

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
650 College Blvd. Science Center Building, Hanigan Board Room. #115A, Ontario, OR 97914
Tuesday, May 15, 2018, 4:00 p.m.

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

Budget committee members present: Torie Ramirez, Jan Dinsmore, Prudi Sherman, Jed Myers, Gary Halcom (arrived 5:28 p.m.), and Ken Hart (absent: Randy Jensen)

Others Present: President Dana Young, Vice President Eddie Alves, Vice President Kevin Kimball, Vice President Brad Hammond, Anne-Marie Kelso, Shirley Haidle, Hunter Marrow (Argus Observer) and David Reynolds.

Chair John Forsyth called the Budget Committee meeting to order at 4:00 p.m. and led the group in the flag salute and reading of the College's mission statement.

I. Budget Committee Meeting

a. Welcome & Introductions

President Young thanked everyone for attending the Budget Committee meeting. Prior to the start of the meeting everyone had the opportunity to introduce themselves.

b. Appointment of Budget Committee Chair

MOTION: Torie Ramirez nominated Jed Myers for the Budget Committee Chair position and the motion was seconded by Prudi Sherman. The motion carried unanimously.

c. Appointment of Budget Committee Secretary

MOTION: Jan Dinsmore nominated Torie Ramirez as the Budget Committee Secretary and the motion was seconded by Ken Hart. The motion carried unanimously. The duties were deferred to Board Secretary Gina Roper.

d. Budget Committee Overview

Vice President Kevin Kimball provided an overview and summary of the roles of the budget committee and the opportunity for public input. He stated the goal of the committee is to either approve the 2018-19 budget as presented, approve the budget with changes or defer any action by the committee to another meeting date.

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

President Dana Young and Vice President Kevin Kimball presented the 2018-19 Budget Message to the Board and shared information on the budget challenges and accomplishments this past year.

Some of the budget challenges included a decrease in enrollment, insufficient state funding, unfunded mandates, increased reporting requirements, competitive salaries and benefits, increased IT equipment, software and staff, increased PERS costs, increased medical insurance costs, aging infrastructure, and maintaining GF fund balances and reserves.

2017-18 Budget Accomplishments – some of the accomplishments were providing quality educational programs, meeting contractual costs and legal requirements, improving recruiting and marketing efforts, improving and increasing services to students, providing a vibrant student life, supporting major grant programs, maintaining campus facilities and providing a balanced budget.

Vice President Kimball spoke about the 5-year projection and assumption model and how changes impact the budget. The model is a "what if" model where different budget scenarios can be used to project budget impacts in the future. Chair Forsyth stated the model will be one of the best tools to be used by the College. According to Vice President Kimball, even though the model is not 100% accurate, it does provide a sense of reality within the budget and the urgency of cutting expenses and growing enrollment.

Shirley Haidle was commended for her help preparing the budget.

f. **Public Comment**

Budget Chair Jed Myers asked if there were any public comments and there were none.

g. **Approve 2018-19 Budget**

MOTION: Mark Wettstein moved to approve the 2018-19 Budget as proposed and the motion was seconded by Prudi Sherman. The motion carried unanimously.

MOTION: Cheryl Cruson moved to close the budget committee meeting and the motion was seconded by Gary Halcom. The motion carried unanimously.

The budget committee meeting ended at 6:15 p.m. The regular meeting of the Board of Education reconvened at 6:30 p.m.

Others who joined the meeting were Tasha Wixom, Abby Lee, Cathy Yasuda, Osbaldo Gonzalez, Yami Gonzalez, and Ron Hanks

II. **Special Presentations**

a. **All Oregon Academic Team Student Scholar**

President Dana Young introduced Osbaldo Gonzalez as this year's All Oregon Team Scholar. After graduation, Gonzalez, an engineering major, will be transferring to OSU to continue his education.

b. **TVCC Multi-media Campaign**

Associate Vice President of College and Public Relations Abby Lee provided an overview of the College's multi-media strategies through targeted efforts on the following platforms: Over the Top targeting, Social Targeting, Digital Programmatic, partnership with Channel 7, KTVB, traffic sponsorships and television commercials. Abby shared that she will be able to track data on how many people were reached during these promotions. In addition, the College will renew our 30 sec. summer commercial at the Boise, Nampa and Ontario Reel movie theaters and we will have a new billboard promoting our aviation program. The billboard ad will run from June 2018 through July of next year (2019).

Printed advertisements will include spots in local fair books, graduation tabs, mailers and other advertising opportunities to promote summer classes.

Abby shared we have the tools to communicate with students through Enrollment Rx which Vice President Brad Hammond will share more about next month. Other efforts include an overhaul of the College's website.

Chair Forsyth stated that one of the goals for the upcoming year that was discussed by the Board was a quarterly newsletter from TVCC sharing the good news on what we are doing. He understands there are budget constraints but he would like a calendar of events for ASG, performing arts, athletics, etc. to send out to the community. Abby stated she would research some options; however, she did note there hasn't been any dollars budgeted for this effort.

Regular Session Meeting

I. **Agenda Review/Changes**

There were no changes to the agenda.

II. **College Business**

a. **2018-19 Course Fees (2nd reading)**

Vice President Kevin Kimball highlighted the changes to the course fees for 2018-19. He noted that many changes were due to the increased hours and costs for aviation. This summer, the College will be running a marketing plan targeting students interested in a career in aviation.

MOTION: Cheryl Cruson moved to approve the 2018-19 course fees as presented and the motion was seconded by Darlene McConnell. The motion carried unanimously.

b. **New Policy: Security Body Camera (1st reading)**

The Security Body Camera policy is a new policy that has been reviewed by the Administrative Services Council and the Executive Council. The policy was a first reading for the Board of Education and was provided as information only. The policy will be brought back next month for further review and action.

III. **Public Comment**

Chair Forsyth read the guidelines for public comment.

Anjalique Leavitt, Caldwell, ID, PTK member, reported on the activities for Phi Theta Kappa. The students and advisor Arwyn Larson attended their annual convention and currently, the club has a 1-star rating. The club will be brainstorming ideas for Honors in Action with a goal to recruit more students and raise their rating to a 5-star club.

Selina Gonzales, Caldwell, ID, PTK member, is working with PTK to organize a pow wow that will include basket weaving, beading and perhaps a sweat lodge to demonstrate the native American culture.

In addition, Gonzales has invested numerous hours for a PTK fundraiser to raise money for cancer parents. Three students and 1 faculty member will be shaving their heads in support of chemo and radiation patients. The event will be held on June 9 at the King Legend Hall, Caldwell, ID.

Hugh David Reynolds, Ontario, OR, TVCC faculty member, is excited about the aggressiveness of the College's marketing campaign. He also mentioned the five faculty members who were retrenched this year as they will be missed.

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

- a. Board Minutes – April 17, 2018
- b. Financial Report

MOTION: Darlene McConnell moved to accept the consent agenda and the motion was seconded by Stephen Crow. The motion carried unanimously.

V. **College Reports and Statements**

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

Baylie Whiting, Academic Senator, summarized her written report.

Chair Forsyth asked if the students are planning to use all the space on campus because at one time there were discussions about Frisbee golf, for instance. According to Tasha Wixom, the students are working on their 10 in 10 projects and some of these discussions have been on outdoor recreation.

b. **Statements from Professional and Classified Staff**

There were no statements from classified or professional staff.

c. **Statements from Faculty**

David Reynolds, interim TVEA Secretary, reported there were no statements from faculty. However, he felt there are some positive things happening at the College as well as a renewed sense of hope and fresh ideas. He heard some good things from tonight's meeting.

d. **President's Reports**

i. **Academic Affairs**

Special highlights included TVCC Coach Drew Pearson being named the 2018 Northwest Region Coach of the Year and the men's rodeo team making it to the national finals.

Other highlights included:

- During the Student Success Summit, faculty members will have conversations on their 2017-18 strategic plans.
- Chapter 1 of the College's accreditation report should have been received by the Board. Chapter 2 is the largest chapter and is going through revisions. At a future board meeting, Director of Institutional Effectiveness David Koehler will visit with the Board on strategic planning and how the College is tracking this information.
- New Medical Assistant Coordinator Kilee Saldivar met with local hospitals and is receiving tremendous support for our program. The hospitals are excited about having their employees participate. The classes are online and clinicals will be held on Saturdays to accommodate student schedules.
- The College is still waiting on approval from the Oregon VA on our aviation program.

ii. **Student Services**

Vice President Brad Hammond reported advising day today was slow but he anticipates many students may be registering online.

The residence hall brochure is being revised to break down the cost to live in student housing. Our prices are the lowest in the area and we are working to get the word out.

There was a discussion about continuing to share the message that TVCC is not closing and the ways to continue to promote the positive impact we are making as a community college in our community.

There were questions regarding the Spring Quarter to Quarter Enrollment Comparison and the FTE percentages not being clear. Vice President Hammond will follow up with IE staff to review the data.

iii. **Administrative Services**

On Monday, interviews were held with CSHQA, Design West and CTA in regard to architectural services for our CTE building. After the interviews, the College decided to go with CTA in Boise to provide this service. Vice President Kevin Kimball stated a special board meeting may be needed next month to move the CTE project forward.

iv. **President's Comments**

According to President Young, we received word from HECC that they will be reviewing and moving ahead with three capital construction proposals for the 2019-21 agency request budget. The next capital construction building for the College after our vo tech expansion remodel would be the nursing and allied health building. The Oregon community college presidents will continue to urge legislators to fund capital construction.

Because President Young is unable to attend this week's Oregon President's Council and OCCA Board meeting, board member Stephen Crow will attend part of the OPC function and will be attending the retirement dinner for the four retiring community college presidents (Frank Toda, Debra Derr, Sandra Fowler-Hill and Joanne Truesdale).

e. **Statements from Foundation**

Executive Director Cathy Yasuda shared a media clip by the Oregon Community Foundation which featured a TVCC Ontario student. The media clip is a great example of the collaboration with a state partner to help a pressing need in our community. The OCF grant is for three years and will provide tuition for students enrolled in our ECE program.

Board members Stephen Crow and Roger Findley were thanked for their willingness to host their gardens during the June 23 Garden Tour.

f. **Statements from Board Members**

- i. Cheryl Cruson stated she appreciated the May 10 special board meeting and the presentation by President Young on the future of TVCC.
- ii. Stephen Crow commented that it was nice to participate in a positive meeting.
- iii. Darlene McConnell thanked Kevin Kimball and Shirley Haidle for their work to put the budget together.
- iv. Roger Findley commended the men's rodeo team for making the national finals as well as the individuals from the women's rodeo team. He also reiterated that Drew Pearson received Coach of the Year and he also believed this was the first time TVCC was recognized for Rodeo of the Year.
- v. John Hall shared he attended the Komoto art exhibit which was a great event. He noted that the College has a great group of student leaders. The Block Party was a great and there are many things happening on campus that we need to advertise out in the community. People don't know about what we are doing and this should be a top goal for us to work on.
- vi. Mark Wettstein shared he went with Cathy Yasuda to a local high school to give out TVCC scholarships.
- vii. John Forsyth stated there are many good things happening that we need to promote. He shared the Board's decision to renew the President's contract through 2021 and that he will provide the goals for the President to the Board. Her new contract will be ready to sign next month.

The open session ended at 8:45 p.m. and went into Executive Session at 8:51 p.m. under ORS 192.660(2)(d) to conduct deliberations with a person designated by the governing body to carry on labor negotiations.

Board Members Present: Chair John Forsyth, Vice Chair Cheryl Cruson, Darlene McConnell, Roger Findley, John Hall, Mark Wettstein and Stephen Crow. Others present were President Dana Young, Kevin Kimball, Eddie Alves and Anne-Marie Kelso.

VI. **Open Session**

- a. Action, if any, from Executive Session
The Executive Session ended at 8:59 p.m. There was no action from Executive Session.

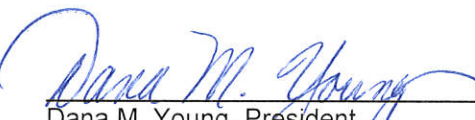
VII. **Adjournment and Next Meeting(s)**

- a. June 19, 2018 TVCC Board of Education Meeting

MOTION: Darlene McConnell moved to adjourn the meeting at 9:00 p.m. and the motion was seconded by Stephen Crow. The motion carried unanimously.



John Forsyth, Chair



Dana M. Young, President

By Gina Roper, Recording Secretary