

Yuba Community College District Foundation Board Meeting

Minutes – August 5, 2020

IN RESPONSE TO THE COVID-19 PANDEMIC AND ITS IMPACT ON PUBLIC MEETINGS UNDER THE BROWN ACT, ON MARCH 17, 2020, GOVERNOR NEWSOM SIGNED EXECUTIVE ORDER N-29-20 THAT SUSPENDS, ON AN EMERGENCY BASIS PURSUANT TO GOVERNMENT CODE 8571, CERTAIN PROVISIONS OF THE BROWN ACT'S GENERAL REQUIREMENTS FOR PUBLIC MEETINGS. ACCORDINGLY, THE REQUIREMENTS OF THE BROWN ACT REQUIRING THE PHYSICAL PRESENCE OF BOARD MEMBERS AT MEETINGS OF THE BOARD AND PROVIDING A PHYSICAL SPACE FOR MEMBERS OF THE PUBLIC TO OBSERVE AND PARTICIPATE HAVE BEEN SUSPENDED UNTIL FURTHER NOTICE.

The Yuba Community College District Foundation Board met on Wednesday, August 5, 2020 for its Regular Foundation Board Meeting via ZOOM.

Board Members Present via Zoom: Richard Teagarden, Marcia Stranix, Eileen Schmidtbauer, Lynn Jepsen, Wayne Ginsburg, Sonja Lolland, Douglas Houston, Jessie Ortiz, Tawny Dotson, John Cassidy, Artemio Pimentel, Jared Hastey

Absent: None

Resource Members: Katy Miller (Accounting Assistant), Angelica Munoz (Recorder), Jay Lowden (YCCD Foundation Director), Kuldeep Kaur (Vice Chancellor of Admin. Services)

Guest: None

1. Call to Order and Opening Items

Meeting was called to order by President Ginsburg at 1:07 PM
Dr. Houston introduced Yuba College President Dotson, Vice Chancellor Lolland and Vice Chancellor Kaur.
The Board President went through the remote meeting protocols.

2. Approval of Agenda

It is recommended that the Board approve the August 5, 2020 Foundation Board Agenda
Motion to approve: Dr. Houston; Second by Jessie Ortiz
Final Resolution: Motion carries
Aye: Marcia Stranix, Eileen Schmidtbauer, Lynn Jepsen, Wayne Ginsburg, Sonja Lolland, Douglas Houston, Jessie Ortiz, Tawny Dotson, John Cassidy, Artemio Pimentel, Jared Hastey

3. Approval of Minutes

It is recommended that the foundation Board approve the Minutes of the May 6, 2020 Foundation Board Meeting as presented.
Motion to approve: John Cassidy; Second by Dr. Houston
Final Resolution: Motion carries
Aye: Marcia Stranix, Eileen Schmidtbauer, Lynn Jepsen, Wayne Ginsburg, Sonja Lolland, Douglas Houston, Jessie Ortiz, Tawny Dotson, John Cassidy, Artemio Pimentel, Jared Hastey

4. Open Agenda and Public Comment - None

5. Consent Agenda

5.01 Consent agenda included: Acceptance of Contributions, Acceptance of Quarterly Warrants, Financials, and Fund Account List with Balances.

Mrs. Schmidtbauer asked why the Yuba College Student Service Fund was in the red and what is being done to get it out of the red. Mr. Lowden asked if item 5.05 could be removed from the consent agenda for discussion.

Motion was made to approve the Consent Agenda excluding the Fund Account List.

Motion to Approve: Dr. Houston; Second by Lynn Jepsen

Final Resolution: Motion carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Lynn Jepsen, Wayne Ginsburg, Sonja Lolland, Douglas Houston, Jessie Ortiz, Tawny Dotson, John Cassidy, Artemio Pimentel, Jared Hastey, Richard Teagarden.

On page 3 of the Fund Account List the Student Service fund had a deficit of approximately \$9,000. At this time Mr. Lowden was not sure why there is a negative balance but stated he could get more information for them by tomorrow. He also indicated that this item could be added to an upcoming special meeting that is being proposed. Mr. Lowden then received an email that explained the the account has been in the red since 2013 and was related to seed money being provided for a special events series at Yuba College. Mr. Lowden will work with Katy Miller and Dr. Dotson to see what has happened since 2013 and put together a plan to bring it back to zero.

A motion was made to Motion to approve 5.05 of the consent calendar.

Motion to Approve: Marcia Stranix; second by John Cassidy

Final Resolution: Motion carries

Aye: Marcia Stranix, Eileen Schmidtbauer, Lynn Jepsen, Wayne Ginsburg, Sonja Lolland, Douglas Houston, Jessie Ortiz, Tawny Dotson, John Cassidy, Artemio Pimentel, Jared Hastey, Richard Teagarden

6. Action Items

None

7. Information Items

7.01 Scholarship Update

Mr. Lowden worked with the Financial Aid offices of both colleges to obtain a prelim report of scholarships awarded in the spring for this academic year. Scholarship awarded in spring 79 of 157 at Yuba College, 36/39 at Woodland Community College and 31/33 at Lake County Campus. Yuba College has some scholarships where there were no eligible students; some scholarships where there were 3 available but committees decided to only award one. Mr. Lowden will work with the Yuba College Financial Aid team to provide more information as to why others were not awarded. Mr. Ortiz wanted more information on why they were now awarded. For some scholarships where there were 2 or 3 awards approved, committees only awarded one. Some didn't have eligible applicants, and some were a result of selection committees not completing their work. Mr. Ortiz asked if they would be going out again and if it would be possible for Woodland Community College or the Lake campus to use some of these dollars if they did not award them. Mr. Lowden explained it would be possible if they are not endowment funds or funds designated specifically to Yuba College. Mr. Ortiz asked if President Pimentel would be interested in these. President Pimentel confirmed. Dr. Dotson added she would like to get more information as to why the awarded numbers are low. Mrs. Stranix would also like to know why and added she read 100 plus applications and would like to know which ones were not awarded. Lowden will meet with the Yuba College Financial Aid staff for additional details. Mr. Ortiz apricated and respected him going back to assess these. He also asked if Woodland Community College would know in the next 10 days if the money could be utilized by them. Mr. Lowden indicated that for scholarships to be moved it would require a vote of the Foundation Board.

Mr. Lowden mentioned he received a list of every scholarship for all campuses and information on why they were not awarded. This is why he needs to follow up. Mr. Cassidy also stated a lot of these scholarship are specific, and you may have some that have up to 30 people that apply. Mr. Lowden confirmed and added we have some where we have 50 awards. Dr. Dotson stated she spoke to a Donor that has a specific Art one, they have a hard time finding someone for that award. When the scholarship has had a hard time finding someone over the years, there could be a conversation. She would like to speak with the Financial Aid office.

7.02 Purposed Board Orientation & On-boarding

Mr. Lowden presented this item as information. He added it has been brought up in the last year and it was called out in the survey that we do not have a good orientation and onboarding process. He

received some suggested formats from other Foundations in the state and then reviewed a proposed process which is attached to the agenda.

The process would include a group orientation with the Foundation Director and a current member of the Board; a tour of a campus and meeting with a College President; and a meal with the Chancellor and Foundation Director. Mr. Lowden then reviewed the proposed content for the orientation session and asked if there were items to be added or removed. Dr. Houston added when he and Mr. Lowden discussed this he understood that he would touch on the history of the district and the president would talk about program and services and history of their college. Mr. Ortiz asked if we are under the Brown Act and if that should be covered. Lowden confirmed that the Brown Act is covered under the Board of Directors information.

Mr. Ginsburg would like the foundation president to be included in the meal with director and Chancellor. Mr. Teagarden asked that the geographic region of the District be covered. Mr. Lowden explained that that would be covered in the meal and that he will also add the president of the Foundation to the breakfast/lunch. Mr. Teagarden added in our area there are many sources and money, giving them ideas of the contacts, they can create to create revenues, would be good to cover that. Mr. Lowden said it would be included in the fundraising conversation. Dr. Dotson wanted to see ways to give and innovated ways to give. Mr. Lowden explained that will also be covered in the fundraising conversation and under expectations. Dr. Pimentel asked if the events at each college to raise money could be added. Mr. Lowden would like that to be touch upon during the campus tours. Dr. Houston appreciated all the work Mr. Lowden has done on the process.

7.03 Board Effectiveness Survey

Jay went over the power point regarding the survey. The presentation is provided in Board Docs.

In response to the presentation Mr. Ginsburg added it seems that historically when committees are needed they are created. If additional committees are formed it would be a good sign of a vibrant committees. Mr. Cassidy added this region is finally getting some capital that will allow for the foundation to generate more money.

Mr. Lowden added there is no process around issues and trends. He would like a process regarding emerging issues. Mrs. Stranix agreed. Mr. Ginsburg didn't feel these trends have to deal directly with the Foundation. Mr. Lowden explained it could be external to the Foundation and happening in the community.

Mr. Lowden would like to have more activities, conferences, trainings that the foundation members may participate in. He has proposed to have training specifically for Foundation Board members. He is looking into how else can they provide more opportunities for Foundation Board members to participate in other meetings or committees.

Mrs. Jepsen mentioned she did not have an orientation and would like to go through the one being proposed. Mrs. Stranix agreed. Mr. Lowden said he could make that happen. He also added they have openings on the Board in both the YC and WCC areas.

Mr. Ginsburg mentioned he would like to have a more hands and feet on the ground and then maybe more meetings would be appropriate. Mr. Cassidy added in the next couple of years people will look for more of a way to make a difference. This will be an opportunity to find people who want to help in a more meaningful way.

Mr. Lowden explained if they have more frequent meetings it could be a combination of some live meetings and some online.

Mr. Ginsburg added he is glad the board is not at a halt with COVID going on.

7.04 2020-21 Operating Plan Update

Mr. Lowden went over the operating plan. He had brought it as a proposal at the last meeting. He wanted to go over it again to see if anything needed to be added or removed. It was broken down into many areas. The last planning process that was done was probably in 2014, this would be the

bases and starting point.

Some of the areas it covers are:

Due to a change in Ed Code he may be making changes to the Master Agreements. They also may need to do an RFP for a new Investment Advisor. Mr. Ginsburg added that our current advisor has been on a Community College Foundation board, but we may need to be pushed that connection aside and look at it objectively.

They need to develop case statements as to why someone should donate, why there is a need to support and what is the targeted audience.

Mr. Lowden is working with Financial Aid to look at various software solutions to track scholarships. They are looking for something to make it easier for students to apply and easier for reviewers. It will also save the college money, since the pay for the annual maintenance on the software.

Mr. Ginsburg didn't think anything needs to be added based on the volume that is there and the scope. He added it would be nice if somethings could be taken off. He also liked the emphasis of what they are all about and the elevator speech.

See the full agenda for more details.

8. Reports

8.01 Foundation President's Report - None

8.02 YCCD Board of Trustees Foundation Liaison Report

Mr. Ortiz mentioned Woodland Community College now has a full Administrative Team. They are moving forward with Executive Dean and the Vice President Position. It has been a complex and difficult situation in public education but he impressed with the staff. Every 48 hours seems to be a change but we are moving forward.

Mr. Teagarden added the Board had a retreat. It was two days of meetings and good conversation. He is happy to be a part of the direction they are going. It has been difficult particularly with the budget but there is good leadership in place. They are being as conservative as they can be. The decisions that need to be made in the next few months will be difficult. He asked everyone to be patient because there are a lot of decision that still need to be made. He also wanted to express his appreciation for the Foundation.

8.03 Woodland Community College Report-Dr. Pimentel had to leave

8.04 Yuba College Report

Dr. Dotson expressed the importance of this work. She has been a Foundation Director and knows the difference the Foundation make and can make for the student by removing those barriers. She is thrilled to be an active part. She was also impressed by Mr. Lowden's report and the work he has and will do. Dr. Dotson also met with Student Government for their first meeting of the year. They have concerns on how we engage and meet the needs of our student in this environment. She shares those concerns and is looking forward to getting to know everyone.

8.05 Chancellor's Report

Dr. Houston mentioned it was convocation time. Spoke about our new normal or just normal now. He shared the story of the Choloteca Bridge. Since 2015 we have been dealing with many challenges Fires, floods and pandemics. Every year since then we have had to evacuate the Lake Campus due to fires. He thanked Dr. Lolland for her leadership in the Pandemic Plan. He also added Mr. Lowden became the communication person and it has been a real team effort. Convocations this year will all be virtual. We were hoping for face to face but with the summer surge the Public Health Officers recommendation was to move back into shelter in place.

The colleges are still offering face to face student services. Enrollment trends are down for summer and fall but this is true across the country. The few schools that have seen increases, are those that

chose to stay open for face to face classes. He is hoping to see a rebound and will also try to make a decision on spring early on. In response to the surge to address systemic racism, we have responded with a call to action. He also went over the 20-21 State Budget. Tax revenues are uncertain. The budget is predicated on a backfill. A flat budget based on last year, no increases. Will have some deferrals.

He went over the 2018 Accreditation and the YCCD Strategic Planning. Our service area is changing, went over the health of our areas, currently under the state average. Dr. Lolland will lead the planning. He also went over the shared priorities for the 2020-2021:

8.06 Next Regularly Scheduled Meeting – November 4, 2020

–

8.07 Foundation Director's Report

At the June meeting of Governing Board the board decided to compensate the student trustees at the same rate as elected trustees. The California Ed Code indicated that any change of a trustee stipend has to be approved before May 15 for the upcoming fiscal year. The Board made their decision in June. They are asking for \$2,050 per student trustee for a total of \$4,100. There is currently \$36,000 in The Multi-College Fund. Mr. Lowden added it would require a vote of the Foundation. It would have been added to the agenda formally but since it was brought to his attention on Monday he just included it in his report. He would like to have a meeting before August 13th to discuss and vote on this request.

Mr. Ginsburg called for a special meeting on Tuesday August 11th at 4:00

9.0 **Adjournment**

The meeting adjourned at 3:29p.m.