

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Executive, Work, and Regular Sessions from July 16, 2025
Date:	September 17, 2025
Division/Department:	President’s Office
RECOMMENDATION:	Approval of the Minutes for July 16, 2025



**BOARD OF EDUCATION MEETING
MINUTES
July 16, 2025**

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

EXECUTIVE SESSION

I. CALL TO ORDER

Chair Jane Reid called the Executive Session of the Clackamas Community College Board of Education to order at 6:03 p.m. on July 16, 2025. Present were Board members Jane Reid, Josephine “Jo” Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler. Along with Acting President David Plotkin, Vice President Jeff Shaffer, Chief Human Resources Officer Melissa McCormack, and Board Recorder Kattie Riggs. The college’s legal counsel Brett Mersereau added the litigation section.

Items discussed were pursuant to ORS 192.660(2):

(h) To consult with counsel concerning the legal rights and duties of a public body with regards to current litigation or litigation likely to be filed.

(d) To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Chair Jane Reid adjourned the Executive Session at 6:30 p.m.

WORK SESSION

Vice Chair Jo Crenshaw called the Work Session of the Clackamas Community College Board of Education to order at 6:33 p.m. on July 16, 2025.

ROLL CALL

PRESENT: 6 – Board Members Josephine “Jo” Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

ABSENT: 2 – Board Members Jane Reid and Ryan Ingersoll

COLLEGE

REPRESENTATIVES: 6 – Acting President/Vice President David Plotkin, Vice President Jeff Shaffer, Full-time Faculty President Charlie Lettenmaier, Classified Association President Jennifer Pope, Associated Student Government President Breanna Davis, Executive Assistant Jessi Alley-Snell, Recorder Kattie Riggs, and other CCC staff

I. BOARD POLICY REVIEW AND COUGAR PAUSE INTRODUCTION

Vice Chair Crenshaw asked Casey Layton, CCC’s Chief Culture and Impact Officer, Kattie Riggs, Executive Assistant to the President, and Christina Francisco-Evans, LEAP Coordinator to present the item.

The three presenters introduced the "Cougar Pause" resource, which is a strategic equity tool for planning and decision-making at the college. The tool was presented as a method for guiding the college's work, ensuring decisions are made with an equity lens. The Board was introduced to a "mini-tool" version of the Cougar Pause, designed to be more efficient for use during their review of Board policies. The discussion emphasized that the Cougar Pause tool is a resource to support the Board in reflecting on its values and improving existing policies, particularly to address areas that may be inconsistent with current best practices. The Board acknowledged the value of the tool for promoting a trauma-informed and equitable approach to college governance.

Vice Chair Jo Crenshaw adjourned the Work Session at 6:39 p.m.

REGULAR SESSION

I. CALL TO ORDER

Vice Chair Jo Crenshaw called the regular meeting of the Clackamas Community College Board of Education to order at 7:03 p.m. on July 16, 2025.

II. ROLL CALL

PRESENT: 6 – Board Members Jane Reid (via Zoom, arrived at 7:08 p.m. and left the meeting at 7:20 p.m.), Josephine “Jo” Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

ABSENT: 1 – Board Member Ryan Ingersoll

COLLEGE

REPRESENTATIVES: 6 – Acting President/Vice President David Plotkin, Vice President Jeff Shaffer, Full-time Faculty President Charlie Lettenmaier, Classified Association President Jennifer Pope, Associated Student Government President Breanna Davis, Executive Assistant Jessi Alley-Snell, Recorder Kattie Riggs, and other CCC staff

III. LABOR AND LAND ACKNOWLEDGMENTS

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

IV. PUBLIC COMMENTS

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

There were none.

Chair Jane Reid joined the meeting around 7:08 p.m. and took over chairing the meeting.

V. ELECTION OF OFFICERS AND OATH OF OFFICE

1. Oath of Office for Re-elected Board Directors for Zones 2, 3, 4, 6 and 7

Kattie Riggs, Board Secretary, administered the oath of office to Rob Wheeler, Wade Hathhorn, Jo Crenshaw, Jane Reid, and Irene Konev.

2. Election of Board of Education Chair and Vice Chair

Chair Reid opened the nominations for Chair. Jo Crenshaw was nominated by Wade Hathhorn for the Chair position. There were no other nominations, so proceeded to the vote.

R25/26-1a Jo Crenshaw was nominated by Wade Hathhorn, seconded by Jane Reid, for the Chair position. Jo was elected Chair by the following vote:

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

Jane Reid left the meeting. Jo Crenshaw took over as Chair and opened the nominations for Vice Chair. Wade Hathhorn was nominated by Rob Wheeler for the Vice Chair position. There were no others, so the Board proceeded to the vote.

R25/26-1b Wade Hathhorn was nominated by Rob Wheeler, seconded by Irene Konev, for the Vice Chair position. Wade was elected Vice Chair by the following vote:

Aye: 5 – Board Members Jo Crenshaw, Irene Konev, Wade Hathhorn, Kathy Hyzy, and Rob Wheeler

3. Oath of Office for Chair and Vice Chair

Kattie Riggs, Board Secretary, administered the oath of office to Jo Crenshaw and Wade Hathhorn.

VI. CONSENT AGENDA

1. The Board considered the approval of the following:

- a. Minutes (Regular Session) 05.21.2025
- b. Minutes (Special Session) 05.27.2025
- c. Program Suspension: Retail Management Statewide Certificate of Completion

- d. Program Suspension: First-Line Supervisor Fundamentals Statewide Certificate of Completion
 - e. New Program: Emergency Management Professional Related Certificate of Completion
2. The Board acknowledged the acceptance of the following:
- a. Monthly Financial Reports
 - b. Bond Update

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

Aye: 5 – Board Members Jo Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

VII. PUBLIC HEARING

1. Resolution No. R25/26-03, Adopting Findings and Authorizing the use of Alternative Contracting Construction Manager/General Contractor (CM/GC) Approach for the Natural Resources Center of Excellence (NRCE)

Vice President Jeff Schaefer, Dean Ron Prince, and Owner's Representative Dale Kukendall provided an overview of the deliberative process used to select the CM/GC approach over the hard-bid process.

A public comment had been received via email prior to the last board meeting concerning the relationship with the Oregon State University (OSU) extension for the project.

Jeff Schaefer clarified that while no formal Memorandum of Understanding had been signed, the college was working collaboratively with the OSU extension.

A task force, including leaders from both the college and the OSU extension, was created to guide the project.

The college's bond counsel advised that the college must maintain full control of all design and construction elements of any project using bond funds.

It was explained that the task force would act as a recommendation body, with the college having final decision-making authority in compliance with the legal language of the tax-exempt bond funds.

Chair Crenshaw stated the hearing rules and opened the public hearing at 7:27 p.m. for comments on the alternative contracting approach.

Garet Prior, Wilsonville Resident, shared comments about allowing Oregon State University Extension Office having more decision-making authority in the contract.

Chair Crenshaw closed the public hearing at 7:33 p.m.

The Board continued their discussion.

R25/26-03 Motion made by Rob Wheeler, seconded by Kathy Hyzy, approving Resolution No. R25/26-03, adopting findings and authorizing the use of alternative contracting Construction Manager/General Contractor (CM/GC) approach for the Natural Resources Center of Excellence. The motion carried by the following vote:

Aye: 5 – Board Members Jo Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

VIII. NEW BUSINESS – ACTION

1. Resolution No. R25/26-04, Contracting with Tarkett Sports Construction North-West, Inc. for the Bond Athletic Improvements

Ron Prince, Dean of College Services, and Jeff Shaffer, Vice President of Finance and Operations, reintroduced Dale Kuykendall, the college's Owner's Representative. The three of them provided a presentation showing the proposed athletic enhancements including new turf softball, baseball, and soccer field, changes to the track, new partially covered grandstands to seat up to 2,500 people. There was a question regarding what type of large-scale events the college would be able to hold once the facility is built? Graduation would be one of the main events that would utilize the space.

R25/26-04 Motion made by Wade Hathhorn, seconded by Irene Konev, approving Resolution No. R25/26-04, contracting with Tarkett Sports Construction North-West, Inc. for the bond athletic improvements. The motion carried by the following vote:

Aye: 5 – Board Members Jo Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

2. Budget Committee Appointment

Chair Crenshaw explained that on June 30, 2025 the terms expired for two of Clackamas Community College's Budget Committee members, Michael Morrow in Position 2, and Wade Byers in Position 3. Both Budget Committee members in the expiring-term positions expressed interest in being re-appointed to continue to serve another three-year term.

R25/26-05 Motion made by Rob Wheeler, seconded by Wade Hathhorn, to reappoint Budget committee members Michael Morrow in Position 2 and Wade Byers in Position 3 for another 3-year term expiring on June 30, 2028. The motion carried by the following vote:

Aye: 5 – Board Members Jo Crenshaw, Wade Hathhorn, Kathy Hyzy, Irene Konev, and Rob Wheeler

IX. STUDENT/FACULTY PRESENTATIONS

X. ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS

1. Associated Student Government (ASG)

Breanna Davis, ASG Incoming President, hiring and onboard process for ASG's new members. Getting ready for Cougar Kick-off on Sept. 22, 2025. Office remodeling is still underway. Final food pantry stats for the 2024 – 2025 year were 5,228 visits, 18,279 people served (individuals in each household), 50,085 lbs. of food consumed.

2. Full-Time Faculty Association (FTF)
Summer term is going great and faculty are looking forward to fall kick-off.
3. Associate Faculty (Previously Part-Time Faculty) Association (CCCAFA)
4. Classified Association (ACE)

XI. COLLEGE REPORTS

1. President's Report
David Plotkin, Acting President and Vice President of Instruction and Student Services, provided an update on President Tim Cook's run.

XII. BOARD OPERATIONS

1. Board Chair Business Report
2. Oregon Community College Association (OCCA) Report
3. CCC Education Foundation Report
Jo shared the Foundation report.
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 8:20 p.m.

Date

Kattie Riggs, Recorder

Jo Crenshaw, Board Chair

Tim Cook, President