

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

650 College Blvd., Ontario, OR 97914
Laura Moore Cunningham Science Center, Hanigan Board Room (#115A)

Tuesday, May 21, 2024

MINUTES

Those present were Chair Ken Hart, Vice Chair Stephen Crow, Roger Findley, Betty Carter, Torie Ramirez, Dirk DeBoer, Dr. Lindsay Norman, Jan Dinsmore, Mike Blackaby, Prudi Sherman, Jed Myers, Mike McLaughlin, and Fran Halcom (absent: Darlene McConnell)

Others present: President Dr. Dana Young, Vice President Sandy Porter, Vice President Darin Bell, Vice President Travis McFetridge, Dean Dr. Ben Merrill, Caroline Bell, Shirley Haidle, Dr. Nino Kalatozi, Vice President Dr. Abby Lee, Anne Marie Kelso, Cathy Yasuda, Adyson Bridgewater, James Trueax, Eugene Szews, Valerie Garrett, Arwyn Larson, Marc Wilson, and Hope Spaugh

CALL TO ORDER

Chair Ken Hart called the meeting to order at 5:02 p.m. and led the group in the Pledge of Allegiance. Dr. Young welcomed everyone to the meeting and thanked the budget committee members for serving this year.

BUDGET COMMITTEE MEETING

a. Appointment of Budget Committee Chair

Motion: Mike Blackaby nominated Jed Myers as Budget Committee Chair and because there were no other nominations, the motion passed unanimously.

b. Appointment of Budget Committee Secretary

Motion: Mike Blackaby nominated Fran Halcom as Budget Committee Secretary. The motion passed unanimously. The duties of secretary were deferred to Gina Roper.

c. Budget Committee Overview

Dr. Dana Young shared the process for the budget meeting as well as a summary of the 2024-25 budget assumptions and highlights. She noted the budget being presented tonight is a balanced budget.

d. Budget Message (Principles, Assumptions, & Highlights)

Vice President Darin Bell provided a summary on the proposed budget for 2024-25 which included information on the General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund, Reserve Fund, Auxiliary Fund, Agency Fund, and the Financial Aid Fund. Moreover, the unified forecast model showed the multi-year budget projections from the current budget year 2023-24 to projections through to budget year 2028-29. The Board also heard about some of the budget challenges and accomplishments.

e. Public Comments

There were no comments from the public.

f. **Approve 2024-25 Budget**

Motion: Ken Hart moved to approve the proposed 2024-25 budget as presented with a tax rate of \$1.2235 per \$1,000 of assessed valuation. The motion was seconded by Stephen Crow. The motion passed unanimously.

g. **Close Budget Committee Meeting**

Motion: Prudi Sherman moved to close the Budget Committee meeting at 6:12 p.m. and the motion was seconded by Betty Carter. The motion passed unanimously.

The Board took a recess at 6:12 p.m. and reconvened at 6:22 p.m.

AGENDA REVIEW/CHANGES

Motion: Stephen Crow moved to approve the agenda as presented and the motion was seconded by Dirk DeBoer. The motion passed unanimously.

PUBLIC COMMENT - There were no comments from the public.

SPECIAL PRESENTATIONS

a. **All-Oregon Academic Team**

The five TVCC students recognized for their selection on the All-Oregon Academic Team were Sarah Amerigian, Valerie Garrett, James Trueax, Eugene Szews, and Kayla Kelly. Student Kayla Kelly who was chosen to be a guest speaker at the April 19 All-Oregon Academic Team luncheon at Chemeketa Eola Center in Salem reshared her speech during the board meeting.

b. **New Employee Introductions**

Dr. Ben Merrill was introduced as the new Dean of Academic Affairs. Dr. Merrill currently serves as the Dean of CTE. Also recognized was David Valdiva who has assumed the duties of Systems Administrator.

COLLEGE BUSINESS

a. **RNL Marketing and Enrollment Report**

Present during the meeting was Ruffalo Noel Levitz (RNL) Consultant Christine Adams who briefed the Board on the work with college staff to develop strategies and a plan for marketing and enrollment. Vice President Travis McFetridge commented that the College is excited about the next steps to finalize the action steps and engage the college community.

b. **2024-25 Board Goals**

Motion: Stephen Crow moved to approve the 2024-25 board goals that were updated during the May 2 special board meeting. The motion was seconded by Betty Carter. The motion passed unanimously.

c. **Board of Education Action Plan**

Motion: Stephen Crow moved to approve the Board of Education Action Plan that was created during the May 2 board meeting noting two members of the Board were not present on May 2. The motion was seconded by Betty Carter. The motion passed unanimously.

d. **Board Policy Committee**

A review of the policies was presented to the Board noting that these policies had been previously reviewed by the Board Policy Committee.

- i. BP 1100 Treasure Valley Community College (3rd reading)

Motion: Stephen Crow moved to approve BP 1100 Treasure Valley Community College and the motion was seconded by Torie Ramirez. The motion passed unanimously.

The following policies are a first reading and will be brought back to the June board meeting for further review. Any questions or changes to the policies should be sent to the Board Policy Committee.

- i. BP 3560 Alcoholic Beverages & Controlled Substances
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- ii. BP 3570 Smoking and Other Tobacco Use & Possession on Campus
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- iii. BP 6100 Delegation of Authority, Business, and Fiscal Affairs
- iv. BP 6150 Designation of Authorized Signatures
- v. BP 6200 Budget Preparation
- vi. BP 6330 Purchasing
- vii. BP 6620 Naming Opportunities for Facilities, Classrooms, & Other College Property
- viii. BP 7370 Political Activity – Employees
- ix. GBD Board-Employee Communications

CONSENT AGENDA

- a. Board Minutes April 16, 2024 (Regular Meeting), May 2, 2024 (Special Meeting) and May 7, 2024 (Policy Committee)
- b. Financial Report

Motion: Torie Ramirez moved to approve the consent agenda as presented and the motion was seconded by Stephen Crow. The motion passed unanimously.

COLLEGE REPORTS & STATEMENTS

a. **Statements from ASG/Student Programs**

ASG President Adyson Bridgewater provided a summary of her written report.

b. **Statements from Foundation**

Executive Director Cathy Yasuda shared the Foundation has been busy with awarding scholarships. She said it is a fulfilling experience to attend the high school graduation ceremonies which is always good for recruiting and marketing. She reminded everyone of the following upcoming activities:

- May 22 - Red-Carpet Affair
- May 31- Annual Pops Concert
- June 5 - Wellness Committee and Service Awards Celebration
- June 6 - Foundation Nursing Scholarship Program
- June 7 - NAHPC groundbreaking
- June 15 - Outdoor living and garden tour in Weiser, Idaho

c. **Statements from Faculty**

TVEA President Arwyn Larson shared a video showcasing student success and highlighting students actively engaged in the classroom.

d. **OCCA Board Rep. Report**

Stephen Crow announced that Dr. Abby Lee has been chosen as the new OCCA Executive Director. Additional OCCA news: new officers for the OCCA Board have been selected, OCCA will be offering a Lunch and Learn on Civil Discourse. Crow has taken the course and found it beneficial. In legislative news, OCCA Deputy Director John Wykoff presented HECC with the community colleges' original ask of \$977m. Lastly, OCCA is working to change their bylaws and once approved they will be shared with the Board.

Board member Dr. Lindsay Norman asked about the plans to replace the Vice President of College and Public Relations to which President Young stated she would be meeting with the administrative team and other folks on campus on the reorganization of duties. Vice President McFetridge will carry the load for recruitment and retention.

e. **President's Reports**

i. **Academic Affairs**

Vice President Sandy Porter stated she is excited to announce that Kathleen Thayer has been selected as Teacher of the Year. Moreover, the faculty have done great work all year and are excited to share graduation with our students. Lastly, Sean Thompson has been hired as the computer science coordinator and the College is in the process of hiring a second agriculture instructor.

ii. **Student Services**

Vice President of Student Services Travis McFetridge reported the Q2Q remains the same as last reported; two initiatives being offered to boost enrollment are the free summer class and the Western Treasure Valley Merit Scholarship. VP McFetridge shared he is excited about the marketing and enrollment plan and the ability to track the data which will show our return on investment.

Dual Enrollment: there have been increases in welding and corrections classes. Specifically, the welding program saw a significant increase; President Young stated we will dig deeper into the data at the end of the quarter to see what course numbers have increased.

iii. **Administrative Services**

According to Vice President Darin Bell, the Department of Labor, in a final rule has increased the minimum salary threshold of the standard exemption for staff. As a result, the College will be tracking overtime hours. This may or may not impact the budget; however, overtime hours will be monitored.

iv. **College Relations and IT**

Vice President Abby Lee stated they have been working on graduation, the free summer class initiative, WTV Merit scholarship and the nursing and allied health professions center groundbreaking. Lee also provided an update on the Idaho Launch program and how we are not seeing the overwhelming response as previously anticipated by the Idaho policy makers or governor. There are approximately 9,000 inquiries and the information shows that the universities are benefiting more from these dollars.

v. **President's Comments**

We have been informed by the Northwest Commission on Colleges and Universities (NWCCU) that our Year Six report has been delayed until fall 2025 which in turn delays our Year Seven to the following year.

TVCC STATEMENTS FROM BOARD MEMBERS

- Lindsay Norman congratulated Dr. Abby Lee and thanked everyone for celebrating her birthday.
- Roger Findley congratulated Dr. Abby Lee on her new position. Findley is excited about the rodeo team and the number of students going to the championship.
- Betty Carter thanked Arwyn Larson for the student video and thanked Cathy Yasuda for all her hard work. She congratulated Dr. Lee.
- Torie Ramirez congratulated Dr. Lee and Dr. Merrill on their new roles. She noted our CTE certification graduation was wonderful. She thanked Marc Wilson and Brian Berks for their work with students.
- Dirk DeBoer stated tonight was a good meeting and congratulated Dr. Lee and Dr. Merrill.
- Stephen Crow commented on the great video by Arwyn Larson and congratulated Dr. Merrill and Dr. Lee.
- Ken Hart congratulated the students recognized tonight. He commented that at the May 2 meeting the Board had a book review on the Iceberg is Melting. The concept focused on change and what stood out to him is how we recruit students. The student video shared tonight is an example of why students come to TVCC. He stated as our iceberg melts; it is important when faculty help to recruit students.

EXECUTIVE SESSION

The Open Session ended at 8:33 p.m. and went into Executive Session at 8:41 p.m. under 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.

Board members in attendance (quorum present): Ken Hart, Chair, Stephen Crow, Vice Chair, Torie Ramierz, Roger Findley, Dirk DeBoer, Dr. Lindsay Norman, and Betty Carter. Also in attendance: President Dr. Dana Young

OPEN SESSION

- a. Action, if any, from Executive Session
The Executive Session ended at 9:19 p.m.

Chair Ken Hart stated that the president's evaluation tool has a total score of 4.00 and in this year's evaluation Dr. Young received an average score of 3.625. In addition, during the evaluation the Board visited about the areas of strength and opportunity for both the Board and Dr. Young. It was felt that there are many positive opportunities happening at TVCC.

There was a roll call vote on the following motions:

Vice Chair Crow moved to end the 4-year rolling language and instead add one year to the current president's contract; extending the contract to June 2028. The motion was seconded by Dirk DeBoer. The roll call vote showed: Lindsay Norman – yes, Roger Findley – yes, Betty Carter – yes, Torie Ramirez – yes, Dirk DeBoer – yes, Stephen Crow – yes, and Ken Hart – yes.

Board member Stephen Crow spoke about the discussions concerning the compensation for the president and the proposal to increase her salary from \$195,770 to \$205,770. Betty Carter seconded the motion. The roll call vote showed: Betty Carter – yes, Roger Findley – no, Lindsay Norman – yes, Torie Ramirez – yes, Dirk DeBoer – yes, Stephen Crow – yes, and Ken Hart – no. The motion passed. Chair Hart commented that there were no other changes to the contract.

The meeting adjourned at 9:24 p.m.

ADJOURN AND NEXT MEETING(S)

- a. June 18, 2024 - TVCC Board of Education Regularly Scheduled Monthly Meeting



Mr. Ken Hart, Board Chairman



Dr. Dana M. Young, President