BOARD AGENDA ITEM:	3.1–Regular Meeting Minutes	
DATE:	March 14, 2017	

REGULAR MEETING MINUTES
Tuesday, February 28, 2017
The Dalles Campus– Board Room

ATTENDANCE:

Board of Education:	Dr. James Willcox	Dr. Frank Toda
Charlotte Arnold	**Staff and Representatives:**	Tiffany Prince
Charleen Cobb	Rick Leibowitz	Courtney Judah
Lee Fairchild	Bill Bohn	Susan Lewis
Stu Watson	Lori Ufford	James Pytel
Dr. Ernie Keller	Eric Studebaker	

1.0 CALL WORK SESSION TO ORDER
Charlotte Arnold called the work session meeting to order 5:02 pm.

2.0 RENEWABLE ENERGY TECHNOLOGY PROGRAM UPDATE
James Pytel, Renewable Energy Technology (RET) Instructor, joined the Board work session to have a conversation about the National Science Foundation Advanced Technology Education grant application success, developments in the RET Program, and some proposed changes to the program. The NSF ATE grant awarded approximately $200 thousand over the course of two years and the funds were used for the development of resources to support the flipped classroom approach to teaching technical subjects, part-time lab instructor, and a part time outreach coordinator. Some developments in the RET program include: open enrollment, prerequisite realignment, enrollment increase, new internship opportunities, and updated technology. Mr. Pytel added that some future potential changes to the program might be to consider a consolidated first year mechanics classes, offer industrial computer course, and to enhance concentration electives.

3.0 ADJOURN
The work session adjourned at 5:50 pm.

1.0 CALL REGULAR MEETING TO ORDER
Charlotte Arnold called the meeting to order at 6:01 pm.

2.0 WELCOME AND INTRODUCTIONS

3.0 APPROVAL OF MINUTES

3.1 Regular Minutes – January 24, 2017

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MOTION #1 – APPROVED
Director Cobb moved to **approve the January 2017 Board of Education Meeting Minutes.** Dr. Keller seconded. Motion passed unanimously.

4.0   PUBLIC COMMENT

CGCC student Carrie Simard took a brief moment to show the Board some current fundraisers Phi Theta Kappa are holding.

5.0   REPORT ITEMS

5.1   Monthly Financial Update

Rick Leibowitz reported back a presentation on the Oregon Public Employees Retirement System regarding their questions from the January Board meeting. Rick covered the pension bond history, what the PERS fund is and how it was collected, the rates at which it is being spent and what the future expenditures out of that fund look. In the second half of his report Rick went over the financial overview of the college as of January 31, 2017. Reviewing a statement of revenues and expenditures from the college's General Fund.

5.2   Outreach Initiatives

Dan Spatz, Community Outreach Coordinator, informed the Board about the community outreach initiatives he has been working on. Dan reviewed the Public Awareness Campaign he drafted as it was created to help build community and regional awareness of what is happening at the college.

5.3   Enrollment Trend Update

Eric Studebaker, Chief Student Services Officer, quickly spoke to the downward trend in Columbia Gorge Community College's enrollment, stating the college has had a 6-year trend in downward enrollment. He also talked about Oregon Promise enrollment figures for the winter term and how winter weather potentially affected enrollment. Eric relayed back to the Board that CGCC is now a Hispanic Serving Institution (HIS), the only HIS in the state of Oregon and is only one of three colleges in the state that is a member of the Hispanic Association of Colleges and Universities.

5.4   CGCC Master Plan 2016-19 Recap

Lori Ufford, Chief Academic Officer, looked over the final adaption of the CGCC 2016-19 Master Plan. Lori explained that the Academic Master Plan is divided up into three components: Strategic directions for CGCC, Operational excellence, and Mission, core themes, objectives, and recommendations. The Board asked Lori to cover some of the strategic directions for the next two years in building enrollment and student success. Lori discussed some timelines and potential challenges as well as first steps for the college.

5.5 Operations Update

President Frank Toda reviewed the changes and updates to the college operations. He shared that real time changes are constantly being made to the document which is available to the Board through GoogleDocs. Dr. Toda also passed out a research packet of information regarding, Sanctuary Colleges, an agenda topic for the March Board meeting, he discussed the contents of the packet and had some conversation about how the resolution process is in the works. The Board of Education correspondingly discussed the Middle College Due Diligence report with President Dr. Toda as well, mentioning a couple of concerns and opinions in moving forward.

5.6 Foundation Update

Chair Arnold, Foundation Board Liaison, passed along information about the Foundation Board meeting and details about the CGCC Employee Donor Appreciation Luncheon that was held about a week prior.

5.7 Director's Reports

Directors each shared the variety of commitments they have community wide and their individual contribution of spreading college awareness and community outreach as a representative of the college.

5.8 Other

6.0 BUSINESS ITEMS

6.1 Other

7.0 CRITICAL DATES

Dr. Toda reviewed the critical dates with the Board.

The Board of Education took a short recess from 7:42 pm to 7:50pm.

8.0 EXECUTIVE SESSION – ORS 192.660(2)(a)

The Board of Education entered Executive Session at 7:51pm for the purpose of evaluating the performance of an officer, employee, or staff member. The Board adjourned Executive Session at 8:37pm

MOTION #2 – APPROVED

Dr. Keller moved to **extend President Frank Toda's current contract for an additional three years at the end of the current contract period.** Carmelo Gamez seconded. Directors Cobb, Gamez, Willcox, and Keller voted in favor. Directors Watson, Arnold, and Fairchild opposed. Motion passed with majority vote 4-3.

9.0 ADJOURN

The meeting was adjourned at 8:43 pm.

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