

**TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION**

650 College Blvd., Ontario, OR 97914

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

**Tuesday, December 16, 2025**

**MINUTES**

**Board of Education members in attendance (quorum present):**

Chair Stephen Crow, Vice Chair Betty Carter, Dr. Lindsay Norman, Suzi Ireland, Roger Findley, Ken Hart and 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, Kendall Hiatt, Kathleen Thayer, Bernie Weldon, and Dr. Cindy Orr.

Chair Crow called the work session to order at 9:06 a.m.

**1. WORK SESSION**

**A. Accreditation Year 7 Report**

Dr. Nino Kalatozi provided an update on TVCC's current NWCCU seven-year accreditation cycle as well as where we are currently with accreditation:

- Year 6: Policies, Regulations, and the Financial Review was submitted in fall 2025.
- The College is now preparing for the Year 7: Evaluation of Institutional Effectiveness visit which is scheduled for October 19–21, 2026. Standard One in the report focuses on student success and institutional effectiveness, while Standard 2 focuses on governance and resources. The Year 7 accreditation report is due to NWCCU by September 1, 2026.
- Dr. Chris Bragg was recently assigned as TVCC's new NWCCU liaison. Dr. Kalatozi expressed interest in inviting Dr. Bragg to TVCC to provide training for the Board, faculty, staff, and students on what to expect from the Year 7 evaluation team.

**B. Program Review and Assessment**

The Board received a condensed update on program reviews and assessments. Vice President Porter explained the Teaching and Learning Assessment (TLA) committee structure, noting that CTE programs focus on AAS degrees and industry connections, while disciplines emphasize areas of study and transfer. TVCC has implemented a collegewide Institutional Learning Outcomes (ILO) assessment, selecting one ILO per year to ensure consistent faculty training. For the first time, ILOs are now being reported in Canvas.

For 2024–25, the ILO on Attitudes and Values included reports from 23 faculty across 40 courses, assessing 458 students. VP Porter reviewed the three levels of assessment—course, program/discipline, and institutional—emphasizing that assessment is for instructional improvement, not faculty evaluation.

VP Porter also reviewed information gathered during program and discipline reviews, noting efforts to incorporate input from students and future employers. Board member Roger Findley asked about tracking transfer student success at four-year institutions. VP Porter noted there is currently no system to access the data.

Chair Crow paused the work session so Dr. Young could introduce guests: Kendall Hiatt (notetaker), Kathleen Thayer, Bernie Weldon, and Dr. Cindy Orr, who all joined via Zoom.

### **C. Mission Fulfillment & Strategic Plan Indicators**

The Board reviewed mission fulfillment and strategic plan indicators focused on fostering educational success, ensuring access, and building community. The mission fulfillment report, which includes key performance indicators (KPIs) released each December for the prior year, is embedded in the TVCC 2021–25 Strategic Plan.

The Board reviewed the five strategic directions for 2021–25, with emphasis on student success indicators. Retention rates for first-time, full-time, degree-seeking students (fall-to-winter and fall-to-fall) have increased, as has student progression, measured by credits earned rather than credits attempted. Graduation rates for this group increased by approximately 10% from 2023–24 to 2024–25. Improvements in data quality were noted due to a new tool developed by Executive Director Scott Carpenter. There were significant gains in FTE and RFTE, attributed to programs such as Second Pell Chance, adult basic skills, GED, aviation, nursing, and science.

The Board also discussed outcomes for first-generation, economically challenged, incarcerated, and parenting students, confirming these groups are included in reporting and strategic planning.

Conversations covered several key topics, including the tracking of parenting students and the importance of supporting parenting students on campus, including the need for daycare facilities and scheduling accommodations. The implementation of the 2025–2030 strategic plan and objectives were discussed in detail.

### **D. Marketing & Rebrand Reveal**

The Board reviewed a year-end marketing update highlighting completion of the first year of TVCC's strategic marketing plan and progress toward the College rebrand, set for public release on January 20, 2026. The rebrand reveal will coincide with the Facilities Master Plan Open House. Key accomplishments included stronger alignment with admissions, expanded content production, successful campaign deployment, staffing growth with the addition of a Marketing Manager and improved digital performance, with significant increases in web traffic, engagement, inquiries, and conversions.

During the Board meeting, VP McFetridge unveiled the new brand identity, featuring a refreshed institutional logo and an athletics logo. The rebrand process included extensive internal and community input and retains core elements such as the color orange and the Chukar mascot. The Board received a brief overview of the new institutional and athletics brand guidelines. Board Member Findley commended the marketing team for their progress and positive community impact.

### **E. Gramm Leach Bliley Act (GLBA) Overview**

The meeting focused on cybersecurity threats and protective measures. The discussion highlighted the high cost of data breaches and emphasized the importance of strong passwords, multi-factor authentication (MFA), and avoiding password reuse across accounts. The group also addressed email security, noting a significant increase in rejected emails due to blocking harmful messages, and discussed the implementation of measures like blocking QR codes and preventing the sharing of sensitive information via email.

The group discussed the implementation of new security measures, including increased employee training. Director Scott Carpenter presented a report on GLBA compliance and cybersecurity events, highlighting a significant increase in monitored security events but reassuring the group that no damage had occurred.

## **F. Cybersecurity Training**

IT Staff discussed cybersecurity threats and best practices with the Board. Topics included creating strong and unique passwords with multi-factor authentication (MFA), safely handling USB devices, avoiding suspicious links, and recognizing social engineering attempts. IT emphasized the importance of separating personal and work devices to prevent data breaches. They advised monitoring credit reports regularly for any unauthorized activity. They also discussed the risks of using QR codes and the growing threat of AI-generated fake content. The session concluded with a reminder to be cautious when encountering suspicious online content.

The Board took a break for lunch at 11:56 pm. and reconvened at 12:34 pm.

## **G. Corrections Education Update**

Vice President Sandy Porter reviewed data for Corrections West (Powder River, EOCL, Two Rivers) and Corrections East (SRCI and WCCF), looking specifically at enrollment and graduation data for GED and ESL programs.

Comparisons of FTE, adult basic skills headcount, BCT program enrollment, and course offerings (in-person, online, Teams) were presented, with SRCI contributing to the majority of corrections RFTE. Also highlighted was Second Chance Pell participation trends from 2023–24 through 2025–26 and a plan to broaden course offerings across institutions while maintaining program consistency.

Dr. Cindy Orr and the Corrections Education Team will continue coordinating college courses for corrections education, integrating other institutions as they become Pell-eligible, and exploring instructional solutions to streamline IT processes with the Department of Corrections.

## **H. HEP and CAMP Update**

Over the summer, both programs were paused, and employees were temporarily terminated or reassigned within the College. CAMP welcomed the 2025 cohort in June, and funding resumed in September. Brenda Vega Vega is the new CAMP Director, and Dalila Garza is the new HEP Director.

HEP currently has 21 students enrolled (47% of the annual goal), with attention to student challenges, GED completion, and no recruitment over the summer. Funding limitations suggest this may be the program's final year.

CAMP has 16 students enrolled, with expectations for growth in winter, and continue support for student housing and tuition needs. Staff and peer mentors are working well together, and additional hires are still being sought. A study space in the Weese building has been created for all students but specifically CAMP students. Funding is expected for at least 2 more years if current conditions and federal appropriations continue.

## **I. Budget Forecast & Five-Year Projection Model**

The Board reviewed the 2025–2031 projected budget forecast, with enrollment growth revenue assumed over a three-year average. Revenue is primarily from state aid (approximately \$10M per year), but anticipated state funding cuts of 2.5–5% are being planned due to anticipated economic slowdowns. The next revenue forecast occurring in February will inform the Governor's and legislature's decisions.

## **J. Unrestricted General Fund Ending Balance Review**

The general fund ending balance for FY 2025-26 helps plan the 2026-27 budget and demonstrates fiscal sustainability. Policy requires the Board to set and approve the ending fund balance annually,

with mid-year adjustments possible if the budget changes by 10%. Historically, the College has used \$1.25M; VP Bell proposed increasing the ending fund balance to \$2M to cover a month of expenses and provide a cushion. VP Darin Bell suggested the balance to target 10% of expenses.

Dr. Young expressed concerns that raising the balance too quickly could limit investment capacity, so a balance between sufficient funds and flexibility should also be evaluated.

#### **K. Evelyn S. Dame Nursing and Allied Health Professions Center**

The Evelyn S. Dame Nursing and Allied Health Center is on budget, with only 20–25% of contingencies spent and minimal large change orders.

Construction is expected to finish in late April 2026, with substantial completion in March

ASG is in the process of adding a sidewalk from the Weese building to the Evelyn S. Dame nursing and allied health professions center. Additionally, college staff and students will meet with architects in early January to finalize sidewalk plan.

#### **L. Closing Comments**

Board members appreciated cybersecurity and budget trainings, progress on accreditation, and marketing/rebrand efforts. Updates included Dr. Kalatozi coordinating NWCCU accreditation training for the Board, faculty, staff, and students after the new year.

The meeting adjourned at 2:39 PM, with dinner at 4:00 PM. The Board will reconvene for their meeting at 5:00 p.m.

### **4. AGENDA REVIEW/CHANGES**

**MOTION:** Betty Carter made a motion to approve the agenda, and Roger Findley seconded the motion. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger, Findley, Suzi Ireland, Betty Carter, and Stephen Crow. The motion passed unanimously.

### **5. PUBLIC COMMENT**

There were no comments from the public.

### **6. SPECIAL PRESENTATIONS**

There were no new employee introduced this month.

### **7. COLLEGE BUSINESS**

#### **a. 2025-30 Strategic Plan (Update)**

President Dr. Dana Young handed out a draft version of the 2025–30 Strategic Plan to the Board. Dr. Young explained that the document sets forth the process and timeline, and includes five high-level goals:

1. Attracting a new student population
2. Streamlining the enrollment process
3. Getting students to the finish line
4. Strengthening community connections
5. Fortifying workplace vitality

Dr. Young explained the second document she handed out, which is a list of goals each department has submitted to date. There are 15 different objectives under the five goals listed above. The

strategic plan steering committee is still reviewing the goals to ensure they are SMART goals and measurable.

Board Member Carter asked how the plan would be shared with the community. Dr. Young responded that the 2025-30 strategic plan will be on the College's website and will be shared internally and with the community via news releases and announcements. Board Member Findley asked about budget-related department requests, specifically whether they are required to be tied to the strategic plan to which the answer was yes and if more funding is needed, the department must first align the request with a strategic goal or objective.

**b. Facilities Master Plan (Update)**

Vice President Bell presented an update on the Facilities Master Plan. The process is now in the second phase, which is concept generation. The first meeting in this phase held with athletics generated many new concepts. The committee will now review those concepts. The new Evelyn S. Dame Nursing and Allied Health Professions Center remains the top priority, and Barber Hall has also generated significant discussion. The Weese Building will be the subject of a future concept meeting. The goal is to return with a report and presentation to the Board at their January meeting.

Board Member Hart asked about utilization of space, noting that TVCC tends to have empty parking lots at night. He stated that he hopes the utilization report will drive future decisions.

**c. Bachelor of Applied Science in Education (BASE)**

**(1<sup>st</sup> reading & suspend the rules for a 2<sup>nd</sup> reading)**

Vice President Porter shared in order to meet the HECC deadline, the Bachelor of Applied Science in Education program needs to be expedited while still maintaining and honoring the required college processes for new programs. She requested that BASE be considered for Board action tonight.

**MOTION:** Roger Findley moved to suspend the rules for a second reading of agenda item 7.c. Bachelor of Applied Science in Education. Betty Carter seconded the motion. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger Findley, Suzi Ireland, Betty Carter, and Stephen Crow. The motion passed unanimously.

**MOTION:** Torie Ramirez moved to approve the Bachelor of Applied Science in Education Program. Ken Hart seconded the motion. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger, Findley, Betty Carter, and Stephen Crow. The motion passed. Board member Suzi Ireland was unavailable for the vote.

**d. Unrestricted General Fund Ending Balance**

Vice President Bell presented projections for the unrestricted general fund ending balance for the next five years and suggested increasing the ending fund balance. He recommended setting the next ending fund balance at \$1.45M.

Board Member Torie Ramirez asked whether the Board could propose any amount to which VP Bell stated that they could. Ramirez requested to see the PowerPoint slide from that morning and asked what had changed to cause the recommendation to decrease. VP Bell stated that, in retrospect, increasing the ending fund balance too quickly could be constraining to the budget.

**MOTION:** Ken Hart proposed an ending fund balance of \$1.75M, and Roger Findley seconded the motion. During discussion, Board Chair Crow suggested splitting the difference and setting the ending fund balance at \$1.5 million to give the College more flexibility. The motion for \$1.75 million proceeded. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger Findley, Suzi Ireland, Betty Carter, and Stephen Crow. The motion passed unanimously.

**e. BP 2715 Code of Conduct and Ethics/Standards of Practice (revised) and Board Operating Principles (rescind) (1<sup>st</sup> reading)**

Board Member Ramirez, a member of the board policy subcommittee, shared that revised board policy BP 2715 combines the current code of conduct and ethic/standards of practice with the board operating principles, and the ACCT standards of good practice into a single document.

Board Member Ramirez noted that the prior documents contained redundancies and that this version is cleaner. Board Chair Crow stated that the Board previously signed this document, and Ramirez clarified that the policy will not be signed but will be reviewed annually in August.

Board Member Norman requested that the word "Board" be added to the title. President Young clarified the revised title to be "**BP 2715 Board Code of Conduct and Ethics/Standards of Practice**"

**f. Board Self-evaluation Tool (1<sup>st</sup> Reading)**

The Board reviewed the proposed new Board self-evaluation tool. Board Member Norman suggested the evaluation be patterned after the President's evaluation tool, with a Likert scale of 1-5 rating. Board Member Findley stated that he preferred having five numerical scores instead of four.

## **8. CONSENT AGENDA**

- a. Board Minutes: November 14, 2025 (special meeting), November 18, 2025 (regular meeting) November 26, 2025 (special meeting), December 8, 2025 (special meeting), and Financial Report

**MOTION:** Ken Hart moved to approve the consent agenda and Torie Ramirez seconded the motion. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger, Findley, Suzi Ireland, Betty Carter, and Stephen Crow. The motion passed unanimously.

## **9. COLLEGE REPORTS & STATEMENTS**

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

There were no statements made by ASG/Student Programs.

**b. Statements from Foundation**

Executive Director Cathy Yasuda discussed several grant opportunities, including a new \$197,000 re-engagement grant from the Oregon Department of Education to help disengaged students complete their GED or high school diploma. She also discussed a potential \$288,000 per year TRIO grant for the Upward Bound and Talent Search programs, which will require a quick decision.

The College received a \$6,000 grant from the Oregon Community Foundation (OCF) to support CTE programs with equipment and student supplies.

**c. Statements from Faculty**

Faculty member Kathleen Thayer gave a presentation on the math department, including curriculum and instructional approaches. She discussed recent changes to the mathematics pathway, including shortening the sequence for students entering at the developmental level, and efforts to transition courses to low-cost materials and online platforms.

Board Member Hart asked about flexibility in adapting to student needs and state-mandated changes. Thayer emphasized that smaller class sizes allow for more individualized attention compared to larger institutions.

**d. OCCA Board Rep. Report**

Board Member Crow commented on the informative presentation on accreditation to OCCA by Dr. Selena Grace, NWCCU President.

In other news, the OCCA bylaws and policies were unanimously approved by the OCCA Board. Additionally, OCCA released the 2026 legislative priorities, which currently includes nine items.

Board Member Crow noted that a Lunch and Learn on advocacy will be held on January 22 to prepare for the upcoming short legislative session.

**e. President's Reports**

i. Academic Affairs

Vice President Porter commended Kathleen Thayer for her energy and interactive classes. Porter referenced a question from the previous meeting regarding a student Food for Thought survey on class scheduling and noted that student leaders would be willing to share the survey results once compiled.

Board Member Findley asked about the loss of a nursing faculty member. VP Porter acknowledged that a faculty member had resigned and stated that the nursing staff is working to temporarily redistribute duties and fill any gaps.

ii. Student Services

Vice President McFetridge presented the Q2Q report and noted a slight decrease in fall headcount, related to noncredit and dual credit enrollment. He discussed the *Get Back on Track* campaign, which brought in 30 additional students, and commended Math Lab Tutoring Coordinator Ken Wiensz for coordinating study halls for student athletes. VP McFetridge also highlighted Athletic Director Tyler Gaston's initiative to complete math and science requirements during athletes' first year.

VP McFetridge congratulated the volleyball team on winning the NWAC championship. He also congratulated student Caitlin Markley for being named East Region MVP, Tournament MVP, and All-Conference Player of the Year.

An additional announcement included the January 20<sup>th</sup> rebrand reveal to the community and the request for input on the Facilities Master Plan.

iii. Administrative Services

Vice President Bell advised the Board that during their February meeting he will be presenting tuition and possible fee proposals.

VP Bell also noted that the business office is using proactive communication with students regarding their bills and as a result there were 100 fewer accounts receivable placed on hold during the fall term.

iv. President's Comments

Dr. Young stated that she submitted written testimony to the Higher Education Coordination Commission (HECC) regarding the BASE degree. Moreover, she signed up for oral testimony but was not called, as students were primarily selected. Other colleges gave testimony about potential pitfalls if developmental education was eliminated for RFTE purposes.

Dr. Young, Mara Poynter and other college staff met with Beau McNeff, Weiser Memorial Hospital CEO, to discuss expansion goals and strengthen their partnership with TVCC. Mara Poynter will follow up with the hospital regarding additional student clinical placements.

In other news,

- The College has been assigned a new NWCCU liaison, Dr. Chris Bragg, who will be on campus next week to begin employee training on NWCCU standards and provide guidance on what to expect from our next accreditation visit.
- The College hosted a well-attended holiday party for employees.
- A few employees attended the Ontario Chamber's Santa Breakfast. Additionally, Dr. Young served as a float judge for the Winter Wonderland Parade.
- Senator McLane visited with college administration and received a brief tour of the TVCC campus. It was a great visit!

## 10. STATEMENTS FROM BOARD MEMBERS

- Board Member Roger Findley reported attending the goat roping fundraiser and noted that he met a former student whose granddaughter is now enrolled in the equine science program. He also shared that longtime College supporter Cliff Harris passed away the previous week and that the family is interested in establishing a scholarship.
- Board Chair Crow thanked everyone and thanked Executive Director Yasuda for the joint board dinner.
- Dr. Young thanked Board Chair Crow for donating to the goat roping fundraiser and supporting the event.

## 11. EXECUTIVE SESSION

The Board went into executive session under ORS 192.660(2)(e) to conduct deliberations with person designated by the governing body to negotiate real property transactions.

## 12. OPEN SESSION

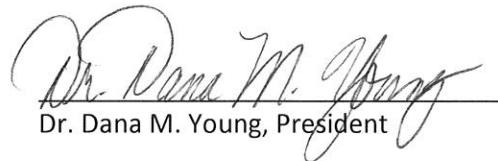
### a. Action, if any, from Executive Session

The Board discussed purchasing a building for \$1.96M with a \$200,000 charitable contribution, reducing the price to \$1.76M. The building, located across from the TVCC livestock Center will be used for advanced energy programs and facilities maintenance training. The building is about 5 years old and was previously used for hemp production. The building will require additional work to obtain a conditional/temporary occupancy permit. It was noted that the facility was purchased using state grant funds.

**MOTION:** Betty Carter moved to approve the purchase of real property for \$1,960,000 with a charitable contribution of \$200,000, for a total purchase price of \$1,760,000. Ken Hart seconded the motion. The roll call vote showed ayes by Dr. Lindsey Norman, Torie Ramirez, Ken Hart, Roger Findley, Suzi Ireland, Betty Carter, and Stephen Crow. The motion passed unanimously.



Stephen Crow, Board Chairman



Dr. Dana M. Young, President