



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, May 16, 2023

MINUTES

Board of Education members in attendance (quorum present):

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

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

President Dana Young

Call to Order and Pledge of Allegiance

Chair Dirk DeBoer called the meeting to order and led the group in the Pledge of Allegiance and reading of the College's mission and vision statements.

I. Executive Session

- a. The meeting went into Executive Session at 1:05 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.

II. Open Session

- a. Action, if any, from Executive Session

Motion: Stephen Crow moved to end the Executive Session at 2:16 p.m. and the motion was seconded by Betty Carter. The motion carried unanimously.

There was no action from the Executive Session.

III. Work Session

a. 2022-23 Board of Education Self-Evaluation Results

The Board reviewed the results from the self-evaluation that was conducted during the April board meeting. Part of the discussion concerned more attention to the weekly meetings with the board chair, vice chair, board member and college president which according to Chair DeBoer is an opportunity for individual board members to ask questions and get more information. There was also a discussion about following Robert's Rule of Order, board input, and how during board meetings, the audience is not part of the business of the Board.

The Board reviewed their goals for the current year and spoke about how they are meeting these goals, if future goals should be fewer in number and the necessity of doing the monthly board meeting assessments.

Motion: Betty Carter moved to take a break for dinner at 3:33 p.m. and the motion was seconded by Roger Findley. The motion carried unanimously.

The Budget Committee meeting was called to order at 5:03 p.m.

Board of Education members in attendance (quorum present):

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

Budget Committee Members in attendance:

Prudi Sherman, Mike Blackaby, Mike McLaughlin, Jed Myers, and Torie Ramirez (absent: Jan Dinsmore and Darlene McConnell)

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

President Dana Young, Vice President Shirley Haidle, Vice President Travis McFetridge, Vice President Eddie Alves, Dean of CTE Ben Merrill, Arwyn Larson, Scott Truman, Alexa Shoemaker, Cathy Yasuda, and Anne Marie Kelso

I. Budget Committee Meeting

President Dana Young welcomed and thanked the public budget committee members for their service and support of TVCC.

a. Appointment of Budget Committee Chair

Motion: Cheryl Cruson moved to appoint Jed Myers as Budget Committee Chair and the motion was seconded by Stephen Crow. The motion carried unanimously.

b. Appointment of Budget Committee Secretary

Motion: Betty Carter moved to nominate Prudi Sherman as Budget Committee Secretary and the motion was seconded by Ken Hart. The motion carried unanimously. The duties of secretary were deferred to Gina Roper.

c. Budget Committee Overview

Vice President Shirley Haidle provided an overview of the member composition of the Budget Committee, their role in the budget process, and how the budget is approved.

d. Budget Message (Principles, Assumptions, & Highlights)

President Dana Young stated the eight Budget Guiding Principles are the same as presented last year. President Young also shared with the Budget Committee a summary of the assumptions and highlights for the 2023-24 proposed budget.

Vice President Haidle answered questions by board members in regard to the increase in property tax, increase in marketing budget, and the increase in auditing fees. It was noted that the August board planning meeting could be a time to discuss the mandated amount of \$1.25m for the ending fund balance and if an increase is needed. Vice President Haidle did mention the higher ending fund balance this year is due to the one-time COVID dollars.

e. Budget Presentation

Vice President Shirley Haidle provided a summary of all the funds for the 2023-24 Budget. The funds reviewed included the General Fund, Special Revenue Fund, Debt Service Fund, Capital Projects Fund, Reserve Fund, Auxiliary Fund, Agency Fund and Financial Aid Fund.

Revenue presentations included: General Fund Actual Revenues by Year, Actual Revenues (2012-13 to 2021-22) and Budget Revenues (2022-23 to 2023-24) and a comparison from the 2022-2023 budget to the proposed 2023-24 budget.

Expenditure presentations included: General Fund Expenditures by year and by type (2012-13 to 2021-22), general fund (actual expenses 2012-13 to 2021-22 and budget expenses

2022-23 to 2023-24) for instructional services, student services, college support, and debt services, and transfers.

Vice President Haidle provided a summary of the TVCC unified forecast model which was not included in the budget book.

Some of the budget challenges shared were:

- Enrollment estimates;
- Post-COVID/economic unknowns;
- Unfunded mandates (federal and state);
- PERS rate increases;
- Competitive salaries and benefits for all employee categories;
- Increase costs for IT equipment, software, licensing, and staff;
- Increases in property and liability insurance, audit fees and other large costs;
- Aging infrastructure with growing deferred maintenance; and
- Maintaining the GF fund balance.

The accomplishments for the 2023-24 budget are to:

- provide quality educational programs across the college; and
- allow for improvement in marketing efforts and meet contractual costs and legal requirements.

In regard to the Caldwell Center and its budget, board member Findley asked if there was any kind of reduction in rent. According to AVP Abby Lee and President Young the College is in the negotiation process with the City of Caldwell at this time.

Motion: Prudi Sherman moved to approve the proposed 2023-24 budget as presented with a tax rate of \$1.2235 per \$1,000 of assessed valuation and move the budget to the Board of Education. The motion was seconded by Mike Blackaby. Board member Roger Findley asked if the College has outlined the programs in mind to increase enrollment. President Young addressed the question by sharing information on the Certified Surgical Tech Program, Renewable Energy Program, and the Exercise Science – Kinesiology Program as well as the Radiology Technician program, and expansion of EMT into paramedics.

The motion carried unanimously.

f. **Public Comment**

It was asked if there were any comments from the public and there were none.

g. **Close Budget Committee Meeting**

Motion: Ken Hart moved to close the meeting and the motion was seconded by Torie Ramirez. The motion carried unanimously.

Board of Education members in attendance (quorum present):

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

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

President Dana Young, Vice President Shirley Haidle, Vice President Travis McFetridge, Vice President Eddie Alves, Dean of CTE Ben Merrill, Arwyn Larson, Scott Truman, Alexa Shoemaker, Cathy Yasuda, Anne Marie Kelso, Darin Bell, Noe Gonzalez, Kate Russell, Jazzy Jenkins, Forrest Tomlin, Jessica Torres Rodriguez, and Kelsi Deal

IV. **Agenda Review/Changes**

There were no changes to the agenda.

V. **Special Presentations**

- a. All Oregon Academic Team Student Scholars
Introduced during the meeting were student scholars Jessica Gonzalez-Torres, Kelsi Deal, and Scott Truman.
- b. New Employee Introductions
Leslie Esquivel was introduced as the new HEP recruiter. Justin Fife, who was not present during the meeting, was introduced as the new groundskeeper.

VI. **College Business**

a. **Sunset ASOT Computer Science (action)**

Vice President Eddie Alves reported on the computer science/cybersecurity degrees at TVCC and the recommendation, with advice from the advisory committee to sunset the current ASOT Computer Science program. Board member Roger Findley asked if the recommendation went through the governance councils for approval and the answer was yes.

Motion: Cheryl Cruson moved to sunset the ASOT Computer Science program and the motion was seconded by Stephen Crow. The motion carried unanimously.

VII. **Public Comment**

There were no comments from the public.

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

- a. Board Minutes – April 18, 2023 (Regular Meeting)
- b. Financial Report

Motion: Stephen Crow moved to approve the consent agenda and the motion was seconded by Cheryl Cruson. There was one abstention by Roger Findley. The motion carried.

IX. **College Reports and Statements**

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

ASG President Jazzy Jenkins summarized the events and activities and student government updates from her written report. She also commended Ava Murphy, Special Events Coordinator for her work on the Red-Carpet Affair. Jenkins stated it has been an honor to have served as ASG President this past year. She took a moment to introduce incoming ASG President Forrest Tomlin who is a freshman at TVCC and who is earning an associate degree in history.

b. **Statements from Foundation**

Executive Director/CDO Cathy Yasuda provided updates on the capital campaign for the Nursing and Allied Health Professions Center in regard to donations, and pending proposals and grant applications. In addition, she shared as part of the campaign they are setting up social events at community members' homes, offering speaking engagements, and conducting donor visits.

Upcoming Events:

- Wednesday, May 31, 2:00 p.m., Weese Building - Nursing Scholarship Award Presentation
- Friday, June 9, 7:30 a.m., Weese Building – Ag Summit

c. **Statements from Faculty**

Darin Bell reported on the following:

- Justin Blazzard has been chosen as the Teacher of the Year by students;
- Open faculty positions – in the nursing department;

- Marcus Nichols, Natural Resources, has been awarded a teaching sabbatical for next year; and
- Faculty are excited for Drew Pearson, and the success of the rodeo students.

d. **OCCA Board Rep. Report**

Tomorrow is the revenue forecast, and it is anticipated the outcome will not be positive. Thursday is the Call to Action Day for community college budgets. OCCA Rep. Stephen Crow provided the budget talking points and spoke about the Voter Voice campaign to send general messaging to legislators. According to Crow, community colleges have the support needed for the Nursing SB 523 which is up for hearing on Friday; however, there are concerns with a quorum. This bill has bipartisan support.

Senator Findley has a newsletter that Stephen Crow can send out to anyone who wants to know what is happening in the legislature.

SB 3254 – funding for semiconductor training – has moved from priority 5 to priority 2 as discussed during the OCCA legislative call this week.

e. **President's Reports**

i. **Academic Affairs**

Vice President Eddie Alves provided a written report. He stated the month of May is a busy month for his area. He commended Athletic Director Levi Day, Athletic Coordinator Riley Helmick, and Instructor Tanya Crawford for their work to get the Exercise Science Program going. Vice President Alves also reported on the open job announcement for a surgical tech coordinator.

ii. **Student Services**

Vice President Travis McFetridge provided a summary of the spring and summer Q2Q reports. The spring report showed numbers for the main campus have gone up. While the trend for summer is ahead of last year as well as the previous year. To help with enrollment, the College will be offering a free summer class again to high school grads. We see a significant return when offering this free class because students tend to enroll in additional courses.

Other highlights:

- housing for next fall is looking good. At this point, with the number of applications received we will be at 70% capacity for fall quarter; and
- one of the goals set for housing is to increase communication and responses coming from housing staff.

iii. **Administrative Services**

Vice President Shirley Haidle thanked the Board for passing the budget.

iv. **College Relations and IT**

Associate Vice President Abby Lee reported on the upcoming all-college forum on Friday at 3:00 p.m. The forum in partnership with Ontario Police Department will include Active Shooter Preparedness training. In addition, employee training will continue with individuals. OPD will also accompany college staff on a tour of our facilities and grounds. This Friday kicks off the first training of many.

Cybersecurity Report – every month we will report specific call outs on what we are doing to focus on these risks. Scott Carpenter and his IT team were commended for the work they do to protect the College.

v. **President's Comments**

President Dana Young stated she attended the Four Rivers Community School graduation where she presented TVCC and Foundation scholarships and certificates to students.

In other news,

- o TVCC was awarded another CAMP grant. This year the program will serve 30 students with this number increasing to 35 students next year. The director for both HEP and CAMP is Noe Gonzalez.
- o There are two candidates for the Vice President of Administrative Services position - Darin Bell and Nolan Cobb; and
- o President Young and Executive Director Cathy Yasuda continue to work on the Nursing and Allied Health Professions Center campaign.

Board member Ken Hart asked if it was possible to replicate the partnership with the Four Rivers Community School. According to President Young the Early College Model with FRCS is working; however, the advantage is the school's proximity to TVCC. She stated it would be hard to replicate this model with other schools because the physical location works well for both entities.

f. **Statements from Board Members**

- i. Betty Carter thanked Cathy Yasuda for the Pops Concert and stated the music was great as well as the conductor. She welcomed incoming ASG President Forrest Tomlin.
- ii. Roger Findley gave accolades to the Rodeo Team and to Drew Pearson for receiving Coach of the Year.
- iii. Cheryl Cruson stated the donor reception was special for her and her family and it was nice to hear the tribute to her daughter. She is looking forward to commencement and the nursing pinning ceremony.
- iv. Dirk DeBoer thanked everyone for coming tonight.

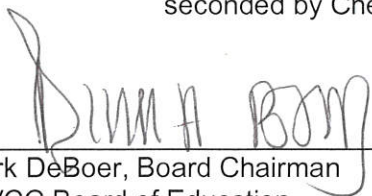
x. **Important Date(s)**

- a. May 29 Memorial Day Observed (college closed)
- b. June 8 GED Graduation (7:00 pm)
- c. June 12-16 Final Exam Week
- d. June 16 2023 Spring Commencement (6:30 pm)
- e. June 16 Nursing Pinning Ceremony (3:00 pm)
- f. June 19 Juneteenth Observed (college closed)
- g. June 29 HEP Graduation at 5:30 p.m.

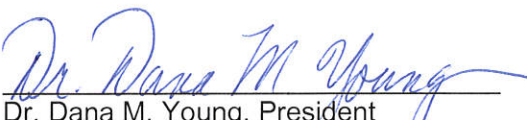
xI. **Adjournment and Next Meeting**

- a. June 20, 2023 TVCC Board of Education Regularly Scheduled Monthly Meeting

Motion: Stephen Crow moved to close the meeting at 8:01 p.m. and the motion was seconded by Cheryl Cruson. The motion carried unanimously.



Dirk DeBoer, Board Chairman
TVCC Board of Education



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