



## TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

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

Regular Meeting - Tuesday, March 21, 2023 at 6:00 p.m.

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/94109847616?pwd=cmpEckhiSnY5YnNXWmpLWnh3YUo1Zz09>

Meeting ID: 941 0984 7616

Passcode: 352184

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Passcode: 352184

## AGENDA

**Mission Statement:** *TVCC is a comprehensive community college dedicated to promoting student success.*

**Vision Statement:** *TVCC will be an excellence-driven institution offering quality programs to ensure student success.*

- I. **Call to Order and Pledge of Allegiance** Chair Dirk DeBoer
- II. **Work Session**
  - a. Tenured Faculty Recognition Dr. Dana Young/VP Eddie Alves
- III. **Agenda Review/Changes (action)** Chair Dirk DeBoer
- IV. **Special Presentations**
  - a. New Employee Introductions Vice Presidents
  - b. June 30, 2022 Single Audit Report (Moss Adams) VP Shirley Haidle
  - c. Wellness Grant (information only) Anne Marie Kelso/Cathy Yasuda
- V. **College Business (Discussion or Action Items)**
  - a. Board Policy JECBA International Students (2<sup>nd</sup> reading) (action) VP Travis McFetridge
  - b. 2023-24 Tuition and Universal Fee (2<sup>nd</sup> reading) (action) VP Shirley Haidle
  - c. TVCC Board of Education Special Meeting (May) (discussion) Chair Dirk DeBoer
  - d. 2023-24 Course Fee Rates (1<sup>st</sup> reading) VP Shirley Haidle
  - e. Suspension of the Horse Production-AAS Degree (information only) VP Eddie Alves
  - f. Accept June 30, 2022 Single Audit Report (action) VP Shirley Haidle
- VI. **Public Comment** (Note: maximum time 15 minutes: each speaker will be limited to 3 minutes)
- VII. **Consent Agenda - Action Item(s)** Chair Dirk DeBoer
  - a. Board Minutes – February 21, 2023 (Regular Meeting) and March 2, 2023 (Audit Committee)
  - b. Financial Report
- VIII. **College Reports and Statements**
  - a. Statements from ASG/Student Programs ASG President or designee
  - b. Statements from Foundation Director/CDO Cathy Yasuda
  - c. Statements from Faculty TVEA President or designee
  - d. OCCA Board Rep. Report Stephen Crow
  - e. President's Reports Dr. Dana Young
    - i. Academic Affairs VP Eddie Alves
    - ii. Student Services VP Travis McFetridge
    - iii. Administrative Services VP Shirley Haidle
    - iv. College Relations and IT AVP Abby Lee
    - v. President's Comments Dr. Dana Young
      1. Community College Higher Education Issues and Trends Board
  - f. Statements from Board Members Board
    - i. Reminder to complete board meeting assessment and annual goal monthly report
- IX. **Executive Session**
  - a. ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- X. **Open Session**
  - a. Action, if any, from Executive Session

- XI. **Important Date(s)** Chair Dirk DeBoer
- a. March 20-24 Final Exam Week
  - b. March 27-31 Spring Vacation
  - c. April 3 Spring Term Classes Begin
- XII. **Adjournment and Next Meeting(s)**
- a. April 18, 2023 TVCC Board of Education Regularly Scheduled Monthly Meeting

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

**Regular Meeting - Tuesday, February 21, 2023 at 6:00 p.m.**

**MINUTES**

**Board of Education members in attendance (quorum present):**

Chair Dirk DeBoer, Vice Chair Mark Wettstein, Betty Carter, Ken Hart, Roger Findley, Cheryl Cruson and Stephen Crow

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

President Dana Young, Vice President Eddie Alves, Vice President Shirley Haidle, Anne Marie Kelso, Vice President Travis McFetridge, Dean Ben Merrill, Cathy Yasuda, Nino Kalatozi, Kilee Saldivar, Kate Russell, Chase Van Weerdhuizen, Jazzy Jenkins, Sandy Porter, Arwyn Larson, Julie Lynch, Darin Bell, Molly Lightfield, Caroline Bell, Steve Mitchell, Malheur Enterprise, Antonio Sunseri, and Marissa Oedewaldt

I. **Call to Order and Pledge of Allegiance**

Chair Dirk DeBoer called the meeting to order at 6:06 p.m. and led the group in the Pledge of Allegiance and reading of the College's mission and vision statements.

II. **Work Session**

a. **Medical Assistant Program**

Instructor Kilee Saldivar presented an overview of the Medical Assistant program that included information on enrollment, accreditation, and curriculum development. The presentation ended with a student spotlight.

Board member Ken Hart announced that on March 1 the TVCC nursing leadership team will meet with Valley Family Health (VFH) to discuss how to connect the two entities and help VFH employees get into the MA program.

Over the last three months, work has continued to develop courses, the application process, and accreditation requirements to offer a surgical tech program at TVCC. According to Kilee Saldivar, the accreditation for surgical tech must be finalized before the program can even begin.

b. **Voter Voice**

President Dana Young explained how the OCCA created Voter Voice app works to communicate with our legislators. The app is user-friendly and features canned messages provided by OCCA with the option for users to change the messaging.

Voter Voice is available for use by board members and the college campus. President Young stated legislators need to hear from us. She also reminded the Board that the weekly OCCA legislative calls are held Monday nights if they want to join the calls.

III. **Agenda Review/Changes**

There were no changes to the agenda.

IV. **Special Presentations**

a. **New Employee Introductions**

New employees introduced during the meeting were Marissa Oedewaldt, the new advisor/recruiter at the Caldwell Center, and Caroline Bell, the new grants manager.

V. **College Business**

a. **Spring Ad Hoc Report**

Vice President Eddie Alves provided the Board with a recap of the two recommendations received from NWCCU and what we have done to address them. Prior to the meeting, the Board also received a copy of the Spring Ad Hoc report.

According to Vice President Alves, the College has made significant steps forward in Recommendation 1 regarding the development of a process for the program reviews and systematic methodology to review them over a four-year cycle. A four-year cycle is common for an institution of our size. The goal is to have a process that is effective for faculty as they improve their programs.

Recommendation 2 – we have been thoughtful to ensure that everyone has strategic goals for their areas. In addition, we also ensured the Planning and Budget Committee reviews all the financial requests, the requests are prioritized, and that all have a focus on student learning and achievement. We are hopeful we are in compliance with this recommendation.

It was noted the College previously had 4-5 recommendations and we are now down to just the two recommendations.

b. **Board Policy JECBA International Students (1<sup>st</sup> reading)**

Admissions Systems and International Services Manager Chase Van Weerdhuizen provided the highlights of the policy and what we are doing to recruit international students. The policy was provided as a first reading.

c. **2023-24 Tuition and Universal Fee (1<sup>st</sup> reading)**

Vice President Shirley Haidle presented the following highlights:

- a proposed \$3/per credit increase in tuition for 2023-24. The increase has been noted in the 5-year projection model. The ASG team supports a moderate increase each year as opposed to no increase whereas there would then be large “catch up” increases. The \$3/per credit increase will still keep our tuition below the 2022-23 average for Oregon community colleges.
- In addition, we are requesting a \$1.00 increase in the universal fee. The fee has not been increased in 10 years. The current universal fee is \$16 per credit and the increase would bring it to \$17. This increase was also presented to the ASG for feedback and it was supported.
- The 2023-24 proposed tuition increases across the Oregon community colleges were as follows: one community college proposed their tuition to remain flat, seven community colleges are proposing a \$2 per credit increase, three are proposing a \$3 per credit increase, and four community colleges are proposing a \$5 to 6 per credit increase. It was also noted that some colleges are increasing their fees.
- The presentation concluded with a summary of the current rates for TVCC and the proposed rates with the \$3/per credit and \$1 universal fee increase. Also shared was a comparison with Oregon/Idaho universities using 2021-22 IPEDS data.

d. **CTE Month Resolution**

President Dana Young reported OCCA has asked all 17 community college boards to join the National Association of CTE by declaring February as CTE Month. The Board has approved this resolution in the past; however, the resolution read differently due to COVID, so we are bringing a new resolution for consideration and approval by the Board. CTE Month has been celebrated in Oregon for many years.

**Motion:** Ken Hart moved to approve the CTE Month resolution, and the motion was seconded by Stephen Crow. The motion carried unanimously.

e. **2023 Community College Legislative Priorities Resolution**

OCCA is asking all 17 community college boards to adopt a resolution for the 2023 legislative priorities. Some of which include a minimum ask of \$855m in ongoing funding, \$50m in one-time funding for the Community College Support fund (CCSF), and a minimum increase of \$200m for the Oregon Opportunity grant and legislation clarifying colleges may offer Bachelor of Science in Nursing degrees.

**Motion:** Stephen Crow moved to approve the 2023 Community College Legislative Priorities Resolution and the motion was seconded by Betty Carter. The motion carried unanimously.

VI. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – January 17, 2023
- b. Financial Report

**Motion:** Stephen Crow moved to approve the consent agenda and the motion was seconded by Mark Wettstein. The motion carried unanimously.

VIII. **College Reports and Statements**

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

ASG President Jazzy Jenkins summarized her written report.

b. **Statements from Foundation**

Upcoming Foundation events include the Planned Giving Seminar scheduled for March 8 at 5:30 p.m. in the Weese building and the March 16 Community Ag Summit in the Florence Findley Career and Technical Education Center.

c. **Statements from Faculty**

TVEA highlights included the work being done for the Exercise Science Program, faculty entered mid-term grades for winter term, and the faculty vote to ratify the new contract. According to TVEA President Darin Bell, the contract was passed. He stated the bargaining process was fulfilling for him and he realized there is good that can come out of it.

d. **OCCA Board Rep. Report**

OCCA Representative Stephen Crow thanked everyone for using Voter Voice. During his report, a brief summary was provided on the bills being reviewed and their priority status. Crow also noted the nomination of new members on the OCCA Executive Board. Other news included, the upcoming OCCA Legislative Summit March 8 -9 in Salem.

e. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves advised the Board that next month he will report on the advancement of tenure and provisional faculty. In other news, Dr. Ben Merrill has been officially hired as the Dean of CTE. Dr. Merrill previously served as the interim dean.

Board member Ken Hart asked how the search was progressing for a nursing director. According to Vice President Alves, they are in the process of interviews and should have all interviews finished by the end of the week. Hart expressed his concern with enrollment and students not wanting to enter the healthcare field. His concern is how this could affect the construction of a new nursing and allied health professions center. Although, we know there is a demand for nurses, we have to be careful as we proceed with this project.

According to Vice President Eddie Alves, he anticipates this trend will change as we put COVID behind us. He believes the timing will be good for healthcare and we will be able to fill the building in the next 24 months. There are jobs everywhere and we are seeing a positive turnaround in interest.

Board member Roger Findley had the same concern with enrollment and inquired about the number of pre-nursing students. Vice President Alves didn't have the number but stated he would report back at the next meeting.

Board member Roger Findley inquired about the TVCC Equine Program who will be heading to the Idaho Center to participate in an event he believes is in March. Instructor Sandy Porter stated other institutions participating along with TVCC are Montana Western and Feather River College. Vice President Alves stated he would get more information on the event.

ii. Student Services

Vice President Travis McFetridge provided the Board with a winter quarter Q2Q report. He indicated there may be some changes next term on how the data is presented on this report. Which should help our reimbursable FTE. We are also working on extrapolating the dual credit students and he should have something to report next month.

During the Chukar Spirit Night, 70 students registered for the event with 61 students actually attending. We also gave out 8 scholarships rather than 6 because of the number of prospective students.

Dual Credit – this winter is the highest term we had for College Choice. Ninety-five high school students are taking 47 classes for a total of 351 credit hours.

On Wednesday night, athletics will be recognizing Sophomore Night for both the men's and women's teams. Everyone was invited to attend.

Board member Mark Wettstein asked Vice President McFetridge to explain cultural competency in which McFetridge explained the standards set under the House Bill 2864 and how they relate to our diversity, equity, and inclusion initiatives on campus. He also explained how TVCC reports annually to the State and the work of our DEI Committee.

iii. Administrative Services

Vice President Shirley Haidle reported on the work still being done on the single audit. She also shared a meeting with the auditors and Audit Committee has been scheduled for next Thursday. A report will be brought to the Board during their March meeting.

- iv. College Relations and IT  
There was no report submitted this month.
- v. President's Comments  
President Dana Young shared the following highlights:
  - President Young, Chair Dirk DeBoer, and Stephen Crow will be attending the March 8 – 9 OCCA Legislative Summit in Salem.
  - Monthly Chamber legislative hotline calls will take place at TVCC with Senator Findley and Representative Owens. The calls will be at 7:00 a.m. on the third Wednesday of the month.
  - Legislative Session: approximately 3,500 – 4,000 bills are expected to be reviewed this session.
  - Senator Findley was contacted by President Young about SB 523 BSN and he stated he was in full support of the bill. This initiative will be important for our region and if we meet the criteria we could start offering BSN degrees at TVCC.

**f. Statements from Board Members**

- i. Roger Findley invited everyone to the March historical lesson on the Lincoln Heights area. The event will be held in Vale.
- ii. Cheryl Cruson attended the Chukar Spirit Night and a Foundation Board meeting. She also said she is seeing many TVCC articles on social media. She was asked to conduct a presentation on the good things about Ontario on March 2 before a PEO group. She is asking people what brought them to Ontario and what keeps them here.
- iii. Mark Wettstein stated he wanted to let the Board know that he has decided not to run for re-election on the Board.
- iv. Dirk DeBoer stated there is a great future for the College and he felt the meeting tonight was a good meeting. There are many ways we can make the college successful.

**Motion:** Stephen Crow moved to adjourn the regular meeting at 8:03 p.m. and the motion was seconded by Betty Carter. The motion carried unanimously.

**II. Executive Session**

The Executive Session started at 8:12 p.m. under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

**Board of Education members in attendance (quorum present):**

Chair Dirk DeBoer, Vice Chair Mark Wettstein, Betty Carter, Ken Hart, Roger Findley, Cheryl Cruson and Stephen Crow

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

President Dana Young, Director Anne Marie Kelso, Vice President Eddie Alves, and Vice President Shirley Haidle

**Motion:** Stephen Crow moved to end the Executive Session at 9:02 p.m. and the motion was seconded by Roger Findley. The motion carried unanimously.

III. **Open Session**

The meeting went into Open Session at 9:03 p.m.

**Board of Education members in attendance (quorum present):**

Chair Dirk DeBoer, Vice Chair Mark Wettstein, Betty Carter, Ken Hart, Roger Findley, Cheryl Cruson and Stephen Crow

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

President Dana Young, Director Anne Marie Kelso, Vice President Eddie Alves, Vice President Shirley Haidle, Darin Bell, Nate Rawlinson, and Molly Lightfoot

- a. Action, if any, from Executive Session
  - i. TVEA Contract Ratification

**Motion:** Stephen Crow moved to approve the new TVEA contract, and the motion was seconded by Roger Findley. The motion carried unanimously.

IV. **Important Date(s)**

- a. February 20                      President's Day Observed (college closed)
- b. February 21                      Registration for Spring/Summer Begins for New Students
- c. March 1                              TVCC Foundation Scholarship Priority Deadline
- d. March 20                            Final Exam Week
- e. March 27-31                        Spring Vacation

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

- a. March 21, 2023                  TVCC Board of Education Regularly Scheduled Monthly Meeting

**Motion:** Ken Hart moved to adjourn the meeting at 9:05 p.m. and the motion was seconded by Betty Carter. The motion carried unanimously.

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Dirk DeBoer, Board Chair  
Treasure Valley Community College

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



**Thursday, March 2, 2023**

**AUDIT COMMITTEE MEETING MINUTES**

Committee Chair Ken Hart called the meeting to order at 2:00 p.m. and turned the meeting over to Vice President Haidle.

**Board of Education members in attendance (no quorum)**

Ken Hart, Roger Findley, and Betty Carter

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

President Dana Young, Vice President Shirley Haidle, Mandy Gaskill, Vice President Travis McFetridge, Diahann Derrick and via Zoom: Scott Simpson and Hilary Tanneberg from Moss Adams and Steven Mitchell from Malheur Enterprise

Vice President Haidle stated the purpose of the meeting is to review the Single Audit report with auditors from Moss Adams who will also stand by to answer questions. Vice President Haidle introduced auditor Scott Simpson to present his report.

According to Simpson the Single Audit fieldwork has been completed but they are still working on the report. As a result, there was no report available at this time for the committee; however, the report will be available for the March 21, 2023 Board of Education meeting.

Simpson went on to report that they anticipate issuing an unmodified opinion on compliance. They were required to perform Single Audit procedures on the Student Financial Aid (SFA) Program and the Higher Education Emergency Relief Fund (HEERF) Program. There was one finding on the SFA program and no findings on the HEERF program. What this means is a clean opinion with one significant deficiency.

Moss Adams Senior Manager Hilary Tanneberg stated that the finding involved enrollment reporting. One student was not reported, and five additional students were properly reported but not within the required timeframe. She went into some detail about the requirements and the testing that was done.

Board member Ken Hart asked how many exceptions it takes to rise to a finding. According to Simpson, technically only one. However, at Moss Adams, they first look at internal controls and if they are adequate and being followed, and there are minimal exceptions, they are less likely to report it as a significant deficiency. Because this has continued to be an overarching finding for a few years, even though the exact exceptions found were not identical, the exceptions were required to be scrutinized more closely and included as a finding.

Board member Roger Findley asked what the federal agency is likely to do because of a repeat finding over several years. Simpson replied that they have not been as aggressive with these particular types of findings because they are quite common.

There were no further questions for the auditors, so they excused themselves and exited the zoom portion of the meeting.

Vice President Travis McFetridge stated that he has reviewed all six of the exceptions noted by the auditors and that they were all from Fall term of 2021. It appears that the processes put into place following last year's audit were beneficial and there are still more things being done to aid in accomplishing the ultimate goal of no findings. Vice President McFetridge shared how the financial aid department is being restructured through the hiring of staff. A Financial Aid Processing Coordinator has been hired, the Financial Aid Advisor II position was upgraded to a Financial Aid Advisor I and a Financial Aid Advisor II has been hired and will begin working next week.

In addition to the restructuring of financial aid, a full-time dedicated Registrar has been hired and we are currently advertising for a full-time Enterprise Systems Analyst to assist with the technical side of Student Services.

Board member Betty Carter asked if the exceptions were a result of human or systems errors to which Vice President McFetridge replied that it was some of each.

Board member Roger Findley asked Vice President McFetridge if he feels confident that this will be corrected. Vice President McFetridge stated that, while he feels confident it can be, it is a process and some schools that he has spoken with have put a five-year corrective action plan in place which shows it can't happen overnight.

Findley stated that he knows from prior experience as an instructor at the college, it can be very difficult to determine a correct withdrawal date and he can understand how it could be even more difficult to get it reported timely. He feels there has been progress in that we went from two findings down to one and that all exceptions were found in the Fall of 2021.

The meeting adjourned.

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Dirk DeBoer, Chair  
TVCC Board of Education

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