



**BOARD AGENDA ITEM:**

**3.1–Regular Meeting Minutes**

**DATE:**

**January 10, 2017**

---

**REGULAR MEETING MINUTES**  
**Tuesday, December 13, 2016**  
**The Dalles Campus– Board Room**

**ATTENDANCE:**

**Board of Education:**

Charlotte Arnold  
Charleen Watson  
Stu Watson  
Dr. Ernie Keller

**Staff and Representatives:**

Rick Leibowitz  
Bill Bohn  
Dawn Salle-Justesen  
Eric Studebaker

Dr. Frank Toda  
Tiffany Prince  
Mike Taphouse  
Michelle Geitl  
Susan Lewis

---

**1.0 CALL WORK SESSION TO ORDER**

Charlotte Arnold called the work session meeting to order 5:00 pm.

**2.0 STUDENT LIFE**

Michelle Gietl, Student Life Advisor, introduced two students that had joined her for the brown bag work session even though they are in the midst of finals week! CGCC Student Life had a busy fall term, it started with the Grand Opening of their new Student Life Center as a big ceremony took place with ribbon cutting and all. Annually student life has a float in the Starlight Parade in The Dalles and this year their themed float took 3<sup>rd</sup> place. Student Government worked to put together a Student Success and Competition Tree (all items donated by CGCC Faculty and Staff) which was in turn donated and auctioned off to benefit the Mid-Columbia Medical Center Health Foundation. Additionally, the CGCC Phi Theta Kappa provided an update to the Board in regards to their College Project: "Humans of CGCC."

**3.0 ADJOURN**

The work session adjourned at 5:47 pm.

---

**1.0 CALL REGULAR MEETING TO ORDER**

Charlotte Arnold called the meeting to order at 5:59 pm.

**2.0 WELCOME AND INTRODUCTIONS**

Chair Arnold welcomed all guests.

**3.0 APPROVAL OF MINUTES**

**3.1 Regular Minutes – November 8, 2016**

## **MOTION #1 – APPROVED**

Dr. Keller moved to **approve the November Board of Education Meeting Minutes with slight modifications**. Director Cobb seconded. Motion passed unanimously.

### **4.0 PUBLIC COMMENT**

No comments were given.

### **5.0 REPORT ITEMS**

Before starting with the report agenda items Chair Arnold wanted to provide a brief update on the CGCC Foundation Board Meeting change, the new meeting time will be December 20, at White Buffalo in Hood River.

#### **5.1 Nursing and Health Occupations Report**

Doris Jepson, Director of Nursing and Health Occupations, reviewed the nursing program graduate figures, highlights include: 255 graduates (including 19 students for 2016) from the RN Program since the Program began in 2001. 321 (including the students 21 for 2016) completers of the first year (Practical Nursing Certificate) of the program—most come back for the second year of the program but several are employed as LPNs in the region. 17/19 of 2016 RN grads have passed the NCLEX exam and are licensed (two have not tested yet as of this date). First-time attempt pass rate for PN grads for 2016 test takers was 7/7 = 100%. 43 students applied for Fall 2016 admission to the Nursing Program with 24 being admitted. 49 students are currently enrolled in the Nursing Program (both years). Doris also shared that there are various levels of support being provided to the nursing program from our own CGCC Foundation and to many partners in Wasco and Hood River Counties.

#### **5.2 Monthly Financial Update**

Rick Leibowitz provided a short report, sharing that credit tuition is less than what it was last year and the best guess as to why is that registration has started seven days later this year – so hopefully that will turn around after the winter break. The college is a little ahead of budget over last year but within the budget for personnel, but there is no need for concern. Rick will also be participating in an upcoming conference call with OCCA regarding state funding for the upcoming year.

#### **5.3 Student Success Team**

Eric Studebaker, Chief Student Services Officer, and a few members of the Student Success Team presented to the Board of Education a recent scope of work. The team prioritized the projects and also came up with detailed descriptions that each project entails. The scope of work is centered on the students: prospective students, admissions and enrollment, new students, current students, graduating students, and alumni. It also covers Compliance and Equity (Title IV and IX, disability testing support, enhanced services for Hispanic students, and Drug/Alcohol abuse prevention) as well as Institutional Effectiveness. Eric and the Student Success

Team shared thoughts on different approaches and plans of action to getting this work started throughout the academic year.

#### **5.4 Operations Update**

President Frank Toda quickly recapped the College's Strategic Goals, Objectives, and Measures. He covered the updates to each goal or objective that had taken place or things that had happened/occurred since the previous Board of Education meeting in November. Dr. Toda mentioned that for ease this report will now only contain new updates that happen between meetings on a monthly basis as the operations updates had been getting quite long and the document will continue to be sent out campus-wide.

#### **5.5 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.

#### **5.6 Other**

*The Columbia Gorge Community College took a short recess between 7:50pm and 8:00pm.*

### **6.0 BUSINESS ITEMS**

#### **6.1 IT Surplus**

Bill Bohn, Chief Technology and Planning Officer, was available to the Board of Education for any questions it might have had regarding the IT Surplus list for December 2016.

#### **MOTION #2 – APPROVED**

Dr. Keller moved to **approve the IT Surplus list per college policy**. Director Fairchild seconded. Motion passed unanimously.

#### **6.2 New Degree: Nursing AAS**

Susan Lewis and Doris Jepson presented a timeline and presentation of the new CGCC Associates of Applied Science Nursing degree. This is a replacement of the current nursing program as a trade in of what CGCC is currently using with a statewide version of the degree, transitioning to the Oregon Consortium for Nursing Education (OCNE) curriculum. Even though this is seeking early approval the degree will not go into effect until Fall of 2018, the current degree will continue on through next year, will be offered in Fall 2017 and then suspended as of Fall 2018 – teaching out the final year through in 2018 as the new program starts.

#### **MOTION #3 – APPROVED**

Director Fairchild moved to **approve the new Nursing AAS Degree as presented**. Dr. Keller seconded. Motion passed unanimously.

### 6.3 Alcohol Exemption

Tiffany Prince, Assistant to the President and Board of Education, quickly explained an upcoming event where an outside community group is utilizing the college for a town play. They had requested approval for the consumption of alcohol during this event.

#### **MOTION #4 – APPROVED**

Dr. Keller moved to **approve an exclusion from the Alcohol/Controlled Substance Use Policy GBCBA to the Shakespeare Play event for the Community Theater Production program to be held on Monday, February 18-19, 25-26, and March 7-8 2017 in the CGCC Lecture Hall.** Director Fairchild seconded. Motion passed unanimously.

### 6.4 OSBA Elections

Tiffany Prince and President Toda briefly discussed with the Board the ballot materials from the Oregon School Board Association (OSBA). Conversation included the incumbent running unopposed for the “Gorge” region representation on the OSBA Board of Directors as well as the OSBA Resolution for consideration.

#### **MOTION #5 – APPROVED**

Director Watson moved to **allow Tiffany Prince, Assistant to the Board of Education, to submit the following vote on behalf of the CGCC Board of Education to OSBA - No Action Take for the OSBA Resolution and a vote in favor of the incumbent Scott Rogers as “Gorge” area OSBA Director.** Director Cobb seconded. Motion passed unanimously.

### 6.5 Other

## 7.0 CRITICAL DATES

Dr. Toda reviewed the critical dates with the Board and reviews the inclement weather procedures.

## 8.0 EXECUTIVE SESSION – Quarterly Presidential Review, ORS 192.660(2)(i)

*The Board of Education entered Executive Session at 8:19pm for the purpose of evaluating the performance of an officer, employee, or staff member. The Board adjourned Executive Session at 8:59pm.*

## 9.0 ADJOURN

The meeting was adjourned at 9:00 pm.

---

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