



**BOARD AGENDA ITEM:** 3.1 – Regular Meeting Minutes  
**DATE:** November 19, 2024

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**REGULAR MEETING MINUTES**  
**Tuesday, October 15, 2024**  
**This meeting was held remotely.**

ATTENDANCE:

**Board of Education:**

Kim Morgan  
Jonathan Fost  
Tim Arbogast  
Nate Stice

OraLee Branch  
Laura De La Torre  
**Staff and**  
**Representatives:**  
Dr. Kenneth Lawson  
Dr. Jarett Gilbert

Tiffany Prince  
Karly Aparicio  
Courtney Judah  
Sue Davis

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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 OF MINUTES**

**3.1 Regular Minutes, September, 2024**

**MOTION #1 - APPROVED**

Director Stice **moved to approve the regular Minutes from the September 2024 meeting.** Director Branch seconded. Motion passed unanimously.

**4.0 PUBLIC COMMENT – none**

**5.0 BUSINESS ITEMS - none**

**6.0 REPORT ITEMS**

## 6.1 Office of Student Life, Housing, & ASG

Tiffany Prince, Director of Housing and Student Life, introduced Associated Student Government President Amber Anderson. Amber chatted with the board about upcoming plans ASG has for the year, events, and overall goals for operating and reaching out to the entire student body.

The Office of Student Life provides a holistic approach in meeting the needs of and caring for our student population:

- Inclusive Career Advancement Program (ICAP); collaboration between Vocational Rehabilitation and Community Colleges to assist students with disabilities in reaching their career goals. Works alongside Disability Services and Vocational Rehabilitation to provide services to eligible students, including academic support, navigation of the college's systems, career exploration, job searching, development of basic skills, and more.
- SNAP Employment & Training Program (STEP); the STEP program is to assist SNAP recipients to obtain the postsecondary education and training needed to obtain living-wage employment and economic mobility. This consists of providing students enhanced coaching and financial support in support of the student's clear career goal to secure a living wage job in an in-demand field.
- Oregon Benefits Navigation Program (HB 2835); assist students in determining eligibility for benefits programs, applying for assistance from benefits programs, coordinate and provide culturally specific resources to support students. Has a detailed understanding of local and regional benefits programs, collaborates with external partners to directly connect students to resources on and off campus.
- Title III Equitable Funding; provide support to reduce or eliminate debt burden through awareness of funding opportunities for student tuition and cost of attendance, including Federal Financial Aid (Title IV), state-supported aid, scholarships, and additional grant opportunities. prepares students to plan for the expenses of attending college, ensure navigational support and coaching for independent students or students who may need special financial assistance.

Tiffany shared the Office of Student Life served a total of 94 unduplicated students for resource navigation & STEP and 64 unduplicated students in completing financial aid application or other financial assistance needs.

In addition to the above programs the Office of Student Life oversees the Chinook Residence Hall, Associated Student Government, provides overall support to Student Clubs and general needs in student life and student engagement. This includes, but it not limited to: Veteran's Services, Campus Food Pantry, manage the Student Life/Activities budget, Gorge Scholars program, and coordinate the non-academic student conduct and complaints process.

## 6.2 Monthly Foundation Report

Sue Davis, Executive Director of The Foundation, shares the Foundation Focus.

### 2024 Founders Cup Golf Tournament

We are very pleased to share that the net proceeds for the 2024 Founders Cup Golf Tournament are \$26,800. From '22 to '23 we increased our net more than two-fold, and from '23 to '24 that increase was 1.3 or about 30%. For 2025 our goal is to net \$40,000, the equivalent of sixteen student scholarships. We want to thank our generous sponsors: Brookfield Renewable U.S, Hage Electric and Construction services, Coldstream, Crestline, Best Western Hood River Inn, Providence Hood River Memorial Hospital and Hunsaker Oil.

### Foundation Funding

The Foundation is pleased to announce that it is preparing to transfer \$61,700 in Foundation Scholarship funding to CGCC on behalf of the 74 students who were selected as Foundation Scholars for the 2024-25 school year. Each student is awarded a total of \$2500 per year, which is approximately \$833 per term.

The Foundation recently allocated \$3000 in a grant to the Chinooks Athletics program to support the start-up costs of the first athletic team the college has fielded: Chinooks Cross Country. Funds will be used for uniforms, running shoes, warm-ups, and team travel. The team completed their first NWAC league meet September 27, and are pictured below after running in the 3rd annual Bob-a-Long. Named for longtime high school cross country coach Bob Thouvenel, the event raises money for The Dalles High School Cross Country program.

In response to Robert Wells-Clark's application, the Haas Foundation has awarded to the CGCC Foundation \$20,000 to provide scholarship funding for students enrolled in CNC Technology training. Approximately fifteen Advanced Manufacturing Program students will be eligible to apply for the scholarship. CGCC and the Foundation are extremely grateful to the Haas Foundation and to our amazing Advanced Manufacturing Program Director Robert Wells-Clark.

### Scholarship Donor Luncheon

The Foundation will host its annual donor appreciation luncheon at the Regional Skills Center October 29 11:30am - 1:00 pm. Attendees will enjoy a light luncheon buffet and the opportunity to meet CGCC and Foundation staff, student scholars, and more. Speakers will include CGCC President Dr. Kenneth Lawson, Foundation Executive Director Sue Davis, and Major Donor Bob Kenyon. To a donation to the Foundation, please email Sue Davis at [sdavis@cgcc.edu](mailto:sdavis@cgcc.edu) or call 509-637-5597.

Featured major donor Bob Kenyon was a first-time Foundation donor in 2023 when he funded a \$2500 Named Scholarship. In 2024 we were honored to learn of his intent was to increase his donation tenfold, bringing his gift for 2024 to \$25,000. We appreciate Mr. Kenyon's generosity, and thank him for the confidence he has in the Foundation to responsibly steward this gift.

### **6.3 Monthly Financial Report**

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

Unaudited General Fund Revenue and Expense Summary as of August 31, 2024  
General Fund revenues through September 30 are \$3,098,355 representing 26% of the budget and \$323,495 increase over the same period as the previous year. The primary driver of this is an increase in tuition which includes the FY23-24 deferred tuition for Summer and Fall terms.

General Fund expenditures and transfers through September 30 are \$2,250,212 representing 20.7% of the budget and an increase of \$143,339 over the same period as the previous year.

#### Bank Account Balances, Receivable and Payables

The College's bank account balances total \$6,120,007 on September 30, as shown in the attached report. Accounts receivable balances total \$2,295,730 and represent amounts owed to the College from students, property tax, agencies, and grantors. Accounts payable balances total (\$87,130) and represent amounts owed to vendors and suppliers of goods and services received by the College.

#### Café Operations

Café operational highlights include revenue of \$44,142 which is trending ahead 31.2% of the annual revenue target of \$140,150. Operating costs remain below budget (18% of annual), demonstrating ongoing cost savings efforts.

### **6.4 Chinook Brief**

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

#### Equitable Access

The Student Outreach & Recruitment team has been working hard to welcome prospective students from our local region and beyond, including hosting Hermiston High students and a high school senior with their family from the Seattle area. The outreach team works closely with other Student Services staff, Library, and Student Support staff, as well as Tech & Trade faculty, who have been instrumental in making our future students feel welcome.

Elementary Education, Early Childhood Education, and Elementary Math students have been gathering their Grow Your Own (GYO) sponsored educator kits. These kits help student teachers prepare for their CGCC education courses and, eventually, the classroom. GYO is a state grant that supports future educators in our communities.

#### Equitable Learning & Outcomes

Student Services staff Dezi Remington, Ashley Beardmore, Emilie Sanchez Lopez, and Marco Beitzl visited 19 classes identified as Gateway Courses in the first week of classes. Staff introduces students to the supports and programs available, provided technical support, answered student and instructor questions, and provided follow-ups for students who did not attend their first classes.

Under the direction of Tori Stanek, associate dean of teaching and learning foundations, and Tree Rocha, bilingual tutoring and mentoring coordinator, fall term sees the start of a new Peer Tutoring and Mentoring program. The program trains CGCC students to be tutor/mentors to their fellow students, individually or in classroom settings. Peer tutors/mentors earn a stipend for their initial training and subsequent work.

#### Economic Growth, Inclusive Prosperity, & a Thriving Community

On October 1st, EQUAL Club welcomed higher education expert panelists Dawn Barron, Jeremy Rouse, and Jake Logan-Laboy to discuss going beyond land acknowledgments in higher education. Guests were given free copies of *Escape Girl Blues* (Barron) and *Red Constellations: Educator Handbook for Refusing Settler Logics* (Rouse).

President Lawson participated in the South Wasco Familiarization Tour sponsored by the South Wasco Alliance this past week. The tour included representatives from regional and state economic development agencies as federal legislative staff. The tour included visits to Antelope, Shaniko, Tygh Valley, and the Simnasho Longhouse to highlight the economic development work going on in the region.

Robert Wells-Clark and Dr. Lawson presented at the National Council for Workforce Education's (NCWE) annual conference in Minneapolis, MN. The title of the presentation was "Building Equitable Access and Inclusive Prosperity: Advanced Manufacturing and Green Jobs in Rural OR." President Lawson serves on the Board for the NCWE, which is affiliated with the American Association Community Colleges and dedicated to inclusive, high-quality workforce programs that meet local labor market needs.

#### Other News

Chinook Cross Country participated in its first competition on Friday, September 27th, at the Mike Johnson Classic in Monmouth, Oregon, at Western Oregon University. Andrew Wring, Lyric Hammond-Toole, and Saul Coyazo-Vega ran the 8,000-meter event. The team also participated in the Bob-A-Long in The Dalles at Sorosis Park this past week.

The Columbia Community Connection covered the launch of CGCC's new cross-country team in the Oct. 8 edition. The cross-country team represents the first organized athletics team in CGCC's 47-year history.

Dan Saldivar, Director of Facilities, and the entire Facilities team have started a project to repair and restore the Library and Learning Commons spaces damaged by water intrusion last winter. Demolition, electrical, painting, and carpeting will begin in the north/northeast corner.

Dr. Jarett Gilbert has been appointed by the Higher Education Coordinating Commission to the statewide Transfer Council.

## **6.5 OCCA Update**

Chair Morgan shares the OCCA update for college boards.

### September Legislative Days

Oregon community colleges had several opportunities to testify during quarterly "Legislative Days" Sept. 23-25. Legislators heard invited testimony that provided updates on ongoing and new topics they may want to address in the 2025 Session. OCCA worked with the chair of the House Committee on Higher Education to provide an update on emerging community college Bachelor of Science Nursing (BSN) programs. The Committee also heard an update from the Higher Education Coordinating Commission (HECC) on the ongoing work to create more seamless transfer from community colleges to four-year public universities. OCCA has been closely involved in legislative work around better transfer pathways from community colleges to public universities.

### OCCA Meet with Federal Delegation in DC

OCCA Deputy Director John Wykoff traveled to Washington, DC, in September along with representatives from Portland Community College and Lane Community College to meet with Oregon's federal delegation. During the trip, they met with Oregon delegation House and Senate staffers advocating for short-term Pell Grants, Workforce Investment and Opportunity Act reauthorization, fiscal year 2025 appropriations, ending taxation on the Pell Grant and the issue of fraudulent applications which have affected community colleges across the country.

### OCCA Board to Meet Oct. 4

The OCCA Board of Directors will meet for their fall quarterly meeting on Friday, Oct. 4. The meeting will be hybrid, with those in-person attending at Rogue Community College in Grants Pass. The Board will approve member appointments to OCCA committees for the 2024-25 year, hear a legislative update and learn about upcoming training opportunities, as well as meet with higher education consultant, Miriam Friedman, around the development of an OCCA Values Statement.

#### Upcoming Events & Trainings

OCCA has a great schedule of events set for 2024-25! Click below to see an overview of each of these events (visit, <https://occa17.com/calendar/>) about events coming this fall that will benefit board members.

## **6.6 Board Subcommittee Reports**

### **6.6.1 Policy & Equity Subcommittee**

Director De La Torre updated that the Policy and Equity Subcommittee decided on the Equity Lens Tool (presented by Lisa AbuAssaly Gorge – Executive Director of DEI) as the method to start reviewing Board Policies, related to the Board of Education.

Directors Fost, Morgan, De La Torre divided up those specific board policies for individual review, they will discuss any recommendations, prior to bringing any changes to the Board of Education for approval.

The subcommittee will work on establishing a timeline for the institutions remaining policies. In the coming months emails and invitations will be sent out to the Vice President's and Executive Directors regarding policy groups they oversee.

### **6.6.2 Finance & Audit**

-None

### **6.6.3 President's Performance Review**

-None

## **6.7 Chair's Report**

Chair Morgan continues to encourage the Board of Education to take moments of opportunity to connect constituents when out in the community regarding support of the upcoming college bond. She reminds the group that the PAC is set up to support board members, and college staff/faculty, to help get the message out on Ballot Measure 33-111.

## **7.0 CRITICAL DATES**

Chair Morgan reviewed the critical dates with the Board.

**8.0 ADJOURN**

The meeting was adjourned at 6:30pm

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As recorded by Tiffany Prince, Director of Executive Services