



TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

650 College Blvd., Ontario, OR 97914

Laura Moore Cunningham Science Center, Hanigan Board Room (#115A)

Regular Meeting - Tuesday, April 18, 2023 at 6:00 p.m.

Meeting participation is available to the Public via Zoom

<https://gotvcc.zoom.us/j/99757201435?pwd=SGdNeDg2dzhPcUNpMIBOMFdaK0JOUT09>

Meeting ID: 997 5720 1435

Passcode: 576048

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

Passcode: 576048

AGENDA

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.*

- I. **Call to Order and Pledge of Allegiance** Chair Dirk DeBoer
- II. **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.
- III. **Open Session**
 - a. Action, if any, from Executive Session
- IV. **Work Session**
 - a. Annual Board Self-assessment Chair Dirk DeBoer
- V. **Agenda Review/Changes (action)** Chair Dirk DeBoer
- VI. **Special Presentations**
 - a. Wrestling Student Recognition Dr. Ben Merrill
 - b. New Employee Introductions Vice Presidents
 - c. 60 for 60 Spotlight Story AVP Abby Lee
- VII. **College Business (Discussion or Action Items)**
 - a. 2023-24 Course Fee Rates (2nd reading, action) VP Shirley Haidle
 - b. Board Policy (New) – Information Incident Response (1st reading) AVP Abby Lee
 - c. Board Policy EDCA Information Security (1st reading) AVP Abby Lee
- VIII. **Public Comment** (Note: maximum time 15 minutes: each speaker will be limited to 3 minutes)
- IX. **Consent Agenda - Action Item(s)** Chair Dirk DeBoer
 - a. Board Minutes – March 21, 2023 (Regular Meeting)
 - b. Financial Report
- X. **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

XI. **Important Date(s)**

Chair Dirk DeBoer

- a. April 20 TVCC Foundation Donor/Scholarship Recognition (7:00 pm)
- b. May 5 Treasure Valley Symphony 31st Annual Pops Concert (7:30 pm)
- c. May 9 Advising Day for Fall Term
- d. May 15 Registration for Fall Begins for New Students
- e. May 29 Memorial Day Observed (college closed)

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

- a. May 16, 2023 TVCC Board of Education Regularly Scheduled Monthly Meeting (1:00 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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TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION

650 College Blvd., Ontario, OR 97914

Laura Moore Cunningham Science Center, Hanigan Board Room (#115A)

Regular Meeting – Tuesday, March 21, 2023

MINUTES

Board of Education members in attendance (quorum present):

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

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

President Dana Young, Vice President Eddie Alves, Vice President Travis McFetridge, Vice President Shirley Haidle, Anne Marie Kelso, Kate Russell, Cathy Yasuda, Jeretta Shoemaker, Darin Bell, Hannah May, Sandy Porter, Arwyn Larson, Kerby Winters, Dr. Ben Merrill, Lindsay Norman, Mara Poynter, Stacie Vanderviel, Julie Lynch, Joseph Kurth, Antonio Sunseri, Brianne Haun, Jazzy Jenkins, Molly Lightfield, Alexis Shoemaker, Steven Mitchell (Malheur Enterprise), and Leslie Thompson (Argus Observer).

I. Call to Order and Pledge of Allegiance

Chair Dirk DeBoer called the meeting to order at 6:01 p.m. and led the group in the Pledge of Allegiance and a reading of the College's mission and vision statements.

II. Work Session

a. Tenured Faculty Recognition

The five faculty members recognized for tenure were Molly Lightfield, Heather Bohr, Brianne Haun, Joseph Kurth, and Tara Dominick.

III. 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.

IV. Special Presentations

a. New Employee Introductions

Employee introductions made during the meeting were to introduce the new Enrollment Specialist (Caldwell) Stacie Vanderviel and employee Hannah May who was currently the Benefits Navigator and who has now transitioned to the Career and Academic Advisor.

b. June 30, 2022 Single Audit Report (Moss Adams)

Vice President Shirley Haidle introduced Scott Simpson and Hilary Tanneberg who met with the Audit Committee previously this month to review the Single Audit report.

Auditor Scott Simpson spoke about the two programs that were audited: financial aid and HEERF. He reported both audits were issued an unmodified clean opinion. It was noted that during the audit, they did have one finding in student financial aid; however, it did not impact their clean opinion.

Board member Ken Hart asked how many students were selected for testing and how many had errors. According to Tanneberg they selected 26 students and of the 26, five students who had either withdrawn or graduated and who were properly reported but not within the 60-day requirement. In addition, there was one student who was not

reported at all. Tanneberg stated this was the fourth year they have recorded this as a finding.

Vice President Travis McFetridge reported on the corrective action plan which included an increase in staff, intensive training on the National Clearing House, external reviews, self-checks and the identification of policies and procedures. It was noted the finding was students who were enrolled in the fall quarter.

Board member Roger Findley stated the one finding this year shows we are making progress.

c. **Wellness Grant**

Cathy Yasuda provided a recap of the \$10k OEA grant the College received in 2022 and how the funds were used toward employee wellness activities. Now, the College has the same opportunity to apply for a much larger grant in the amount of \$150k through the OEA Trust Wellness Program. If received, this funding would allow us to create a permanent wellness program for employees. Anne Marie Kelso sent a survey to the college community asking for feedback on what they would like to see for employee wellness activities and events.

For the new grant application, letters in support of employee wellness are being sought from college leadership, the Board of Education and employee groups. If awarded the new grant would be over a 5-year period. The application is due at the end of April.

V. **College Business**

a. **Board Policy JECBA International Students**

Vice President Travis McFetridge reiterated the policy was presented at last month's meeting.

Motion: Cheryl Cruson moved to approve the board policy and the motion was seconded by Mark Wettstein. The motion carried unanimously.

b. **2023-24 Tuition and Universal Fee**

Vice President Shirley Haidle reiterated the recommendation to increase tuition by \$3 per credit and the universal fee by \$1.

Board member Roger Findley asked how the increases compared with CWI's tuition and fees. He shared how he compared our welding program class fees with CWI's and overall, he was satisfied that we are still competitive with our proposed increase.

Motion: Stephen Crow moved to approve the 2023-24 tuition and fee increases and the motion was seconded by Roger Findley. ASG President Jazzy Jenkins shared how college administration visited with ASG students who supported the increase 100%. In addition, ASG didn't believe they needed to send a survey to the students on the proposed increases. The students indicated they appreciated a small increase rather than a large increase. Overall, the ASG appreciated the conversation as well as knowing what the increases support. The motion carried unanimously.

c. **TVCC Board of Education Special Meeting (May)**

There was a discussion concerning the date of the board's and president's evaluations in April and the evaluation review in May. Taking into consideration the availability of Chair DeBoer, it was proposed to move the meeting to the same day as the May 16 regular board meeting (start meeting at 1:00 p.m. and run through 4:00 pm), dinner

(4:00 to 5:00 p.m.), and begin Budget Committee meeting at 5:00 p.m. followed by the regular board meeting at 6:00 p.m.

The Board agreed to have the meeting on May 16 starting at 1:00 p.m. in the Hanigan Board Room.

d. **2023-24 Course Fee Rates (1st reading)**

Vice President Shirley Haidle provided the Board with an explanation for the increase in fees. A new fee proposed for AG 049 Horse Stall Maintenance is \$200. This fee had many discussions with the purpose of discouraging students from hauling in and hauling out their horses on a daily basis which raised safety concerns among other concerns.

Vice President Haidle summarized the purpose of the other fee increases for 2023-24. This was provided to the Board as a first reading.

e. **Suspension of the Horse Production-AAS Degree (fyi)**

According to Vice President Eddie Alves the College has had a horse production degree for a long time; however, in reality we are not instructing how to produce horses but rather how to train horses. There were many changes in the horse production degree that launched into a horse training degree. As a result, the horse production degree is being suspended. It was also noted that we did "teach out" the students who were in the horse production degree.

f. **Accept June 30, 2022 Single Audit Report**

Vice President Shirley Haidle asked for the Board to accept the Single Audit report. Board member Ken Hart asked when the Board would see the final report because he had concerns about accepting a report that hadn't been first seen by the Board.

According to Vice President Haidle, the report should be available from Moss Adams by tomorrow and after her final review she would send it out to the Board. She noted the report is due to the federal government by March 31. President Young stated that the audit couldn't be changed by the Board and typically as a formality the Board accepts the report as written by Moss Adams. She also noted we won't have time to convene the Board prior to the report deadline. Vice President Haidle also noted that the State does not require the Board to accept or approve the audit anyway.

Motion: Ken Hart moved to accept the Single Audit report and noted the board members will receive a copy of the report as soon as it becomes available. In addition, if any member of the Board has a concern we will notify the Board Chair who will call a meeting together before the March 31 deadline. The motion was seconded by Betty Carter. The motion carried unanimously.

VI. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – February 21, 2023 (Regular Meeting) and March 2, 2023 (Audit Committee)
- b. Financial Report

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

VIII. **College Reports and Statements**

a. Statements from ASG/Student Programs

ASG President Jazzy Jenkins summarized the events and activities and student government updates provided in her written report. During her presentation, Jenkins shared a presentation on the students' trip to the APCA Conference in Hershey, PA.

b. Statements from Foundation

Director/CDO Cathy Yasuda reported they are working on many grants related to student success and to the nursing and allied health professions center. She also thanked everyone for attending the Planned Giving Seminar and the Ag Summit. Upcoming events are as follows: scholarship review night, and the launch party for the public phase of the capital campaign.

In other news:

- the Malheur County Education Services District is contributing \$20k to help support scholarships for our early childhood education students. The gift will provide twenty \$1,000 student scholarships.
- Work is being done to finish the application for the Betty Gray ECE grant application in the amount of \$60k.
- Work is also being done on several additional grants: First Generation Scholarship Grant program, Eastern Oregon Border Board grant in the amount of \$100k for our Certified Surg Tech Program, Congressional Direct Spending funding for the next biennium in the amount \$214k to start up 14 virtual classrooms and lastly, a grant application to the Laura Moore Cunningham Foundation, Oregon Community Foundation, and the Roundhouse Foundation.
- Lastly, Director Yasuda provided an update on the community presentations and leadership socials for the new nursing and allied health professions center.

c. **Statements from Faculty**

TVEA President Darin Bell reported on the end of winter term, lectures, and the hours of hands-on activities, office appointments, and letters of recommendations. He also stated they appreciate all the work by the Board and administration to ensure every student counts.

In other news, faculty are working on a letter of support for the employee wellness program application. He also commented on the tenured faculty recognized tonight, his appreciation for the monthly meetings with college staff to discuss important issues.

d. **OCCA Board Rep. Report**

Stephen Crow reported on the business of the month and thanked everyone who is participating in the weekly OCCA legislative calls. Crow also commented on his attendance along with Chair Dirk DeBoer and President Young at the OCCA Legislative Summit. He provided a summary of the critical bills that are being watched this legislative session as well as dates for upcoming hearings and testimonies. He reported that on April 28 the Ways and Means Committee will be visiting Ontario and that TVCC will host the public event at the Performing Arts Theater.

e. **President's Reports**

i. Academic Affairs

Vice President Eddie Alves provided an update on the renewable energy meetings that have been happening and what this program will look like at TVCC. Currently, we are in the infancy stage of program development.

Vice President Alves thanked IT Director Scott Carpenter for creating more Zoom rooms on campus which will help increase enrollment. In other news, we are also paying attention to a scholarship bill for Idaho high school graduates, and we are working to create similar common course numbering across the state of Oregon.

ii. Student Services

Vice President Travis McFetridge provided a Q2Q report for winter term and reported there were no significant changes from the last report. He noted everything is looking good for winter and that it is still too early to know the spring numbers.

Other news:

- April 10 – STEM Day. We will be inviting high school juniors and seniors to campus.
- Athletics – we have transitioned from winter sports to spring sports. Everyone was invited to come out and watch the softball and baseball teams play. In track, student Osman Osman was selected as Student of the Week and won first place in the 400-yard sprint.

iii. Administrative Services

Vice President Shirley Haidle provided a written report and stood for questions.

iv. College Relations and IT

No written report was provided this month; however, a 60 for 60 alumnus story was shared featuring TVCC employee Riley Helmick.

v. President's Comments

President Young updated the Board on the Idaho House Bill that would provide eligible Idaho high school graduates approximately \$8,000 toward attendance at an Idaho post-secondary institution. So far the Caldwell Center qualifies in the amended bill as an eligible institution. We will continue to watch this bill.

In other news:

- Work is still being done on the funding formula for the Community College Support Fund (CCSF). The new formula would be effective starting in 2024-25.
- Met with Hummel Architects on the nursing and allied health professions center and the increased costs for materials. Hummel will use our feedback to provide updated information on the design and development phase.
- Capital Campaign Update – we received \$4.95m from the State in matching funds and \$3m in federal Congressional Direct Spending funds. Executive Director Cathy Yasuda has been very busy raising the additional funds needed for the new building. As with other project budgets, there are always discussions on costs for the must haves and the add ons. We should know more financially about what we will have in the building as fundraising continues.
- The All-Oregon Academic Team scholarship luncheon will be held on Friday, April 21 in Salem. This year three students were nominated for this recognition and will accompany President Young and board member Stephen Crow to Salem to meet legislators and receive awards for their academic achievement.

f. **Statements from Board Members**

- i. Betty Carter commented that the reports presented tonight were great information. She noted the importance of the dual credit program for high school students.
- ii. Stephen Crow shared he was excited for the faculty who received tenure.
- iii. Cheryl Cruson attended the Planned Giving workshop and stated it was excellent. Cruson also thanked Scott Carpenter for his quick response and help with her college computer.
- iv. Mark Wettstein stated he appreciated all the reports tonight.
- v. Dirk DeBoer reported on the OCCA Legislative Summit. He also noted he attended a meeting on renewable energy at TVCC.

Motion: Stephen Crow moved to close the Open Session at 8:25 p.m. and move into Executive Session. The motion was seconded by Betty Carter. The motion carried unanimously.

IX. **Executive Session**

The meeting went into Executive Session at 8:34 p.m. 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, Vice Chair Mark Wettstein, Betty Carter, Ken Hart, Cheryl Cruson and Stephen Crow (absent: Roger Findley)

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

President Dana Young, Vice President Eddie Alves, and Director Anne Marie Kelso

X. **Open Session**

- a. Action, if any, from Executive Session

Motion: Stephen Crow moved to end the Executive Session at 8:37 p.m. and the motion was seconded by Betty Carter. The motion carried unanimously. There was no action from the Executive Session.

XI. **Adjournment and Next Meeting**

- a. April 18, 2023 - TVCC Board of Education Regularly Scheduled Monthly Meeting

Motion: Stephen Crow moved to adjourn the meeting at 8:37 p.m. and the motion was seconded by Cheryl Cruson. The motion carried unanimously.

Dirk DeBoer, Board Chair
Treasure Valley Community College

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