TREASURE VALLEY COMMUNITY COLLEGE BOARD OF EDUCATION
721 SW 5th St., Ontario, OR 97914

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

Tuesday, August 18, 2026, 9:00 a.m.

MINUTES

Board of Education members in attendance (quorum present):
Vice Chair Lindsay Norman, Stephen Crow, Betty Carter, Suzi Ireland, Roger Findley and Torie Ramirez.
(Absent: Chair Ken Hart)

Staff, representatives, and guests in person or via Zoom:
President Dr. Dana Young, VP Sandy Porter, VP Darin Bell, VP Travis McFetridge, Anne Marie Kelso, Cathy Yasuda, Justin Emerson, Dr. Nino Kalatozi, Dr. Chris Bragg (NWCCU), and Gavin LaPage (Lightcast)

1. **Call to Order and Welcome**
    a. The meeting was called to order at 9:07 am by Vice Chair Dr. Lindsay Norman.

2. **Board Development**
    a. **Board's Role in Accreditation & Timeline (Zoom)**
    Dr. Nino Kalatozi introduced Senior Vice President, Dr. Chris Bragg of NWCCU, who reviewed the Board's role in accreditation and the upcoming three-day site visit scheduled for October 19–21. The visit will focus on Standards 1 and 2 and two outstanding recommendations from the 2021 Mid-Cycle Review. A couple of board members will have the opportunity to participate in meetings with the Peer Evaluation Team Chair and NWCCU liaison without institutional personnel present and board members can be invited to the welcome meeting and the final meeting. Dr. Bragg also reviewed typical questions and areas of focus for Board members.

    Dr. Kalatozi, Accreditation Liaison office (ALO), reviewed the accreditation timeline and transition from a seven-year to an eight-year cycle. The final report will be submitted by August 24th by Dr. Nino Kalatozi. A draft of the report was sent to college employees campus and the Board for review. Feedback on the draft is requested by August 20th. The official accreditation action letter is expected in February 2027.

    b. **Robert's Rules of Order Training**
    Vice President McFetridge led the Board through a Jeopardy-style training to review Robert's Rules of Order.

    c. **BP 2715 Board Code of Conduct & Ethics/Standards of Practice**
    Vice Chair Lindsay Norman discussed BP 2715, developed by the Board Policy Committee by combining the Operating Principles and ACCT Board Code of Conduct. Board suggestions will be reviewed by the Board Chair to determine whether they require minor revisions for Board review or further Policy Committee work. Anne Marie Kelso will redraft the policy with suggested edits for President Young to review with Chair Ken Hart. An updated adoption date will also be added.

    d. **Review 2025-26 Board Goals**
    The board conducted a review of its current goals and their final goal summary for their 2025-26 goals and discussed which goals were met or needed improvement. Minor revisions were made. The Board also discussed including the corresponding board goal for each important date on the board agendas.

e. **Establish 2026-27 Board Goals/Action Plan**
Board Secretary, Kendall Hiatt and President Young will incorporate the suggested edits to the Board Goals and Action Plan.

The Board took a short break at 10:47 am and reconvened at 10:55 am.

f. **Board Evaluation Review**
The Board discussed clarifying that the self-evaluation assesses the Board as a whole rather than individual Board members. A statement will be added to clarify this purpose on the Board Evaluation tool.
Vice Chair Norman suggested removing the "Don't Know" option, as there were not any "Don't Know" responses on the previous evaluation. The evaluation tool will be sent to Board members for review and discussion at the September meeting. Language will also be added to ensure comments are made on each rating, particularly for scores of 1–3. Vice Chair Norman will draft the revised clarifying language for inclusion on the first page.

g. **President's Evaluation Review**
The Board discussed incorporating the revisions made to the Board evaluation tool into the President's evaluation tool, including removing the "Don't Know" response option, and adding numbers to the questions.

3. **Reports**

a. **Harney County Update**
TVCC has a Rural Engagement Coordinator, Darcy Patterson, who has created a partnership with High Desert Partnership, to support higher education opportunities for Harney County youth and strengthen community partnerships. Efforts include expanding dual credit and partnering with local agencies to offer Wilderness First Aid this fall and EMS courses next year. Harney County enrollment, headcount, and RFTE were reviewed, Local instructors are expressing interest in dual credit during Fall Term.

b. **Corrections Education Update**
TVCC has negotiated a new faculty contract with institution by institution-based calendars. Efforts are underway to strengthen collaboration across education centers and college connections. TVCC remains the largest provider of AIC education in Oregon. New statewide CASAS testing is being implemented. Staffing vacancies remain at the East and West locations.

Updates were provided on Adult Basic Skills, including FTE comparisons across all five facilities, unduplicated headcount, and enrollment. The Board also reviewed the number of Pell-eligible students by college class, Second Chance Pell course RFTE, and unduplicated headcount. The Building Construction Technology program currently has 16 students enrolled in the one-year certificate program. SRCI graduation is scheduled for October, and the Board will be invited to attend.

c. **Caldwell Center Update**
Vice President Porter provided an update on the Caldwell Center, including enrollment, programming, and staffing. The Helicopter program has generated RFTE since 2023–24. The College is reevaluating the Caldwell Center structure, with support from Dean of Instruction Tanya Crawford and Angelina Rom serving as the Lead for Caldwell. A front-line position was reconfigured to support Financial Aid, Claudia Wilcox was hired part-time as the Addiction Studies Coordinator, and an offer was extended to a Cybersecurity faculty member.

Vice President Porter reviewed 2025–26 enrollment and total credits for the Caldwell Center. The College will continue maintaining a strong web presence in Caldwell, where most students attend either in person or through a combination of in-person and online instruction. The majority of Caldwell students are enrolled in Aviation. Sandy will provide FTE numbers specific to Aviation in Caldwell. The current lease is expected to end in the 2028–29 academic year. The College will use the remaining lease period to develop a plan for the future of the Caldwell Center.

d. Updated Evelyn S. Dame Nursing and Allied Health Professions Center Pro Forma

Vice President Bell provided an update on the Evelyn S. Dame Nursing and Allied Health Professions Center. The project has reached substantial completion, with final punch list items, furniture, fixtures, equipment, and sidewalk work being completed. The project remains close to the projected budget.

Project revenue to date is approximately $12.9 million, with an additional $425,000 expected from the Murdock Foundation and other receivables. Expenses are approximately $13.5 million, with $1.25 million remaining to be paid, including $457,000 for the sidewalk project which is expected to be completed by the end of August. Approximately $1.3 million remains to be paid that will come from Employee Retention Tax Credit reserves. The final estimated building cost is approximately $14.6 million, with $13.3 million in funding.

Darin reviewed the updated Pro Forma, noting changes to the programs planned for the building from the original plan. Enrollment and financial projections were reviewed for existing and new programs, with anticipated growth and increased profitability over time. The projections do not include students completing nursing prerequisites. Board members requested a copy of the final Pro Forma once revisions are complete, and concerns regarding sufficient enrollment and program utilization were discussed.

The group took a short break for lunch at 12:18 pm and reconvened at 12:30 pm.

e. TVCC Data Reports

i. FTE Dashboard and Matriculation Funnel

The FTE Dashboard provided a snapshot of quarter-to-quarter increases in total FTE, reimbursable FTE, unduplicated headcount, and total credits. Roger Findley clarified how clock hours are calculated, and it was noted how four-year institutions and community colleges receive funding differently based on calculations.

Vice President McFetridge reviewed the 2019–2025 matriculation funnel. From 2024 to 2025, inquiries increased by more than 300, with 51% admitted and 51% of those admitted enrolling, up from 34% the previous year. In 2021 and 2023, names were purchased and challenges occurred with COVID that affected the overall numbers for those years. The seven-year average conversion rates are approximately 36% from inquiry to admit and 35% from admit to enrollment, exceeding national community college averages. The high 2025 numbers were attributed in part to free summer classes.

ii. Dual Credit

Dr. Kalatozi reviewed TVCC's Dual Credit programs, costs, and participation in Oregon and Idaho. In 2025–26, 20 Oregon and five Idaho high schools participated, with Oregon RFTE increasing by 10.65. Adrian Jr.-Sr. High School and Ontario High School had the highest Oregon Dual Credit RFTE increase from the previous year. Nino reviewed factors affecting enrollment changes, including course offerings, enrollment size, teacher qualifications, and program requirements. The decline in Fruitland enrollment was attributed to a course no longer being offered.

iii. **Overview of External Reporting, Internal Reports & Surveys**
Dr. Kalatozi reviewed the Office of Institutional Effectiveness and Planning (IE&P), external reporting requirements, and campus surveys. She discussed Integrated Postsecondary Education Data System (IPEDS), HECC's Data for Analysis (D4A), NWCCU, OCCA, Lightcast, and other state and federal data collections. IPEDS data only looks at first time, full-time, degree seeking students. The campus surveys were reviewed, with focus on the Early year engagement survey (EYES) participation being low, with only six students completing the survey, so results have not been shared. Dr. Kalatozi also reviewed the process for requesting internal data and accessing campus reports, clarifying that Board members do not have access to the dashboard.

iv. **RFTE Dashboard by Department**
Nino previewed the RFTE and non-RFTE by department, which was updated to reflect HECC's 2025–26 department classifications. The figures are preliminary and unofficial. She explained that whether a course is reimbursable depends on whether it is taught in Oregon or Idaho. President Young suggested providing the Board with 2024–25 and unofficial 2025–26 figures for comparison. Torie requested that Sandy provide the Board with a copy of the Nursing program application.

v. **Workplace Vitality Survey**
Nino reviewed the Workplace Vitality Survey timeline and results, with 102 of 215 employees responding (47%). Strengths included collaboration and a positive, respectful culture, while opportunities included communication, leadership and employee voice, employee voice, and systems and processes. Next steps include refining the survey, administering it again in November instead of towards the end of the academic year, and the President providing monthly updates about what's happening at TVCC. The Board requested a copy of the Employee Handbook.

vi. **TVCC Economic Impact Study**
Gavin LePage presented Lightcast's Economic Impact and Investment Analysis for TVCC. In FY 2023–24, TVCC served 3,070 credit students, with 50% coming from outside the region, and generated $8.8 million in tuition revenue. TVCC contributed an estimated $63.1 million in added regional income in Oregon, representing 1.8% of the region's GRP. In Idaho, the total impact was approximately $39.3 million.

The Investment Analysis showed a 16.9% return on investment for students, $11.8 million in taxpayer benefits, and a 3.1 benefit-cost ratio for society. The Board discussed how TVCC compares with other community colleges and how the study can be used to communicate TVCC's economic impact with external stakeholders. An executive summary and presentation will be shared with the Board. The study is conducted every three years.

f. **Recruiting & Marketing Updates**
Vice President McFetridge reviewed Recruiting goals, including an aspirational goal of 525 new degree-seeking students for Fall. Strategies include the non-traditional student waiver, virtual and in-person campus visits, and short video series to get more students to see campus.

Marketing's 2026 goals include increased use of video, website updates, improved social media engagement, and greater local visibility. Two billboards have been designated for athletics. Marketing is also targeting parents of potential students through postcards and Facebook advertising and exploring

Spanish-language advertising. Torie requested an update on video advertisements, and Justin Emerson will provide a summary via email.

g. **Financial Sustainability of Oregon Community Colleges Report (CFI)**
Vice President Bell reviewed the Composite Financial Index (CFI), which HECC uses to monitor financial sustainability and statewide trends. TVCC uses the index to evaluate sustainability, strategy, risk, and financial needs. TVCC is financially stable under the HECC framework, with a CFI of 9.2, well above the 3.0 sustainability threshold.

Vice President Bell noted that the CFI does not provide a complete picture of an institution's current or future financial position or serve as a comparison between colleges. State funding remains critical, with TVCC relying on approximately 75.2% state funding and 24.8% property taxes. Tuition and fees are not included in the CFI calculation.

4. **Planning**

a. **Review Mission and Vision Statements**
The Board reviewed the Mission and Vision Statements and determined that no changes will be made this year.

b. **President's Vision Board Update**
President Young reviewed the curriculum to be developed, programs to be launched or expanded, and capital construction projects planned for 2026–27. FTE numbers were not included yet for 2025-26 because official figures have not yet been released. President Young will add a category column with labels for clarification. Updates were provided on the Baseball Facility Upgrade and Tech Lab remodel.

c. **Organizational Charts**
A Foundation and Development Office page has been added as a separate organizational chart. The Board reviewed faculty staffing, with 33 full-time faculty and approximately 10 additional faculty in Corrections. The College continues to recruit faculty and is focused on strategically filling long-term positions and utilizing CTE industry professionals where appropriate.

d. **2026-27 Operating Budget Update/ 5-year Projection Model**
Vice President Bell reviewed FY 2025–26 actuals, 2026–31 budget projections, and revenue and expense assumptions. The Board reviewed actual and approved revenues, expenditures, transfers, and ending fund balances through 2031. Salary projections assume all positions are filled for the full year. Payroll costs and reserve amounts, including PERS and insurance, were also discussed. Board member Ramirez requested to see the amount TVCC pays into PERS each year.

The projections include a 5% unspent year-to-year budget assumption. Operating transfers are expected to decrease as debt is paid off.

5. **Closing Comments**
Vice Chair Dr. Lindsay Norman thanked the Vice Presidents and Directors for their time and effort. Stephen Crow and Betty Carter also expressed their appreciation for the Vice President's and President Young.

Dr. Nino Kalatozi provided the Board with Data Fact Sheets as a reference for the upcoming accreditation visit. Laminated copies will be available at In-Service for all employees.

Vice President McFetridge presented Mission and Vision Statement posters that will be displayed at building entrances and in meeting rooms.

The meeting ended at 4:18 pm.

Board of Education members in attendance (quorum present):
Vice Chair Lindsay Norman, Stephen Crow, Betty Carter, Suzi Ireland, Roger Findleny, and Torie Ramirez. Absent from the meeting was Chair Ken Hart.

Staff, representatives, and guests in person or via Zoom:
President Dr. Dana Young, VP Sandy Porter, VP Darin Bell, VP Travis McFetridge, Anne Marie Kelso, Scott Carpenter, Cathy Yasuda, Justin Emerson, Stephanie Oester, Dean Tanya Crawford, Cheston Ryals and Toby Kerr.

1. **Work Session- Tour of Evelyn S. Dame NAHPC**
   The Board toured the Evelyn S. Dame Nursing and Allied Health Professions Center (NAHPC), which began at 5:02 pm. The Board returned at 5:40 pm.

Open Session Begins

2. **Call to Order and Welcome**
   The meeting was called to order at 5:46 pm by Vice Chair Dr. Lindsay Norman who led the Board in the Pledge of Allegiance and the reading of the College Mission and Vision statements.

3. **Agenda Review/Changes**
   <u>Motion:</u> Stephen Crow moved to approve the 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.

4. **Public Comment**
   There were no comments from the public.

5. **Special Presentations**
   Executive Security Manager, Cheston Ryals introduced Toby Kerr as TVCC's full-time Security officer. Kerr will primarily work nights during the week and day shifts on the weekends and has been with TVCC for over six years.

6. **College Business**
   a. **Evelyn S. Dame NAHPC Update**
      Vice President Bell provided an update during the planning meeting and led a tour of the Evelyn S. Dame Nursing & Allied Health Center (NAHPC). There were no additional questions. Darin thanked Scott Carpenter, the IT staff, Bernie Babcock, Vern Davis and his staff, for their continued support and work.

   b. **Residence Hall Expansion Timeline (fyi)**
      Vice President Bell provided an informational update on the Residence Hall Expansion included in the Facilities Master Plan. There is no action request yet, this is only informational. The proposed project would add 40–50 beds to address a 30–50 student waitlist and support recruitment and retention. The location of a Residence Hall expansion is north of the current Residence Hall, unsure if it will be attached or not. It will depend on what is most cost effective and what makes the most sense. The potential timeline is Fall 2026 through Fall 2028, with an estimated revenue bond range of $5–$8 million. Financial analysis is underway and the bond process is expected to take 6–9 months.
      There were questions about the potential of shelling out additional rooms to address future enrollment growth. Our current food services can accommodate the number of proposed additional rooms, but any more will require expanded food services and kitchen space.

      Vice President Bell reassured the Board that the housing fund balance in the auxiliary fund is healthy. The next step will be to seek Board approval to begin the process. Any additional questions can be sent to Vice President Bell.

c. **Approve 2026-27 Board Goals/ Action Plan (action)**

<u>**Motion:**</u> Stephen Crow made a motion to approve TVCC 2026-27 Annual Board Goals with the changes made in the planning meeting. 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.

<u>**Motion:**</u> Stephen Crow made a motion to approve the TVCC Board of Education Action plan with the changes made at a previous meeting. Betty Carter seconded the motion. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

d. **Board Policies**

i. **KJA Campus Posting Guidelines (rescind)(action)**

The KJA: Campus Posting Guidelines policy was never rescinded following the approval of BP 3900 Speech: Time, Place and Manner.

<u>**Motion:**</u> Torie Ramirez moved to rescind KJA: Campus Posting Guidelines and the motion was seconded by Stephen Crow. 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 3900 Speech: Time, Place and Manner (fyi)**

iii. **AP 3900 Speech: Time, Place and Manner (fyi)**

7. **Consent Agenda (action)**

a. **Board Minutes – July 21, 2026 (Regular Meeting)**

b. **Financial Report**

<u>**Motion:**</u> Torie Ramirez made a motion to approve the consent agenda as presented. Betty Carter seconded the motion. The roll call vote showed ayes by Suzi Ireland, Dr. Lindsay Norman, Torie Ramirez, Roger Findley, Betty Carter, and Stephen Crow. The motion passed.

8. **College Reports and Statements**

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

Hope was unable to attend. Vice President McFetridge shared that ASG President Eric Torres is back on campus preparing for training week. Torres will also be featured in an upcoming KTVB segment.

b. **Statements from Foundation**

Cathy Yasuda provided an update on current grant activity.

- The Foundation applied for the FIPSE Basic Needs Program. As a full partner, TVCC could receive approximately $60,000 annually each year for four years.
- A five-year extension grant was submitted for the High School Equivalency Program (HEP) to support migrant farm workers. The request is $550,000 annually, for a total of $2.75 million over five years. Competition for the grant is expected to be strong.
- The Foundation applied for the Strengthening Community Colleges grant on August 2nd, which could provide up to $430,000 over four years.
- A request for $16,000 was submitted to the Oregon Community Foundation for the Betty Gray Scholarship supporting the Early Childhood Education program.
- TVCC was awarded $100,000 from the Laura Moore Cunningham Foundation for equipment supporting the AETC renewable energy program.

- TVCC received $16,000 from the Northwest Health Science Scholarship, with Action Jackson noted as a strong supporter of the Nursing program.
- The Foundation received $6,000 from the Oregon Community Foundation and $30,000 from the Roundhouse Foundation to assist with out-of-pocket costs for CTE students.

The Foundation is implementing a new system to improve tracking of donors and scholarships, with a targeted launch next year. The Foundation is also interviewing for an Assistant Grants Writer position and preparing for the September 25 New Student Orientation parent and family welcome event. The annual Foundation GALA will feature a black-and-white theme and will include a plated dinner and live and silent auctions.

c. **Statements from Faculty**
There were no statements by faculty.

d. **OCCA Board Rep. Report**
Board Member Crow reviewed the OCCA report. Legislative Days are September 8–9, with PIO Justin Emerson and Board Member Crow attending. The Howard Cherry Award nomination was submitted August 14. Concerns regarding HB 4177 and Public Meetings Law were discussed, and Board Member Crow will share an update once he receives one. The next revenue forecast will be released August 26. The board members were reminded to sign up for the OCCA newsletter to stay up to date.

Board Member Ramirez asked about legislative priorities. President Young stated that no policy option packages outside of what HECC is asking for, for our Community College Support Fund (CCSF) will be requested.

e. **President's Report**

i. **Academic Affairs**
Interviews were held for the Dean of CTE position, with a strong candidate pool and an offer will be made. An offer has also been extended for the Livestock Center position. Recruitment continues for the specialized CTE Dual Credit position.

Vice President Porter provided an update on flight training disruptions caused by wildfire smoke and high temperatures, noting that accommodations are being made for affected students. Molly Lightfield is serving as Interim Nursing Director, and the position is open and will remain open until filled. A new nursing instructor with 17 years of teaching experience will begin in September.

Regarding Equine Science, Wade Black will teach as an adjunct in a hybrid format to help second-year students complete their degrees. The program will be reevaluated strategically and thoughtfully.

ii. **Student Services**
Enrollment is on track for 2026–27 and is currently approximately 10–12 RFTE ahead of last year. Women's soccer, men's soccer, and volleyball athletes have returned to campus, with women's soccer opening the season with a 10–0 win at the NWAC Friendlies Pre-season Tournament. Cross country will also return soon. New student advising sessions are ongoing.

iii. **Administrative Services**
Vice Chair Norman commented on the nice appearance of the grounds.

The Chukar Shop (Bookstore) rebrand is underway. A new Administrative Assistant has joined Vice President's Bell and McFetridge and is expected to attend the next Board meeting. Auditors were on campus last week and will return in October, with the Audit Committee expected to convene at that time.

Board Member Findley asked about the value of one RFTE. Vice President Bell stated that the Pro Forma estimates approximately $7,000 per RFTE. The ending fund balance for FY 2025–26 is up approximately $75,000 from the prior year.

iv. President's Comments

President Young provided updates on HB 4124, including the first regional hearing and discussions regarding higher education, which Vice President Porter attended via Zoom. EY Parthenon is serving as the consulting firm, with results and recommendations to be shared with the Colleges. TVCC is exploring shared services with other community colleges, including IT, Radiologic Technology, Paramedic, and potential instructor-sharing partnerships.

The first Legislative Days are September 8–10, with PIO Justin Emerson and Board Member Crow attending. Accreditation planning and meeting logistics are underway. Fall In-Service is scheduled for September 22, with breakfast at 7:30 a.m. and a daily coffee hour from 8:00–9:00 a.m. Board members are welcome to attend. An agenda will be sent to the board members.

Board Member Findley requested FTE information by department.

9. Statements from Board Members and Follow-up

- Vice Chair Lindsay Norman reviewed follow-up items, including the Nursing Program Pro Forma, the Lightcast PowerPoint, Code of Conduct edits with the Chair, President, and Anne Marie, and wording/numbering updates to both the Board and President's evaluations. NWCCU comments are due Thursday.
- Board Member Findley shared that he had a conversation with Wade Black. He also noted that he had a positive tour.

10. Adjourn and Next Meeting(s)

The meeting was adjourned at 7:04 pm. The next meeting is set for September 15, 2026, beginning at 6 pm.

Ken Hart, Board Chair

Dr. Dana M. Young, President