



BOARD AGENDA ITEM: 4.1 – Regular Meeting Minutes
DATE: March 17, 2026

REGULAR MEETING MINUTES
Tuesday, February 17, 2026
This meeting was held remotely

ATTENDANCE:

Board of Education:

Kim Morgan
Tim Arbogast
Lucille Begay
OraLee Branch

Nathanael Stice

Darcy Long

Staff and

Representatives:

Dr. Kenneth Lawson

Dr. Jarett Gilbert

Sam Draper

Karly Aparicio

Tiffany Prince

1.0 CALL REGULAR MEETING TO ORDER

Chair Stice called the meeting to order at 5:31pm

2.0 WELCOME AND INTRODUCTIONS

Chair Stice led group introductions.

3.0 APPROVAL OR MODIFICATION OF THE AGENDA

Chair Stice opened the floor for considerations on modifying or approving the agenda.

MOTION #1 - APPROVED

Director Long **moved to approve the agenda, as presented.** Director Branch seconded. Motion passed unanimously.

4.0 APPROVAL OF MINUTES

4.1 Regular Minutes, January, 2026

MOTION #2 - APPROVED

Director Branch **moved to approve the meeting minutes from the January 2026 board meeting, as modified.** Director Morgan seconded. Motion passed unanimously.

5.0 PUBLIC COMMENT – none

6.0 BUSINESS ITEMS

6.1 Appoint Budget Officer and Budget Committee Members

Tiffany Prince, Interim Assistant to the Board of Education, reviews the applicants to the budget committee and the Consent Calendar (approved in July 2025) regarding selecting the Budget Officer.

The Board of Education will continue to take interested person through the April 2026 board meeting.

MOTION #3 - APPROVED

Director Arbogast **moved to approve Dan Richardson, Teresa Peters, and Megan Saunders to positions 8, 9, and 10 respectively.** Director Begay seconded. Motion passed unanimously.

MOTION #4 - APPROVED

Director Morgan **moved to appoint Sam Draper as Budget Officer for the FY 2026-27 Budget Build.** Director Long seconded. Motion passed unanimously.

6.2 Approve Budget Calendar

Sam Draper, Vice President of Administrative Services, presented the Budget Calendar for FY 2026-27.

MOTION #5 - APPROVED

Director Branch **moved to adopt the 2026-27 Budget Calendar, as presented.** Director Long seconded. Motion passed unanimously.

6.3 Certificate/Degree Suspensions

Susan Lewis, Dean of Curriculum and Academic Assessment, explains about the Suspensions of Administrative Professional AAS and Administrative Professional 45-credit certificates: These two awards have consistently low enrollment and completion. Today's administrative roles increasingly require advanced digital, data, and cross-functional skills that are not fully addressed in CGCC's program. There is one student scheduled to be awarded the certificate in June 2026. Three other students are identified as in the Administrative Professional AAS program, to which this certificate is related. The Business Department will ensure that the students currently enrolled will have the opportunity to complete.

Suspension of Digital Marketing Assistant 19-credit certificate: The certificate is being suspended due to low enrollment. Since its adoption in 2018-19, zero students have declared for or been awarded the certificate.

MOTION #6 - APPROVED

Director Arbogast **moved to approve the suspension of the Administrative Professional AAS degree.** Director Begay seconded. Motion passed unanimously.

MOTION #7 - APPROVED

Director Arbogast **moved to approve the suspension of the 45-credit Administrative Professional certificate.** Director Begay seconded. Motion passed unanimously.

MOTION #8 - APPROVED

Director Arbogast **moved to approve the suspension of the 19-credit Digital Marketing Assistant certificate.** Director Begay seconded. Motion passed unanimously.

6.4 New Degree Approval – Associate of Science in Psychology

Susan Lewis continues that the New Associate of Science Transfer Degree in Psychology (90 credit MTM) is part of the state's Major Transfer Map (MTM) initiative to improve transfer between community colleges and Oregon public universities. It represents a statewide transfer agreement that identifies the community college courses accepted in transfer at any participating Oregon public university.

The HECC mandates that we offer this degree.

MOTION #9 - APPROVED

Director Morgan **moved to approve the Associate of Science Transfer in Psychology degree.** Director Branch seconded. Motion passed unanimously.

7.0 REPORT ITEMS

7.1 Bond End of Month Report

Sam Draper, Vice President of Administrative Services, and Dr. Kenneth Lawson, President, provided a brief update on the monthly Bond Report.

Sam explained that there has been limited construction activity to date as many projects are still in the planning and procurement stages. He noted that no major

construction contracts have been finalized yet, and that significant construction activity is anticipated to begin later in the year.

Sam also shared that challenges related to the HVAC system and the roof on Building 2 have required adjustments to the project schedule. Due to the complexity of the work, portions of the roofing project will be completed in phases. A portion of the roof work is expected to occur during the upcoming summer, while additional components tied to Building 2 and related systems will likely be addressed during the following summer construction cycle.

Dr. Lawson added that the detailed Bond Report prepared by HMK Company was included in the Board packet. He noted that HMK continues to work through project planning and procurement steps and that the team is working to break some projects into smaller components to make them more manageable. This approach may require re-bidding certain elements but is intended to keep projects moving forward effectively.

Overall, Dr. Lawson indicated that the bond program continues to progress and that project planning is positioning the college to begin construction activities as projects are finalized.

7.2 Instructional Program Highlight – Construction Technology

Dr. Jarett Gilbert, Vice President of Instructional Services, introduced and welcomed Glenn Wood, lead instructor for the Construction Technology program. Dr. Gilbert noted that the program was originally developed with two certificates and an associate degree pathway and has continued to evolve in response to regional workforce needs.

Glenn Wood provided an overview of the Construction Technology program and its impact on students and the local community. He described the program's hands-on instructional model, which emphasizes applied learning and skill development to prepare students for employment in the construction trades.

Mr. Wood shared that many students entering the program are exploring postsecondary education for the first time or returning to education after time away. He emphasized the program's focus on building confidence, work ethic, and technical skills while helping students navigate challenges associated with returning to an academic environment.

He noted that program enrollment has continued to grow and that graduates consistently secure employment in the construction industry. Local employers regularly seek program completers, and graduates often advance in both pay and responsibility after entering the workforce.

Mr. Wood also highlighted outreach efforts that bring middle and high school students to campus to learn about career opportunities in the skilled trades. These visits help introduce younger students to educational pathways that lead to family-wage careers.

Board members expressed appreciation for the program's impact on students and the community and thanked Mr. Wood for his work with students in the Construction Technology program.

7.3 Fall term Enrollment Update

Vice President of Student Services Karly Aparicio presented an update on fall term enrollment and overall enrollment trends.

Vice President Aparicio reviewed current enrollment data and provided context for recent fluctuations in student participation. She noted that while certain enrollment categories have experienced declines, the college continues to monitor patterns across program areas and student populations to better understand the contributing factors.

Discussion included the role of dual credit enrollment, changes in registration timing, and broader trends affecting community college enrollment statewide. Vice President Aparicio explained that the college continues to evaluate strategies to support student recruitment, persistence, and completion.

Board members asked questions regarding enrollment projections and how enrollment trends may impact institutional planning. Vice President Aparicio provided additional context regarding the college's ongoing enrollment management efforts and the importance of continued outreach and program development.

7.4 Mission Fulfillment Report – Priority 2, part two.

Dr. Jarett Gilbert, Vice President of Instructional Services, introduced the Mission Fulfillment report and welcomed Susan Lewis, Dean of Teaching and Learning Foundations, to present the second portion of the report related to Priority Two: Advancing Equitable Student Learning and Educational Outcomes.

Ms. Lewis presented information on Objective Three, which focuses on ensuring that students demonstrate proficiency in the college's). She explained that the college evaluates this objective through an annual institutional learning outcomes assessment, with a target that 80% of students achieve an "accomplished" level or higher using nationally recognized rubrics.

Ms. Lewis provided an overview of the college's assessment framework, noting that course-level outcomes feed into program outcomes, which in turn support

the broader institutional learning outcomes expected of all graduates. She reviewed the five institutional learning outcomes assessed by the college: communication, critical thinking and problem solving, quantitative literacy, intercultural knowledge and competence, and community and environmental responsibility.

She explained that the college conducts assessments on a five-year cycle, evaluating one institutional learning outcome each year. Courses selected for assessment typically occur later in a student's academic journey to better measure skills students have developed over time.

The most recent assessment focused on quantitative literacy, which measures students' ability to interpret, evaluate, and apply quantitative information to support decisions and solve problems. The assessment included participation from multiple disciplines and instructors across the college.

Ms. Lewis reported that 77% of students achieved an "accomplished" level or higher, approaching the college's established 80% threshold and representing a significant improvement from earlier assessment cycles. She also noted increases in several key assessment dimensions, reflecting progress in student learning outcomes.

She explained that the assessment committee identified areas for improvement, including clearer faculty understanding of certain rubric criteria and improved consistency in applying assessment standards. As part of the college's continuous improvement efforts, the Institutional Outcomes Assessment Committee has been revising the rubrics and improving guidance to faculty to strengthen future assessments.

7.5 Monthly Financial Report

Sam Draper, Vice President of Administrative Services, reviews the monthly financial report with the board.

Unaudited General Fund Revenue and Expense Summary as of January 31, 2026

General Fund revenues through January 31st are \$11,946,907 representing 92% of the budget and \$2,545,554 increase over the same period as the previous year. The primary driver of this is the timing of state appropriations.

General Fund expenditures and transfers through January 31st are \$6,190,392 representing 50% of the budget and an increase of \$500,511 over the same period as the previous year. Expenditures have increased in the Instruction and Instructional Support functions.

Bank Account Balances, Receivable and Payables

The College's bank account balances total \$18,815,415 on January 31st. Accounts receivable balances total \$2,125,059 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total \$677,148.52 and represent amounts owed to vendors and suppliers of goods and services received by the College.

Café Operations

Café operational highlights include revenue of \$51,270 which is trending behind the annual revenue target of \$133,750. Operating costs were \$169,370

7.6 Monthly Foundation Report

Director OraLee Branch, Board liaison to the College Foundation, provided the monthly update from the Foundation.

Director Branch shared that a celebration for the grand opening of the ITAC building was scheduled for February 20 and noted that representatives from Oregon State University, Mid-Columbia Economic Development District, and other partners were expected to attend. She explained that the event would include a demonstration of prototyping and technical support capabilities associated with the facility.

Director Branch also reported that CGCC is participating in Career and Technical Education Month and referenced the upcoming OCCA-convened CTE Day in Salem. She noted that related promotional materials would be shared through Columbia Gorge News social media platforms.

She highlighted a recent opportunity through the Lumina Foundation, explaining that CGCC was selected as one of six community colleges nationally from a pool of sixty-six applicants. She stated that the funding will support enrollment campaigns over the next two years, with emphasis on technical trades, healthcare pathways, business programs, and expanded Spanish-language marketing support through IZO Marketing.

Director Branch further noted that the 2026 Community Legacy Giving Event is scheduled for March 19 in The Dalles. She also referenced a Metallica Foundation video featuring CGCC students that was linked in the report materials, along with promotional items and outreach giveaways intended to support educational partnerships with K-12 school districts and raise awareness of CGCC programs among prospective students.

Finally, Director Branch shared that the Cherry Festival Fun Run is scheduled for April 25 and noted that proceeds will support chronic disease prevention and management programs.

7.7 Chinook Brief

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

Equitable Access:

- Students from Arlington High School, Chenoweth Elementary, and Centerville School recently visited CGCC to explore technology and trades, and to learn how CGCC programs lead to living-wage careers. Arlington students were especially engaged with the Aviation Maintenance program, Chenoweth students with the Advanced Manufacturing program, and Centerville students learned about library access, an important resource their school currently lacks.
- A total of 32 Grow Your Own (GYO) scholarship recipients were awarded \$40,000 to support their education-related degrees.
- At the beginning of February, Student Services hosted local teachers, counselors, and administrators with CGCC faculty to develop a plan to improve our College Now program.
- The 2026–27 Nursing application is open for a few more weeks. We've received more applications this year compared to last. While the early deadline has passed, applicants still have time to apply before the regular deadline on February 26.

Equitable Learning and Outcomes:

- Sixteen students successfully completed eight certificates and fifteen associate degrees at the end of the fall term.

Economic growth, inclusive prosperity, and thriving community:

- The College is thrilled to celebrate Robert Wells-Clark as the Oregon Postsecondary CTE Teacher of the Year, an honor awarded by High Desert ESD.
- PTK is hosting a blood drive in March at the Hood River Campus and at The Dalles Campus in April.
- Tiffany Prince, Athletics Director/Female Commissioner, and Dr. Jarett Gilbert, Male Commissioner, attended the Northwest Athletics Conference (NWAC) Winter Conference to learn about key issues and how to position CGCC's athletics programs within the conference.

Other News:

- Board Member and current CGCC student Kim Morgan did a great job representing us at the ACCT National Legislative Summit in Washington, D.C. Her continued advocacy on behalf of her fellow students and our community is recognized and appreciated.
- Cat Graham, CGCC's Registrar, received the Unsung Hero Award at the 2026 Student Success and Retention Conference in Portland last week! Her quiet,

systems-level leadership focuses on removing structural barriers. In her work, she has strengthened the student experience and helped improve student persistence and completion at CGCC.

7.8 OCCA Update

Director Long provided an update from the Oregon Community College Association (OCCA), sharing highlights from the OCCA Board of Directors quarterly meeting held on February 6, 2026.

Director Long reviewed several legislative items currently being monitored or supported by OCCA during the short legislative session. She noted that the OCCA Board adopted positions on several bills, including legislation related to student representation on community college boards, campus notification procedures involving federal immigration authorities, clarification regarding food and beverage expenses at official board meetings, and a proposed Higher Education Coordinating Commission study examining the structure and future of Oregon's postsecondary education system.

Director Long explained that OCCA continues to track legislative developments and advocate on behalf of Oregon community colleges during the current session.

7.9 Board Subcommittee Reports

7.9.1 Policy & Equity Subcommittee

Director Kim Morgan provided an update on the Policy and Engagement Subcommittee. Director Morgan reported that the committee met the previous evening at 5:30 p.m. She noted that Vice President of Administrative Services Sam Draper attended the meeting and provided an update regarding work currently underway within his division. Director noted that the committee continues its review and discussion of policy-related items.

7.9.2 Finance & Audit

Chair Stice briefly referenced the work of the Finance and Audit Committee and expressed appreciation for the ongoing conversations taking place within the committee.

7.9.3 President's Performance Review

- none

7.9 Chair's Report

Chair Stice reflected on recent Board participation in meetings and committee work and expressed appreciation for the continued engagement of Board members in supporting the college's governance and strategic priorities.

He noted the importance of maintaining active participation in Board discussions and subcommittee work as the college continues to address institutional priorities and planning efforts.

8.0 CRITICAL DATES

Chair Stice reviewed the critical dates with the Board.

10.0 ADJOURN

The meeting was adjourned at 7:05pm

As recorded by Tiffany Prince, Interim Assistant to the Board of Education