

CCC BOARD OF EDUCATION – TOPIC SUMMARY	
Topic:	Minutes of the Executive, Work, and Regular Sessions from November 20, 2024
Date:	December 18, 2024
Division/Department:	President's Office
RECOMMENDATION:	Approval of the Minutes for November 20, 2024



**BOARD OF EDUCATION MEETING
MINUTES
December 18, 2024**

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

EXECUTIVE SESSION

Chair Jane Reid called the Executive Session of the Clackamas Community College Board of Education to order at 5:46 p.m. on December 18, 2024 in Roger Rook RR 112.

Attendance included Board Members Jane Reid, Jo Crenshaw, Rob Wheeler, Wade Hathhorn, Aaron Woods, and Kathy Hyzy (via zoom); Staff present were President Tim Cook, Board Recorder Kattie Riggs, Vice President Jeff Shaffer (joined at 6:22 p.m.) and Executive Assistant Rashida Quinn (joined at 6:22 p.m.)

- I. PURSUANT TO ORS 192.660(2)(e): To conduct deliberations with persons designated by the governing body to negotiate real property transactions.**
- II. 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 6:36 p.m.

WORK SESSION

Chair Jane Reid called the Work Session of the Clackamas Community College Board of Education to order at 6:44 p.m. on December 18, 2024 in Roger Rook RR 111 A & B.

I. FINANCIAL AUDIT REPORT

Christy Owen, Dean of Business Services, introduced Darren Born from Kenneth Kuhn, the college's external auditing firm, to present the 2023 – 2024 Annual Comprehensive Financial Report. Mr. Born provided an overview of the audit process, which took place from mid-September to early October. Field work was conducted smoothly, with electronic document access enhancing efficiency.

Key findings included:

- Management Discussion and Analysis: This section was revised to improve clarity and presentation. Separating out the volatile components for accounting, the impacts of PERS and shows them.*
- Revenue: Minor variances in revenue were discussed from the one-time Employee Retention Credit (ERC) revenues in previous years.*
- Financial Position: Total cash and cash equivalent assets were approximately \$37.4 million, exceeding current liabilities of approximately \$19 million. Total Net position is \$52.8 million and broken out into different categories, the biggest of which is the netted investment in capital assets totaling \$67 million.*
- Statement of Cash Flows: A \$437,000 increase in cash was noted from the previous year.*

The independent auditor's report issued an unmodified opinion, confirming the accuracy and reliability of the financial statements. All major programs were found to be in good standings.

Chair Jane Reid adjourned the meeting at 7:00 p.m.

REGULAR SESSION

I. CALL TO ORDER

Chair Jane Reid called the regular meeting of the Clackamas Community College Board of Education to order at 7:01 p.m. on December 18, 2024.

II. ROLL CALL

PRESENT: 6 – Board Members Jane Reid, Josephine “Jo” Crenshaw, Wade Hathhorn, Rob Wheeler, Aaron Woods, and Kathy Hyzy

ABSENT: 1 – Board Member Irene Konev

COLLEGE

REPRESENTATIVES: 8 – President Tim Cook, Vice President David Plotkin, Vice President Jeff Shaffer, Full-time Faculty Co-Presidents Chris Konieczka, Classified President Jennifer Pope, Associated Student Government President Stephani Dale, Board Records Kattie Riggs & Rashida Quinn, and other CCC staff.

III. LABOR AND LAND ACKNOWLEDGEMENTS

Chair Reid called upon Wade Hathhorn to read the Land and Labor Acknowledgements.

IV. PUBLIC COMMENTS

Chair Reid 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) 11.20.2024
 - b. Minutes (Executive Session) 12.10.2024
2. The Board acknowledged the acceptance of the following:
 - a. Monthly Financial Reports
 - b. Personnel Report

R24/25-10 Motion made by Wade Hathhorn, seconded by Jo Crenshaw, to approve and accept Consent Agenda items 1a through 2b. The motion carried by the following vote:

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

VI. NEW BUSINESS – FIRST READ

1. Budget Principles

Christy Owen, Dean of Business Services, presented the budgeting principles and there were no questions at this time.

VII. NEW BUSINESS – ACTION

1. Bond Update (Election Data, Projects, Timelines, Principles, and Recognition)

Jeff Shaffer, Vice President of Finance and Operations, reviewed the history of the bond renewal work starting back in 2021 with the master planning projects and work plans that developed the list of projects for the bond. Jeff reviewed the election data by community noting that the highest support was from Milwaukie and Wilsonville, which both have CCC campuses located in their communities. Jeff reviewed the bond projects making up the \$120 million and the tentative timelines for their start. The Natural Resources Center of Excellence will begin right away and will not be completed until 2027. He shared there are some land acquisitions that will be using bond funds. Jeff also reviewed the 2014 SAIL BOAT goals and how there may be a desire to reengage a similar path with this bond. There were discussions about MWESVBs involvement in the bond vendors and where some good leads for MWOBs could be incorporated.

Chair Reid and President Cook warmly shared appreciation for all the work that Martha Spiers and Wade Hathhorn contributed to the Bond campaign and their volunteer time as Co-Leads on the YES for CCC Political Action Committee (PAC). They presented them with an appreciation proclamation and a small gift.

2. Resolution No. R24/25-11, Acceptance of the November 5, 2024 Election Canvass from Clackamas County Elections Office

R24/25-11 Motion made by Kathy Hyzy, seconded by Jo Crenshaw, to approve Resolution No. R24/25-11, accepting the November 5, 2024 Election Canvass from Clackamas County Elections Office. The motion carried by the following vote:

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

3. Resolution No. R24/25-12, Authorizing the Sale of New Money General Obligation Bonds and Refunding General Obligation Bonds Approved by the Voters of the District on November 5, 2024

R24/25-12 Motion made by Wade Hathhorn, seconded by Aaron Woods, to approve Resolution No. R24/25-12, Authorizing the Sale of New Money General Obligation Bonds and Refunding General Obligation Bonds Approved by the Voters of the District on November 5, 2024. The motion carried by the following vote:

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

4. Resolution No. R24/25-13, Authorization to Purchase Property on Beaver Creek Road with Bond Funds

Vice President Shaffer shared information regarding the purchase of parcels I – IV located at 19617 S. Beaver Creek Road combined for a total of 19.23 acres. The request is to purchase all four parcels for \$3.75 million using bond funds.

R24/25-13 Motion made by Jo Crenshaw, seconded by Aaron Woods, to approve Resolution No. R24/25-13, Authorizing the Purchase of Property on Beaver Creek Road with Bond Funds. The motion carried by the following vote:

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

5. FY 2024-25 Budget Amendment

Dean Christy Owen walked the Board through the amendments to the 2024-25 fiscal year budget including a new fund for the passage of the general obligation bonds. There was a \$670 adjustment after the audit.

R24/25-14 Motion made by Jo Crenshaw, seconded by Kathy Hyzy, to approve the Fiscal Year 2024 – 2025 Budget Amendments as presented. The motion carried by the following vote:

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

6. Support of the OCCA Legislative Priorities

President Cook reviewed the OCCA legislative priorities which include:

- Community College Support Fund - \$920 million to the CCSF to fund current services with only modest tuition increases on average statewide.
- Increase the Cap on Community College Capital Construction Projects – Since 2005 the state has capped XI-G Bond funding colleges may receive for capital projects at \$8 million. Adjusting for inflation, based on the Consumer Price Index, that number would be nearly \$14 million in today's dollars. Colleges are requesting cap be increased to \$14 million per project.
- Oregon Opportunity Grant Funding – Increase the Oregon Opportunity Grant by \$150 million to \$450 million.
- Student Basic Needs - \$10 million in ongoing funding for student basic needs programs at community colleges and public universities.
- Corequisite Transition – \$1 million in one-time funds for faculty release time and training.
- Adult Reconnect Policy Bill – Bill to direct the HECC to convene workgroup on adult reconnect.

R24/25-15 Motion made by Rob Wheeler, seconded by Aaron Woods, to support the OCCA Legislative Priorities. The motion carried by the following vote:

Aye: 5– Board Members Jane Reid, Jo Crenshaw, Wade Hathhorn, Rob Wheeler, and Aaron Woods

Abstention: 1 - Kathy Hyzy

VIII. STUDENT/FACULTY PRESENTATIONS

1. Customized Training Program Presentation by Julie Hugo with Partners

Erin Gravelle, Associate Dean of Technology, Applied Science & Public Services, introduced the Director of Customized Training Julie Hugo.

Julie shared information regarding the staff in the Customized Training department, the work the department does, and some of the partners they have been working with over the last couple of years. Julie shared that Manufacturing continues to be an industry where training is requested the most. The Customized Training department has had a long-term relationship with the Portland Winterhawks and Julie shared a letter from Sue Johnson, the Portland Winterhawks Education Manager. The department had a retreat and shared their goals for 2025 and how the Board of Education could help the department outreach.

IX. ASSOCIATION REPRESENTATIVE REPORTS AND COMMENTS

1. Associated Student Government (ASG)

Stephani Dale, ASG President, shared that ASG was able to fund about 52 grants to students and every student that applied got something. There will be a winter training for student life & leadership on Friday, January 23, 2025. There were some ASG members that stepped down, so they are hiring to replace those vacancies. Working on Welcome Week for winter term, January 14 – 15, 2025 Clubs Fair, and Clubs Connection the week after the Club Fair.

2. Classified Association (ACE)

Jennifer Pope, ACE President, introduced herself to the Board as she has agreed to step-in as the ACE President, after Kelly White stepped down.

3. Full-Time Faculty Association (FTF)

Chris Konieczka, FTF Co-President, shared information in the written report.

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

X. COLLEGE REPORTS

1. President's Business Report

Tim Cook, President, thanked all who attended the Legislative Breakfast. He shared information about the monthly superintendent's meetings with the school districts and Clackamas Education Service District (ESD). Tim also shared about his leadership forum visiting the Grand Ronde community.

XI. BOARD OPERATIONS

1. Board Chair Business Report

a. College President's Evaluation Public Statement

The Board read the public statement into the record.

2. Oregon Community College Association (OCCA) Report

Chair Reid shared that the Higher Education Coordinating Commission (HECC) released the 4th week fall enrollment trends were increasing by 4.5% for FTE from last year. OCCA Lunch & Learn sessions will start back up in January 2025. The Summit & Lobby day will be March 5 – 6, 2025 and the All-Oregon Academic Team Awards luncheon will be on April 18, 2025.

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.

XII. ADJOURNMENT

Chair Reid adjourned the meeting at 8:42 p.m.

Date

Kattie Riggs, Recorder

Jane Reid, Board Chair

Tim Cook, College President

DRAFT