



## TVCC BOARD OF EDUCATION MEETING MINUTES

Tuesday, December 17, 2019

The meeting began at 9:00 a.m. in the TVCC Laura Moore Cunningham Science Center, Room 128, 650 College Blvd., Ontario, Oregon.

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

Cheryl Cruson, Chair, Stephen Crow, Vice Chair, John Hall, Roger Findley, and Betty Carter  
(absent: Mark Wettstein and Darlene McConnell)

### **Staff and Foundation Board Members present**

President Dana Young, Vice President Eddie Alves, Vice President Brad Hammond, Vice President Shirley Haidle, Miguel Lopez, Cathy Yasuda, Anne Marie Kelso, Wayne Fischer, Matt Frye (Foundation), Scott Carpenter, and David Koehler.

### **CULTURAL COMPETENCY TRAINING**

College board members, TVCC staff and Foundation board members received training in cultural competency facilitated by Francisco Salinas, Boise State University Director for Student Diversity and Inclusion. In addition to the training everyone had the opportunity to ask questions and/or comment on presented topics.

### **BOARD PLANNING MEETING WORK SESSION**

After the cultural competency training ended, the Board took a short recess and then moved into their planning meeting at 11:15 a.m. in the Laura Moore Cunningham Science Center, Room 115A.

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

Cheryl Cruson, Chair, Stephen Crow, Vice Chair, John Hall, Betty Carter, and Roger Findley  
(absent: Darlene McConnell and Mark Wettstein)

### **Staff and guests present**

President Dana Young, Vice President Brad Hammond, Vice President Shirley Haidle, Vice President Eddie Alves, Miguel Lopez, David Koehler, Cathy Yasuda, Scott Carpenter and Larry Meyer, Argus Observer

#### **a. Accreditation Update**

Director of Institutional Effectiveness and Planning Miguel Lopez provided the Board with an update on the schedule of reports due for accreditation. An Ad Hoc report is due by March 1, 2020 to address the three recommendations from our last accreditation visit. The report will also include a site visit with the date still to be determined by NWCCU.

#### **b. Demographics and National Trends**

Director of Institutional Effectiveness and Planning Miguel Lopez provided the Board with an overview of national projections for high school graduates, state projections, diversity information on high school graduates, tuition and debt and enrollment trends. According to President Young, because TVCC's enrollment data shows we serve approximately a 29%

Hispanic student population, we will be applying for a federal U.S. Department of Education Hispanic Serving Institution grant. This grant would assist TVCC with strengthening institutional programs, facilities and services in an effort to expand educational opportunities for this underrepresented population.

c. **OCCA and ACCT Conference Updates**

Board members Betty Carter and Stephen Crow shared their experiences and take-a-ways from attending the OCCA Conference in November. The keynote speakers' messages were similar to what the Board heard today about cultural competency. She asked the Board to think about their roles and asked if we have a culture of accountability and how would we know when we arrived?

Other conference take-a-ways:

- Advocacy: all community colleges work together to advocate for more funding for the right reasons and in one voice.
- What are our preparation plans for sustainability and how will we execute and measure these plans?
- Do we have a campus culture of innovations and are we relevant?
- The word diversity has a different meaning to individuals and institutions.
- We want to remember our mission and values and how to best serve our college and make sure our mission is strategically driven. What lens are we looking through at our institution?
- We want to support the students by removing barriers and having them college ready to be successful.

Board member Stephen Crow shared his take-a-ways from attending the ACCT Conference. One of the workshops he attended was on trustee roles and responsibilities. Crow shared he would send the Board a trustee self-evaluation which was part of a presentation he heard. The self-evaluation showed the president is the leadership and the board are the stewards. Part of the discussion at the conference included:

- What does leadership look like?
- What types of leadership engage in our community?
- Inclusion is a sense of belonging.
- Our students are who we serve. At the end of every day – how are we effective in student success. We serve students and staff.

d. **Budget Model 5-Year Projection**

Vice President of Administrative Services Shirley Haidle demonstrated how the budget model works when projecting the "what ifs" as they relate to student enrollment, increases in salaries and benefits, increases in PERs, materials and supplies, financial aid waivers, etc. The model was created a few years ago and is used as a forecasting tool which enables us to add in projections over a five-year period. The result of these calculations provides a projection of expenses and revenue and aids the College in the budgeting process. It was noted the numbers are dynamic and subject to change. According to President Young, once we have real numbers for 2020-21, the model will be instrumental in providing an overview of our budget.

TVEA negotiations - In another report, President Young shared informal faculty negotiations will start in January and CBA Articles 12-Insurance and 18-Salary will be discussed. Board member Findley commented on the importance of salaries for the critical positions such as nursing. President Young agreed and stated the College does need salary flexibility for critical positions like nursing, aviation, and industrial manufacturing.

2018-19 Audit Update: Vice President of Administrative Services Shirley Haidle stated the audit is going well but she did request an extension for submitting the final audited financial statements to the State from December 31, 2019 to the end of January 2020 and the request was approved. In addition, the college's audit committee will be brought together to meet with auditors prior to the January board meeting.

e. **Cybersecurity Report**

Director of IT Scott Carpenter shared information on the fraud landscape and cyber intrusions, and the impact of these cybercrimes. Education was one of the topmost targeted industries because we are large, have an open culture, complex IT environment, multiple types of end users and we have a trove of sensitive information.

Moving forward, IT will be working on security awareness training for employees, students and for the Board. Cybersecurity is a shared responsibility and support is needed to address the threats by changing our business processes and policies. Some of the policies that will be recommended for implementation relate to information security and acceptable use. Director Carpenter stated he would be writing up a draft policy for review by administration and the governance process.

According to Carpenter, it would cost approximately \$220k to address key cyber threats, create policies, purchase security training software, and to schedule a gap analysis.

f. **Review 2019-20 Board Goals and Objectives**

The Board reviewed where they are currently in reaching their 2019-20 goals.

g. **Set 2020-21 Board Goals and Objectives**

The Board reviewed goals for 2020-21. The recommendations were as follows:

Goal 1 Professional Development

Encourage more board members to attend conferences and delete this goal.

Move from Goal 2 to Goal 1 Board Policy Review

It was asked if the Board is doing what it says about "reviews shall assess policies effectiveness, relevance, adequacy and compliance." We have no way of knowing their effectiveness, for example. The Board agreed to strike this language in the goal.

Move from Goal 3 to Goal 2 Professional Development

Goal 3 Engagement at the local and state level to support student success

-Add bullet for *Support Guided Pathways Initiative*

Goal 4 Support TVCC Foundation

-Add bullet for *actively engage in and support capital project fundraising.*

Goal 5 Increase understanding of equity

-No changes.

Goal 6 Strategic Planning

-No changes.

Goal 7 External Communication

-No changes.

Goal 8 Highlight College Programs

-include partnership updates from Poverty to Prosperity (P2P) and the Four Rivers Community School.

Add as a new goal:

Goal 9 Review Mission and Vision Statement

Additional statements:

- President Young stated the College is working with departments to set their goals for 2020-21 and specifically, if they have budget requests tied to their goals.
- President Young will work with the administrative team on ways to share more of the mission of the college on campus. The Board will have to discuss whether they want the college to change its mission statement based on what was learned during the cultural competency training.

## **WORK SESSION**

The Board took a short recess after the planning session for dinner and then moved into the regular session meeting, which was held in the Laura Moore Cunningham Science Center, Room 115A.

Chair Cheryl Cruson called the meeting to order at 6:00 p.m. and led the group in the flag salute and reading of the College's mission statement.

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

Cheryl Cruson, Chair, Stephen Crow, Vice Chair, John Hall, Betty Carter, Roger Findley and Mark Wettstein (absent: Darlene McConnell)

### **Staff and guests present**

President Dana Young, Vice President Brad Hammond, Vice President Eddie Alves, Vice President Shirley Haidle, Cathy Yasuda, Andrea Testi, Sheryl Romans, Wayne Fischer, Roberto Trinidad, Anne Marie Kelso, Kate Walker, and Abby Lee

## **Regular Session Meeting**

### **I. Agenda Review/Changes**

There were no changes to the agenda.

### **II. Special Presentations**

#### **a. EMT Program Accreditation**

Director for CBWCL and SBDC Andrea Testi provided the history of the EMT Program since its beginning and introduced CBWCL Program Manager Sheryl Romans who provided an overview of the EMT, AEMT, and EMT Intermediate programs and reported on the reaffirmed accreditation through 2024 by the Higher Education Coordinating Commission, Office of Community Colleges and Workforce Development.

Romans also announced the retirement of EMT Instructor Keith Ishida who has taken a position in Moscow, Idaho. Ishida will be replaced by Jeff Rogers.

#### **b. HB 2864 Cultural Competency Report**

Multicultural Student Services Coordinator Roberto Trinidad summarized the College's efforts to meet the December 31, 2019 reporting requirements of HB 2864, Cultural Competency at Postsecondary Institutions. Trinidad indicated the State mandated report is ongoing and addresses how the process will be implemented through the college's Diversity Committee. The goal is to continue to move forward with the expectations of the House Bill and include the Board in the training. An all staff cultural competency training is set for February 20, 2020 from 2 to 4 p.m.



In addition, a subcommittee of the Diversity Committee will identify the cultural competency standards, and how to apply them to our strategic plan and accreditation.

c. **2019-20 Equity Project Update**

Special guest speaker Sara Goldrick-Rab has been invited to campus to talk about the price of college and student homelessness in collaboration with Equity Week. The theme for the week will focus on hearing from every voice and on access. Roberto Trinidad shared he will report back to the Board at the end of winter term to share more information on the activities everyone can be a part of and support during Equity Week.

III. **College Business**

There was no college business this month.

IV. **Public Comment**

There were no comments from the public.

V. **Consent Agenda - Action Item(s)**

- a. Board Minutes – September 12, 2019 and November 19, 2019
- b. Financial Report

There were a couple corrections to the board minutes which were to add Mark Wettstein as being present during the September 12 meeting and a wording change to John Hall's motion on November 19.

**Motion: Stephen Crow moved to approve the amendments to the board minutes and approve the consent agenda and the motion was seconded by John Hall. The motion carried unanimously.**

VI. **College Reports and Statements**

- a. Statements from ASG/Student Programs  
Director of Student Programs Kate Walker provided a written report on the 10 in 10 Initiatives and happenings and events in ASG and student activities.

- b. Statements from Faculty  
There were no faculty present for statements.

c. **President's Reports**

- i. **Academic Affairs**

- Vice President Eddie Alves reported Carol Thorn from Clackamas Community College visited campus to conduct some instruction with our nursing faculty and check on our fall quarter. Thorn is an expert in OCNE and has provided valuable guidance.

The College will continue to reach out to fill nursing part-time instructor positions and the director position. Currently, Brianne Haun will fill in as the interim director for one year and by that time a permanent director will be hired.

- ii. **Student Services**

- Vice President Brad Hammond provided the Board with an update on winter enrollment numbers and shared we are up 5% in reimbursable and total FTEs. However, these numbers are dynamic and will change.

The women's volleyball team went to the NWAC championship and after several matches finished in 5<sup>th</sup> place. The team will be invited to a future board meeting.

iii. Administrative Services

Vice President Shirley Haidle reported the College received notice to proceed from EDA once we get the signage up. The College is looking at a date in January for a groundbreaking ceremony.

iv. College Relations and IT

Associate Vice President Abby Lee shared the importance of administrative presence in the nursing program during this time which is for the department to have direct access to administration. In addition, Kari Watts was appointed to a nursing coordinator position and Dora Galan was moved to Performing Arts. One of the strengths we are offering the department is a direct line to administration to address whatever need is required.

v. President's Comments

Dr. Dana Young highlighted an ask for \$65m in one-time CTE equipment and program money during the short legislative session. This will be the primary ask by the Oregon Presidents Council and the Oregon Community College Association and is not to be confused with the \$70m ongoing ask for CTE from the prior legislative session.

In the full legislative session, Oregon community colleges will be asking for cybersecurity funding. Also, Representative Teresa Alonzo DeLeon is asking community colleges to put together information on cultural competency so she can create a funding request to support ongoing efforts.

d. Statements from Foundation

Executive Director Cathy Yasuda spoke about 7 reasons why giving is more important than receiving. She thanked the Board for their giving and wished everyone a happy holiday.

e. Statements from Board Members

- John Hall stated he appreciated the presentations today. As a board member he feels we need to support the IT department and should be a high priority for the institution.
- Betty Carter thanked everyone for starting the conversations we had today, and that everyone has something great to offer or we wouldn't be here. She is learning a lot from everyone and wants to give back more than she receives.
- Roger Findley echoed John and Betty's comments. He shared this is the time of year he writes a Christmas letter and focuses on the many blessings.
- Mark Wettstein reflected on his 55-year class reunion last September and the number of classmates they lost since then. He shared it's important to remember our friends and associates, and he stated he appreciates the work everyone does for the college.
- Stephen Crow thanked the Foundation for a wonderful holiday dinner and concert. He also recognized Gina Roper for the work she does for the Board. Crow said he agrees with supporting the IT department and believes it should be a priority for the school.
- Cheryl Cruson thanked the Board for all they do and agrees with supporting IT. She appreciates all the work everyone does at the college and believes TVCC is the heart of the community.

VII. **Important Date(s)**

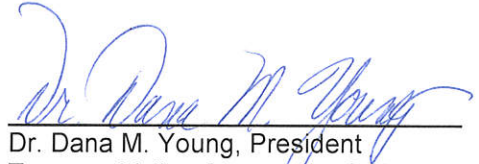
December 16-January 5	Winter Vacation
December 22-29	College Closed
Jan 1	New Year's Day Observed (college closed)
Jan 6	Winter Term Classes Begin
Jan 20	Martin Luther King Day Observed (college closed)

VIII. **Adjournment and Next Meeting(s)**

The meeting adjourned at 7:35 p.m. The next regularly scheduled meeting was set for Tuesday, January 21, 2020 at 6:00 p.m.



Cheryl Cruson, Board Chair  
Treasure Valley Community College



Dr. Dana M. Young, President  
Treasure Valley Community College