

**BOARD AGENDA ITEM:****3.1 – Regular Meeting Minutes****DATE:****Tuesday, January 17, 2023**

REGULAR MEETING MINUTES**Tuesday, November 15, 2022*****The Dalles Campus – Room 10.201 Building 10. Zoom Option Available.*****ATTENDANCE:****Board of Education:**

Jonathan Fost
Robin Feuerbacher
Tim Arbogast
Lucille Begay
Yesenia Sánchez Oates
Nathanael Stice
Kim Morgan

Staff and Representatives:

Dr. Marta Cronin
Danny Dehaze
Jarett Gilbert
Wendy Patton
Lorelle Davies

Tiffany Prince
Andrea Becerra

1.0 CALL BOARD WORK SESSION TO ORDER

Chair Arbogast called the meeting to order at 5:18pm

2.0 FOUNDATION / BOARD JOINT MEETING

Wendy Patton, Director of the Foundation Board, introduced herself and all of the Foundation Board members she had in attendance this evening.

The Foundation members present in this meeting include: Martha Capovilla, Josh Betts, Susan Hennes, Erica Flores, Mary Gumm, and Paul Thompson.

In conversation with the Board, if a student is struggling with funding for school, who should they go to?

Wendy explains, they should make an appointment with Student Services first. Once they meet with a financial aid office, and if FASFA won't cover the expenses then they can meet with the Foundation. ORSA is also available.

3.0 ADJOURN

The work session adjourned at 5:46pm

Regular Business Meeting –**1.0 CALL REGULAR BOARD MEETING TO ORDER**

Chair Arbogast called Board Meeting to Order at 06:00 pm



2.0 WELCOME AND INTRODUCTIONS

3.0 APPROVAL OF MINUTES

3.1 Minutes, October, 2022

MOTION - #1 APPROVED

Director Morgan **moved to approve the October 2022 meeting minutes, as presented.** Director Feuerbacher seconded. Motion passed unanimously.

MOTION - #2 APPROVED

Director Foster **moved to approve the October executive meeting minutes, as presented.** Director Morgan seconded. Motion passed unanimously.

4.0 PUBLIC COMMENT – *none*

5.0 REPORT ITEMS

5.1 Aviation Maintenance Technician

Bryan Despain, Aviation Maintenance Technology Lead instructor, presents a Mid-Term Progress report.

Bryan reports a total of 12 students enrolled and one of them dropped after only a single day. The 11-students are getting to know each other and happily exploring the Aviation Maintenance Technology subject areas.

Thanks to some scholarships, including Christmas in October, The Roundhouse and Metallica we were able to have basic tool sets from Sonic Tools USA.

Bryan shares that The American Society of Non-destructive Testing (ASNT) Lewis & Clark Section, provided a gift of \$6,404.30 which was used for the Aviation Maintenance Basic Tool Kits.

Regarding our lease with Crestline which is expiring June, Bryan points out that we are in discussions with TacAero to possibly host CGCC's program in one of their facilities at CGRA.

Director Morgan questions if this program is currently at its full capacity.

Bryan explains, full capacity would be 16 students. However, it would be extremely tight of a space to have 16 students in the same classroom.

5.2 Student Services & Enrollment Update

Mike Espinoza, Vice President of Student Services, presents a Fall 2022 Enrollment Update.

Mike shares update data numbers; CGCC has a current headcount enrollment of 626. Compared to Fall 2021, which was 570, this is a 10% increase in enrollment.



Mike makes a reminder of the new application for students, which will launch Spring 2023. This new application will allow us to capture more specific data.

Mike presented an updated data breakdown by programs. Overall, there is a gain on numbers of a degree seeking credit students; particularly within the areas of Oregon Transfer degree. As well as our Associates of Applied Science Degree.

It is important to mention that CGCC has an increase in terms of Dual Enrollments for High School Partnerships. This means we will have some updated numbers moving forward, as we continue with our Dual Credit and High School Partnerships.

Regarding current gender breakdown, we increased our numbers for those who self-identify as males by 7%. For Fall 2022 CGCC has a total of 61% of Female Students and 39% Male students.

In terms of Race and Ethnicity, CGCC has similar numbers to what we've had in the past. However, there is an increase on numbers for those who self-identify as Hispanic or Latino.

Lastly, Mike shares Enrollment headcount data by State. CGCC currently has 504 students from Oregon, 116 from Washington. A couple students from other states such as California (3), Idaho (2), Texas (1).

5.3 Monthly Financial Update

Dr. Lorelle Davies, Vice President of Financial Services presents a Financial Update for the month.

Lorelle shared a General Fund Revenue and Expense Summary. This summary through October 31 is \$4,137,473 representing 40.9% of the budget and \$298,825 decrease over the same period as the previous year.

She points out that this summary still includes a significant faculty expenses.

Lorelle mentioned that on our fiscal year 2022-23 forecast for State appropriations, we have updated it to 5.5 million; which is our official represented number from the State.

Another important fact to mention is that the first Google project is now into Property Tax Assessment for this Fiscal Year. With that being said, all of that property tax will count against our State Portion going forward.

Overall, we are still on a solid position, but we will start to pull back if there is an increase on cost on operating for our facilities.

Regarding the Hook Café, Lorelle shares balances, she mentions we are doing a good job on profit and loss. There are more plans to continue with meal plans.



In conversation with Board members, Lorelle mentions we submitted all of our paperwork to the Auditor. However, we are still waiting for that annual report, which could be presented in January.

Chair Arbogast questioned, when could we see an update for the 2022-23 forecast for state appropriation. Lorelle said probably January or February.

5.4 Foundation Board Update

Wendy Patton, Executive Director of the Foundation, gives an update of what is currently happening with the Foundation.

The Foundation Board nominated five new members. Most Board members are from The Dalles area, but we do have two members from the Washington side. Diversity and Location were the main goals for this Board.

Wendy announced the Annual Appeal Letter went out on Monday. She makes a reminder that anything over five-hundred dollars will go on the Donation Wall.

Scholarship readers finished reading 89 the scholarships applications.

5.5 President Cronin's Chinook Brief

Dr. Cronin presents her Chinook Brief with updates and relevant dates to share.

- Child Care Update: Dr. Cronin and Dan met with a potential community partner who is considering to take on this project. We will be meeting with them during the next board meeting. More details will be provided after then.
- Facilities Plan update: More meetings with OPSIS have been set. The main goal of these meetings is to identify more details and budgeting for needed improvements around campus.
- On Thursday, October 27th CGCC held a Trick or Treat Event, which was a huge success. The event was planned by students from First Year Experience (FYE 100) along with faculty Dr. Jessie Herrada-Nance and Tina Ontiveros. This event was an opportunity for students to learn real life planning. As well as an opportunity for community members to visit our campus and see what CGCC has to offer.
- On Thursday, November 17th, there will be an event to celebrate Native American Heritage Month. This event will be at the Readiness Center from 3:00pm to 6:00pm.
- Dr. Cronin announced the winners for the Staff and Faculty of the month. Jules Burton won Faculty Member of the Month and Ted Barrus is the winner for the Staff Member of the month.

5.6 OCCA Update

Director Morgan, provides an update regarding OCCA.



She reports that the OCCA Annual Conference was held on November 2nd to the 4th at Sunriver, Oregon. Director Morgan, as president of the OCCA Board, also attended the Oregon Residents Council.

Director Morgan also mentioned she attended a Diversity and Equity Inclusion Break Out session. Where she learned as part of OCCA member, how we can offer inclusion.

There will be another Board Meeting in December where OCCA members will be doing some work on actions items and policy updates.

5.7 Board Subcommittee Reports- None Submitted

5.8 Chair's Report

Chair Arbogast mentioned he attended ACCT Leadership Conference (Association of Community College Trustees).

He shares the importance of remembering that as a board member we have to protect the college and people in the community.

Chair Arbogast points out the importance of Community Partnerships; these are key for community colleges to get things done and be better.

6.0 BUSINESS ITEMS-

6.1 Employee Code of Conduct – 7115

MOTION - #2 APPROVED

Director Fost **moved to approve the changes made to the Employee Code of Conduct-7115 as presented.** Director Morgan seconded. Motion passed unanimously.

MOTION - #3 APPROVED

Director Stice **moved to add "IT Surplus List" as Business Item 6.2 to October's Board of Education Meeting Agenda.** Director Morgan seconded. Motion passed unanimously

6.2 IT Surplus List

MOTION - #4 APPROVED

Director Morgan **moved to approve Authorized Disposal of IT Surplus Equipment,** Director Begay seconded. Motion passed unanimously.

7.0 Public Comment- None

8.0 Critical Dates

Chair Arbogast reviews the critical dates and upcoming events with the board.



9.0 Adjourn Chair Arbogast adjourned the meeting at 7:13pm

As recorded by Andrea Becerra, Executive Assistant to the Board of Education

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