



**BOARD AGENDA ITEM:**

**4.1 – Regular Meeting Minutes**

**DATE:**

**May 20, 2025**

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**REGULAR MEETING MINUTES**

**Tuesday, April 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

**Staff and**

**Representatives:**

Dr. Kenneth Lawson  
Dr. Jarett Gilbert

Tiffany Prince

Karly Aparicio

Sue Davis

Courtney Judah

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**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**

No changes or modifications to tonight's agenda.

**4.0 APPROVAL OF MINUTES**

**4.1 Regular Minutes, March, 2025**

**MOTION #1 - APPROVED**

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

**5.0 PUBLIC COMMENT – none**

**6.0 BUSINESS ITEMS**

**6.1 President's Performance Evaluation, Survey, and Timeline Approval -**

Chair Morgan informs the board the President's Performance and Evaluation Subcommittee is not recommending any changes to the evaluation process or survey and are seeking approval for the Director of Executive Services to begin the work on behalf of the subcommittee and Board of Education.

**MOTION #2 - APPROVED**

Director Arbogast **moved to authorize the Director of Executive Services to begin the president evaluation process as outlined in board policy.** Director Branch seconded. Motion passed unanimously, with members present.

**6.2 Additive Lab Fee -**

Robert Wells Clark, Advanced Manufacturing and Fabrication faculty, shares that the AMT department is set to begin engineering and architecture for the Additive Lab in Building 5, Skills Center. A fee schedule has been proposed from the architectural design firm for the renovations. This expenditure is covered through the federal grant funding from the Department of Energy.

**MOTION #3 - APPROVED**

Director Stice **moved to approve expenditures above \$75,000 but not to exceed \$97,274, per the Engineering and Architecture Fee Schedule.** Director Branch seconded. Motion passed unanimously, with members present.

**6.3 Bond Project Management -**

In February, CGCC publicly posted a request for proposal (RFP) for Project/Construction Management Services to assist with capital improvements funded through CGCC's bond proceeds. The College received proposals from (5) highly qualified Groups, all with extensive experience in large scale Public Bond projects in Oregon and Washington. In March, all (5) of these Groups visited the campus to view & discuss the specific details of the planned projects. Each was subsequently interviewed by a college Steering Committee. The Steering Committee met with Dr. Lawson to recommend and select the top candidate from the process.

Pursuant to ORS 275C.375, the intent to award notice to HMK Company was issued on April 10, 2025, and is subject to the completion of the required seven (7) calendar-day protest period.

**MOTION #4 - APPROVED**

Director Arbogast **moved to authorize the College President to execute the project management services for the 2025 Capital Bond Program with HMK, pending completion of the seven day protest period.** Director Begay 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 March 31, 2025

General Fund revenues through March 31<sup>st</sup> are \$10,658,510 representing 92.7% of the budget and \$707,331 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 March 31<sup>st</sup> are \$7,589,189 representing 69.6% of the budget and an increase of \$370,179 over the same period as the previous year.

#### Bank Account Balances, Receivable and Payables

The College's bank account balances total \$8,641,450 on March 31<sup>st</sup>. Accounts receivable balances total \$1,860,515 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total (\$384,779) and represent amounts owed to vendors and suppliers of goods and services received by the College.

#### Café Operations

Café operational highlights include revenue of \$46,516 which is trending ahead (33.2)% of the annual revenue target of \$140,150. Operating costs remain below budget (68.6% of annual), demonstrating ongoing cost savings efforts.

### **7.2 SBDC Update**

Gregory Price, Director of the Small Business Development Center, shares the yearly SBDC report.

Columbia Gorge SBDC has 8 advisors and instructors that run the variety of their programming. Some of those programs include: Small Business Management programs, separate training courses, disaster planning and recovery, construction contractors board, cyber security, capital access, succession planning and exit strategies.

The SBDC program boasts a variety of community partnerships in our region as well, to include Business Oregon- 3410, South Wasco Business Bridge, Rural Innovation Hub, Mid Columbia Economic Development District, The Next Door Inc., City of Maupin, Clackamas and Oregon Coats CC, and many Chamber of Commerces.

Throughout the year the SBDC team has seen 12 new business starts, advised 718 clients and 184 new clients, a \$1,500,500 sales increase, 67 created jobs and 17 retained jobs, with \$4,255,475 in capital infusion.

Some upcoming projects and events for Columbia Gorge SBDC would be to start a Youth Entrepreneurship Program, Childcare Accelerator Program in Spanish, Pitch Competition, and expand to Wheeler County.

### **7.3 Mission Fulfillment Report – Priority 3**

Lisa AbuAssaly George, Karly Aparicio, Mike Moreno, and Dr. Jarett Gilbert present the Mission Fulfillment Report on Priority 3 - fostering economic growth, inclusive prosperity, and a thriving community.

Objectives of Priority 3 include:

- Students and Staff will experience a diverse college community where everyone belongs
- The College will actively engage in mutually beneficial industry and community partnerships that promote economic growth, inclusive prosperity, and a thriving community

Lisa shared information from the Higher Education Data Sharing (HEDS) Consortium Campus Climate Survey that CGCC administered mid to late Fall of 2023. CGCC students, faculty, and staff experience less satisfaction with the sense of belonging or community and overall campus climate compared to other 2 year colleges that participate in the HEDS survey. CGCC students, faculty, and staff experience less satisfaction with their campus experiences/environment compared to other 2 year colleges that participate in the HEDS survey.

The response rate for the HEDS Survey - 61% of Staff, 57% of Faculty, and 12% of Student population of campus.

In a 3-year period, CGCC exceeded its East Cascade Works set target in all three categories (Adult, Dislocated Worker, and Youth) for all years except in 2022. As such, in the most recent year of measure, 2023, CGCC met its threshold for employment in the 2nd quarter after exit. Additionally, in the 3-year period there was no consistent trend in any category for meeting or exceeding the East Cascade Works target. However, in the most recent year of measure, 2023, CGCC met its target threshold in two categories (Adult and Youth) and approved its threshold for Dislocated Worker for employment the 4th quarter after exit.

Steps that CGCC is taking to move forward in meeting thresholds for Students and Staff to experience a diverse college community where everyone belongs include a new strategic plan that centers on equity and community, a campus-wide equity plan, and campus climate improvement work.

Takeaways for the College in priority 3, objective 2, continuous improvement and adaptability are the foci for stabilizing staffing, monitoring and adjusting to new career trends emerging in the Gorge, perform more outreach in the Oregon Frontier counties, and continue to cultivate community partnerships. Overall, CGCC is exceeding or approaching most of the East Cascade Works targets over the past few years for the Q2 and Q4 employment rates.

#### **7.4 Monthly Foundation Report**

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

On April 26th, as a benefit for the first-ever CGCC athletic team - cross country - we'll re-launch the traditional Cherry Festival Fun Run. Runners will meet at the Dry Hollow school to start and finish their 3k, 5k, and 10k routes. The Foundation is very grateful to their generous sponsors: title sponsor One Community Health, student-participant sponsor Columbia Gorge Toyota Honda, medallions sponsor Umpqua Bank, and T-shirt sponsor Cochenauer Builders. Columbia Gorge Toyota Honda will pay the registration fee of any student who participates. The Fun Run projected net is currently at \$5000 which will assist with operating athletics for the coming year.

A recent \$50,000 gift was pledged in support of our nursing education simulation lab, which will be open and fully operational in the fall of 2024. The Foundation and College are so grateful to the Columbia Gorge Health Council which made the gift in response to a funding request.

As of March 11, 2025 (approximately) the EPA Community Change funding is showing in the federal payment reimbursement system as 'suspended'. This supersedes the status report shared in the Foundation Focus. EPA and the Columbia Gorge Education Service District are continuing to coordinate and plan for the project to move forward, however, there will not be any hard costs incurred until the funding is released. This will mean we likely will not have the \$60,000 in scholarship funds that we otherwise would be awarding for '25-'26.

This scholarship season the Foundation has held three workshops to support student success in making their applications: February 6 and March 5 in The Dalles, and April 8 at the Hood River Campus. Applications are up about 10% this year compared to the same time last year which is about five weeks after the application-opening. For the 2025-26 year we will be awarding up to \$230,000 in scholarships, which is a 15% increase in funding from the previous year.

#### **7.5 Chinook Brief**

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

Equitable Access:

- The Gorge Scholars application is open. This tuition waiver program is designed to support eligible high school graduates, home school completers, and military veterans, with preference given to applicants who completed their high school-level education within CGCC's service area. Applications are due by April 25th.
- We now have a modern and functional net price calculator. The calculator can be found at [cgcc.edu/npc](http://cgcc.edu/npc)
- CGCC continues to support dual credit opportunities. We were honored to collaborate with Columbia High School (CHS) teachers and staff for CHS's Dual Credit Night on March 25th. The event welcomed a strong turnout of engaged families. Interim VP of Student Services Karly Aparicio and Dual Credit Coordinator Ashley Beardmore also delivered a presentation to HRVHS educators on dual credit opportunities earlier this month. HRVHS continues to be CGCC's most active partner in the College Now program, offering 46 courses this year.

Economic Growth, inclusive prosperity, and a thriving community:

- The Columbia Gorge Health Council (CGHC) recently awarded the CGCC Nursing Simulation lab project a \$50,000 grant toward the non-federal match that is required by the US Economic Development Association (EDA) funding that is providing the majority of the support for this critical project.
- CGCC is excited to invite high school students and current CGCC students who identify as disabled to submit artwork or short writing pieces for the upcoming exhibit Disabled Legacies, Crip Futures: Disability in Art, History, and Dreaming. The Exhibit will run from April 28–May 9 in the CGCC Library of The Dalles Campus.
- Writing Instructor Amirra Malak continues to attract attention. She was featured on Oregon Public Broadcasting's Art Beat Oregon for creating installations of liminal space and had a sold-out show in Hood River on April 12- 13th.

Equitable Learning & Outcomes:

- The Ford Family Foundation has reauthorized the ARIC Program for another three years of grant funding under the Rural Male Community College Success initiative. This program funds a full-time employee who provides targeted interventions and support to students involved in the program.
- Spring 2025 Faculty In-Service was held on Friday, April 4. The program began with the inspiring presentation of Wasco Tribal Chief Jefferson Greene. Faculty engaged in a culturally-responsive instruction workshop, led by Leigh

Hancock and Lisa AbuAssaly George. Faculty also participated in peer-led mini-workshops on a wide range of topics.

#### Other News:

- CGCC had a successful public offering for its general obligation bonds in spite of the recent market volatility. Proceeds will be available on April 22, and provide the match to receive an additional \$5.5 million from the state to fund campus improvements.
- CGCC is excited to welcome Denise Reid-Strachan as our new Director of Financial Aid. Her start date will be June 9, 2025. Denise has a wealth of experience, including audits, federal compliance, and student outreach.
- The college is currently hosting an exhibit on Colegio César Chávez, the first accredited, independent, four-year Chicano run college in the United States. It was located just outside of Woodburn Oregon, in Mt Angel. On April 29th, from 12-12:50PM, Natalia Fernandez, the exhibit's curator, will be hosting for a brown-bag talk on the history of this groundbreaking liberatory movement and its legacy.
- CGCC will host 3 finalists for the Vice President of Student Services beginning next week. The Vice President for Administrative Services position is now re-posted and we are hopeful to fill the position by July 1.

## **7.6 OCCA Update**

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

#### April is Community College Month

April is National Community College Month, making for a wonderful opportunity to share with others about the great opportunities community college provide students and communities. Colleges are featuring highlights about their programs, students, alumni, faculty, and more throughout the month on social media so be sure to share CGCC's when you see them posted.

#### Legislative Update

April 9th marked a key deadline in the legislative process - any bills that had not yet had a work session scheduled therefore are no longer moving forward in Session. OCCA has been tracking bills that died with the passage of this deadline and their website is hosting a full list of bills pertinent to community colleges.

#### Call to Actions

The Ways and Means Joint Subcommittee on Education will hear testimony regarding the Community College Support Fund April 14-16 and OCCA is looking for individuals to show up and to sign-up to testify in person and shared information on how to sign up.

## **7.7 Board Subcommittee Reports**

### **7.7.1 Policy & Equity Subcommittee**

- Co-Chairs Morgan and de La Torre share that the subcommittee continues to review board policies from around the differing policy chapters, and a set of policies will come forward in May for first reading.

### **7.7.2 Finance & Audit**

- None.

### **7.7.3 President's Performance Review**

- Chair Morgan reminds the board of the conversation from earlier. The subcommittee has begun its work, the evaluation will go out for stakeholders to participate. Once the subcommittee moves through the process the Board of Education will meet in executive session to review.

## **7.8 Chair's Report**

Chair Morgan's Chair Report encourages participation in the upcoming Cherry Festival Fun Run as the proceeds benefit the CGCC Athletics team.

## **8.0 CRITICAL DATES**

Chair Morgan reviewed the critical dates with the Board.

## **9.0 ADJOURN**

The meeting was adjourned at 7:09pm

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As recorded by Tiffany Prince, Director of Executive Services