



BOARD AGENDA ITEM: 4.1 – Regular Meeting Minutes
DATE: April 15, 2025

REGULAR MEETING MINUTES
Tuesday, March 18, 2025
This meeting was held remotely.

ATTENDANCE:

Board of Education:

Kim Morgan
Tim Arbogast
Lucille Begay
OraLee Branch

Laura De La Torre

Jonathan Fost
Nathanael Stice

Staff and

Representatives:

Dr. Kenneth Lawson

Dr. Jarett Gilbert

Tiffany Prince

Karly Aparicio

Courtney Judah

1.0 CALL REGULAR MEETING TO ORDER

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

2.0 WELCOME AND INTRODUCTIONS

Chair Morgan led group introductions.

3.0 APPROVAL OR MODIFICATION OF AGENDA

MOTION #1 - APPROVED

Director Branch **moved to approve the March 2025 meeting agenda.** Director De la Torre seconded. Motion passed unanimously, with members present.

4.0 APPROVAL OF MINUTES

4.1 Regular Minutes, January, 2025

MOTION #2 - APPROVED

Director Branch **moved to approve the regular Minutes from the February 2025 meeting.** Director de La Torre seconded. Motion passed unanimously, with members present.

5.0 PUBLIC COMMENT – none

6.0 BUSINESS ITEMS

6.1 New Certificate Approval

This new certificate represents the technical content courses for the second year of the Advanced Manufacturing and Fabrication AAS degree. Students may complete all technical courses in the manufacturing program by completing the Advanced Manufacturing Technology certificate (39 credits) and the CNC Manufacturing and Quality Control Processes certificate (31 credits). Students may take these certificates in any order.

MOTION #3 - APPROVED

Director Arbogast **moved to approve the adoption of the CNC Manufacturing and Quality Control Processes certificate.** Director Fost seconded. Motion passed unanimously, with members present.

6.2 Degree & Certificate Suspensions -

Associate of Science Oregon Transfer – Business (ASOT-Business): This degree has become redundant with the introduction of the Associate of Science Transfer – Business (AST-Business) which was required for us to offer under the Major Transfer Map (MTM) statewide initiative. These two degrees are nearly identical, and the AST-Business has stronger transfer value as an MTM. All students currently enrolled in the ASOT-Business may either complete that degree pathway or shift to the AST-Business.

Web Design Assistant (39 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.

Web Development Assistant (40 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 #4 - APPROVED

Director Arbogast **moved to approve the suspension of the ASOT Business Degree, 39-credit Web Design Assistant Certificate, and the 40-credit Web Development Assistant Certificate.** Director Branch seconded. Motion passed unanimously, with members present.

6.3 Merchant McIntyre Associates Contract Approval

The College has been partnering with Merchant McIntyre since March 2019 and asks the board to approve entering into a new contract for 2025-2026. In the

sixth year of our partnership, CGCC's investment in grant writing and federal advocacy with Merchant McIntyre has resulted in numerous significant grant awards totaling \$2,207,794. This brings the total federal funding secured through our partnership to totaling \$6,744,439—an ROI of over 13:1.

MOTION #5 - APPROVED

Director Foster **moved approve the Merchant McIntyre contract, as presented, authorizing presidential signature.** Director Begay seconded. Motion passed unanimously, with members present.

6.4 Board Policies, Chapter 1 & 2

This is the second reading of Chapter 1 & 2 Board Policies that have been reviewed by the Policy & Equity Subcommittee, were subsequently reviewed by the Board of Education in February and are ready for renewal.

MOTION #6 - APPROVED

Director Branch **moved approve all Board Policies in Chapter 1 and 2 for immediate renewal.** Director de La Torre seconded. Motion passed unanimously, with members present.

7.0 REPORT ITEMS

7.1 Monthly Financial Report

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

Unaudited General Fund Revenue and Expense Summary as of February 28, 2025
General Fund revenues through February 28th are \$9,973,461 representing 86.7% of the budget and \$574,601 increase over the same period as the previous year. The primary driver of this is an increase in both tuition and fees, as well as state appropriations

General Fund expenditures and transfers through February 28th are \$6,584,452 representing 60.4% of the budget and an increase of \$126,520 over the same period as the previous year.

Bank Account Balances, Receivable and Payables

The College's bank account balances total \$9,910,287 on February 28. Accounts receivable balances total \$74,438 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total (\$265,390) and represent amounts owed to vendors and suppliers of goods and services received by the College.

Café Operations

Café operational highlights include revenue of \$42,796 which is trending ahead (30.5)% of the annual revenue target of \$140,150. Operating costs remain below budget (60.8% of annual), demonstrating ongoing cost savings efforts.

7.2 Community Education Report

Dr. Jarett Gilbert, Sara Wade, and Angela Jones – the Community Education team – share the yearly presentation on Community Education and Customized Training for the Board of Education.

Community Education at CGCC is:

- General Community Education (CE) (ie. Reimbursable & Non-Reimbursable Classes) *Spanish, Photography, Pottery, Basket Weaving, Welding & more!
- American Heart Association (AHA) *First-Aid CPR AED, BLS, Instructor New & Recertification
- Partnerships
 - o Small Business Development Center (SBDC)
 - o Child Care Partners (CCP)
 - o GreenFlower
 - o Ed2Go
 - o National Center for Outdoor & Adventure Education (NCOAE)

Some classes are reimbursable and some community education classes are not reimbursable. For a course to be considered reimbursable it must meet the Higher Education Coordinating Commission FTE guidelines. Courses like this at CGCC would include: workforce training, Small Business Development Center classes, Childcare Partners, and American Heart Association. Personal enrichment or hobby classes do not meet the required guidelines and therefore are not reimbursable.

Sara shares some enrollment trends in community education, which is down compared to the year prior. It is noted that not having the full-time support in staffing community education limits the ability to expand on current offerings or create new programming. Continuing to support the CGCC mailer (schedule of classes and community education programming) will help drive enrollment to the community education classes. The Community Education team continues to look for opportunities in more hands-on workshops in the CGCC Skills Center, Hood River County area, and even expanding the foreign language classes.

7.3 Audit Update – Student Services

Karly Aparicio, Interim Vice President of Student Services, reviews an update regarding the student services audit findings.

The 2022-2023 Audit of the Financial Statement, prepared by Moss Adams, reported adverse opinion in the Student Financial Assistance Cluster. These

findings were in these areas: Special Tests and Provisions – Enrollment Reporting, Special Tests and Provisions – Return of Title IV Funds (R2T4), Reporting, and Eligibility.

Karly shares that some of these findings were repeat findings, meaning they had been on the previous year audit as well. In the 2023-24 audit it is predicted that these may be repeat findings, again, except for Reporting and shares that the Student Services, Financial Aid, and Business Office have been working to remove these findings for the 2024-25 audit. She expects there to be no repeat findings by 2025-2026.

7.4 Monthly Foundation Report

Director Branch, Liaison to the Foundation Board, presented the Monthly Foundation Report.

Foundation scholarships opened to students' March 3; the application closes April 13. After only three days of being open, the Foundation had 51 students who had started their applications – a nearly 50% increase from the same time last year. Community members will be reviewing and scoring applications April 13-29, and scholarship award announcements will be made in early May. This year each application will be reviewed by four scorers.

The Foundation hosted a workshop and lunch in the library at The Dalles campus. There were 29 students attending for this workshop, the first one where they actually helped students fill out their applications. The Foundation worked in partnership with Student Services to provide support for students, including lunch!

The Fun Run is coming together! CGCC is happy to be a featured part of the 44th Annual NW Cherry Festival. And community members are very excited to see that CGCC is bringing back the much-loved run that unfortunately fell to COVID after 2019. The marketing and student services team is working in close collaboration to gather sponsors, tackle the logistics, and engage with regional runners. Coach Peggi and her runners will be super engaged as well. The fun run website has more information, registration, and sponsorship opportunities.

7.5 Chinook Brief

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

Equitable Access:

- To help connect students with educational opportunities here at CGCC, Dezi Remington represented the college at a recent Skills Fair in Dufur. Students explored hands-on career pathways and learned more about our programs.

- Supporting students in the wider region, CGCC faculty members Tyson Aldrich, James Fitzpatrick, and Chris Spengler attended the Career Connect Conference in Pendleton this past week. This event allows CTE faculty to meet their counterparts from other parts of the state, and to meet potential students interested in getting started on educational paths that will lead them to careers.
- Dual-Credit Coordinator Ashley Beardmore represented CGCC at the Hood River Valley High School career fair during the OPU tour on March 13th.

Economic Growth, inclusive prosperity, and a thriving community:

- CGCC faculty member Amirra Malak will be participating in the Southwest Asian and North African Showcase at the Pacific Northwest College of the Arts early this month. She will be performing a poem alongside her video textile installation.
- The college library always looks great thanks to the stellar research and design skills of Danny Jacobsen. There are two exhibits in the library worth calling out.
 - o The first, runs through March 17, is from The Fair Housing Coalition of Oregon and highlights the history of discrimination and resistance to unfair housing practices.
 - o The second highlights the history of Colegio César Chávez, located in Mt. Angel, Oregon, which was the first four-year accredited Chicano-run college in the United States. This exhibit, generously loaned to CGCC by Chemeketa Community College, will be on location through mid-April.

Equitable Learning & Outcomes:

- University representatives met with CGCC students at the Hood River campus during Oregon Transfer Day. Thanks to Mike Taphouse for organizing this event and supporting students on their next steps.
- CGCC's writing department has partnered with Uplift Local, a national initiative that trains people to report news, to teach students "participatory journalism." Through the WR 123 Research class, students will learn how to credibly report happenings at different local meetings. These skills will prepare them for internships and paid positions here in the Gorge with Uplift.

Other News:

- CGCC is pleased to welcome former CGCC student and OSU graduate, Tony Morales as the next Marketing Coordinator. Tony will join the team March 24. He is a fluent Spanish speaker, a graduate of The Dalles High School, and an enthusiastic CGCC alum.
- CGCC is hosting a College & Career Expo on April 18. High school juniors and seniors, as well as local job seekers, will have the chance to meet with employers and college representatives. CGCC CTE faculty will be representing their programs.
- President Lawson attended the OCCA's Legislative Summit earlier this month. The Summit featured important information regarding bills that affect

community colleges in the current legislative session. Dr. Lawson and Chair Morgan had individual meetings with local congressional members as a part of the summit and advocated for full-funding of the Community College Support Fund, raising the cap on XI-G capital dollars, and other issues.

7.6 OCCA Update

Chair Morgan, CGCC's OCCA board representative, reviews the monthly update, which was a Legislative Session update.

Legislative Session Update

At its February 7 regular board meeting, the OCCA Board took positions on the following proposed bills that could impact community colleges:

SB 478 – This bill would change four aspects of Community College governance:

- Requires each community college board to include a full-time student as a voting board member
- Requires community college boards to vote on whether the college can join any state or national associations
- Allows community college board members to receive a monthly stipend of \$500 Requires board members to have a publicly available college email address

The Legislative Committee recommended the Board oppose this bill unless substantially amended, notably the sections requiring a full-time student as a voting board member who is not elected by the college district voters and requiring the Board to vote on whether the college may join state or national organizations. The Board was also concerned that community colleges were not consulted before this bill was published, despite the fact that the bill directly addresses community college governance.

Since the Board meeting, OCCA has made strides in potentially having favorable amendments to the bill, including changing the voting full-time student member of the board to an ex-officio non-voting student member who is half-time/part-time (instead of full-time) and is selected by a student government election process. Colleges remain concerned about the impact on local control and governance with the additional requirement for boards to vote on any state or national association membership. This appears to single out community colleges and is not required for any other locally elected board or university boards. Abby Lee and John Wykoff continue to meet with legislators to hear their perspective and share OCCA's concerns.

The OCCA Board voted to oppose SB 478 unless favorably amended.

HB 2669 – This bill is a priority for the OEA and American Federation of Teachers and would require community colleges to pay part-time instructors at the same hourly rate as full-time instructors, regardless of the difference in responsibilities.

This bill will go to the Joint Committee on Ways and Means (Subcommittee on Education) because it includes the appropriation of funds to cover this mandate's cost, so OCCA is collecting information to estimate the fiscal impact. Potential favorable amendments to the bill would include permissive language to give community colleges the option to pay all faculty the same hourly rate to teach, or to create a salary pool which colleges can draw from to pay part-time faculty for additional responsibilities such as committees.

The Board voted to oppose HB 2669 unless favorably amended.

HB 3220 (-2 amendment) – The original bill language required nursing clinical programs to have a student to faculty ratio of 10:1. The current ratio is 8:1. Brett Rowlett from Lane Community College spoke with the bill's sponsor, Representative Nancy Nathanson, about some concerns, including that some clinical sites are unable to accommodate a 10:1 ratio, which would limit the clinical sites available. In response, Rep. Nathanson put forward a proposed amendment with permissive language allowing, but not requiring, a ratio of up to 10:1. Community college nursing directors have said they appreciate the amended permissive language.

The Board voted to support HB 3220 with the -2 amendment.

7.7 Board Subcommittee Reports

7.7.1 Policy & Equity Subcommittee

- Co-Chairs Morgan and de La Torre shared that the subcommittee continues to review board policies and will be bringing them forward for first and second readings when ready.

7.7.2 Finance & Audit

- None, will begin meeting once a VPAS is onboarded.

7.7.3 President's Performance Review

- Chair Morgan is reconvening the subcommittee to begin the work for the annual presidential review.

7.8 Chair's Report

Chair Morgan's Chair Report reiterates the importance of supporting students and CGCC community. This support is imperative during the dark times but, also, during the times that are what may be more bright in nature. She encourages everyone to continue supporting and uplifting each other while holding onto those bright moments.

8.0 CRITICAL DATES

Chair Morgan reviewed the critical dates with the Board.

9.0 ADJOURN

The meeting was adjourned at 7:24pm

As recorded by Tiffany Prince, Director of Executive Services