



**BOARD AGENDA ITEM:**  
**DATE:**

**3.1 – Regular Meeting Minutes**  
**September 20, 2022**

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**REGULAR MEETING MINUTES**  
**Tuesday, August 16, 2022**  
*This meeting was held remotely.*

ATTENDANCE:

**Board of Education:**

Jonathan Foster  
Robin Feuerbacher  
Tim Arbogast  
Lucille Begay  
Yesenia Sánchez Oates

**Staff and Representatives:**

Dr. Marta Cronin  
Courtney Judah  
Danny Dehaze  
Jarett Gilbert  
Wendy Patton  
Lorelle Davies  
Mike Espinoza

Tiffany Prince  
Andrea Becerra

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**1.0 CALL BOARD WORK SESSION TO ORDER**

Chair Arbogast called Board Work Session to Order at 05:02pm

Comments provided by Dr. Cronin on how the board is doing, these comments are from President's Council. Dr. Cronin stated each board member brings something different, each member has a different background and works in different industries, which is very beneficial to the board. It is very appreciating that each member takes the time to be present, as well as it can be an obstacle when members are not able to all meetings.

Director Sánchez-Oates questions what "being ambassador for the college and community entities." Dr. Cronin explains how important it is for the community to hear from the board, as well as how important it is for board members to possibly attend different events the College might be hosting or participating in.

Director Feuerbacher agrees adding how important "being an ambassador for the college" is, as well as promoting new programs, advertising the college, but, without compromising.

**2.0 BOARD SELF- ASSESSMENT RESULTS**

Director Foster proceeds to share the results from the Board Self-Assessment, the assessment results are presented in 21 different questions and answers from Board Members, as well as illustrated in pie charts to better understand.

Director Foster states there should be more adequate training for new members to receive during orientation. Chair Arbogast believes the folders for orientation that were created by Jessany in the past and put in the drive were very helpful, but there is definitely some



improvement needed on these new orientations.

Director Fost explains how although it is normal for last minute things to come up the day of meeting, it would be helpful to receive a notification so that board members are aware of any new documents.

Director Sanchez-Oates proposed to use other ways of communication, for example texts. It was brought up how to set up email on your phone, a clarification on what is allowed to give on your phone and what is not. Dr. Cronin will follow up with Danny on possibly bringing an IT presentation to explain how to download email to our phones and guidelines.

Chair Arbogast requested Dr. Cronin to clarify if she believes the board is setting correct and clear expectations for her.

Dr. Cronin explains she knows what the expectations are, however there is room for improvement regarding deadlines and timing.

Chair Arbogast explains some items in the agenda are challenging to understand why they are there or how are they relevant. He proposed for each item being placed in the folder, there should be a memo explaining what the document is.

### **3.0 ADJOURN-**

Chair Arbogast adjourned Work Session at 05:55pm

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## **Regular Business Meeting –**

### **1.0 CALL REGULAR BOARD MEETING TO ORDER**

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

### **2.0 WELCOME AND INTRODUCTIONS**

### **3.0 APPROVAL OF MINUTES**

#### **3.1 Minutes, July 22, 2022**

#### **MOTION - #1 APPROVED**

Director Fost moved **to approve the July 2022 meeting minutes, as presented.**

Director Sanchez Oates seconded. Motion passed unanimously.

### **4.0 PUBLIC COMMENT – *none***

### **5.0 REPORT ITEMS**



## 5.1 Student Demographic Data

Mike Espinoza, Vice President of Student Services presents Student Demographic Data which includes a decrease on full time enrollment, however this is still a consequence from the pandemic. The last pre-pandemic year (2018-2019) is 20% different from the following years.

If it is possible to increase FTE by 7% in FTE in the next year and 10% over following years, Mike believes we can not only get back on the percentage's pre-pandemic years, but also chart ourselves a new course.

*The current gender breakdown for enrollment at the college includes 65.59% females enrolled, 32.08% males and 0.39% undisclosed. This analysis is more for our market dynamics in terms of the populations we are serving.*

CGCC is becoming more diverse as a Hispanic serving Institution, roughly 30% of our students identify as Hispanic or Latin. CGCC will continue to reflect the diversity of our service area.

Enrollment by county: 32.21% of the enrollment comes from Hood River County, 32.86% comes from Wasco County, 18.76% comes from other counties outside of Oregon (mainly Washington counties), 8.67% comes from other counties in Oregon and 7.50% are unknown.

Age Trends: our younger population of students who are considered more "traditional" are decreasing, however, enrollment for adult learners is increasing.

The top three High Schools for recruitment are Hood River Valley High School, The Dalles High School and Columbia High School. GED earners also make up the enrollment population, as well as Dufur High School.

New Student Outreach, described as the "Enrollment Funnel" includes: Prospects, Inquiries, Applicants, Commitments and Enrollments.

Top Priorities: Improve Essential Technology, which includes Investing in CRM Technology, Enhancing Website User Experience, Maximizing SIS/ERP Technology and Establishing Online UX Efficiency

Mike will provide more information based on enrollment by specific programs the college is currently offering.

Mike will also follow up for next meeting to give updates and projections for Fall Term. He will give a sense on that is expected, however official numbers cannot be established at the moment.

## 5.2 Monthly Financial Update



Dr. Lorelle Davies, Vice President of Financial Services, revised the General Fund Revenue and Expense Summary which represents 1.5% of the budget and \$352,180 decrease over the same period as the previous year.

Tuition and fees are lower from the same period over last year by 77.3% due primarily due to delayed updating of tuition.

Property taxes collection increased as compared to the same period as last year by a difference of \$16,652. State appropriations are higher but have yet to be distributed for the year.

General Fund expenditures through June 30 are \$813,444 representing 7.4% of the budget and increase of \$281,550 or 52.9% over the same period as the previous year. The difference is primarily due to increased Institution Support and expenditures related to new CTE programs.

The unaudited beginning General Fund balance following the year-end closing entries is \$1,863,312. The actual amount shown for fiscal year 22-23 is 1.7% more than originally calculated.

Dr. Lorelle Davies explains the Bank Account Balances, Receivable and Payables. She provided a sheet with specific numbers and balances of these accounts, as well as the different ways these were utilized.

In addition to this report, she shared a financial update regarding the Hook Café. She explains we do not have a lot of students at the campus during this time of the year, however, these numbers will change once students come back to campus.

### **5.3 Foundation Board Update**

Wendy Patton, Executive Director of the Foundation reminds the board about the Golf Tournament Event on Saturday Sep. 17th at 08:00am.

The Foundation Board will be doing some self-evaluation and they will review during their next board meeting (September 21st). This meeting will be in person, and new names to the donor wall will be put up.

The wraparound grant was granted again this year.

### **5.4 President Cronin's Chinook Brief**

Dr. Cronin presents her Chinook Brief.

- Regarding the Heights Project, traffic flow in the heights has been an issue, community partners were asked to focus on three options for traffic control; these provided various configurations of one-way and two-way traffic, traffic signals and roundabouts. The decision we support proposes a traffic signal at Belmont & 13th, and roundabout at May & 13th. It would convert 13th street to two-way and keep 12th street one-way.



- As for Federal Money, the work done with Senators Merkley and Wyden earned us a spot on their critical projects for Oregon communities' senate appropriations list, Dr. Cronin provides the link on the chinook brief document.
- The project proposed by the Mid-Columbia Community Action Council for The Dalles Navigation Center Micro-Shelters would be in partnership with our construction technology students.  
Approval from the Federal Aviation Administration and recruitment for this program has begun.
- Dr. Cronin informs we've received \$436,900 in Future Ready Oregon Funding and explains how the money will be used.
- CGCC was the subject of the latest version of the "All in: Students Pathways Forward" podcast, which featured interviews with students and industry partners.
- Dr. Cronin announces the faculty and staff of the month.

**5.5 OCCA Update**  
None

**5.6 Board Subcommittee Reports-** None Submitted

**5.7 Chair's Report**

Chair Arbogast shares 2022-2023 CGCC Board Committee and Liaison Assignments. He will follow up with Board Policy and Equity Committee to include certain items in their report, as well as follow up with Director Stice on finance and audit.

**6.0 Business Items**

6.1 Other – None

**7.0 Executive Session** – ORS 192.660(2)(d), Labor Negotiations

*The Board of Education entered Executive Session at 6:48pm for the purpose of conducting the Presidential Evaluation of the College President. The Board adjourned Executive Session at 7:15pm.*

**MOTION - #2 APPROVED**

Director Fost moved **to approve the presented 2022-2025 CGCC Classified contract, pending ratification by the College Union.** Director Feuerbacher seconded. Motion passed unanimously.

**8.0 Public Comment-** None

**9.0 Critical Dates**

**10.0 Adjourn** Chair Arbogast adjourned the meeting at 7:21pm

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

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