

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
650 College Blvd., Laura Moore Cunningham Science Center, Hanigan Board Room (#115A), Ontario, OR 97914
Tuesday, December 15, 2020
BOARD MEETING MINUTES

Chair Cheryl Cruson 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 Cheryl Cruson, Vice Chair Stephen Crow, Darlene McConnell (Zoom), Mark Wettstein (Zoom), Roger Findley, Betty Carter (Zoom), and John Hall (Zoom and in-person)

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

President Dana Young, Vice President Brad Hammond, Judge Frank Yraguen, Matt Frye, Lisa Meyer, Cathy Yasuda, Anne Marie Kelso, Vice President Eddie Alves, Scott Carpenter, Vice President Shirley Haidle, Abby Lee, David Koehler, and Larry Meyers (Argus)

I. Cultural Competency Training

The Board of Education and invited guests participated in a training facilitated by Javier Cervantes from Linn Benton Community College and Founder of OtroSol Diversity Concepts, LCC. The mission of the training was to raise consciousness, awareness, and understanding while building on an individual's existing skills and capacity related to equity and justice through personal reflection, challenging dialogue, that inspires self-work and transformation.

II. Board Planning Meeting

a. Institutional Effectiveness

i. Accreditation

A recap on the fall 2018-19 Seven Year Visit and resulting commendations and recommendations were summarized during the meeting.

In March of 2020, the College submitted their Ad Hoc Year One Report and received two recommendations. Those recommendations were 1) engage in an effective system of assessment and use the results of its assessment efforts to inform academic and learning-support planning and practices to continuously improve student learning outcomes and 2) demonstrate a continuous process to assess institutional effectiveness; use an ongoing systematic evaluation and planning process to inform and refine its effectiveness and is inclusive and provides opportunities for comment by appropriate constituents.

The next accreditation report is a Mid-Cycle Report due in October of 2021. The new 2020 standards from NWCCU, include a new evaluation cycle of annual reports, mid-cycle evaluations (Three Year), Policies, Regulations, and Financial Reviews (Year Six) and Evaluation of Institutional Effectiveness (Year Seven).

ii. Mission Fulfillment (MF) Assessment 2019-20

According to Dean David Koehler, Mission Fulfillment is defined as meeting the minimum acceptable threshold for 70% of the indicators in Core Themes 1 and 2 (Fostering Educational Success and Ensuring Access). The College's third core theme Building our Community is not being used because these indicators do not have a direct or indirect measures of student learning and achievement. NWCCU is interested in only assessing student learning and achievement. However, the third core theme can be used to complete the story of the institution.

Our mission is to ensure “all” students are successful. The assessment of mission fulfillment shows us what areas we need to work on to make incremental improvements over the years. These are institutional and high-level metrics. Our aspirational goals may not all be reached; however, we must continue to push forward. During the presentation, the Board was shown metrics under core themes Fostering Education Success (for all students), Ensuring Access (for specific groups of students and in each equity lens) in regard to FTE, headcounts, retention rates, graduation rates, transfer out rates, student loan default rates, student progression, gen ed scores, completers’ survey, etc. Building Our Community was shown to have important metrics that included attendance at athletic events, retention, dual credit, TVCC Foundation and Scholarship recipients, CBWCL, advisory boards, ASG, etc. According to Koehler this core theme positively affects our campus community and local communities and helps complete the TVCC story.

Overall, the MF assessment findings showed:

- Data continues to improve. First-generation college student data element: data collection, dataset completeness, and data quality -all continue to improve.
- Enrollments were down. Indications are that 2019-20 would likely have realized enrollment gains vs. the prior year, prior to the pandemic response taking hold. TVCC was in line with the OR CC system.
- Dual-credit, non-degree seeking student enrollments are down.
- General Education: Critical Thinking assessments demonstrated the least improvement and had the lowest average assessment score among 2-year completers.
- Student Loan Default Rates are the highest among the ORCC comparisons.
- Student progression is low. However, the gap between 30-credits earned and 45-credits earned is large, suggesting potential for improvements.
- Overall, TVCC’s Fall-to-Fall Retention is in line with the OR CC comparisons.
- Overall, TVCC’s Graduation Rate is higher than average among the OR CC comparisons.
- Despite F-F Retention being high for Economically Disadvantaged students, Graduation rates are low for this group. Similar pattern for HUSOC, and opposite for first-generation college students. Suggests losing these students between the Second Fall and Third Spring (150% normal time-to-complete)
- Scholarships continue to provide path to completions.

The Board took a break for lunch and reconvened at 1:00 p.m.

iii. Institutional Transformation Assessment (ITA) & Guided Pathways Summary

In the presentation it was explained Guided Pathways is an initiative that is being launched at TVCC with principles to guide clear curriculum pathways to employment and continued education, help students choose and enter their pathway, and help students stay on their path and ensure that learning is happening with intentional outcomes. The TVCC Guided Pathways Team consists of 17 members who meet regularly to discuss strategies to move the initiative forward by 1) getting the Advising Module operational; 2) cleaning up “major” lists; and 3) creating a “general path” for Business and Education (AAOT). Vice President Eddie Alves stated the Board will be kept updated on the work of Guided Pathways in the VPAA monthly report.

The Board was provided a summary of the ITA data collected which was an internal self-assessment (and based on specific Guided Pathways principles) administered to all TVCC employees in May of 2020. Our participation in ITA put the College in line with 4 other institutions for access to funding that NWCCU has received from pass-thru grant funding (Gates Foundation). TVCC also recently signed a Data Sharing Agreement with the National Student Clearinghouse for Postsecondary Data Partnership (PDP) which is a collaboration between NSC and NWCCU. This collaboration will help us gain access to better data as well as provide better access to our data. NWCCU is asking us to have national and regional comparison and this data set will help in this area.

iv. EMSI Report

An overview of the 2018-29 EMSI report provided data on the economic impact analysis of the institution and its effect on the local economy. Overall, the data showed TVCC creates a significant positive impact on the business community and generates a return on investment to our students, taxpayers, and community and the institution generates more tax dollars than it takes in.

v. Early Year Engagement Survey (EYES)

Dean David Koehler explained the purpose, reviewed the questions posed, and the overall results of the 2020-21 Early Year Engagement Survey which asks first year students to respond to questions based on their perception since beginning TVCC this year. The survey was administered between October 29-November 10, 2020. According to Koehler, 337 students started the survey with only 314 completing it.

There were questions from the Board about how some questions were posed and how they could be misleading (i.e., having a safe place to sleep or food insecurity, dropping out of school). For instance, the responses to the questions regarding having enough food to eat or having a safe place to sleep could be interpreted that the student already has food and housing, and that food is a priority for them, or interpreted that they do not feel safe with who they are currently living with. It was noted there could be an argument with the interpretations of every question. It was also asked if students who participated lived in the residence halls, in the community, or with family.

b. OCCA Conference Update

Vice Chair Stephen Crow reported on the participant feedback received from those who attended this year's virtual OCCA conference. The feedback included comments related to the flow of the conference, guest presenters, technology, breakout sessions and presenter topics. Overall, the meeting went fairly smooth as a first attempt to go virtual.

c. Overview Budget Projection Model 5-Year Project

Vice President of Administrative Services Shirley Haidle provided a second version of the budget projection model which expanded the model over a 10-year period. Some of the assumptions in the model reflected state CCSF support, property taxes, tuition and fees, miscellaneous income, and employee salaries, PERS, Materials and Supplies, Capital Outlay, Financial Aid/Waivers and Expenditure Percent Unexpended. This budget model provides the College predicted numbers and requires less work each month to calculate where the college is financially; however, Vice President Haidle stated the model is a work in progress in predicting where we are at and where we are going.

The Board was provided a recap of the 2020-21 Adopted Budget, operating budget and predicted budget for 2021-22. The good news is the state revenue is looking good, but the bad news is the tuition and fees this year is going down. It was also reported the Governor's Recommended Budget is proposed as flat for the next biennium.

The budget for 2021-22 will continue to be developed as department budgets are turned in next month. At that time, there will be discussions regarding whether or not to implement a tuition increase.

d. Cybersecurity/Ransomware Report

Director of IT Scott Carpenter explained how the ransomware attack happened at TVCC when a server was compromised by Dharma Ransomware. Carpenter also explained when the breach was first discovered, when it was contained, and what was done to restore the servers. Overall, IT did all the right steps to protect the institution and recover our data.

Later in the IT report, Carpenter spoke about the draft policies and procedures he has developed for the college to adopt. He emphasized the extra measures needed to protect our data as well as the resources needed to improve systems.

The Board also received for information purposes three documents that pertain to dealing with phishing emails, identifying safe URL links, and raising an awareness on social engineering.

Associate Vice President of Public Relations Abby Lee informed the Board about the data security incident that happened in the fall of 2019 when an email account was compromised, and how we became aware of the additional exposure this September. Out of an abundance of caution the College will contract with a firm to allow for one-year of free credit protection for employees affected by the incident. All employees and students will be notified tomorrow of the additional incident according to Lee and a press release will be sent out.

e. **Review 2020-21 Board Goals and Objectives**

The Board reviewed their progress to meet their goals set for 2020-21. Chair Cruson asked the board members if there were any changes to the board goals and there were none.

f. **Set 2021-22 Board Goals and Objectives**

The Board discussed their goals for the next academic year and decided that because of issues due to the pandemic they would roll the goals from 2020-21 to 2021-22.

Work Session

The meeting was called to order at 5:00 p.m. Chair Cruson led the group in the flag salute.

I. **New College Employee Introductions**

The following new employees were introduced during the meeting: Trisha Phillips, Administrative Assistant for VPAA, Joseph Kurth, Social Science Instructor, Daniel Liera, ESL Coordinator, Tucker Tolliver, Lead Flight Instructor for the Helicopter Program, and Brianna Paddon, Lead Fixed Wing Flight Instructor.

Regular Session Meeting

I. **Agenda Review/Changes**

There was one change to add under College Business D. Adopt Board Goals for 2021-22 (action).

Motion: Stephen Crow moved to add d. to college business to adopt the goals for 2021-22. The motion was seconded by Darlene McConnell. The motion carried unanimously.

II. **Special Presentations**

a. **Emerging Leadership Summit**

Recruiting Coordinator Director and Emerging Leaders' Summit Coordinator Chase Van Weerdhuizen provided an update and a video capturing the purpose and activities of this year's summit. This year the summit offered dual credit to students who wanted to learn leadership skills. Overall, 49 students attended, and 39 credits were awarded.

b. **HB 2864 Cultural Competency Report**

HB 2864 requires community colleges and public universities to establish a process for recommending and providing oversight for implementation of cultural competency standards for public institutions of higher education and its employees. The report that is due to the State at the end of this month was summarized with the Board and included information relating to the work of the Diversity Committee, workshops, trainings, and events, inclusive teaching strategies for faculty interested in engaging in cultural awareness (fall term) and cultural competency trainings for the Board of Education.

Vice President Eddie Alves spoke about the inclusive teach strategies conducted with 16 faculty members this fall with the goal of implementing these strategies and their equity work during winter quarter. Multicultural Coordinator Roberto Trinidad stated that moving forward standards will be developed so they can measure improvement and progress with the work they are doing.

c. **2020-21 Equity Project Update**

An update on the equity project initiatives for fall, winter, and spring terms was shared with the Board. Some of the initiatives included an all-employee cultural competency training February 18 from 2-4 pm, Black History Month, and a spring term equity month for April.

d. **Nursing Accreditation**

Executive Director of Nursing and Allied Health Jill Humble reported on the months of work to finish the 8-Year self-study which addressed questions from the OSBN Division 21 standards. According to Humble the report will be sent out this Friday as a result of the upcoming OSBN program review in January.

II. **College Business**

a. **Internal Resumption Plan Update**

Director of Legal and Human Resources Anne Marie Kelso reported no changes to the Internal Resumption Plan. However, there are anticipated changes coming up in order to be consistent with OHA and OSHA rules relating to COVID exposure (i.e., if a person who has been exposed and is tested negative, their quarantine time can be shortened to 7 days).

b. **Nursing-Allied Health Professions Center**

The Board was asked to approve a resolution to proceed with the funding and construction of the Nursing-Allied Health Professions Center project.

Motion: Stephen Crow moved to approve Resolution 20-003 to proceed with the development and construction of the Nursing-Allied Health Professions Center project for the amount not to exceed \$11m. The motion was seconded by Roger Findley. A roll call vote was conducted: Mark Wettstein-yes, Darlene McConnell – yes, Roger Findley-yes, Stephen Crow-yes, Betty Carter-yes, Cheryl Cruson-yes, and John Hall-yes. The motion carried unanimously.

c. **CTE Center Naming Opportunities**

President Dana Young, Project Manager Bernie Babcock, CTE Dean David Koehler, and Foundation Director Cathy Yasuda conducted a walk-through of the CTE Center and came up with a concept which is still under design that would be appropriate for donor recognition. Director Yasuda noted this particular fundraising campaign was different than the science center major gift campaign in that a majority of the large contributions came in the form of grants, and proposals to businesses and foundations and with very few donations by individuals. Other ideas included a plaque for thanking and recognizing the State of Oregon, Senator Lynn Findley, and perhaps honoring faculty as well as banners for the larger donors within the labs. The Board will be kept updated as the concept progresses.

Motion: Stephen Crow moved to proceed with the CTE Center naming opportunities and the motion was seconded by Betty Carter. The motion carried unanimously.

d. **2021-22 Board of Education Goals**

After some discussion, each board member will review the goals set and indicate which goals they have met. Chair Cruson also felt that due to challenges and limitations because of COVID this year, the Board would continue with the same goals for 2021-22.

Motion: John Hall moved to maintain the same board goals in 2021-22 as were set in 2020-21 and the motion was seconded by Stephen Crow. A roll call vote was conducted: Darlene McConnell – yes, Roger Findley-yes, Stephen Crow-yes, Betty Carter-yes, Cheryl Cruson-yes, John Hall-yes and Mark Wettstein-no. The motion carried.

III. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – November 17, 2020
- b. Financial Report

Motion: Betty Carter moved to accept the consent agenda as presented and the motion was seconded by John Hall. The motion carried unanimously.

V. **College Reports and Statements**

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

ASG Academic Senator Abby Smith provided a written report to the Board which included highlights on in-person office hours, the kickoff of the Student Technology Committee, the Grab n' Go event, clothing food drive, and an update on plans and activities for winter quarter.

Lastly, Smith summarized the results from the Chukar Mascot Survey which were shared previously with the college administrative team. Overall, ASG did not feel they had enough information from the survey to decide on any changes to the Chukar logo. ASG will revisit more on this project.

b. **Statements from Faculty**

There were no statements from faculty.

c. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves reported on the hiring of Dave Bowers as the college's new welding instructor. Alves also reiterated on the work being done to complete the nursing department's self-study report to OSBN and the finalizing of the HEP grant application.

ii. **Student Services**

Vice President Brad Hammond reported the *Try Out TVCC* campaign was pushed out to recruit new students to enroll in a tuition-free college class. Student services has been busy working on enrollment and are doing many texts, emails, and phone calls to reach students.

Board member Darlene McConnell expressed concerns regarding the update of the athletic webpage and shared some ideas to invite people to the page. According to Vice President Brad Hammond, they are continuing to update the page and expressed his appreciation for board member McConnell's ideas.

iii. **Administrative Services**

The auditors will be finished with the college's financials but there is still work on the single audit to be done. The Audit Committee will be convened in January prior to the Board of Education meeting at which time the auditors will present the audit report. It was noted the financial audit will be submitted by December 31 to the State as required by Oregon Revised Statute (ORS).

iv. **College Relations and IT**

The push this last month is the *Try Out TVCC* campaign through mailers, digital marketing, and newspaper ads. This Friday, December 18 is the deadline for students to register.

During the December virtually hosted Idaho superintendents meeting with local legislators (normally held at the Caldwell Center), AVP Abby Lee was able to share the *Try Out TVCC* campaign. Lee spoke about the discussions during the meeting and how Senator Steve Thayn, Chair of the Senate Education Committee, is a proponent of expanding dual credit for private schools which will provide an opportunity for TVCC at our Caldwell Center. It was also noted that Senator Thayn is a TVCC graduate and how it would be a great opportunity to introduce him to our Board of Education.

OHA and Malheur County Health has encouraged the College to COVID test our residence hall students when they return from winter break. Valley Family Health will be on campus Saturday and Sunday to help test students. Lee reported the College does have a plan in place in the event that isolations are necessary which will support students and help to keep our campus safe.

v. **President's Comments**

President Young reiterated the Governor's December 1 flat budget of \$641m for community colleges. The Governor's budget for the next biennium is lower than the \$702m ask by HECC and the community colleges which also included an assumed 3% increase in tuition for all community colleges. The \$702m is being sought to keep community colleges at the current service level. Community colleges are also requesting an additional \$35m in innovations fund to support the neediest of students in post-secondary education.

In other news;

- Rep. Jeff Reardon is putting the community colleges' \$702m/\$35m ask into a bill and will be seeking bipartisan support and signatures. President Young shared that she will be working with Senator Lynn Findley, Rep. Greg Smith, Rep. Daniel Bonham, and Rep. Greg Owens to see if they would be comfortable supporting this bill as they are all advocates for higher education.
- Rep. Reardon will also carry a Pathways to Opportunity bill which would allow a STEP navigator at each of the seventeen community colleges. The navigator position would connect with all the social services and resources available to help low income, SNAP eligible students get started and be successful. This is a huge need for our region.
- The Malheur County Health Department has been a great partner in helping keep the college open. As students return for winter quarter, we will be working with the County to get as many free COVID tests administered in the county as possible in an effort to keep COVID rates down.
- Department of Corrections (DOC): Senator Dembrow and Rep. Owens and several others across the state have been supportive in keeping the DOC contract with community colleges; however, there is still work to be done to finalize a contract.

- We submitted a grant application with the State of Idaho for a workforce development council innovations grant. This grant is under \$500k and if received will help with the startup of the College's A& P Program. Because of the cost of the program, the College would have to commit to \$33k a year up front for 3 years. Vice President Alves shared we have many industry people asking how they can support us, and we are receiving donations in equipment which will help with costs. He expressed the importance of offering specific programs in Caldwell to help grow our enrollment.

d. **Statements from Foundation**

Executive Director Cathy Yasuda read a quote relating to the simple things in life. She commented on her job to build relationships and partnerships while finding creative ways to stay in touch during COVID. On behalf of the Foundation, she wished everyone a happy holiday season and Merry Christmas.

e. **Statements from Board Members**

The Board wished everyone a Merry Christmas and Happy New Year. They commended everyone for the work they have done this year.

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

- a. TVCC Board of Education Monthly Meeting, January 19, 2021, 6:00 p.m. The meeting adjourned at 7:19 p.m.



Cheryl Cruson, Board Chair
TVCC Board of Education



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