



MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on January 19, 2022, with Regular Board Meeting at 6:30 pm held pm via Zoom.

Join Zoom Webinar: Click URL to join

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***UPDATED* AGENDA SESSION 1052**

- | | | | |
|----------------|------------|---|---------------|
| 6:30 pm | 1.0 | CALL TO ORDER / DECLARATION OF A QUORUM | |
| | 1.1 | Approval of Agenda | |
| 6:35 pm | 2.0 | PUBLIC INPUT | |
| | | <i>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. (Note: The start time for remaining agenda items may vary depending on public input.)</i> | |
| 6:45 pm | 3.0 | REPORTS (10 min report & 5 min Q & A) | |
| | 3.1 | Correspondence | Lisa Skari |
| | 3.2 | Receive Comprehensive Annual Financial Report by Audit Committee | Julie Fahey |
| | 3.3 | Tenure Process | Al McQuarters |
| 7:30 pm | 4.0 | BUSINESS / ACTION | |
| | 4.1 | Consent Agenda: Approvals & Information | |
| | | a) Minutes – Board Work Session 1049, December 1, 2021 | |
| | | b) Minutes – Regular Board Session 1050, December 15, 2021 | |
| | | c) Monthly Personnel Report | |
| | | d) Monthly Financial Report | |
| | | e) Monthly Head Start Report | |
| | | f) COVID-19 Activity Report | |



g) Head Start/Early Head Start Request for Approval
to Submit for Carry Over Funds

- | | | |
|-----|--|-----------------|
| 4.2 | Board Policy Review & Approval | Annette Mattson |
| | • Second Reading of Board Policy 2110 –
Vacancies on the Board of Education | |
| 4.3 | Approve MHCC Re-Districting | Sergey Shepelov |
| 4.4 | Approve New Degrees for UG22 | Al McQuarters |
| | a) AST-Biology statewide articulation agreement | |
| | b) AST-Business statewide articulation agreement | |
| | c) AAT-English Literature statewide articulation agreement | |
| | d) AST-Computer Science statewide articulation agreement | |

7:50 pm **5.0** **BOARD MEMBER & COMMITTEE/LIAISON REPORTS** *(3 min each)*

8:10 pm **6.0** **CLOSING REPORTS**

- | | |
|-----|--|
| 6.1 | ASG Representative |
| 6.2 | Advisory Representatives |
| | • Full-Time Faculty |
| | • Classified Employee Association |
| | • Part-Time Faculty & Tutors |
| 6.3 | Executive Leadership <i>(3 min each)</i> |
| | • Student Development |
| | • Instruction |
| | • Administrative Services |
| | • College Advancement |
| 6.4 | President's Report |

8:30 pm **7.0** **ADJOURN BOARD MEETING**

8:30 pm **8.0** **CONVENE BUDGET & FINANCE COMMITTEE / CALL TO ORDER /
DECLARATION OF A QUORUM**

8:35 pm **9.0** **BUSINESS / ACTION**

- | | |
|-----|---|
| 9.1 | Selection of Budget & Finance Committee Chair |
|-----|---|

8:45 pm **10.0** **ADJOURN BUDGET & FINANCE COMMITTEE**

The next regular board meeting is scheduled for February 16, 2022

Update Note: The Financial Update - 2nd Qtr and Overview of Budget Assumptions will be at the February meeting.

*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
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January 19, 2022

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 January 2022

This month brings 2022 and a new term to MHCC. With the optimism that comes with a new year, we are hopeful about our future, even considering the recent COVID surge. From continued adeptness to navigating changing conditions to new prospects in student support and student success, we remain committed to the continued success of our students and college.

One example of future optimism came from the Pathway to Opportunities Summit in December. Each term the summit brings together presidents, deans, directors, program staff and faculty to explore how we continue to leverage funding like STEP, general funding and grant dollars in support of students. This year we celebrated the recent state legislation for benefits navigators at each campus, while exploring additional opportunities like this that make a difference in the lives of our students. This year's summit brought in staff from the National Skills Coalition to share promising practices across the U.S., in addition to providing a run-down for the federal policy outlook. MHCC was well-represented at the summit and continues to be a leader in our state in this work.

Another opportunity emerging for the 2022 legislative session is the Governor's Future Ready proposal (see attached). This community-based approach to economic stability and viability features \$250 million in funding to serve "adult learners, dislocated workers, and disconnected youth, with a priority on people of color, women, low-income and rural communities, veterans, incarcerated and formerly incarcerated Oregonians". Specific to the community colleges are dedicated funds for Community College Career Pathways (\$13 million) and Credit for Prior Learning (\$13 million).

By leveraging federal funding and employer investments, the hope is to bolster economic growth in the healthcare, manufacturing, and construction sectors. In addition to the dedicated funding support, MHCC is well-positioned to benefit from the competitive grants with our strength in these industry sectors and our connections to community-based organizations, K-12, local workforce boards, and economic development organizations.

Lastly, my recent appointment to the Association of Community College Trustees' Advisory Committee of Presidents will help the college track opportunities at the federal level, while also providing a voice for MHCC and our sister institutions across the state. The Advisory Committee of Presidents meets twice a year, in conjunction with the Community College National Legislative Summit and the ACCT Leadership Congress. The Committee is represented by four ACCT member presidents from each of the five regions, and each member serves a two-year term.

Annual goal update

COVID response

Following the uptick in COVID cases in our community, we are also seeing more students and employees impacted by the virus, from testing positive to quarantining due to exposure to childcare related issues. We continue to monitor reports by area and as a college as a whole, to ensure we maintain safe operations. The Reopening Advisory Committee has not met since last month due to the holiday, and updates will be provided in next month's report.

Strategic planning

The strategic plan is moving forward as planned with good collaboration with the MHCC Project Management Committee (PMC) and other team members. Recent work has focused on preparing for the charrette and collecting input from our community. The charrette is scheduled for January 21, 2022, and students, employees, and community members have received invitations to participate. Charrette participants will break into their chosen breakout group to provide input in alignment with the common themes reflected in the feedback received. MHCC team members and MIG staff will be facilitating these sessions.

With regard to community input, a survey is being distributed which is available in seven languages: Arabic, English, Mandarin, Russian, Spanish, Tagalog, and Vietnamese. We are working with the Immigrant and Refugee Community Organization (IRCO) on additional data collection focused on native language interviews of our immigrant and refugee residents.

Accreditation

No new updates since last month due to the holiday break.

Diverse workforce

No new updates since last month due to the holiday break.

In closing, while the year may have started off with more excitement than many of us were hoping for, we can rest assured knowing the college's commitment to serving our students remains steadfast. Here is to a great 2022.

Community/Educational Presentations and Selected Outreach Activities

- Dec 1 Meeting with Director Mattson*
- Dec 1 MHCC Board of Education work session*
- Dec 2 MHCC Foundation Finance Committee meeting*
- Dec 2 Oregon Presidents' Council (OPC) meeting*
- Dec 3 Pathways to Opportunity State update*
- Dec 6 Oregon Business Summit*
- Dec 7 Meeting with Cam Preus, Oregon Community College Association (OCCA) Executive Director, Dr. Howard, Chemeketa Community College President, and Dr. Cook, Clackamas Community College President*
- Dec 8 Portland Business Alliance Board meeting*
- Dec 8 Higher Education Coordinating Commission (HECC) Funding and Achievement sub-committee meeting*
- Dec 9 HECC Public meeting*
- Dec 9 Meeting with Director Teune*
- Dec 9 Attended and presented at MHCC's Transitions Graduation*
- Dec 9 Meeting with Chief Gullberg, Gresham Police Department, with Dr. McQuarters and Dr. Lima*
- Dec 10 Snow Cap Community Charities and My Father's House Fundraiser*
- Dec 13 Prosper Portland's Business Success and Job Creation Action Table*
- Dec 13 Meeting with Directors Mattson and Speer*
- Dec 13 Pathways to Opportunity Fall Summit*
- Dec 15 MHCC Foundation Board meeting*
- Dec 15 MHCC Audit Committee meeting*
- Dec 15 MHCC Board of Education meeting*
- Dec 16 Greater Gresham Chamber of Commerce Board meeting*
- Dec 17 Meeting with Aaron Woods, Clackamas Community College Board member*

Select Media Mentions

McMenamins Cyberattack Highlights New Normal

<https://www.oregonbusiness.com/article/restaurants-retail/item/19461-mcmenamins-cyberattack-highlights-new-normal>

\$600,000 Expands Campus Veteran Resource Centers

<https://www.mycentraloregon.com/2021/12/21/600000-expands-campus-veteran-resource-centers>



STATE OF OREGON
Office of the Governor
KATE BROWN

FUTURE READY OREGON 2022

FOR ADDITIONAL INFORMATION: Jenn Baker, Legislative Director, Jennifer.Baker@oregon.gov
Jennifer Purcell, Workforce Policy Advisor, Jennifer.K.Purcell@oregon.gov

OREGON'S WORKFORCE CRISIS

Oregon entered the decade with a declared need of 300,000 additional postsecondary credentials to prepare adult workers for a future of increasingly complex work. The disruption created by the pandemic has exacerbated the workforce crisis, as well as highlighted significant disparities in how our workforce system serves Oregon's communities of color. As in prior recessions, Black, Indigenous, Latino/a/x, and other people of color (BIPOC), people with low incomes, and rural Oregonians were hit hardest. Barriers to job readiness and career advancement persist, which is made more difficult by a workforce system that is often siloed, inefficient, and difficult to navigate.

Now is the time for Oregon to invest in a workforce system that is collaborative, meets people where they are, and customizes solutions to meet the unique needs of individuals by building on existing program successes while advancing transformational change.

INVESTING IN OREGONIANS – ADVANCING A DIVERSE WORKFORCE

Aimed at realizing the full potential of Oregon's workforce and meeting the needs of Oregon's employers today and into the future, Future Ready Oregon 2022 advances Oregon's economic competitiveness and ensures equitable opportunities for a diverse workforce. In particular, Future Ready Oregon 2022 will advance opportunities for historically underserved communities, including adult learners, dislocated workers, and disconnected youth. Investments emphasize recruitment, retention, and career advancement opportunities, while prioritizing key populations, including people of color, women, people with low incomes, rural communities, veterans, and Oregonians who are incarcerated and formerly incarcerated.

Investments will focus on three key sectors: healthcare, manufacturing, and construction. With increased investments in infrastructure and housing, an aging workforce, and record retirements, workforce needs in these skilled trades sectors are projected to grow. These key sectors provide short-term pathways to meaningful employment, higher earning potential, and opportunities for economic mobility. Using a multifaceted approach through inclusive, culturally specific, and linguistically appropriate career-connected learning, employment services, and related initiatives, Future Ready Oregon 2022 will create equitable prosperity.

PROPOSED INVESTMENTS

Future Ready Oregon 2022 proposes a \$200M investment in Oregon's workforce system that utilizes existing infrastructure to expedite short-term solutions, while making investments that aim to address inequities in the workforce system. It prioritizes key populations and advances collaboration and partnerships with diverse community-based organizations and workforce education and training providers through the following investments:

- **Leveraging Existing Successes** (\$92.5M) — Expanding investments in programs that are successfully providing career-connected learning opportunities for historically underserved communities, including local workforce boards (\$35M), community college career pathways programs (\$17M), registered apprenticeship and pre-apprenticeship programs (\$20M), credit for prior learning (\$10M), and youth workforce readiness and reengagement initiatives (\$10.5M).
- **Competitive Workforce Readiness Grants** (\$95M) — Providing individuals, organizations, and service providers resources and supports to remove barriers and improve access to the workforce system, and connecting key populations to job training, employment, and career advancement opportunities through:
 - Direct financial benefits to individuals, including stipends for earn-and-learn models and funds to pay for education, training, and wraparound services (e.g., tuition, fees, supplies, transportation, housing, and childcare);
 - Resources for workforce service providers to develop education and training Pathways, including culturally and linguistically appropriate credential pathways, career-connected learning opportunities, physical infrastructure, supplies, and technology; and
 - Opportunities to build organizational capacity, including investing in staffing, organizational and structural processes, planning, and other administrative expenses.
- **Benefits Navigators Pilot Program** (\$10M) — Providing local workforce boards with the opportunity to apply for Benefits Navigators, to be located at one-stop WorkSource Centers or community-based organizations.
- **Industry Consortia Pilots** (\$1M) — Investing in consortia for key industry sectors (construction, healthcare, and manufacturing), which will be co-led by a representative from the business community and a relevant community-based organization, and that will make investment recommendations to policy makers.
- **Assessment, Accountability, and Continuous Improvement** (\$1.5M) — An investment to ensure that the criteria for funding all activities serve the priority populations identified in the Future Ready Oregon proposal.

IMPLEMENTATION TIMELINE

Future Ready Oregon 2022 combines General Fund and ARPA funding to facilitate immediate outcomes in the 2021-23 biennium and maximize extended opportunities through ARPA-funded investments. Services to participants, students, apprentices, community organizations, education and training providers are expected to be available for initial implementation in the 2022-23 academic year.

FUNDING CRITERIA AND ACCOUNTABILITY

Assessment and evaluation of investments will include both qualitative and quantitative data and a commitment to continuous improvement, ensuring that the following minimum data will be collected by priority population served and further disaggregated by race, identifying disparities, and informing strategies to address inequities:

- Number of Oregonians entering and completing high-value credential pathways, including registered apprenticeships and pre-apprenticeships.
- Job placement rates and earnings for education/training participants.
- High-value credential pathways developed, including new registered apprenticeship and pre-apprenticeship programs.
- Types and amounts of benefits provided for wraparound services and supports (e.g., tuition, fees, supplies, transportation, housing, and childcare).
- Additional data may include high school graduation rates, community college enrollment, retention, and graduation rates, and recidivism rates.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.1a

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

SUBJECT: APPROVAL OF MINUTES – December 1, 2021

Session 1049

A meeting of the Mt. Hood Community College District Board of Education was held on December 1, 2021, with an Executive Session at 5:30 p.m. and a Board Work Session at 6:00 pm, held via Zoom.

1.0 CONVENE EXECUTIVE (CLOSED) SESSION

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

Mattson called the executive session to order at 5:39 p.m.

The board convened an executive (closed) session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

2.0 ADJOURN EXECUTIVE SESSION

The executive session was adjourned at 5:56 p.m.

3.0 CONVENE WORK SESSION – CALL TO ORDER

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

Additional Attendees: Lisa Skari, president

Annette Mattson called the work session to order at 6:02 p.m.

4.0 BUSINESS

4.1 Board Policy Review

Mattson stated the board would be conducting the first reading of board policies in Chapters 1 and 2, and acknowledged the feedback received during the review. Skari shared information about the Oregon Community College Association (OCCA) Policy and Procedure Program that the College



subscribed to for this review, and provided an overview of the policy review process. The board conducted the first reading of the board policies in Chapters 1 and 2 and discussed placing each policy into one of three categories: move forward as is; move forward with revisions; postpone.

Chapter 1 – The College

BP 1100: Mt. Hood Community College – moved forward as is.

Chapter 2 – Board of Education

BP 2010: Board of Education Membership – moved forward as is.

BP 2100: Board of Education Elections – moved forward as is or with suggested revision from legal counsel (there was a question if there was a better way to phrase “as nearly as practical, one-half”. Skari will check with legal counsel about a modification to this wording.)

BP 2110: Vacancies on the Board of Education – postpone (the board would like clarification on bulleted item “d” and the board’s authority to act. Skari will check with legal counsel for clarification).

BP 2200: Board of Education Duties and Responsibilities – moved forward with revisions (there was a question about the wording “citizens of Mt. Hood Community College”, with a suggestion to show as “residents of the Mt. Hood Community College District”. There was a discussion about the word anti-racist in the policy, with no change requested).

BP 2210: Board of Education Officers – moved forward as is.

BP 2305: Annual Organizational Meeting – moved forward as is.

BP 2310: Regular Meetings of the Board of Education- moved forward as is.

BP 2315: Closed/Executive Sessions – moved forward with revisions if change is allowed (discussed the word “may” in the first paragraph on the second page after item 11.e. with a suggested change to the word “shall”. Skari will check with legal counsel on the word change).

BP: 2320: Special and Emergency Sessions – moved forward as is.

BP 2330: Quorum and Voting – moved forward as is.

BP 2340: Agendas – moved forward with revisions (add “5” to calendar days; a request to add that the agendas can be updated.)

BP 2345: Public Participation at Board of Education Meetings – moved forward with revisions (the draft policy was updated prior to the meeting by legal counsel to include additional language to comply with HB2560 and new ORS 192.670. Add “one calendar day” to the second paragraph).

BP 2350: Speakers – moved forward with revisions (discussed the policy title does not reflect that speakers are to address the Board of Education. Suggested edit to title as “Speakers to the Board of Education”; add “3 minutes” and change “per topic” to “per speaker”; add “30 minutes” as maximum time allotment for public speakers at a board meeting; remove the text “on any one subject regardless of the number of speakers”; replace the word “and” with “any” in the last sentence).

BP 2355: Decorum – moved forward with revisions (add the word “actions” at the beginning of the first bullet; discussed the word “will” and desire to make it permissive to allow for situations where a warning is not realistic (safety concerns). Change the word “will” to “may” in the fourth paragraph).



BP 2360: Minutes – moved forward as is.

BP 2410: Board Policies and Administrative Regulations – moved forward with revisions (add “consistent with BP 2510” to end of fourth paragraph).

BP 2430: Delegation of Authority to the President – moved forward with revisions (selected the word “provided” (instead of “available”); add “Board Policy 2020: President-Chief Executive Officer-Board Clerk” to the Notes section.

BP 2431: Selection of the President – moved forward as is.

BP 2435: Evaluation of the President – moved forward as is.

BP 2510: Participation in Local Decision-Making – moved forward with revisions (discussed making it an expectation, not an option, to include students in councils; remove the words “when possible” next to students).

BP 2710: Conflict of Interest – moved forward as is.

BP 2715: Code of Ethics/Standards of Practice – moved forward as is.

BP 2716: Board of Education Political Activity – moved forward as is.

BP 2717: Personal Use of Public Resources – Board of Education – moved forward as is.

BP 2720: Communications Among Board of Education Members – moved forward as is.

BP 2725: Board of Education Member Compensation – moved forward as is.

BP 2735: Board of Education Member Travel – moved forward as is.

BP 2740: Board Member Education – moved forward as is.

BP 2745: Board of Education Self-Evaluation – moved forward as is.

The board discussed the board policy review process after the first reading, and shared it was a meaningful process and there would be no changes to the process at this time. There was a suggestion for the councils who provide feedback during the review process to provide suggested language edits in their feedback.

4.2 Community Engagement Committee Update

Speer provided an update on the work of the Community Engagement Committee, and stated they had identified the cities of Sandy, Fairview, Gresham, and Maywood Park, and to follow up with Troutdale and Wood Village, as the cities to engage with for a presentation to the city councils this year. They also identified two K-12 school districts, Oregon Trail and David Douglas, to connect with for our K-12 partners. Speer stated he would look into potential dates for the presentations.

4.3 Other Business

There was no other business.

5.0 ADJOURN WORK SESSION

The work session was adjourned at 7:59 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: *January 19, 2022*

ITEM TITLE: 4.1b

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

SUBJECT: APPROVAL OF MINUTES – December 15, 2021

Session 1050

A meeting of the Mt. Hood Community College District Board of Education was held on December 15, 2021, with a Regular Board Meeting at 6:30 pm, 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, Jennifer DeMent, vice president, Finance & Administration, John Hamblin, vice president, Student Development, Kelley Keith, dean, Adult Basic Skills & Career Pathways, Al Sigala, vice president, College Advancement, Emily Pham Lee, president, ASG, Jeanna Hunt, president, FTFA, Rozina Lethe, representative, CEA, Marilyn Pitts, president, PFTA

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

Lisa Skari read a letter from the Government Finance Officers Association (GFOA) notifying the board that the annual comprehensive financial report for the fiscal year ended June 30, 2020 qualifies for the GFOA Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.



Skari and the board recognized Jennifer DeMent and her team for the great work they do on behalf of the college.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1047, November 3, 2021
- b) Minutes – Regular Board Session 1048, November 17, 2021
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) COVID-19 Activity Report
- g) Consideration of Acceptance and Expenditure of Projects Funded in Whole or Partially by Non-District Funds

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

4.2 Academic Calendars – 2022-2023 and 2023-2024

Kelley Keith presented the academic calendars for 2022-2023 and 2023-2024, and stated the calendars have been presented to Faculty Senate and President’s Cabinet prior to the request for board approval. She provided an overview of the calendar dates for each academic year, and highlighted the differences in calendar dates from previous calendars. She responded to questions about the holidays listed on the calendar and the start dates for each term. There was a brief discussion about the change in the start date for winter term, and Keith shared there has been challenges regarding the misalignment of calendar dates with K-12 schools and that the college has been in communication with district superintendents about the changes. Head Start has also been notified of the changes.

Speer motioned to approve the academic calendars for 2022-2023 and 2023-2024. Noriega seconded the motion. There was a roll call board vote and it passed unanimously.

4.3 Board Policy Review and Approval

Mattson acknowledged the campus involvement and feedback received in the policy review process, and thanked everyone for their participation in this work. The board conducted a second reading of the board policies in Chapters 1 and 2, and had a board vote of the board policies as a group for each chapter.

- a) Second Reading/Approval – Chapter 1 – The College

Mattson read the title of the proposed board policy in Chapter 1 presented for board approval:

Board Policy 1100: Mt Hood Community College



Polson motioned to approve the proposed board policy 1100. Speer seconded the motion. There was a roll call board vote and it passed unanimously.

b) Second Reading/Approval – Chapter 2 – Board of Education

Mattson read the titles of the proposed board policies in Chapter 2 presented for board approval:

- Board Policy 2010: Board of Education Membership
- Board Policy 2100: Board of Education Elections
- Board Policy 2200: Board of Education Duties and Responsibilities
- Board Policy 2210: Board of Education Officers
- Board Policy 2305: Annual Organizational Meeting
- Board Policy 2310: Regular Meetings of the Board of Education
- Board Policy 2315: Closed/Executive Sessions
- Board Policy 2320: Special and Emergency Sessions
- Board Policy 2330: Quorum and Voting
- Board Policy 2340: Agendas
- Board Policy 2345: Public Participation at Board of Education Meetings
- Board Policy 2350: Speakers to the Board of Education
- Board Policy 2355: Decorum
- Board Policy 2360: Minutes
- Board Policy 2410: Board Policies and Administrative Regulations
- Board Policy 2430: Delegation of Authority to the President
- Board Policy 2431: Selection of the President
- Board Policy 2435: Evaluation of the President
- Board Policy 2510: Participation in Local Decision-Making
- Board Policy 2710: Conflict of Interest
- Board Policy 2715: Code of Ethics/Standards of Practice
- Board Policy 2716: Board of Education Political Activity
- Board Policy 2717: Personal Use of Public Resources – Board of Education
- Board Policy 2720: Communications Among Board of Education Members
- Board Policy 2725: Board of Education Member Compensation
- Board Policy 2735: Board of Education Member Travel
- Board Policy 2740: Board Member Education
- Board Policy 2745: Board of Education Self-Evaluation

Polson motioned to approve the proposed board policies in Chapter 2 that were read into the record by Mattson. Noriega 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 shared that ASG selected a family for the Something Wonderful project and hand delivered gifts to the family. She provided highlights from the ASG Prep Week events, which included a yoga event, study session with ASG, and a Hygge event. She stated that ASG awarded 14 students a \$200 credit to the online book vendor to assist with textbooks for winter term.

6.2 Advisory Representatives

Jeanna Hunt (FTFA) – did not attend

Rozina Lethe (CEA) – she stated the CEA came to an agreement with the College for a Covid MOA for the classified staff that will last through this academic year. She thanked Katrinia McNeal for leading the Something Wonderful project for our campus and community. The CEA was happy to help participate in adopting a family and provide gifts and food for this holiday season. Many classified employees came together to give back to the community through this program. Lethe acknowledged the work of the Student Life department and Barney's Pantry, and expressed gratitude to the classified staff and part-time staff in the department for their continued efforts to go above and beyond for our students.

Marilyn Pitts (PTFA) – she congratulated the CEA on completing their negotiations for the Covid MOA. She stated the PTFA and College are still negotiating on the regular contract, and they just began negotiations on a Covid MOA for winter and spring term. She provided follow-up comments on two board policies, BP 2350 and 2510, that the board approved tonight.

6.3 Executive Leadership

John Hamblin (Student Development) – he shared an update about the student services referral forms received last fall term compared to this fall term, and that the reports for loaner laptops more than doubled this year, so they purchased additional laptops. Rozina Lethe responded to a question about the Imperfect Food program, and Hamblin responded to a question about the increase in individual student advising appointments.

Kelley Keith (Instruction) – she shared that MHCC was selected as a provider for Amazon's Career Choice program effective January 1, 2022. Amazon will offer an education benefit to eligible employees consisting of pre-paid tuition after 90 days of employment. She acknowledged and thanked Sydney Frost, Dawn Loomis, Melissa Bilyeu, Dawn Sallee-Justesen, and Donna Harrison for their collaboration and efforts on this partnership.

Jennifer DeMent (Administrative Services) – there was no additional report.

Al Sigala (Development & District Communications) – he shared the college picked up six pallets of donations of food and personal hygiene products from Amazon Troutdale for Barney's Pantry. He



extended a big thank you to Amazon Troutdale for their continued efforts and support of our students. He shared the auction is scheduled for Saturday, April 23, and will be held at the Yoshida Haven Estate.

6.4 President's Report

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

Before I launch into my comments, I want to thank the board and all the employees and students who participated in the policy review process. Since this is our first foray into this space, I could not be more pleased with the process and outcomes to date. This is really important work and lays a stronger foundation for the college moving forward. We are now two chapters down, with five more to go, and we are hoping to complete it by the end of this academic year.

As this marks the last report of the year, I want to take a few moments to look back, and then a few moments to look ahead. As we all experienced, 2021 was another tough year. Health and safety concerns dominated our thoughts, and we cautiously moved forward. But that did not mean amazing things were not happening. We saw our Bachelor of Applied Science (BAS) statement of need proposal approved by the HECC with no pushback from our state's universities. We adopted the equity lens, and were named the ACCT Equity Award recipients for 2021. We launched strategic planning and policy review. It seems like the virus did very little to deter MHCC moving forward. At the same time, I think six months ago, many of us predicted that things would be "normal" by January 2022, and once again, we were reminded that the virus will continue to keep things interesting for us.

Students remain at the forefront of our work as we work hard to align our operations with what our students want. Our surveys of current and prospective students during fall quarter showed that our students are split into thirds, with about a third wanting in-person classes, another third wanting online classes, and a third saying it depends on the class. Instruction responded with increasing our in-person offerings to between 40%-45% for winter term. This is an area we will continue to monitor and make adjustments for spring term if needed. And, as we make adjustments to recruitment and retentions efforts, in addition to the pandemic, there are other forces challenging our enrollments. And as we know, community college enrollment numbers continued to decline, at MHCC, in Oregon, and across the county. At the same time when we are hearing concerns about cost of college, you would think that students would either favor the prestigious institutions or the affordable community colleges. But that is not what we are seeing. The Harvard's and the Yale's are growing, and the universities for the most part are holding their own. The declines in higher education enrollment across the country are being absorbed by the community colleges.

Community colleges emerged from a value, a belief that access to higher education was a right and a public benefit to society as a whole. And in line with what Chair Mattson said earlier, I worry that our institutions are caught in the crosshairs of the growing divide in prosperity. At the same time, I also believe we will persevere. We will stay true to our community college values of access, equity and the public good. That will not only center our work, but will pull us through these changing times.



At MHCC, we are on the cusp of a new strategic plan, a new affirmation of our role in our community, and the collective impact that we might have. We are placing equity at the core of our work like never before. This is where we need to stay focused. Will it be easy? I doubt it. Will it be successful? I hope so. Will it be rewarding? I am sure of it. Because any time you serve others, are part of something bigger than yourself, and have a positive impact on the community, you are changed and your heart might just grow two sizes bigger. So, let's celebrate where we have been and where we are going. We accomplished a lot last year in spite of the challenges, and we can do the same in the coming year. Have yourself the happiest of holidays, and here's to 2022. May it be the best year yet.

7.0 ADJOURNMENT

Noriega motioned to adjourn. Speer seconded the motion and it passed unanimously. The meeting was adjourned at 8:01 p.m.

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: *January 19, 2022*

ITEM TITLE: 4.1c

CONTACT PERSON: *Ross Hume, Interim Associate Vice President, Human Resources*

SUBJECT: MONTHLY PERSONNEL REPORT

NEW EMPLOYEES:			
Name	Position	Department	Hire Date
Woolsey, Conrad	Dean of Health Professions	Health Professions	12/1/2021
Frorenza, Julie	Academic Adviser and Retention Coach	Academic Advising	12/1/2021
Lee, Fredrick	Food Service Aide	Child Development & Family Services	12/6/2021
Bernal, Brittany	Program Assistant	Child Development & Family Services	12/6/2021
Gonzalez Lopez, Angelica	Food Service Aide	Child Development & Family Services	12/6/2021
Noh Palomo, Kakala	On-Call Substitute	Child Development & Family Services	12/6/2021
Medina Arana, Maria	Program Assistant	Child Development & Family Services	12/10/2021
Sanchez Reyes, Maria	Food Service Aide	Child Development & Family Services	12/13/2021
AlHillwa, Arrwa	Classroom Aide	Child Development & Family Services	12/13/2021
Wachter, Amanda	Assistant Teacher	Child Development & Family Services	12/13/2021
Fox, Amy	Classroom Aide	Child Development & Family Services	12/14/2021
Linch, Tyler	Game Management	Athletics	12/17/2021
Heinrich, David	Student Resource Specialist - Tutor II	Adult Basic Skills	12/20/2021
Chan, Isidro	Student Resource Specialist - Tutor II	Adult Basic Skills	12/20/2021
Giffen, Chrysta	Part-time Faculty	Integrated Media	12/22/2021



TRANSFERS/CHANGE IN STATUS:

Name	Position	Department	Effective Date
Hernandez-Vanegas, Lizbeth	Food Service Aide	Child Development & Family Services	12/1/2021
Luce, Matt	Accountant	Finance and Budget	12/2/2021
Tofils, Hanan	Classroom Aide	Child Development & Family Services	12/6/2021
Charlebois, Nicholas	Public Safety Officer	Public Safety	12/13/2021
DeWolf, Harry	Instructor	Business	12/15/2021

SEPARATIONS/RETIREMENTS:

Name	Position	Department	Term Date
Sanchez Jimenez, Monica	On-Call Substitute	Child Development & Family Services	12/1/2021
Parker, Joshua	Assistant Teacher	Child Development & Family Services	12/3/2021
Moultrie, Eliseo	Grounds Services	Facilities	12/3/2021
Bartels, Jeremiah	Facilities and Environmental Safety Manager	Child Development & Family Services	12/8/2021
Gebstadt, Beth	Part-time Faculty	Health & Physical Education	12/10/2021
Peterson, Diane	Instructor	Health & Physical Education	12/10/2021
Keats, Mark	Part-time Faculty	Writing	12/10/2021
McElhiney, Suzi	Part-time Faculty	Cosmetology	12/11/2021
Cramblett, David	Part-time Faculty	Computer Information Systems	12/14/2021
Kraemer, Karen	Associate Teacher	Child Development & Family Services	12/16/2021
Brambila Guzman, Alma	Classroom Aide	Child Development & Family Services	12/17/2021



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.1d

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

SUBJECT: MONTHLY FINANCIAL REPORT

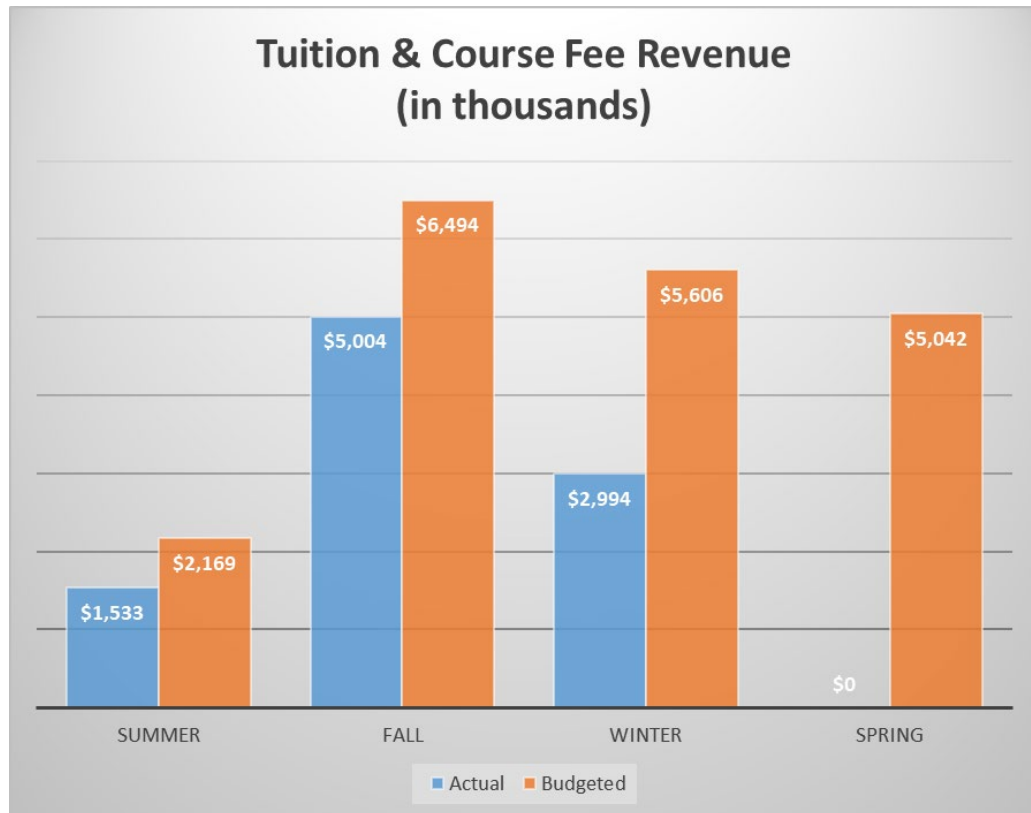
This report reflects 2021/22 activity through the month of November.

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% (\$618,007) less compared to November 2020. Summer term enrollment in tuition-bearing classes decreased by 19.85% (-78 students). 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. Preliminary enrollment numbers show fall term enrollment in tuition-bearing courses decreased by 13.45% (-173 students), and winter term enrollment in tuition-bearing courses decreased by 13.69% (-153 students) compared to 2020/21. Summer and fall terms combined tuition and fee revenue year to date is -27% (\$2,424,988) 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.

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



Expenditures:

As of November 30, year-to-date expenditures were \$121,179 (0.5%) 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 November 30, 2021

	Actual Year to Date November 2019	Actual Year to Date November 2020	Actual Year to Date November 2021	\$ / % Increase (decrease) over prior year		Amended Budget 2021 22	Percentage of Budget Remaining
Beginning Fund Balance	9,027,630	9,557,976	15,402,319	5,844,343	61.1%	10,254,233	
Revenues							
State Support	16,191,292	16,189,774	17,317,301	1,127,527	7.0%	33,151,497	48%
Property Taxes	5,724,861	9,731,674	9,571,024	(160,650)	-1.7%	14,652,000	35%
Tuition and Fees	13,929,011	13,345,435	10,470,274	(2,875,162)	-21.5%	21,216,788	51%
Federal Grants	-	-	-	-	0.0%	3,000,000	100%
Other Revenues	366,305	202,115	158,221	(43,894)	-21.7%	1,503,647	89%
Transfers from Other Funds	-	-	-	-	0.0%	16,887	100%
TOTAL REVENUES	36,211,469	39,468,998	37,516,819	(1,952,179)	-4.9%	73,540,819	49%
Expenditures							
Salaries	13,296,093	12,762,693	12,546,762	(215,931)	-1.7%	39,487,578	68%
Health Care	2,341,639	2,351,433	2,211,131	(140,302)	-6.0%	6,454,607	66%
Fringe/Taxes	4,766,063	4,721,283	4,817,555	96,272	2.0%	14,699,099	67%
Personnel Subtotal:	20,403,795	19,835,409	19,575,448	(259,961)	-1.3%	60,641,284	68%
Materials & Supplies	3,223,012	2,962,585	3,150,818	188,232	6.4%	9,593,066	67%
Grants in Aid/Tuition Waivers	321,367	304,167	284,817	(19,350)	-6.4%	1,045,602	73%
Debt Service	478,413	452,113	422,013	(30,100)	-6.7%	2,491,277	83%
Transfers to Other Funds	-	-	-	-	0.0%	687,292	100%
TOTAL EXPENDITURES	24,426,586	23,554,274	23,433,095	(121,179)	-0.5%	74,458,521	69%
Rev Greater (Less) Than Exp	11,784,883	15,914,724	14,083,724	(1,831,000)	-11.5%	(917,702)	
Beginning Fund Balance	9,027,630	9,557,976	15,402,319			10,254,233	
Ending Fund Balance						9,336,531	
<i>As a percentage of expenditures</i>						<i>13%</i>	



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: *January 19, 2022*

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
December 2021**

News:

Advance diversity, equity, and inclusion:

- Our program conducted multiple listening sessions for staff whose program models were still operating virtually to gather input regarding a potential shift to in-person services. At these listening sessions staff were given the opportunity to share what they anticipate might be some challenges with going back to in-person services at their site and what potential ideas they might have to address these challenges.

Strengthen community engagement:

- Along with our longtime community partner Rockwood CDC, we completed another successful Vaccine Clinic just before winter break. At this event over 100 vaccines were given to families and staff in our program.

Increase excellence in operations:

- Staff were able to attend a professional development session with Laura van Dernoot Lipsky. Her presentation focused on offering staff practical tools to help them sustain, individually and collectively, in the face of trauma, secondary trauma and overwhelm. She also followed that up with a separate session with managers where she honed in on how to lead through trauma.



Enrollment Report for December 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.

November Enrollment Data:

EHS Funded: 301

EHS Enrollment: 207

EHS Waitlist: 97

HS Funded: 939

HS Enrollment: 612

HS Waitlist: 137



Mt. Hood													
North Powellhurst					79%								79%
Rockwood 181													
Rockwood Stark													
Russellville	68%	72%		92%									77%
Sunrise				72%	72%								72%
Troutdale				78%	78%								75%
Program ADA	78%	84%	88%	87%	78%								76%

Average Daily Attendance for Early Head Start

Center	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	June	Total
Division													
Earl Boyles													
Early Childhood Center	87%	75%		71%	58%								73%
Gethsemane (2 EHS, 6 BP)	93%	82%		86%	93%								88%
Hazelwood	88%	88%		88%	84%								87%
Rockwood Stark													
Russellville	79%	90%		88%	*nr								86%
Troutdale													
Willow Tree	92%	88%		69%	83%								83%
Program ADA	78%	78%		77%	77%								77%

Most of the Head Start/Early Head Start sites were virtual in September so I did not report percentages for these. Earl Boyles and Lincoln Park were in-person, but I have not yet re-established the system for collecting attendance for these sites.

*nr = not reported



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.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.1f

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

SUBJECT: 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:

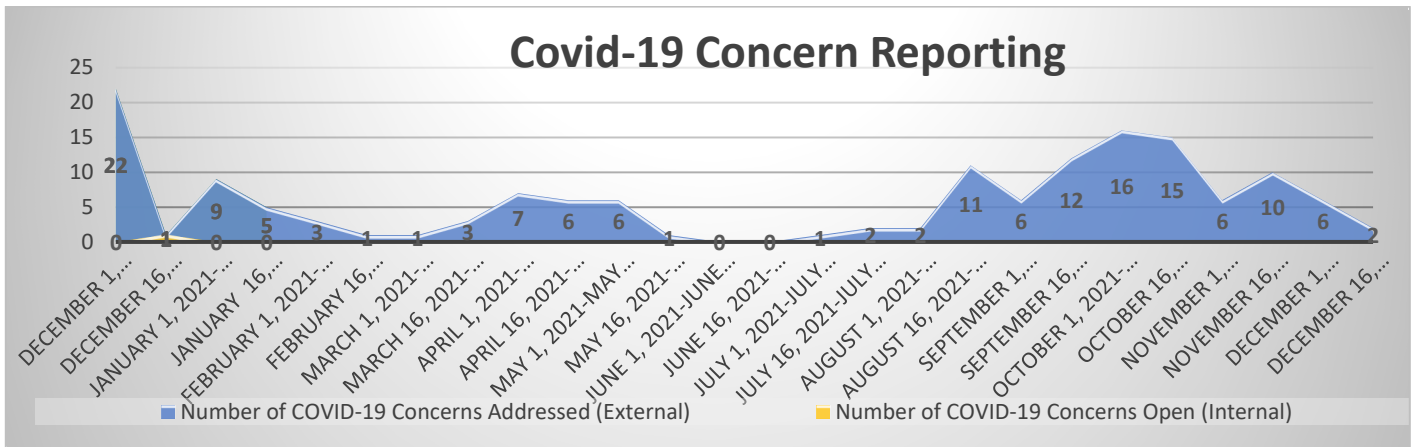
- The number of COVID-19 related reports submitted to the college;
- A quantified rate of responsiveness to these concerns;
- The number of outstanding/open concerns requiring closure; and
- Differentiate internal and external cases and concerns (outbreak tracking) and comments from the Institutional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

Date	Number of COVID-19 Concerns Reported	Number of COVID-19 Concerns Addressed	Number of COVID-19 Concerns Open
December 1, 2020-December 15, 2020	22	22	0
December 16, 2020-December 31, 2020	1	1	0
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 30, 2021	0	0	0
July 1, 2021-July 15, 2021	1	1	0
July 16, 2021-July 31, 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	0
October 1, 2021-October 15, 2021	16	16	0
October 16, 2021-October 31, 2021	15	15	0
November 1, 2021-November 15, 2021	6	6	0
November 16, 2021-November 30, 2021	10	10	0
December 1, 2021-December 15, 2021	6	6	0
December 16, 2021-December 31, 2021	2	2	0



NOTES:

Site Control/outbreak information: MHCC has had no outbreaks on campus at this time.

Institutional Effectiveness Council: No recent updates



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: **4.1g**

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

SUBJECT: HEAD START/EARLY HEAD START REQUEST FOR APPROVAL TO SUBMIT FOR CARRY OVER FUNDS



CHILD DEVELOPMENT & FAMILY SUPPORT PROGRAMS

10100 NE Prescott • Portland, OR 97220-3555
Phone (503) 491-6111 • FAX (503) 491-6112

To: Mt. Hood Community College Board of Education

From: Dr. Josi Kisa, Executive Director, MHCC, CDFS

Subject: Request for Approval to submit Carry Over Request

Date: January 10, 2022

As a result of the continued COVID-19 pandemic throughout fiscal year 2020-2021, the MHCC Head Start/Early Head Start programs experienced a steady decline in staffing numbers. Although many efforts were made to recruit new hires, many vacancies went unfilled. As a result, we commenced the fiscal year with a large sum of our funds being unobligated. Thus, we are requesting your approval to submit a Request for Carry Over of FY 20-21 unobligated funds to our funders, the Office of Head Start Region X for federal grant number 10CHO1160101. We will be submitting a request for the amount of \$1,637,279.00 (see chart below for breakdown by program function/activity).

Grant Program Function or Activity	Estimated Unobligated Funds Being Requested
Head Start Program Operations	\$148,090.00
Head Start Training and Technical Assistance	\$36,569.00
Early Head Start Program Operations	\$1,391,056.00
Early Head Start Training and Technical Assistance	\$739.00
Early Head Start Expansion	\$60,825.00
Total	\$1,637,279.00

Your consideration of this request is greatly appreciated. Should you have any questions, please feel free to contact me by phone at 503-491-6117 or by email at josi.kisa@mhcc.edu.



CHILD DEVELOPMENT & FAMILY SUPPORT PROGRAMS

10100 NE Prescott • Portland, OR 97220-3555
Phone (503) 491-6111 • FAX (503) 491-6112

To: Mt. Hood Community College Board of Education

From: Dr. Josi Kisa, Executive Director, MHCC, CDFS

A handwritten signature in black ink, appearing to read "Josi Kisa", is positioned to the right of the "From:" line.

Subject: Request for Approval to submit Carry Over Request

Date: January 10, 2022

As a result of the continued COVID-19 pandemic throughout fiscal year 2020-2021, the MHCC Head Start/Early Head Start programs were operating virtually for most of our program models. As such, a significant amount of our COVID-19 CARES funds earmarked for COVID related services, materials, and supplies were left unobligated. Thus, we are requesting your approval to submit a Request for Carry Over of FY 20-21 unobligated COVID-19 CARES funds to our funders, the Office of Head Start Region X for federal grant number 10CH011601C3. We will be submitting a request for the amount of \$289,930.29.

Your consideration of this request is greatly appreciated. Should you have any questions, please feel free to contact me by phone at 503-491-6117 or by email at josi.kisa@mhcc.edu.



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.2

CONTACT PERSON: *Annette Mattson, Board Chair*

**SUBJECT: BOARD POLICY REVIEW & APPROVAL – SECOND READING OF BOARD POLICY 2110 –
VACANCIES ON THE BOARD OF EDUCATION**

BP 2110: Vacancies on the Board of Education

Chapter 2

References:

ORS 341.335

The Board of Education shall declare the office of a board member vacant if it finds any of the following:

- a) The incumbent has died or resigned.
- b) The incumbent has been removed or recalled from office or the election of the incumbent thereto has been declared void by the judgment of a court.
- c) The incumbent has ceased to be a resident of the district from which the incumbent was nominated or elected.
- d) The incumbent has ceased to discharge the duties of office for two consecutive months unless prevented there from by sickness or other unavoidable cause or unless excused by the chairperson of the Board of Education.

When a vacancy is declared, the remaining Board of Education members shall meet and decide to hold the position open until the next election or appoint a person to fill the vacancy from any of the electors of the district if the position is one filled by both nomination and election at-large, and otherwise from any of the electors of the zone from which the vacancy occurs.

The period of service of a Board of Education member appointed to a vacant position commences upon appointment and expires June 30 next following the next regular district election at which a successor is elected. The successor shall be elected to serve the remainder, if any, of the term for which the appointment was made. If the term for which the appointment was made expires June 30 after the election of the successor, the successor shall be elected to a full term. In either case, the successor shall take office on July 1.

The President shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board of Education will determine the schedule and appointment process, which may include interviews at a public meeting.

Adopted: 2/2/17

Revised: XXX

Notes: Rescinds Board Policy 9240: Filling a Board Vacancy

Legally advised



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.3

CONTACT PERSON: *Sergey Shepelov, Associate Vice President, Assessment and Institutional Effectiveness*

SUBJECT: APPROVE MHCC RE-DISTRICTING

2020 Census Redistricting Study: Mt Hood Community College District

Date: 2022-01-12



PRC's mission is to be a world-class center of training and knowledge for solutions to problems in applied demography, including population estimates, projections, geospatial analysis, and census-taking.



Population Research Center

PORTLAND STATE UNIVERSITY

Population Research Center, College of Urban and Public Affairs, Portland State University

Mail Code PRC, PO Box 751, Portland, OR 97207

Phone: +1 503-725-3922, Email: askprc@pdx.edu, Website: pdx.edu/prc

Background

ORS 341.175 provides that Oregon Community Colleges “shall adjust the boundaries of zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census.” Mount Hood Community College (MHCC) requested from the Population Research Center (PRC) a proposal for new boundaries for its board member electoral districts (“zones”) that meet these requirements (five of MHCC’s board members are elected by zone). This summary report describes the data and methodology used to conduct the redistricting analysis, along with final results.

Data

ORS requires use of the latest federal census data, which motivated the use of the Public Law 94-171 Redistricting Data File from the 2020 Census, released during August, 2021.^[1] Digital boundaries of the current board member zones were obtained via correspondence from MHCC. The redistricting analysis was conducted during census tabulation block level geography, which is the smallest geographic unit at which population and housing counts are available. Block boundaries for the 2020 Census were obtained from the US Census Bureau.^[2] Building footprints from the Oregon Department of Geology and Mineral Industries (DOGAMI) Statewide building footprints for Oregon (SFBO) dataset were also used to model spatial population distribution.^[3]

Methodology

PRC developed a Geographic Information System (GIS) workflow to accomplish the following tasks:

- Determine the current population of each board member zone and the total population of the district;
- Adjust boundaries of the current districts so as to make zones as equal in population as feasible, and such that the spread between the lowest and highest population zones is under 10 percent.

These goals were accomplished by adjusting boundaries by following existing geographic and political boundaries such as major roads, parks or public spaces, neighborhood coalitions, and legislative districts.

In some cases, census blocks do not align with the boundaries of the MHCC district boundary. When this occurred, the total population of a census block was allocated into building footprints within the block, in proportion to the square footage of the building footprints. Then, the population on either side of a line drawn through a block was included with the population of the other blocks wholly contained on either side (Figure 1). This methodology yields more accurate estimates of population than simpler methods.^[4]

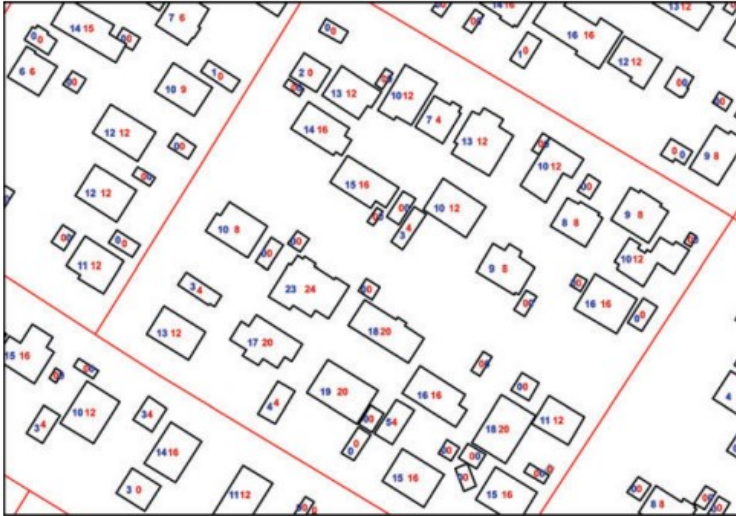


Figure 1: Example population estimation per building footprint within a block. Red boundaries indicate a census block. Black boundaries indicate a building. Numbers indicate an actual (if known) or estimated population per building within the block (summing to the block population as reported from the 2020 Census). Figure adapted from [4].

Results

In the current boundaries, the 2020 Census found that Zone 2 had grown far more quickly than the other zones, and as a result would need to contract. Each other zone was below the average size, although Zone 5 was close to the average (Table 1).

To generate the redistricting proposal, the following adjustments were made:

- Zone 1: moved border between 1/2 to follow E Powell Blvd and SE 282nd Ave; moved border between 1/3 east to NE 205th Ave between NE Sandy Blvd and I-84.
- Zone 2: moved Damascus area (south of 212 and west of SE 242nd Ave) to Zone 5.
- Zone 3: moved boundary east to NE 20th Ave between I-84 and Sandy; moved boundary south and west from NE Glisan at NE 188th Ave to move south along NE 181st Ave and thereafter SE along SE Burnside Rd.
- Zone 4: extended boundary east of SE 136th Ave to include more of the Powellhurst neighborhood.
- Zone 5: extended boundary south to include Damascus (south of 212 and E to SE 242nd Ave); moved some area N of E Burnside and E of NE 181st Ave to Zone 3; moved some of Powellhurst neighborhood (E of SE 136th Ave and S of SE Raymond St) to Zone 4.

In addition, MHCC provided the locations of current board zone members, and PRC determined that the proposed zones did not cause any current board member to be moved into a different zone from that which they currently reside within. A map of the current zones is provided below (Figure 2), and as an attachment in higher resolution. As the map indicates, the scale of the changes is small in most cases due to the high population density of the redistricted blocks. The most significant boundary change is the enlargement of Zone 5 to the south.

Table 1: Populations of Current (Baseline) and Proposed Zones.

Baseline:	1	2	3	4	5	TOTAL	AVERAGE
Population:	66,105	72,027	65,958	66,139	67,093	337,322	67,464
Deviation:	-1,359	4,563	-1,506	-1,325	-371		
Percent	-2.0%	6.8%	-2.2%	-2.0%	-0.6%		
Proposed:	1	2	3	4	5	TOTAL	AVERAGE
Population:	67,326	67,544	67,839	67,321	67,292	337,322	67,464
Total	-138	80	375	-143	-172		
Deviation	-0.2%	0.1%	0.6%	-0.2%	-0.3%		
Non-Hispanic:							
Race/Ethnicity*:							
White	53,588	59,158	43,986	43,291	48,441	248,464	49,693
Black	3,500	1,947	9,271	7,102	5,067	26,887	5,377
Am. Ind./AK Native	3,271	2,840	2,734	2,743	2,641	14,229	2,846
Asian	4,130	2,828	8,449	11,534	8,076	35,017	7,003
Nat. HI/Pac. Isl.	963	475	1,363	1,225	983	5,009	1,002
Other	10,255	7,295	10,005	8,984	10,040	46,579	9,316
Hispanic (any race):	12,392	8,801	12,236	11,366	12,009	56,804	11,361

Note: * Race/Ethnicity detail tabulated by races alone or in combination. Therefore, the population by race sums to the quantity of total races tallied, which will be greater than the number of individuals.

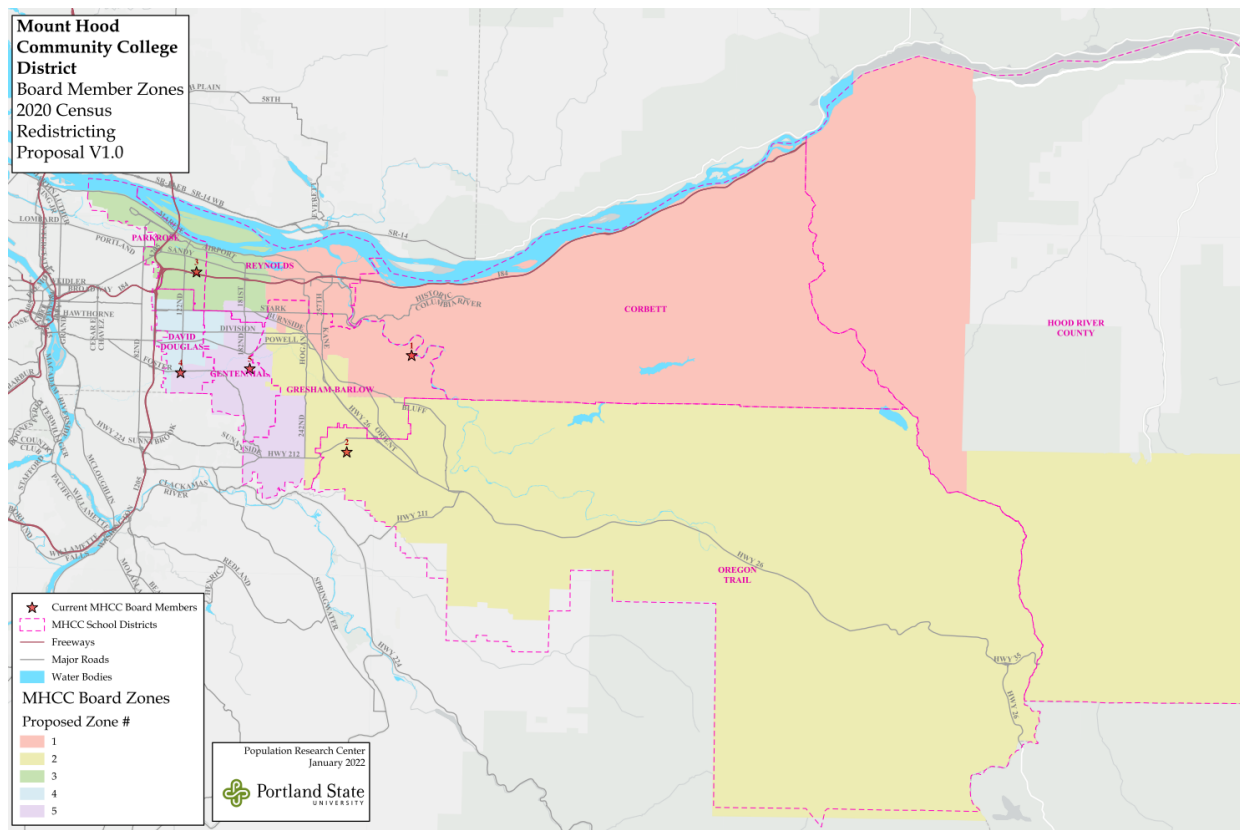


Figure 2: Proposed MHCC Board Member Zones. Higher resolution map attached.

Boundary Description

A description of the features representing zone boundaries is included below for reference.¹

Zone 1

- BEGIN at the northernmost point along the boundary between the cities of Gresham and Fairview
- E along the Columbia River/Washington, Oregon border
- S along eastern boundary of MHCC's jurisdiction
- W along the border between Hood River and Clackamas counties
- W along border between Multnomah and Clackamas counties to SE 282nd Avenue
- N along SE 282nd Avenue to E Powell Blvd
- W then NW then W along E Powell Blvd
- S along SE Barnes Rd to SE 14th St
- W along SE 14th St to SE Orient Dr
- NW along the extension of Mt Hood Hwy/US-26 (where the latter would run parallel to SE Orient Dr; there is no major identifying feature for this segment) to Mt Hood Hwy/US-26
- NW along Mt Hood Hwy/US-26 to Burnside Road
- NW along Burnside Road to SE 223rd Ave/NW Eastman Pkwy
- S along NW Eastman Pkwy to NW Division St
- W along NW Division St to NW Overlook Ave
- N along NW Overlook Ave to NW 12th St
- W along NW 12th St to NW Florence Ave
- N along NW Florence Ave to NW 13th St
- W along NW 13th St to SE 212th Ave
- N along SE 212th Ave to SE Stark St
- W along SE Stark St to SE 202nd Ave
- N along SE 202nd Ave to NE 201st Dr
- NW then N along NE 201st Dr/NE 201st Ave to I-84/Banfield Expy
- E along I-84/Banfield Expy to the southerly extension of NE 205th Ave
- N along NE 205th Ave (and the southerly extension thereof) to NE Sandy Blvd to the point of intersection between Gresham, Fairview city boundaries (E of Rolling Hills Mobile Terrace)
- N along Gresham, Fairview City boundaries to NE Interlachen Ln
- NW along Interlachen Ln to NE Marine Dr
- E along Marine Dr following the boundary between Gresham, Fairview city boundaries
- END and the point of origin

Zone 2

- BEGIN at the intersection of Eastman Parkway and Burnside Road
- SE along Burnside Rd/Mt Hood Hwy/US-26 and the southeasterly extension thereof to SE Orient Dr
- E along SE 14th St to SE Barnes Rd
- N along SE Barnes Rd to E Powell Blvd

¹ Although every effort has been made to provide complete and accurate information, PRC relies on the accuracy of data on hand and makes no warranties or representations as to the legal sufficiency or accuracy of the materials provided. If misleading, inaccurate or otherwise inappropriate information is discovered and brought to our attention, we will make a reasonable effort to correct it. Where census block boundaries are referenced, they refer to 2020 census tabulation blocks as published in the 2020 vintage Tiger/Line database.

- E along E Powell Blvd to SE 282nd Ave
- S along SE 282nd Ave to SE Stone Rd
- E along SE Stone Rd and then the easterly extension thereof (the Multnomah/Clackamas county line) to the point of intersection with Hood River county line.
- S along the boundary between Clackamas/Hood River counties
- N and then E along the boundary of census block 410279501003029, then following the boundary of the district in clockwise manner, to the southerly extension of SE 242nd Ave (the southwest corner of census block 410050233001013).
- N along SE 242nd Ave and the southerly extension thereof to SE Rugg Rd
- W along the westerly extension of SE Rugg Rd, following the Multnomah/Clackamas county line to SE 222nd Dr/SE Regner Rd
- N along SE Regner Rd then W, then N, then W, following the Gresham city limits, to Rodlun Rd.
- N along SW Rodlun Rd to SW Butler Rd
- E along SW Butler Rd to SW Towle Ave
- N along SW Towle Ave to SW Birdsedale Dr
- NW then N along SW Birdsedale Dr/NW Birdsedale Ave to NW 16th St
- E then S along NW 16th St/NW Angeline Ave to NW 15th St
- E along NW 15th St to SE 212th Ave
- S along SE 212th Ave to NW 13th St
- E along NW 13th St to NW Florence Ave
- S along NW Florence Ave to NW 12th St
- E along NW 12th St to NW Overlook Ave
- S along NW Overlook Ave to NW Division St
- E along NW Division St to NW Eastman Pkwy
- N along NW Eastman Pkwy to NW Burnside Rd
- END and the point of origin

Zone 3

- BEGIN at the intersection of NE Marine Dr and NE 33rd Dr
- N and then E along the Columbia River/district boundary to the point of intersection of Gresham, Fairview city limits.
- SW along Gresham, Fairview city limits to intersection of NE Marine Dr and NE Interlachen Ln
- SE and then S and then E and then S along NE Interlachen Ln then Gresham, Fairview city limits to NE Sandy Blvd/US-30
- E along NE Sandy Blvd/US-30 to NE 205th Ave
- S along NE 205th Ave to I-84/Banfield Expy
- W along I-84/Banfield Expy to NE 201st Ave
- S along NE 201st Ave to SE Stark St
- W along SE Stark St to SE 188th Ave
- N along SE 188th Ave to E Burnside St
- NW along E Burnside St to NE 181st Ave
- N along NE 181st Ave to NE Glisan St
- W along NE Glisan St to point of intersection between Portland, Gresham city limits
- S along Portland, Gresham city limits to SE Stark St
- W along SE Stark St to SE 122nd Ave
- N along SE 122nd Ave/NE 122nd Ave to NE Glisan St

- W along NE Glisan St to Veterans Memorial Hwy/I-205
- N along Veterans Memorial Hwy/I-205 to I-84/Banfield Expy
- W along I-84/Banfield Expy to outer district boundary.
- N and then NW and then N in clockwise manner along the outer district boundary to the intersection of NE Marine Dr and NE 33rd Dr
- END at the point of origin

Zone 4

- BEGIN at the intersection of SE Stark St and SE 162nd Ave
- S along SE 162nd Ave to SE Powell Blvd/US-26
- W along SE Powell Blvd/US-26 to SE 157th Ave
- S along the southerly extension of SE 157th Ave to the northern boundary of Powell Butte Nature Park
- Proceed W and then S in counter-clockwise manner along the perimeter of Powell Butte Nature Park to the intersection of SE 145th Ave and Springwater Corridor Trail
- W along Springwater Corridor Trail to SE 122nd Ave
- S along SE 122nd Ave to point of intersection with Johnson Creek (Leach Botanical Garden)
- W along Johnson Creek in counterclockwise manner to point of intersection with SE 110th Dr
- S along SE 110th Dr/SE 112th Ave/SE Mt Scott Blvd to SE Cemetery Rd
- S along SE Cemetery Rd to the outer district border (Multnomah/Clackamas county line).
- W, and then N, in clockwise direction along district border to I-84/Banfield Expy
- E along I-84 Banfield Expy to Veterans Memorial Hwy/I-205
- S along Veterans Memorial Hwy/I-205 to NE Glisan St
- E along NE Glisan St to NE 122nd Ave
- S along NE 122nd Ave to SE Stark St
- E along SE Stark St to SE 162nd Ave
- END at the point of origin

Zone 5

- BEGIN at the intersection of NE Glisan St and NE 162nd Ave
- E along NE Glisan St to NE 181st Ave
- S along NE 181st Ave to E Burnside St
- SE along E Burnside St to the extension of SE 188th Ave
- S along SE 188th Ave or its extension to SE Stark St
- E along SE Stark St to SE 212th Ave
- S along SE 212th Ave to NW 15th St
- W along NW 15th St to NW Birdsdale Ave
- S along NW Birdsdale Ave/SW Birdsdale Dr to SW Towle Ave
- S along SW Towle Ave to SW Butler Rd
- W along SW Butler Rd to SW Rodlun Rd
- S along SW Rodlun Rd to SE Rodlun Rd (Gresham city limits)
- E, then S, then E along Gresham city limits to SE Regner Rd
- S along SE Regner Rd to Multnomah, Clackamas county line
- E along Multnomah, Clackamas county line to SE 242nd Ave
- S along SE 242nd Ave to outer district boundary
- W in clockwise manner along district boundary to SE Cemetery Rd
- N along SE Cemetery Rd to Mt Scott Blvd

- N along SE 110th Dr/SE 112th Ave/SE Mt Scott Blvd to point of intersection with Johnson Creek
- E along Johnson Creek in clockwise manner to the point of intersection with SE 122nd Ave (Leach Botanical Gardens)
- NW then N along SE 122nd Ave to the intersection with Springwater Corridor Trail
- E along Springwater Corridor Trail in clockwise direction to the intersection with the extension of SE 145th Ave/ boundary of Powell Butte Nature Park
- N then W then N then E then N in clockwise direction along the boundary of Powell Butte Nature Park to the point of intersection with the southerly extension of SE 157th Ave
- N along the southerly extension of SE 157th Ave to SE Powell Blvd/US-26
- E along SE Powell Blvd/US-26 to SE 162nd Ave
- N along SE 162nd Ave to SE Stark St
- W along SE Stark St to intersection of Portland, Gresham city limits
- N along Portland, Gresham city limits to NE Glisan St
- E along NE Glisan St to NE 162nd Ave
- END at the point of origin

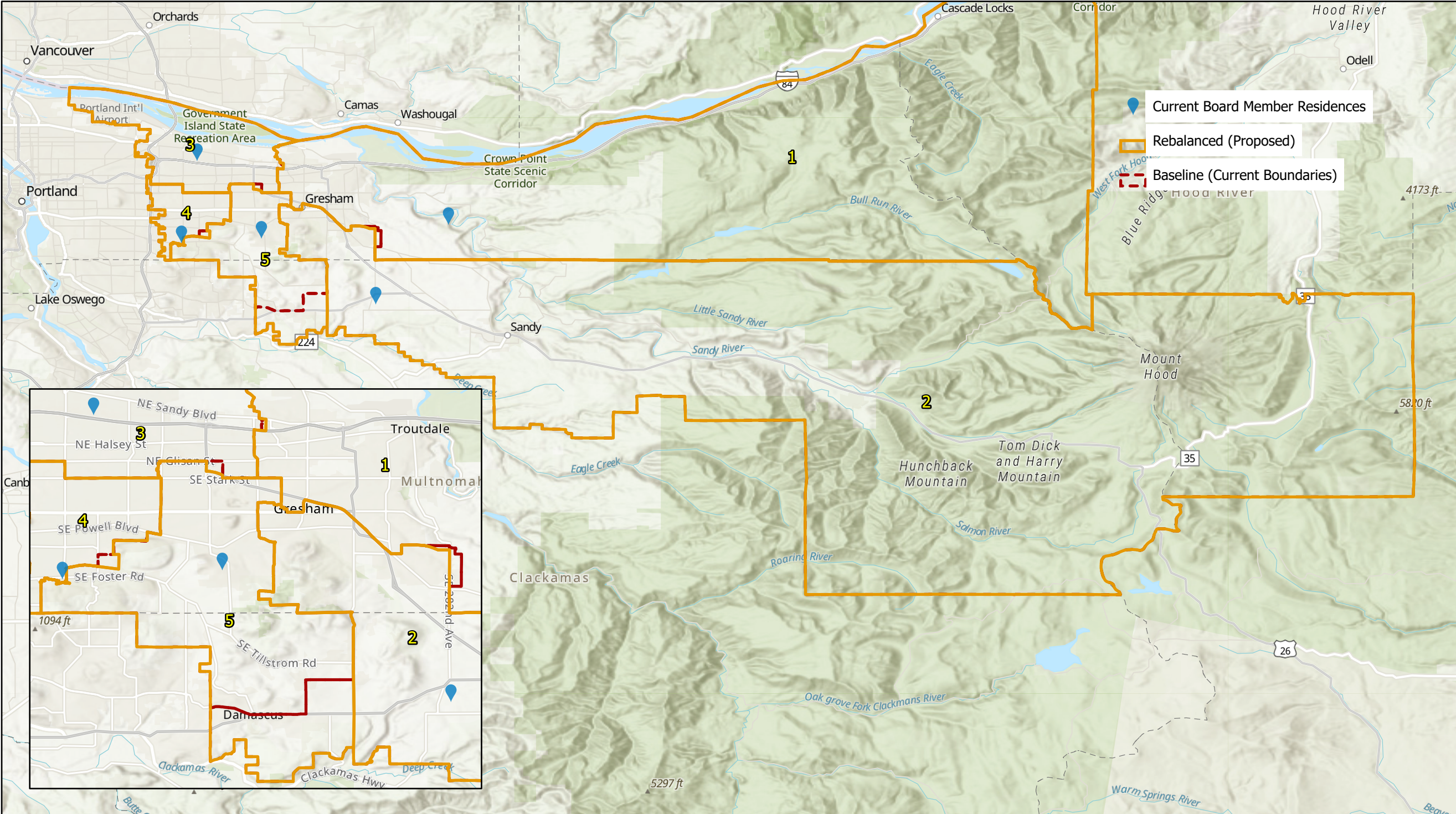
Enclosures

1. GIS format (shapefile) boundaries
2. PDF format maps
3. 2020 Census PL94-171 data for census blocks in the State of Oregon are available in repackaged form at <https://pdx.edu/prc/census-data-oregon>

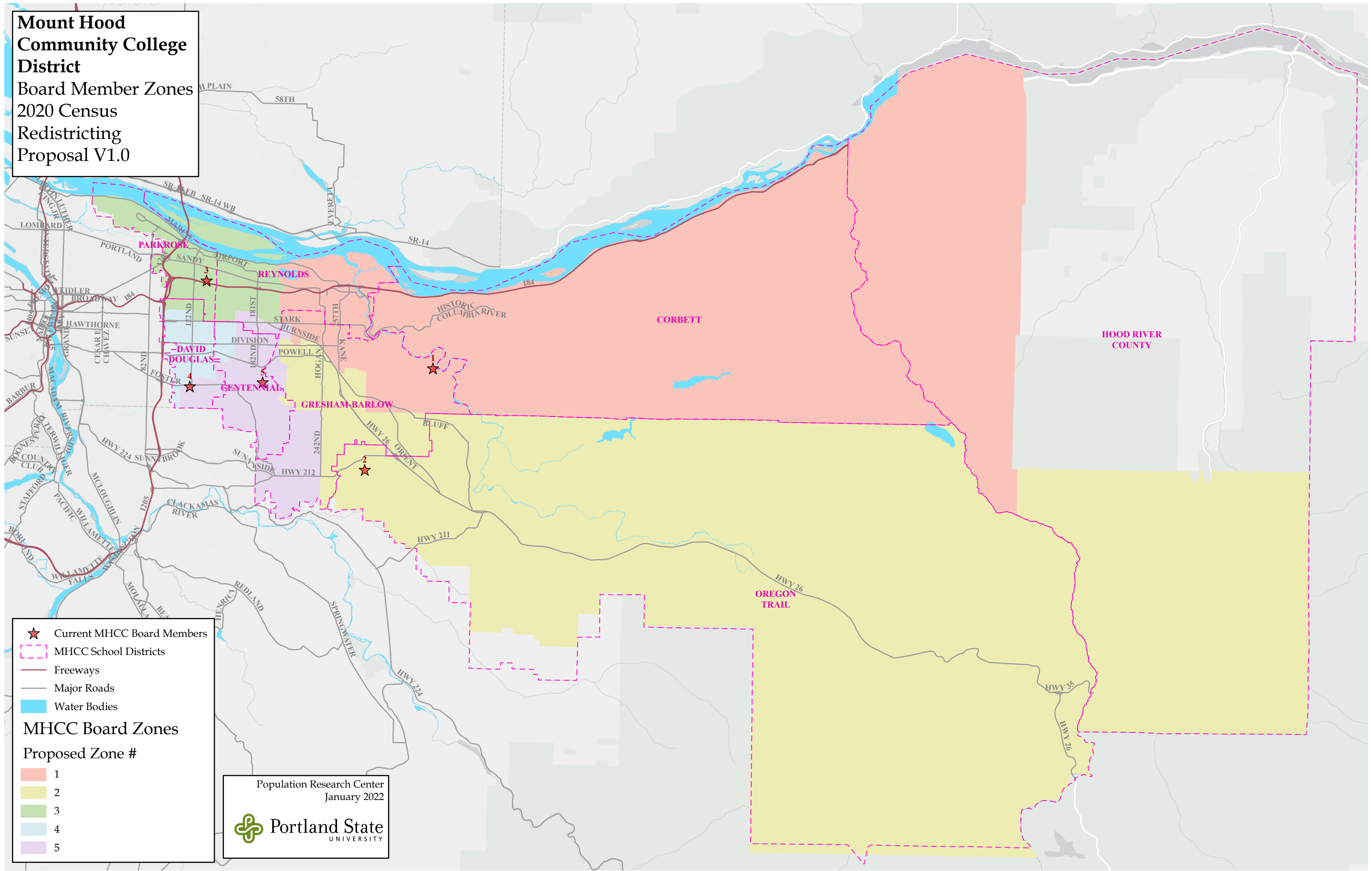
References

- [1] U.S. Census Bureau. 2020 Census: P.L. 94-171 Redistricting Data File. August 16, 2021. URL: <https://www.census.gov/programs-surveys/decennial-census/about/rdo/summary-files.html>
- [2] U.S. Census Bureau. 2020 Census: P.L. 94-171 Redistricting Data Shapefiles. January 25, 2021. URL: <https://www.census.gov/geographies/mapping-files/time-series/geo/tiger-line-file.2020.html>
- [3] Williams, M. "Statewide building footprints for Oregon: Release 1.0 (SFBO-1)". Oregon Department of Geology and Mineral Industries (DOGAMI), 2021. URL: <https://www.oregongeology.org/pubs/dds/p-SBFO-1.htm>
- [4] Lwin, K and Murayama, Y. "A GIS Approach to Estimation of Building Population for Micro-spatial Analysis". *Transactions in GIS*, 2009, 13(4): 401-414. doi: 10.1111/j.1467-9671.2009.01171.x

Mt. Hood Community College District Board Member Zones: Proposed (V1.0)



**Mount Hood
Community College
District**
Board Member Zones
2020 Census
Redistricting
Proposal V1.0

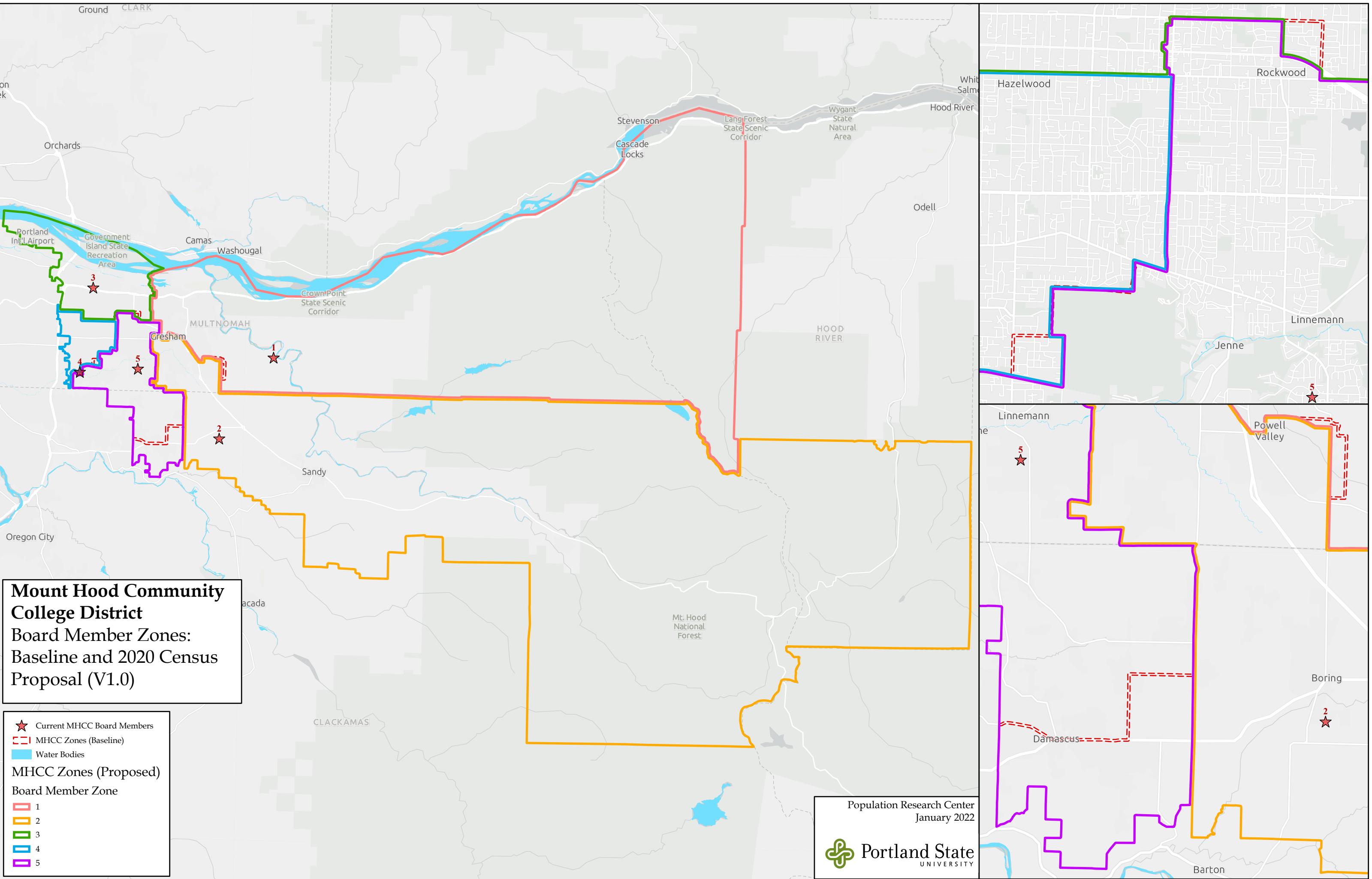


- ★ Current MHCC Board Members
 - MHCC School Districts
 - Freeways
 - Major Roads
 - Water Bodies
- MHCC Board Zones**
Proposed Zone #
- 1
 - 2
 - 3
 - 4
 - 5

Population Research Center
January 2022



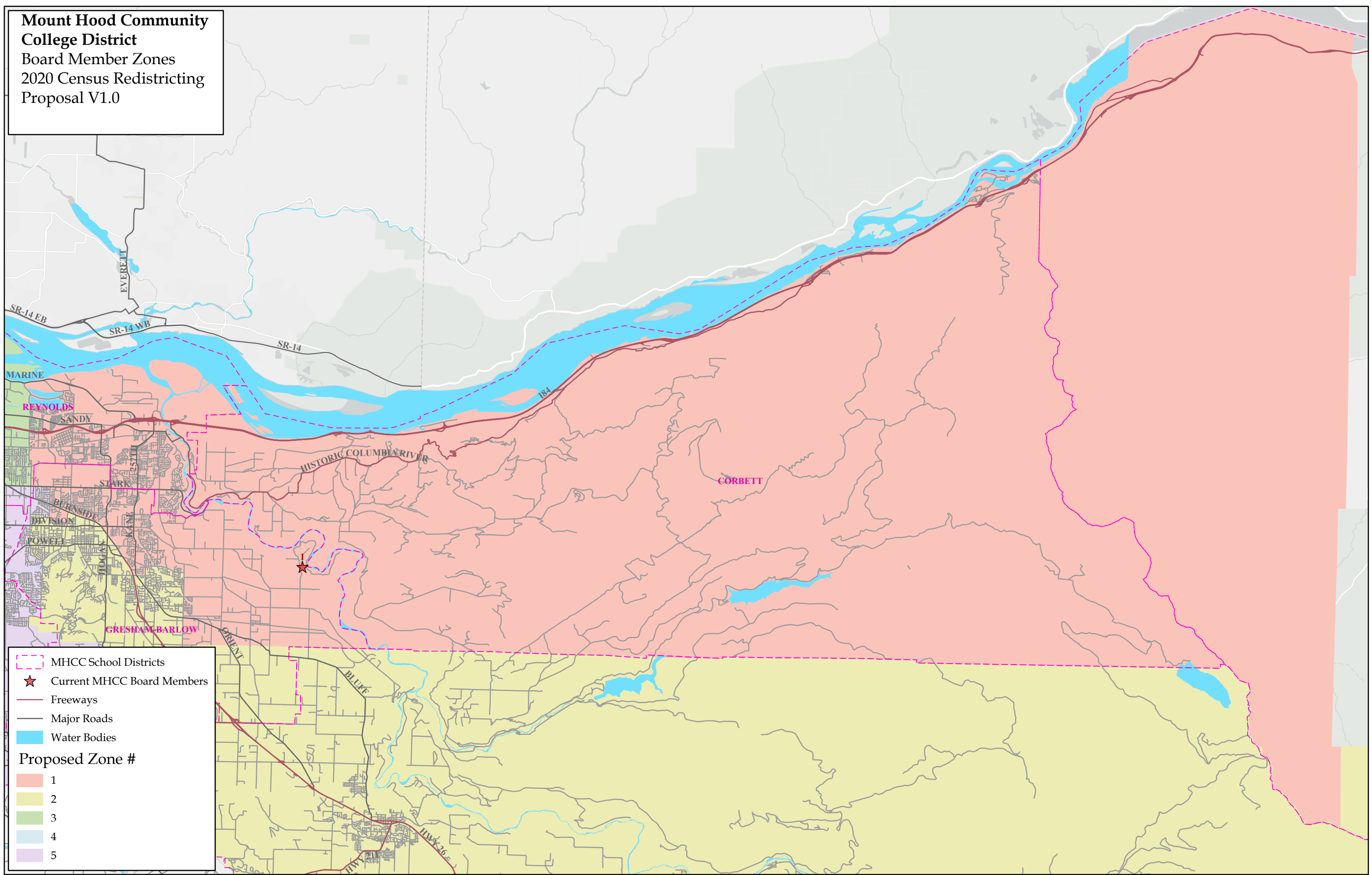
Portland State
UNIVERSITY



Mount Hood Community College District
Board Member Zones:
Baseline and 2020 Census Proposal (V1.0)

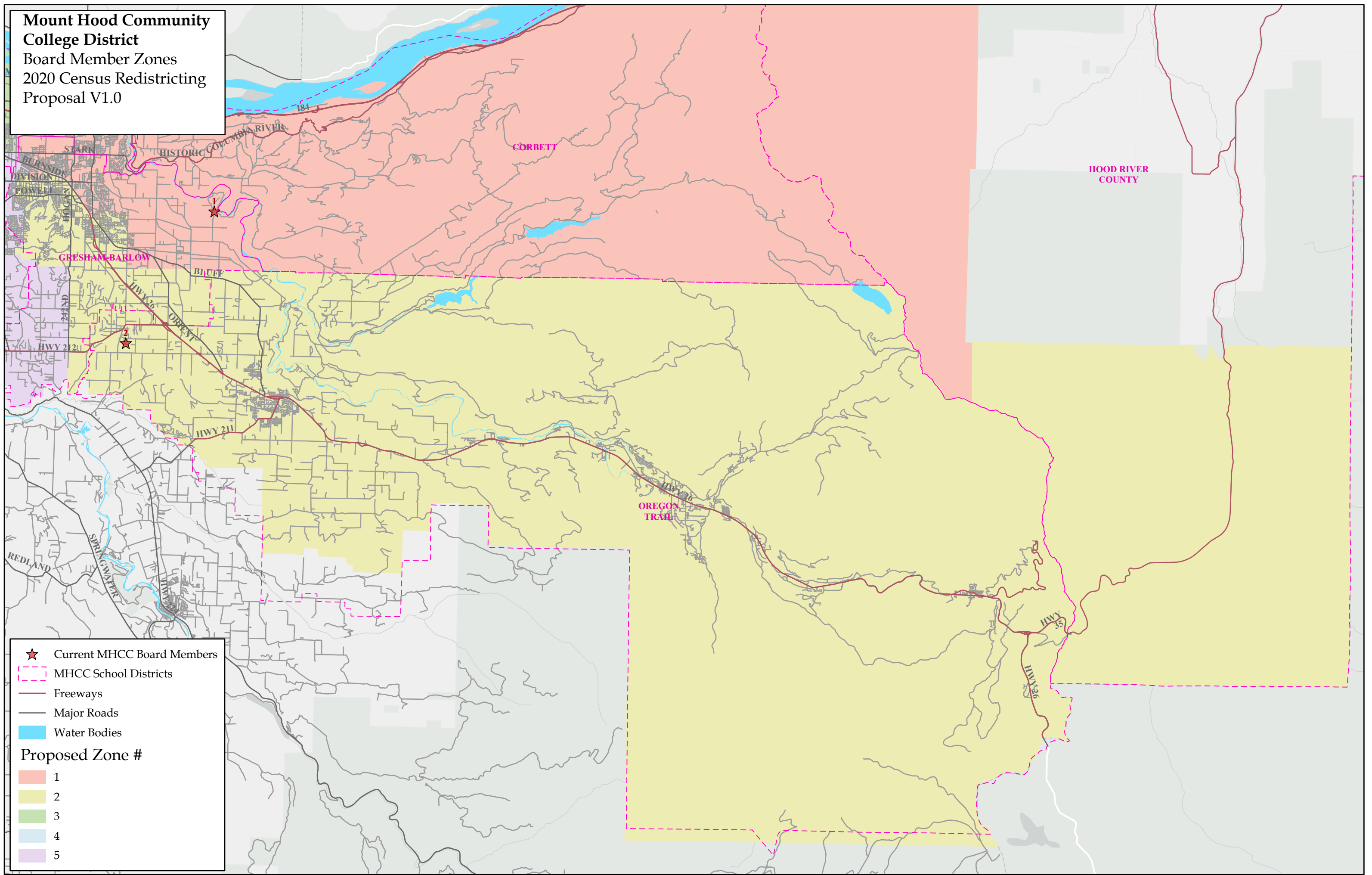
- ★ Current MHCC Board Members
- - - MHCC Zones (Baseline)
- Water Bodies
- MHCC Zones (Proposed)**
- Board Member Zone**
- 1
- 2
- 3
- 4
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**Mount Hood Community
College District
Board Member Zones
2020 Census Redistricting
Proposal V1.0**



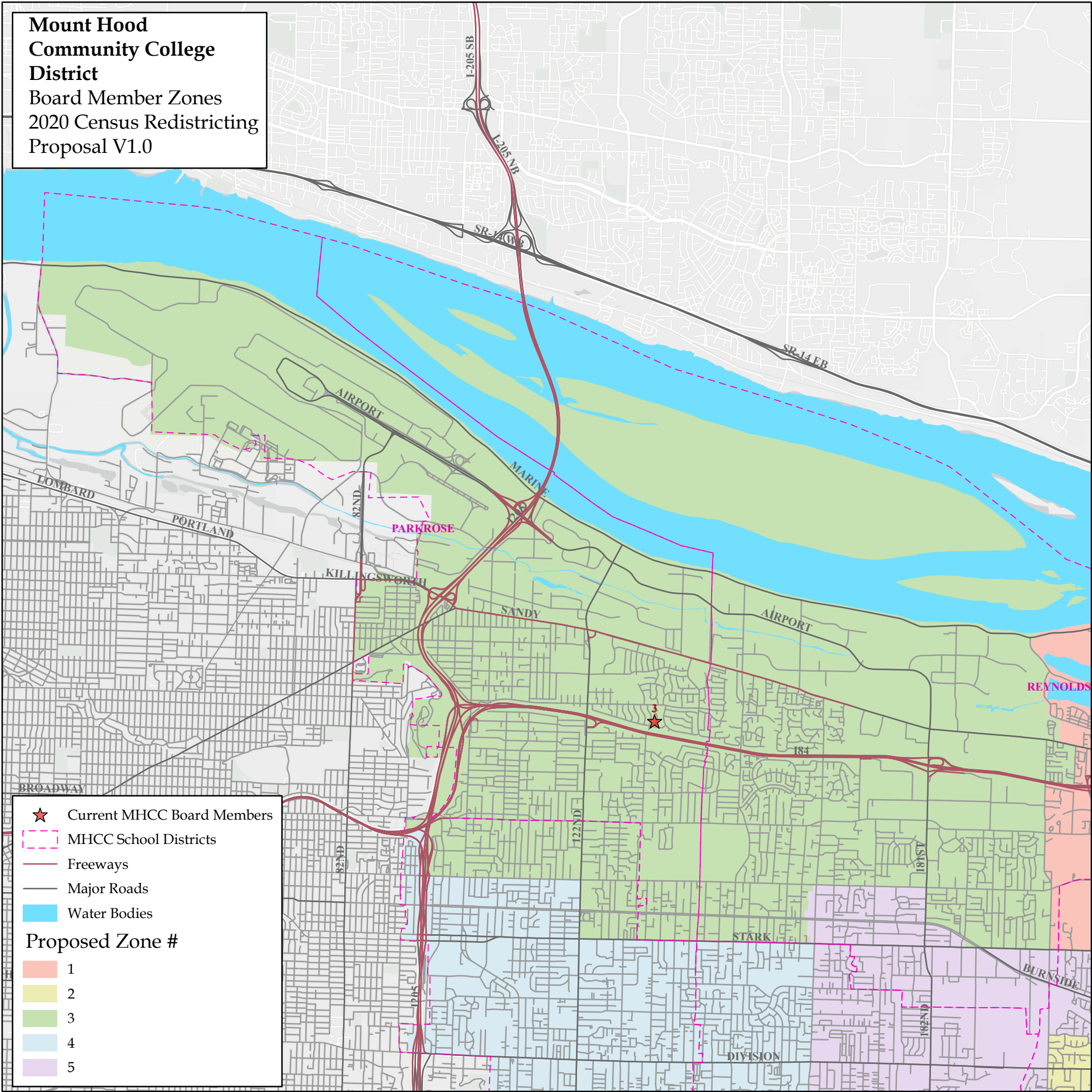
MHCC School Districts
★ Current MHCC Board Members
 Freeways
 Major Roads
 Water Bodies
Proposed Zone #
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**Mount Hood Community
College District
Board Member Zones
2020 Census Redistricting
Proposal V1.0**

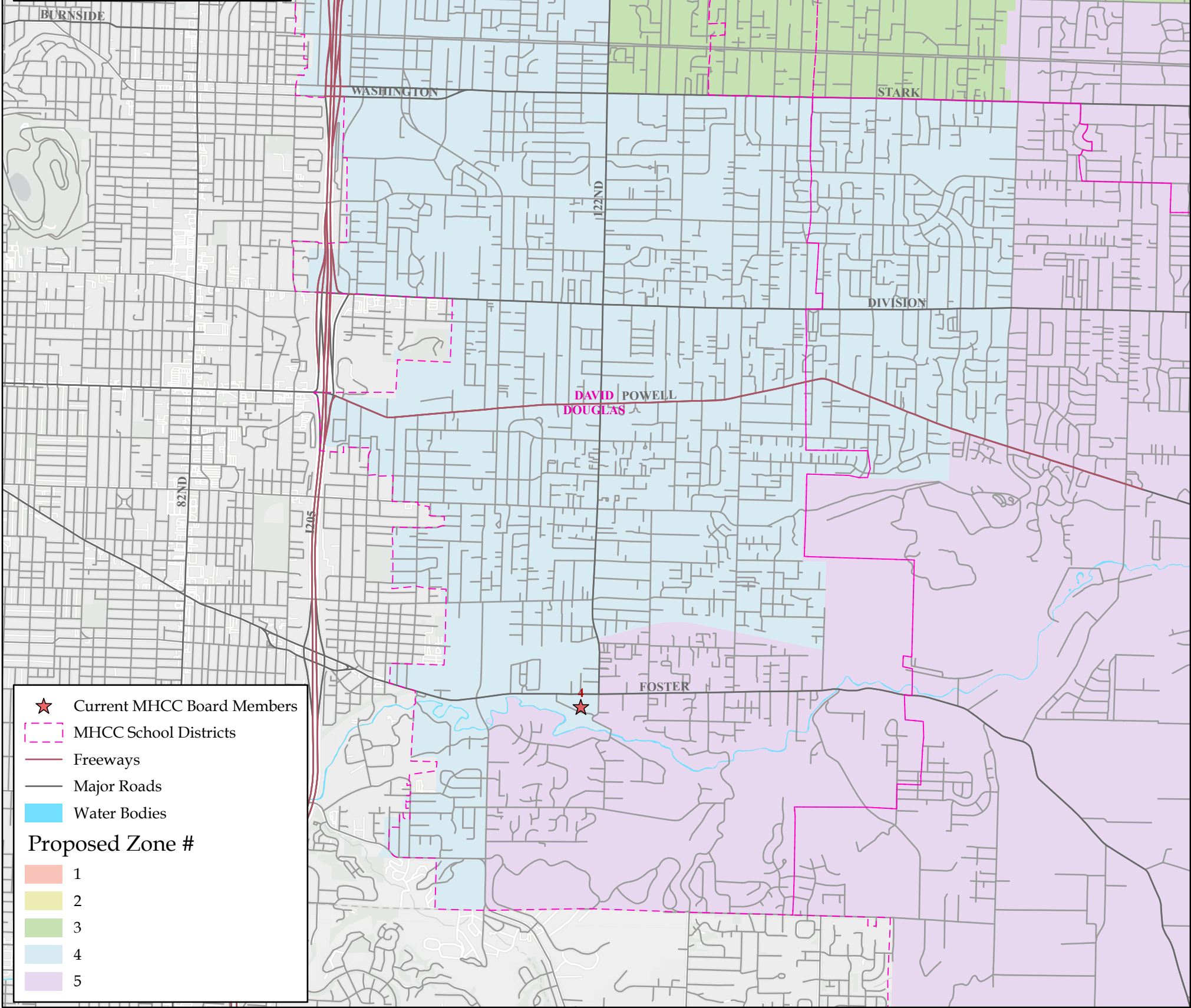


- ★ Current MHCC Board Members
 - MHCC School Districts
 - Freeways
 - Major Roads
 - Water Bodies
- Proposed Zone #**
- 1
 - 2
 - 3
 - 4
 - 5

**Mount Hood
Community College
District**
Board Member Zones
2020 Census Redistricting
Proposal V1.0

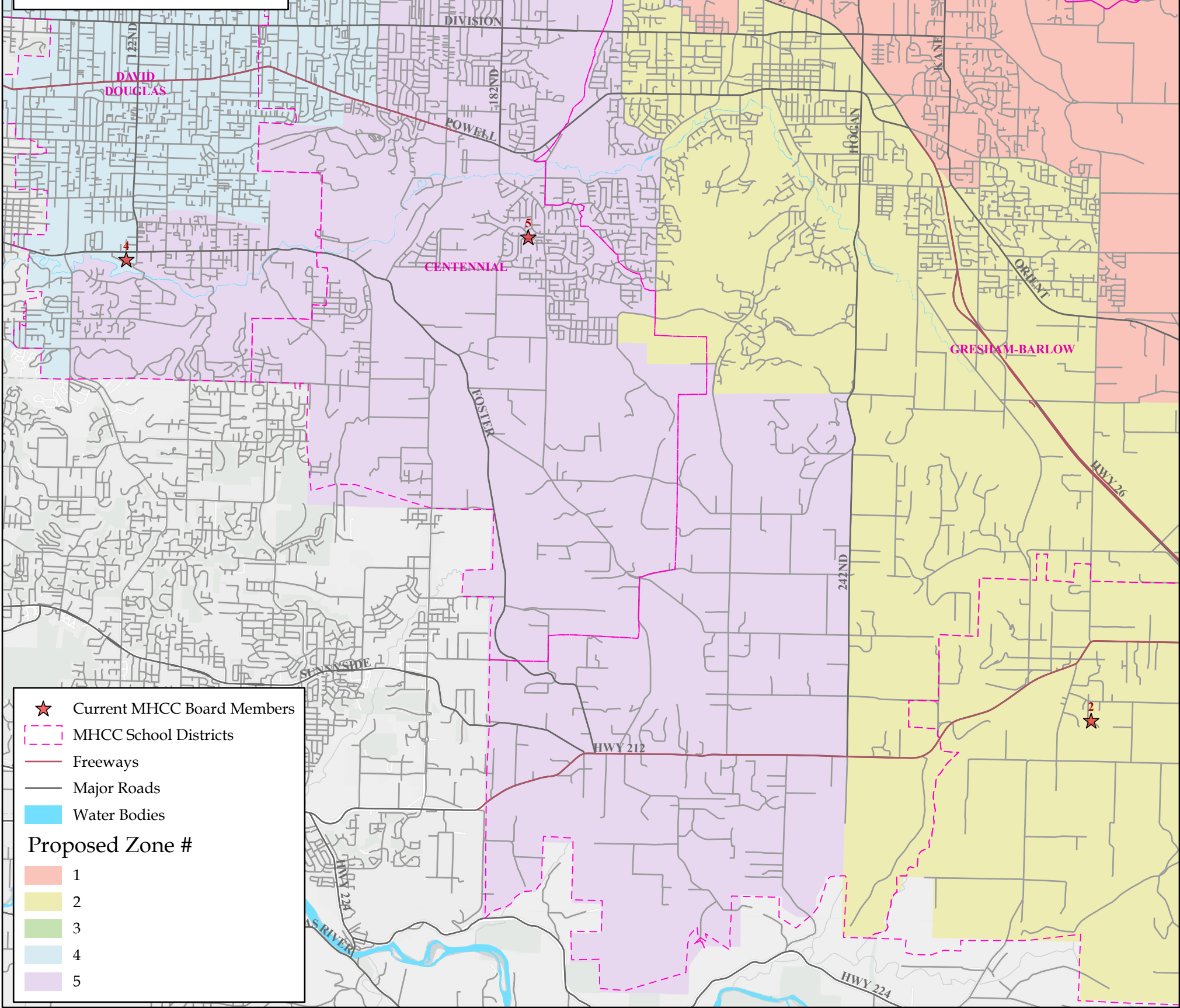


**Mount Hood
Community College
District**
Board Member Zones
2020 Census Redistricting
Proposal V1.0



- ★ Current MHCC Board Members
 - MHCC School Districts
 - Freeways
 - Major Roads
 - Water Bodies
- Proposed Zone #**
- 1
 - 2
 - 3
 - 4
 - 5

**Mount Hood
Community College
District**
Board Member Zones
2020 Census Redistricting
Proposal V1.0



- ★ Current MHCC Board Members
 - - - MHCC School Districts
 - Freeways
 - Major Roads
 - Water Bodies
- Proposed Zone #**
- 1
 - 2
 - 3
 - 4
 - 5



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.4a

CONTACT PERSON: *Al McQuarters, Vice President, Instruction*

SUBJECT: APPROVE NEW DEGREE FOR UG22 – AST-BIOLOGY STATEWIDE ARTICULATION AGREEMENT

AS-Biology Will start phasing out if AST-Biology is approved	Cr.	AST-Biology Statewide Biology Major Transfer Map - Start offering in UG22 if approved	Cr.
Written Communication (2 courses) WR121 English Composition <u>and</u> WR122 English Composition: Critical Thinking <i>or</i> WR227 Technical Report Writing	7-8	Written Communication (2 courses) WR121 English Composition <u>and</u> WR122 English Composition: Critical Thinking <i>or</i> WR227 Technical Report Writing	7-8
Oral Communication (1 course)	3-4	-	-
Arts & Letters (2 courses)	6-8	Arts & Letters (2 courses)	6-8
Social Science (2 courses)	6-8	Social Science (2 courses)	6-8
Cultural Literacy (1 course from A&L or SS)	-	Cultural Literacy (1 course from A&L or SS)	-
Mathematics (2 courses) MTH251 and MTH252 (recommended) <i>or</i> MTH243 and MTH244 (PSU transfer) <i>or</i> MTH251 and MTH243 (EOU transfer)	8-10	Mathematics (2 courses): MTH251 and MTH252 (recommended) <u>or</u> MTH243 and MTH244 (PSU transfer) <u>or</u> MTH251 and MTH243 (EOU transfer)	8-10
Science Core (4 sequences) Principles of Biology sequence: BI211-212-213 General Chemistry sequence: CH221-222-223 Organic Chemistry sequence: CH241-242-243 Physics sequence: PH201-202-203 <u>or</u> PH211-212-213	60	Science Core (4 sequences) Principles of Biology sequence: BI211-212-213 General Chemistry sequence: CH221-222-223 Organic Chemistry sequence: CH241-242-243 Physics sequence: PH201-202-203 <u>or</u> PH211-212-213	60
Health/PE	3	-	-
Electives, to reach 90 credits	-	Electives, to reach 90 credits	0-3
Total	93- 101	Total	90- 94



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: **4.4b**

CONTACT PERSON: *Al McQuarters, Vice President, Instruction*

SUBJECT: APPROVE NEW DEGREE FOR UG22 – AST-BUSINESS STATEWIDE ARTICULATION AGREEMENT

ASOT-Business Will start phasing out if AST-B approved	Cr.	AST-Business Statewide Business Major Transfer Map - Start offering in UG22 if approved	Cr.
Written Communication (2 courses) WR121 English Composition <u>and</u> WR122 English Composition: Critical Thinking <i>or</i> WR227 Technical Report Writing	7-8	Written Communication (2 courses) WR121 English Composition <u>and</u> WR227 Technical Report Writing	7-8
Oral Communication (1 course) Choose 1 from: COMM100, COMM111, COMM114, COMM115, COMM218, or COMM219	3-4	Oral Communication (1 course) COMM111 Public Speaking	4
Arts & Letters (3 courses)	9-12	Arts & Letters (2 courses)	6-8
Social Science (4 courses including Micro and Macro Economics, EC201 and EC202)	14-16	Social Science (2 courses: Micro and Macro Economics, EC201 and EC202)	8
Cultural Literacy (1 course from A&L or SS)	-	Cultural Literacy (1 course from A&L or SS)	-
Mathematics MTH243 Statistics I, plus two additional college-level (100-level or higher) math courses	12-15	Mathematics – choose based on transfer plans MTH243 Statistics I if transferring to PSU, EOU, SOU, or OIT MTH251 Calculus I if transferring to OSU, WOU, or UO	4-5
Science (4 courses: 3 lab sciences plus 1 additional science, math, or computer science)	14-17	Science (2 lab sciences)	6-10
Business Core (6 courses) BA101 Intro to Business BA131 Intro to Business Computing BA211 Financial Accounting I BA212 Financial Accounting II BA213 Managerial Accounting BA226 Intro to Business Law	24	Business Core (5 courses) BA101 Intro to Business BA131 Intro to Business Computing BA211 Financial Accounting I BA213 Managerial Accounting BA226 Intro to Business Law	20
Electives, to reach 90 credits	6-8	Electives, to reach 90 credits	27- 32
Total	90	Total	90



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.4c

CONTACT PERSON: *Al McQuarters, Vice President, Instruction*

**SUBJECT: APPROVE NEW DEGREE FOR UG22 – AAT-ENGLISH LITERATURE STATEWIDE
ARTICULATION AGREEMENT**

AS in Liberal Arts – English major Will start phasing out if AAT-English Literature is approved	Cr.	AAT – English Literature Statewide English Literature Major Transfer Map - Start offering in UG22 if approved	Cr.
Written Communication (2 courses) WR121 English Composition <u>and</u> WR122 English Composition: Critical Thinking <i>or</i> WR227 Technical Report Writing	7-8	Written Communication (2 courses) WR121 English Composition <u>and</u> WR122 English Composition: Critical Thinking	7-8
Oral Communication (1 course)	3-4	-	-
Modern Language (two years, through 203-level)	24-30	Modern Language (two years, through 203-level)	24-30
Arts & Letters (1 course, other than modern Language)	3-4	Arts & Letters (3 ENG literature courses, 200-level)	12
Courses in major / university requirements	16-20	British or American Literature (1 course) ENG204 British Literature I: Old English to Renaissance, <u>or</u> ENG205 British Literature II: Age of Enlightenment to Present, <u>or</u> ENG253 Survey of American Literature I, <u>or</u> ENG254 Survey of American Literature II	4
Social Science (3 courses from at least 2 disciplines)	9-12	Social Science (2 courses)	6-8
Cultural Literacy (1 course from A&L or SS)	-	Cultural Literacy (1 course from A&L or SS)	-
Mathematics (1 course) MTH105 or above	4-5	Mathematics (1 course): MTH105 or above; or elective if transferring to PSU	4-5
Science/Math/Computer Science (2 courses, lab sciences recommended)	8-10	Science (2 lab sciences)	8-10
Health/PE	3	-	-
Electives, to reach 90 credits	0-13	Electives, to reach 90 credits	17-31
Total	90-98	Total	90



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 19, 2022*

ITEM TITLE: 4.4d

CONTACT PERSON: *Al McQuarters, Vice President, Instruction*

**SUBJECT: APPROVE NEW DEGREE FOR UG22 – AST-COMPUTER SCIENCE STATEWIDE
ARTICULATION AGREEMENT**

AS-Computer Science Will start phasing out if AST-Computer Science degrees are approved	Cr.	AST-Computer Science: PSU/OSU/UO Transfer Track Statewide Computer Science Transfer Map - Start offering in UG22 if approved	Cr.	AST-Computer Science: EOU/SOU/WOU Transfer Track Statewide Computer Science Transfer Map - Start offering in UG22 if approved	Cr.
Computer Science Core (4 courses) CS160 Computer Science Orientation CS161 Computer Science I CS162 Computer Science II CS260 Data Structures	16	Computer Science Core (5 courses) CS160 Computer Science Orientation CS161 Computer Science I CS162 Computer Science II CS260 Data Structures CS205 Systems Programming and Architecture	20	Computer Science Core (4 courses) CS160 Computer Science Orientation CS161 Computer Science I CS162 Computer Science II CS260 Data Structures	16
Computer Science Electives (3-4 courses)	9-13	Discrete Structures (2 courses) CS250 CS251	8	-	-
Mathematics (2 courses) MTH251 Calculus I and MTH252 Calculus II	10	Mathematics (2 courses) MTH251 Calculus I and MTH252 Calculus II	10	Mathematics (2 courses) MTH251 Calculus I and MTH252 Calculus II	10
Science (2-3 courses based on transfer plans)	6-15	Science (complete 1 full sequence of biology, chemistry or physics) BI211-212-213 or CH221-222-223 or PH211-212-213	15	Science (any 2 lab science courses)	6-10
Written Communication (2 crs.) WR121 and WR122 or WR227	7-8	Written Communication (2 courses) WR121 English Composition and WR227 Technical Report Writing	7-8	Written Communication (2 courses) WR121 English Composition and WR122 English Comp: Critical Thinking	7-8
Oral Communication (1 course)	3-4	Oral Communication (1 course) COMM111 Public Speaking	4	Oral Communication (1 course) COMM111 Public Speaking	4
Health/PE	3	-	-	-	-
Arts & Letters (2 courses)	6-8	Arts & Letters (2 courses)	6-8	Arts & Letters (2 courses)	6-8
Social Science (2 courses)	6-8	Social Science (2 courses)	6-8	Social Science (2 courses)	6-8
Cultural Literacy (1 course from A&L or SS)	-	Cultural Literacy (1 course from A&L or SS)	-	Cultural Literacy (1 course from A&L or SS)	-
Electives, if needed to reach 90 credits	0-23	Electives, if needed to reach 90 credits	0-5	Electives, if needed to reach 90 credits	16-39
Total	90	Total	90		90

Please note: Because of the credit differences between the two different university tracks, it would be simpler for students, financial aid, and degree audit processes to have these listed as 2 separate degree options.

Student Development

John Hamblin

January 2022

Improve student success:

AATC (Fall term recap)

- 2,175 individual student appointments logged
- 617 education plans/MTAs
- MHCC Fall to Winter retention = 73.3% (compare to SP/SU to fall '21 = 58.8%)
- 2 TLC advising training for faculty

Balance Reduction Efforts

- MHCC reduced account balances to less than \$200 for 72 students who had balances between \$200 and \$500 at the end of Fall term. Total expended: \$13,546. As with past balance reduction efforts, the intent with this is to allow students to continue at MHCC and be able register for the next term. This is a one-time only benefit for students.

Emergency Grant Funding for Students

- At the completion of Fall term, we had disbursed over \$1.6 Million in Higher Education Emergency Relief Funds (HEERF) to 2,824 students as well as an additional \$168,351 in Governor's Emergency Education Relief (GEER) Funds.
- To expend the emergency funds more quickly (we have over \$7M to give away in a year!) and better meet student needs, the award maximums were increased for Winter term and the awarding rubric was tweaked to increase the weight of all areas of need so students are more likely to get a higher award.
- The application for Winter term HEERF awards opened to enrolled students on 12/13/21 and we began awarding (not yet disbursing) the subsequent day. To date (1/6/22), we have awarded HEERF funding totaling \$2,420,382 for Winter term as well as an additional \$158,444 in GEER funds. If students are still enrolled, funds will disburse with other aid on 1/12/2022.

Advance diversity, equity, and inclusion:

- **Student Elections:** We have begun the preparations and process for student elections for next year. Applications are currently open for students who are interested in running for student leadership positions for the next academic year.
- **Finance Council:** A timeline has been set for the Finance Council and student fees process. The process has begun in December through February 7. The tentative schedule is as follows:



Student Development Update

Finance Council Meeting

- Week of January 3 - Finance Council Meeting
- Week of January 10 - Finance Council Meeting
- Week of January 17 - Finance Council Meeting (rough drafts due)
- Week of January 24 - Finance Council Meeting
- Week of January 31 - Finance Council Meeting to vote on the budgets
- Week of February 7 - Two Open Budget Forums
- February 26th - Budgets due to Business Office

Increase excellence in operations:

Veteran Services was awarded its third Campus Veteran Resource Center Grant through the Oregon Department of Veterans' Affairs, as of January 1, 2022. The award includes capital improvement funds and technology improvement funds centered on equipping Veterans Services with hybrid-style capacities to enhance the blend of digital and in-person services and connections with our Veteran students and communities.

Accessible Education Services: AES is partnering with HPE in assisting our student-athletes that may need accommodation and/or access to campus resources and health care.

Instruction

Al McQuarters

January 2022

Improve student success:

- The Adult Basic Skills (Pre-college) Division was one in five institutions in the state of Oregon to be awarded a Re-engagement and Retention Grant for the next three years. The ABS team is now working to implement the strategies to re-engage students that were lost during the COVID pandemic.
- Biology faculty member, Catherine Creech, was a contributing author of a publication in the cell biology journal, CBE-Life Sciences Education for an article entitled: *Context Matters: Social Psychological Factors That Underlie Academic Performance across Seven Institutions*.

Advance diversity, equity, and inclusion:

- Dr. Kim Hyatt, Dean of Health, Physical Education, Athletics, Aquatics, & Recreation, attended the Breakthrough Summit for Women in Sport which included such speakers as Dr. Condoleezza Rice, Tara VanDerveer and LaChina Robinson.
- Ibrahim Alhussain, Director of the SBDC, attended the Rural Woman's Business summit to discuss how to continue to support women in business, specifically in rural areas.

Strengthen community engagement:

- Faculty member, Josh Stratman, created a partnership with Next Adventure to provide MHCC students with discounts for gear and rentals for climbing and outdoor related classes. In addition to these discounts, Next Adventure provides information regarding potential job opportunities at their business.
- Faculty librarian, Lori Wamsley, was elected President of the Oregon Chapter of American Association for Women in Community Colleges (AWCC).
- On December 4, 2021, the Dental Hygiene program conducted a compassion clinic volunteering to serve at the Compassion Parkrose event at Gateway Church. Here our students and faculty/staff generously volunteered to help the community at the event, and provided free dental cleanings for our greater community in NE Portland.
- The Nursing Division developed a new partnership with Avamere Oregon City for clinical site placements.



Instruction Update

- The Small Business Development Center (SBDC) had a speaking opportunity during their entrepreneurship week at the Institute of Electrical and Electronic Engineers promoting MHCC and the SBDC.

SBDC Data for December 2021:

- Clients seen: 35
- New clients: 6
- Training events: 1
- Training attendees: 2

Business Types

- Party entertainment service
- Used and new outdoor equipment reseller
- Asphalt coatings
- Applied behavior analysis
- Gresham based education farm
- East Side Vintage Streetwear

Increase excellence in operations:

- On December 9, 2021, the Dental Hygiene program faculty, Dr. Al McQuarters, VP of Instruction, and Conrad Woolsey, Dean of Health Professions, participated in a Dental Hygiene Accreditation Advisory Board meeting.
- The High School Services Department convened a District-wide Dual Credit Summit in partnership with MHCC Faculty. There was a total of 98 attendees; 44 MHCC faculty, staff and administrators; 54 district teachers and administrators from across our various districts (all seven districts were represented).

Administrative Services

Jennifer DeMent

January 2022

Improve student success:

- The College distributed \$705 in **bookstore scholarships** to students from Akademos' annual scholarship amount of \$7,000.

Advance diversity, equity, and inclusion:

- **Child Development and Family Support (CDFS)** conducted multiple **listening sessions for staff** whose program models were still operating virtually to gather input regarding a potential shift to in-person services. At these listening sessions, we provided staff the opportunity to share what they anticipate might be some challenges with going back to in-person services at their site and what potential ideas they might have to address these challenges.

Strengthen community engagement:

- **CDFS** continues **vaccine clinics** with our longtime community partner Rockwood CDC. We completed another successful vaccine clinic just before winter break. Over 120 vaccines were given to families and staff in our program at this event.

Increase excellence in operations:

- **IT Cyber Security – Critical Vulnerability**
 - We learned of a widespread critical vulnerability discovered (codename: Logjam or Log4J) just before winter break. This vulnerability was so severe and widespread across multiple nations and industries that it required immediate addressing. If exploited, it could allow an attacker access to our entire network and IT infrastructure. Furthering the urgency of fixing this, an attacker could utilize the vulnerability off-site - remotely.
 - IT, working within the department and utilizing external intelligence sources, quickly identified any potential systems and determined appropriate remediation measures. We promptly scanned our network using our in-house vulnerability scanner and addressed any risks.
 - Two additional patches were made available quickly as the software was closely scrutinized and tested worldwide. Those fixes were also applied.
 - The IT Team closely monitored our systems over winter break and responded to address this risk. As always, we continue to monitor and scan our environment for any future issues.



Administrative Services Update

- **IT Cyber Security – Email**
 - For December, our systems stopped:
 - 34,440 instances of phishing
 - 28,922 instances of spam.
 - 4 confirmed malware emails (link to malware)
- **IT Cyber Security – General Monitoring/Remediation**
 - 66 MHCC account alerts needing manual review in December.
 - 7 were false positives
 - 48 needed password changes, and their O365 sessions were revoked.
- The **budget office** received the Government Finance Officers Association's (GFOA) **Distinguished Budget Presentation award** for the fiscal year beginning 7/1/2021. The award reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. The entity had to satisfy nationally recognized guidelines for effective budget presentation to receive the budget award. These guidelines are designed to assess how well an entity's budget serves as:
 - a policy document
 - a financial plan
 - an operations guide
 - a communications device
- **Child Development and Family Support (CDFS)** staff attended a **professional development** session with Laura van Dernoot Lipsky. Her presentation focused on offering staff practical tools to help them sustain, individually and collectively, in the face of trauma, secondary trauma, and overwhelm. She also followed that up with a separate session with managers where she honed in on how to lead through trauma.

College Advancement

Al Sigala

January 2022

Improve student success:

Our End of the Year fundraising campaign saw good success bringing in \$157,774 for college scholarships and student basic needs. The campaign continued through the holiday break with a variety of advertisements placed including a special giving ad in the Gresham Outlook, Facebook postings and several e-blasts to donors.

Planning for the annual Foundation auction was kicked off as the Foundation board decided to hold the event at the Yoshida Haven Estate. We are planning on a hybrid live/online event with a limited attendance at the Estate. It was determined to plan for a limited live presence as part of our safety precautions and not to attempt to hold a larger event in the Yoshida Event Center (gymnasium). The theme for this year's auction is The Roaring 20's. A reminder that the auction takes place Saturday, April 23.

Legislative outreach efforts continued as plans were finalized for the upcoming special session that takes place in February. MHCC will join other Oregon community colleges for CTE month during February. We are hoping to join in a meeting with the Community College Caucus as part of this effort. We are told that legislators may be meeting in person but public involvement will be online. Our plan is to schedule zoom meetings with our legislators throughout the month.

MHCC is being considered as a site for one of the community meetings being planned by the legislative task force on Student Success for Underrepresented Students. They are planning both in person and online participation at this time. Visits would take place after the February session.

Amazon Troutdale once again came to the assistance of our students by donating six pallets of goods for Barney's Pantry. Five of the pallets included food product donations while one pallet consisted of personal hygiene products.

Advance diversity, equity, and inclusion:

Staff worked with the Student Basic Needs Resource Team to finalize and distribute Basic Needs Resource Directories. The directory provides students with lists of a variety of services available both on and off campus. Services include everything from housing to mental health resources. This directory is available on the college Web site.



College Advancement Update

Work was done to streamline the application process for the IECC (Intensive English for College Careers) Student Success Scholarship. The works was done in partnership with the IECC staff. We wanted to make sure our efforts were communicating well to non-native English speakers.

Staff attended the Fall graduation for Transiciones students where scholarship awards were announced and presented to several students. The scholarships will assist these students in their next step, which is taking college classes.

Strengthen community engagement:

Several of us attended the holiday breakfast fundraiser for SnowCap and My Father's House which was held at Mountainview Christian Church. Each table is asked to provide a unique centerpiece that consists of items for the communities served by the two nonprofits. For its part, the college provided a centerpiece of MHCC back packs filled with school supplies. Attending were Dr. Skari, Annette Mattson, Diane McKeel, Diane Noriega, Warner and Bonnie Allen, Nancy Jaksich, and Al Sigala.

Al met with county commissioner Lori Stegman to discuss the continued challenges the college is facing. Stegman is interested in continuing to hear how the college is working on the issues of student homelessness and food insecurity.

The 5th issue of the MHCC alumni email newsletter was published and sent to 14,326 recipients. We saw an open rate of 22%, the highest yet for any of our alumni newsletters.

Planning and marketing began for a January 25th alumni webinar. The webinar, "Personal Finance: Your Path to Financial Freedom", will feature financial advisers from Ferguson Wellman Capital Management.

Several marketing/communication efforts were carried out including creating recruitment posters for local high schools as part of our recruitment outreach efforts, designing and producing support material for the Foundation's alumni event, producing a holiday greeting emailed to all stakeholders, and promoting Winter term and community ed classes.

Several articles were written for the Gresham Outlook and the alumni newsletter. Articles included stories on alumni Jennifer Frost, a ceramic artist and instructor Josh Stratman's rescue of a woman on Mt. St. Helens.

Increase excellence in operations:

We were notified of being awarded a PGE Drive Change Fund grant in the amount of \$398,684. The grant will be used to install electric vehicle charging stations on campus and will also provide for the purchase of electric vehicles for our automotive programs.

College Advancement Update

Staff took part in the CASE (Council for Advancement and Support of Education) Alumni Engagement Metrics Survey. The survey will provide us information on how colleges across the country are measuring their engagement activity, as well as how they are reaching out to alumni.

Brand, Marketing and Communications continues to work on its restructuring and is hiring appropriate staff to focus on strategy, web development and improved digital outreach. New website development efforts are a part of this as the team is finalizing a project RFP, timeline and communications plan presentation.

Staff continue to play a major role in campus reopening efforts including serving on the reopening committee/team and work on the vaccine incentive program.