

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Work and Regular Sessions from October 15, 2025
Date:	November 19, 2025
Division/Department:	President’s Office
RECOMMENDATION:	Approval of the Minutes for October 15, 2025



**BOARD OF EDUCATION MEETING
MINUTES
October 15, 2025**

**Clackamas Community College
Roger Rook Hall – room RR 111 A & B
19600 Molalla Ave,
Oregon City, OR 97045**

WORK SESSION

Chair Jo Crenshaw called the Work Session of the Clackamas Community College Board of Education to order at 6:02 p.m. on October 15, 2025.

ROLL CALL

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

COLLEGE

REPRESENTATIVES: 5 – President Tim Cook, Vice President David Plotkin, Vice President Jeff Shaffer, Executive Assistant Jessi Alley-Snell, Recorder Kattie Riggs, and other CCC staff

I. CCC BOND UPDATE PRESENTATION

Jeff Shaffer, Vice President of Finance and Operations, provided the Board with an overview of the 2024 Bond history and financials, as well as the phases of the projects. The 2024 bond election resulted in \$120 million in total proceeds, with an additional \$8 million from state capital bonds for the Natural Resources Center of Excellence (NRCE). The NRCE is expected to be completed by late spring 2028. Douglas Loop walking trail is a \$2 million project, close to finishing design, with construction planned for winter through spring. The Athletics Field project has a budget of \$17 million, with groundbreaking on October 27th and final ribbon cutting by fall 2026. Lewelling maintenance yard improvements are

budgeted at \$4 million, with design ending this calendar year and construction in winter. Future projects include McLaughlin Hall/Die Learning Center renovations, welding center expansion, Challenger Center, and Wilsonville campus upgrades, with initial planning starting this academic year. The 30-acre property currently has an easement issue impacting usability. There was discussion regarding the Student Applied Integrated Learning (SAIL) and Business Opportunities Achievement Target (BOAT). Jeff mentioned that they are changing the approach this year and trying to embed these items into the Request for Proposal solicitations and when reviewing the bids. There was a suggestion to take a Work Session in the future to do a walking tour of the Bond Project Work.

II. 2025 HIGHER EDUCATION COORDINATING COMMISSION (HECC) FINANCIAL MONITORING REPORT

Jeff Shaffer, Vice President of Finance and Operations, provided the Board with an overview of the new Higher Education Coordinating Commission (HECC) financial monitoring report and what that means for Clackamas Community College. The college scored stable on the HECC's financial monitoring report, with a Composite Financial Index of 3.0, indicating financial stability. Enrollment growth is strong (21% post-pandemic, 15% down over 10 years). Key issues impacting the financial ratios included the biennial funding distribution with the 5/3 payment cycle, PERS rates, one-time COVID funds, and long-term debt (General Obligation (GO) bonds backed by property taxes).

Chair Jo Crenshaw adjourned the Work Session at 6:51 p.m.

REGULAR SESSION

I. CALL TO ORDER

Chair Jo Crenshaw called the regular meeting of the Clackamas Community College Board of Education to order at 7:00 p.m. on October 15, 2025.

II. ROLL CALL

PRESENT:

6 – Board Members Josephine “Jo” Crenshaw, Wade Hathhorn, Ryan Ingersoll, Irene Konev, Jane Reid, and Rob Wheeler

COLLEGE

REPRESENTATIVES:

8 – President Tim Cook, Vice President David Plotkin, Vice President Jeff Shaffer, Associated Student Government President Breanna Davis, Full-time Faculty President Charlie Lettenmaier, Associate Faculty President Christopher Zimmerly-Beck, Executive Assistant Jessi Alley-Snell, Recorder Kattie Riggs, and other CCC staff

III. LABOR AND LAND ACKNOWLEDGMENTS

Chair Crenshaw called upon Irene Konev to read both the land and labor acknowledgments.

IV. PUBLIC COMMENTS

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

There were none.

VI. CONSENT AGENDA

1. The Board considered the approval of the following:
 - a. Minutes (Executive, Work, and Regular Sessions) 09.17.2025
 - b. Minutes (Work Session – Board Retreat) 09.27.2025
2. The Board acknowledged the acceptance of the following:
 - a. Monthly Financial Reports
 - b. Personnel Report
 - c. Bond Update
 - d. 2024 – 2025 End of Year Enrollment Report

R25/26-8 Motion made by Wade Hathhorn, seconded by Rob Wheeler, to approve and accept Consent Agenda items 1a through 2b. The motion carried by the following vote:

Aye: 6 – Board Members Jo Crenshaw, Wade Hathhorn, Irene Konev, Jane Reid, Rob Wheeler, and Ryan Ingersoll

VI. NEW BUSINESS – FIRST READ

1. Resolution No. R25/26-16, Authorizing Ellucian Contract Extension Through June 30, 2031, Adding Colleague ERP to SaaS Migration, in an Amount Not to Exceed \$5,523,024

Tim Cook, President, provided an overview regarding the Ellucian contract.

Saby Waraich, Chief Information Officer and Dean of Technology, presented an overview of the college's plan to transition from its outdated on-premises Enterprise Resource Planning (ERP) system to a cloud-based Software-as-a-Services (SaaS) model. Saby proposed a 5-year contract extension with Ellucian for ERP to SAS migration, totaling \$5,523,288. This move aims to mitigate cybersecurity risks, reduce IT staff burden, and enable better utilization of modern functionalities. The project is expected to take about 24 months with Ellucian offering a 50% reduction in dual environment costs for two years.

VII. NEW BUSINESS – ACTION

1. Resolution No. R25/26-12, Declaring Vacancy on the CCC Board of Education for Position in Zone 1 and Approving the Application Process

R25/26-12 Motion made by Irene Konev, seconded by Jane Reid, approving Resolution No. R25/26-12, declaring a vacancy on the CCC Board of Education for the position in zone 1 and approving the application process. The motion carried by the following vote:

Aye: 6 – Board Members Jo Crenshaw, Wade Hathhorn, Irene Konev, Jane Reid, Rob Wheeler, and Ryan Ingersoll

2. Bond Project Community Oversight Committee Composition and Member Appointment

Jeff Shaffer, Vice President of Finance and Operations, explained the purpose of the Bond Community Oversight Committee and what would make-up the composition of the committee.

R25/26-13 Motion made by Rob Wheeler, seconded by Wade Hathhorn, approving the bond project Community Oversight Committee composition and member appointments. The motion carried by the following vote:

Aye: 6 – Board Members Jo Crenshaw, Wade Hathhorn, Irene Konev, Jane Reid, Rob Wheeler, and Ryan Ingersoll

3. President's Evaluation Timeline and Process

R25/26-12 Motion made by Rob Wheeler, seconded by Ryan Ingersoll, approving Resolution No. R25/26-12, declaring a vacancy on the CCC Board of Education for the position in zone 1 and approving the application process. The motion carried by the following vote:

Aye: 6 – Board Members Jo Crenshaw, Wade Hathhorn, Irene Konev, Jane Reid, Rob Wheeler, and Ryan Ingersoll

VIII. STUDENT/FACULTY PRESENTATIONS

IX. ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS

1. Associated Student Government (ASG)

Breanna Davis, ASG President, provided an update on a new food pantry endowment with an immediate goal of raising \$20,000 and a target of reaching \$50,000 by year-end. Subcommittees are planning after-hours snacks in new locations and exploring a clothing donation/closet area. The washer/dryer program is still under discussion. The budget is being restructured for future events like trivia, a Halloween party, and karaoke. The Club Fair had a successful turnout with around 200 students on day one and between 150 – 175 on day two.

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

Christopher Zimmerly-Beck, Associate Faculty President, shared the anxiety that faculty and students are experiencing with the budget issues and the political climate.

3. Classified Association (ACE)

4. Full-Time Faculty Association (FTF)

Charles Lettenmaier, Full-Time Faculty President, shared highlights from the written report provided in the agenda packet.

XI. COLLEGE REPORTS

1. President's Report

President Cook asked the Deans to come forward to introduce the new full-time faculty.

Dean Danielle Hoffman introduced:

- *Abraham Encinas – English*

Dean Anne-Mary Nash-Haruna introduced:

- *Josh Aman – Business*
- *Luis (Joel) Rendon – Cybersecurity*

Dean Armetta Burney introduced:

- *Myran Babcock – Industrial Technology*
- *Sara Pavey – Renewable Energy*

Director Virginia Chambers introduced:

- *Amy Drouin – Health Sciences*
- *Christina Leese – Health Sciences*
- *Kim Kabat – Health Sciences*
- *Mary Cox – Health Sciences*

Each faculty member's teaching history was shared along with a fun fact about their personality.

President Cook talked about the increase and concerns with the ICE activity in Wilsonville and Woodburn. He shared that the Higher Education Coordinating Commission is being told to inform the community colleges that a potential 5% budget reduction will be coming in January or February 2026 from the state. Tim also shared various events that have been happening around campus and are coming up such as the October 27, 2025 bond athletics project groundbreaking event on the track between 3:30 – 5 PM.

XII. BOARD OPERATIONS

1. Board Chair Business Report

2. CCC Education Foundation Report

Jo shared the Foundation report.

3. Oregon Community College Association (OCCA) Report

Jane shared the OCCA report reminding the Board of the OCCA conference in Hood River, November 5 – 8, 2025. Tim would be the opening keynote speaker and would be receiving an award. The first OCCA lunch and learn would be at noon on Thursday, October 30, 2025.

4. Board of Education Community Reports

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

XIII. ADJOURNMENT

Chair Crenshaw adjourned the meeting at 8:21 p.m.

Date

Kattie Riggs, Recorder

Jo Crenshaw, Board Chair

Tim Cook, President

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