

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

Tuesday, August 19, 2025, 9:00 am

MINUTES

Board of Education members in attendance (quorum present):

Stephen Crow, Chair, Betty Carter, Vice Chair, Roger Findley, Torie Ramirez, Suzi Ireland, and Dr. Lindsay Norman
(absent: Ken Hart)

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

President Dr. Dana Young, VP Darin Bell, VP Travis McFetridge, VP Sandy Porter, Anne Marie Kelso, Bernie Weldon, Tanya Crawford, Cathy Yasuda, Dr. Nino Kalatozi, and guests via Zoom Marcia Jensen (SWOCC), Dr. Gita Bangera (NWCCU), and Jose Miranda, Genesis Santiago and Carrie Warcik-Smith (ACCT).

1. The Work Session was called to order at 9:06 a.m. by Chair Stephen Crow who led the Board in the reading of the College's mission and vision statements.

2. **BOARD DEVELOPMENT**

- a. Board's Roles & Responsibilities

Southwestern Oregon Community College (SWOCC) board member Marcia Jensen delivered a presentation on the Board's governance roles and responsibilities. Jensen, who has served on the SWOCC Board for 25 years, emphasized that the Board functions as a governing body, not a management board.

Jensen's presentation addressed key topics including the board-president relationship and the protection of fiduciary assets. Jensen recommended that board members review Chapters 1, 2, and 3 of the TVCC board policies, the HECC Financial Sustainability Report, and the Oregon Revised Statutes (ORS) Chapter 341 regarding community colleges.

- b. Robert Rules of Order Training

VP Travis McFetridge led a training in Robert Rules of Order with the Board.

- c. Board Operating Principles

The Board reviewed the operating principles for 2025-26 and after some discussion they felt more refinement was needed on the principles. There was a recommendation to have the Board Policy Committee review and amend the principles at their September 4 meeting.

- d. Review 2024-25 Board Goals

The Board conducted a review of its current goals. It was noted that an action item may be added under College Business of today's agenda for the adoption of 2025-26 goals, pending their completion. In addition, the Board also reviewed the final summary for their 2024-25 goals and discussed which goals were met or needed improvement.

Board member Norman inquired whether a standard policy review schedule was ever developed to which Dr. Young responded that there is a timeline for reviewing board policies; however, as the college transitions from using OSBA to OCCA policy models, reviews are being conducted as new policies are prepared or due to the urgency to adopt a particular policy. Board member Ramirez asked how the Board holds one another accountable to meet their annual goals. Dr. Young

explained that while each college board operates differently, it is ultimately the responsibility of the board chair and the Board as a whole to ensure accountability among members.

The Board took a short break at 11:03 a.m. and reconvened at 11:07 a.m.

e. Establish 2025-26 Board Goals/Action Plan

The Board discussed and established their goals for 2025-26 and updated their 2025-26 action plan. The goals will be approved under College Business with the action plan being added as an addendum.

f. Board's Role in Accreditation & Timeline

Dr. Gita Bangera, NWCCU Senior Vice President and TVCC staff liaison spoke about the Board's role in accreditation. Dr. Bangera also provided an update on the upcoming reports for TVCC which included

- Year 6: Standard 2 – Policies, Regulations, and Financial Review (PRFR) (due Fall 2025),
- Ad Hoc Report – progress on implementation of BSN Program (due Spring 2026), and
- Year 7: Evaluation of Institutional Effectiveness (due Fall 2026) including Recommendations 1 & 2 from the Fall 2021 Ad Hoc Report.

TVCC Director of Institutional Effectiveness and Planning and Accreditation Liaison Officer Dr. Nino Kalatozi provided an update on the 7-year NWCCU accreditation cycle. Additionally, she updated the Board on the progress to gather evidence, revise, and prepare the Year 6 PRFR report. Dr. Kalatozi also presented the Board with a tentative internal timeline for the Year 7 – Evaluation of Institutional Effectiveness Report. Evidence collection for Year 7 is scheduled to begin in November 2025, with the final report submitted in August 2026.

3. REPORTS

a. Harney County Update

VP Sandy Porter reported that the Center continues to strengthen its ties with the community and expand dual credit opportunities. Enrollment numbers are increasing and we expect this upward trend to continue, supported by our strong partnerships with local schools and our relationship with High Desert Partnership. Additionally, the Center received a facility remodel as well as technological upgrades. A date for the grand opening will be announced soon.

b. Corrections Education Update

The Board received an update on the Adult Basic Education program, negotiated contract with faculty, joint trainings across correctional institutions, new CASAS state-wide testing, and staff position openings.

c. Caldwell Center Update

Highlights included a meeting with Caldwell City Mayor Waggoner last spring, during which time plans for increased signage were discussed. As of today, TVCC signage has already been installed on the west side of the building, with additional improvements planned.

Executive Director Anne Marie Kelso shared that we currently lease the Caldwell Center space at a rate of \$1 per year for a five-year term. This arrangement was a compromise after the city requested we vacate the first and second floors of the building. What happens after the lease expires will likely depend on the sitting mayor at that time. As it stands, at the end of the lease, we would vacate the space unless a new agreement is reached with the city.

d. ACCT Federal Legislative Update

ACCT staff members Jose Mirando, Genesis Santiago and Carrie Warcik-Smith briefed the Board on key federal legislative developments, including:

- Changes to the federal student loan program
- Workforce Pell Grants
- Federal appropriations and proposed rescissions
- Updates on major legislation and programs such as HR 1 (the One Big Beautiful Bill), AHEAD Act, Public Service Loan Forgiveness, voter forms, and federal work study.

They also covered interagency agreements related to the Department of Education's transfer of functions to the Department of Labor, executive orders on grant oversight, the return of cohort default rates, adult basic education funding, and the Department of Education's DEI guidance (Dear Colleague Letter).

ACCT advised TVCC to continue operations while closely monitoring legal guidance from in-house counsel or the state attorney general. ACCT is actively seeking clarity on what potential changes may mean. They also emphasized the importance of staying in contact with federal grant or program officers for any grant-related communication.

Additional College Reports

On a side note: Dr. Young shared the Board's annual calendar, which included the ACCT conference and other scheduled events and meetings. It was noted that the date for the May special board meeting during which time the Board and president's evaluations will be reviewed has not yet been determined.

During the morning session, the Board heard presentations from VP Travis McFetridge on several key data reports, including the FTE dashboard, matriculation funnel (fall 2018 to fall 2024), a quarter-to-quarter enrollment report breakdown, and an overview from Dr. Nino Kalatozi on dual credit programs (College Credit, CTE Dual Credit, and College Choice).

Dr. Nino Kalatozi also provided an overview of both external and internal reporting efforts, as well as institutional surveys. She explained the role of the Institutional Effectiveness and Planning (IEP) Office, which supports the college through institutional research, accreditation, assessment, strategic planning, and program review.

VP Travis McFetridge provided an update on recruitment and marketing efforts. He outlined the nine strategies included in the college's recruitment and marketing plan, along with the specific actions tied to each. He also reported on the progress made, highlighting which strategies have been completed and which are currently underway. The nine strategies are:

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| • Strategy 1: Action: Utilization of CollegeAp for targeted marketing | • Strategy 5: Action: Develop and execute Dual Credit communication plan |
| • Strategy 2: Action: Revision of admissions processes/owner communication | • Strategy 6: Action: Strengthen awareness and opportunities for College Choice |
| • Strategy 3: Action: Marketing | • Strategy 7: Action: Non-traditional student strategies |
| • Strategy 4: Action: Comprehensive FAFSA completion communication plan | • Strategy 8: Action: Signature Recruitment Events |
| | • Strategy 9: Action: Communicated recruitment efforts to stakeholders internally and externally |

VP Travis McFetridge provided an update on marketing efforts, recognizing the contributions of external consultant Fisk Brand and Copy, TVCC staff member Kendall Hiatt, and new TVCC Marketing Manager Kenzie Parrish for their work on marketing initiatives and the ongoing rebrand process.

Key marketing highlights for 2024–25 included:

- Development of an interim brand guide
- Creation of a comprehensive marketing and brand strategy
- Launch of two paid campaigns
- Establishment of a content library and calendar

Looking ahead to 2025–26, goals include:

- Completion of the rebrand
- Finalization of the content library
- Execution of three paid campaigns, with exploration of streaming ads
- Development of “how-to” assets from a marketing perspective
- Refresh of website content

VP McFetridge emphasized that the college mascot will remain the Chukar and that the color orange will continue to be part of the institution’s color palette.

e. **Financial Sustainability of Oregon Community Colleges Report (CFI)**

VP Darin Bell provided an overview of HECC’s financial sustainability report, which evaluates the fiscal health of Oregon community colleges. He summarized TVCC’s data in the report which focuses on the Composite Financial Index (CFI) and covers TVCC’s fiscal performance from 2019 to 2025. Overall, TVCC’s data indicated financial stability, with consistent enrollment growth, a healthy state funding balance, and a strong CFI. Across all six years, TVCC has maintained a CFI score of 5, signaling no signs of financial distress.

Dr. Young noted that although TVCC’s numbers are high, much of the College’s reserve funding is earmarked for specific projects such as the Evelyn S. Dame NAHPC and the Advanced Energy facility and program. The data should not be interpreted as surplus funds available for new spending. She also cautioned that while the report is not intended for comparison between institutions, such comparisons are likely.

Additionally, during HECC Executive Director Ben Cannon’s visit to the Oregon President’s Council annual retreat Cannon noted that while efforts will be made to keep community colleges financially whole, some state agencies are preparing budgets to cut 5% across the board. Moreover, it is anticipated there will be a decline in the upcoming state economic forecast, and uncertainty remains around the final outcome for state and federal funding.

4. PLANNING

a. **Review Mission and Vision Statements**

While the Board reviewed their mission and vision statements, Dr. Young emphasized that any changes to the statements is a college and community wide process.

b. **Facilities Master Plan**

In April, the College began the process of selecting a firm to assist us with developing a new Facilities Master Plan, as our current plan is nearing completion. After receiving three proposals, we selected Opsis, a Portland-based firm with extensive experience in creating master plans for community colleges.

VP Darin Bell shared the tentative project timeline: a kickoff meeting is scheduled for next week, and as students and faculty return, they will be included into the Facilities Master Plan Steering Committee. The Board will receive regular updates throughout the planning process and will have opportunities to provide input through surveys and other engagement methods. The goal is to complete the Facilities Master Plan by April 2026. In addition, the planning process will include a review of classroom space utilization across the College.

c. 2025-2030 Strategic Plan and Timeline

Dr. Young reviewed the five strategic goals noting that each goal has three objectives and each objective has targets and measures:

- Strategic Goal 1 – Attracting new Student Populations
- Strategic Goal 2 – Streamlining the Enrollment Process
- Strategic Goal 3 – Getting Students to the Finish Line
- Strategic Goal 4 – Strengthening Community Connection
- Strategic Goal 5 – Fortifying Workplace Vitality

d. Organizational Charts

The Board received copies of the College's organizational charts for 2025-26. Dr. Young shared that it is important the Board understands the organization of the College. Some of the questions posed by board members included the number of full-time faculty and staff.

e. 2025-26 Operating Budget Update/ 5-Year Projection Model

VP Darin Bell presented the 2025-2030 general fund budget forecast for revenues, expenditures, and the ending fund balance and answered questions by the Board. The highlights included overall revenues and expenditures are projected to increase over the forecast period. Our objective moving forward is to improve efficiency and continue to offer quality programs.

5. CLOSING COMMENTS

Closing comments will be shared at the end of the meeting. The Board recessed for dinner at 4:11 p.m.

Board of Education members in attendance (quorum present):

Stephen Crow, Chair, Betty Carter, Vice Chair, Roger Findley, Torie Ramirez, Suzi Ireland, and Dr. Lindsay Norman (absent: Ken Hart).

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

President Dr. Dana Young, Vice President Darin Bell, Vice President Travis McFetridge, Vice President Sandy Porter, Anne Marie Kelso, Tanya Crawford, Marcia Jensen, Cathy Yasuda, Bernie Weldon, and Leslie Thompson (Argus Observer).

The meeting was called to order by Chair Stephen Crow at 5:03 p.m. who led the Board in the Pledge of Allegiance.

1. AGENDA REVIEW/CHANGES

The changes to the agenda were moving from action to an update on 4.b. Advanced Energy Building, no action on 4.c. Board Operating Principles as it will be referred to the board policy committee, and 4.d. the Board will vote on the Board Action Plan with the 2025-26 Board Goals.

Motion: Roger Findley moved to approve the amended agenda and the motion was seconded by Torie Ramirez. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

2. **PUBLIC COMMENT** - There were no comments from the public.
3. **SPECIAL PRESENTATIONS** - There were no special presentations this month.

4. **COLLEGE BUSINESS**

a. Evelyn S. Dame Nursing and Allied Health Professions Center

VP Darin Bell reported that the project remains on budget and on schedule with substantial completion projected in April 2026. Construction is nearing 10% completion. The main foundation has been poured, steel beams are in place, and preparations are underway to pour concrete for the second floor. Once that is complete, roof installation will begin. A Board tour of the site is anticipated in October.

b. Advanced Energy Building

Executive Director of Legal and Operations Anne Marie Kelso reported that efforts are underway to acquire a building for the program. The team has engaged with the owner of a property near the Livestock Center, conducted multiple tours of the building, completed both commercial and environmental inspections, and has made significant progress on the contract.

The City has requested a code analysis, and Kelso is scheduled to meet with city officials next week. A change-of-use application has also been submitted to allow the building to be used for CTE-based education. The goal is to have a contract ready for Board review by September.

VP Sandy Porter added that all program courses have been approved by HECC and are expected to receive final approval from NWCCU later this summer.

c. Board Operating Principles

The Board Operating Principles will be deferred to the Board Policy Subcommittee for review and update and brought back to the September meeting.

d. Approve 2025-26 Board Goals

Motion: Torie Ramirez moved to approve as amended the 2025-26 board goals with the action plan added as an addendum. The motion was seconded by Betty Carter. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

e. Approve Board Policies

i. BP 3810 Claims Against TVCC

Motion: Roger Findley moved to approve BP 3810 Claims Against TVCC and the motion was seconded by Suzi Ireland. Board member Torie Ramirez reported that the policy committee did review all the policies and the administrative procedures. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

ii. BP 3820 Gifts to TVCC

Motion: Betty Carter moved to approve BP 3820 Gifts and the motion was seconded by Roger Findley. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

- iii. BP & AP 3900 Speech: Time, Place, and Manner
Executive Director of Legal and Operations Anne Marie Kelso reported that at the last meeting, board member Ken Hart asked to include language in the policy that would prohibit people from wearing masks. As a result, two options were provided in the policy. One prohibits the wearing of masks during demonstrations, protests, or other expressive activity and the other allows the wearing of masks with language that individuals may be asked for identification by security staff.

Motion: Betty Carter moved to open up option 1 and 2 for discussion and the motion was seconded by Dr. Lindsay Norman. Board member Torie Ramirez noted that if she is correct the Board doesn't have to choose either option and there is a third option to leave the language out. Ramirez stated the proposed language is specifically for this particular board policy and does not refer to a student who needs to wear a mask due to a cold or covid.

Torie Ramirez moved to postpone the action on the board policy BP 3900 until the next board meeting. The motion was seconded by Dr. Lindsay Norman. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

Board member Torie Ramirez added that she did not want to vote on the policy until she had more information.

5. CONSENT AGENDA

Motion: Torie Ramirez moved to approve the consent agenda as presented and the motion was seconded by Roger Findley. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

6. COLLEGE REPORTS & STATEMENTS

- a. Statements from ASG/Student Programs - a written report provided in the board packet.

- b. Statements from Foundation

Executive Director Cathy Yasuda shared several highlights which included:

- the Reengagement Opportunity Grant,
- the submission of two federal community-initiated projects, one to support our behavioral and mental health program and the purchase of equipment for our certified surgical technology program,
- Roundhouse Foundation grant – TVCC was awarded \$30k which will provide for CTE students' unmet needs outside tuition and fees,
- the Oregon Community Foundation, Betty Gray ECE Scholarship – TVCC was awarded \$20k this year and the funds will support ECE students,
- the submission of a \$200k proposal to the Oregon Community Foundation to help support the Facilities Maintenance Specialist Program,
- an update on the upcoming internal campaign for student basic needs, and
- the November 7 Foundation Gala.

- c. Statements from Faculty

There were no statements by faculty.

d. OCCA Board Rep. Report

Board Chair Stephen Crow asked the Board if they had reviewed the OCCA End-of-Session Report. He also noted that the OCCA Board Governance and Leadership Summit will take place on September 5–6. Also, the final submissions for the OCCA annual conference presentations and Howard Cherry Awards have been received, and OCCA will now determine the selected presentations and award nominees. Lastly, Chair Crow mentioned that OCCA is in the process of selecting members for various OCCA committees. Lastly, he encouraged board members to sign up for the OCCA newsletter.

e. President's Reports

i. Academic Affairs

Board member Norman inquired about nursing license reciprocity with Idaho, specifically whether nurses licensed in Idaho can teach in Oregon without an Oregon license. VP Porter responded that she would confirm adding that TVCC typically recruits from the broader Treasure Valley region, where most nurses hold both Idaho and Oregon licenses.

In related news, VP Porter announced that the college has an open position for a Nursing Education Recruiter. This role is funded through a two-year state grant and will support recruitment efforts for both allied health and nursing programs.

ii. Student Services

Board member Findley noted that it's great to see the residence halls filled. VP Travis McFetridge reported that there is currently a waitlist of 14–15 students, and the College is on track to reach 100% occupancy for fall quarter.

Board member Findley also commented that it sounded like an "all-out effort" from volunteers to staff the fairs. VP McFetridge agreed, noting that the team included both staff and new volunteers.

iii. Administrative Services

VP Darin Bell shared an update on a new community-supported initiative structure being built near the softball field that will serve as a storage and changing area.

Board member Ramirez inquired about the ASG-led sidewalk project. VP Bell noted the project is progressing and is currently in the concept development phase. What began as a sidewalk project may evolve into a multi-phase effort, potentially including an amphitheater, event space, or meeting area. Hummel Architects has engineers working to determine the necessary components for the initial phase. Ramirez also asked whether the sidewalk would be completed alongside the NAHPC project, to which VP Bell confirmed yes—it will be added as a change order with Kirby Nagelhout Construction.

In other updates, VP Bell stated the auditors are on campus and we are on schedule with our financial audit. The Foundation will be meeting with the auditors tomorrow.

Board member Findley asked for an update on the training simulators. According to Dr. Young, the College has been exploring funding sources. The request that was made for Perkins funding has been initially approved though the official award letter from the State has not yet been received. Other funding contributions included the donations by Dirk DeBoer and Poverty to Prosperity (P2P). She also noted we are waiting for a written plan outlining how the simulators will be used. VP Porter shared that once an agreement is finalized and Perkins funding is officially received; it will be the first funding used toward the purchase. Dr. Young also noted that the College will follow a competitive bidding process for the simulators.

iv. President's Comments

Dr. Young provided the Board with her vision chart outlining goals through the 2027–28 academic year. She asked the Board to review the document and noted that there will be opportunities to discuss it in more detail at a future meeting.

She also shared highlights from attending the Payette CTE Center open house the previous evening, along with other college staff. The center will offer programs in culinary arts, welding, and auto body. The event offered a valuable opportunity to connect with key education leaders who expressed enthusiasm about TVCC's presence and a plan to follow up.

In addition to the Payette School District CTE open house, TVCC staff recently visited the New Plymouth and Fruitland school districts and will visit Weiser next week as part of continued outreach efforts.

At the state level, we are waiting for the August 27 economic forecast. Dr. Young also continues to work with Senators Merkley and Wyden's offices about our CAMP funding federal. We are working hard to advocate for this funding. In the meantime, we are supporting the 15 students we have already recruited through our Inside Track program.

Board member Norman inquired about the status of the BSN program. Dr. Young reported that the program has been approved by both HECC and NWCCU, and it has now been submitted for a Program Participation Agreement (PPA) in order to qualify for Pell Grant eligibility.

Board member Ramirez asked about the cost of the program. Dr. Young responded that the tentative cost is \$250 per credit, which includes fees and is based on a set formula. The BSN program will require an additional two years or approximately 90 credits beyond the associate degree. She added that the College currently has seven student spots for the BSN program and is required to offer a minimum number of courses each year. There are currently six community colleges in Oregon offering the BSN.

7. STATEMENTS FROM BOARD MEMBERS REGARDING TVCC

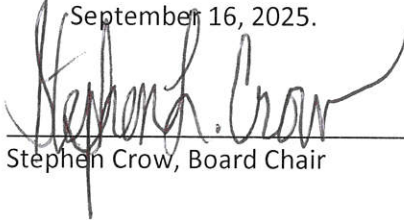
- Suzi Ireland asked about the September 23 event to which Dr. Young stated that week is in-service week and board members are invited to the president's welcome and college presentations on Tuesday. Moreover, there are also coffee hours scheduled throughout the week by departments that the Board can attend.
- Dr. Lindsay Norman thanked the College for putting all the information together for the board meeting.
- Torie Ramirez thanked the vice presidents, Dr. Young, and the presenters for the information today.
- Roger Findley stated today was a good retreat. The presentation by ACCT was great. Lots of good information.
- Betty Carter stated it was a great day and thanked everyone for the information noting we are going to have a busy year.
- Dr. Dana Young stated it was a great work session and thanked the Board for their engagement and questions. She also thanked the Board Policy Committee for reviewing the board operating principles. In following up, the Board will be sent the Chart: Federal Student Aid Changes

Implemented Through Reconciliation in the NASFAA Today's Newsletter, the ACCT presentation from earlier today, the full HECC report, and a thank you card provided by Executive Director Yasuda to send to the Roundhouse Foundation. VP Porter noted in follow up to a previous question, that Idaho is part of a nursing licensure compact with 24 other states which does not include Oregon. Idaho nurses have to have an Oregon license to teach in Oregon.

- Stephen Crow thanked everyone who answered their questions.

8. ADJOURN AND NEXT MEETING

The meeting adjourned at 6:23 pm. The next regular meeting of the TVCC Board of Education is September 16, 2025.



Stephen Crow, Board Chair



Dr. Dana M. Young, President