part-time

20-Years Part Time:

Patricia Arnold :

Jane Keller: Nursing/ESL

Kathleen McFadden:

Linda Beutler: Horticulture

15-Years Part Time:

Janice Bishop: Speech

Linda Carlile:

Paul Crumrine: English

Gregory David: Math

Eliot Smith:

Amanda Franzoni: ESL

David Gilson: Technical Career

Education Division

Greta Hartman:

Judy Hedberg: Music

James Hoppel: Assistant Baseball
Coach/HPE

Valorie Larson:

Patricia Lichen:

Diane Sargent: Computer Science

Maria Sorrentino: Computer Science

Kathy Usher: Computer Science

10-Years Part Time:

Monique Babin: English

Carol Brown: Information Specialist

John Eichenberger: Business

Dwayne Jackson: Fire Sciences

Martin Kaplan: Science

Holly Losli: Math

John McLain: Wilsonville?

Charles Salazar: Business

Growth:



Growth: The Part-time Faculty Association is renting one or two garden plots in the Clackamas Community Garden to be shared by its members.

And for Winter term we welcome new Part-time Faculty Members:

Dan Heinig: Business Administration Instructor

Ada Echevarra: Education, Human Services, & Criminal Justice

Joseph Brewer: Business Administration

Jeffrey Kessenich: Manufacturing Instructor