



BOARD AGENDA ITEM:

4.1 – Regular Meeting Minutes

DATE:

August 19, 2025

REGULAR MEETING MINUTES

Tuesday, July 15, 2025

This meeting was held remotely

ATTENDANCE:

Board of Education:

Kim Morgan

Tim Arbogast

Lucille Begay

OraLee Branch

Laura De La Torre

Nathanael Stice

Darcy Long

Staff and

Representatives:

Dr. Kenneth Lawson

Dr. Jarett Gilbert

Tiffany Prince

Karly Aparicio

Courtney Saldivar

1.0 CALL REGULAR MEETING TO ORDER

Chair Morgan called the meeting to order at 5:33pm

2.0 WELCOME AND INTRODUCTIONS

Chair Morgan led group introductions.

2.1 Swearing in of Wasco County Board Members

Director Arbogast led the Oath of Office and swore in newly elected and reelected board members: Kim Morgan, Nathanael Stice, Lucille Begay, Darcy Long.

3.0 ELECTION OF BOARD CHAIR AND VICE CHAIR

Director Morgan opened the floor for nominations to elect a Board Chair for 2025-26.

MOTION #1 - APPROVED

Director Begay **nominated Director Stice to serve as Board Chair for 2025-26.**

Director Branch seconded the nomination and Director Stice accepted. Motion passed unanimously, with members present.

Director Stice assumed the role of Board Chair for Columbia Gorge Community College's Board of Education.

Chair Stice opened the floor for nominations in selection a Vice Chair.

MOTION #2 - APPROVED

Director Morgan **nominated Director Branch to serve as Vice Chair for 2025-26.** Director Begay seconded the nomination and Director Branch accepted. Motion passed unanimously, with members present.

4.0 APPROVAL OR MODIFICATION OF AGENDA

MOTION #3 - APPROVED

Director Morgan **moved to approve the agenda as presented.** Director Branch seconded. Motion passed unanimously, with members present.

5.0 APPROVAL OF MINUTES

5.1 Regular Minutes, June, 2025

MOTION #4 - APPROVED

Director Branch **moved to approve the meeting minutes from the June 2025 board meeting.** Director de La Torre seconded. Motion passed unanimously, with members present.

6.0 PUBLIC COMMENT –

Chair Stice opened the floor to receive public comment.

Adam Gietl, Wasco County citizen and former Columbia Gorge Community College employee, spoke to express his concern regarding the recent decision to outsource the College's IT Department. Gietl shared he believes the sudden move to outsource these services raise important questions about both process and impact regarding cost, in person response times for critical issues, institutional knowledge, and daily user experience. Gietl added that the college community deserves clarity on how this decision aligns with CGCC's mission and responsibilities as a publicly funded institution.

7.0 BUSINESS ITEMS

7.1 Addendum to Master Services Agreement with Wasco County for Information Technology Services

Dr. Kenneth Lawson, College President, shares that the Colleges IT environment has grown more complex over time, there is more sophisticated media and technology in the classroom, evolving threats to network security, and adapting to the rise of artificial intelligence. As such, as part of the College's Operational Plan it become a priority to improve IT's capacity, including the development of a security modern enterprise network. Dr. Lawson continues that is it imperative for

CGCC to find cost effective ways to keep and keep up with changes in technology and ensure students and employees are getting the technology experience they deserve.

In order to address the evolving technology needs of College, it was decided to eliminate 3 IT positions which has allowed the College to strategically expand the current partnership with Wasco County Information Technology Services – a master services agreement that did go through a competitive bidding process. Dr. Lawson explains that the partnership allows the College 3 dedicated IT professionals that are highly trained in the adapting and complex environment. Additionally, through this agreement the College expects to roughly save about \$100,000 per year while getting more coverage and access to the IT expertise of the entire Wasco County team.

President Lawson continues that overall, this is going to actually provide a very stable support for the students, faculty, and staff at the level that meets the needs of our current IT environment. Dr. Lawson affirms this decision was taken seriously as the decision does impact some of CGCC's valued employees.

Discussion ensued. Dr. Lawson and Andrew Burke, CGCC's and Wasco County's Chief Information Officer, answered a variety of questions from the Board of Education.

A summarization of questions of consideration:

- Opportunity for the college to cancel the agreement for no cause but Wasco County retained the opportunity to cancel without cause with a 90-day notice.
 - o Wasco County has proven to be a reliable partner; however, this will be taken into consideration.
- Will the college get the added benefit of cyber security attack prevention compared to the way things have gone in the past?
 - o The partnership has made good strides on the cyber security front and are better positioned than before the partnership, as this is Andrew's area of expertise, and this will bring on 2 cybersecurity certified professionals. One of Andrew's first tasks was establishing appropriate cybersecurity governances for the college. Incident Command Systems and technology controls and building out a training platform are some of the approaches that will be brought to the college to help build out the cybersecurity infrastructure and resiliency.
- Want to ensure that CGCC in Hood River County is covered if there was an incident and individual's response time to the Hood River Center.
 - o Three positions will be assigned to the College. One will be assigned to Hood River and two will be assigned to The Dalles.
- Is there anything else you can share about the current employees?

- Given that this is a personnel matter, it cannot be discussed at length. Two employees were classified staff and the College and Union are working with the contract that is in place, the College is committed to following the directives of the collective bargaining agreement and having those process conversations with the Union. The exempt staff member and the College negotiated a separation agreement.
- Addressing the public comment about process, what did the process look like and the decision-making process.
 - Ultimately IT capacity went through the full operational planning process. All units at the college look at what areas need improvement or where there are gaps in resources or just areas that they want to improve services – in alignment with strategic priorities of the college. Once it was identified as a priority the goal is to try to figure out how to actually make the stuff happen and in the IT world those costs are not insubstantial. In order for the College to go higher, that number and kind of talent would not be possible. Utilizing the established partnership with the Master Services Agreement, expanding the scope, is within the right of the College and an appropriate process, meeting contracting requirements.
- How will the County meet the College specific needs, enrollment management software / industry specific best practices.
 - Maintain and train the network of professionals (trade conferences, certifications, learn from experiences, connect with other CIOs at other community colleges). Also build a network of individuals within the higher education industry to collaborate and learn from.
- What about student privacy?
 - FERPA Compliance + National Institute of Standards and Technology. The new staff will understand this framework and how it trickles down into the safety and security of student and employee information and personally identifiable information. Understanding and applying, specifically, how CGCC's data flows, establishing the data dictionaries to create rules around how to engage and manage the data transmission and applying a lot of security frameworks.

MOTION #5 - APPROVED

Director Arbogast **moved to approve, allowing the College President to add an addendum to the Master Services Agreement with Wasco County IT Services.** Director Begay seconded. Motion passed unanimously 6-0 (Director Branch absent).

7.2 Resolution, Bachelors of Applied Science

Dr. Jarett Gilbert, Vice President of Instruction, explains that in 2019 the Oregon Legislature passed a bill allowing community colleges to offer applied baccalaureate degrees (4-year degrees) that are both affordable and location

options for their communities. Processes have been developed for community college institutions to be able to research, develop, and propose four-year applied baccalaureate degrees through the State, to be able to offer these at the college. *One of those initial ones was around nursing, which was entered through a consortium approach and CGCC was a part of that.

Dr. Gilbert continues that Columbia Gorge Community College has been interested exploring opportunities for offering these applied baccalaureates and about a year ago colleagues approached CGCC in the consortium approach around offering an elementary educator degree, as most of those schools also have early childhood education degrees. This provides CGCC the ability to offer something locally that would graduate educators into our district here at home. The consortium of five schools put together an application to submit to the state.

This has been a part of the College's strategic plan, at least in research, and in looking forward to developing applied baccalaureate degrees, the College wants to have very clear support evidenced through approval of the Board of Education.

MOTION #6 - APPROVED

Director Morgan **moved to adopt resolution no. 07152025, as presented.** Director de La Torre seconded. Motion passed unanimously 6-0.

7.3 OpenLMS Contract

Tiffany Prince, Director of Executive Services, requests authorization to pay and contract with OpenLMS, the online learning management system the College uses – Moodle. This is a renewal of services for 3-years.

MOTION #7 - APPROVED

Director Morgan **moved approve the College's payment to OpenLMS as invoiced.** Director Begay seconded. Motion passed unanimously 6-0.

7.4 Approve FY 2025-26 Consent Calendar

Chair Stice reviews the 2025-26 Consent Calendar with the board.

MOTION #8 - APPROVED

Director Begay **moved to approve 2025-26 Consent Calendar, as presented.** Director Long seconded. Motion passed unanimously 6-0.

7.5 Adopt Board of Education Calendar

Chair Stice reviews the Board Calendar for FY 2025-26. Conversation ensued about securing an alternative date for the board retreat.

MOTION #9 - APPROVED

Director Arbogast **moves to adopt the Board of Education calendar for 2025-26**. Director Morgan seconded. Motion passed unanimously 6-0.

7.6 Selection of Various Organization Representatives

7.6.1 OCCA Representative and Alternate

MOTION #10 - APPROVED

Director Morgan **nominated Director Long to serve as the OCCA Representative**. Director Arbogast seconded the nomination and Director Long accepted. Motion passed unanimously, with members present.

MOTION #11 - APPROVED

Director Morgan **nominated Director Branch to serve as the OCCA Alternate**. Director Arbogast seconded the nomination. Motion passed unanimously, with members present.

7.6.2 LatinX Advisory Council Liaison

Director Morgan made note that, to her knowledge, the Board of Education had not heard a report from any LatinX Advisory Council meeting from any previous board liaison or from the Councils Chair.

Board consensus was to not nominate a liaison at this time and requests President Lawson to provide any necessary updates during his reports.

7.6.3 Foundation Board Liaison

MOTION #11 - APPROVED

Director Morgan **nominated Director Branch to serve as the Foundation Board Liaison**. Director de La Torre seconded the nomination. Motion passed unanimously, with members present.

8.0 REPORT ITEMS

8.1 Monthly Financial Report

James Ramsey, Consultant, reviews the monthly financial report with the board.

Unaudited General Fund Revenue and Expense Summary as of June 30, 2025

General Fund revenues through June 30th are \$13,693,174 representing 90.7% of the budget and \$1,336,398 increase over the same period as the previous year.

General Fund expenditures and transfers through June 30th are \$10,554,982 representing 87.8% of the budget and an increase of \$421,640 over the same period as the previous year.

Bank Account Balances, Receivable and Payables

The College's bank account balances total \$13,726,057 on June 30th. Accounts receivable balances total \$1,106,860 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total (\$174,939) and represent amounts owed to vendors and suppliers of goods and services received by the College.

Café Operations

Café operational highlights include revenue of \$81,493 which is trending behind (58.1)% of the annual revenue target of \$140,150. Operating costs remain below budget (92.6% of annual), demonstrating ongoing cost savings efforts.

8.2 Monthly Foundation Report

Sue Davis, Executive Director of the Foundation, shares the monthly foundation report.

Foundation supporters recently receive the 2025 Annual Report to the Community.

The Foundation will apply for the Roundhouse Foundation grant again, notification of funding decisions will be made before September 1st.

The Founders Cup is coming up on September 13th at Indian Creek Golf Course. There are still team spots available if anyone would like to enter a foursome.

Columbia Gorge Community College looks forward to being part of the closing celebration of Clackamas Community College President Dr. Tim Cook's ROCCS campaign August 7th in Hood River at the spit. After having literally run more than a marathon per day on average in order to run from Treasure Valley CC, and stepping foot on each of the 17 Oregon community colleges, we are his last stop and will gather to celebrate with a ritual plunge in the Hood River and a host a community celebration.

8.3 Chinook Brief

Dr. Lawson presents a monthly Presidential Operational Update, for the Board of Education.

Equitable Access:

- On Tuesday, July 1, 48 students from Escuela, formerly the Migrant Education program, visited CGCC as part of a summer program partnership with the

Columbia Gorge Discovery Center. The objective of the visit was to introduce young students to the idea that college is a friendly, inviting, and comfortable place to be in a learning environment.

- The Student Services Enrollment Services Team officially submitted all Spring 2025 diplomas and certificates for printing. Ten minutes after going live, 20 students had already claimed their digital copies, and over a dozen had shared their achievements on social media via Parchment's share feature! After confirming completion, we had a total of 123 diplomas and certificates for spring. 74 of those were associate degrees!

Equitable Learning & Outcomes:

- Congratulations to the faculty that were elected to be Department Chairs for the next 3-year term! The Chairs help guide departmental goals, support fellow faculty and students, and continue to focus on achieving college priorities.

Economic Growth, Inclusive Prosperity, and a Thriving Community:

- Alpha Sigma Xi, CGCC's Chapter of Phi Theta Kappa, will be hosting a blood drive on September 9th from 10 am to 3 pm in the CGCC Lecture Hall. Anyone can be a donor; sign-up here. Their goal is 36 donors, and we already have 6 signed up! (our last drive had 36 donors – let's beat it!)

Other News:

- This past week we hosted a visit from San Antonio College, our mentor college in the Excelencia pilot program that CGCC participates in. They shared a wealth of experience related to how they use data and prepared themselves to apply for and earn the Seal of Excelencia.
- Dr. Lawson received a set of recommendations from the Shared Governance workgroup that has proposed a constituent body made up of faculty, staff, leadership, students, and interest groups. I expect to provide a more formal response to them by the end of this week.
- CGCC's financial audit is progressing and Sandra is confident it will be complete before the end of the month. This has been a complicated process and we are hopeful it sets the stage for more straightforward and streamlined audits to come. Unfortunately, it is also the case that we will have continued audit findings as we work to identify the challenges and solutions.
- I am so happy to introduce Sam Draper as our new VP of Administrative Services! He has been on the job now for about a week and continues to get some support from Sandra. We are very excited to have him join the college.

8.4 OCCA Update

The Legislative Session ended just before midnight on Friday, June 27, with several bill passages worth noting. Most agency budgets were set at state Current Service Level (CSL), and the Higher Education Coordinating Commission (HECC)

budget was no exception. The Community College Support Fund (CCSF) in the HECC's budget was set at \$854.4 million as part of SB 5525. While this is a nearly 7% increase over the legislatively approved budget for the 2023-25 biennium, it is far short of the \$920 million true need that OCCA and the colleges advocated for throughout the session. However, a big win within the budget was that funding was restored for Benefits Navigators at all 17 colleges.

The end of the Session also saw the passage of another of OCCA's legislative priorities of SB 5505, the capital construction bill. This bill approved funding for three new community college projects – Clackamas CC, Klamath CC, and Mt. Hood CC – and two funding renewals (Clatsop CC and Southwestern Oregon CC). In addition, while HB 3635 – which would have increased the Article XI-G bond funding cap for community college construction projects – did not move forward, SB 5505 did include language that increases the Article XI-G bond funding cap from \$8 million to \$12 million for projects requested after July 1, 2025.

2025 Board Leadership & Governance Summit – September 6, 2025, Salem, OR
The Board Leadership & Governance Summit is a dedicated learning and development opportunity for community college board members and presidents. This one-day event will offer insights into effective board governance, statewide higher education structures, and the key responsibilities and expectations of board service. This summit is designed to support both new and experienced board members, providing timely information, practical guidance, and the opportunity to engage with peers from across the state. OCCA encourages all board members and presidents to attend as part of your ongoing leadership development and commitment to strong, informed governance. – Any board member wishing to attend can contact Tiffany Prince about registration.

8.5 Board Subcommittee Reports

8.5.1 Policy & Equity Subcommittee

- Co-Chairs Morgan and de La Torre share that the subcommittee reviewed the last bucket of policies that will come forward to board approval and re-adoption in August. There are only a couple of policies that were pulled for a further review and Business and Fiscal Services policies will be reviewed this upcoming year.

8.5.2 Finance & Audit

- none

8.5.3 President's Performance Review

- Director Morgan shares the subcommittee finalized its work for the year ended June 30, 2025.

7.9 Outgoing Chair's Report

Director Morgan shared thoughts on what it means to go through changes and learning over the 8 years she's served on CGCC's Board of Education. Change comes in ways that you do not expect and that you have the opportunity to embrace the lessons from that change – to recognize the limitations that are there and make your own steps to provide growth, and to provide service and support for others. Reflecting back Director Morgan thought her time on the Board of Education would be very different & reminds board members they have three responsibilities: a fiduciary responsibility to be good stewards of the college's money, responsibility to policies and to make sure that revisions to policies are within the College's interests, and that the board has one employee, the College President. With that Director Morgan expresses how proud she is to be serving on the board, taking those three responsibilities very seriously and with heart.

8.0 CRITICAL DATES

Chair Stice reviewed the critical dates with the Board.

10.0 ADJOURN

The meeting was adjourned at 7:15 pm

As recorded by Tiffany Prince, Director of Executive Services