



BOARD AGENDA ITEM: 3.1 –Regular Meeting Minutes
DATE: August 11, 2015

REGULAR MEETING MINUTES
Tuesday, July 14, 2015
The Dalles Campus – Board Room

ATTENDANCE:

Charlotte Arnold
Dr. James Willcox
Charleen Cobb
M.D. Van Valkenburgh

Stu Watson
Lee Fairchild
Dr. Ernie Keller
Bill Bohn

Robb Van Cleave
William Norris
Dr. Frank Toda
Tiffany Prince

1.0 CALL TO ORDER

M.D. Van Valkenburgh called the meeting to order 6:04 pm.

2.0 WELCOME AND INTRODUCTIONS

Board Chair M.D. Van Valkenburgh welcomes Lee Fairchild, newly elected CGCC Board member and Michelle Cochran, Student Life Advisor

Board Chair Valkenburgh swears in newly elected Board Director Lee Fairchild and reelected Board Director Charlotte Arnold both representatives of Hood River County.

3.0 ELECTION OF BOARD CHAIR AND VICE-CHAIR

Dr. Wilcox noted that past practice has been to elect the chair on a rotational basis.

MOTION #1 – APPROVED

Dr. Wilcox moved to **nominate Charlotte Arnold as the 2015-16 Board Chair**. Charleen Cobb seconded. Motion passed unanimously.

The gavel was passed to from M.D. Van Valkenburgh to Charlotte Arnold and Charlotte Arnold assumed the position of Board Chair.

MOTION #2 - APPROVED

Dr. Keller moved to **nominate Dr. Willcox as 2015-16 Board Vice-Chair**. Charlotte Arnold seconded. Motion passed unanimously.

4.0 RECOGNITION OF OUTGOING BOARD CHAIR

Dr. Toda presented M.D. Van Valkenburgh with a plaque in appreciation of his service as the 2014-15 Board Chair.

*At this time Board Director Stu Watson arrives to the meeting and Board Chair Charlotte Arnold swears him in as a reelected Board Director from Hood River County.

5.0 APPROVAL OF MINUTES

5.1 MOTION #3 – APPROVED

M.D. Van Valkenburgh moved to **approve the May 12 regular meeting minutes, as presented.** Charleen Cobb seconded. Motion passed unanimously.

5.2 MOTION #4 – APPROVED

Dr. Willcox moved to **approve the Budget Committee meeting minutes, as presented.** Stu Watson seconded. Motion passed unanimously.

5.3 MOTION #5 – NO VOTE

Charleen Cobb moved to **approve the June 9 regular meeting minutes, as presented.** M.D. Van Valkenburgh seconded. Stu Watson presented changes he wished to be made to his vote in motion #7 in the meeting minutes. The changes will be made and brought back at a future board meeting. No vote was cast due to this.

6.0 Public Comment

Doris Jepson, Director of Nursing and Health Occupations, reported back that the Oregon State Board of Nursing voted on June 17 regarding the reaccreditation of Columbia Gorge Community College's Nursing Program. In a unanimous vote the OSBN approved CGCC's Nursing Program for eight years, until April 2023, the maximum approval allowed.

6.1 Resolution:

The CGCC Board of Education hereby recognizes the Nursing Program for its eight year accreditation from the Oregon State Board of Nursing.

MOTION #6 – APPROVED

Charlotte Arnold moved to **pass the Nursing Program Resolution as presented.** M.D. Van Valkenburgh seconded. Motion passed unanimously.

Sara Viemeister, Director of Financial Aid, spoke to the Board regarding an upcoming presentation on a potential Smoking Policy. She urged the Board of Education to not consider accepting and approving the policy and spoke against its purpose and direction.

Pam Ritzenthaler, Business Administration Instructor, spoke on the success of being able to teach her class by reaching above the attendance cutoff threshold and even enrolling more students into the first week of the term. She also spoke on what the plans are to prepare and move forward in order to start the healing phases at the college.

7.0 Report Items

7.1 Foundation Report

Charlotte Arnold, liaison to the Foundation Board, reported that the Foundation has 19 teams signed up for the Annual Golf Tournament. The Foundation is also organizing its Annual Wine Raffle, the best contact to get raffle tickets are Amanda Bernal and Stephanie Hoppe, Foundation Manger. Full year scholarships are still open and interviews will take place in August and September.

7.2 Operations Report

Robb Van Cleave, chief operating officer, welcomed Lee Fairchild to the Board and discussed with the Board about the communications consultant that the college has hired, Yvonne Arbogast. Per previous Board discussions Yvonne's primary scope of work focus on external communications, putting positive messages out, and internally within the organization help to set-up some of the suggestions from Lee Weinstein's report.

Robb also updated the Board about staffing. Originally the budget contained two full-time staff positions in the President's Office, being Tiffany Prince and Gail Gilliland, but with Mimi Maduro retiring Career Pathways is no longer being housed at CGCC so Gail has been moved to part-time in the President's Office and part-time to Instruction to fill a need in their office. Cody Yeager, Instructional Director, has accepted a position elsewhere and a search to fill her position will begin shortly. Rick Leibowitz, Small Business Development Center Director, had put together a report for the Board that Robb handed out about what the SBDC is doing and plans to send these out monthly. Robb also wanted to remind that Board the Lori Ufford had made a request to Dr. Toda to split her position back in to the traditional two positions, chief academic officer and chief student services officer, while no funds are available this year so the plan is to transition this year and post the position next year.

7.3 Monthly Financial Update

Will Norris, chief financial officer, handed out the monthly financial report and presented to the Board on the State Distribution Formula and State Funding to colleges. Will discussed the data from his report, the carryforward amount from the previous year's budget, and summer enrollment figures.

7.4 Board Chair's Report

Charlotte Arnold communicated with the board about the changes she wants at the regular monthly board meetings: by creating a new form of open dialogue at the college, having each Board Director report at each monthly meeting about what they have done for or with the college in the past month, and hosting "brown bag" work sessions prior to each regularly scheduled board meeting. She also touched base on the upcoming OCCA Board Training and the August 10 Board Work Session.

7.5 Other - None

8.0 BUSINESS ITEMS

8.1 Smoking Policy

Michelle Cochran, Student Life Advisor, presented to the Board of Education the potential change to the current Columbia Gorge Community College Tobacco and Smoking Policy. The initiative is student driven and students worked with representatives from both Wasco and Hood River in forming the policy. Signatures were collected on a petition that supports a tobacco free CGCC.

MOTION #6 – APPROVED

Dr. Keller moved to **approve and accept the new Tobacco/Smoke Free Campus policy as presented**. M.D. Van Valkenburgh seconded. Motion passed unanimously.

8.2 Selection of OCCA Representative and Alternate

MOTION #7 – APPROVED

Charleen Cobb moved to **nominate Dr. Ernie Keller as the OCCA representative for the 2015-16 academic year**. Dr. Willcox seconded. Motion passed unanimously.

Dr. Willcox moved to **nominate Stu Watson as the OCCA alternate representative for the 2015-16 academic year**. Charleen Cobb seconded. Motion passed unanimously.

8.3 Selection of Foundation Board Liaison

As Charlotte Arnold was nominated for CGCC Board of Education Chair discussion had been made of the possibility of selection a new liaison to the Foundation Board.

MOTION #8 – APPROVED

Dr. Willcox moved to **nominate Charlotte Arnold and Lee Fairchild for the shared responsibility of Foundation Liaison the 2015-16 academic year**. Stu Watson seconded. Motion passed unanimously.

8.4 2015-16 Board of Education Calendar

Charlotte Arnold suggested a change be made to the December Board of Education Meeting, the date has been changed from December 8th to December 1st 2015.

MOTION #9 – APPROVED

Dr. Keller moved to **approve the 2015-16 Board of Education calendar, as amended**. Dr. Willcox seconded. Motion passed unanimously.

8.5 2015-16 Consent Calendar

MOTION #10 – APPROVED

Dr. Keller moved to **approve the 2015-16 consent calendar, as presented**. Charleen Cobb seconded. Motion passed unanimously.

8.6 Canvass Election Results

MOTION #11 – APPROVED

M.D. Van Valkenburgh moved to **accept the Hood River County Special District Election Abstract Results from the Wasco County Clerk's Office**. Stu Watson seconded. Motion passed unanimously.

8.7 Other - None

9.0 CRITICAL DATES

Dr. Toda reviewed the critical dates with the Board, noting the next Board meeting is August 11, 2015 on the Hood River-Indian Creek campus. OCCA is hosting Board Training in August at the Oregon Garden Resort. The Foundation's Golf Tournament is August 2 and Indian Creek Golf Course in Hood River.

10.0 EXECUTIVE SESSION – None

11.0 ADJOURN

The meeting was adjourned at 7:21 pm.

As recorded by Tiffany Prince,
Administrative Assistant to the President and Board of Education