

# TREASURE VALLEY COMMUNITY COLLEGE

## TVCC BOARD OF EDUCATION MEETING MINUTES

Tuesday, July 21, 2020

The meeting began at 6:04 p.m. via Zoom conferencing. Chair Cruson led the group in the flag salute and reading of the college's mission and vision statements.

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

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

### **College staff and guests present:**

President Dana Young, Vice President Shirley Haidle, Associate Vice President Abby Lee, Directors Anne Marie Kelso, Cathy Yasuda, and David Koehler, and Larry Meyer (Argus Observer)

## **I. Organizational Meeting**

### **a. Election of Board Chairperson**

**Motion:** Stephen Crow moved to elect Cheryl Cruson for the position of Board Chairperson for 2020-21. The motion was seconded by Darlene McConnell. The motion carried unanimously.

### **b. Election of Vice Chairperson**

**Motion:** Darlene McConnell moved to elect Stephen Crow for the position of Board Vice Chairperson for 2020-21. The motion was seconded by Cheryl Cruson. The motion carried unanimously.

### **c. Designate Regular Time and Place for Meetings**

**Motion:** Stephen Crow moved that the Board meet in the Hanigan board room, or via zoom if necessary, on the 3<sup>rd</sup> Tuesday of each month at 6:00 p.m. for a WORK SESSION, followed by OPEN SESSION and EXECUTIVE SESSION. The motion was seconded by Darlene McConnell. The motion carried unanimously.

### **d. Designate Budget Officer**

**Motion:** Stephen Crow moved to designate the Vice President of Administrative Services as the Budget Officer for 2020-21. The motion was seconded by Betty Carter. The motion carried unanimously.

### **e. Designate Deputy Clerks for College**

**Motion:** Stephen Crow moved to designate the Vice President of Administrative Services and the College President as the Deputy Clerks for the College. The motion was seconded by Betty Carter. The motion carried unanimously.

### **f. Custodian of College Funds**

**Motion:** Stephen Crow moved that it be resolved that the electronic signature of the Vice President of Administrative Services, or the original signature of the Vice President of Administrative Services together with the original signature of the Board Chairperson or, in the

Chairperson's absence, the signature of the Vice Chairperson, be authorized check signatures for the College. The motion was seconded by Darlene McConnell. The motion carried unanimously.

**g. Designate Financial Institutions for Fiscal Year 2020-21**

Vice President Haidle commented that the financial institutions remain unchanged from last year.

**Motion:** Stephen Crow moved to approve the financial institutions the College can utilize and deposit funds for the fiscal year 2020-21. The motion was seconded by Darlene McConnell. The motion carried unanimously.

**h. Resolution for the Purpose of Commingling Cash Balances**

Vice President Haidle commented the College commingles cash funds into one account as it has done in previous years which saves the district money by using the one bank account; however, all funds are segregated and accounted for separately in the accounting records.

**Motion:** Betty Carter moved that Resolution #20-001 authorizing the commingling of cash balances be approved. The motion was seconded by Stephen Crow. The motion carried unanimously.

**II. Agenda Review/Changes**

There were no changes to the agenda.

**III. Special Presentation**

There were no presentations this month.

**IV. College Business**

**a. ACCT Governance Leadership Institute**

Board members Cruson and Crow along with President Young registered to attend the virtual leadership institute in August. All other board members were encouraged to contact Gina Roper if they are interested in participating.

OCCA Board Training on July 28 – the training will be held virtual this year and board members were encouraged to register.

**b. Oregon Growth Savings Plan, Resolution #20-002**

According to Vice President Haidle, the Oregon Growth Savings Plan is a new deferred compensation plan similar to a 403(b) plan and is a new plan requested by the faculty. The plan would not cost the college anything and is overseen by PERS.

**Motion:** Stephen Crow moved that the Board of Education of Treasure Valley Community College hereby adopt an official resolution authorizing the College to be included in the State of Oregon Deferred Compensation Investment Program, also known as the Oregon Savings Growth Plan, established by the OIC under ORS 243.421 and administered by the Public Employees Retirement Board according to ORS 243.435 for its eligible personnel. The motion was seconded by Darlene McConnell. The motion carried unanimously.

**V. Public Comment**

Vice Chair Cruson read the guidelines for public comment. There were no comments from the public.

**VI. Consent Agenda**

**Motion:** Darlene McConnell moved to accept the board minutes from the June 16, 2020 meeting and the financial report as presented. The motion was seconded by Stephen Crow. The motion carried unanimously.

## **VII. College Reports and Statements**

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

A written report was submitted by ASG.

### **b. Statements from Faculty**

There were no comments from the faculty.

### **c. President's Reports**

#### **i. Academic Affairs:**

Dean David Koehler shared a recorded video of Vice President Eddie Alves who provided an update on our submission to be the third and final Guided Pathways state cohort. The College is excited about Guided Pathways which is an initiative that would enable students to transfer seamlessly from TVCC to universities.

Board member Roger Findley asked about the Rodeo Program and the lease with the fairgrounds. According to Dean Koehler, the lease with the fairgrounds is approximately \$17k for the year. However, the College will be considering and looking at other options for space.

#### **ii. Student Services:**

Board member Mark Wettstein stated he was hearing positive comments about the disc golf course and asked about public usage. President Young stated the College is discouraging public groups from gathering on campus until more is learned from the Governor's Office. Also, the disc golf course has not been fully set up yet.

Board member Roger Findley asked about enrollment numbers. President Young responded it is hard to compare this year to last year's numbers due to how we are registering students due to COVID. As of this morning, enrollment is down 13% in reimbursable FTE and up 15% for returning students. The College is continuing its efforts to reach out to students as well as holding face to face A&R sessions.

Board member Findley also asked about the updates in the gym and President Young provided a summary of the projects that were completed to update the gym lights, paint the gym ceiling, and refinish the gym floor. The costs for these updates were covered by ASG and Booster contributions with no money from the general fund used other than what was originally budgeted for annual maintenance. President Young offered board members a future tour of the gym floor.

#### **iii. Administrative Services:**

Vice President Haidle reported the 2020-21 college budget has been submitted and posted. They are now getting ready to begin work on the audit.

Board member Findley asked for an update on the security manager. According to Director of Legal and Human Resources Anne Marie Kelso, rather than pursuing an independent contractor agreement with St Al's, the College hired Darius Williams as an employee of the College. Williams has a lot of flexibility working with us, and St. Al's is very supportive. This has been a great opportunity to share resources in our community. Williams is DPSST certified and has the experience to help train our security officers. Williams will be invited to a future board meeting for introduction.

#### **iv. College Relations and IT:**

Associate Vice President Abby Lee provided a summary of the marketing efforts to promote enrollment and encourage students to save their seat by enrolling early.

IT staff are on campus and are working to configure labs and classrooms with social distancing guidelines.

AVP Lee shared masks which will be mailed to each college graduate. Masks will be available for employees. She also answered questions regarding classrooms and social distancing. There has also been some discussion on hybrid courses where students come one day and attend virtual another day. The size of these classes will affect the number of students in class as well as revenue. But we are following our fall schedule and adding classes where we can to prepare for fall quarter. It is important board members know when talking to the community that the college is doing everything it can to get students on campus and in classes. Our survey data indicates students want to be on campus.

In addition, NWAC is moving some athletic programs to spring quarter and we understand this may bring challenges, too. The College is working to support as much activity on campus as possible.

v. President's Comments:

President Young provided a brief update on the progress of the CTE Center. The project is 74% complete and on track to meet the October 1 substantial completion date.

Legislative Update: Updates from conference calls with OCCA and HECC shows that at this time the CCSF for community colleges will be held harmless this biennium but it is anticipated we will receive a large cut in the next biennium. Community colleges will continue to work hard with legislators to advocate for support. In the meantime, the College is in the process of cutting our operating budget and making sure we are conservative this year so that when we roll into the next biennium, if we do have large cuts, we will be partially prepared. The Board was reminded that the College will see an increase in our PERS costs in the next biennium and are working to financially prepare for the increase.

If the Governor agrees with the co-chairs' recommendation, then a special session could be called early next week. President Young noted there are some potential impacts to TVCC with one being the Warner Creek Correctional Institution closing in Lakeview as we provide the education program there. The State is also looking to cut the GED wraparound funding.

President Young reiterated the OCCA talking points as a resource when speaking to legislators about how important community colleges are in offering training and retraining opportunities.

Board member Mark Wettstein asked how the CARES Act funding can be used. President Young stated that although she hasn't heard anything more definitive, it is noted on the back of the OCCA talking points, that we cannot use the funds to replace losses in state or local revenue such as cuts to the general fund or property taxes. However, the College has been keeping track of COVID related expenses (Zoom rooms, technology, etc.) for reimbursement purposes.

On a side note, Wettstein commented on the difficulty he experienced trying to get responses from the county planning and zoning on some of the projects he has been working on and as a result of his frustration, any projects he develops now will be on the Idaho side. President Young stated this would be good information for the EOBB to know and that she would follow-up with them.



**d. Statements from Foundation**

Executive Director and Chief Development Officer Cathy Yasuda provided an update on the grants the College has been pursuing. One of the grants included the Talent, Innovation and Equity grant, where TVCC is partnering with the Ontario Welcome Center and Irco in a request for \$110k. In addition, TVCC was one of four community colleges to enter a statewide consortium for a USDA grant geared to help support faculty with online and virtual instruction. Each community college had a part in writing the grant which was an extensive process. Yasuda commended the IT staff for their help in pulling together the information for the grant.

The College is waiting to hear back on other grant proposals submitted for the CTE Center in addition to a \$100k ask to cover a feasibility study for the nursing and allied health professions center.

Athletic Mentor Program – the College submitted a renewal for funding from the Oregon Community Foundation, and the hope is to reconvene the program this fall. Yasuda also had to submit a repurpose of the funds from the last awarding due to issues caused by the pandemic.

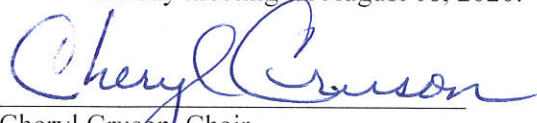
Lastly, the TVCC Foundation Garden Tour had a tremendous turnout and the event was a great success. Yasuda thanked everyone for their support.

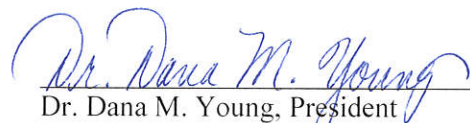
**e. Statements from Board Members**

- Roger Findley commented on the effects of the pandemic on people's emotional wellbeing. He also noted his difficulty in obtaining permits and inspections from planning and zoning on a new solar array he installed this spring. He commented on the importance of the county having a timely response for community development to happen.
- Mark Wettstein commented on the nice letter from the nursing student who received their scholarship. He also noted he spoke with Bernie Babcock about the historical background of the large flag at the College. Abby stated that because the flag was so tattered, the College ordered a new one to replace it and that this project is seen as a priority for the College. The College will have a summer and winter flag.
- Cheryl Cruson had the opportunity to be on campus and has been overwhelmed with the beauty of the grounds. She appreciated the work of the staff to keep the campus looking nice. She also reminded everyone to turn in their meeting assessments and any reports for completing their board goals.
- Stephen Crow reminded everyone of the July 28th OCCA Board Training. At this time, all trainings are going to be held virtual and Crow plans to participate in this format rather than traveling. He thanked Dr. Young and the administrative team for their hard work at the College.

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

Chair Cruson adjourned the meeting 7:32 p.m. The next regularly scheduled board meeting will be an all-day meeting on August 18, 2020.

  
Cheryl Cruson, Chair  
TVCC Board of Education

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