

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, June 21, 2022, 6:00 p.m.

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/93496690647>

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.

Regular Session Meeting (Flag Salute)

Call to order and Acknowledgement of Guests

Chair Dirk DeBoer

- I. **Agenda Review/Changes**(action) Chair Dirk DeBoer
- II. **Public Budget Hearing**
 - a. Call to Order, 2022-2023 Budget Hearing Chair Dirk DeBoer
 - b. Budget Message Update VP Shirley Haidle
 - c. Public Comment: each speaker will be limited to 3 minutes Chair Dirk DeBoer
 - d. Close Public Budget Hearing (action) Chair Dirk DeBoer
- III. **Special Presentations**
 - a. Jim Jackson NWAC Service Award VP Travis McFetridge
 - b. Benefits Navigator Presentation VP Travis McFetridge/
Hannah May
- IV. **College Business** (Discussion or Action Items)
 - a. Audit Committee Update Ken Hart
 - b. Board Policy Committee Update Mark Wettstein
 - c. 2022-23 Budget Resolution: Adopt Resolution No. 21-002 Adopting the Budget, Making Appropriations, and Imposing & Categorizing Taxes (action) Chair Dirk DeBoer
 - d. August 16, 2022 Board of Education Planning Meeting (9:00 am to 4:00 pm) Chair Dirk DeBoer
 - e. Environmental Science AS Degree (Action) VP Eddie Alves
 - f. Horse Training Program AAS Degree (NEW) (Action) VP Eddie Alves
 - g. Cybersecurity AS Degree to Boise State University (NEW) (Action) VP Eddie Alves
 - h. Nursing Program AAS Degree (NEW) (Action) VP Eddie Alves
 - i. AG Machine Technology Program AAS Degree (NEW) (Action) VP Eddie Alves
 - j. Board Policy (1st and 2nd Reading)
 - i. BP (NEW) Multi-Factor Authentication (MFA) AVP Abby Lee
- 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 – May 17, 2022 (Regular Board Meeting) and May 23, 2022 (Audit Committee)
 - 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**

- a. ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.
- b. 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.

IX. **Open Session**

- a. Action, if any, from Executive Session

X. **Important Date(s)**

Chair Dirk DeBoer

June 21	Summer Quarter Begins
July 1	College Closed Fridays
July 4	Independence Day Observed (college closed)
July 8	College Closed Fridays
July 15	College Closed Fridays

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

- a. July 19, 2022 TVCC Board of Education Regularly Scheduled Monthly Meeting (6:00 pm)

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**TREASURE VALLEY COMMUNITY COLLEGE
BOARD OF EDUCATION COMMITTEE MEETING**
Laura Moore Cunningham Science Center
Hanigan Board Room #115A, 650 College Blvd, Ontario, OR 97914

Monday, May 23, 2022, 11:00 a.m.

COMMITTEE MINUTES

Board committee members present (no quorum): Ken Hart and Betty Carter
Board committee members absent: Roger Findley

Staff and guests present: President Dana Young, Vice President Shirley Haidle, Moss Adams Audit Partner Scott Simpson (via zoom), Moss Adams Senior Manager Hilary Tanneberg (via zoom)

Work Session

A Committee of the TVCC Board of Education met with College Staff and auditors from Moss Adams to review the upcoming audit of the June 30, 2022 financial statements and single audit.

Ken Hart called the meeting to order and deferred to Vice President Shirley Haidle who introduced Scott Simpson, Partner and Hilary Tanneberg, Senior Manager from the auditing firm of Moss Adams.

Items discussed were:

- Auditors' responsibility under auditing standards generally accepted in the USA, Governmental Auditing Standards and Minimum Standards for Audits of Oregon Municipal Corporations.
- Planned scope and timing of the audit
- Materiality

Scott Simpson noted that internal control testing & analytics and substantive procedures for significant audit areas will be performed as has been done in previous audits. The major internal control cycles and other areas of anticipated testing were reviewed briefly.

A Single Audit will also be performed with Student Financial Aid and HEERF funding being the major programs to be chosen for testing based on their size.

Hilary Tanneberg stated that the only new Standards applicable to the June 30, 2022 audit is GASB Statement No. 87 on leases. She mentioned that she and Vice President Haidle have been discussing the new requirements of this standard and she is currently evaluating the impact, if any, this standard will have on the financial statements of the college.

The timing of the audit will be as follows:

- Student Financial Aid Fieldwork – Week of June 6th
- Interim Fieldwork – Week of July 11th to focus on testing major internal control cycles and HEERF
- Final Fieldwork – Week of October 3rd for substantive balance testing
- Presentation to the Board of Education to be determined but anticipate that it will be at the December board meeting.

There will also be fraud inquiries made to get the views of those charged with governance about the College's business risks.

After the auditors' presentation, the meeting was opened for questions with no one having any.

The meeting was adjourned at 11:30 a.m.

Dirk DeBoer, Chairman
TVCC Board of Education

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

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
Laura Moore Cunningham Science Center, Hanigan Board Room (#115A)
650 College Blvd, Ontario, OR 97914
Public participation via Zoom

Tuesday, May 17, 2022, 5:00 p.m.

BOARD MEETING MINUTES

Attendance

Board of Education members (quorum present): Chair Dirk DeBoer, Vice Chair Mark Wettstein, Betty Carter, Cheryl Cruson, Ken Hart, Roger Findley, and Stephen Crow

Budget Committee Members: Darlene McConnell, Jed Myers, Jan Dinsmore, Mike Blackaby, Prudi Sherman, Mike McLaughlin, and Torie Ramirez,

Staff, representatives, and guests: President Dana Young, Vice President Eddie Alves, Vice President Travis McFetridge, Vice President Shirley Haidle, AVP Abby Lee, Dean David Koehler, David Reynolds, Heather Bohr, Molly Lightfield, Kate Russell, Jazzy Jenkins, Abby Smith, Ben Merrill, Darin Bell, Anne Marie Kelso, Kilee Saldivar, Arwyn Larson, Mauna Kea DeLong, Cessilee Meyers, and Cathy Yasuda

Regular Session (Flag Salute)

Call to order and Acknowledgement of Guests

Chair Dirk DeBoer called the meeting to order at 5:01 p.m. and led the group in the reading of the college's mission and vision statements.

I. 2022-23 Budget Committee Meeting

President Dana Young welcomed and thanked everyone for their service on the budget committee.

a. Appointment of Budget Committee Chair

Motion: Torie Ramirez nominated Jed Myers for Budget Committee Chair and the motion was seconded by Prudi Sherman. The motion carried unanimously.

b. Appointment of Budget Committee Secretary

Motion: Ken Hart nominated Mike Blackaby for Budget Committee Secretary and the motion was seconded by Roger Findley. The motion carried unanimously. The duties were deferred to Gina Roper, Board Secretary.

c. Budget Committee Overview

Vice President Shirley Haidle provided an overview of the purpose and responsibility of the Budget Committee, and how citizen involvement is an important part of the budget process. Vice President Haidle also provided a recap of the eight (8) Budget Guiding Principles which have not changed since last year. According to Vice President Haidle, the budget is based on information known at the time it is prepared and is focused on student enrollment and student success.

d. Budget Message

President Dana Young reviewed the budget assumption/highlights as noted in the 2022-23 budget book (pages 15-16). Some of the General Fund Resources highlights did include a 1.5% budgeted decrease in enrollment, a \$3/credit increase in tuition for 2022-

23, elimination of COVID reimbursements for lost revenue (\$750k) and an increase in the budgeted ending fund balance.

Some of the General Fund budget changes and highlights included a 2% salary increase for faculty on the salary schedule, 1% stipend for faculty above the salary schedule, savings from faculty retirements, investments in retention initiatives and academic programming, added full-time positions, increases in utilities and insurance premiums, an increase in cybersecurity protection, and so forth.

Vice President Shirley Haidle provided a summary of all funds in the proposed 2022-23 budget which included Financial Aid, General Fund, Agency Fund, Auxiliary Fund, Reserve Fund, Capital Projects Fund, Debt Service Fund and Special Revenue Fund.

Budget Committee Chair Jed Myers mentioned emails and letters to legislators does make a difference in obtaining more state funding and noted education is the key to a better society. President Young shared the importance of advocating for higher education and how legislators enjoy hearing from students. According to President Young, Oregon community colleges will be going for a big ask in the next legislative session and student and stakeholder voices will be important. She also mentioned it is important to note that state resources have increased from 46% to 50% because of the State's reinvestment in education which has not been the case for a while.

The Board also received a presentation on the TVCC Unified Forecast Model which is a tool that shows budget predictions in future biennia. According to Vice President Haidle, the projections in the model provide an idea of the college's budget scenarios and projected resources.

Some of the budget challenges included enrollment estimates, post COVID unknowns, unfunded mandates (federal and state), maintaining competitive salaries and benefits in all employee categories, increased costs of IT equipment, software, licensing and staff, and aging infrastructure with growing deferred maintenance and maintaining the General Fund ending fund balance.

Some of the Budget Accomplishments for 2022-23, included providing quality educational programs across the college, meeting contractual costs and legal requirements, investments in establishing and growing CTE programs while maintaining transfer programs, maintaining services to students, providing for a vibrant student life on campus, investments in continuing improvement to cybersecurity, maintaining campus facilities, and providing for a contingency and ending fund balance in line with the Board's goal of \$1.25m. Vice President Haidle continued with her presentation of the 2022-23 budget and answered several budget questions prior to and during the meeting.

e. Public Comment

Budget Committee Chair Jed Myers asked if there were any comments from the public.

David Reynolds, TVEA President, commented on the General Fund Actual Revenues by Year chart and shared his concerns with inflation and loss in revenue. He also asked and received clarification on what General Fund expenses fall under instruction which is 32.7% of the 2022-23 budget. According to Vice President Haidle these expenses would be faculty salaries, travel, supplies, rodeo expenses, etc.

f. Approve 2022-23 Budget

Board members had the opportunity to ask questions and express any concerns with the budget. President Young and Vice President Haidle stood by to answer questions and to clarify any information regarding the budget and enrollment projections.

Board member Roger Findley asked if the budget is adopted during the meeting tonight, does the Board have any flexibility in June to change the budget. According to Vice President Haidle, if changes are made it can only be by 10%; however, she recommended following the process by making any budget changes tonight. It was noted that in the event the College receives more revenue, a supplemental budget can always be done within the year.

Motion: Ken Hart moved to adopt the budget as presented by staff and the motion was seconded by Stephen Crow. The motion carried unanimously.

g. Close Budget Committee Meeting

Budget Committee Chair Jed Myers closed the meeting at 6:20 p.m.

Regular Session Meeting

I. Agenda Review/Changes

There were no changes to the agenda.

II. Special Presentations

a. 2022-23 ASG and Student Activities Leadership

ASG President Abby Smith introduced incoming ASG President Jasmine Jenkins. Jenkins provided a brief personal bio and stated she is excited about the opportunity to make an impact on student life. The Board received information on all the new incoming 2022-23 leadership officers.

b. All Oregon Academic Team Student Scholars

President Dana Young recognized students Mauna Kea DeLong and Cessilee Meyers for representing TVCC as All Oregon Academic Team scholars during an annual luncheon and ceremony held at the Sunriver Resort in April.

c. Coach Drew Pearson and TVCC Rodeo Team

Dean of CTE David Koehler introduced fourth time Coach of the Year Drew Pearson who introduced the rodeo team and presented the rodeo standings for each student. The rodeo students present took the opportunity to introduce themselves and share their areas of study.

The rodeo program has over 40 students this year and it is Coach Pearson's goal to increase the number to 50 students by fall. He noted that COVID hit college rodeo hard, and it has been a challenge.

According to Coach Pearson, in June, twelve (12) TVCC students will compete in the college national finals in Casper, WY.

In other news, the TVCC Chukar Rodeo was voted Rodeo of the Year.

d. New College Employee Introductions

Vice President of Student Services Travis McFetridge introduced new employee Linda Cisneros who is the College's Inclusive Career Advancement Program (ICAP) Student Success Advisor Coach. Cisneros spoke about her previous social services work experience. She shared how ICAP is designed for individuals who are returning to school with support from DHS and her office.

III. College Business

a. 2022-23 Course Fees (2nd reading)

Vice President Shirley Haidle reported the fees presented to the Board in April did not include the aviation fees which is why they are being presented tonight for Board approval.

Motion: Stephen Crow moved to approve the 2022-23 course fees and the motion was seconded by Betty Carter. The motion carried unanimously.

IV. Public Comment

Chair Dirk DeBoer read the guidelines for public comment. TVEA President David Reynolds read a letter from the nursing faculty which in summary voiced appreciation for the entire faculty unit and for solidarity.

V. Consent Agenda - Action Item(s)

- a. Board Minutes – April 19, 2022, April 25, 2022, and May 3, 2022
- b. Financial Report

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

VI. College Reports and Statements

a. Statements from ASG/Student Programs

ASG President Abby Smith stated this would be her last report and read her written report of events and activities and student government happenings.

b. Statements from Foundation

Events and news shared by Executive Director Cathy Yasuda included:

- An award of \$16k from the Oregon Community Foundation for funding for the Betty Gray Scholarship which supports students in early childhood education.
- June 18 - Foundation Garden Tour – there are 8 gardens on the tour.
- June 2 - Nursing Scholarship Award Ceremony – this is a special time for nursing students, faculty, and donors.
- Establishment of the Evelyn Ensley Memorial Art Scholarship.
- An update on the major gift campaign. The Board received copies of the Case for Support. The campaign is going well according to Yasuda and the Foundation is working on many proposals.

c. Statements from Faculty (Arwyn Larson)

Some of the faculty highlights included:

- Summer reading book drive with a goal to provide a new book for all K-6 students in the district.
- April 26 Recruiting Event – Jeretta Shoemaker was able to attend the event and speak with students and parents. She had reported it was an amazing event that she believes will have a positive impact on enrollment.
- The artificial insemination class students benefited from funding provided by the Roundhouse grant for kits and other materials.
- Save the Date – June 10 is the nursing pinning ceremony at the Meyer-McLean theater at 3:00 p.m.
- The incoming TVEA President for next year will be Darin Bell.

Instructor Arwyn Larson commented that a possible answer to enhance recruiting is for all coaches to be full-time. We see the benefit of what can be done when a coach is full-time such as in the case of Drew Pearson.

Current TVEA President David Reynolds provided the Board an update on negotiations and noted he feels it is going rough; however, he would like to get to a place where everyone wins. He noted faculty are trying to get increases so they can feel more committed to the college and stay in the Treasure Valley. Ultimately, it will have to be a give and take. He also mentioned we are the only community college with a frozen salary matrix and who hasn't had a COLA in years.

Chair DeBoer thanked Reynolds for his remarks and will take the comments into consideration.

d. **OCCA Board Rep. Report**

Stephen Crow reported he is the official OCCA Past President. Stepping up in the coming year will be new OCCA President Kim Morgan and new Vice President Jane Reed. The OCCA Executive Committee also voted for no increases in membership fees. Currently, Crow, as past president, is working with a consultant and the OCCA Deputy Director on the ask in the upcoming legislative session.

e. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves said a small group of college employees are going to Portland to do some Guided Pathways work with other community colleges. They are also working on the advising model, initiatives for undecided students, and transfer agreements with BSU.

Nursing Director Update: a candidate did apply but ended up not meeting the requirements. At this time Mara Poynter will be the interim director and she has been approved for the interim by OSBN. TVCC will continue to work to find a director and will decide whether to enlist a recruiting agency to help us with the search.

ii. **Student Services**

Vice President Travis McFetridge summarized spring quarter which showed FTE is up 9%, total credits up 6%, unduplicated headcount up 4%, reimbursable FTE up 7%, and returning students up 17%. These increases have a lot to do with dual credit coming back. Vice President McFetridge commended the faculty for their relationship with the high school instructors.

Other news included:

During today's advising and registration session, 15 students signed up. Up to this day, we already had an additional 32 new degree seeking students starting this fall.

Athletics Update:

- Congratulations to the men's tennis team member Marco Ramirez for being awarded the Wally Heidenson Sportsmanship Award during a championship event.
- Track and Field will be traveling to Mount Hood Community College.
- Baseball finished their season and weren't able to make the championships.
- Softball had a great week and landed the 16th spot in the region and are now headed to a tournament in Spokane.
- Graduation – we are excited to host the ceremony in the gymnasium.

iii. **Administrative Services**

In addition to her written report, Vice President Shirley Haidle shared that Garden Answer has been working on the flower beds on the north and east entrances of the campus as well as work in the Fountain area.

The Board thanked Vice President Shirley Haidle for her work on the budget.

iv. **College Relations and IT**

AVP Abby Lee said the Case for Support turned out well and more inserts will be added. She is excited to be working with the campaign's public relations committee.

AVP Lee shared a flyer that promoted a free summer class to graduating seniors and encouraged the Board to give the flyer to someone they know who is graduating.

Board member Ken Hart commented on the great job posting to LinkedIn. According to AVP Lee, Daniel Liera-Huchim has been phenomenal and has jumped in to assist with the social media posts.

Board member Mark Wettstein asked if the design of the nursing and allied health professions building was set in stone. According to Lee, the drawings are the first renderings without floor plans. However, a lot depends on how much money is raised by next spring.

v. **President's Comments**

President Young reported the Perkins Civil Rights audit visit last week went well and we are waiting on the exit report. The review happens every 7 years. We know there will be a couple of things to address such as curb cutouts and doorknob replacements; however, we did receive several accommodations. Vice President Travis McFetridge and Dean of CTE David Koehler were the leads for the visit.

President Dana Young announced the recent unexpected passing of former TVCC President Dr. James E. Sorensen who had planned to visit TVCC this week. Any further information on funeral services will be shared with the Board. She spoke about honoring Dr. Sorensen and other past presidents during the 60th Anniversary. It was noted the building of the Science Center was his vision.

In other news, TVCC was awarded a \$75,000 Education and Workforce grant from the Eastern Oregon Border Economic Development Board. The funding will be used to purchase a custom mechanized irrigation center pivot training system and Lincoln electric dual virtual reality welder.

President Young also provided the Board information on the funds available in Future Ready Oregon which focuses on healthcare, technology, and automated controls.

f. **Statements from Board Members**

- Mark Wettstein stated he is glad to have Drew Pearson at the board meeting and he has the skills everyone needs to recruit students and increase enrollment, appreciates faculty here tonight and congratulated Darin Bell as the new TVEA President.
- Betty Carter agreed with Mark and reported she attended the FRCS graduation ceremony. She expressed thanks to David Reynolds and Arwyn Larson for the great remarks and thanked Darin Bell. She enjoyed where we are and where we are going, and the budget meeting was great.

- Stephen Crow thanked Vice President Shirley Haidle and her team for their work on the budget and congratulated Darin Bell. Crow reported he was invited to attend the Vale High School awards ceremony.
- Cheryl Cruson stated she was sad to hear of the passing of former TVCC President Dr. Jim Sorensen and stated she enjoyed working with him. She commended Vice President Haidle for the awesome job on the budget. She also informed the Board about the joint dinner with the Foundation Board on July 19.
- Roger Findley thanked Executive Director Cathy Yasuda and staff for their hard work on the CTE grand opening. He also thanked the ASG and students for their help and support. The grand opening was well received by the Findley family. He commented on the passing of Dr. Sorensen and noted he served under his leadership for a number of years.
- Ken Hart thanked Vice President Shirley Haidle for answering questions concerning the budget.
- Dirk DeBoer stated it was a good meeting and we are on the right track.

Chair DeBoer called the meeting into Executive Session at 8:25 p.m. under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Attendance

Board of Education members (quorum present): Chair Dirk DeBoer, Vice Chair Mark Wettstein, Betty Carter, Cheryl Cruson, Ken Hart, Roger Findley, and Stephen Crow

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

VII. Executive Session

- ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations

VIII. Open Session

- Action, if any, from Executive Session

Motion: Betty Carter moved to end the Executive Session at 8:50 p.m. and the motion was seconded by Stephen Crow. The motion carried unanimously.

There was no action from the Executive Session.

IX. Important Date(s)

May 30	Memorial Day Observed (college closed)
June 6-10	Final Exam Week
June 10	Commencement (7:30 p.m., John J Easley Gymnasium)
June 10	Nursing Pinning Ceremony (3:00 p.m., FRCC, Meyer-McLean Theater)
June 20	Juneteenth Observed (college closed)
June 21	Summer Quarter Begins

X. Adjournment and Next Meeting

The next meeting is set for June 21, 2022 at 6:00 p.m.

Motion: Ken Hart moved to adjourn the meeting at 8:50 p.m. and the motion was seconded by Stephen Crow. The motion carried unanimously.

Mr. Dirk DeBoer, Chair
TVCC Board of Education

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