



BOARD OF EDUCATION MEETING MINUTES

Tuesday, March 19, 2019

The meeting was called to order at 6:00 p.m. in the Laura Moore Cunningham Science Center, Room 115A. Chair John Forsyth 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 John Forsyth, Vice Chair Cheryl Cruson, Stephen Crow, Darlene McConnell, Roger Findley, John Hall and Mark Wettstein

Staff, Representatives, and Guests in attendance

President Dana Young, Vice President Eddie Alves, Vice President Brad Hammond, Shirley Haidle, Anne-Marie Kelso, Cathy Yasuda, Arwyn Larson, Tasha Wixom, Yami Gonzales, Kristin Nieskens, Pete Glick, Ron Hanks, Tom Frazier, and Larry Meyer, Argus Observer

Work Session

a. Treasure Valley Connector Trail Grant

Adam Brown, City Manager, briefed the TVCC Board of Education on the recreational trail project and timeline for submitting the application. He also spoke about where the trail would be located in the city and near the campus. Brown mentioned Park Blvd is still the College's responsibility and was never conveyed to the City. President Young expressed concern with the traffic on SW 11th Street and students' safety when crossing below the hill by the gymnasium. According to Young, the College's Master Plan was to somehow close the street to traffic and she would like to see something done. There was a discussion concerning the use of SW 11th Street. The Board stated they didn't see any concerns with the location of the trail.

Brown asked the Board to pass a resolution supporting the application for a recreational trail and the right of way to do the project. He also added that the City would be responsible for the maintenance of the trail which could be added to an agreement. Brown did note the change in title from *local government grant program... to recreational trail program...* Director of Legal and Human Resources Anne-Marie Kelso asked for an amendment to the resolution which would be to include language, *subject to terms and conditions to be mutually agreed upon by the parties...*

Regular Session Meeting

I. Agenda Review/Changes

The changes to the agenda were to remove Athletic Department, Student Recognitions from Special Presentations and to add a.1. Course Fee Rates under College Business.

II. Special Presentations

a. Aviation Program

Director of Aviation Technology Ron Hanks introduced Aviation Instructor and Chief Pilot, Pete Glick, who was also a former graduate of the program. Glick briefed the Board on the enrollment trend for the helicopter program and shared that many students are moving over to fixed wing due to the many career opportunities and airline hiring incentives. Currently, there are 47 students in the helicopter program which is expected to increase to 48 in the spring. They are continuing with outreach efforts and marketing to recruit more students.

Vice President Eddie Alves shared that conversations are still happening on an Airframe and Power Plant program in Caldwell; however, finding qualified instructors will be a challenge.

Director Ron Hanks updated the Board on the enrollment for the fixed wing program. One challenge for students is the amount of time and money needed to be successful in the program. A program challenge is obtaining approval from the Veterans Administration for Oregon which has been a slow process. Despite the challenges, Hanks believes the program has the potential to grow which brings the question of how big do we want the program and what will we do to plan ahead for this growth.

Tom Frazier spoke on behalf of the airport and shared their committee understands the important role of the College at the airport. He also mentioned there is a tremendous growth in avionics. The reason is corporate America is updating their aircrafts and many are seeking aviation as a pastime rather than a career.

b. Education to Work

Coordinator Kristin Nieskens, who works with local employers and industry partners, shared the purpose of the program and the goal to increase job readiness for priority youth to enter the workforce in CTE fields. Chair Forsyth thanked Kristin for her enthusiasm and dedication to her work.

III. College Business

a. 2019-20 Tuition and Fees

The Board was provided 2018-19 tuition and fees information for all Oregon community colleges. The data showed TVCC tuition and fees in the middle cost range when compared to the other 16 community colleges. According to CFO Shirley Haidle, all 17 Oregon community colleges have talked about their tuition and fees with increases ranging from \$4 to as high as \$6 and with some colleges still deciding on an increase.

The Board received a recommendation for a \$3 per credit tuition increase and a \$1 per credit fee increase toward student capital projects. The Board discussed and heard the concerns and benefits for the increases. Board member Roger Findley was concerned that raising tuition would not make us competitive and board member Mark Wettstein proposed a lesser increase in tuition.

Motion: Cheryl Cruson moved to approve the recommendation starting in 2019-20 for a \$3 per credit tuition increase and a \$1 per credit fee increase for the student capital project. The motion was seconded by Darlene McConnell. There were two opposed votes by Roger Findley and Mark Wettstein. The motion carried.

a.1. Course Fees

President Young stated the course fee list reviewed by the Board last month remained the same with the addition of a \$50 fee for shirts for automation students. Board approval was requested for the 2019-20 course fees.

The Board was also asked to approve a recommendation for language revisions to the catalog and webpage to include the hybrid class. Currently, the College designates classes as live or web but because many web courses have been converted to hybrid courses (which includes both online and onsite activities) the catalog and webpage needs to be updated. The per credit fee remains the same at \$15. Board approval was requested to change the language from *web / online course fee* to *web/ online course/ hybrid fee*.

Motion: Darlene McConnell moved to accept the 2019-20 course fees as presented and the hybrid description as attached. The motion was seconded by Stephen Crow. The motion carried unanimously.

b. Budget Committee Members

Oregon Budget Law requires the Board to approve budget committee members from the community. A list of individuals who have agreed to serve on this year's committee was provide for Board review.

Motion: Stephen Crow moved to approve the budget committee members as presented and the motion was seconded by Darlene McConnell. The motion carried unanimously.

c. Reserve Account Categories

CFO Shirley Haidle provided a list of the Reserve Funds and reminded the Board that every 10 years they are supposed to review the categories. The list also included a new fund for housing deposit forfeitures which would be set up in a reserve fund for repairs and renovations for student housing. Board member John Hall requested to see the balances of all the reserve funds which will be provided later by CFO Haidle.

Motion: Cheryl Cruson moved to approve the Reserve Account Categories and the motion was seconded by Darlene McConnell. The motion carried unanimously.

d. Treasure Valley Connector Trail Resolution

President Young provided the Board with an updated resolution which included language discussed during the work session. The agreement would allow the City to apply for the grant and show that TVCC supports them.

Motion: Darlene McConnell moved to approve Resolution #18-004 supporting the city's grant application for a recreational trail project. The motion was seconded by Stephen Crow. The motion carried unanimously.

e. **Board Policies**

Vice President Brad Hammond reiterated that most of the policies had editorial changes and that the administrative regulations were being provided as information only.

- i. HDEV 112, 120 Student Routing Diagram, JECB-AR (fyi)
- ii. Grading System, JECBD/IKA (2nd reading)
- iii. Children on Campus, JFCA/KK/INGA (2nd reading)
Director of Legal and Human Resources Anne-Marie explained the changes to the policy and noted that it does not apply to minors who are enrolled in college courses.
- iv. Cyberbullying, JFCFA/GBNAA (2nd reading)
- v. Reporting of Suspected Abuse of a Child, JHFE (2nd reading)
- vi. Reporting of Suspected Abuse of a Child, JHFE-AR (1) (fyi)

Motion: Darlene McConnell moved to accept the board policies listed as a 2nd reading (**Grading System, JECBD/IKA, Children on Campus, JFCA/KK/INGA, Cyberbullying, and Reporting of Suspected Abuse of a Child, JHFE**). The motion was seconded by Cheryl Cruson. The motion carried unanimously.

vii. **Censure of Board Member, New Board Policy and AR (1st reading)**

Board member Stephen Crow spoke about the work done to create the new Censure of Board Member policy and the process for the policy. The documents were created with help from OCCA legal counsel Karen Smith. There was a discussion concerning the policy with changes made for clarity. Crow will also contact Karen Smith to clarify public official and how it pertains to a board member. The policy will be brought back for a second reading at the next board meeting.

IV. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – February 5, 2019 and February 19, 2019
- b. Financial Report

Motion: Darlene McConnell moved to accept the board meeting minutes for February 5 and February 19, 2019 and the financial report. The motion was seconded by Stephen Crow. The motion carried unanimously.

VI. **College Reports and Statements**

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

Student Programs Director Tasha Wixom thanked the Board, on behalf of ASG, for approving the \$1 per credit fee increase for capital construction projects. A written report was provided to the Board on student activities. Wixom reported they are holding on the housing prices for another year to remain competitive with what is charged in the community; however, food prices will increase by 2.79%.

b. **Statements from Faculty**

There were no faculty present for statements.

c. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves provided an update on the two wrestling students who went to nationals. The students won all four matches and made it to the quarter finals before being defeated.

Vice President Alves reminded everyone of the open forums for the Vice President of Administrative Services position. The second open forum is set for tomorrow at 1:00 p.m. and the third and final forum is set for April 1 at 1:00 p.m. In addition, on April 5, there will be an open forum for the one finalist in the Director of Institutional Effectiveness search. Lastly, the Head of Library Services put in their resignation with their last day being tomorrow. The College will be looking to fill the position.

ii. **Student Services**

Vice President of Student Services Brad Hammond announced that spring enrollment is up 2% in total FTE and total reimbursable. This is positive news. Summer numbers look good, too, and advisors are busy every day meeting with students.

The College will continue to spread the word on the discounted rate for individuals 60 years of age and older. It's important to get this incentive out there. In addition, approximately 300 students who have left TVCC, and

who don't have financial aid holds, are being contacted in an effort to get them back in the classroom by offering an incentive of a 2 for 1 tuition free class.

iii. **Business Services and Bookstore**

The College solicited quotes from six different auditing firms and 3 firms responded including EideBailly. Based on the information, our current auditors are higher in their quote when compared to the other two audit firms.

Board member Roger Findley asked a question regarding the transportation budget and thought we were already charging departments for this. According to CFO Shirley Haidle, expenses have been going in and out of the general fund; however, it was determined the College wasn't charging enough to cover costs. Currently, there is \$15k in the reserve fund for transportation.

iv. **Human Resources and Physical Plant**

Director of Legal and Human Resources Anne-Marie Kelso thanked everyone who was able to attend the open forum for the Vice President of Administrative Services position yesterday. She reminded everyone of the other candidate forum scheduled for tomorrow.

Kelso updated the Board on the Minors on Campus board policy which has gone through Administrative Services Council with some modifications. The policy will go back to the council in April for a second reading.

v. **College Relations and IT**

The Board received a written report in their packets from the Director of the IT Department summarizing their work on projects.

vi. **President's Comments**

President Young informed the Board of the House and Senate bills covered during today's weekly OCCA legislative call. One bill discussed was HB 3381 relating to a freeze on tuition and mandatory fees. This bill caught everyone by surprise because no one knew about it. Community colleges share the students' frustration in the lack of state support for community colleges and the purpose behind the bill was that community colleges need more support so huge tuition increases will stop. Community colleges are doing everything they can to stop the bill in the Senate.

Our capital construction project for the Nursing and Allied Health building has been submitted to Senator Bentz and Representative Findley for support. The goal is to get this project on the state's capital construction priority list in the 2019-21 biennium.

d. **Statements from Foundation**

Executive Director and Chief Development Officer Cathy Yasuda reported the donor reception had the largest attendance to date. She thanked those who turned out to attend the reception. Other news included:

- April 29-May 3 – Equity Week. There will be several events planned for the week with eight guest speakers. Please mark your calendars to attend. Cathy submitted a grant application to the Malheur County Cultural Trust and was successful in receiving \$1k to promote the event. Equity Week was created in partnership with the Four Rivers Cultural Center, TVCC Equity Project and Oregon Humanities.
- The TVCC Foundation received an additional \$25,000 in support from the Laura Moore Cunningham Foundation, Inc., bringing their annual contribution to \$100k for scholarships. According to Cathy, TVCC is the only college in Oregon that receives funding from the Laura Moore Cunningham Foundation, Inc.
- Upcoming events: May 3 Pops Concert and June 22 Garden Tour.

e. **Statements from Board Members**

- John Forsyth asked the board members to look at a date in May for their annual planning meeting which will include an evaluation of the Board and college president. Other news – John attended an annual conference and one of the speakers spoke on employee engagement. John shared he had provided President Young with a sample public entity survey and asked her to consider it for the College.
- Cheryl Cruson enjoyed the donor reception and shared the guest speakers were excellent. She reminded everyone of the Construction Combine training tomorrow and asked the Board to show up for a photo opportunity on Thursday at 10:30 a.m. Andrea Testi and staff have worked hard to make this event happen.
- Stephen Crow shared he received a call from the Vale School District who sent a student job shadow over to the athletic director. The job shadow visit resulted in an offer to the student to act as the athletic manager upon high school graduation and enrolling at TVCC. The student took the offer.

- Roger Findley attended the donor reception and noted it was nice to get reacquainted with the Knothe family. He reminded the Board of Wade Black participating in the Road to the Horse Competition this week. Videos are available online that show former TVCC students sharing their experience at TVCC.
- John Hall shared that the Construction Combine event will be a great event and appreciates the work done by Andrea Testi to make it happen.
- Darlene McConnell had no comments.
- Mark Wettstein had no comments.

VII. **Important Date(s)**


March 18-22	Final exam week
March 25-29	Spring vacation
March 28	New student orientation
April 1	Spring term classes begin

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

Motion: Stephen Crow moved to adjourn the meeting at 9:21 p.m. and the motion was seconded by Cheryl Cruson. The motion carried unanimously. The next regularly scheduled meeting of the Board is Tuesday, April 16, 2019 at 6:00 p.m.



 John Forsyth, Chair
 Treasure Valley Community College
 Board of Education



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

Recorded by Gina Roper, Board Secretary