

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
650 College Blvd., Ontario, OR 97914
Laura Moore Cunningham Science Center, Hanigan Board Room (#115A)

Tuesday, October 15, 2024, 6:00 p.m.

MINUTES

Board of Education members in attendance (quorum present):

Vice Chair Lindsay Norman, Betty Carter, Roger Findley, Stephen Crow (Zoom), and Torie Ramirez
(Absent: Dirk DeBoer and Chair Ken Hart)

Staff, representatives, and guests in attendance via Zoom or in person:

President Dr. Dana Young, Vice President Travis McFetridge, Vice President Darin Bell, Vice President Sandy Porter, Anne Marie Kelso, Cathy Yasuda, Ady Bridgewater, Kendall Hiatt, and Arwyn Larson

1. CALL TO ORDER

Vice Chair Lindsay Norman led the group in the Pledge of Allegiance and reading of the mission and vision statements

2. WORK SESSION

- a. Tour of Aviation Program, Ontario Airport
Board members received a tour of the TVCC aviation program at the Ontario Airport by Director Julie Lynch.

3. AGENDA REVIEW/CHANGES

There was one change to the agenda which was to postpone the OCCA Board Training report to a future meeting.

Motion: Roger Findley moved to approve the agenda as amended. The motion was seconded by Betty Carter. The motion carried unanimously.

4. PUBLIC COMMENT

There were no comments from the public.

5. SPECIAL PRESENTATIONS

- a. New Employee Introductions if any
New employees introduced during the meeting were Kendall Hiatt, Administrative Assistant to the Vice President of Student Services and Vice President of Administrative Services.

6. COLLEGE BUSINESS

- a. TVCC Foundation & TVCC Quid Pro Quo Agreement
Vice President Darin Bell explained the agreement is between the Foundation and the College and outlines the support the Foundation will receive by the College in regard to employee salaries and benefits, office space, supplies, and equipment. According to VP Bell there were changes to the agreement from last year due to increases in salaries and benefits; however, it was noted the Foundation will pick up more of the salaries and benefits for the Executive Director position. The overall budget remains the same but the allocation is what changed. Additionally, there was an increase in the dollars per square foot and an increase in IT support. It was noted the Foundation Board has already accepted the agreement.

Motion: Stephen Crow moved to approve the Quid Pro Quo and the motion was seconded by Betty Carter. The motion passed unanimously.

- b. BP 6300 Fiscal Management (2nd reading) Replaces DIA Internal Control Procedures and DIC Vice President of Administrative Services' Monthly Financial Report
- c. BP 6320 Investments (2nd reading) Replaces DFA Investment of Funds
- d. BP 6400 Financial Audits (2nd reading) Replaces DIE Annual Audit - There was a change to strike the language "to contract with".
- e. BP 6450 Wireless or Cellular Telephone Use (2nd reading) Replaces GBJ Use of College Cell Phones - There was a change to remove the plural from the word "interests" in the first sentence.

Motion: Stephen Crow moved to approve the grammatical changes to BP 6400 and BP 6450 and to approve board policies BP 6300 Fiscal Management and BP 6320 Investments. The motion was seconded by Roger Findley. The motion passed unanimously.

7. CONSENT AGENDA

- a. Board Minutes – September 17, 2024 (regular meeting)
There were no discussion about the board meeting minutes.
- b. Financial Report
President Young shared that Chair Hart is asking the Board to review the financial report to consider adding a budget to date column to which VP Bell stated he could take the whole year and divide it by 12. This would show the number of months to date.

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

8. COLLEGE REPORTS & STATEMENTS

- a. Statements from ASG/Student Programs
ASG President Ady Bridgewater shared the highlights of her written report which included the Chukar Fall Fest, Alcohol Awareness Program, Halloween Thriller, and updates for Associated Student Government updates. The Board asked about the 10 in 10 brochure and for ASG to share the projects with them.
- b. Statements from Foundation
Executive Director Cathy Yasuda thanked the Board for approving the Quid Pro Quo agreement. Additionally, Yasuda shared the news that the College received a USDA – Distance Learning and Telemedicine grant for \$470k. This funding will be instrumental in providing technology upgrades and service to Harney County, Burns, and Ontario. Lastly, the Board received invitations to the November 1 Foundation Gala.
- c. Statements from Faculty
There were no statements from faculty.
- d. OCCA Board Rep. Report
Board member Stephen Crow provided board members with the OCCA board meeting take-away report. He also spoke about the October 10 virtual advocacy training, open registration for the October 31 OCCA Lunch & Learn (OCCA 101) and upcoming trainings and events.

e. President's Reports

i. Academic Affairs

Vice Chair Lindsay Norman asked about the equipment needs for the surgical tech program and if it was possible to receive donated equipment. According to Executive Director Cathy Yasuda, a list of programs needs has been provided that can be shared with the Board. Vice President Sandy Porter reported that the goal is to have the first cohort of students starting fall 2025.

An update on the wrestling programs showed approximately 12 men and 6 women participating in the sport. Both teams are expected to compete in the National Wrestling Coaches Association.

Board member Torie Ramirez asked how many students are in the HEP and CAMP programs. According to Vice President Porter CAMP has 45 students and she would follow back up with the number of students in HEP.

Vice President Porter explained how the Higher Education Coordinating Commission (HECC) has a rule that creates challenges when modifying academic programs. For example, in a 90-credit program, even a small change—like removing or adding 3 credits—counts as a significant change. Specifically, adding 3 credits would count as a 6-credit change in their system, and changing two courses in a program can be considered a "substantive change," which leads to a lot of extra work.

HECC has realized that this rule creates bottlenecks for institutions, especially for community colleges, and HECC has reached out to community colleges to understand how this impacts us and is open to feedback on adjusting the 30% rule, which could help reduce the burden.

The Board members were invited to attend the Art Department open house on October 23 from 3:30 to 5:30 p.m.

ii. Student Services

Vice President Travis McFetridge presented the Q2Q Report, highlighting an increase in student credit hours, with both full-time enrollment and total credits on the rise. He noted that this trend is reflected in the new degree-seeking report, which is encouraging news. McFetridge expressed gratitude to the staff at the Student Services Center for their outstanding efforts in boosting enrollment and commended the student leaders for their contributions as well.

iii. Administrative Services

Vice President Darin Bell highlighted the maintenance projects that were completed this summer and provided an update on the nursing allied health professions center project (NAHPC). As of yesterday, the documents requested by the Oregon State Historic Preservation Office (SHPO) have been submitted and we have received confirmation the documents have been accepted. Vice President Bell will be following up with SHPO to advance the NAHPC project. Once we receive their response, we can publish the public comment and proceed to the bidding process.

f. President's Comments

Dr. Dana Young shared the College is in the process of hiring a Harney County Engagement Coordinator in collaboration with TVCC SBDC and High Desert Partnerships. We are excited about the opportunities in Harney County. We are also

planning to attend the next commissioner's meeting to sign off on our contract with them. Other news included

- a grant opportunity for EMT distance training for Jordan Valley,
- assignments of the associate vice president operational duties to the Director of HR who will serve as a resource to the vice presidents. Currently, we are working with Emily Fisk of Fisk Brand and Copy on the marketing for the college. Vice President McFetridge is overseeing the work with Fisk Brand and Copy by working directly with Emily on what we are doing in admissions and the College. President Young noted that we are aware we will need a full-time position to oversee the website. Fisk suggested we also need someone on campus to oversee the social media work. Board member Roger Findley asked if the staff receive additional compensation for their duties to which President Young shared only the director will receive the extra compensation. Board member Torie Ramirez asked for continued updates on what we are doing for marketing.
- Board member Roger Findley asked if the Title IX policies previously passed by the Board will go through the governance process to which the answer was yes. The Student Services Council will review the policies during their November meeting.

A recap of the follow up reports or actions included:

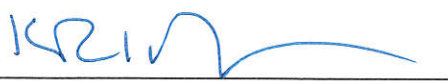
- sending a list of certified surgical tech program needs to the Board of Education
- sharing the enrollment results of the summer initiative
- including marketing updates in the monthly VPSS report
- sharing the number of students in the HEP program
- expanding the gainful employment transparency

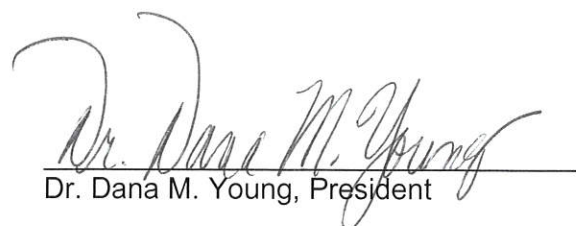
9. STATEMENTS FROM BOARD MEMBERS REGARDING TVCC

- a. Roger Findley reported he attended the volleyball game against Columbia Basin which was a close game. We have a great volleyball team.
- b. Betty Carter shared how she spoke with a student who is interested in welding about attending TVCC's program and she spoke with another student who is taking cybersecurity and who is interested in one of the college's part-time jobs. She advised the student to visit Scott Carpenter.
- c. Torie Ramirez stated she was sad to have missed the dedication of the baseball field. She also provided kudos to the student services staff for assisting her son with withdrawing from a class.
- d. Stephen Crow thanked President Young, vice presidents and Gina Roper for their work.
- e. Lindsay Norman reminded everyone to attend the art show featuring work by John Hart, the new instructor. She also reminded the Board that the joint meeting with the Foundation Board has moved from the gym to the Weese building, W-110.

10. ADJOURN AND NEXT MEETING

The meeting adjourned at 8:24 p.m. The next regularly scheduled meeting is set for Tuesday, November 19, 2024, at 6:00 p.m.


Mr. Ken Hart, Board Chairman


Dr. Dana M. Young, President