

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
650 College Blvd., Science Center Building, Hanigan Board Room (#115A), Ontario, OR 97914
Tuesday, April 17, 2018

BOARD MEETING MINUTES

Work Session

Chair John Forsyth called the work session to order at 6:03 p.m. and led the group in the flag salute and reading of the College's mission statement.

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

Others present: President Dana Young, Vice President Kevin Kimball, Vice President Eddie Alves, Vice President Brad Hammond, Abby Lee, Scott Carpenter, Darin Bell, Phil Mahaffey, David Koehler, Cathy Yasuda, Yumiyo Okuda, Jeretta Shoemaker, Arwyn Larson, Kerby Winter, Rick Reynolds, Tammy Verbance, Carol Proctor, Eve Foster-Spinner, Drake Wallick, Brett Nair, David Reynolds, Tasha Wixom, Yami Gonzales, Samantha Savage, Kelsea Jones, Cindy Feibert, Anne-Marie Kelso, Sammy Castonguay, Nate Rawlinson, Sandy Porter, and Hunter Marrow (Argus Observer)

a. Mission Fulfillment

Director of Institutional Effectiveness and Planning David Koehler provided an overview and highlights of the Mission Fulfillment Report for 2016-17. Koehler shared the report is accessible by going to the College's website and clicking on *About TVCC*, *Accreditation*, *Mission Fulfillment*, and *2016-17 Mission Fulfillment Report*.

In the findings, TVCC met its mission in 2016-17 with an overall score of 79.6%. However, areas that need improvement were 1. Mitigate potential patterns of disparity for educational outcomes between underrepresented students of color and white students and 2. Commit to innovative pedagogical activities that strengthen all students' general education learning outcomes and critical thinking outcomes.

Director Koehler reviewed the recommendations for the core theme planning schedule for Ensuring Access (planning 2017-18), Fostering Educational Success (planning 2018-19), Building Our Community (planning 2019-20) and Pursuing Institutional Effectiveness (planning 2020-21) as well as the process for improving/adjusting the remaining core themes. Koehler did have a recommendation to split Fostering Educational Success into two core themes: Academic Transfer; and Career, Technical and Professional. In addition, he recommended Building Our Community should be restructured so the metrics focus on student learning and achievement and Pursuing Institutional Effectiveness should be eliminated. A copy of Koehler's PowerPoint presentation will be included in the meeting record of handouts.

b. ACCT Webinar

The Board viewed a 17 minute webinar offered through ACCT on Accreditation and Community College Trustees. According to President Young the webinar addresses accreditation and the role of board trustees in accreditation.

Director David Koehler noted the Year Seven accreditation report should be ready for Board review within the next month. The report is a result of our upcoming self-evaluation visit in fall 2018.

Regular Session Meeting

I. Agenda Review/Changes

The changes to the agenda were to move *A. Board Self-assessment* from the Work Session to the Regular Session and prior to the Executive Session. Added as a new item under College Business was *H. Line of Credit*.

II. Special Presentations

a. Athletic Department Student Recognition

Athletic Director Ed Aronson recognized women's basketball athletes Mia Berenguer and Shelby Kincaid for receiving NWAC academic accomplishments. Students Ty Jefferson (men's basketball) and Olivia Johnson (volleyball) were not present during the meeting but were recognized for their academic accomplishments.

b. Tenure Faculty Recognition

Business faculty member Darin Bell was recognized for receiving tenure. Darin stated that he found TVCC to be a place of opportunity and it was an honor to be tenured and move forward to help the College and the students.

The Board and audience took a 10 minute break for refreshments. The meeting reconvened at 7:02 p.m.

III. College Business

a. 2018-19 Tuition and Fees (2nd reading)

Vice President Kevin Kimball shared a 5-year projection model which incorporated state funding for reimbursable FTE, property taxes, tuition and fees, salaries, payroll costs and benefits, PERS, ... According to Vice President Kimball, it is anticipated the College will be overspent by \$200k this year which will most likely result in a decrease in the ending fund balance.

Last month, Kimball introduced a differential tuition and fee model which covered the actual costs of instruction. However, the feedback received showed the CTE program would be significantly impacted by any increases in fees and, as a result, Administration will not be recommending the model.

Vice President Kimball also met with the Planning and Budget Committee and college directors to discuss enrollment and budget. Students also held a Food for Thought forum to gather feedback on the possibility of a tuition increase. From these conversations, the Planning and Budget Committee, directors, and faculty and staff all had a consistent concern over any tuition increase in the current campus climate. There was strong support to advertise and promote a no tuition increase.

According to Kimball, recruiting would be a major component to help offset not raising tuition but even if tuition is not raised, the College will have to further reduce budgets by 2% next year and there may be a decrease in the ending fund balance. There was a discussion on the number of new students needed to offset the loss.

Information was shared on 2018-19 tuition and fees for Oregon community colleges which showed the colleges that had increases and the colleges that have yet to make a decision. At this time, it is unknown what the Idaho institutions will be doing with their tuition and fees.

Motion: Cheryl Cruson moved to not increase tuition and fees for 2018-19 and the motion was seconded by Roger Findley. The motion carried unanimously.

b. 2018-19 Course Fees (1st reading)

Vice President Kevin Kimball reported the change in fees are in aviation due to additional flight lab hours, prep work, etc. and MA 112 Medical Assistant has a new accreditation fee of \$75. The course fees were provided to the Board as information only and no action was required at this time.

It was asked how the course fees are determined and Kimball explained fees are identified by the expense of the program. The 2018-19 course fees will be brought back to next month's board meeting for possible action. Any questions should be directed to Chair Forsyth.

c. Budget Committee Member Appointment

Vice President Kevin Kimball requested Board approval to appoint the following six qualified district electors as members of the 2018-19 budget committee (Jan Dinsmore, Jed Myers, Gary Halcom, Torie Ramirez, Randy Jensen and Prudi Sherman).

Motion: Cheryl Cruson moved to approve the recommendation of the six members to the budget committee. Darlene McConnell seconded the motion. The motion carried unanimously.

d. Board of Education Planning Work Session (May)

Chair Forsyth stated the May work session will include a review of the results of the Board self-assessment and evaluation of the president.

The Board tentatively agreed to May 10 (9:00 a.m. to 3:00 p.m.) for the special meeting.

e. Board of Education Subcommittee

A meeting of the board subcommittee was scheduled for May 8 from 9:00 a.m. to Noon.

f. 2018-19 Budget Calendar

The calendar was provided to the Board as information only.

g. 2018-19 Budget Guiding Principles

The guiding principles were the same as last year's and were provided to the Board as information only.

h. Line of Credit

Last month the Board passed a resolution authorizing a line of credit with Umpqua Bank. However, since that time, the bank notified TVCC of three date revisions which were changes from 2016 to 2018 and an increase in the legal fees from \$2,000 to \$2,500.

Motion: Darlene McConnell moved to accept Resolution No.17-004 as amended and the motion was seconded by Stephen Crow. The motion carried unanimously.

IV. Public Comment

There were no comments from the public.

V. Consent Agenda

Board Minutes for March 14, 2018, March 20, 2018 and Financial Report

Motion: Cheryl Cruson moved to pass the consent agenda as presented and the motion was seconded by Darlene McConnell. The motion carried unanimously.

VI. College Reports and Statements

a. Statements from ASG/Student Programs

A written report was summarized by ASG Legislative Senator Samantha Savage. Responses from the Food for Thought Forum: 2018-19 Tuition and Fees Survey was provided to the Board as information.

b. Statements from Classified Staff and Professional Staff

There were no statements presented this month.

c. Statements from Faculty

Arwyn Larson, Science Department Chair, read a letter to the Board in regard to the recent retrenchment and nonrenewal of faculty. In her letter, the decision to non-renew Sammy Castonguay came as a complete surprise to Castonguay and their department. She shared information on the work Castonguay has done at the college, for students, and in the community. She asked the Board to ask the administration to reinstate Sammy Castonguay.

d. President's Report

i. Academic Affairs

Vice President Eddie Alves thanked Director Scott Carpenter for the work he did to program the new electronic work authorizations to coincide with the budgetary pieces of the new collective bargaining agreement. Alves also extended kudos to Drew Pearson for his work in obtaining \$30k for bucking shoots from the D&B Corporation.

Congratulations to Robert Keys for being the first Simplot automation student to graduate from TVCC. Vice President Alves and President Young attended a special ceremony for Keys at Simplot this afternoon.

Kristin Nieskens has been hired as the new Education to Work Coordinator. Nieskens started work on Monday and will work closely with industry partners on student internships and job placements.

Aviation Update: Vice President Alves stated the College isn't alone in our frustration to seek approval from the VA as other Oregon schools share in this frustration. However, it is anticipated we will receive approval for aviation in Oregon soon.

ii. Student Services

Vice President Brad Hammond provided an updated enrollment report for spring term and reported reimbursable FTE is down 3%. He commended the student services staff for making numerous phone calls to prospective students to increase enrollment.

Other news: The Executive Director of Enrollment Management position has been eliminated and student services will be reorganized to improve recruitment efforts and communications with prospective students. In addition, Enrollment Rx is live and Hammond will take the lead role in overseeing the program. Enrollment Rx will allow us to better communicate and follow up with students.

Recruiting efforts over the last month included:

- A hosted "Experience Campus" open house
- Attended the LaGrande high school college fair
- Attended the Pendleton high school college fair
- Attended the COSSA Wilder college fair
- Attended Boise's spring PNNAC fair with plans to attend PNNAC fairs in Seattle and Portland
- Attended Compass Academy
- Attended a Comic con
- Attended a caregivers' conference
- and a push for advising and registration sessions

Vice President Hammond mentioned there are rumors at local high schools that TVCC is closing its doors. TVCC will need to spread the word that we aren't closing programs and we are here to serve students.

The Caldwell Center is forming a men's and women's wrestling team which will be supported by fundraising efforts. With the loss of BSU's program there is a lot of community interest in the club. Tryouts will be held April 21 and May 19. Students will be required to enroll in at least 9 credits at the Caldwell Center which is part of the plan to increase enrollment. It was asked if a program could be started in Ontario. One challenge for starting a club in Ontario would be finding appropriate gym space.

Vice President Hammond has scheduled a meeting on Friday, April 20 to talk about recruitment and enrollment strategies with faculty.

iii. Administrative Services

Tomorrow morning, the CTE Building Committee is set to review and score the 8 RFQs that were received for architect/engineering services.

Welding Update: An agreement is in process with Ontario High School for space to run the College's welding program in the evening from 4:00 to 10:00 p.m. Luke Folke will oversee the program. A future plan will be to maintain enrollment and continue the night program in addition to the day program. Vice President Alves stated the feedback received from students is they are excited to have an evening program which allows them to work during the day. Lastly, the welding advisory committee met today and are looking at all the data to rebuild the program. The College will begin advertising the evening program soon.

iv. President's Report

In the legislative update, President Young reported the College's nursing and allied health building was initially not on the capital construction list even after it was approved. President Young visited with Patrick Crane and Ben Cannon from HECC who assured it would remain on the list.

e. Statements from Foundation

Executive Director Cathy Yasuda provided the following highlights:

- Pops Concert, May 4 at 7:30 p.m. Tickets are \$10 and proceeds benefit a music scholarship.
- Cathy will be visiting high school award ceremonies to present Foundation scholarships
- Through the end of April, the IT Department will be collecting used electronic equipment. The Foundation and IT Department are working with Pacific Steel and Recycling who will provide a donation back to the Foundation for the recycling efforts.
- The College received a grant for approximately \$82k from the Ford Family Foundation.
- A grant application has been submitted for \$100k to the Laura Moore Cunningham Foundation for CTE equipment.
- The Foundation gave out a \$500 scholarship at the College Night. The scholarship went to a Vale student. The Foundation will also provide a \$1k scholarship to the St. Alphonsus Foundation Hoe Down.
- The Nursing Scholarship Awards Ceremony will be held on May 31 at 1:00 p.m.

f. **Statements from Board Members**

- Roger Findley thanked everyone for attending the meeting and stated he would like to see Sammy Castonguay's job discussed at a future board meeting because Findley has several questions and understands there are questions from the community. Chair Forsyth responded that the nonrenewal was not a Board decision because they don't make hiring decisions. The decision comes from the administration.
- John Forsyth thanked Arwyn Larson for sharing her concerns with the Board.

g. **OCCA Board Report**

Stephen Crow reported on the March OCCA Board meeting. The highlights included the appointment of John Wykoff as interim OCCA Executive Director. The OCCA Board passed the OCCA budget for 2018-19 which included a 2% increase in dues. Lastly, OCCA is planning to hold 4 workshops to train board members on how to lobby for community colleges. Crow plans on attending the next OCCA Board meeting which will be held in May at Portland Community College.

h. **Board Annual Self-assessment**

The Board took a moment to complete their annual self-assessments.

VII. **Executive Session**

Chair Forsyth called the meeting into executive session at 9:05 p.m. under ORS 192.660(2) (i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member who does not request an open hearing.

Board members present: John Forsyth, Chair, Cheryl Cruson, Vice Chair, Stephen Crow, Darlene McConnell, Roger Findley, John Hall, and Dana Young, President (absent: Mark Wettstein)

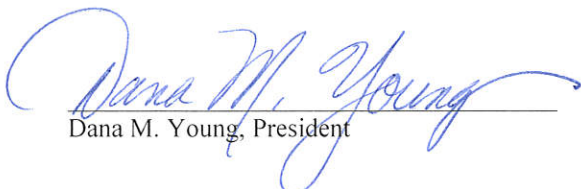
VIII. **Open Session**

The executive session ended at 10:29 p.m. and went into open session. There was no action from the executive session.

IX. **Adjournment and Next Meeting**

The meeting adjourned at 10:29 p.m.


John Forsyth, Board Chair


Dana M. Young, President

Meeting recorded by Gina Roper