



MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on October 20, 2021, with a Regular Board Meeting at 6:30 pm, and a Board Work Session at 7:00 pm, both held via Zoom.

6:30 pm – Regular Board Meeting:

<https://mhcc.zoom.us/j/91861299291?pwd=aFYzWnE5bnRMQll6OXA0b3NISUxvZz09>

Join by Phone: 1-669-900-6833 (San Jose) or 1-253-215-8782 (Tacoma)

Webinar ID: 918 6129 9291

Passcode: 880244

7:00 pm – Board Work Session:

<https://mhcc.zoom.us/j/91992549382?pwd=eldvZzEyTVBaeVhHT1ZGZm50WVZEQT09>

Join by Phone: 1-253-215-8782 (Tacoma) or 1-669-900-6833 (San Jose)

Webinar ID: 919 9254 9382

Passcode: 838686

AGENDA SESSION 1046

- 6:30 pm**
- 1.0 CALL TO ORDER / DECLARATION OF A QUORUM**
 - 1.1 Approval of Agenda
 - 2.0 PUBLIC INPUT**

*Persons wishing to provide public comment can sign up by using the “Hand Raise” feature available at the bottom right corner of the Zoom screen by clicking on the three horizontal dots labeled “More”. If you are joining by phone, please press *9 to raise your hand. Please clearly state your full name for the public record and limit comments to 3 minutes per speaker. Persons who wish to provide written comments can email them to Laurie.Popp@mhcc.edu, and they will be included in the official record for this meeting.*
 - 3.0 REPORTS (10 min report & 5 min Q & A)**
 - 3.1 Presidential Evaluation Annette Mattson
- 6:37 pm**
- 4.0 BUSINESS / ACTION**
 - 4.1 Consent Agenda: Approvals & Information
 - a) Minutes – Board Work Session 1042, September 1, 2021
 - b) Minutes – Regular Board Session 1043, September 15, 2021
 - c) Monthly Personnel Report
 - d) Monthly Financial Report



- e) Monthly Head Start Report
- f) COVID-19 Activity Report
- g) Consideration of Selection of Vendor to Upgrade Parking Lot "H"
- h) Resolution to Transfer Budgeted Appropriations

6:39 pm	5.0	BOARD MEMBER & COMMITTEE/LIAISON REPORTS <i>(3 min each)</i>
6:49 pm	6.0	CLOSING REPORTS
	6.1	ASG Representative
	6.2	Advisory Representatives <ul style="list-style-type: none">• Full-Time Faculty• Classified Employee Association• Part-Time Faculty & Tutors
	6.3	Executive Leadership <i>(3 min each)</i> <ul style="list-style-type: none">• Student Development• Instruction• Administrative Services• Development & District Communications
	6.4	President's Report
7:00 pm	7.0	ADJOURN REGULAR SESSION
7:00 pm	8.0	CONVENE BOARD WORK SESSION
	8.1	Call to Order
7:05 pm	9.0	BUSINESS
	9.1	MIG Strategic Planning Session with Board
8:45 pm	10.0	ADJOURN WORK SESSION

The next regular board meeting is scheduled for November 17, 2021.

Individuals requiring accommodations due to disability should contact Accessible Education Services at 503-491-6923 or aes@mhcc.edu



OFFICE OF THE PRESIDENT
Lisa Skari, Ed.D
President
503-491-7211
Lisa.Skari@mhcc.edu

October 20, 2021

TO: The Board of Education
 Annette Mattson, Chair
 Andrew Speer, Vice Chair
 LaVerne Lewis
 Diane McKeel
 Diane Noriega
 Kenney Polson
 Marie Teune

FROM: Lisa Skari, EdD
 President

SUBJECT: Board Letter for October 2021

A recent frost on the ground is a reminder that fall is upon us. As the trees transition for new growth in the spring, our students are working toward aspirations of their spring, with educational milestones completed and career goals achieved. Along the way, faculty and staff are there to support them.

September 15 kicked off In-Service, and the chance to welcome everyone to the new academic year. The In-Service Committee – Janet Albarado, Nicole Bragg-Scott, Blanca Alicia Gallardo de Marston, Al McQuarters, Samantha Piers-VanderPloeg, Traci Simmons – did a great job of designing the three-day training to offer a balance of workshops, meetings, and unstructured time to connect with students and colleagues. As In-Service overlapped with Yom Kippur, we intentionally did not schedule keynotes and other campus-wide activities on September 16 in support of our Jewish colleagues. On September 17, Laura van Dernoot Lipsky, founder and director of The Trauma Stewardship Institute and author of *Trauma Stewardship: An Everyday Guide to Caring for Self While Caring for Others*, provided an all campus keynote on trauma stewardship, followed by a session in the afternoon for the management staff focused on reflection and insights for leading in traumatic times. Her sessions were timely and well-received, and we are exploring bringing her back for some additional sessions.

Currently, I am serving on an Oregon Presidents' Council (OPC) sub-committee to strengthen the voice of OPC. Our early work has centered on the exploration by the Higher Education Coordinating Commission (HECC) of the Community College Support Fund (CCFS) Formula Review Process. Jennifer DeMent and I will represent Mt. Hood Community College (MHCC)

on a work group that will engage the community colleges with the HECC's Funding and Achievement Sub-committee on this review. It is not yet clear if the results of the statewide study of public higher education, led by Oregon Council of Presidents (OCOP) and OCCA, will feed into the sub-committee's work.

Annual goal update

COVID response

In July, the college community convened the Reopening Advisory Committee to facilitate open conversations seeking leadership, advice, and input with those impacted to expand instruction, student and operational supports, and community activities on-campus in a safe manner. Twenty-one members, including student and employee leadership and the president's cabinet, meet bi-weekly in an open webinar format, allowing for an average of 60 additional campus community members to participate in the meetings as attendees. Sessions are also recorded and posted on MyMHCC for viewing by any employee or student. Recent work by the committee includes the launch of a \$500 vaccine incentive for unvaccinated staff and students who decide to get vaccinated; an electronic health screening survey for employees, students, and community members coming to campus; and discussions about safe spaces for learning, studying, and eating on campus.

Strategic planning

MIG is working with the Project Management Committee (PMC) and key MHCC offices on data collection, including plans for survey for internal stakeholder groups and focus groups with external stakeholder groups. The next PMC meeting is being targeted for the week of November 15, and the Charrette is tentatively scheduled for December 3.

Accreditation

MHCC hosted the Fall 2021 Ad Hoc Evaluation and Visit on October 12 for the purposes of assessing our progress on Recommendation 3 of the Fall 2016 Mission Fulfillment and Sustainability Peer-Evaluation Report regarding assessment. The focus of the work was the roll out of program outcomes assessment, where faculty record their assessment results, document planned improvements to teaching and learning, and report on the success of implemented measures. In addition, outcome assessment data will now be disaggregated by student demographics to address potential equity gaps.

Diverse workforce

On Friday, October 15 we initiated our annual employee demographic data pull. The timing and data fields establish our baseline to be used for tracking and assessment going forward. Related to the investment the MHCC Board made last year to expand recruitment to diverse populations, MHCC now posts positions on diversity focused job boards, like Partners in Diversity and Mac's List. In addition, we purchase add-ons for HigherEd Jobs that are diversity focused. At the end of the year we assess the outcomes of these efforts.

In closing, I am excited fall term and the 2021-22 academic year are underway. The return of students and faculty, even in smaller numbers, brings a level of energy and activity we have missed during the 18 months. As we look ahead to spring, I am hopeful for the transformation the College will make during the shorter days of winter.

Community/Educational Presentations and Selected Outreach Activities

- Sep 14 Partners in Diversity CEO Cohort meeting*
Sep 15 MHCC Board of Education meeting
Sep 16 Meeting with Director Mattson
Sep 16 Oregon Community College Association (OCCA) Board Meeting
Sep 17 Meeting with Dr. Percy, President, Portland State University
Sep 20 Meeting with Directors Mattson and Speer
Sep 20 Rotary Board meeting
Sep 21 OCCA COVID-19 Briefing
Sep 21 Meeting with Tanya Drake, Regional Vice President, Western Governors University
Sep 21 Oregon Presidents' Council (OPC) Community College Support Fund (CCFS) sub-committee meeting
Sep 24 Presentation at Gresham Chamber of Commerce Networking Event
Sep 24 OCCA New Board Member training
Sep 24 Northwest Commission on Colleges and Universities (NWCCU) webinar: Culturally-Responsive Postsecondary Performance Measurement for Student Success
Sep 27 Greater Portland Inc. (GPI) Higher Education Committee meeting
Sep 29 MHCC Foundation Board meeting
Sep 29 MHCC Board Executive (closed) session
Sep 30 Meeting with Director McKeel
Sep 30 Oregon Presidents' Council (OPC) Community College Support Fund (CCFS) sub-committee meeting
Sep 30 MHCC Strategic Plan Process Management Committee meeting
Sep 30 Meeting with Anthony Montes, Congressman Blumenauer's office, with Al Sigala

Select Media Mentions

The Hope Center Announces National Cohort Focused on Resolving Challenges Faced by #RealCollege students

https://www.einnews.com/pr_news/551191546/the-hope-center-announces-national-cohort-focused-on-resolving-challenges-faced-by-realcollege-students

Robot Gangsters

<https://www.oregonbusiness.com/article/tech/item/19394-robot-gangsters>

Mt. Hood Community College Gets \$100K Grant For Job Training Work

<https://patch.com/oregon/gresham/mt-hood-community-college-gets-100k-grant-job-training-work>

MHCC uses \$100,000 fed grant for pre-apprentice program

<https://pamplinmedia.com/go/42-news/523417-418187-mhcc-uses-100000-fed-grant-for-pre-apprentice-program>



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1a

CONTACT PERSON: *Laurie Popp, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – September 1, 2021

Session 1042

A meeting of the Mt. Hood Community College District Board of Education was held on September 1, 2021, with a Board Work Session at 6:00 pm, held via Zoom.

1.0 CALL TO ORDER

Members present: Annette Mattson, board chair, Andrew Speer, board vice chair, Diane Noriega, Diane McKeel, Marie Teune

Additional Attendees: Lisa Skari, president

Annette Mattson called the work session to order at 6:04 p.m.

2.0 BUSINESS

2.1 Board Guiding Principles & Agreements

The board reviewed the board guiding principles and agreements, and discussed the purpose of the agreements between individual board members and the president, and their commitment to subscribe to those guiding principles in their work. The board discussed last year's board goals, and the work the board has done over the past year around the equity lens, anti-hate statement, and diversity, equity, and inclusion work. There was discussion to capture and incorporate the board goals from last year into their work reviewing and updating the board policies and by-laws this year, and to include language around having a safe, welcoming, inclusive, and accessible campus. The board had one suggested change, which was to update the document title to show as "Board Guiding Principles and Agreements" rather than only showing as "Agreements". The board guiding principles and agreements will be submitted for approval at the next regular board meeting.



2.2 Board Goals

The board reviewed the board goals from last year and the draft board goals developed at the board retreat in July, and discussed the desire to have fewer goals that are more focused, clear, and direct for accomplishing this year. The board proposed the following three goals to focus on for this year:

- 1) Increase Community Engagement – review, update, and implement the prior community engagement plan, track board community activity, and set targets for accountability.
- 2) Review Board Policies and Bylaws – review and update the board bylaws consistent with the Oregon Community College Association model board language, and review all board policy language using an equity lens.
- 3) Operational Efficiency – establish how the board will do its work to improve organizational efficiency, and implement the plan.

There was a discussion about the board goals and how the board will accomplish the goals, and the board's engagement in the strategic planning process. The board goals will be submitted for approval at the next regular board meeting.

2.3 Board Committees

Lisa Skari prepared a brief description of the board committees and board liaison roles for board members to review. The board discussed the expectations for the board committees and board liaison roles, and a question was raised about the expectations for the Head Start liaison role, and if there were any federal expectations or requirements due to the federal grant. Skari stated Josi Kisa will look into the matter and notify the board if there are any adjustments to the role responsibilities. The board discussed the board liaison roles for the Oregon Community College Association and Oregon School Board Association, and minor adjustments were made to the role descriptions. The board reviewed the volunteer roles and discussed the addition of a new position for "Foundation Scholarship Review." Board members were asked to submit their top three choices for serving on a board committee, board liaison, or volunteer role to Annette Mattson by September 8. Mattson will notify board members of their board committee assignments at the next regular board meeting.

2.4 Board Community Engagement

Board members reviewed the Community Engagement Tracking Spreadsheet and Board Community Engagement Response Form, and were asked to send any additions or corrections to Laurie Popp to update the forms. Board member assignments for particular groups and specific outreach assignments will be completed at another board meeting when all board members are present. The Board Community Engagement Response Form will be sent to board members in Word format each month for board members to add their community engagement activity, and then return the completed form after the regular board meeting so the activity can be added to the spreadsheet. There was a discussion about having talking points available for board members to utilize when meeting with community members, and to include up-to-date information about campus activities. Skari suggested having a few key talking points so board members can communicate the same key messages about the college, diversity, equity, and inclusion, student success, and the impact on the



community. This will be helpful in the campaign for public awareness about the activities and events happening at the college.

2.5 Other Business

There was a discussion about the COVID pandemic, and Lisa Skari shared that the Reopening Advisory Committee recently met and discussed the college survey conducted on the employee and student vaccination rates.

3.0 ADJOURNMENT

The work session was adjourned at 7:07 pm.

Clerk

Board Chair

Minutes recorded by Laurie Popp, Executive Assistant to the Board of Education.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1b

CONTACT PERSON: *Laurie Popp, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – September 15, 2021

Session 1043

A meeting of the Mt. Hood Community College District Board of Education was held on September 15, 2021, with a Regular Board Meeting at 6:30 p.m., held via Zoom meeting.

1.0 CONVENE MHCCD BOARD/CALL TO ORDER / DECLARATION OF A QUORUM

Members present: Annette Mattson, board chair, Andrew Speer, board vice chair, Diane Noriega, LaVerne Lewis, Diane McKeel, Kenney Polson, Marie Teune

Additional Attendees: Lisa Skari, president, John Wykoff, deputy director of Oregon Community College Association, Jennifer DeMent, vice president of Finance and Administration, John Hamblin, vice president of Student Development, Al McQuarters, vice president of Instruction, Al Sigala, vice president of College Advancement, and executive director of MHCC Foundation, Emily Pham Lee, ASG president, Jeanna Hunt, FTFA president, Christy Weigel, CEA president, Marilyn Pitts, PFTA president

Mattson called the meeting to order at 6:33 p.m. and declared a quorum was present.

1.1 Approval of Agenda

Speer motioned to approve the agenda. Noriega seconded the motion and it passed unanimously.

2.0 PUBLIC INPUT

There was no public input.

3.0 REPORTS

3.1 Correspondence

There was no correspondence.



3.2 Legislative Update

John Wykoff presented a legislative update, which included an overview of the higher education budget picture for 2021-23 for the Community College Support Fund, Oregon Opportunity Grant, and Public University Support Fund. He highlighted the Governor's recommended budget, true current service level, and legislatively approved budget for 2017-2019, 2019-2021, and 2021-23. He provided highlights of the following House and Senate Bills and their impact on community colleges: HB 2542 – Display of Mandatory Fees; HB 2590 – Student Voices Task Force; HB 2835 – Benefits Navigators; HB 2919 – Textbook Affordability; SB 233 – Common Course Numbering; SB 551 – Part-Time Faculty Healthcare; SB 554 – Fire-Arms; SB 623 – Work Force Continuous Improvement. Wykoff reviewed the OCCA Advocacy Goals and Strategies, and provided a summary of the OCCA 2021-22 Advocacy Plan for implementing their statewide campaign. A copy of the PowerPoint presentation is attached to the minutes.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Retreat Session 1039, July 21, 2021
- b) Minutes – Regular Board Session 1041, August 18, 2021
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) COVID-19 Activity Report
- g) Acceptance and Expenditure of Projects Funded in Whole or Partially by Non-District Funds

Speer motioned to approve the consent agenda. McKeel seconded the motion and it passed unanimously.

4.2 Approve Board Goals for 2021-2022

Mattson presented the Board Goals for 2021-2022 for board approval. There were no questions or discussion about the board goals.

Polson motioned to approve the Board Goals for 2021-2022. Speer seconded the motion. There was a roll call board vote and it passed unanimously.

4.3 Board Guiding Principles and Agreements

Mattson presented the Board Guiding Principles and Agreements for 2021-2022 for board approval. There were no questions or discussion about the board guiding principles and agreements.

Polson motioned to approve the Board Guiding Principles and Agreements for 2021-2022. McKeel seconded the motion. There was a roll call board vote and it passed unanimously.



5.0 BOARD MEMBER & COMMITTEE/LIAISON REPORTS

Board members shared their participation in community meetings and events since the last board meeting. The Community Engagement spreadsheet will be updated to reflect the community activity.

6.0 CLOSING REPORTS

6.1 ASG Representative

Emily Pham Lee (ASG) – she stated ASG welcomed two new members to the ASG team, and they are looking for more people to join the team. ASG received a generous donation of bottles & cans that were recycled for a total of \$96 dollars to support student activities and initiatives. They worked hard over the summer to prepare for student events, and this Friday they will celebrate Constitution Day events. They are working on a Welcome Back event for September 21, with guest speaker Jason LeVasseur & The Rockstar Project. They will be offering free Welcome Back gift bags to students filled with school supplies and other goodies. Students can sign up for the gift bags in a survey sent to their email and on the Student Life social media pages.

6.2 Advisory Representatives

Jeanna Hunt (FTFA) – she shared that people are feeling a little nervous to be back on campus based on questions and comments she heard during Fall In-Service. She commented on the tracking tool for COVID symptoms that people will complete when they come to campus. Convocation and In-Service were well attended and it was a wonderful opportunity to connect with colleagues and get ready for teaching on Monday. She shared that faculty made a lot of changes to curriculum over the summer getting ready for fall term, and she wishes everyone a safe year.

Christy Weigel (CEA) – she recognized the custodians at MHCC for their hard work and acknowledged Chalea Whiteside, Chrissy Horne, Daniel Criswell, James Barker, Jerry Kelly, Jim Ouchida, Justin Hedges, Matthew Vandergriff, Micky Rogan, Oscar Contreras-Navarro, Richard Catindig, Richard Pauley, Vincent Scriven, and Zeth Manarang for all they do for the MHCC campus. She stated that since March of 2020, our custodians have continuously worked on campus cleaning in potentially dangerous COVID-affected areas, maintaining trash removal, and sustaining restroom upkeep for those working on campus. She highlighted the additional duties and responsibilities the custodial staff have taken on during this time, and thanked them for going above and beyond for MHCC's students, employees, and community.

Marilyn Pitts (PTFA) – she shared that she is nervously excited for the start of the term. She participated in several of the In-Service sessions today and had an opportunity to hear questions from several part-time instructors, and stated there is still a lot of work to be done to get ready for employees and students to be interacting next week. She served on the Reopening Team and now the Reopening Advisory Committee, and has a real sense of the challenge in dealing with this pandemic. She hopes things go well next week and expressed it will be one of the toughest terms for teaching.



6.3 Executive Leadership

John Hamblin – he stated another round of balance reductions were done for students over summer going into fall, and that the overall cost over the past academic year was a little under \$54,000. It generated almost \$120,000 so far of additional revenue for students that were not likely to come back for another term. They will continue it for this year, and it is exciting to see students have the opportunity to return to college and continue their education. Students are continuing to access resources, such as the laptops, Wi-Fi hotspots, Barney’s Pantry, and other resources provided by the college. They just completed two days of new student orientation, and there were 201 students who attended in-person orientation events on campus. He thanked Doctor Abio Ayeliya and his team in the Student Union, and the Student Development staff and team for helping pull together an extraordinary event to serve all of those students.

Al McQuarters – he stated that in 2016, MHCC received a US Dept. of Education Title III Grant for \$2.1 million. In 2019, he took on the role of project director, and for the last two years of the grant the focus has been on data literacy using critical race theory for retention strategies. He shared that the grant ends at the end of September and to institutionalize the work of data literacy, last month a cohort of deans and directors took on a “Train the Trainer” process to develop curriculum so that the work can continue after the grant ends.

Jennifer DeMent – she shared an update on the Head Start and Early Head Start programs. They initially planned to have everyone return to campus, however they have had challenges getting enough classroom staff to manage the classrooms safely. Bus drivers are in short supply, so they are not planning to offer transportation this term. In addition, they have had a delay from the State in getting new sites licensed from the Office of Child Care. They were concerned about the increase in pediatric COVID cases in Multnomah County and have been approved by the federal and state Head Start Offices to move the Head Start and Early Head Start programs to virtual instruction. The college will offer virtual support to families through October 7-8, and they will do an orientation with parents on the protocols and safety items. The plan is for in-person learning to resume on October 11.

Al Sigala – he spoke about the \$3.8 million in grant award announcements that came in last month, and offered a big thank you and congratulations to the staff who worked on those applications, and to Ellucian for their support on these efforts. The grant awards will go to Student Basic Needs, Veterans Services, TRIO program, and pre-apprenticeship efforts. He shared highlights from the updated Quick Facts and thanked Sergey Shepelov and his team for their efforts on this.

6.4 President’s Report

Lisa Skari provided her President’s Report to the board:

I want to start off by echoing Marie’s comments earlier. A lot of times we hear about the amazing things that happen on campus, but I do not always take time to pause and thank my executive team for all the work they do. Their guidance and leadership really makes a difference. Thank you, Marie, for sharing those comments and it could not have been better put. I also want to thank you all for making time this morning to attend convocation. It was wonderful to see over 350 faces this morning, and with faculty and staff all back, it makes me long to be in person. With patience we will get there.



I also had the good fortune to observe one of John's new student tours last night, and it was so beautiful to see students back on campus again. I do not think until that moment I realized how much I missed that presence and that energy. Again, thank you for joining convocation today. I know you heard about the accomplishments that the college has made over the last year, but I think having them all together is pretty impressive. And like I said, Mt. Hood Community College (MHCC) is really getting on the map, and that is a testament to the amazing folks that we have working here. This was not just a normal year that these things happened. MHCC accomplished great things in the midst of a pandemic. And so, Marilyn, Jeanna, Christy – to all of your folks. I know you are tired and I understand, and on top of just the work, everything that is wonderful that has happened, so thank you. And thank you for those words, and we will continue to show grace.

Convocation kicked off our three-day in-service, which includes additional trainings like the one today for using our equity lens. On Friday we have a keynote coming in to talk about trauma stewardship, which is so important right now. We will follow that up on Friday afternoon with a special session for our management team. That will be done to spend some additional time on the topic and learning better ways to lead with those in trauma and those experiencing trauma. In alignment with our values, we intentionally left Thursday open, with no all-campus programming, and that was so our employees who are celebrating Yom Kippur would not miss out on any key sessions.

And on Monday, it is the big day where we will test our new partial opening, with in-person service available in every area. We have had to get creative with staffing, and allowed departments to develop their own plans that meet the needs of students and colleagues, but while also allowing that flexibility to accommodate the demands associated with some of the more personal impacts of the pandemic.

And we, like most of the community colleges in the state, continue to be down in enrollment. We hope to see a late push of those students that are showing up on campus, and hopefully we can get our numbers flat with last year. But we all know, the pandemic has put college plans on hold for so many, especially those from disadvantaged communities. So, while we will continue to do what we can to support our students, at the same time we will continue to monitor our revenues and expenditures and make adjustments as needed.

Now in line with our special report this evening, I just want to point out that advocacy for our current service level funding will continue to be important. Even though this is not a full session this year, we need to continue with the message. We cannot afford to let this slip and we need to remain diligent in talking about what it really costs for us to maintain the status quo. This is not new money to do new things, this is just where we are. As you heard from John earlier, the unfunded mandates continue to eat away at our base, reducing what we really receive. And so, Al and I will be working through this session to continue bringing that message home. And we will continue to do what we do, providing the best education to our community, being as innovative and creative as we can with the resources we have, and continue our stewardship of public resources and trust. It is bound to be another eventful year, and I look forward to navigating it with you. Thank you and good evening.



7.0 ADJOURNMENT

McKeel motioned to adjourn the meeting. Speer seconded the motion and it passed unanimously. The meeting was adjourned at 7:40 p.m.

Clerk

Board Chair

Minutes recorded by Laurie Popp, Executive Assistant to the Board of Education.

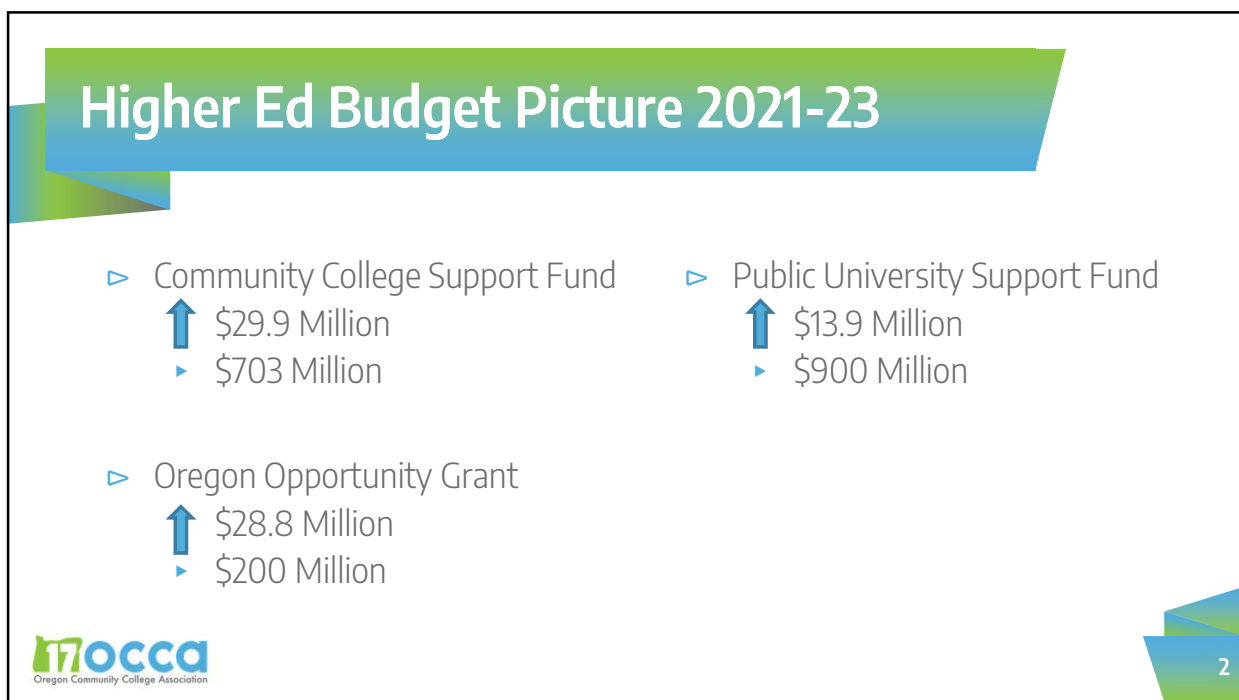


Legislative Update

John Wykoff, OCCA
MHCC Board Meeting, Sept. 15, 2021




17OCCA
Oregon Community College Association



Higher Ed Budget Picture 2021-23

- ▷ Community College Support Fund
 - ↑ \$29.9 Million
 - ▷ \$703 Million
- ▷ Oregon Opportunity Grant
 - ↑ \$28.8 Million
 - ▷ \$200 Million
- ▷ Public University Support Fund
 - ↑ \$13.9 Million
 - ▷ \$900 Million



17OCCA
Oregon Community College Association

2

Community College Support Fund

	2017 2019	2019 2021	2021 23
Governor's Recommended Budget		\$539m	\$641m
True Current Service Level	NA	\$647m	\$702m
Legislatively Approved Budget (LAB)	\$570m	\$641m	\$703m

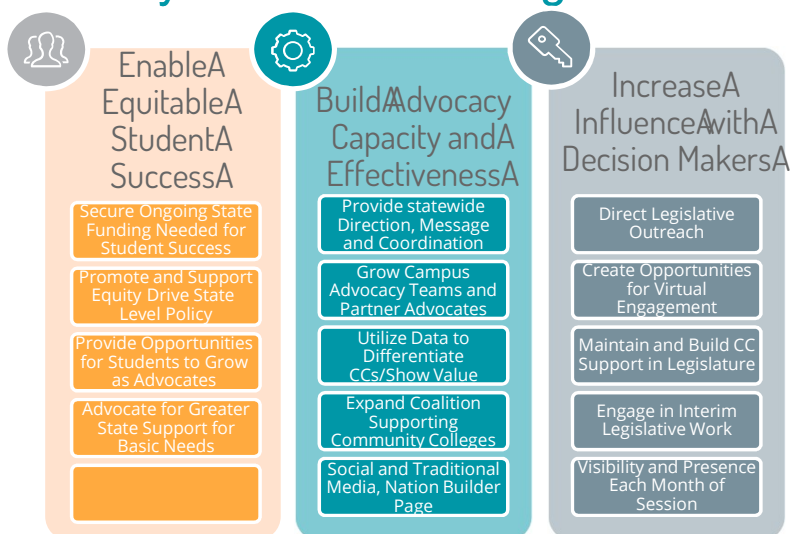
Legislation (House)

- ▶ HB 2542 Display of Mandatory Fees
- ▶ HB 2590 Student Voices Task Force
- ▶ HB 2835 Benefits Navigators
- ▶ HB 2919 Textbook Affordability

Legislation (Senate)

- ▶ SB 233 Common Course Numbering
- ▶ SB 551 PT Faculty Healthcare
- ▶ SB 554 Fire-Arms
- ▶ SB 623 Work Force Continuous Improvement

OCCA Advocacy Goals and Strategies



2021-22 Advocacy Plan									
	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022
Key Dates	Sept 20-21: Possible Special Session (Redistricting) Sept 21-24: Legislative Days		Nov 2: Election Day Nov 15-18: Legislative Days Nov 19		Jan 11-13: Legislative Committee Days	Feb 5: CTE Day Feb 3: First Day of Feb. Session	March 10: Election Filing Deadline		May 19: Election Day
Goals/Theme	*ID new advocates	*ID advocates and lay groundwork for Feb.	Engage in HB 2590 process and lay groundwork for Feb.	Engage in HB 2590 process		*CTE and Cyber Security		*CC Awareness Month	
Actions	*ID students and faculty at Welcome Days and In Service *Voter Voice *ID sponsors for any legislation needed. *Legislative outreach on Feb agenda. *Request potential hearing for Nov Committee Days	*Legislative outreach on Feb. Legislative agenda. *Begin CTE Day Planning *ID Students for HB 2590 and Feb. *Budget Request Letter to Leadership *Set priorities for HB 2590	*Outreach to local and statewide coalition partners *Campus Legislative Training *ID CTE Business Partners *Informaltonal Hearing on both student success efforts and CTE if possible. *CC Caucus *HB 2590 Engagement	*HB 2590 Engagement	*CC caucus *Voter Voice Campaign *Key Communicator Letters to legislators.	*Feb 5: CTE Lobby Day *Feb Legislative Summit			*Begin Outreach to Legislative Candidates
Materials Needed	Voter Voice	Complete CAC Toolkit Legislative Toolkit Leadership Letter HB 2590 Talking Points	*Monthly legislative engagement *Complete organizing packet for short session	*Monthly legislative engagement	*Draft CTE Letter		*Talking points; monthly legislative engagement	*Monthly legislative engagement	*Monthly legislative engagement
Media						*CTE Day Press Release *CTE Sample Op/Ed			
Participants Needed	*ACS, faculty, students, OCCA Staff	*CACs, CTE Studens, CTE Faculty, OCCA Staff	*CACs, OCCA and Staff						
Other									



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1c

CONTACT PERSON: *Travis Brown, Associate Vice President, Human Resources*

SUBJECT: MONTHLY PERSONNEL REPORT

NEW EMPLOYEES:			
Name	Position	Department	Hire Date
Roy, Diane M	Office Assistant	Nursing	9/1/2021
Pritchard, Heather L	Teacher	Head Start	9/1/2021
Hennegan, Michael S	Food Services Delivery Driver	Head Start	9/7/2021
Marshall, Tracy Lee	Financial Aid Advisor	Financial Aid	9/8/2021
Gerges, Ghada Adel	Classroom Aid	Head Start	9/8/2021
Remigio Pedraza, Anahi	Food Services Aid	Head Start	9/8/2021
Mikhaeal, Mariam Meyzk	Food Services Aid	Head Start	9/8/2021
Hernandez-Vanegas, Lizbeth Amair	Food Services Aid	Head Start	9/8/2021
Martinez Ventura, Maria Berenice	Food Services Aid	Head Start	9/8/2021
Saad, Enas Nasrallh	Food Services Aid	Head Start	9/8/2021
Chavez, Kaylee Michelle	Part-time Faculty	Funeral Services	9/15/2021
Flores, Jessica Marie	Part-time Faculty	Funeral Services	9/15/2021
Thulin, Nicholas Kenneth	Part-time Faculty	Surgical Technology	9/15/2021
LaMuerta, Davis D	Part-time Faculty	Funeral Services	9/15/2021
Mines, Gregory Merle	Part-time Faculty	Engineering	9/15/2021
Wallenfels, Jessica	Part-time Faculty	Performing Arts	9/15/2021
Logan, Gabriel M	Full-time Faculty	Respiratory Care	9/15/2021
Chan, Sik_Yin P	Full-time Faculty	Mental Health/ Human Services	9/15/2021
Flores, Nora N	Family Worker	Head Start	9/16/2021
Costello, Anna Marie	Public Safety Officer	Public Safety	9/20/2021
Depner, Claudia	Full-time Faculty	Dental Hygiene	9/20/2021



Drennan, Cheryl A	Full-time Faculty	Dental Hygiene	9/20/2021
Charlebois, Nicholas A	Public Safety Officer	Public Safety	9/20/2021
McVicker, Megan	Part-time Faculty	Dental Hygiene	9/20/2021
Sheldon, Nicholas Lee	Visual Arts Technician	Visual Arts	9/20/2021
Rose, Nathan Wendell	Part-time Faculty	Engineering	9/22/2021
Winship, Elizabeth Rose	On Call Substitute	Head Start	9/22/2021
Guyer, Sally C	Part-time Faculty	Mental Health/ Human Services	9/23/2021
Mendez, Jose M	Part-time Faculty	Welding Technology	9/25/2021
Keats, Mark Lee	Part-time Tutor	AVID	9/27/2021
Dawes, Sarah I	Part-time Tutor	Modern Languages	9/27/2021
Markel, Phillip John	Visual Design Strategist	District Communications	9/27/2021
Yang, Nou M	Fiscal Services Coordinator	Head Start	9/28/2021
Pavik, Matthew Dominic	Theatre Technician	Performing Arts	9/28/2021
Hinkel, Keith Jordan	Lab Technician	Welding Technology	9/28/2021
Savage, John Charles	Part-time Faculty	Performing Arts	9/28/2021
Smith, Hailey Marie	On Call Substitute	Head Start	9/29/2021
Chu, Solen Maria	OLI Coordinator	Student Life	9/30/2021

TRANSFERS/CHANGE IN STATUS:

Name	Position	Department	Effective Date
Morcos, Rasha Nabil_sela	Assistant Teacher	Head Start	9/2/2021
Hanna, Eva E	Assistant Teacher	Head Start	9/8/2021
Geddes, Meadow L	Full-time Faculty	Physical Therapy Assistant	9/15/2021

SEPARATIONS/RETIREMENTS:

Name	Position	Department	Term Date
Klein, Lara K	Family Worker	Head Start	9/1/2021
Mylet, Suzanne M	Teacher	Head Start	9/1/2021
Marshall, JoAnn	Assistant Teacher	Head Start	9/1/2021
Georgioff, Allison A	Online Learning Support Specialist	Online Learning	9/1/2021
Lee, Sabrina A	Classroom Aid	Head Start	9/3/2021
Reyes Montesinos, Violeta	Classroom Assistant	Head Start	9/8/2021
Tisdale, Judith	Teacher	Head Start	9/8/2021
Knouse, Samantha L	Teacher	Head Start	9/10/2021
Em, Davy	TRIO Advisor	TRIO	9/10/2021



Hallquist, Nathan Victor	On Call Substitute	Head Start	9/15/2021
Contreras-Eraut, Yzza A	Family Support Specialist	Head Start	9/15/2021
Contreras, Diana	Family Support Specialist	Head Start	9/15/2021
Richardson, Mallory K	Student Resource Specialist	Adult Basic Education	9/16/2021
Salas-Umana, Erica	Health and Nutrition Manager	Head Start	9/17/2021
Briggs, Kristen Elizabeth_Love	Family Support Specialist	Head Start	9/17/2021
Kohler, Gerald W	Part-time Faculty	Business Administration	9/23/2021
Ferris, Mary L	Part-time Faculty	Business Technology	9/23/2021
King, Ekaterina N	Assistant Teacher	Head Start	9/27/2021
Botros, Abeer	Classroom Aide	Head Start	9/30/2021
Rendon Valente, Wendy	Program Assistant	Head Start	9/30/2021
Mendez, Cheyenne N	Classroom Aide	Head Start	9/30/2021
Albarado, Janet J	Title III Coordinator	Instructional Services	9/30/2021
Faust, Cheryl L	HUB Specialist	HUB	9/30/2021



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1d

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance & Administration*

SUBJECT: MONTHLY FINANCIAL REPORT

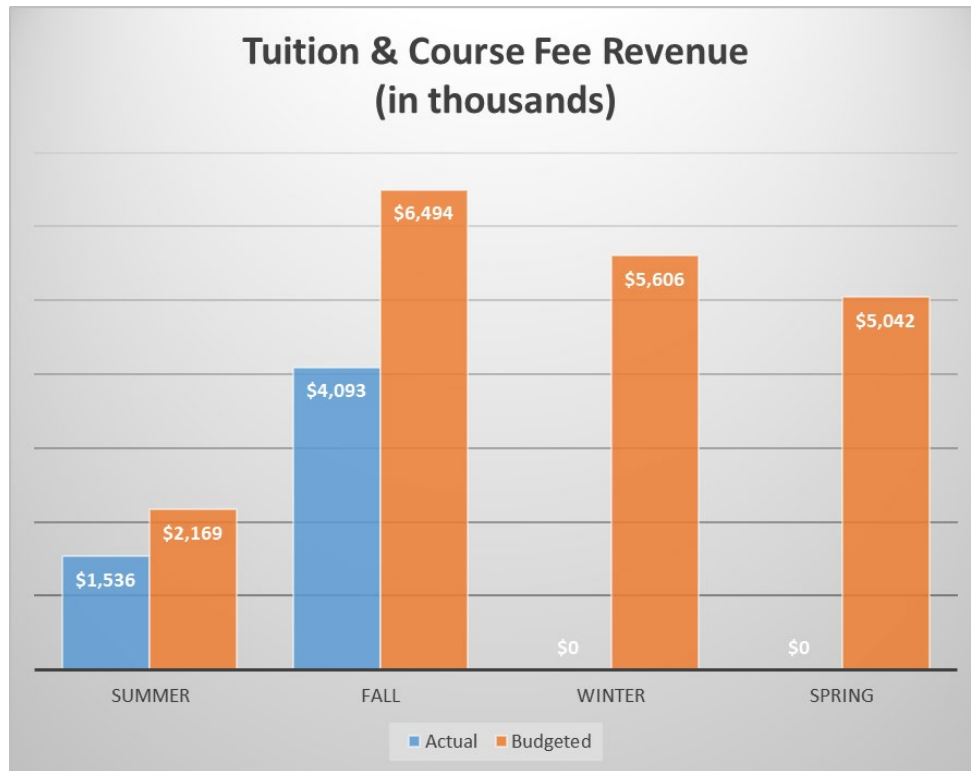
This report reflects 2021/22 activity through the month of August.

Revenues:

MHCC's General Fund operations are funded in fiscal year 2021/22 45% (\$33M) from the State, 29% (\$21M) from tuition and fees, 20% (\$15M) from property taxes, 4% (\$3M) from Federal grants, and 2% (\$1.5M) from other revenues.

- State support revenue is received quarterly in August, October, January, and April. The amount budgeted for 2021-2022 reflects Mt. Hood's estimated share of the biennial state support amount of \$675 million. The legislatively approved amount is \$699 million, which will result in resources above budgeted amounts over the biennium.
- The counties distribute property tax revenue monthly, with the most significant payments received in November and December. The 2021-2022 adopted budget includes a 3% increase in property tax revenue over 2020-2021.
- Summer term tuition and fee revenues are 29% (\$639,887) less compared to August 2020. Preliminary enrollment numbers show summer term enrollment in tuition-bearing classes decreased by 19.85% (-78 students), and fall term enrollment in tuition-bearing courses decreased by 12.67% (-163 students) compared to 2020/21. Some of this summer decline is attributed to an increase in summer 2020 due to spring term courses that were deferred to the summer term. Summer and fall terms combined tuition and fee revenue year to date is -25% (\$1,901,266) below this time last year. Summer term and fall term¹ enrollment were forecasted to be flat compared to the previous year. This enrollment decline will result in a revenue shortfall as compared with budgeted amounts.
- Please note that the beginning fund balance for the fiscal year 2021/2022 is estimated, as the closing process for the 2020/2021 fiscal year is still underway and includes payment of prior year obligations.

¹ Final enrollment numbers for each term are measured at the close of the third week of each term.



Expenditures:

As of August 31, year-to-date expenditures were \$338,943 (-4.2%) below this time last year; however, they meet forecast expectations. As an educational institution, the majority of costs are incurred between September and June.

- Salaries are not paid evenly over the year because most full-time faculty, who comprise about 50% of total salary expense, work ten months and are paid over twelve months. Therefore, three months of faculty salary is recorded in June, and Extra-teach is calculated and paid in June as well. Budget amounts include step increases, cost of living increases, and longevity for eligible employees.
- Fringe and tax costs are paid based on a percentage of salary, so the ratio of budget remaining is similar to salaries, as expected.
- Debt Service is paid according to a prescribed schedule, with payments occurring in December and June.
- Transfers to other Funds include budgeted amounts of \$87,292 for aquatic center support, \$200 thousand for student aid required federal match, and \$400 thousand for facilities capital projects.



MT. HOOD COMMUNITY COLLEGE DISTRICT
General Fund Financial Report
Fiscal Year 2020/21
As of August 31, 2021

	Actual Year to Date August 2019	Actual Year to Date August 2020	Actual Year to Date August 2021	\$ / % Increase (decrease) over prior year	Adopted Budget 2021 22	Percentage of Budget Remaining
Beginning Fund Balance	9,027,630	9,557,976	15,274,184	5,716,208	59.8%	10,254,233
Revenues						
State Support	8,098,734	8,188,866	8,485,338	296,471	3.6%	33,151,497
Property Taxes	40,905	42,106	43,295	1,189	2.8%	14,652,000
Tuition and Fees	8,278,467	8,108,267	6,168,925	(1,939,342)	-23.9%	21,216,788
Federal Grants	-	-	-	-	0.0%	3,000,000
Other Revenues	129,618	62,301	23,600	(38,701)	-62.1%	1,503,647
Transfers from Other Funds	-	-	-	-	0.0%	16,887
TOTAL REVENUES	16,547,724	16,401,541	14,721,158	(1,680,383)	-10.2%	73,540,819
Expenditures						
Salaries	3,968,649	3,880,995	3,970,493	89,498	2.3%	39,393,028
Health Care	634,132	673,281	624,658	(48,623)	-7.2%	6,405,607
Fringe/Taxes	1,413,416	1,437,526	1,533,230	95,704	6.7%	14,697,649
Personnel Subtotal:	6,016,197	5,991,802	6,128,381	136,579	2.3%	60,496,284
Materials & Supplies	1,568,095	2,037,802	1,574,298	(463,504)	-22.7%	9,577,384
Grants in Aid/Tuition Waivers	69,611	77,766	65,749	(12,017)	-15.5%	1,045,602
Debt Service	-	-	-	-	0.0%	2,491,277
Transfers to Other Funds	-	-	-	-	0.0%	687,292
TOTAL EXPENDITURES	7,653,903	8,107,370	7,768,428	(338,943)	-4.2%	74,297,839
Rev Greater (Less) Than Exp	8,893,821	8,294,170	6,952,730	(1,341,440)	-16.2%	(757,020)
Beginning Fund Balance	9,027,630	9,557,976	15,274,184			10,254,233
Ending Fund Balance						9,497,213
<i>As a percentage of expenditures</i>						13%



GLOSSARY

Revenues:

State Support includes funds received through the Community College Support Fund allocated to each of the 17 community colleges in Oregon. Funding allocations are based on student full-time equivalent (SFTE) and a growth management component. The amount budgeted for 2021-2022 reflects Mt. Hood's estimated share of the biennial state support amount of \$675 million. The legislatively approved amount is \$699 million, which will result in resources in excess of budgeted amounts over the biennium.

Property Taxes include current and prior year taxes assessed at a permanent rate of .4917 per \$1,000 of assessed value for Multnomah, Clackamas, and Hood River Counties. Current year property taxes are a component in the community college revenue allocation formula for State Support.

Tuition and Fees include all tuition, course fees, and instructional service fees. Tuition for 2021/22 is \$118.00 per credit hour recorded in the General Fund. A technology fee of \$6.50 per credit hour and an Associated Student Government (ASG) fee of \$4.25 per credit hour are in addition to the tuition rate and recorded in separate funds. A College Service Fee of \$3.50, Safety and Security Access Fee of \$3.50, and Instructional Access Fee of \$3.50 are all assessed on a per-credit basis in addition to the tuition rate for up to 15 credits. Students that became eligible for the tuition pledge in 2015/16, 2016/17, or 2017/18 will continue paying the tuition rate in effect when they began, provided they continue to meet eligibility criteria. New students starting in 2018/19 will not be eligible for the tuition pledge at that rate and will be subject to any future tuition increases.

Federal Grants include lost revenue due to decreased enrollment and other items related to COVID-19.

Other Revenues include rental charges, interest earnings, grant and foundation indirect cost recoveries, transfers in, and sales revenue.

Expenditures:

Salaries consist of the wages and salaries paid to all employees from all employee groups.

Health Care consists of the employer-paid portion of medical, dental, and vision insurance premiums.

Fringe/Taxes are all other employer-paid fringe costs and include PERS (26.8%), Social Security (6.2%), Early Retirement (3.5%), Medicare (1.45%) and Long-term disability, life, workers compensation, unemployment insurance, statewide transit tax and tax-sheltered annuity payments (combined 1.3%).

Materials & Supplies consists of all non-personnel costs such as supplies, repair of equipment, printing and photocopying, contracted services, travel, and capital outlays.



Grants in Aid/Tuition Waivers include tuition and fee waivers for students as established by board policy, as well as staff tuition waivers as established by collective bargaining agreements.

Debt Service consists of principal and interest payments on general long-term debt.

Transfers to Other Funds represents the required general fund match for the federal financial aid programs and transfers from the general fund for facilities capital projects.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1e

CONTACT PERSON: *Josi Kisa, Executive Director, Child Development & Family Support Programs*

SUBJECT: MONTHLY HEAD START REPORT

**Mt. Hood Community College Head Start Program Report
Head Start/Early Head Start News from the Director
September 2021**

News:

Improve student success:

- Over a two week period, CDFS provided multiple opportunities for our staff to engage in professional development on topics such as delivering educational services both in person and virtually, Positive Behavior Intervention Supports, assessment, and much more.
- During our temporary virtual reopening, we increased the number of virtual circles for children from 2 times a week during the prior school year to every school day for the new school year.

Advance diversity, equity, and inclusion:

- We are working on reviewing our policies and procedures to ensure that they are better aligned with best practices for inclusion.

Strengthen community engagement:

- CDFS Director met with the pastor of Lynchwood church to discuss potential partnership for additional classroom space for future program needs.
- We are working in partnership with Multnomah Early Childhood Program (MECP) and Early Childhood Technical Assistance Center (ECTAC) to complete the review and revision of our policies and procedures for inclusion.
- Head Start and Engineering is kicking off year 3 of the program and is working with our Sunrise center to provide services and materials around Engineering to HS families enrolled at that site.
- Our Child Care Partnerships (CCP) program has enlisted a new partner child care provider.



Increase excellence in operations:

- Manager meetings have reconvened and Admin has decided to include an additional standing meeting for evaluating operations and services weekly as we reopen in-person.
- Our ERSEA team along with our family workers have worked diligently to bring our enrollment to 80% as of the end of September.



Enrollment Report for September 2021

This report shows the number of children enrolled in Head Start and Early Head Start. The Head Start Act 642(d)(2) requires a report of program enrollment periodically to the Policy Council and the Board.

Este informe muestra el número de niños matriculados en Head Start y Early Head Start. La Ley de Head Start 642 (d) (2), requiere un informe periódicamente de la inscripción en el programa a Policy Council y a la Directiva.

В этом рапорте показано также количество детей в Head Start и Early Head Start. Акт 642(d)(2) требует периодические рапорты о количестве обслуживаемых детей для подачи в Совет Стратегии и в Совет Директоров.

September 2021

Head Start Funded Enrollment: 939

Head Start Actual Enrollment: 559

Waitlist: 105

Early Head Start Funded Enrollment: 298

Early Head Start Actual Enrollment: 194

Waitlist: 60



Mt. Hood Community College Head Start Financial Report

This is a monthly report of the Head Start program grants and budget including credit card expenditures as required by the Head Start for School Readiness Act of 2007. 642(d)(2)

The Head Start Financial Report will be provided on a quarterly basis. The Financial Report for August, September and October will be provided in the November report.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1f

CONTACT PERSON: *Corey Sippel, Manager, Risk and Environmental Health & Safety*

SUBJECT: COVID-19 ACTIVITY REPORT

COVID-19 Activity Report

The COVID-19 Concern Report is a daily monitoring log and reporting tool. The tracked metrics provide a source of information to the Mt Hood Community College Board of Directors and the district's stakeholders regarding:

- The number of COVID-19 related reports submitted to the college;
- A quantified rate of responsiveness to these concerns;
- The number of outstanding/open concerns requiring closure; and
- Differentiate internal and external cases and concerns (outbreak tracking) and comments from the Institutional Effectiveness Council.

The top two reporting areas are external reporting metrics to show fluctuations in COVID-19 activity occurring on campus. The third bullet is an internal metric to help guide the needs and resources required to mitigate outstanding concerns to an appropriate and amicable resolution.

COVID-19 Concern Log			
Date	Number of COVID-19 Concerns Reported (External)	Number of COVID-19 Concerns Addressed (External)	Number of COVID-19 Concerns Open (Internal)
December 1, 2020-December15, 2020	22	22	0
December 16, 2020-December 31, 2020	1	1	1
January 1, 2021-January 15, 2021	9	9	0



January 16, 2021-January 31, 2021	5	5	0
February 1, 2021-February 15, 2021	3	3	0
February 16, 2021-February 28, 2021	1	1	0
March 1, 2021-March 15, 2021	1	1	0
March 16, 2021-March 31, 2021	3	3	0
April 1, 2021-April 15, 2021	7	7	0
April 16, 2021-April 30, 2021	6	6	0
May 1, 2021-May 15, 2021	6	6	0
May 16, 2021-May 31, 2021	1	1	0
June 1, 2021-June 15, 2021	0	0	0
June 16, 2021-June 31, 2021	0	0	0
July 1, 2021-July 15, 2021	1	1	0
July 16, 2021-July 30, 2021	2	2	0
August 1, 2021-August 15, 2021	2	2	0
August 16, 2021-August 31, 2021	11	11	0
September 1, 2021-September 15, 2021	6	6	0
September 16, 2021-September 30, 2021	12	12	2

NOTES:

Site Control/outbreak information:

Internal / External (September 2021 data)	Faculty/Staff	Students
MHCC Related Reports (Internal/Cont. Operational Intervention)	1	1
Total Reports, Including Exposure Cases (External)	6	12

Institutional Effectiveness Council: No recent updates



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1g

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance & Administration*

SUBJECT: CONSIDERATION OF SELECTION OF VENDOR TO UPGRADE PARKING LOT "H"

MHCC has completed a competitive solicitation for vendors for ADA upgrades to parking lot "H" on the main Gresham campus. Two (2) proposals were received in response to the solicitation. The administration recommends awarding the contract to **ASA Construction, LLC**. The term of this contract will be through approximately November 30, 2021

Total cost not to exceed \$414,820.

RECOMMENDATION:

Approval of ASA Construction, LLC to provide ADA parking lot upgrades to lot "H."



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *October 20, 2021*

ITEM TITLE: 4.1h

CONTACT PERSON: *Jennifer DeMent, Vice President, Finance & Administration*

SUBJECT: RESOLUTION TO TRANSFER BUDGETED APPROPRIATIONS

Whereas, on June 16, 2021, the Board of Education of Mt. Hood Community College District adopted the fiscal year 2021-22 budget and made appropriations; and whereas the budget amounts appropriated for the fiscal year beginning July 1, 2021, are in excess of actual needs in certain appropriation categories and not sufficient to accommodate actual in others.

Whereas, Mt. Hood Community College District has determined that it is necessary to make the following transfers between appropriation categories for the fiscal year beginning July 1, 2021, therefore, BE IT RESOLVED that on October 20, 2021 the Board of Education hereby transfers the following amounts between appropriation categories of funds as delineated below for the fiscal year beginning July 1, 2021.

It is requested to transfer the appropriated budget from General fund (01) Contingency to General fund (01) Instruction, in the amount of \$8,182 for Medical Assistant accreditation obligations.

It is requested to transfer the appropriated budget from General fund (01) Contingency to General fund (01) Student Services, in the amount of \$10,000. This will be used to increase part-time hourly employees in the Career Services area. The budget was unintentionally left out of the adopted part-time hourly amount.

It is requested to transfer the appropriated budget from General fund (01) Contingency to General fund (01) College Support Services in the amount of \$7,500. This will be used to pay for the EAB software administrative fee.



General Fund (01)	Amended Budget July 2021	Transfer	Amended Budget
Function			
Instruction	32,400,762.00	8,182.00	32,408,944.00
Instructional Support	10,668,059.00		10,668,059.00
Student Services	7,428,232.00	10,000.00	7,438,232.00
Community Services	111,155.00		111,155.00
College Support Services	16,126,718.00	7,500.00	16,134,218.00
Plant Operations and Maintenance	5,605,019.00		5,605,019.00
Plant Additions	360,000.00		360,000.00
Debt Service	-		-
Financial Aid	1,045,602.00		1,045,602.00
Transfers	687,292.00		687,292.00
Contingency	7,688,650.00	(25,682.00)	7,662,968.00
Total Appropriations	82,121,489.00	-	82,121,489.00
Unappropriated Fund Balance	1,673,563.00		1,673,563.00
Total Budget	83,795,052.00	-	83,795,052.00

General Fund (01)	Amended Budget July 2021	Transfer	Amended Budget
Object			
Personnel Services	60,631,284.00	10,000.00	60,641,284.00
Materials & Services	9,217,384.00	15,682.00	9,233,066.00
Capital Improvements	360,000.00		360,000.00
Debt Service	2,491,277.00		2,491,277.00
Grants in Aid	1,045,602.00		1,045,602.00
Transfers	687,292.00		687,292.00
Contingency	7,688,650.00	(25,682.00)	7,662,968.00
Total Appropriations	82,121,489.00	-	82,121,489.00
Unappropriated Fund Balance	1,673,563.00	-	1,673,563.00
Total Budget	83,795,052.00	-	83,795,052.00

Student Development

John Hamblin

October 2021

Improve student success:

Balance Reduction for student accounts updates on SP21 and SU21 Balance Reduction impacts. Between the two terms, we retained an additional 62 students and increased over \$60k in revenue from these efforts

RESULTS OF BALANCE REDUCTION	Fall 2020	Winter 2021	Spring 2021	Summer 21	Fall 21	Winter 21	TOTALS
# of students	104	90	101	44			326
Total Cost	\$16,216	\$13,625	\$15,401	\$8,477			\$53,719
# returned next term	43	41	43	19			146
% returned next term	41.35%	45.56%	42.57%	43.18%	0.00%	0.00%	44.79%
# of credits registered for	386	399	383	132			1300
tuition revenue	\$45,548	\$47,082	\$45,194	\$15,576	\$0	\$0	\$153,400
# students w/ \$200+ bal next term	11	8	0	TBD			19
% returning with \$200+ bal	25.58%	19.51%	0.00%	0.00%	0.00%	0.00%	13.01%

We Received notice from the Department of Education around students who borrow money for their education. Annually, the Department of Education records how many students borrow, are in repayment, and identifies how many are in default on their loans. Our most recent reports for FY18 showed a Cohort Default Rate of 13.3%. In the last 3 years, this has dropped from 23.7 to 13.3! Great work to our teams to help student understand the opportunities and impact of borrowing and developing our financial literacy supports!

There is an attachment with a historical view of the loan default rates over the past 10 years for reference.

Advance diversity, equity, and inclusion:

HEERF3 funds awarded as of 10/7/21: \$1,420,847 for both Summer & Fall. We have been able to support a total of 2,321 students. **For Fall alone, we have awarded 1932 students and \$924,777**



Student Development Update

Strengthen community engagement:

In our Accessible Educational Services office, we were able to hire a new work study position to assist the office in building peer supports through the AES office. This is the first work study position we have had in a number of years in this area.

Increase excellence in operations:

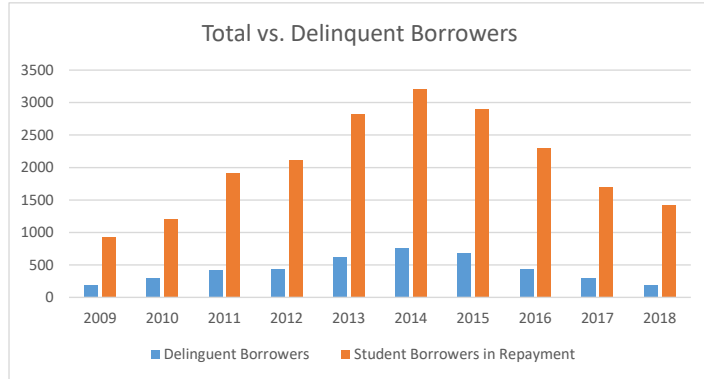
Veterans Services is awarded a \$450,000 Grant!!! Thanks to the work of Joshua Ray, Veteran Svcs. Coordinator, and Ellucian, the College was awarded a three-year Centers of Excellence for Veteran Student Success (CEVSS) grant totaling \$450,000.

Through this grant, our Veteran Services Office will be hiring a full-time Student Success Specialist for Veterans and a part-time Financial Aid Specialist for Veterans. The grant has four major objectives centered on "supporting veteran student success by coordinating services to address the academic, financial, physical, and social needs of veteran students."

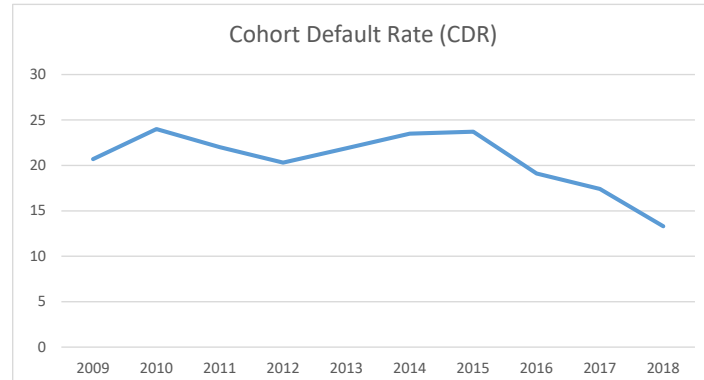
Financial Aid awarding progress; So far this year we have awarded 4054 students for the 2021-22 academic year, which is just a little less than last year. We have attached additional data around the numbers over time for your reference.

Fiscal Year	Delinquent Borrowers	Percent Change from prior year	Student Borrowers in Repayment	Percent Change from prior year	Cohort Default Rate (CDR)	Percent Change from prior year
2009	194		934		20.7	
2010	291	50.0%	1211	29.7%	24	15.9%
2011	421	44.7%	1909	57.6%	22	-8.3%
2012	430	2.1%	2115	10.8%	20.3	-7.7%
2013	617	43.5%	2815	33.1%	21.9	7.9%
2014	757	22.7%	3211	14.1%	23.5	7.3%
2015	689	-9.0%	2904	-9.6%	23.7	0.9%
2016	440	-36.1%	2298	-20.9%	19.1	-19.4%
2017	296	-32.7%	1692	-26.4%	17.4	-8.9%
2018	193	-34.8%	1428	-15.6%	13.3	-23.6%

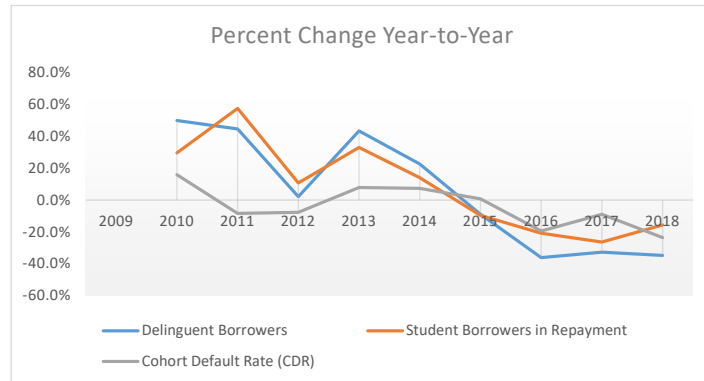
Fiscal Year	Delinquent Borrowers	Student Borrowers in Repayment	Cohort Default Rate (CDR)
2009	194	934	20.7
2010	291	1211	24
2011	421	1909	22
2012	430	2115	20.3
2013	617	2815	21.9
2014	757	3211	23.5
2015	689	2904	23.7
2016	440	2298	19.1
2017	296	1692	17.4
2018	193	1428	13.3



3YR CDR Over the Years	
Fiscal Year	Cohort Default Rate (CDR)
2009	20.7
2010	24
2011	22
2012	20.3
2013	21.9
2014	23.5
2015	23.7
2016	19.1
2017	17.4
2018	13.3



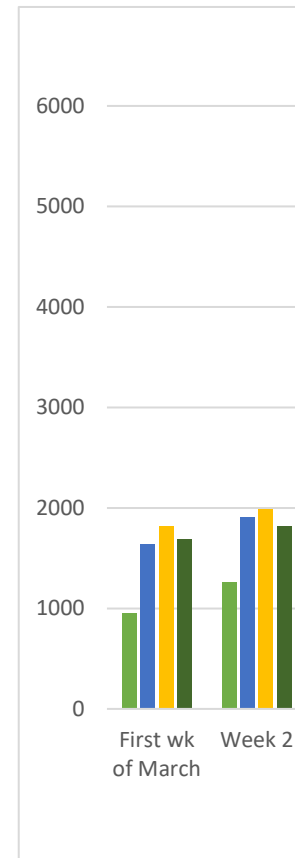
PERCENT CHANGE YEAR-TO-YEAR			
Fiscal Year	Delinquent Borrowers	Student Borrowers in Repayment	Cohort Default Rate (CDR)
2009			
2010	50.0%	29.7%	15.9%
2011	44.7%	57.6%	-8.3%
2012	2.1%	10.8%	-7.7%
2013	43.5%	33.1%	7.9%
2014	22.7%	14.1%	7.3%
2015	-9.0%	-9.6%	0.9%
2016	-36.1%	-20.9%	-19.4%
2017	-32.7%	-26.4%	-8.9%
2018	-34.8%	-15.6%	-23.6%



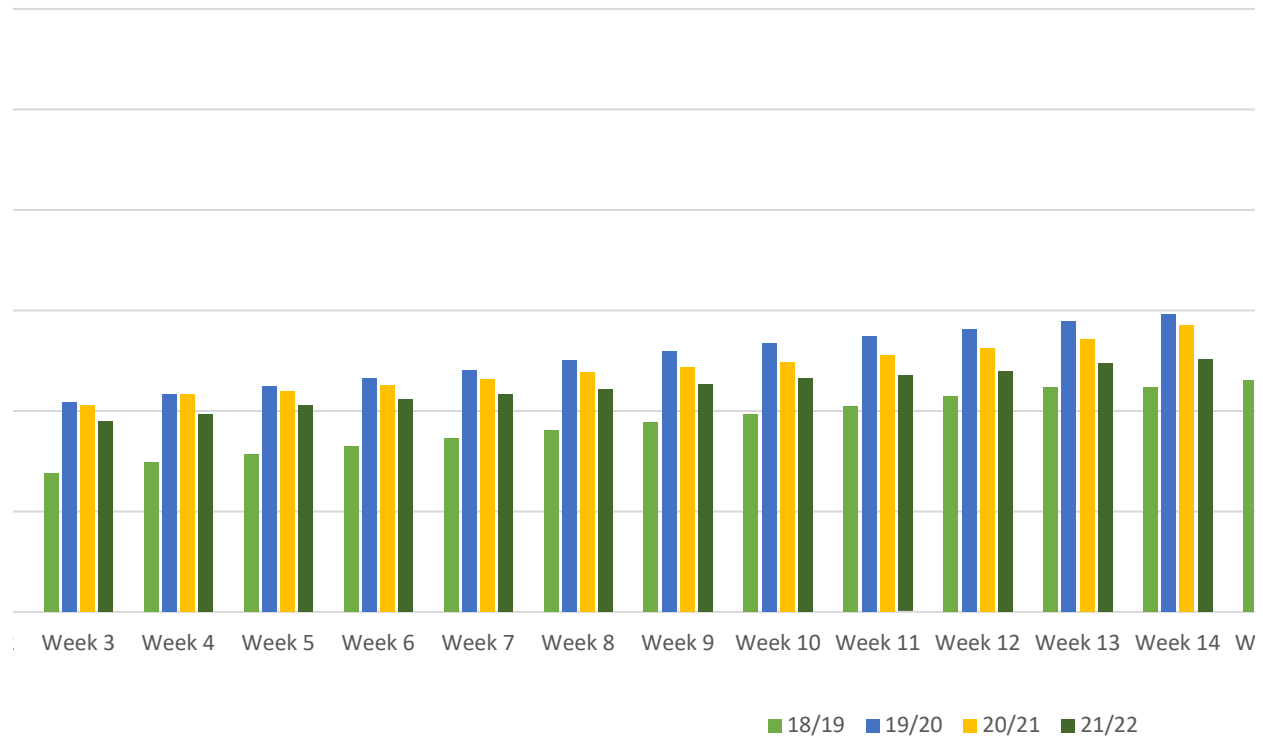
Awarding Date	18/19	19/20	20/21	21/22
First wk of March	950	1636	1822	1691
Week 2	1258	1907	1988	1816
Week 3	1381	2082	2061	1901
Week 4	1486	2167	2166	1963
Week 5	1564	2241	2191	2058
Week 6	1647	2328	2251	2115
Week 7	1728	2399	2313	2169
Week 8	1800	2507	2385	2217
Week 9	1886	2592	2437	2263
Week 10	1963	2671	2487	2321
Week 11	2044	2738	2556	2357
Week 12	2142	2810	2624	2398
Week 13	2239	2892	2717	2469
Week 14	2239	2961	2848	2508
Week 15	2301	3074	2884	2605
Week 16	2447	3167	2991	2713
Week 17	2557	3255	3067	2789
Week 18	2680	3304	3158	2853
SU Disb	2784	3304	3158	2853
FA Disb	4208	4386	4125	4054
WI Disb	5008	5128	4568	
SP Disb	5345	5500	4915	
YEAR END	5491	5597	4973	

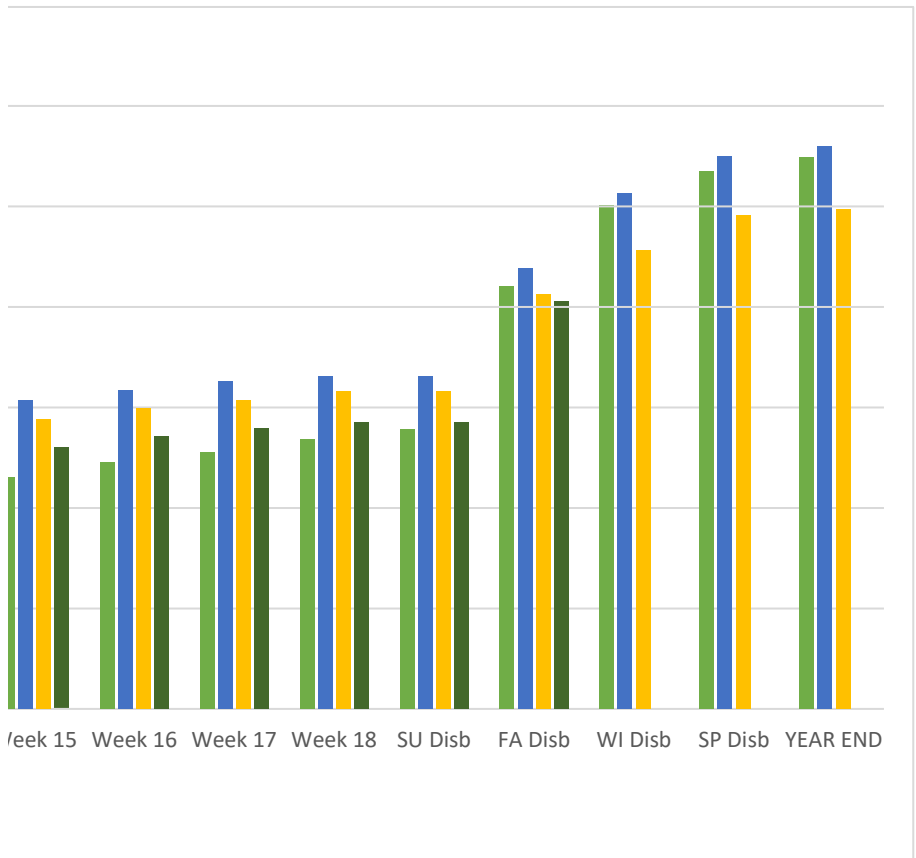
21/22 Fri's

- 5-Mar
- 12-Mar
- 19-Mar
- 26-Mar
- 2-Apr
- 9-Apr
- 16-Apr
- 23-Apr
- 30-Apr
- 7-May
- 14-May
- 21-May
- 28-May
- 4-Jun
- 11-Jun
- 18-Jun
- 25-Jun
- 2-Jul
- 2-Jul
- 1-Oct
- 14-Jan
- 8-Apr
- 30-Jun



Awarding Progress by Year





Instruction

Al McQuarters

October 2021

Improve student success:

Over 80% of students who registered for Summer Bridge participated in some way, which is the highest rate of participation in the history of the Bridge program. More than 47% of participants also did optional additional work to orient themselves to MHCC. We found that 33% of Bridge participants have never taken an online class before. Therefore, the skills they learn during this orientation are vital to their success at MHCC.

Subaru donated a 2019 Crosstrek for the Subaru U program. Corporate support for the automotive program provides students with late model vehicles to learn skills that are relevant for industry.

MHCC was one of four community colleges and universities awarded the HECC's Reengagement and Retention Grant. MHCC was awarded \$450,000 for a three-year grant period to remove barriers to student reengagement and target strategies that reengage and retain underrepresented students specifically.

Downbeat Magazine, one of the premiere jazz magazines, recognized the MHCC Jazz Program in their latest publication on "Where to Study Jazz 2022!". The MHCC Jazz Ensemble was invited to perform at the State Music Educators Conference in January for educators and prospective students.

Last spring in partnership with Oregon Vocational Rehabilitation (VR) and Cornell University, MHCC and the statewide Pathways to Opportunity consortia jointly developed an application for the Disability Innovation Fund (DIF) Program grant, Inclusive Career Advancement Program (ICAP) project. This week we learned that the ICAP project has been selected as one of eight programs across the nation. Collectively, all seventeen community colleges will be receiving nearly \$10.5 million over the next five years to implement ICAP, increasing equitable career advancement for people with disabilities through Career Pathways using student-centered evidence-based practices. MHCC will receive approximately \$730,000 over five years to hire an Accessible Education Specialist dedicated to working with MHCC students who are also working with Vocational Rehabilitation.



Instruction Update

Advance diversity, equity, and inclusion:

MHCC was awarded the U.S. Department of Education's rethink Adult Ed Challenge. The challenge judging panel selected the five winning designs out of 85 submissions from across 31 states, Guam, and the District of Columbia. MHCC's ABS program was selected as one of the three runners-up and will receive \$100,000 to begin implementing a construction pre-apprenticeship to help English language learners build academic, language, and workplace skills. Through the program, MHCC aims to provide career pathways to immigrants, refugees, and adults learning English while meeting local industry employment surges.

Strengthen community engagement:

Dr. Carri Claycomb, Dean of Nursing, was appointed the treasurer for the Oregon Council of Associate Degree and Practical Nursing Programs.

Full-time faculty member, Josh Stratman, is a finalist for the Gresham Parks and Recreation Advisory Group, and Dr. Kim Hyatt will also be a member of this group.

The Mechatronics program was able to provide a five-day robotic and machine vision training for a company (Leatherman) in our community. The training came at the request of Leatherman who was seeking to provide additional training for their technicians and engineers.

SBDC Data for September 2021:

- Clients seen: 40
- New clients: 10
- Training events: 3
- Training attendees: 41

Business Types

- Clothing
- Interpretation
- Revolutionary new biotechnical company
- A non-profit entity for an entertainment convention
- Hot Dog Carts
- Bakery/Cafe

Increase excellence in operations:

The library is now open to students 15 hours per week and issued more than 250 student ID cards during the first two weeks of term. We averaged 150 visits per day during the first two weeks of face to face services.

Instruction Update

The Nursing faculty is in the process of developing a robust action plan to increase the National Council Licensure Examination for Registered Nurse pass rates. The plan will incorporate a support system for students who have graduated and did not pass the exam on the first attempt. Additionally, the plan is incorporating strategies to identify and support diverse students and students for whom English is not their primary language.

Wayne Machuca attended the online conference in September of Federal Information Security Educators (FISSEA), an organization run by and for Federal government information security professionals. Wayne's attendance brings awareness to the team of industry needs to confirm our cyber program is preparing students for success in cyber employment.

Administrative Services

Jennifer DeMent

October 2021

Improve student success:

- The Child Development and Family Support (CDFS) program provided over a two-week period multiple opportunities for staff to engage in **professional development** on topics such as **delivering educational services both in person and virtually, Positive Behavior Intervention Supports, assessment, and much more.**
- During CDFS' temporary virtual reopening, the number of **virtual circles for children increased** from two times a week during the prior school year to every school day for the new school year.
- IT Client Services brought **all MHCC labs back online** and completed the **Hub upgrade** to new computers with larger displays.
- IT Application Services supported the **Bookstore move to fully online**; the new system went live in September. As of September 22, students placed 2,268 orders for 4,410 books.
- The **EAB Navigate** team has been expanded to include more Instructional and Student Development leadership. The system is being used more and has been especially helpful to support our COVID remote situation.

Advance diversity, equity, and inclusion:

- CDFS is working on a review of policies and procedures to ensure that they are better aligned with **best practices for inclusion.**
- The **strategic planning initiative** launched with the first Planning Committee being held on September 30. The committee includes representation from all employee groups plus the MHCC board.

Strengthen community engagement:

- The CDFS Director met with the pastor of Lynchwood church to discuss a potential **partnership for additional classroom space** for future program needs.
- CDFS is working in partnership with Multnomah Early Childhood Program (MECP) and Early Childhood Technical Assistance Center (ECTAC) to complete the **review and revision of policies and procedures for inclusion.**
- **Head Start and Engineering** is kicking off year 3 of the program and is working with our Sunrise center to provide services and materials around Engineering to HS families enrolled at that site.
- Our **Child Care Partnerships (CCP)** program has enlisted a new partner child care provider.



Administrative Services Update

Increase excellence in operations:

- CDFS manager meetings have reconvened and will include an additional standing meeting for **evaluating operations and services weekly as we reopen in-person**.
- Our Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) team along with our family workers have worked diligently to bring our **enrollment to 80% as of the end of September**.
- **Technology Support** successfully balanced bringing staff back on-site as well as managing hybrid needs. IT Client services received very positive feedback and the support provided.
- **IT Staffing** – After a failed search, positions were reposted with good results. We hired two new technology phone support specialists, one a former MHCC apprentice!
- Completed Phase I of an **intranet streamline** project to clean-up and streamline the existing Intranet site, identifying and collaborating with page owners to ensure content is accurate, up-to-date and easy to find. Categories are now grouped for consistency. This will support a larger website project by moving internal staff information to the Intranet rather than the public-facing website.
- IT continues to optimize security tools and monitoring to address **cyber security risks**. Security statistics for September are below:
 - 288 Suspicious logon events for September
 - 39 likely compromised and reset
 - 6 were benign or non-malicious
 - Remainder (243) are failed logon attempts, likely by malicious actors.
- Removed the old and outdated **Head Start phone system** and migrated them to an **upgraded system**.
- Classified staff began using **Novatime (Electronic Time and Attendance)** in September and will move to semi-monthly pay in October.
- Human Resources negotiated a **Fall term MOA** with the PFTA related to terms and conditions impacted by the pandemic.
- Organizational Development **completed 100-level Manager Toolbox Training** series for 98% of MHCC managers. The 100-level series comprised six, 90-minute sessions.

Development and District Communications

Al Sigala

September 2021

Improve student success:

- The Foundation established its first 'build to endow' scholarship that gives a donor five years to reach the endowment minimum of \$25,000. Joe Opray and his sister Carolyn are donating to establish an endowed scholarship honoring their mother, Mary Opray. Mary served as a board member on the MHCC district board from 1980 to 1983.
- September marked the kick-off of the annual staff giving campaign. The campaign encourages staff and faculty to donate to the Foundation through payroll deduction or one-time gifts. The campaign runs through October and includes weekly prize drawings for those who have signed up to give. The goal is to raise \$50,000 through this effort.
- We also kicked-off a fundraiser for the college softball team utilizing our Raisers Edge software. The campaign allows the team to have their own giving web page in which they can invite prospective donors to give. Donations go toward equipment, uniforms and overall team success.
- Staff held five scholarship information sessions to assist students with applying for Foundation scholarships. This included a presentation with financial aid staff as part of the online student orientation held in September.
- Promotional efforts included creating a fisheries ad for placement in industry publications
- Developed and implemented social media campaigns to increase enrollment and publicize resources available to students.
- Created and ran a strong social media push to promote enrollment in specific programs struggling with enrollment but that drive to strong job markets such as our Machine Tool program.
- Worked with recruitment team to update the current student Viewbook.
- Supported Veterans Services need to supply full list of all marketing efforts on behalf of the college over the past three years including all print, audio and video efforts.
- Continued creation and distribution of regular newsletters to students and staff.

Advance diversity, equity, and inclusion:

- District Communications kicked off a special advertising initiative in celebration of Hispanic Heritage Month. The campaign included a series of video vignettes broadcast on KOIN-TV.
- Al attended the Hispanic Metropolitan Chamber's 27th Annual Hispanic Heritage Celebration. The event featured keynote speaker Marcelino Alvarez, a successful entrepreneur and industry innovator.



Development and District Communications Update

- Staff attended in-service DEI sessions. Al continues to take part in DEI sessions held by Traci Simmons.
- Staff also presented at Fall In-service as part of the Student Basic Needs Response Team. The session was called *Supporting Student Basic Needs in the Time of COVID-19* and covered the history of basic needs initiatives at the college and best practices for getting students connected to basic needs supports.
- Promoted Hispanic Heritage Month on social media and in internal newsletters.

Strengthen community engagement:

- Government relations efforts included meeting with Anthony Montes of Congressman Earl Blumenauer's office. Of discussion was our interest in finding more about the possibility of federal earmarks continuing in 2022. Montes shared that he feels there will be earmarks and that those projects that they will and have concentrated on are existing projects that have a source of funding. They are looking for current projects that with additional government funding will result in increased outcomes.
- Outreach efforts included communications with Rep. Janell Bynum. Janell shared an update on redistricting hearings. Al shared reopening information on the college.
- The Foundation and the college hosted a Gresham Chamber AM event at Yoshida Haven Estate. This was the Chamber's first AM Networking event since the pandemic started. Approximately 36 attended the event held in the Estate's reception hall. Dr. Skari provided a college update to those in attendance.
- Finalized a draft of the Foundation's annual report for dissemination. The annual report goes out to all Foundation donors.
- We published the fourth issue of the alumni newsletter. The newsletter was read by 1,730 people and featured a story on Nick Atwell, a Natural Resource Technology program alum working for the Port of Portland.
- Completed and distributed College plus Community to our in-district residents. It highlights programs, classes and new funds directly benefiting the community.
- Publicized announcements surrounding new funding and awards, including:
 - CARES funding to support Basic Needs Resources
 - Funding for Veterans Services Center
 - 2021 NW Region ACCT Equity Award
 - Rethink Adult Ed Challenge Award
 - TRIO Grant
- Promoted Downbeat Magazine's recognition of our Jazz Program.
- Issued press release surrounding MHCC being awarded \$100,000 as part of the Rethink Adult Ed Challenge to fund the pre-apprenticeship program
 - Also managed related media relations following the release
- Facilitated interview with Dr. McQuarters on four-year cybersecurity program for the Outlook.

Development and District Communications Update

Increase excellence in operations:

- Work began in looking into providing online zoom possibilities at Yoshida Haven Estate. We are looking at a variety of video conferencing products. This would allow for hybrid possibilities to take place on the estate. This could include hybrid meetings or even classes.
- The Foundation continues its search for a part-time development specialist whose main duties are working with the Raisers Edge software. In the mean-time Foundation staff have been working to increase familiarity with the software and making sure it is kept up to date.
- Worked on restructuring of Brand, Marketing and Communications department to support a shift in focus to heightened strategy and improved digital footprint:
 - Completed interview process for new marketing coordinator – the process ended in a failed search.
 - Worked with HR to create a more robust job post distribution plan to attract more job applicants and reposted
 - Worked with HR to post recruitment of Digital Marketing and Communications Strategist.
 - Onboarding process for Jenny Furniss, public relations and marketing content strategist, and Phil Markel, visual design strategist.
- Supported communications surrounding return to campus including:
 - New wayfinding and process-instructional signage
 - Signage Templates
 - Charts and communications about hours of service and how to access support services and resources
- Promoted In-Service through internal communications.
- Supported update and messaging for new Academic Year Handbooks.
- Continued monthly article placements in *The Gresham Outlook* and *Mountain Times*.
- Supported update and design of *MHCC Quick Facts* document for sharing with our community leaders and legislators.
- Promoted Hope Center for College's pick-up of the MHCC podcast episode.
- Helped distribute and share ADA newsletter.
- Supporting creation and design of a Student Basic Needs directory and subsequent distribution and internal communication about the tool.
- Continued support of COVID communications and decision committees including:
 - reopening team
 - reopening advisory committee
 - vaccine incentivization committee
 - communication with the public about mask and COVID questionnaire requirements, including webpage, email and social media push