

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Executive, Work, and Regular Sessions from December 20, 2023
Date:	January 17, 2024
Division/Department:	President's Office
RECOMMENDATION:	Approval of the Minutes for December 20, 2023



**BOARD OF EDUCATION MEETING
MINUTES
December 20, 2023**

**Roger Rook Hall
Board Room RR 111 A & B
19600 Molalla Ave,
Oregon City, OR 97045**

EXECUTIVE SESSION

Chair Kathy Hyzy called the Executive Session of the Clackamas Community College Board of Education to order at 5:18 p.m. on December 20, 2023 in Roger Rook RR 112. Attendance at the Executive Session included Board Members Kathy Hyzy, Jane Reid, Rob Wheeler, Irene Konev (via Zoom) and Wade Hathhorn (via Zoom), Staff Tim Cook and Kattie Riggs.

I. PURSUANT TO ORS 192.660(2)(i): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

The Executive Session adjourned at 6:14 p.m.

WORK SESSION

Chair Kathy Hyzy called the Work Session of the Clackamas Community College Board of Education to order at 6:24 p.m. on December 20, 2023 in Roger Rook RR 111 A & B.

I. STUDENT ENGAGEMENT AND GRADUATION DATA PRESENTATION

Ashley Sears, Director of Institutional Research & Reporting, provided a presentation regarding data that had been collected over the last year regarding the demographics of CCC students. Ashley provided an updated student demographics review and discussed various data sources used to measure student engagement levels. She also presented new findings related to modality preferences and barriers

students face, alongside insights into academic progression and campus experience. There was significant Board engagement with numerous questions pertaining to data collection, modifications, and interpretations.

Chair Hyzy adjourned the Work Session at 7:05 p.m.

REGULAR SESSION

I. CALL TO ORDER

Chair Kathy Hyzy called the regular meeting of the Clackamas Community College Board of Education to order at 7:08 p.m. on December 20, 2023.

II. ROLL CALL

PRESENT: 4 – Board Members Kathy Hyzy, Irene Konev (via Zoom), Jane Reid, and Rob Wheeler

ABSENT: 2 – Board Members Wade Hathhorn and Aaron Woods

COLLEGE

REPRESENTATIVES: 8 – President Tim Cook, Vice President David Plotkin (via Zoom), Vice President Jeff Shaffer, Full-time Faculty President Nora Brodnicki, Association of Classified Employees President Kelly White, Associate Faculty President Christopher Zimmerly-Beck, Recorder Kattie Riggs, and other CCC staff.

III. LABOR AND LAND ACKNOWLEDGEMENTS

Chair Hyzy called upon Jane Reid to read the Land and Labor Acknowledgements.

IV. PUBLIC COMMENTS

Chair Hyzy called upon those wishing to speak before the Board.

There were none.

V. CONSENT AGENDA

1. The Board considered the approval of the following:
 - a. Minutes (Executive, Work, and Regular Sessions) 11.15.2023
2. The Board acknowledged the acceptance of the following:
 - a. Monthly Financial Reports
 - b. Personnel Report

R23/24-17 Motion made by Jane Reid, seconded by Irene Konev, to approve and accept Consent Agenda items 1a through 2b. The motion carried by the following vote:

Aye: 4 – Board Members Kathy Hyzy, Irene Konev, Jane Reid, and Rob Wheeler

VI. NEW BUSINESS – FIRST READ

1. New Board Policy, Expressive Conduct

Jennifer Anderson, Associate Dean of Academic Foundations & Connections, provided the history regarding how this policy rose to the level of becoming a Board policy and the process the policy had been through to date. Jennifer also provided an executive summary regarding the purpose of the policy and information included in the policy. The policy focuses on how expressive conduct can take place on the college campus with the Board establishing the policy around time, place, and manner.

VII. NEW BUSINESS – ACTION

1. Budget Amendment FY 2023/2024

Jeff Shaffer, Vice President of Finance and Operations, and Christy Owen, Dean of Business Services, provide an overview of the proposed budget adjustments including specifying allocations for various departments and changes due to newly ratified collective bargaining agreements.

R23/24-18 Motion made by Irene Konev, seconded by Rob Wheeler, to approve the budget amendments for Fiscal Year 2023 – 2024. The motion carried by the following vote:

Aye: 4 – Board Members Kathy Hyzy, Irene Konev, Jane Reid, and Rob Wheeler

2. Supporting the Oregon Community College Association's Legislative Priorities

R23/24-19 Motion made by Jane Reid, seconded by Rob Wheeler, to approve the Oregon Community College Association's Legislative Priorities and authorize Chair Hyzy to sign the OCCA Resolutions. The motion carried by the following vote:

Aye: 4 – Board Members Kathy Hyzy, Irene Konev, Jane Reid, and Rob Wheeler

3. Resolution No. R23/24-20, Declaring Clackamas Community College Board of Education Position in Zone 4 Vacant and Approving the Process for Filling the Position

Chair Hyzy shared that Board Director Chris Groener had resigned from his position effective December 13, 2023 for personal reasons. The Board thanked Chris for his many years of services, declared the position vacant, and discussed the process and timeline for filling the position.

R23/24-20 Motion made by Irene Konev, seconded by Jane Reid, approving Resolution No. R23/24-20, declaring CCC Board of education position in zone 4 vacant and approving the process for filling the position. The motion carried by the following vote:

Aye: 4 – Board Members Kathy Hyzy, Irene Konev, Jane Reid, and Rob Wheeler

VII. FACULTY / STUDENT PRESENTATION

1. Musical Performance by Students

Sue Goff, Dean of Arts & Sciences, introduced Music Department Chair Lars Campbell.

Lars provided some background information regarding the music department at CCC and the classes that are offered. Lars brought students from one of the classes to play a song for the Board.

Once the performance was over, each of the performers introduced themselves: Aidan Storm, German Ocampo Hernandez, and David Asuncion Agustin on saxophone, Micah Scothorn on keyboard, Celia Collofello on bass, and Will Madzier on drums.

Each member told us a little bit about themselves and the Board asked what they could do to support the students. They said they needed more practice rooms because it gets too busy during the lunch break.

VIII. ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS

1. Associated Student Government (ASG)

2. Full-Time Faculty Association (FTF)

Nora Brodnicki, FTF President, shared information regarding the trip she took students on to Ireland, the Art's Department Instagram, and donated art.

3. Associate Faculty (Previously Part-Time Faculty) Association (CCCAFA)

Christopher Zimmerly-Beck, CCCAFA President, highlighted the CCC students, the work finished up for the end of the term, and the legislative work the Board is doing.

4. Classified Association (ACE)

Kelly White, ACE President, shared information regarding a recent conference attended and the Classified Associations new process for distributing professional development funds.

IX. COLLEGE REPORTS

1. Bond Update

Jeff Shaffer, Vice President of Finance and Operations, provided a bond update including language that categorizes the projects into three categories: 1) Preparing Students for Success Through Modernizing Teaching and Learning Spaces 2) Preserving our Ageing Assets 3) Enhancing our Connections with our Partners and Community. The total would come to a total of \$136 million in projects, but with the potential of the OSU Extension match opportunity of \$10 million and the state funding grant match for two projects over the two-year period of \$16 million, that would bring it down to \$110 million.

2. Audit Report

Jeff Shaffer, Vice President of Finance and Operations, introduced Darren Born from Kenneth Kuhns & Co.

Darren Born, Auditor from Kenneth Kuhns & Co, provided an overview of the audit process, highlighting the three-week duration, on-site work at the College, and access to digital systems for record review. He emphasized the College's well-maintained financial records and books. As the auditor, his role was to challenge presented information, confirm external sources, and express an opinion on the fairness of financial statements. He reported issuing a clean, unmodified opinion, indicating the statements were fairly presented. Darren touched on key revenue and expense figures, such as tuition and fees, state and federal grants, and one-time employee retention credit. Non-operating revenues included state appropriation and property

tax revenue, with explanations for fluctuations. Darren mentioned the impact of accounting for pension liabilities on operating expenses, referencing a schedule for clearer insights. He highlighted additional information in the document, including financial statements for the foundation, notes, required supplementary information on pension liability history, individual fund financial details, and reports related to Federal aid compliance. Born concluded by stating that the audit found no issues in the Federal student financial aid programs.

There was a question from the Board about how frequently the College changes auditing firms and it was about every five years.

3. **President's Report**

President Cook shared information regarding what the new HECC funding formula looks like as far as the change in funding the College should be expecting, which should not change significantly.

X. BOARD OPERATIONS

1. **Board Chair Business Report**

Chair Hyzy shared that several of the Board attended the 2023 Oregon Business Plan Leadership Summit. She also shared a public statement regarding President Tim Cook's performance evaluation.

2. **CCC Education Foundation Report**

Chair Hyzy shared that the CCC Foundation finished the year with a strong Year End Appeal of \$85,234 being raised so far this month with close to \$10,000 for basic needs support. They will have a successfully hired Caitlin Sullivan from West Linn-Wilsonville School District to fill the Foundation's Advancement Officer position. Caitlin will start on January 8, 2024. The Foundation's flagship event Rise Up! is being planned for May 15, 2024 and there is a flier at your seat at the dais. Please share this information with anyone you wish to invite.

3. **Oregon Community College Association (OCCA) Report**

Jane shared information about the last OCCA Board meeting including the highlight of hiring a recruiting firm to start the process for hiring a new Executive Director.

4. **Board of Education Community Reports**

Each Board member provided updates about things they had participated in over the last month or two.

XI. ADJOURNMENT

Chair Hyzy adjourned the meeting at 8:55 p.m.

Date

Kattie Riggs, Recorder

Kathy Hyzy, Board Chair

Tim Cook, College President