

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Work Session – Board Retreat from September 27, 2025
Date:	October 15, 2025
Division/Department:	President’s Office
<b>RECOMMENDATION:</b>	Approval of the Minutes for September 27, 2025 Work Session – Board Retreat



**BOARD OF EDUCATION MEETING  
BOARD RETREAT  
HARMONY WEST, HW 170/172  
MINUTES  
September 27, 2025**

**WORK SESSION – BOARD RETREAT**

**I. CALL TO ORDER AND ROLL CALL**

*Chair Jo Crenshaw called the Work Session - Board Retreat of the Clackamas Community College Board of Education to order at 8:37 a.m. on September 27, 2025, at the CCC Harmony Campus – Harmony West, room HW 170/172.*

**PRESENT:** 6 – Board Members Josephine (Jo) Crenshaw, Wade Hathhorn, Irene Konev, Jane Reid, Rob Wheeler, and Ryan Ingersoll

**COLLEGE**

**REPRESENTATIVES:** 5 - President Tim Cook, Vice President David Plotkin (arrived at 10:13 AM, left at 2:36 PM), Vice President Jeff Shaffer (arrived at 10:13 AM, left at 2:36), Chief Culture and Impact Officer Casey Layton, and Recorder Kattie Riggs

**INTRODUCTION**

*Tim Cook, College President, welcomed everyone and asked Chief Culture and Impact Officer Casey Layton and Board Recorder Kattie Riggs to get the group started on the teambuilding exercise.*

**II. COMMUNITY TEAMBUILDING EXERCISE**

*Casey Layton, Chief Culture and Impact Officer, explained the vision board exercise and asked Kattie Riggs to show an example. Kattie Riggs, Executive Assistant to the President and Board Recorder, showed a vision board she had created in the past and explained a little about the items on the board. The Board was then provided time to create their own vision board and share them out with the group.*

**III. BIG PICTURE IDEAS FOR THE COLLEGE**

*Casey provided some context and information regarding the next exercise. The point was to focus big then later narrow the focus. She provided some prompts and asked individuals to think about the*

questions and write down their ideas or thoughts.

The prompt questions were:

- *What do you like about CCC?*
- *What are CCC's Strengths?*
- *Where do you see areas for growth or change?*
- *Do you have any worries about the college or the direction we are going?*

Casey asked the Board to write one idea per 5 x 7 index card. She asked that individuals separate-out the ideas into two categories:

- *Category 1:*
  - *What do you like about CCC?*
  - *What are CCC's Strengths?*
- *Category 2:*
  - *Where do you see areas for growth or change?*
  - *Do you have any worries about the college or the direction we are going?*

Casey broke the group into pairs to share their ideas with each other. She asked the pairs to provide her with their top two to three ideas for category 2 questions related to growth, change, and worries. Then the group clustered the ideas and titled them as follows:

- *Community Relationship*
  - *Wilsonville campus enhance city & community connections*
- *Strategic Agility*
  - *Worry – Lack agility to change*
  - *Nimble - Define future of academic programs*
  - *Weather uncertain future with: Innovation, Nimble, Flexibility, Not Risk Adverse*
  - *Increase use of data*
  - *Learn from other countries vs. other counties*
- *Navigating the Political Climate*
  - *Political Climate*
- *Financial Sustainability*
  - *Funding – State and Federal*
  - *Worry - Eliminating Systemic Budget Shortfall*
  - *Resource Challenged*
  - *Federal Funding – What does funding come at the expense of?*
  - *Student body increase*

Casey asked the pairs to discuss their category 1 ideas. She asked the pairs to provide her with their top two to three ideas for category 1 questions related to likes and strengths. Then the group clustered the ideas and titled them as follows:

- *Positive Reputation*
  - *Strong community reputation*
  - *Well Situated – Community view or college, Employee satisfaction (reputation)*
  - *Community Gem – Beautiful facilities, Great reputation*
  - *Positive local, state, and national engagement*
- *Changing Lives – Dedication to Students*
  - *Mission – Dedication to student success*
  - *I like the purpose & mission (changing lives)*

- *Culture of Leadership*
  - *Strength - Functional Board*
  - *Excellent leadership*
  - *Positive & impressive leadership, staff, and faculty*

*Strategic Direction:*

- *Leverage the college strengths (Positive Reputation, Dedication to Students, Culture of Leadership, Transforming lives, ~~Right-sized~~) to advocate for & progress towards strengthening community relationships, strategic agility, navigating the political climate & financial sustainability.*

*There was a discussion about what else needed to be added or if anything was missing from the strategic direction/focus/statement above?*

- *What does being right-sized mean and what is the right-size?*
- *Balanced resources*
- *Our people*
- *Innovation*
- *Best practices from other spaces*
- *Pace of change*

*Board would like to hear from staff:*

- *Strategic truths about our finances*
- *Climate survey response – deeper dive and what are we doing to follow-up*
- *Accreditation Process – periodically knowing where we are in the process*
- *Performance indicators we are using*
- *Stories to support our opportunities for growth*
- *Student stories of experiences and impact*
- *General overview with key takeaways, big changes, barriers we have overcome*

*There was a suggestion for staff to review the Malcom Baldrige award applications to see the metrics/data that are being provided by other community colleges and what data and metrics Clackamas Community College could potentially share in the future.*

#### IV. BOARD PRIORITIES

1. Board Goals

2. Federal Monitoring

*Tim provided the Board with an update on all the federal changes and the ones that are more significantly affecting CCC. He was able to share information about the state and federal funding, grants including Title II funding, how the CCC staff has weekly meetings (as needed) to monitor federal changes and keep the CCC staff and students informed.*

3. President's Evaluation Process

*Tim reminded the Board of the presidential evaluation tool and timeline. Kattie provided the Board with this year's tentative timeline. The Board agreed to try the tool created last year one more year to see if they liked it. They also mentioned trying to get feedback from select members of staff next year during the evaluation period.*

**V. HOUSEKEEPING ITEMS**

*Tim opened it up for the housekeeping items.*

1. Board Committee Assignments

*Kattie shared the previous Board Committee Assignments and the Board discussed. Jo stepped down from being the liaison for the CCC Foundation and Ryan stepped in to fill the liaison role.*

2. Board Trainings/Conferences/Events

*Kattie shared the current conference and event that are open for the Board to attend and there was discussion regarding who would be attending what events.*

3. Other

**ADJOURNMENT**

*The meeting was adjourned at 3:49 p.m.*

October 15, 2025

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**Date**

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**Kattie Riggs, Recorder**

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**Board Chair**

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**Tim Cook, Clerk**