



BOARD AGENDA ITEM:

3.2–Regular Meeting Minutes

DATE:

August 09, 2016

REGULAR MEETING MINUTES
Tuesday, July 12, 2016
The Dalles Campus– Board Room

ATTENDANCE:

Board of Education:

Charlotte Arnold

Charleen Cobb

Stu Watson

Lee Fairchild

Dr. Ernie Keller

J. Carmen Gamez

Dr. James Willcox - Phone

Staff and Representatives:

Will Norris

Bill Bohn

Dr. Frank Toda

Tiffany Prince

1.0 CALL WORK SESSION TO ORDER

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

2.0 OPEN AGENDA

After calling the work session to order, Chair Arnold welcomed the various guests and attendees. She continues with a short explanation and purpose of this work session as it is to create an open dialogue and opportunity for learning. This month the conversation steered toward the concept of a middle college and how a possible alignment could be made for a K-14 education. North Wasco County Superintendent, Candy Armstrong, Representative John Huffman, and CGCC Special Project Manager, Peg Caliendo attended this meeting to engage in discussion and to share information with the Board of Education about student success and what it would take to build a “college-going” culture. It was noted that this is not necessarily about buildings but creating a collaboration leading to an improved education system and more career readiness in our community.

4.0 ADJOURN

The work session adjourned at 5:58 pm.

1.0 CALL REGULAR MEETING TO ORDER

Charlotte Arnold called the meeting to order at 6:02 pm.

2.0 WELCOME AND INTRODUCTIONS

Chair Arnold welcomed newly appointed Board Director, J. Carmen Gamez, and Tama Bolton, a new Academic Advisor.

3.0 SWEAR IN NEW BOARD DIRECTOR

Board Chair Arnold swears in the newly appointed Board Director, J. Carmen Gamez

4.0 ELECTION OF BOARD CHAIR AND VICE-CHAIR

Dr. Keller spoke to the college's past practice of electing Board Chairs on a rotational alternating basis adding that due to situational circumstances it might be more ideal for the college if the Board considered maintaining its current leadership in the Chair/Vice-Chair position. Dr. Willcox shared similar sentiments as well.

MOTION #1 – APPROVED

Dr. Keller moved to **nominate Charlotte Arnold as the 2016-17 CGCC Board of Education Chair**. Director Fairchild seconded. Motion passed unanimously.

The gavel stayed with Charlotte Arnold and she resumed the position of Board Chair.

MOTION #2 – APPROVED

Director Fairchild moved to **nominate Dr. Willcox as the 2016-17 CGCC Board of Education Vice-Chair**. Director Watson seconded. Motion passed unanimously.

5.0 RECOGNITION OF OUTGOING BOARD CHAIR AND POSITION 1, MD VAN VALKENBURGH

Columbia Gorge Community College President, Dr. Frank Toda, spoke to the retirement of MD Van Valkenburgh, sharing some of the highlights during Van's 15 years of service to the CGCC Board of Education. Dr. Toda also thanked Charlotte Arnold for her previous year as Board Chair and welcomed her to a second term as Chair.

6.0 APPROVAL OF MINUTES

6.1 Budget Committee Minutes, April – May 2016

MOTION #3 – APPROVED

Director Watson moved to **approve the Budget Committee Meeting Minutes for Fiscal Year 2016-17**. Director Fairchild seconded. Motion passed unanimously.

6.2 Board Meeting Minutes, June 14, 2016

MOTION #4 – APPROVED

Director Cobb moved to **approve the June Board of Education Meeting Minutes as amended by Director Watson**. Dr. Keller seconded. Motion passed unanimously.

7.0 PUBLIC COMMENT

No public comments were offered.

8.0 REPORT ITEMS

8.1 Foundation Report

Charlotte Arnold, liaison to the Foundation Board, shared some of the Foundation's current happenings: scholarship applications are now available, their first Gorge Gather of the year was a success, and the Founder's Cup Golf Tournament is just a couple of weeks away! Charlotte also voiced that she would like to see more Board of Education Directors attend the Foundation's board meetings or upcoming events to show collaborative support.

8.2 Operations Update

President Toda provided the ongoing operational happenings that are taking place college wide. He reported that several positions have been filled: the Chief Academic Officer will start late August, and both the Manager of Payroll and Benefits and the Oregon Promise Academic Advisor have already joined the college. The Facilities Department is still in the process of a major department moves. You will now find SBDC where Student Life used to be and Student Life moved to the old Bookstore space as the Bookstore is moving into what currently was Instruction and finally Instruction has moved to where SBDC used to be. Facilities is also working with WorkSource Oregon on the Hood River campus as the college will be leasing space to them.

8.3 Monthly Financial Report

Will Norris, Chief Financial Officer, reviewed with the Board the financial report for June 2016. The June Financial Report included a full twelve months of unedited financial data as yearend closing activities are still pending. Will noted that there will be an anticipated General Fund carryforward and also shared figures on 2016-17 summer enrollment and average class size.

8.4 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.

8.5 Other

9.0 BUSINESS ITEMS

9.1 Selection of OCCA Representative and Alternate

MOTION #5 – APPROVED

Director Cobb moved to **nominate Dr. Ernie Keller as the college's OCCA Representative for the 2016-17 academic year.** Director Fairchild seconded. Motion passed unanimously.

MOTION #6 – APPROVED

Dr. Keller moved to **nominate Stu Watson as the college’s OCCA Alternate Representative for the 2016-17 academic year.** Director Fairchild seconded. Motion passed unanimously.

9.2 Selection of Foundation Board Liaison

MOTION #7 – APPROVED

Director Fairchild moved to **nominate Charlotte Arnold as the Foundation Board Liaison for the 2016-17 academic year.** Dr. Keller seconded. Motion passed unanimously.

9.3 2016-17 Board of Education Calendar

A discussion ensued regarding potential date changes to the 2016-17 Board of Education Calendar. The Board agreed to several changes and asked their assistant to update the calendar with their revisions.

MOTION #8 – APPROVED

Dr. Keller moved to **approve the 2016-17 Board of Education Calendar as amended.** Director Gamez seconded. Motion passed unanimously.

9.4 2016-17 Consent Calendar

During the read of the Consent Calendar Chair Arnold had asked for some clarifications about the distribution of the public notices for board meetings. It was mentioned to consider a possible further spread our outreach to other outlying newspapers of areas that the College serves.

MOTION #9 – APPROVED

Director Watson moved to **approve 2016-17 Consent Calendar as presented.** Dr. Keller seconded. Motion passed unanimously.

9.5 Adoption of Presidential Evaluation Process Revisions

The Board of Education held work sessions in June and July to revise parts of CGCC Policy 20.C – College Operations, specifically the section regarding the Presidential Evaluation. They reviewed their final version making only a typo correction to the draft.

MOTION #10 – APPROVED

Director Watson moved to **approve and adopt revisions to CGCC Policy 20.C – College Operations.** Director Fairchild seconded.. Motion passed unanimously.

9.6 Other

Chair Arnold expressed a request to briefly recap the conversation that was had during the early “brown bag” work session. After a short discussion amongst the

Board they concluded to have Dr. Toda create a workgroup for the middle college concept, asking for a report back in the near future.

MOTION #11 – APPROVED

Dr. Keller moved to **direct the President to continue to pursue due diligence in the development of a middle college program for Columba Gorge Community College.**

Director Gamez seconded. Motion passed unanimously.

8.0 CRITICAL DATES

Dr. Toda reviewed the critical dates with the Board.

9.0 EXECUTIVE SESSION – None Scheduled

10.0 ADJOURN

The meeting was adjourned at 7:14 pm.

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