

TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

650 College Blvd., Laura Moore Cunningham Science Center, Hanigan Board Room (#115A), Ontario, OR 97914
Tuesday, December 20, 2022

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/96577557084?pwd=SmtjSE9ZN1crSFhxcGdidDBKU3VuZz09>

Meeting ID: 965 7755 7084

Passcode: 899846

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

Passcode: 899846

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.

9:00 am Board Planning Meeting

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| a. OCCA Update & Board Member Training | Morgan Cowling, OCCA Executive Director |
| b. NCHEMS Report | Dr. Dana Young/Morgan Cowling |
| c. Accreditation Update | VP Eddie Alves |
| d. Strategic Plan | Dr. Dana Young/VP Eddie Alves |
| e. Mission Fulfillment | VP Eddie Alves |
| i. Demographic Data | VP Eddie Alves |
| f. Academic Program Sustainability Report Update | VP Eddie Alves/CIO Scott Carpenter |
| i. RFTE by Department | |
| g. Strategic Enrollment Management Plan | VP Travis McFetridge |
| i. Q2Q Funnel | |
| h. Board Professional Development | |
| i. Ethics Law Training | Karen Smith, OCCA Senior Policy Advisor/General Counsel |
| ii. Sexual Harassment | Director Anne Marie Kelso |
| i. Caldwell Center Update | AVP Abby Lee/ VP Eddie Alves |

5:00 p.m. Work Session (Flag Salute)

- I. **Call to Order and Acknowledgement of Guests**
- a. Special Employee Recognition
 - b. 2021-22 Audit Presentation – Moss Adams, LLP

VP Shirley Haidle

Regular Session Meeting

- I. **Agenda Review/Changes** Chair Dirk DeBoer
- II. **Special Presentations**
- a. New Employee Introductions Vice Presidents
 - b. Phi Theta Kappa Special Recognition Joe Kurth/Laree McBride
 - c. Addiction Studies Program Jessica Breidinger
- III. **College Business** (Discussion or Action Items)
- a. Accept the 2021-22 Audit (action) VP Shirley Haidle
 - b. Aviation Flight Fees VP Eddie Alves
 - c. 2023-24 Academic Calendar (action) VP Travis McFetridge
 - d. TVCC Board Policies Transition to OCCA Policy Framework (2nd Reading) (action) Betty Carter/Anne Marie Kelso
 - i. Section A/B: Board of Governance to Chapter 2 Board of Education
- IV. **Public Comment** (note: maximum time 15 minutes: each speaker will be limited to 3 minutes)
- V. **Consent Agenda - Action Item(s)** Chair Dirk DeBoer
- a. Board Minutes – November 15, 2022
 - b. Financial Report
- VI. **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

Treasure Valley Community College is an equal opportunity educator and employer.

College Reports and Statements Continued

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| 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 | |

VII. Executive Session

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

VIII. Important Date(s)

December 12-January 6	Winter Vacation for Students
December 26-30	College Closed Christmas Week
January 2	New Year's Day Observed (college closed)
January 9	Winter Term Classes Begin
January 16	Martin Luther King Day Observed (college closed)

IX. Adjournment and Next Meeting(s)

- Tuesday, January 17, 2023 at 6:00 p.m.

The Board of Education meetings are held in accordance with accessibility requirements. Persons having questions about or requests for special needs and accommodations should contact Accessibility and Accommodation Services, Theigha Cooperrider-Fryman (tcooperrider-fryman@tvcc.cc), or 541-881-5792 or TTY 541-881-2723). Contact should be made 72 hours in advance of the meeting.

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Tuesday, November 15, 2022, 6:00 p.m.

BOARD MEETING MINUTES

The Board meeting began at 6:00 p.m. Chair Dirk DeBoer 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 Dirk DeBoer, Betty Carter, Cheryl Cruson, Ken Hart, Roger Findley, and Stephen Crow (absent Mark Wettstein)

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

President Dana Young, Vice President Travis McFetridge, Vice President Shirley Haidle, Anne Marie Kelso, Abby Lee, Cathy Yasuda, David Reynolds, Darin Bell, Marc Wilson, Kate Russell, Tara Dominick, Kilee Saldivar, Jazzy Jenkins, Mario Grimaldo, Max Maeda, Leslie Thompson (Argus Observer) and Steven Mitchell (Malheur Enterprise)

I. Work Session

a. Library Update

Head of Library and Information Services Tara Dominick provided a brief presentation of the 2021-22 and 2022-23 goals for the library.

II. Agenda Review/Changes

There were no changes to the agenda.

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

III. Special Presentations

a. New Employee Introductions

New employees introduced to the Board were Mario Grimaldo, Financial Aid Processing Coordinator, and Max Maeda, Wildland Fire Coordinator.

IV. College Business (Discussion or Action Items)

- a. TVCC Board Policies Transition to OCCA Policy Framework (1st Reading)
- i. Section A/B: Board of Governance to Chapter 2 Board of Education

Previously, the Board received the packet of the new OCCA board level policies to review.

Director of Legal and Human Resources Anne Marie Kelso stated as discussed at the last meeting our current board policies were geared toward K-12 and these updated policies align with higher education. The remaining TVCC board policies will continue to be reviewed in sections and brought to the Board for approval.

Kelso explained the process consisted of a committee of three board members and college staff who used the OCCA model to compare templates with our existing board policies.

b. 2023-24 Budget Calendar

Vice President Haidle provided the Board with a revised budget calendar which superseded the calendar in the board packets. In addition, she noted the first

Planning and Budget Committee meeting will be held on December 1 and will continue monthly through March 2023.

Motion: Stephen Crow moved to approve the budget calendar for 2023-24 with the following amendments to three dates: change November 24 to November 23, change January 278 to January 27, and change April 289 to April 28. The motion was seconded by Betty Carter. The motion carried unanimously. Vice President Haidle advised the Board that the calendar may be subject to change.

- c. Board Planning Session (December 20)
President Dana Young stated with the consensus of the Board the planning session could be scheduled for December 20 from 9:00 a.m. to 4:00 p.m. with the regular board meeting beginning at 5:00 p.m.

Motion: Cheryl Cruson moved to meet on December 20 and the motion was seconded by Stephen Crow. The motion carried unanimously.

V. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – October 18, 2022
- b. Financial Report

Motion: Stephen Crow moved to approve the consent agenda and the motion was seconded by Cheryl Cruson. There was one change to the minutes which was to note the absence of board member Mark Wettstein.

Stephen Crow moved to approve the minutes as amended and the motion was seconded by Roger Findley. The motion carried unanimously.

VII. **College Reports and Statements**

- a. Statements from ASG/Student Programs
ASG President Jazzy Jenkins reported on the slowness of the student housing Wi-Fi and that students are meeting with IT on how they can help with the project to enhance the Wi-Fi. She also mentioned the mobile app which links students to Canvas and how discussions are happening to improve the app and make it more user friendly.

Board member Cheryl Cruson asked if a survey could be done to see if there is an interest in starting a Young Republicans Club. Director Kate Russell explained what the process is for starting a campus club.

- b. Statements from Foundation
Executive Director Cathy Yasuda provided an update on the Gala and thanked everyone who helped support the event. According to Yasuda there were approximately 450 people who attended the event and the Gala raised over \$112k.

Internal Campaign – The campaign ended with an end of campaign celebration on October 31. The internal campaign went very well with 72% of faculty and staff contributing. The campaign netted over \$180k in donations from faculty, staff, and board members.

Capital Campaign – The six campaign committees continue to meet with consultant Rich Gross. The next phase will focus on major gifts in the amount of

\$5k and above. Starting in March all PR and marketing events will begin to launch. Other events planned next year include a planned giving seminar, ag summit, a nursing department open house and leadership awareness events.

On December 2, the board members were invited to attend a dinner and holiday concert with the Foundation.

Everyone was reminded that the scholarship deadline has been extended to March 1 rather than the earlier January deadline.

c. Statements from Faculty

TVEA President Darin Bell shared Denise Rasmussen is the new adjunct faculty in the music department and since her hire there are now 60 members in the symphony. Upcoming performances include Christmas Choral December 2, Christmas Concert December 6, and TV Symphony Concert December 9.

Bell also provided an update on negotiations and felt the parties should finish the bargaining process together. He noted everyone is on the same team and everyone want students to succeed in the classroom.

d. OCCA Board Rep. Report

Stephen Crow reported on the success of the OCCA conference and shared the keynote speakers were wonderful. Those who attended were Chair Dirk DeBoer, Cheryl Cruson, Stephen Crow, President Dana Young and Gina Roper. The OCCA Executive Committee meeting this month was canceled due to the conference. Work continues to position ourselves legislatively as we prepare to meet with legislators.

President Young advised the Board of the upcoming OCCA legislative summit on March 8-9 at the Salem Convention Center. This will be an opportunity for everyone to advocate with legislators in Salem.

e. President's Reports

i. Academic Affairs

Vice President Eddie Alves provided a written report but was not able to be present at the meeting. There were no questions from the Board.

President Young did mention HEP student Alisa Gomez was selected and recognized as a National Student Champion. President Young also advised the Board that Hector Aguirre, Director for HEP/CAMP, has recently resigned for personal reasons.

Board member Roger Findley asked about the renewable energy program and the exercise program. According to President Young, a coordinator for the renewable energy program is being sought and as for the exercise program curriculum is being reviewed through the governance process.

ii. Student Services

Vice President Travis McFetridge provided the Board with the Q2Q report and so far numbers are looking promising for fall quarter. The 4th week HECC report came out and we are doing good there. The month of October is a busy time for recruiting and admissions as staff attend college fairs, financial aid nights, and visit high schools.

Vice President McFetridge provided a highlight on the athletic teams. Volleyball placed 4th in the east region, basketball is starting up with both the men's and women's teams hitting the road.

Vice President McFetridge commended the staff in student services for their work in being student advocates and noted he has an amazing staff.

iii. Administrative Services

Vice President Shirley Haidle reported the auditors sent her an updated list of things they need for their report. The single audit is getting near to completion then work will begin on next year's budget. Some good news is the LGIP rate went from 2.2% to 2.5% and today it is 2.85% which shows it is going up.

It was noted the auditors will want to meet with the Audit Committee and later with the Board of Education at their December meeting.

Fountain Area Update: The project has been delayed and it is anticipated it will be finished in the spring.

iv. College Relations and IT

In addition to her written report, AVP Abby Lee reported that all areas are very busy working, and that the IT department will be working on priority projects over the Christmas break. During the board meeting, a student spotlight video was shared of TVCC student and athlete Hailee Huddleston who is in the welding program.

v. President's Comments

President Young stated the NCHEMS report is out, and we will be talking more about this report and how it applies to our legislative ask during the December board planning meeting. This will be a year of heavy legislative activity with a new governor and 30% of our legislators being new. The Board was provided an update on the funding formula and the discussions during the Oregon Presidents Council meeting on fall enrollment.

f. **Statements from Board Members**

- Cheryl Cruson attended the OCCA conference and really enjoyed the breakout sessions and guest speakers. She also attended the Foundation Board meeting where they discussed scholarships and the Gala. She reminded the Board of the December 2 dinner and concert with the Foundation.
- Roger Findley stated he was excited about how the rodeo team is doing. He believes this is the first time the women's team is first in the nation.
- Stephen Crow thanked the Foundation board for a fantastic Gala.
- Betty Carter attended the OCCA advocacy training and stated it was a great training. She asked to keep everyone in prayer as well as the new leadership in the community.
- Ken Hart commended the Ontario boys state champion soccer team and hope we can recruit these students.
- Dirk DeBoer stated the Foundation Gala was great and the OCCA conference was wonderful. At the December meeting he stated he would like to talk more about enrollment.

VIII. **Executive Session**

Chair DeBoer called the meeting into executive session under ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

Board of Education members in attendance (quorum present):

Chair Dirk DeBoer, Betty Carter, Cheryl Cruson, Ken Hart, Roger Findley, and Stephen Crow (absent Mark Wettstein)

Others present: President Dana Young, Director Anne Marie Kelso, and Vice President Shirley Haidle

Motion: Stephen Crow moved to close the executive session and the motion was seconded by Betty Carter. The motion carried unanimously.

The executive session ended at 8:47 p.m. and went into open session. There was no action from the executive session.

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

The next meeting is set for December 20, 2022.

Motion: Stephen Crow moved to end the open session at 8:48 p.m. and the motion was seconded by Betty Carter. The motion carried unanimously.

Dirk DeBoer, Chair
TVCC Board of Education

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