

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

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

Tuesday, December 19, 2023, 9:00 a.m.

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/93987835403?pwd=TVNleGpJRWFuc1hOOEVEM00zQW9YQT09>

Meeting ID: 939 8783 5403

Passcode: 920632

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

Passcode: 920632

BOARD MEETING AGENDA

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

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

Board Planning Meeting

I. Call to Order and Acknowledgement of Guests

Chair Ken Hart

- | | |
|--|---|
| a. New Website Demonstration | VP Abby Lee |
| b. Accreditation and Program Review | Director Nino Kalatozi/
VP Sandy Porter |
| c. Mission Fulfillment | Director Nino Kalatozi |
| d. 2021-24 Strategic Plan Update | President Dana Young/
Director Nino Kalatozi |
| e. 2024-25 and 2025-30 Strategic Plan
Recommendations | President Dana Young/
Director Nino Kalatozi |
| f. Institutional Effectiveness | Director Nino Kalatozi |
| g. Enrollment Update | VP Travis McFetridge |
| i. Matriculation Funnell | |
| ii. Q2Q Report | |
| iii. Ruffalo Noel Levitz (RNL) Update
& Discussion | VP Abby Lee/
VP Travis McFetridge |
| h. Budget Forecast Update | President Dana Young/
VP Darin Bell |
| i. Outreach Centers | VP Abby Lee |
| i. Caldwell Center | |
| ii. Harney County | |
| j. Corrections Centers Update | Director Anne Marie Kelso |
| k. Nursing and Allied Health Professions Center | Executive Director Cathy Yasuda/
Project Manager Bernie Babcock
Board |
| l. Wrap Up-Board Comments | |
| m. Dinner | |
| n. Tour of Student Services Center | VP Travis McFetridge |

5:00 p.m. Work Session

II. Call to Order and Acknowledgement of Guests

- | | |
|---|-----------------|
| a. Introduction of New Employees | Vice Presidents |
| b. 2022-23 Audit Presentation – Moss Adams, LLP | VP Darin Bell |

Regular Session Meeting

- I. **Agenda Review/Changes** Chair Ken Hart

- II. **Public Comment** (note: maximum time 15 minutes: each speaker will be limited to 3 minutes)

- III. **Special Presentations**
 - a. HB 2864 Cultural Competency Annual Report Director Daniel Liera-Huchim

- IV. **College Business** (Discussion or Action Items)
 - a. Accept the 2022-23 Audit (action) VP Darin Bell
 - b. Board Policies (2nd reading - action) Chair Ken Hart
 - i. BP 2433 Responsibilities of the President (formerly CBA Qualifications and Duties of the President, CBE President's Continuing Professional Development, and CF College Administration)
 - ii. BP 2436 President's Consulting Activities (formerly CBF President's Consulting Activities)
 - c. Board Policy (1st reading) VP Darin Bell
 - i. Parking (New)

- V. **Consent Agenda - Action Item(s)** Chair Ken Hart
 - a. Board Minutes – November 21, 2023
 - b. Financial Report

- VI. **College Reports and Statements**
 - a. Statements from ASG/Student Programs ASG President or designee
 - b. Statements from Foundation Executive Director/CDO Cathy Yasuda
 - c. Statements from Faculty TVEA President or designee
 - d. OCCA Board Rep. Report Stephen Crow
 - e. President's Reports President Dana Young
 - i. Academic Affairs VP Sandy Porter
 - ii. Student Services VP Travis McFetridge
 - iii. Administrative Services VP Darin Bell
 - iv. College Relations and IT VP Abby Lee
 - v. President's Comments President 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

- VII. **Important Date(s)**
 - December 11 Winter Vacation Starts for Students
 - December 25-29 College Closed Christmas Week
 - January 1 New Year's Day Observed (college closed)
 - January 8 Winter Term Classes Begin
 - January 15 Martin Luther King Day Observed (college closed)

VIII. Adjournment and Next Meeting

- Tuesday, January 16, 2024 at 6:00 p.m.

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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)

Tuesday, November 21, 2023, 6:00 p.m.

MINUTES

Board of Education members in attendance (quorum present):

Chair Ken Hart, Vice Chair Stephen Crow, Dirk DeBoer, Betty Carter, Lindsay Norman, Roger Findley, and Torie Ramirez (via Zoom)

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

President Dana Young, Vice President Darin Bell, Vice President Travis McFetridge, Vice President Abby Lee, Vice President Sandy Porter, Cathy Yasuda, Anne Marie Kelso, ASG President McKell Harper, Mara Poynter, Andrea Testi, Arwyn Larson, Ben Merrill, Shirley Haidle, Noe Gonzalez, Hope Spaugh, Drew Pearson and numerous rodeo students.

Call to Order and Pledge of Allegiance

Chair Ken Hart called the meeting to order at 6:00 p.m. and led the group in the flag salute and reading of the mission and vision statements.

I. Work Session

a. Nursing/MA/CNA Presentations

Executive Director Mara Poynter presented a report on the nursing program. It was noted that the entire 2023 student cohort received a 100% pass rate on the NCLEX exam. In addition, the employment rate for this cohort was 92%.

The presentation for the nursing assistant program showed the program has been approved for substantial changes to classroom/lab and clinical hours, and a new partnership has been developed with Harney District Hospital in Burns.

A brief update on the Workforce Ready Grant included the hiring of Efren Garza as the Healthcare Education Navigator for TVCC and the process to identify and recruit students interested in entry level healthcare programs. The grant will support up to 60 students over 3 years.

Some of their priority efforts for new allied health programs are phlebotomy pathway (entry level) and certified surgical tech, pharmacy tech, and a LP-RN bridge.

Instructor Kilee Saldivar for the Medical Assistant (MA) program provided an update on accreditation, the new NHA test plan, and program goals and objectives. The presentation ended with a student highlight featuring Mariah Herrera, a recent graduate from the MA Program.

Board member Lindsay Norman asked Saldivar to speak about the importance of how the science department prepares students for nursing. Saldivar stated a course that builds on the MA program is Biology 121 and according to Mara Poynter the TVCC science department also sets up students for success by the offering courses in Microbiology, Chem 104, Biology A&P classes, for instance.

II. **Agenda Review/Changes**

Chair Ken Hart asked if there were any changes to the agenda and there were none.

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

III. **Public Comment**

There were no comments from the public.

IV. **Special Presentations**

a. Rodeo Team Introductions

Head Coach Drew Pearson provided an update on the rodeo teams current standings in the northwest region. He also asked the rodeo students present to introduce themselves and share what rodeo event they competed in, their major and hometown. Coach Pearson stated that because they have worked hard to build a reputable program they are the leading program in the region. TVCC students compete against every 2-year college and 4-year university in the nation. Currently, there are 41 students participating in the program.

b. New Employee Introductions

Director of HEP and CAMP Noe Gonzales introduced employees Dalila Garza, Leslie Esquivel, Linda Cisneros, Raul Isaac Villanueva, and Jennyfer Valdivia.

Sandy Porter was also recognized during the meeting as the official Vice President of Academic Affairs.

c. Employee Recognition (Andrea Testi)

President Dana Young recognized and congratulated Small Business Development Center Director Andrea Testi who recently received the Oregon Third Pioneer Award. Testi will be retiring from TVCC in January 2024.

V. **College Business**

a. 2024-25 Budget Calendar (action)

Vice President Darin Bell provided the Board a date-by-date summary of the budget calendar as well as a summary of the role of the College's Planning and Budget Committee. Chair Hart asked how the Board impacts the budget. To which Dr. Young stated the Administrative Team are the ones who put the budget together; however, if the Board had something they would like considered in the budget please let her know.

Motion: Stephen Crow moved to approve the 2024-25 Academic Calendar and the motion was seconded by Roger Findley. The motion carried unanimously.

b. **Board Resolution 23-003 BSN**

Vice President Abby Lee explained how the resolution is a result of SB 523 which allows community colleges in Oregon to offer a Bachelor of Science: Nursing Degree.

According to VP Lee, the proposed resolution will not bind TVCC to anything and would show that we are committed to be part of the statewide discussions. She also noted that although the curriculum is being developed statewide; it would still need to

go through TVCC's governance process with final approval by the Board. VP Lee reiterated the resolution would not bind TVCC financially other than we believe in the importance of having a seat at the table.

Motion: Stephen Crow moved to set aside the rules for a first and second reading and move to an action item. The motion was seconded by Betty Carter.

Board member Lindsay Norman commented on having an instructor to which Director Mara Poynter shared that the understanding is that each community college would offer two courses.

Motion: Stephen Crow moved to approve Resolution 23-003 BSN authorizing the development and offering of a BSN Program and the motion was seconded by Roger Findley. The motion carried unanimously.

c. **December Board Planning Meeting**

President Dana Young noted the times for the December meeting and indicated a draft agenda will be sent out to the Board for their input. Board members were asked to review the agenda and send any comments to Chair Hart or President Young by next Monday.

d. **Board Policies (1st Reading)**

- i. BP 2433 Responsibilities of the President (formerly CBA Qualifications and Duties of the President, CBE President's Continuing Professional Development, and CF College Administration) and BP 2436 President's Consulting Activities (formerly CBF President's Consulting Activities)

The policies were provided to the Board as a first reading. It was noted the policies have been previously reviewed by the Board's policy review committee (Roger Findley, Torie Ramirez and Lindsay Norman) and college staff.

Board member Lindsay Norman asked if a consulting engagement that requires the President to be absent more than 3 days, results in an administrator in charge being appointed. To which President Young affirmed that yes someone is appointed to be in charge.

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

- a. Board Minutes – October 17, 2023 (Regular Monthly Meeting) and October 19, 2023 (Board Policy Committee Meeting)
- b. Financial Report

Motion: Betty Carter moved to adopt the consent agenda and the motion was seconded by Dirk DeBoer. The motion carried unanimously.

VII. **College Reports and Statements**

- a. Statements from ASG/Student Programs
ASG President McKell Harper read her written report to the Board. Board member Roger Findley asked for a future update on the disc golf course.

b. Statements from Foundation

Executive Director/CDO Cathy Yasuda provided an update on the fundraising efforts for the capital campaign. She thanked the Board again for their approval last month to proceed with securing additional funding and financing for the construction of the Nursing and Allied Health Professions Center. According to Director Yasuda in the last 2.5 weeks the Foundation has received grants and donations in the amount of \$1.455m towards the campaign. This leaves approximately \$772,289k left to raise for the new facility.

In other news:

- The Board was invited to the December 8 Foundation holiday dinner and concert.
- The Foundation Gala raised over \$100k

Chair Ken Hart asked about the status to go out to bid on the construction numbers. According to President Young, Project Manager Bernie Babcock has been working with Hummel Architects and an update on the nursing and allied health professions center is slated for the December board meeting.

c. Statements from Faculty

TVEA President Arwyn Larson reported that faculty are happy to hear the College's decision to appoint Sandy Porter as the Vice President of Academic Affairs. Larson also congratulated Executive Director Yasuda for the nursing and allied health professions center fundraising efforts.

In her report, Larson shared some of the concerns from faculty as they related to enrollment and how we are positioning ourselves to compete against the funding passed by the Idaho legislature to encourage Idaho students to go to college.

Lastly, she reported that during the discussion with administration, the faculty spoke about a change to waive tuition for employees' dependents for the purpose of generating additional FTE.

Chair Hart stated that a student shared with him the importance of getting our instructors out in the community, which helps not only promote the College but also recruit students.

d. OCCA Board Rep. Report

Stephen Crow reported on the OCCA Lunch and Learn webinar scheduled for November 30. He also provided an update on the OCCA annual conference he attended and the individuals who were selected for the Howard Cherry awards.

e. President's Reports

i. Academic Affairs

Vice President Sandy Porter addressed a question from board member Roger Findley concerning the Exercise Program. According to VP Porter, work is being done on the course master's and course alignment and it is anticipated a course shell should be ready for review at the next TVCC curriculum committee.

Dr. Ben Merrill briefly shared information on the Go Ontario concept which is an idea that will partner with Ontario High School (OHS) to recruit high schools students by incentivizing them to continue their CTE education/dual credit at TVCC. Dr. Merrill stated the idea is that Go Ontario would be branded to each individual high school and would not just include OHS.

ii. Student Services

Vice President Travis McFetridge provided the Board with a Q2Q report which showed reimbursable FTE up 5% and total credits up 5%. VP McFetridge stated the College had a successful fall quarter. Initiatives that have been put in place over the last couple of years have helped enrollment as well as our collective efforts to get TVCC out in the community and in the schools.

Other updates included:

- the success of the first International Student Day;
- the Thanksgiving Unity Dinner;
- the upcoming Bob McAlpine Turkey Trot;
- the resignation of Athletic Director Levi Day (the position/duties will be covered in the interim by VP Travis McFetridge and Mary Ann Verigan);
- the winter quarter enrollment initiative – Try Out TVCC campaign.

iii. Administrative Services

Board member Roger Findley inquired about the status of the Certified Surgical Tech (CST) program and if we are looking for an instructor. President Young responded that the College would hire a regional search company to conduct a specialty search. The challenge is the instructor will be required to have CST experience as well as academic experience. First, we need to hire a full-time person before the program can be accredited.

Vice President Bell reiterated the concern by faculty regarding tuition waivers for dependents. The current collective bargaining agreement limits the age of dependent children to age 24 while the TVCC board policy is more flexible. More discussion will continue regarding this issue.

iv. College Relations and IT

Vice President Abby Lee reported they are promoting the Try Out TVCC campaign for winter quarter. In addition, an open house in the Student Services Center is set for December 13.

During the December board meeting, the Board will be provided an update on the Caldwell Center as well as the next steps.

v. President's Comments

Also at the December meeting, the Board will learn more about institutional research as well as our Year Six accreditation visit. The Board will also hear more about what strategies the College is implementing to recruit students; especially from the Idaho side. It was noted that Idaho students who are eligible for full Pell grants do not qualify for the funding from the Launch program and not every college program qualifies for Launch funding. Vice

President Abby Lee shared \$80m has been allotted for the Idaho Launch. However, only students who graduate in June 2024 are eligible and the bill will be passed annually. It is still too soon to know which CTE programs will qualify. What we do know is that our four programs at the Caldwell Center have been approved for students to receive Launch funding.

f. **Statements from Board Members**

- i. Torie Rameriz apologized for not being at the meeting in person.
- ii. Dirk DeBoer stated he is looking forward to the December meeting.
- iii. Stephen Crow thanked Cathy Yasuda for a great job with the Gala.
- iv. Betty Carter thanked Lindsay for the TVCC lapel buttons and suggested we need to buy more so people in the community can ask what it means. She thanked everyone for their report, Cathy Yasuda for a great gala and Dr. Ben Merrill for looking into all the programs.
- v. Roger Findley stated it was great to see the rodeo team at the board meeting tonight. He appreciated Arwyn Larson's comments, commended Cathy Yasuda for her great job and thanked Abby Lee for her comments.
- vi. Lindsay Norman thanked Arwyn for her comments. She thanked everyone for their reports and she thanked Dr. Merrill for following up after the OHS tour.
- vii. Ken Hart commented that the meeting was productive and it was nice to have students tonight. He apologized for being ahead in his thought process at the last meeting regarding the loan and the building (NAHPC). As chair he needs to do a better job to ensure the Board is comfortable with the information provided.

VIII. **Adjournment and Next Meeting**

- a. The meeting adjourned at 8:58 p.m. The next meeting will be held on December 19, 2023.

Ken Hart, Board Chairman
TVCC Board of Education

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