



**BOARD AGENDA ITEM:**  
**DATE:**

**3.2 – Special Board Meeting Minutes**  
**Tuesday, February 21, 2023**

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**SPECIAL BOARD MEETING MINUTES**

**Tuesday, January 31, 2023**

*This meeting was held remotely.*

ATTENDANCE:

**Board of Education:**

Jonathan Fost  
Robin Feuerbacher  
Tim Arbogast  
Lucille Begay  
Nathanael Stice  
Kim Morgan

**Staff and Representatives:**

Dr. Marta Cronin  
Jarett Gilbert  
Courtney Judah  
Wendy Patton  
Lorelle Davies  
Mike Espinoza

Tiffany Prince  
Andrea Becerra

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**Regular Business Meeting –**

**1.0 CALL SPECIAL BOARD MEETING TO ORDER**

Chair Arbogast called Board Meeting to Order at 4:32 pm

**2.0 WELCOME AND INTRODUCTIONS**

**3.0 PUBLIC COMMENT – *none***

**4.0 BUSINESS ITEMS-**

Chair Arbogast requested to go out of order in the agenda and go over Business Item 4.2 first.

**4.2 Architecture and Engineering Contract for Sim Lab Expansion.**

Dr. Cronin presents a contract to the Board for Presidential Approval.

Dr. Cronin explains that about two years ago, CGCC received a 3-year EDA Grant for \$1.2 million dollars. This grant would allow us to:

1. Increase the capacity for medical assisting.
2. Add EMT certificate and Paramedic Associate of Arts and Science.
3. Develop additional nursing programming to serve part-time students.
4. Expand the Simulation Lab.

Dr. Cronin explains the total amount for this project is \$104,900 which is completely covered by this grant. She requested a motion for approval of Presidential Signature on this contract.



#### **MOTION #1- APPROVED**

Director Morgan **moved to approve for presidential signature, the Architecture and Engineering Contract for Sim Lab Expansion.** Director Foster seconded. Motion passed unanimously 6-0. Director Sanchez-Oates not present.

Director Foster expressed his excitement on this project. He noticed there has been a shift in placement of practicum students going directly to MCMC and not the college. This project will definitely open up more opportunities to attract more students.

#### **4.1 Adopt a plan for filling CGCC President vacancy**

Chair Arbogast questions the Board regarding whether or not we want to have a Selection/Search Committee.

Director Stice agreed to have a Selection Committee, since it is pretty standard for Higher Education and Recruitment.

Director Foster, Director Morgan and Director Begay agree with having Selection a Committee.

Chair Arbogast makes the recommendation to keep this Committee size smaller rather than larger; he recommends 2 Board Members to be on the committee.

As well as including 2-3 community members and probably Chambers directors; Foundation Board Member would also be recommended to be part of this committee.

Regarding the President Job Description, Chair Arbogast explains that we need to update it, and he mentioned Dr. Cronin has already agreed to go through the job description and edit accordingly.

In addition, he mentioned the Board would need to identify Key Requirements for a final candidate selection.

Director Stice mentioned he is interested in moving the Recruitment Firm to the top, he recommends that it would be best to have a Search Firm to help us and start the process.

Director Morgan agreed.

Courtney Judah, Executive Director of Institutional Effectiveness, explained the three Firms presented. RH Perry and Associates has declined the opportunity at the moment. Academic Search is a reference from someone else who worked with them and were happy with their work. ACCT was used by Lane Community College.

Director Foster emphasizes that as a governmental body and organization that is in the public light, we clearly need to follow a process that is impartial and find a candidate that best suits the college.

Courtney believes a Search Firm is a more appropriate idea because, people searching for Presidential Positions are utilizing search firms; another reason is because, it would give a



more diverse set of candidates. She mentioned a time frame is important to consider, as the firms she has reached out proposed a 6 to 9-month process.

Chair Arbogast shares his opinion regarding the process, he prefers to ask other colleges that have had a positive experience with firms.

Chair Arbogast expressed the importance of receiving feedback from Staff and Faculty. Feedback would be on what we need and want from our new President.

Courtney mentioned this was done in the past.

Tiffany Prince, Director of Housing and Student Life mentions, there were forums for this process; however, the Search Firm should have the expertise and support on this process as well.

Director Fost mentioned the importance of receiving feedback from people who know what is happening at the College and who works with the President on a daily basis.

Director Feuerbacher suggested to take the time on this process; he is in favor with the Committee and the Search Firm. He also agreed with reaching out to other colleges for feedback.

Director Morgan mentioned it would also be helpful to receive feedback from other Board members. She will have this ready for next meeting.

Decision: Dr. Cronin and Courtney will come back with more options for a Search Firm.

In terms of the President Job Description, Dr. Cronin will review and give recommendations. In addition, Chair Arbogast requested Board members to review the document.

Chair Arbogast proposed to wait on any action until we get a Search Firm in place to work on this process

Chair Arbogast requested 2 Board members to voluntarily serve on this Selection Committee. Director Stice and Director Morgan volunteered.

Chair Arbogast gives a summary of the agreements during this meeting:

1. Next meeting, we will have some valuable Search Firms to discuss. (3-5)
2. Director Stice and Director Morgan will be participating in the Selection Committee.
3. We will not proceed to soliciting feedback from Staff and Faculty until we have a Search Firm in place.

## **5.0 Public Comment- None**

## **6.0 Adjourn** Chair Arbogast adjourned the meeting at 5:48pm

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As recorded by Andrea Becerra, Executive Assistant to the Board of Education