

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

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

BOARD MEETING AGENDA Tuesday, November 15, 2022, 6:00 p.m.

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/99847937991?pwd=clArUVphWFNBclFDaE4xM2haL0daZz09>

Meeting ID: 998 4793 7991

Passcode: 954248

Telephone: (669) 900-6833 or (253) 215-8782 Passcode: 954248

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. **Work Session**
 - a. Library Update Tara Dominick
- II. **Agenda Review/Changes (action)** Chair Dirk DeBoer
- III. **Special Presentations**
 - a. New Employee Introductions Vice Presidents
- IV. **College Business** (Discussion or Action Items)
 - a. TVCC Board Policies Transition to OCCA Policy Framework (1st Reading) Betty Carter/Anne Marie Kelso
 - i. Section A/B: Board of Governance to Chapter 2 Board of Education
 - b. 2023-24 Budget Calendar (action) VP Shirley Haidle
 - c. Board Planning Session (December 20) Dr. Dana Young
- V. **Public Comment** (Note: maximum time 15 minutes: each speaker will be limited to 3 minutes)
- VI. **Consent Agenda - Action Item(s)** Chair Dirk DeBoer
 - a. Board Minutes – October 18, 2022
 - b. Financial Report
- VII. **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
 - f. Statements from Board Members Board
 - i. Reminder to complete board meeting assessment and annual goal monthly report
- VIII. **Executive Session**
 - g. ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- IX. **Important Date(s)** Chair Dirk DeBoer
 - a. November 23 College Closes at 3:00 p.m.
 - b. November 24-25 Thanksgiving Observed (College Closed)
 - c. December 2 Foundation Holiday Dinner and Concert
 - d. December 5-9 Final Exam Week
 - e. December 12-Jan 6 Winter Vacation for Students
 - f. December 26-30 College Closed Christmas Week
- X. **Adjournment and Next Meeting(s)**
 - a. December 20, 2022 TVCC Board of Education Planning and Regularly Scheduled Monthly

The Board of Education meetings are held in accordance with accessibility requirements. Persons having questions about or requests for special needs and accommodations should contact Accessibility and Accommodation Services, Theigha Cooperrider-Fryman (tcooperrider-fryman@tvcc.cc), or 541-881-5792 or TTY 541-881-2723). Contact should be made 72 hours in advance of the meeting.

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Tuesday, October 18, 2022

BOARD MEETING MINUTES

The Board meeting began at 6:00 p.m. Chair Dirk DeBoer led the group in the flag salute and reading of the college's mission and vision statements.

Board of Education members in attendance (quorum present):

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

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

President Dana Young, Vice President Shirley Haidle, Vice President Travis McFetridge, Vice President Eddie Alves, AVP Abby Lee, Anne Marie Kelso, Sandy Porter, Kate Russell, Jazzy Jenkins, Eric Ellis, Scott Carpenter, Calvin Stephens, Ricardo Vasquez, Stephanie Oester, Jeremy Yraguen, Julie Lynch, Cathy Yasuda, Zach Widner, Angie Mejia, Jann Bell, Leslie Thompson (Argus Observer), and Darin Bell

I. Work Session

a. Debt Overview

Vice President of Administrative Services Shirley Haidle provided the debt overview which included interest and principle payments and payoff dates for the housing bonds, PERS UAL bonds, and the consolidation loan (science building, gym lift, and city LIDs).

b. Five Year Budget Projection Model

Vice President Shirley Haidle shared the model which showed a summary of assumptions and revenue and expenditures from 2021-22 through 2028-29. According to VP Haidle for 2021-22 we ended the year with a \$2.96m ending fund balance which flows through as the beginning fund balance for 2022-23. It was noted that every 1% increase in enrollment provides approximately \$45k in revenue.

c. HEERF Funds

The federal stimulus funds are monies received from the federal government. The CARES funds were the first funds we received followed by CRSSA and ARPA. Vice President Haidle provided in the overview the dollar amounts that were available to the students and the institution as well as the total funds received to date, what has been spent, and what funds are remaining.

According to Vice President Shirley Haidle, the College isn't anticipating receiving any further HEERF funding.

II. Agenda Review/Changes

There were no changes to the agenda.

Motion: Ken Hart moved to adopt the agenda as presented. The motion was seconded by Roger Findley. The motion carried unanimously.

III. Special Presentations

a. New Employee Introductions

New employees introduced during the board meeting were Jennifer Lara, ESL Coordinator, Mary Jane Bagwell, ABE Coordinator, Angela Pettite, SRCI BCT Assistant, Krista Callaway, Part-time Test Proctor (Caldwell Center), Carrie Hawkins, Enrollment Specialist (Caldwell Center), Bailey Godson, Enrollment Specialist (Ontario), and Angie Mejia, Asst. Comptroller.

b. **Cybersecurity Program**

Scott Carpenter, Director of IT/CIO, presented information on assessing TVCC's cybersecurity. This last year IT has been working on a gap analysis and had set strategies based on findings and perceived level of risk in identified issues. The gap analysis showed where we were in 2019, and where we stand today.

Computer Information Science – Dr. Eric Ellis, computer science program instructor, spoke about the program and stated it has been satisfying to teach the course. Students and IT professionals Calvin Stephens and Ricardo Vasquez shared their experience working on the second gap analysis project and how their education at TVCC has helped them gain real-world experience.

There are 21 students in the entry level class, and most are hired before they finish the program because the need for this expertise is so great according to Vice President Eddie Alves.

A video was shared featuring former student Ricardo Vasquez who is a graduate of TVCC and currently works as a TVCC IT Help Desk technician. Vasquez spoke about his experience at TVCC to obtain his degree. The goal according to AVP Abby Lee is to bring a student highlight each month. Lastly, Director/CIO Scott Carpenter stated our two-year degree transfers seamlessly over to BSU through an articulation agreement.

c. **Student Success Update**

i. **Guided Pathways**

Academic/Career Advisor Zach Widner and Academic Advisor and Dual Credit Coordinator Stephanie Oester provided a PowerPoint presentation on Guided Pathways.

ii. **Moonshot for Equity**

AVP Abby Lee reported EOU, BMCC, and TVCC received \$1.6m for direct appropriations from the Governor's office for Moonshot for Equity. The goal is to close equity gaps by 2030 by implementing 15 research backed and proven best practices and policies.

IV. **College Business**

a. **TVCC Board Policies Transition to OCCA Policy Framework (Informational)**

Board member Betty Carter shared how the board policy committee worked to transition Section A/B Board Governance of our board policies over to the Chapter Two Board of Education policies.

Director of Legal and Human Resources Anne Marie Kelso spoke about how TVCC's current board policies are through the OSBA K-12 model and how they will be transitioned over to the OCCA policy framework which align with higher education. The policies provided today were for information only and will be brought back next month for a first reading.

President Young commended Director Kelso for her work to cross reference the policies and determine the must haves for our policies.

b. **TVCC Foundation and TVCC Quid Pro Quo**

Vice President Shirley Haidle reminded the Board that the Quid Pro Quo is done every year. Two years ago, the Foundation paid 25% of the Director's salary and one-third of the administrative assistant's salary. This year, the only change will be for the Foundation to pay 50% of the director's salary and 75% of the administrative assistant's salary.

Motion: Stephen Crow moved to approve the TVCC Foundation and TVCC Quid Pro Quo Agreement. The motion was seconded by Ken Hart. The motion carried unanimously.

V. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – September 20, 2022, September 28, 2022 (Board Policy Committee) and October 11, 2022 (Board Policy Committee)
- b. Financial Report

Motion: Stephen Crow moved to approve the consent agenda and the motion was seconded by Betty Carter. The motion carried unanimously.

VII. **College Reports and Statements**

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

ASG President Jazzy Jenkins summarized her written report on events and activities. One of their main goals this year will be to focus on small projects.

b. **Statements from Foundation**

Executive Director Cathy Yasuda reported it has been busy in the Foundation office as they hosted the fall fest and held a scholarship orientation.

In other news, the major gifts campaign is going well, and Yasuda is meeting with potential donors and putting together proposals. In addition, this is the last and final week of our 5-week internal campaign, and a celebration will be held on Friday, October 28 to recognize and complete the internal campaign.

Over the next couple of weeks, the Foundation will be putting their efforts and focus on the annual Gala.

c. **Statements from Faculty**

TVEA President Darin Bell provided the Board with an update on faculty negotiations. What is important for the faculty are salary steps (this will be the fifth year their salaries have been frozen). However, faculty feel good currently with negotiations and they had a good session last week with the College team.

d. **OCCA Board Rep. Report**

Board member Stephen Crow reported this year he will be serving on the OCCA Budget Committee and on the OCCA Executive Committee. Crow spoke about the legislative priorities this year and stated he will send them to the Board. He will also keep the Board informed of the weekly OCCA legislative conference calls once they start. Lastly, the Board was reminded of the OCCA Annual Conference scheduled for November 2-4 at Sunriver, Oregon.

President Dana Young announced and congratulated Stephen Crow who has been recently chosen as the recipient of the 2022 Howard Cherry Award for Outstanding Board Member. Crow will be honored at the OCCA Annual Conference this November.

e. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves provided a written report. Board member Ken Hart asked about the efforts to recruit a nursing director. According to Alves, there

have been conversations on the next steps for the position and it is anticipated a headhunter may be hired to help in the recruiting. In addition, there have also been conversations with local industry on the possibility of a shared position. Discussions will continue and the hope is a decision is made soon.

ii. Student Services

Vice President Travis McFetridge provided the Board with the Q2Q report. He reiterated the information is a fluid document.

Board member Roger Findley asked for an update on the women's soccer team. Vice President McFetridge stated Coach Phillips and Athletic Director Day worked to get the student numbers needed but weren't able to pull together a team. They will continue to review the program and look at ways to grow it next year.

iii. Administrative Services

Vice President Shirley Haidle reported they are still working on the audit and as soon as it is complete they will begin work on the college budget.

iv. College Relations and IT

Associate Vice President Abby Lee reported that the faculty negotiations have had some very good discussions and we have some dedicated faculty.

AVP Lee commended IT for their report tonight and shared how grateful we are that they want to work in education. We are also excited about the work Daniel Liera-Huchim is doing on social media. We are seeing many followers.

v. President's Comments

President Dana Young noted the OCCA legislative summit will be held in March in Salem next year. This will provide us the opportunity to visit with several current and new legislators.

Board member Roger Findley asked about the Caldwell Center and City visits. According to President Young, the College shared with the City of Caldwell officials what we will be doing at the center who in turn expressed their appreciation for our partnership. President Young reminded the City of our 7-year lease on the building and that we will continue to be open to discussions with them on what the future will look like. We are interested in staying and keeping our name on the building.

In addition, we shared with faculty that SMART classrooms are changing and how it will affect how we teach at the Caldwell Center and at the Ontario campus.

f. Statements from Board Members

- i. Cheryl Cruson attended the SBDC state advisory meeting and discussed how businesses have changed. In addition, she provided an update on the new officers for the Foundation Board.
- ii. Roger Findley shared about his trip to Australia and information on distance education in the outback. They are pushing to be energy independent through solar and wind energy.
- iii. Stephen Crow shared he is proud of TVCC for the Guided Pathways initiative and is excited to share more with the other side of the state.
- iv. Betty Carter stated she enjoyed the Moonshot for Equity presentation.
- v. Ken Hart attended the Conectate conference and learned a lot. Everyone who attended seemed to enjoy the conference.
- vi. Dirk DeBoer attended the morning CTE Open House, and stated it was a nice event.

Motion: Stephen Crow moved to close the Open Session at 9:10 p.m. and go into Executive Session. The motion was seconded by Ken Hart. The motion carried unanimously.

Executive Session

The meeting went into Executive Session at 9:13 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, Cheryl Cruson, Ken Hart, Roger Findley, and Stephen Crow

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

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

Motion: Stephen Crow moved to close the executive session at 9:19 p.m. and move into the open session. The motion was seconded by Betty Carter. The motion carried unanimously.

There was no action from Executive Session.

VIII. **Adjournment and Next Meeting**

- a. November 15, 2022 - TVCC Board of Education Regularly Scheduled Monthly Meeting

Motion: Stephen Crow moved to close the meeting and the motion was seconded by Betty Carter. The motion carried unanimously.

Dirk DeBoer Chairman
TVCC Board of Education

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