

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

Tuesday, October 21, 2025, 5:00 p.m.

MINUTES

Board of Education members in attendance (quorum present):

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

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

President Dr. Dana Young, VP Sandy Porter, VP Darin Bell, VP Travis McFetridge, Executive Director Cathy Yasuda, Arwyn Larson, Wade Black, Jeretta Shoemaker, Cami Olsen, Hope Spaugh, Mara Poynter, Devan Trosky, Michael Hernholm, and Emily Christopherson.

1. WORK SESSION

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

The Board of Education, along with numerous guests, toured the construction of the new nursing and allied health professions center. The tour was guided by Hummel Architects and TVCC Project Manager Bernie Babcock.

2. CALL TO ORDER AND WELCOME

The Board led everyone in the Pledge of Allegiance, and the recitation of the College mission and vision statements.

3. AGENDA REVIEW/CHANGES

Motion: a motion was made by Board Member Torie Ramirez to amend the agenda to make the *quid pro quo* agreement an action item. The motion was seconded by Board Member Ken Hart. The motion passed unanimously by roll call vote.

4. PUBLIC COMMENT

There were no comments from the public.

5. SPECIAL PRESENTATIONS

a. New Employee Introductions

Executive Director Mara Poynter introduced Devan Trosky as the new full-time nursing instructor, and Michael Hernholm was introduced as the new Exercise Science and Physical Education Instructor.

6. COLLEGE BUSINESS

a. **Quid Pro Quo Agreement (TVCC Foundation and TVCC)**

Vice President Darin Bell summarized the quid pro quo agreement between the TVCC Foundation and College. According to VP Bell the change to this year's agreement included an increase in salaries.

Motion: Board Member Torie Ramirez moved to approve the Quid Pro Quo agreement and the motion was seconded by Board Member Betty Carter. The motion passed unanimously by roll call vote.

b. 2025-30 Strategic Plan Update

Dr. Young provided an update on the work to enter strategic plan departmental goals by the October 31 deadline. She also noted the incredible work done by IT Director Scott Carpenter to create a tool where department goals can be recorded and tracked.

Vice President Bell highlighted Strategic Plan Goal 5: Workplace Vitality and how the goal will include an employee survey. Board Member Roger Findley asked if the written goals will be ready by November. According to Dr. Young, she is monitoring the progress and is working to have a report ready next month.

c. Approve President's Evaluation Tool

Motion: Board Member Dr. Lindsay Norman moved to approve the evaluation tool and Board Member Betty Carter seconded the motion. During the discussion of the motion, Board Member Findley noted that Board Member Hart had sent written comments. Noting that Board Member Hart suggested a word change to number five. Board Member Hart read his written comments into the record and stated he was concerned about the definition of number five. The definition of three is average and shows a ranking from 1-5. As such, three (3) would be the average score. Board Member Hart suggested the wording of number five be changed to read "consistently exceeds expectations" so it shows a gradation between 1(low score), 3 (average score), and 5 (high score.)

Board Member Carter recommended a 3-point scale, rather than a 5-point Likert scale. Board Member Findley stated he would like more rating scale options rather than less. Board Member Norman stated the committee discussed it and purposefully added the 5-point Likert scale to give more options. Board Member Ramirez stated the "don't know" option is not counted in the average scoring. Board Member Carter questioned what would happen if the score were low. Board Member Norman stated the Board can discuss it with the president and use it as a chance to grow. Board Member Ireland agreed with the five-point Likert scoring.

Motion: Board Member Roger Findley moved to amend the motion to include Board Member Hart's changes, and Board Member Dr. Lindsay Norman seconded the motion. The motion passed unanimously by roll call vote. The original motion to pass the president's evaluation tool was also passed unanimously by roll call vote.

d. Approval of Board Operating Principles

The Board decided to postpone the approval of the board operating principles to allow for further review and refinement.

Motion: Board Member Torie Ramirez made a motion to postpone approval of the Board Operating Principles and the motion was seconded by Board Member Ken Hart. The motion passed unanimously by roll call vote.

Board Member Ramirez stated it is the committee's intent to incorporate the operating principles into a board policy or procedure.

e. Facilities Master Plan (update)

Vice President Bell provided an update on the Facilities Master Plan, outlining the current phase of needs analysis and future steps. The College is working with Opsi who met with three groups on campus during their first visit, and then later with student services and instruction. The next phase is the concept generation stage. Next month, Opsi will meet with the Board to discuss the outcome for the needs analysis.

Board Member Hart asked if business advisory groups would be involved in the process. According to Dr. Young Opsi first works internally to develop concepts before involving the public. What drives the plan will be the needs of the institution. Opsi will also follow up with academics, who are connected to advisory groups. VP Porter stated that during the fall term, CTE advisory groups will have a chance to discuss the plan at their meetings.

7. CONSENT AGENDA

Motion: Board Member Ken Hart moved to approve the consent agenda and the motion was seconded by Board Member Torie Ramirez. During the discussion, Board Member Ramirez reminded the staff to include follow-up items for future agendas. The motion passed unanimously by roll call vote.

8. COLLEGE REPORTS AND STATEMENTS

a. OCCA Board Report

Board Chair Stephen Crow presented the OCCA report and provided a handout to all board members. He stated that OCCA Executive Director Abby Lee is headed to New Orleans for a national conference.

b. Statements from ASG/Student Programs

ASG President Emily Christopherson spoke about the campus fair held on the first day of the term. In addition, she reported there were 108 attendees at the ASG sponsored community movie. During the movie night, there were four \$1000 scholarships awarded.

Other events included:

- the ASG hosted Fall Fest
- the alcohol awareness event
- the Halloween Thriller
- and the November 5th advising day.

ASG President Christopherson updated the Board on the sidewalk project, which will connect two sides of the campus. The ASG also attended the regional NACA Conference in

Riverside, California. Finally, 210 new students attended New Student Orientation. The largest NSO so far at TVCC.

c. Statements from Foundation

Executive Director Cathy Yasuda provided a written report and noted the College received a Reengagement Award in the amount of \$197k. This grant will allow TVCC to hire a coordinator to work with local high schools and the local ESD in an effort to reengage students toward completion of secondary degrees and hopefully post-secondary degrees.

The Foundation Gala, which is one of the biggest events in the community, has already sold 375 tickets. After the Gala, the Foundation will begin preparing for the Summer Garden Tour. The Foundation also held an internal campaign during in-service week and raised approximately \$5k for students' basic needs.

d. Statements from Faculty

TVEA President Arwyn Larson advised the Board that she intends to invite more faculty to meetings so the Board can learn more about the different departments.

Stockhorse Team Update: Instructor Wade Black and adjunct instructor Cami Olson discussed their work with the TVCC stockhorse team. Black discussed their annual clinic and competition activities, including a Hawaiian-themed event and costume contest judged by industry professionals. Students on the team shared their experiences and growth through the program, highlighting its role in building confidence and leadership skills. The instructors also explained their fundraising efforts, such as goat ropings and team merchandise, and discussed required work experience opportunities with industry professionals. Black was commended by Board Member Findley on his personal accomplishment of winning a world championship colt-starting competition, demonstrating the program's success in preparing students for careers in the horse industry.

Biology Program Update: Instructor Jeretta Shoemaker presented updates on her work with Dr. Jen Forbey on Project Trust, a student recruitment and training initiative focused on restoration projects related to the Cow Valley Fire. She discussed plans for student engagement in seed cleaning, seedling care, and planting activities, with opportunities for stipends and work experience credits. Shoemaker also spoke of her focus on engagement at labs. She moved away from lab booklets and moved to OER labs. This change requires students to know what they are doing before they get there and models organic chemistry labs at BSU. Shoemaker stated it has helped engagement from students, and she has received positive feedback. Environmental science is continuing to develop. She is going to Republic Recycling and will learn about powering homes with recaptured methane.

e. President's Reports

i. Academic Affairs

VP Sandy Porter reported fall term is busy and has full parking lots and classrooms. In addition, she spoke about the success of the math department reforms, and the ongoing efforts to acquire simulators for CTE programs, with a mini-grant request pending for \$80,000. She discussed plans to elevate existing programs and develop new ones,

including a CDL component, with a focus on hands-on training using equipment like cranes and forklifts.

VP Porter provided a progress report on a new electrical apprenticeship program, with the building code analysis nearing completion and submission to the city expected soon.

She also noted that Snake River Correctional Institute graduated its first four graduates with college degrees.

ii. Student Services

VP Travis McFetridge reported strong enrollment growth across all populations, including student athletes. VP McFetridge explained the differences in the redesigned quarter to quarter report.

Additionally, marketing initiatives are underway, including a new rebranding effort with an internal unveiling planned for November and a public launch event scheduled for January. Regarding marketing, the College's new marketing manager is working hard at getting new content. In addition, the College hired a professional photographer to be on campus to take photos that will be used to update the content library. VP McFetridge shared the new rebrand video with the Board that will be released soon.

In other news,

- TVCC parenting students attended a national conference in DC;
- there are some changes to early start classes;
- student services held its first non-traditional student orientation which brought in 16 students, many with children;
- in athletics, the volleyball team is undefeated in the east conference. There is a good chance TVCC will host the regionals;
- soccer received an underdog win against Columbian Basin College;
- a cross-country runner just beat a long-standing school record; and
- the Turkey Trot just went live for registration at gochuks.com and people can begin registering.

Board Member Dr. Norman asked about our ability to assist students with disabilities to which VP McFetridge responded that Director Julianne Moore is an invaluable resource in helping students seek accommodations.

Board Member Findley asked about the returning student data in the quarter-to-quarter report to which VP McFetridge believes the numbers are up but not as much as reported. He is currently looking at that data to ensure its accuracy.

Board Member Carter asked about the new international students. Recruiting Manager Chase Van Weerdhuizen is starting to get more communications from international students as federal processes start to open up.

Board Member Ramirez asked for an update on high school instructors that teach college level courses. VP McFetridge will follow up on this information. VP Porter noted

that high school instructor turnover is high right now and there is some legislation moving forward that will allow two-year institutions to have the same rules as four-year institutions for dual credit instructor credentials.

iii. Administrative Services

VP Darin Bell reported on the September state revenue forecast and explained that community colleges have been asked to assess potential impacts in the event of budget reductions. The College is expected to have more information following the November economic forecast. VP Bell also noted that the College is nearing the end of the PERS bond and the associated benefits. As current market conditions are not favorable for purchasing new PERS bonds, additional expenses may arise. However, the College continues to maintain a strong fund balance.

Board Member Carter asked how a budget cut would affect manpower. VP Bell noted the majority of the budget is personnel and, in the scenario provided to the state, cuts in personnel were included. Board Member Findley asked if the RFTE increase is a true 5% or did everyone go up? VP Bell said it is because of the increase in funding by the legislature. Board Member Dr. Norman asked about a number reported in Bell's written report. Specifically, she requested to know raw numbers from the percentages he provided. VP Bell said that it was an increase as compared to last year.

iv. President's Report

Dr. Young shared a video that was presented to the College during in-service. Additionally, one-page informational sheets are being developed for each local high school. These will be used when Dr. Young attends local school board meetings to connect with board members and share information about TVCC. Earlier this year, Dr. Young and College staff met with principals and superintendents from school districts on the Idaho side.

9. STATEMENTS FROM BOARD MEMBERS

- Suzi Ireland commended the impact college makes on peoples' lives. She attended the SRCI graduation and the Fall Fest and had the opportunity to talk with students.
- Dr. Lindsay Norman encouraged staff collaboration to finalize the employee survey.
- Tori Ramirez praised the faculty presentations and expressed appreciation for learning from the different departments.
- Ken Hart noted that the rodeo team represented TVCC well when the Japanese delegation visited town.
- Roger Findley shared that he ran into a former TVCC student who shared his experience as a student here.

10. IMPORTANT DATES

The Board reviewed the upcoming important dates.

11. ADJOURNMENT AND NEXT MEETING

Follow-Ups for the Next Board Meeting:

- High school instructor qualifications for college-level courses – Status update (VP Sandy Porter)

- Returning student numbers analysis – Follow up with Dr. Kalatozi to verify the accuracy of the Q2Q's reported 35% increase (VP Travis McFetridge)
- Email inquiry – Review email forwarded by a board member regarding potential spam from "E. Wheeler" (VP Sandy Porter / President's Office)

Additional Follow-Ups (Not Required for Next Board Agenda):

- Distribute the Parenting Student Initiative video link to Gina for board-wide sharing (VP Travis McFetridge)
- Schedule presentations at Four Rivers Community School board meeting, and the Nyssa, Ontario, and Vale school board meetings, with board member participation (President's Office)
- Finalize the Board Operating Principles document, including the Code of Conduct and final accountability sections (President's Office)

The meeting was adjourned. The next regularly scheduled meeting is Tuesday, November 18, 2025.



Stephen Crow, Board Chairman



Dr. Dana M. Young, President