

MEETING MINUTES

Board members present: Vice Chair Cheryl Cruson, Roger Findley, Darlene McConnell, John Hall, Stephen Crow and Mark Wettstein (absent: Chair John Forsyth)

Others present: President Dana Young, Vice President Brad Hammond, Vice President Eddie Alves, Shirley Haidle, Anne-Marie Kelso, Cathy Yasuda, Abby Lee, Diahann Derrick, Hunter Marrow (Argus Observer), Drake Wallick, and Kristin Diggs, EideBailly, LLP

Jared Higby and Sandy Porter arrived at 6:41 p.m.

The work session began at 6:00 p.m. Vice Chair Cheryl Cruson led the group in a reading of the College's mission and vision statements.

a. Audit Report – EideBailly, LLP

Kristin Diggs, EideBailly, LLP, summarized the audit report and reported the College received an unmodified clean opinion regarding financials. She also reported that she had the opportunity to meet with the College's audit committee last week where the report was reviewed in detail.

b. Budget Model Projection

As information only, CFO Shirley Haidle presented three budget scenarios proposed by HECC, the Governor's Office, and DAS for community colleges. However, community colleges are asking for \$647m plus \$70m for CTE and \$70m for student success wraparound services for first generation and unrepresented students which is above the budget scenarios proposed by the State.

Governor's Office: a base budget of \$543m

Higher Education Coordinating Commission: "flat budget" of \$570m

Department of Administrative Services: \$590m

Community colleges will not know what they will receive from the State until after budgets are adopted in June. According to Haidle, a recommendation would be to budget/adopt at the \$590m level but have an operating budget at the \$570m level. By doing so, we would eliminate having to come back for a supplemental budget. If state funding comes in at \$543m for community colleges, we would have to look at significant cuts. Haidle shared the Planning and Budget Committee has been active in the budget process and she would be asking them to help to identify priorities if state funding comes in at \$570 to \$590.

Regular Session Meeting

I. Agenda Review/Changes

A report from Agricultural and Natural Resources was added under Special Presentations.

II. Special Presentations

a. Chamber Educator of the Year

CTE Faculty Sandy Porter was recognized and congratulated for receiving the Chamber Educator of the Year Award. Porter shared it was a great honor to receive this recognition.

b. Agricultural and Natural Resources

Department Chair Jared Higby shared some of their goals which included the new CTE building and remodel, sponsored dual credit oversight, visits this spring to 25 Oregon high schools and 6 Idaho high schools, recruiting students into equine program certificates (stockman and farrier science) and lastly, degree changes for Ag Business to resemble more of a crop production

degree. An exciting announcement was the selection of Wade Black to compete at the 2019 Road to the Horse in Lexington, KY in March.

c. Accreditation Update

President Young, ALO David Koehler and Vice President Eddie Alves attended the NWCCU accreditation commission hearing last Friday to hear the status of our accreditation. According to Young, although they did not hear about our continued accreditation status, the commissioners were happy to hear that we have begun work on the recommendations. Young shared TVCC should receive a letter within the next 3 weeks notifying us of our accreditation status.

III. **College Business**

a. Naming Opportunities, Board Policy FF (discussion)

Because President Dana Young and Executive Director Cathy Yasuda will begin visiting with donors for funding for the CTE Center, President Young wanted to revisit the College's policy on naming opportunities. The policy provides the College the ability and criteria to name buildings.

b. Retrenchment Process

President Young reminded everyone that February 8, is the deadline to notify the TVEA and individual faculty members if there will be any retrenchments. Any final decision regarding retrenchment would come to the Board for approval in February. Dr. Young did share that there have been conversations with the TVEA on some possible early retirement options but as of yet nothing has been agreed upon.

c. June 30, 2018 Audit Report (action)

Board member Roger Findley was one of the board members who participated in the January 7 Audit Committee meeting and provided an individual report of the meeting to the Board. CFO Shirley Haidle and President Young addressed comments made in the report as it pertained to the audit.

Motion: Darlene McConnell moved to accept the Audit Report from June 30, 2018 and the motion was seconded by Stephen Crow. The motion carried unanimously.

IV. **Public Comment**

There were no comments from the public.

V. **Consent Agenda - Action Item(s)**

- a. Board Minutes – December 11, 2018
- b. Financial Report

Motion: Darlene McConnell moved to accept the consent agenda as provided and the motion was seconded by Roger Findley. The motion carried unanimously.

VI. **College Reports and Statements**

a. Statements from ASG/Student Programs

Because there was no one present from ASG, there were no statements.

b. Statements from Faculty

TVEA President Drake Wallick stated faculty had a good fall quarter and they experienced a learning curve transitioning from Blackboard to Canvas. They also understand the budget woes and that faculty might be able to help in the area of retirements.

c. President's Reports

i. Academic Affairs

In addition to Vice President Eddie Alves written report, he highlighted the following areas.

- A group is meeting every Wednesday morning to work on accreditation.
- Work is being done on an enrollment management plan as well as strategies as they relate to instruction.
- The MA Program was created at the request of West Valley Medical Center, St. Luke's, and St. Alphonsus. These hospitals wanted to provide opportunities for their staff to skill up to MA.
- Aviation – When HECC lost their approval process, the VA has delayed approval until the process is reassigned. According to Wayne Boettcher, VA Education Liaison Representative from Muskogee, the VA is working to get this resolved.
- Sky West Airlines: we have an agreement in place which will assist TVCC aviation students attain a career with SkyWest after completing our program as well as additional benefits such as peer mentors, grants to help pay for their education and more.
- Airframe and Power Program: According to Vice President Alves, initial conversations are happening with business and industry partners on needs for the program. The College has been looking at what costs are for equipment and instructors as well as space.

ii. Student Services

In addition to a written report, Vice President Brad Hammond updated the Board on the outcome of the Tuition Free Course campaign. Overall, there were many positive comments from the community. Approximately, 101 students took advantage of the campaign. Of these, 71 students registered for more than 1 course, and 40 of the 71 were full-time students, and 31 of the 71 were part-time, and only 30 students took the one tuition free course. We will continue to evaluate these students as they continue at TVCC and what services they access.

Spring Quarter – the College will promote the Senior Citizen Tuition Discount.

15 to Finish Campaign – Because it is taking students longer to complete their education, the goal for the campaign is to encourage students to take more credits. Students must average at least 15 credits per quarter to graduate in two years.

iii. Business Services and Bookstore

CFO Shirley Haidle reported since EideBailly, LLP has been auditing the College for 8 years now, it is time to consider sending out requests for proposals to look at the services of comparable auditing firms and their costs for services. The Board agreed with moving forward with the RFP.

iv. Human Resources and Physical Plant

A written report was provided to the Board highlighting key activities and updates. Board member Roger Findley asked for an update on the CTE Center and EDA. According to President Young, although EDA has been affected by the federal shutdown; the College has proceeded with the design of the classrooms. Two major questions we need answered by EDA is if the building would be required to 30,000 square feet and can the addition be a single story.

v. College Relations and IT

IT worked diligently to complete projects and upgrades over the winter break to avoid any interruptions in services.

Some enrollment strategies include the 15 to Finish campaign which will encourage students to take 15 credits or one more class in order to graduate in two years. This big push will hopefully pay out in FTE. Summer is also a good time to encourage students to take more classes to get them through their programs onto completion.

vi. President's Comments

On January 8, President Young and board members Stephen Crow and Mark Wettstein attended the Education Summit in Baker City. Approximately, 108 people attended including five legislators. The summit provided an opportunity to visit with educators and legislators on the direction of education.

Work groups of the Eastern Oregon Border Board have been developing charters for land use, energy, transportation, communications and licensing and certification. President Young shared the Border Board's finance committee is developing criteria on how funding will be administered. In addition, they will be writing rules for Business Oregon to review and the Department of Justice to approve before any funding are allocated.

The Oregon Presidents Council and Oregon Community College Association will be meeting January 31 to February 1 in Salem to visit with legislators on the needs for community colleges. During the February 1 CTE Day at the Capitol, TVCC will have an automated controls booth showcasing our program.

A search for the Vice President of Administrative Services is opened until filled. President Young will send the job announcement out to the Board to encourage people to apply.

Former board member Joe Saito recently passed away. Mr. Saito was one of the first founding members of the TVCC Board of Education. President Young shared a thank you card from the Saito family.

Meeting times will be set for the Board's Policy Review Subcommittee to review Sections A/B. Board members serving on the committee are Cheryl Cruson, Stephen Crow and Mark Wettstein.

d. Statements from Foundation

Today is the deadline to submit scholarship applications. A Scholarship Review Night has been set for Thursday, February 7 at 5:30 pm.

Thursday, February 21, 7:00 p.m. at FRCC - Annual Scholarship Recognition and Donor event. The keynote speaker is Dr. Scott Holiday with student speakers Justin Inns and Salinas Chocktoot-Gonzales.

Kristin Diggs, EideBailly, LLP, attended the Foundation's board meeting last week to present their audit report. Because auditing fees continue to increase and the College has used EideBailly for several years, the Foundation agreed to send out RFPs for auditing services to see what other companies are available.

The Foundation had a successful year and Dean Woolworth from Merrill Lynch will be attending their next meeting to report on their investments.

e. Statements from Board Members

- i. Mark Wettstein commented on the honor roll lists in the newspaper and how many students come from our regional area. If TVCC didn't exist where would these students go. We are a college serving our community.
- ii. John Hall congratulated Shirley Haidle and staff for receiving a clean audit. Although the amount of buzz from the tuition free class may be hard to measure, there were many positive comments about the campaign.
- iii. Roger Findley shared he was proud to hear Sandy Porter received the Educator of the Year recognition. He was also pleased with Wade Black's accomplishments and his selection to participate in the Road to Horse event.
- iv. Darlene McConnell congratulated Shirley Haidle and Diahann Derrick regarding their work to receive a clean audit.
- v. Stephen Crow thanked Shirley Haidle, Vice President Brad Hammond and their staff for the work they do at the College.
- vi. Cheryl Cruson thanked everyone for pulling together and taking on extra responsibilities. She appreciates what everyone is doing to move the college forward. She also appreciates the work Cathy Yasuda does for the Foundation.
- vii. OCCA Report – CTE Day is coming and community colleges will be using their February OCCA meeting time to visit with legislators. Stephen Crow commented on his attendance at the Education Summit in Baker City. He shared the needs are there from early childhood education to post-secondary. He shared that President Young and Interim President Connie Green from Blue Mountain Community College took the opportunity to address what is needed for community colleges. Crow reported he sent a letter on behalf of the Board to the Governor's Office asking for support.

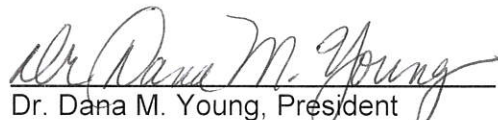
President Young provided an update on the conference call with the Governor's office on their budget. OCCA, OSBA and OEA are considering a statement for board members and community college presidents to sign asking for support. Dr. Young stated this is a critical time for community colleges and we need more funding. Lastly, Crow advised everyone that the weekly OCCA legislative calls have moved from Mondays to Tuesdays at 5:00 pm (MST).

VII. **Adjournment and Next Meeting(s)**

The meeting adjourned at 9:26 p.m. The next regularly scheduled meeting was set for February 19, 2019, 6:00 p.m.



John Forsyth, Chair
TVCC Board of Education



Dr. Dana M. Young, President
Treasure Valley Community College