

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

Tuesday, November 18, 2025, 6:00 p.m.

MINUTES

Board of Education members in attendance (quorum present):

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

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

President Dr. Dana Young, VP Travis McFetridge, VP Sandy Porter, VP Darin Bell, Anne Marie Kelso, Cathy Yasuda, Joe Kurth, Kilee Saldivar, Hope Spaugh, Molly Lightfield, Dr. Nino Kalatozi, Emily Christopherson, Mara Poynter, Chris Plummer, Betty Miller, Lexi Hines, Heather Bohr, Tanya Crawford, Meghan Moore, Emily Velasquez, Emmett Coleman, Carly Martin, and Dr. Cindy Orr.

The meeting was called to order at 6:00 p.m. Chair Crow led the group in the flag salute and reading of the College's mission and vision statements.

1. WORK SESSION

a. Facilities Master Plan Needs Assessment Priorities

VP Darin Bell explained the process for developing the facilities master plan, which began in August 2025. The College needed a plan to strategically guide future facilities improvements.

To gather broad input, a series of campus focus groups were organized. In addition, a facilities master plan steering committee has been reviewing, refining, and prioritizing the feedback collected from these groups. According to VP Bell, the College is nearing the end of Phase One—the needs assessment; however, feedback from the Board is still required.

Mark Stoller from Opsis Architecture spoke further about Phase One, which has centered on data gathering and facility assessments. He noted that he will return in mid-January to present Phase Two of the facilities master plan which focuses on concept development.

The main goal for the College is to be prepared in April 2026 to submit a capital construction project proposal for potential matching funds from the State.

Dr. Young encouraged board members to review the handout provided by Opsis and share any additional considerations with VP Bell, who will forward them to Opsis. In closing, Mark Stoller added that as we move into Phase Two, it is never too late to contribute input.

2. AGENDA REVIEW/CHANGES

The changes to the agenda included the removal of the Executive Session because there wasn't any information to share and the postponement of the 6.d. Board Self-Evaluation Tool to the December meeting.

Motion: Ken Hart moved to amend the agenda as noted and the motion was seconded by Betty Carter. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsey Norman, Roger Findley, Stephen Crow, Betty Carter, and Ken Hart. The motion passed unanimously.

4. PUBLIC COMMENT

There were no comments from the public.

5. SPECIAL PRESENTATIONS

a. New Employee Introductions

New employees introduced were Dr. Cindy Orr, Director of Corrections College Education, Christopher Plummer, Workforce Ready Healthcare Career Coach, and Betty Miller, Nursing Healthcare Recruiter.

b. Phi Theta Kappa Student Leaders

PTK Advisor Joseph Kurth shared how PTK was founded nationally in 1909 and chartered in 1919. Fun facts shared -- to qualify for the honor society students have to complete 12 credits and maintain a 3.5 gpa. In the TVCC Chapter there are over 50 PTK members; however, there are only a few who are active participants. PTK officers introduced were Meghan Moore, incoming President, Emily Velasquez, Vice President of Scholarships, Emmett Coleman, Recording and Public Relations Officer, and Carly Martin, Treasurer.

c. OCCA Annual Conference Take-a-ways

Suzi Ireland

- Board member Ireland found the conference very informative and she made valuable connections.
- The workshops were engaging.
- She attended an OCCA session focused on strategies to boost campus morale.

Dr. Lindsay Norman

- Dr. Morgan emphasized the need for boards to evolve and become more collaborative.
- It was noted during the conference that Oregon is perceived as not business-friendly due to its tax structure, which impacts student internships and smooth transitions from education to the workforce. This perspective is rarely voiced.

Betty Carter

- Board member Carter shared her key takeaways from Dr. Morgan's presentation, including the W-I-N-D framework.

Ken Hart

- Board member Hart found Dr. Tim Cook's story about running across Oregon truly inspirational.

Dr. Dana Young

- It was noted that Dr. Cook is writing a book about his journey across the state.
- She attended a session on the board's role in addressing 2025 legal issues, which covered the rapidly changing landscape—especially around diversity, equity, and inclusion.
- Lawyers at the conference provided resources and legal references for informed decision-making.

Stephen Crow

- Chair Crow recognized VP Sandy Porter as one of the OCCA conference presenters.

VP Sandy Porter

- VP Porter appreciated the networking opportunities and meeting board members from other schools. She attended a Portland Community College session on program liability, which she found excellent.
- Chair Crow mentioned that slides from the conference are available for anyone interested.

6. COLLEGE BUSINESS

a. 2025-30 Strategic Plan Update

Dr. Dana Young reported the College is in the process of entering its strategic goals into a system created by IT Director Scott Carpenter. It was also noted that the Strategic Plan Steering Committee is reviewing all submitted goals to ensure they are aligned with the appropriate objectives and that they meet the

criteria for SMART goals. The Steering Committee is co-chaired by Jessica Breidinger and Stephanie Oester.

Dr. Young emphasized the excellent work being done across the college. Monthly board reports now include references to the relevant strategic goals within each vice presidents' report. In December, the Board will have additional time to review the report in depth. Additionally, Dr. Young expressed appreciation to Scott Carpenter for developing the program that houses the data.

b. 2026-27 Budget Calendar

VP Darin Bell summarized the 2026-27 Budget Calendar and reported on the budget process timeline from inception through the final adoption by the Board in June 2026.

Motion: Ken Hart moved to adopt the 2026-27 budget calendar as presented and the motion was seconded by Roger Findley. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsey Norman, Roger Findley, Stephen Crow, Betty Carter, and Ken Hart. The motion passed unanimously.

Board member Roger Findley asked how the budget ties into the strategic planning process and if departments will have sufficient time to enter their funding requests. Dr. Young explained that any request for additional project funding must go through both the strategic planning process and the planning and budget process. VP Porter added that the College is currently off-cycle a bit because it is transitioning from the old strategic planning system to the new one. However, as the College begins budgeting for the 2026–27 academic year, department budget requests will start being entered in December.

c. December Board Planning Meeting

The December 16 meeting will begin at in the morning with dinner being served at 4:00 p.m. and the regular meeting beginning at 5:00 pm. Chair Crow stated he would email the Board the December agenda in the event they want to add a topic.

7. CONSENT AGENDA

a. Board Minutes: October 21, 2025 (regular meeting), October 15, 2025 (committee meeting), and October 24, 2025 (committee meeting)

b. Financial Report

MOTION: Ken Hart moved to adopt the consent agenda as presented and the motion was seconded by Dr. Lindsay Norman. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsey Norman, Roger Findley, Stephen Crow, Betty Carter, and Ken Hart. The motion passed unanimously.

8. COLLEGE REPORTS & STATEMENTS

a. Statements from ASG/Student Programs

ASG President Emily Christopherson summarized her written report, which included recent events, activities, and general ASG updates. She noted that approximately 150 community members attended the October 30 Haunted House. Other highlights included Advising Day, volleyball intramurals, and the November 13 complimentary lunch at Burger West, which drew 216 people. Additionally, there were 250 students who attended the Shot of Reality alcohol awareness event.

Food for Thought - Some of the takeaways from the Food for Thought indicated students didn't want 8:00 a.m. classes and many liked the 10:00 am – 1:00 pm time slots as well as night classes.

b. Statements from Foundation

Executive Director Cathy Yasuda reported on the annual Gala and said it was one of the best Gala's to date. She thanked all the supporters, friends, and volunteers who helped make the event a success.

Reengagement Grant – a coordinator will be hired to work with our local high schools to encourage students to complete their high school diploma or GED. TVCC is a resource that offers GED, advising, and all the wraparound services to help students be successful and go on to post-secondary education.

In other news,

- The Foundation has been managing their end-of-the-year donations and contributions.
- There will be an announcement of several new endowments in the next several weeks.
- The Board was invited to join the Foundation on December 2 for dinner and attend the Band Holiday Concert.

Board member Findley asked how many students receive foundation scholarships to which Yasuda responded that approximately 25-30% of our students receive some type of scholarship support.

Board member Betty Carter asked about the joint board scholarship and how much was still needed. Yasuda stated the scholarship is \$3,500 short of reaching the \$25k goal.

c. Statements from Faculty

Nursing faculty members Molly Lightfield, Lexi Hines, and Heather Bohr presented information on nursing and allied health. The nursing program currently has 22 second-year students and 27 first-year students enrolled. NCLEX pass rates for 2024 reflected a 100% first-time pass rate while 2025 shows a 100% second-time pass rate and an 89% first-time pass rate among students.

Graduate employment remains strong. For the 2024 cohort, 21 of 22 graduates are employed. For the 2025 cohort, 12 of 22 graduates have reported employment to date, with all graduates working locally or very near the area.

The RN Nursing program is transitioning to a new student application system. This approach allows students to pay a single application fee, and the hope is it will broaden and diversify the applicant pool.

Nursing faculty Heather Bohr shared the new logo for the BSN Community College Collaborative (BSNCCC) group. The program start date remains Fall 2026, with applications opening in June 2026. Of the six schools in the consortium, each will admit seven students, for a total of 42 students in the first cohort. The curriculum has been approved by each of the six institutions' curriculum committees, and course development is currently underway.

d. OCCA Board Rep. Report

Chair Crow updated the Board on the OCCA Lunch and Learn webinars, the forthcoming economic revenue forecast, and public meeting law. He stated he would forward an email to the Board that is coming from Abby Lee, OCCA Executive Director, who is requesting feedback on the OCCA bylaws.

e. President's Reports

a. Academic Affairs

Some of the highlights reported by VP Sandy Porter included:

- We received approval to use Perkins funding toward the simulators.
- We received notification from the Oregon Department of Education approving new HEP Director Dalila Garza and CAMP Director Brenda Vega Vega.

- Advanced Energy Building – in response to board member Findley’s question, one class will be ready winter quarter despite the space not being finalized. On another note, Jackie Koehler was commended for her work to get the electrical apprenticeship and plumbing programs ready. As soon as we get the space we are ready to go.
- Dr. Young advised the Board that at their December meeting, the Bachelor of Applied Science for Education (BASE) will be on the agenda for Board review and approval. According to VP Porter the College’s plan is to move BASE through the governance process quickly so we can meet the aggressive timeline made by the Higher Education Coordinating Commission.

b. Student Services

VP Travis McFetridge provide the Q2Q report for fall and winter quarters noting he was pleased with the fall numbers which shows solid growth when compared to last fall. Additionally, enrollment for winter quarter is also looking well. To follow up on a question from the last meeting, VP McFetridge is still working with institutional research to get the returning student numbers. In response to a question about dual credit instructors – there were 18 instructors in 2024-25 and this year we have 21 instructors. Excluded was CTE dual credit.

Some additional highlights:

- The volleyball team had the best record in program history and will be headed to the east region to compete in the Elite 8 this Friday in Pasco, Washington.
- There are 101 participants registered for the Thanksgiving Turkey Trot.
- The Try Out TVCC campaign is becoming a signature enrollment initiative. Last year we had 55 students take advantage of the free class. So far this year, it is reported there are 12 students signed up with 10 of the 12 students enrolled for additional classes.
- We continue to make progress on the rebranding effort and held an internal unveiling last week. The Board will receive a full update at the December meeting, and we will conduct the external reveal in January.

c. Administrative Services

Some of the highlights shared by VP Darin Bell included:

- The audit is ending, and we anticipate calling the audit committee meeting together soon.
- The nursing and allied health professions center is on budget and on time. The project is moving forward. Project Manager Bernie Babcock, Kirby Naglehout Construction, and Hummel Architects are doing a great job.
- Lastly, Strategic Plan Goal 5 – Workplace Vitality – the physical plant was commended for their work to set up the Christmas lights in the fountain area.

d. President’s Comments

Dr. Dana Young thanked everyone for their work on the holiday lights around the fountain area and for everyone coming out to the tree lighting.

Dr. Young reported that the College will have its Year 7 Accreditation Visit from October 19-21 in 2026. Evaluators will be on campus and will be scheduling forums with students, faculty, staff, and the Board.

In other updates:

- The budget remains in good position as we await the news of the economic forecast. However, the Higher Education Coordinating Commission (HECC) is advising community colleges that they may still have to consider a 2.5% to 5% cut for each year of the biennium.

- Harney County Center –we have been invited to be part of a group discussion on economic development in Harney County.
- HECC provided training to TVCC staff on how to better understand the community college support funding formula (CCSF) and FTE.
- Approximately 85 faculty and staff attended the Fall Quarter Town Hall.
- HR is working on an applicant tracking system called NeoEd. This system will assist us in sending out applications and receiving data electronically instead of the traditional paper process.
- During the December meeting, board members will receive cybersecurity training as well as be presented with the GBLA overview by IT.

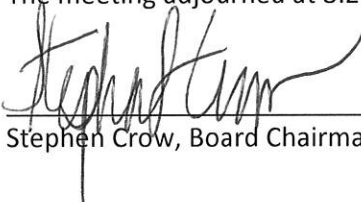
Board member Roger Findley asked about faculty negotiations and the composition of the negotiating teams. Dr. Young stated the faculty team will include Justin Blazzard, Jessica Breidinger, Kathleen Thayer, Heather Bohr, Molly Lightfield, Marcus Nichols, and Nate Rawlinson. Anne Marie Kelso will serve as lead negotiator for the administration. Board member Findley emphasized the importance of knowing who the faculty negotiators are to avoid engaging in conversations with them.

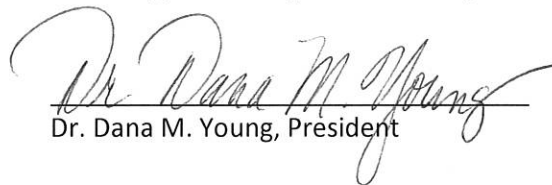
D STATEMENTS FROM BOARD MEMBERS REGARDING TVCC

- Suzi Ireland commended everyone for their report. She also added the holiday lights around the fountain area are great for the community.
- Dr. Lindsay Norman mentioned the president's evaluation and survey has been a work in progress.
- Roger Findley shared that he missed the meeting because he was in Australia.
- Betty Carter appreciated the opportunity to attend the OCCA conference. She enjoyed the discussions and networking. She thanked the administrative team for the good reports and the nursing faculty for their presentation.
- Stephen Crow reminded everyone to turn in their goal summaries.

ADJOURN AND NEXT MEETING(S)

The meeting adjourned at 8:26 p.m. The next regularly scheduled meeting is Tuesday, December 16, 2025.


Stephen Crow, Board Chairman


Dr. Dana M. Young, President