MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

A meeting of the Mt. Hood Community College District Board of Education will be held on May 17, 2023, with a Regular Board meeting at 6:30 pm, held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

Join Zoom Meeting: Please click this URL to join.
https://mhcc.zoom.us/j/98673814950?pwd=aCtuZ0hhU1VUaTBVendJNVZJazhKdz09
Join by Phone: 1-669-900-6833 (San Jose) or 1-253-215-8782 (Tacoma)
Webinar ID: 986 7381 4950
Passcode: 812011

AGENDA
SESSION 1084

6:30 pm	**1.0**	**CALL TO ORDER / DECLARATION OF A QUORUM**	
	1.1	Approval of Agenda	
6:35 pm	**2.0**	**PUBLIC INPUT**	

Persons wishing to provide public comment can sign up by completing a sign-in form if attending the meeting in person or 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 join by phone, please press *9 to raise your hand. Please clearly state your full name, the name of the organization or group represented, if any, and the agenda item or topic to be addressed for the public record. Please limit comments to three minutes per speaker. Persons who wish to provide written comments can submit by email to Presidents.Office@mhcc.edu no later than one calendar day prior to the meeting to be included in the official record for this meeting. Note: The start time for remaining agenda items may vary.

6:45 pm	**3.0**	**REPORTS** *(10 min report & 5 min Q & A)*	
	3.1	Correspondence	Lisa Skari
	3.2	Student Recognition:	
		a) Rho Theta, Advocate, Forensics, Co Curriculars, ASMHCC	Doctor Ayeliya
		b) Athletics	Kim Hyatt
	3.3	ASMHCC Year-End Report	Javier Estrada
	3.4	SEM Report	John Hamblin
	3.5	Financial Update – 3rd Quarter	Jennifer DeMent

7:15 pm   **4.0**   **BUSINESS / ACTION**
4.1   Consent Agenda: Approvals & Information
a) Minutes – Board Work Session 1081, April 5, 2023
b) Minutes – Board Regular Session 1082, April 19, 2023
c) Monthly Personnel Report
d) Monthly Financial Report
e) Monthly Head Start Report
f) 2024 – 2025 Academic Calendar
g) 2025 – 2026 Academic Calendar
h) President's Goals for 2023-2024
i) Head Start Approval to Utilize Quality Improvement Funds

7:45 pm   **5.0**   **BOARD MEMBER & COMMITTEE/LIAISON REPORTS** *(3 min each)*

8:05 pm   **6.0**   **CLOSING REPORTS**
6.1   ASMHCC Representative
6.2   Advisory Representatives
- Full-Time Faculty
- Classified Employee Association
- Part-Time Faculty & Tutors

6.3   Executive Leadership *(3 min each)*
- Student Development
- Instruction
- Administrative Services
- College Advancement

6.4   President's Report

8:30 pm   **7.0**   **ADJOURNMENT**

A board dinner is scheduled prior to the board meeting and is optional as a social gathering and no board business will be discussed.

The next regular board meeting is scheduled for Wednesday, June 21, 2023

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

May 8, 2023

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

FROM: Lisa Skari, EdD
  President

SUBJECT: Board Letter for May 2023

The month of April provided us an opportunity to continue advocacy efforts, complete our budget process for 2023-2024, and celebrate students. I appreciate the work by faculty, staff and students, as we continue to find ways to make targeted investments we hope result in growing enrollment. We appreciate the Budget Committee's endorsement of the work. These efforts speak to the quality education we provide, and the outstanding accomplishments of our students and colleagues.

The All-Oregon Academic Team was one of those notable achievements last month. MHCC students Emily Bentea (Camas), Mike Furuya (Portland), Marisol Salas Castaneda (Salem), and Graciela Zwart (Bethany) were among the 52 Oregon community colleges students named to this year's team. The award recognizes students for their academic excellence, leadership, and community service. The students were recognized in Salem on April 21st with directors Mattson and Noriega present.

Other activities in Salem last month included the Joint Ways and Means Committee on Education. The Oregon Community College Association (OCCA) provided two days of invited testimony, and I was asked to present on two topics. On the first days, I spoke to the proposed formula changes for the Community College Support Fund (CCFS). One the second day, I was joined by Dan Malinaric, General Manager of Microchip, and we spoke about community college employer partnerships in workforce development. Dan provided compelling testimony about how employers rely on us to prepare their workforce and on how adequate funding is important to meeting this need.

House Bill 3254 seeks to provide this funding, which would be administered by the Higher Education Coordinating Commission. For community colleges, the opportunities include $10 million to build STEM career pathways for historically underrepresented youth and adults and $20 million to build capacity and strengthen workforce training for the semiconductor industry at pre-baccalaureate level. The bill is currently in the Rules Committee, and we are awaiting word on forward movement. I am currently working with the Oregon Business Council and a group of community college and university representatives to provide information that demonstrates the need and use of the funds.

Annual goal update
Community engagement
We had a break in the community presentations on the Strategic Plan in April, and are ramping up for three presentations in May, including the Rotary Club of Gresham, The Greater Gresham Chamber of Commerce, and the MHCC Foundation.

Diversity, equity, and inclusion
Work on the ACCT Diversity and Equity audit continues. Both the President's Cabinet and the Management group are completing their assessments of the college, faculty, and staff this month. The audit report will be completed by year-end.

Strategic planning
Part of the implementation of the Strategic Plan was to create dashboards for our performance indicators. The work on the dashboards is complete, and the results are published and available to the public. A key strength of the dashboards is the ability to look at the data and disaggregate the results. While the Student Success dashboard will look familiar, the other three are new.

     Student success: https://air.mhcc.edu/success/
     Learning (core outcomes): https://air.mhcc.edu/co/
     Community: https://air.mhcc.edu/community/
     Diversity, equity, and inclusion: https://air.mhcc.edu/dei/

Accreditation
Our mock accreditation evaluation visit was held May 4, 2023 and was a great opportunity for the campus community to experience what our visit will be like. The mock evaluation team met with 17 groups across campus, including faculty, staff, management, two groups of students, and directors Bentley, Noriega, and Speer. Feedback provided by the mock accreditation team will be used to enhance our self-study report and target areas for additional work prior to the real visits in October.

In closing, we are quickly approaching the end-of-year festivities, and I am looking forward to celebrating our students and employees. Our return to the in-person commencement ceremony on June 17th at 10am, will provide us the opportunity to recognize the accomplishments of our students. Our Service and Retiree reception on June 8th at 2pm, gives us a chance to honor those that have contributed so much to our college and our students. I look forward to celebrating these events with you.

Community/Educational Presentations and Selected Outreach Activities

Apr 1-4   *American Association of Community Colleges Annual Conference*
Apr 5   *Roundtable with Secretary Raimondo*
Apr 5   *MHCC Budget Committee meeting*
Apr 5   *MHCC Board Work Session*
Apr 6   *MHCC Foundation Finance Committee meeting*
Apr 6   *Community College Support Fund (CCSF) Rules Advisory Committee meeting*
Apr 6   *Oregon President's Council (OPC) meeting*
Apr 6   *Meeting with Director McKeel*
Apr 7   *Representative Byum Visit to MHCC*
Apr 7   *Meeting with Director Teune*
Apr 7   *Meeting with Director Speer*
Apr 7   *Meeting with Director Noriega*
Apr 10   *Oregon Public Broadcasting (OPB) Board Audit Committee meeting*
Apr 10   *Oregon Community College Association (OCCA) Weekly Legislative Call*
Apr 12   *Portland Business Alliance (PBA) Board meeting*
Apr 13   *CCSF Rules Advisory Committee meeting*
Apr 13   *Meeting with Directors Speer and McKeel*
Apr 14   *Portland Metro Workforce Development Board meeting*
Apr 17   *Rotary Club of Gresham Board meeting*
Apr 17   *OCCA Weekly Legislative Call*
Apr 18   *Greater Gresham Chamber of Commerce Business & Leaders Luncheon*
Apr 19   *MHCC Budget Committee meeting*
Apr 19   *MHCC Board Regular meeting*
Apr 20   *Invited testimony to Joint Ways and Means Subcommittee on Education*
Apr 20   *Meeting with Representative Sanchez*
Apr 21   *All-Oregon Academic Team Awards Ceremony*
Apr 22   *MHCC Foundation Auction*
Apr 24   *Invited testimony to Joint Ways and Means Subcommittee on Education*
Apr 24   *MHCC Wind Ensemble Performance at the State Capitol*
Apr 24   *OCCA Weekly Legislative Call*
Apr 25   *State Arrival Ceremony for the Republic of Korea, Washington D.C.*
Apr 26   *Meeting with the White House Presidential Personnel Office, with Dr. Ferguson*
Apr 27   *Meeting with Paul Heaton, Council for Advancement and Support of Education (CASE)*
Apr 27   *CASE Community College Advisory Council Spring meeting*

Select Media Mention

State, national leaders convene in Hillsboro to talk semiconductor workforce
https://www.opb.org/article/2023/04/05/oregon-semiconductor-politics-business-technology-federal-investment-chips/

Meet the Candidates: Dana Stroud
https://www.theoutlookonline.com/newsletter/meet-the-candidates-dana-stroud/article_6c22d91c-de3f-11ed-8aaf-97d1bda8ec18.html

Meet the Candidates: Barry Fox-Quamme for MHCC board
https://www.theoutlookonline.com/news/meet-the-candidates-barry-fox-quamme/article_a91e5948-daef-11ed-9100-170276f27c7b.html

Cost of living, housing affordability put strain on employers
https://www.bizjournals.com/portland/news/2023/04/20/cost-living-housing-affordability-strain-employers.html

From Osaka to Oregon: How Rikuu Nishida found his baseball home
https://kpic.com/sports/from-osaka-to-oregon-how-rikuu-nishida-found-his-baseball-home

Storied jazz festival brings generations of talent to Gresham this weekend
https://www.theoutlookonline.com/lifestyle/storied-jazz-festival-brings-generations-of-talent-to-gresham-this-weekend/article_889371f8-e568-11ed-b8da-93a58b9d6eea.html

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1a

CONTACT PERSON: *Roxanne Richardson, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – April 5, 2023

Session 1081

A meeting of the Mt. Hood Community College District Board of Education was held on April 5, 2023, with a Budget Committee meeting at 6:00 pm, and a Board Work Session at 7:00 pm, held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

1.0   CONVENE BUDGET COMMITTEE / CALL TO ORDER / DECLARATION OF A QUORUM
Members present: Andrew Speer, board chair, Diane McKeel, board vice chair, Diane Noriega, Kenney Polson, Marie Teune, Annette Mattson, ShaToyia Bentley

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, John Hamblin, vice president, Student Development

Andrew Speer called the Budget Committee meeting to order at 6:05 p.m.

2.0   BUSINESS / ACTION
    2.1   Selection of Budget Committee Chair
Speer opened up the nominations for the budget committee chair. McKeel nominated Diane Noriega for budget committee chair. Mattson seconded the nomination. There was a board vote and it passed unanimously.

    2.2   Selection of Budget Committee Vice Chair
Noriega opened up the nominations for budget committee vice chair. McKeel nominated Annette Mattson for budget committee vice chair. Polson seconded the motion. There was a board vote and it passed unanimously.

3.0   REPORTS
    3.1   President's Budget Message

Lisa Skari presented her President's Budget Message for the 2023-2024 Proposed Budget. The President's Budget Message is included in the 2023-2024 Proposed Budget components from the budget document posted on the Budget Office webpage at: https://www.mhcc.edu/BudgetOffice/

3.2   Presentation of Proposed Budget for 2023-2024

Jennifer DeMent presented an overview of the budget process and related budget information for the 2023-2024 Proposed Budget posted on the Budget Office webpage at: https://www.mhcc.edu/BudgetOffice/. John Hamblin co-presented, discussing the Associated Student Government Fund process and specifics.

DeMent and Hamblin answered presentation follow-up questions from the Board. The first question was based on conversations that have been had, regarding changing the way the college is funded, and it was asked if this change would be affecting the budget for the coming fiscal year. DeMent responded saying no, that the coming fiscal year will be based on the current funding distribution formula and that it would not be in effect until the second year of the biennium. Next, an inquiry was made about the Student Development budget line item and the amended vs proposed budget columns and the difference in numbers. DeMent referred the question to Hamblin, who responded saying that two positions were moved from the main Student Development account to a departmental account and also there was an employee retirement which reset the cost/ value of that position. A final question was asked about the current percentage of the general fund that is going towards the Public Employees Retirement System (PERS). DeMent replied stating, on page 24 of the proposed 2023-2024 budget, it is calculated at 2.7 million and for the PERS Bond it is 6.8 million. As a follow up to this, a question was posed as to where does the arbitrage for the pension payment fund balance go and if it goes toward paying the bond. DeMent stated that it is coming from the employer contribution and that it pays for the projected liability of all of the college's retirees.

A printed copy of the proposed budget document was handed out to all board members and one will also be emailed to those who could not attend in person.

4.0   ADJOURN BUDGET COMMITTEE

Speer motioned to adjourn the budget committee meeting. Mattson seconded the motion and it passed unanimously. The meeting was adjourned at 6:56 p.m.

5.0   CONVENE MHCCD BOARD / CALL TO ORDER

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

Additional Attendees: Lisa Skari, president

Speer called the board work session to order at 7:01 p.m.

6.0   BUSINESS
    6.1   President's Goals 2023-2024

Lisa Skari presented her draft President's Goals for 2023-2024, and reviewed the strategies for each goal. The goals were discussed and no suggestions or changes were requested from the Board. A copy of the draft presidential goals for 2023-2024 are attached to the minutes and will be presented at the May 17, 2023 regular board meeting.

6.2   ACCT Equity Audit

Board members conducted an internal audit of institutional board related practices, in the context of *equity, by reviewing, discussing, and scoring (on a* 1 (low) to 5 (high) scale) *a list of fourteen equity-based* questions. Notes of the discussion and scores were captured for future audit work.

6.3   Other Business

There was no other business.

7.0   ADJOURN WORK SESSION

The board work session was adjourned at 8:25 p.m.

_____
        Clerk   Board Chair

Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.

PRESIDENT GOALS FOR 2023-2024 DRAFT

7.1 Expand institutional response to diversity, equity and inclusion			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the development of an equity scorecard.	The President will oversee and collaborate with the Vice Presidents and associate vice presidents of Diversity, Equity, and Inclusion and Human Resources for the development and implementation of the equity scorecard.	By May 1, 2024 the Board will receive the equity scorecard tool.	
2. The President will ensure the development of equity-centered hiring process, inclusive of measures of success.	The President will oversee and collaborate with the Vice Presidents and associate vice presidents of Diversity, Equity, and Inclusion and Human Resources for hiring process improvements that result in improved diversity outcomes.	The Board will receive quarterly updates via the President's letter.	

7.2 Increase community engagement activity			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the implementation of the community engagement plan.	The President will oversee and collaborate with the Vice Presidents to implement a prioritized plan of connections by type and sector.	The Board will receive quarterly updates via the President's letter.	
2. The President will increase her engagement in the community.	The President, in alignment with the plan, will achieve a 5% increase in the number of engagements over the 2022-23 academic year.	A final quantitative report will be included in the 2023-24 Self Evaluation.	

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7.3 Prepare for a bond campaign			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the development of facility improvement options for a campaign that is aligned with the academic plan.	The President will oversee and collaborate with the vice presidents of Instruction and Finance/Administration to develop options to be considered by the college, students, and broader community.	The Board will receive quarterly updates via the President's letter.	
2. The President will ensure the preparation of a multi-year, detailed campaign plan.	The President will oversee and collaborate with the vice presidents of Instruction, Finance/Administration, and College Advancement to develop a plan a comprehensive bond campaign plan.	The Board will receive quarterly updates via the President's letter.	

7.4 Prepare for the Year Seven Accreditation Visit			
Tactic	**Activity**	**Target**	**Status**
1. The President will complete mock accreditation visit.	The President will oversee and collaborate with Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on mock accreditation visit.	By September 1, 2023 the Board will receive a report on the mock visit.	
2. The President will ensure the completion of the Year Seven Accreditation report.	The President will oversee and collaborate with Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on campus preparations for the Year Seven Accreditation report.	By October 1, 2023 the Board will receive a copy of the Year Seven report.	
3. The President will host the Year Seven Accreditation visit.	The President will oversee and collaborate with Vice Presidents and Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer to host the Year Seven Accreditation visit.	MHCC will host Accreditation visit October 18-20, 2023.	
4. The President will ensure a process is developed for plan to address accreditation recommendations.	The President will oversee and collaborate with Vice Presidents and Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on planned response to recommendations.	By June 30, 2023 the Board will receive a report of the response plan.	

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1b

CONTACT PERSON: *Roxanne Richardson, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – April 19, 2023

Session 1082

A meeting of the Mt. Hood Community College District Board of Education was held on April 19, 2023, with a Budget Committee Meeting at 6:00 pm, and a Regular Board Meeting at 6:30 pm, held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

1.0   CONVENE BUDGET COMMITTEE / CALL TO ORDER / DECLARATION OF A QUORUM
Members present: Diane Noriega, budget committee chair, Annette Mattson, budget committee vice chair, Andrew Speer, Diane McKeel

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, John Hamblin, vice president, Student Development

Noriega called the budget committee meeting to order at 6:02 p.m. and declared a quorum was present.

2.0   PUBLIC INPUT
There was no public input.

3.0   REPORTS
    3.1   ASMHCC Budget Presentation
John Hamblin shared an overview of the ASMHCC budget, including Co-Curricular and Athletic activities, and the approval process for 2023-2024. The ASMHCC budget summary is located on Pages 66 and 67 of the 2023-2024 Proposed Budget and is located on the Budget Office webpage at: https://www.mhcc.edu/BudgetOffice/ . Hamblin also highlighted Barney's Pantry growth and expansion from years 2016 – 2022. Hamblin responded to a question clarifying what the rentals budget line item is for and stated that it is part of athletics and for college athletic facilities (gym, aquatic center, field, etc.) space rentals. A copy of the PowerPoint presentation is attached to the minutes.

4.0   PROPOSED BUDGET 2023-2024/ ACTION

      4.1   Consideration and Approval of the 2023-2024 Budget

DeMent responded to questions asked related to the 2023-2024 budget presentation that was made at the previous board work session April 5, 2023. DeMent answered questions related to the Public Employee Retirement System (PERS) budget including the percentage of the general fund budget that is allocated for PERS expenditures, stating that it is 10.5%. In regards to the amount of money that was saved with the new PERS pension bonds, that were issued for the 2022-2023 fiscal year, there was 1.382 million dollars in total savings and it is projected that for the upcoming fiscal year 2023-2024, there will be 2.1 million dollars in savings.

Noriega read the budget recommendation in the resolution for the board record:

That the Budget Committee move to approve the Mt. Hood Community College District 2023-2024 budget of $208,063,176 including the general fund budget in the amount of $85,927,607 and all other budgets in the amount of $122,135,569.

Speer motioned to approve the 2023-2024 budget. McKeel seconded the motion. There was a board vote and it passed unanimously.

      4.2   Set the Tax Levy for 2023-2024

DeMent provided a brief summary of the resolution to set the tax levy for 2023-2024. Noriega read the tax levy recommendation in the resolution for the board record:

The recommendation is to approve the permanent tax rate in the amount subject to the Education Limitation at $0.4917 / $1,000 of assessed value.

Speer motioned to approve the tax levy set for 2023-2024. Mattson seconded the motion. There was a board vote and it passed unanimously.

Noriega thanked DeMent for her work and leadership.

5.0   ADJOURN BUDGET COMMITTEE

Speer motioned to adjourn the budget committee meeting. McKeel seconded the motion and it passed unanimously. The budget committee meeting was adjourned at 6:25 p.m.

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

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

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, John Hamblin, vice president, Student Development, Al McQuarters, vice president, Instruction, Al Sigala, vice president, College Advancement, Traci Simmons, associate vice president,

Diversity, Equity and Inclusion, Javier Estrada, ASG Vice President, John Hasegawa, FTFA President, Sarah Aimone, CEA Representative, Hilda Pena-Alfaro, executive director, Child Development & Family Support Programs, Danisa McClean, executive director, Child Care Resource and Referral

Speer called the meeting to order at 6:32 p.m. and declared a quorum was present.

6.1 Approval of Agenda
Noriega motioned to approve the agenda. McKeel seconded the motion and it passed unanimously.

7.0 PUBLIC INPUT
There was public comment provided by Daina Hardisty, MHCC Geology Instructor, Alayna Pierce, MHCC Geology Student, and Marge Belcastro, PSU transfer student, who shared stories and successes of the Geology program at MHCC.

8.0 REPORTS
8.1 Correspondence
There was no correspondence.

8.2 Academic Plan
Al MQuarters presented on the Academic Program Plan, which is part of the overarching college's Strategic plan, and discussed what it serves to accomplish, the progress thus far, and next steps. The plan:
- Includes a roadmap of where the college is as an institution currently and where it needs to go in the future in order to meet the changing needs of students, community, and industry partners.
- Provides a framework for the learning environment, with the success of students and equity being a priority.
- Helps drive the college's planning for facilities, technology, and other resources.

Winter term 2023, faculty, non-faculty staff (select departments), and students were all surveyed to assist in gathering data for this project. A copy of the PowerPoint presentation is attached to the minutes.

8.3 Annual Head Start Board Training
Hilda Pena-Alfaro and Danisa McClean presented the Annual Head Start training, including an overview and summary of the Child Care Resource and Referral (CCR&R) program for board members. They shared a summary of services provided to serve children from birth to age five, their families, the community, and business and provider partners, discussing program components, scope, and challenges.

The 36 service locations throughout Multnomah County are comprised of 23 centers providing Head Start and Early Head Start classrooms, two home-based centers providing Early Head Start, three teen parent programs, and eight community child care centers. The enrollment by funding source, to support parents in Multnomah County Head Start Programs, was set at 903 for Head Start, and 293

for Early Head Start and Child Care Partnerships. Due to the program being understaffed, for various reasons, not all funded slots given can be filled to reach enrollment requirements required by the Head Start Association. Therefore, the program has been put on a 12-month under-enrollment plan, which has necessitated the program to work on an aggressive staff recruitment and retention strategy plan, in order to meet the needs of the program and grow enrollment numbers. Pena-Alfaro responded to question about other opportunities outside of grants to build additional revenue for the program. She responded saying grants are the only revenue options at this time, however, she is looking and exploring other revenue stream options. A copy of the PowerPoint presentation is attached to the minutes.

9.0   BUSINESS / ACTION
    9.1   Consent Agenda: Approvals & Information
        a) Minutes –Board Regular Session 1080, March 15, 2023
        b) Monthly Personnel Report
        c) Monthly Financial Report
        d) Monthly Head Start Report

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

10.0   BOARD MEMBER & COMMITTEE/LIAISON REPORTS
Board members shared their report of board committee and liaison activity since the last board meeting.

11.0   CLOSING REPORTS
    11.1   <u>ASMHCC Representative</u>
Javier Estrada (ASMHCC) – he shared the following ASMHCC update:

We are continuing to work on 2023-2024 ASMHCC President & Vice President on elections process. We had few candidates apply and we are encouraging more students to apply. Our goal is to conduct the elections next month. This month we held 3 informational sessions to engage with students, help them learn more about ASMHCC and how to join.

As we continue our efforts to rebuild clubs on campus, we are happy to share that we have 11 active clubs at MHCC this Spring term. Last week, we hosted our first Student Organization Council meeting. We highlighted all our student clubs and some other resources at our Spring Club Fair this week. We had over 200 students attend. We are excited to continue to serve students through our clubs.

Next week ASMHCC along with the MDRC, Transitions/Transiciones, Public Safety, and the office of DEI are hosting "MHCC Fights Back" in honor of sexual assault awareness month. We will have CEO of Girls Fight Back, Nicole Snell, on campus to teach students how to be an active bystander, a good ally, how to support a survivor, basic self-defense and more. We will also have the office of DEI, Public Safety and MHCC counseling available for students to learn about their resources on campus.

We would like to announce and invite you to our annual Barney Bash, MHCC's End of Year Celebration for students and the community on June 1, 2023, 11 am- 7 pm. The is an event to appreciate and to celebrate all MHCC students and their families. We have lots of family friendly activities including a live band, henna, bounce houses, free food, photo booth, games, family movie night, and more!

ASMHCC is preparing the loaner cap & gowns to give out to students. Students can request a loaner gown for commencement and will receive a cap & tassel to keep! Students must return the gown at commencement or by the end of June 2023. We the purpose of the program is to help celebrate our MHCC graduates.

11.2   Advisory Representatives

John Hasegawa (FTFA) – he is the new FTFA president and as an opener, he shared a bit about himself, his background, and his priorities for this new position. Hasegawa also distributed a handout to board members, with coming events put on by the Dead Mathematicians Society.

Sarah Aimone (CEA) – she provided updates from the Classified Association to include completion of the Classified Employees Association (CEA) + College Memorandum of Understanding (MOA), regarding health and safety, which was made effective January 9 – June 30, 2023. Aimone also shared work being done surrounding pre-college majors (High School Services, Adult Basic Skills, and Workforce) and the work the CEA employees do in supporting the students and programs. A copy of the PowerPoint presentation is attached to the minutes.

Marilyn Pitts (PTFA) – did not attend.

11.3   Executive Leadership

John Hamblin (Student Development) – he began his update by thanking Sarah Aimone, Rozina Lethe, the Classified Employees Association (CEA), and college team consisting of himself, Ross Hume, Megan Dugen, and Amy Yoder, for their collaboration in bargaining the MOA. Hamblin went on to recognize Javier Estrada, ASMHCC vice president, for his presentation and commented on increased student engagement in activities, including the recent student club fair that had 188 students who participated. He also provided an update on the new equity space (previously the college bookstore) and that student feedback was collected during the club fair and also through a walk-through of the physical space. Student's at the club fair were shown two visual drawings of the space where they could offer feedback and for those wanting a more hands on opportunity to see the space and provide feedback, a in person walk-through of the space was provided. Collecting student feedback will ensure it is a student-centered design, focusing on students' desires, needs, and wants of the space. OPSIS engineers will provide updates as the project moves forward, which will be shared.

Al McQuarters (Instruction) – he highlighted that in March 2023, as part of National Foreign Language Week, he had the opportunity to attend the Fun with Language Zoom session that was held by both the Modern Language Department, and English as a Second Language (ESL) and Intensive English for College and Careers (IECC) programs. The event was a series of five-minute presentations in varying world languages.

Jennifer DeMent (Administrative Services) – she had no additional updates to report on.

Al Sigala (College Advancement) – he had no additional updates to report on. He commented on the upcoming MHCC Foundation Auction and stated that he looks forward to the event and seeing everyone there on April 21, 2023.

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

Skari began her presentation by thanking Jennifer DeMent and her team for the budget work done this year and stated that she appreciated the work in getting a product ready to hand off to the Tax Supervising & Conservation Commission (TSCC) for action this coming June. She also welcomed John Hasegawa, the new Full Time Faculty Association (FTFA) president, and recognized Tambi Boyle, the outgoing FTFA president, and thanked her for her service and leadership during the 2022-2023 academic year.

She provided an enrollment update stating that the figures are up 2% for spring term and that number is projected to go up even further as not all enrollment numbers have come in and been counted. Overall it is anticipated that we will be ending the academic year at around 3%, which is higher than the 5% decline that was projected. Skari complimented faculty, staff, and others for their hard work in serving students and for re-thinking the ways in which students are being served to allow for more opportunities.

Skari discussed the budget and provided an update on the new funding formula. She stated that the work has been completed on the rules section of the formula, she and Jennifer DeMent were part of the subcommittee, and they have come up with a final product and are waiting to see the end results of that work. She put out a reminder that house bill 5025, the community college budget bill, is getting action this week and that hearings will take place and there will be an opportunity for the public to comment through the Oregon Legislative Information System (OLIS). She encouraged everyone to comment, due to the importance of the funding and that the new piece of the funding formula will result in a cut, which is projected to be at about 4.3 % for next biennium.

In closing, Skari highlighted that Senate Bill 523, which allows community colleges to offer Bachelor of Science in Nursing degrees, has passed through the Senate and is now on its way to the House and it is hopeful that there will be a positive outcome on the initiative.

Noriega motioned to adjourn. McKeel seconded the motion and it passed unanimously. The meeting was adjourned at 7:54 p.m.

Clerk   Board Chair
Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.

2023-2024 Co-Curricular Budget Presentation

The Finance Council Process (recap)
- ASMHCC By-Laws and Administrative Regulations were followed
- Business Office to provides enrollment projections, and recommendation.
- Co-curricular and Athletics Process- There was extensive debate and collaboration work during the process.
- ASMHCC organized two open forums for students to ask questions and learn more about the use of student activity fee.
- ASMHCC Council Approve the budget on Feb. 14

MT. HOOD
COMMUNITY COLLEGE

Follow along in the budget book on pages 66-67

ASMHCC Barney Pantry Operation and Expansion

- We have seen significant increases in food needs in the Pantry.

- We are very excited about the expansion of the Pantry space in the old bookstore area.

- ASMHCC unanimously approved funds to support new full time staff position for the Pantry. The position will be funded 10% from General Fund and 90% from Student activity fee.

Barney Pantry Usage Data.

Year	# Visits	# Served
2016	3,613	556
2017	4,383	657
2018	3,325	1,749
2019	3,653	1,384
2020	2,028	730
2021	1,573	792
2022	10,942	1,877

MT. HOOD
COMMUNITY COLLEGE

Contingency and roll over fund consideration.
- Healthy financial situation, didn't exhaust our savings
- Student groups are being conservative about resources

Overall, the students felt they need to maintain robust programming in order to attract and keep students at MHCC.

MT. HOOD
COMMUNITY COLLEGE

Associated Student Government Fund

The Associated Student Government Fund was established to account for revenues and expenditures used for student activities. A student activity fee generates the primary source of income for this fund.

VISION:

Associated Students of Mt. Hood Community College exists to enhance the general welfare of students through student advocacy, representation, projects, initiatives, and representation for all students at MHCC.

ASG Fund Resources
$1,364,805

Category	Percent	Amount
BEGINNING FUND BALANCE	60.4%	$824,299
STUDENT ACTIVITY FEES	35.3%	$482,106
RENTALS MISCELLANEOUS	3.7%	$50,000
OTHER INCOME - FUNDRAISING	0.3%	$4,400
INVESTMENT EARNINGS	0.3%	$4,000
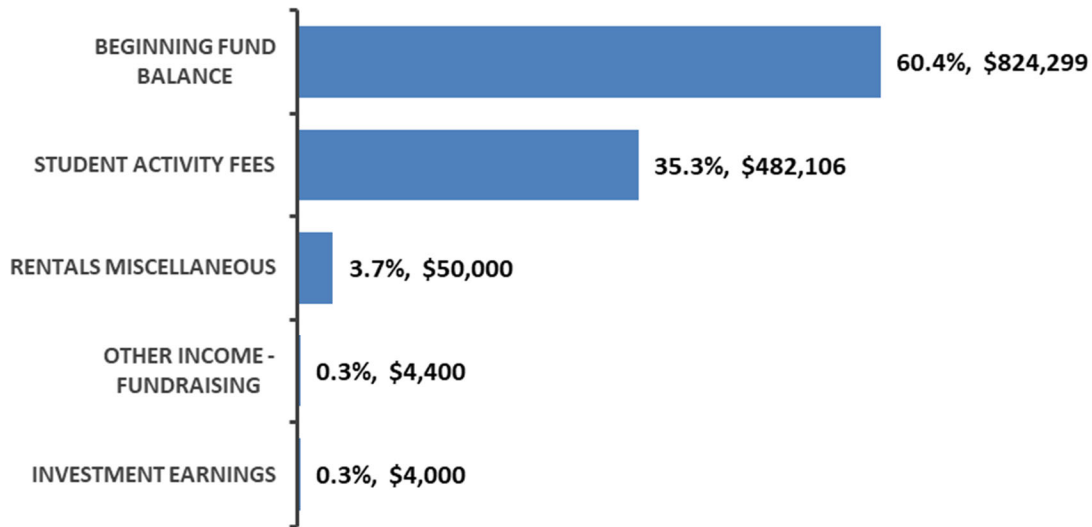
ASG Fund Requirements
$1,364,805

Category	Percent	Amount
MATERIALS AND SERVICES	38.3%	$523,181
PERSONNEL SERVICES	26.3%	$358,442
CONTINGENCY	24.4%	$332,358
CAPITAL IMPROVEMENTS	11.1%	$150,824
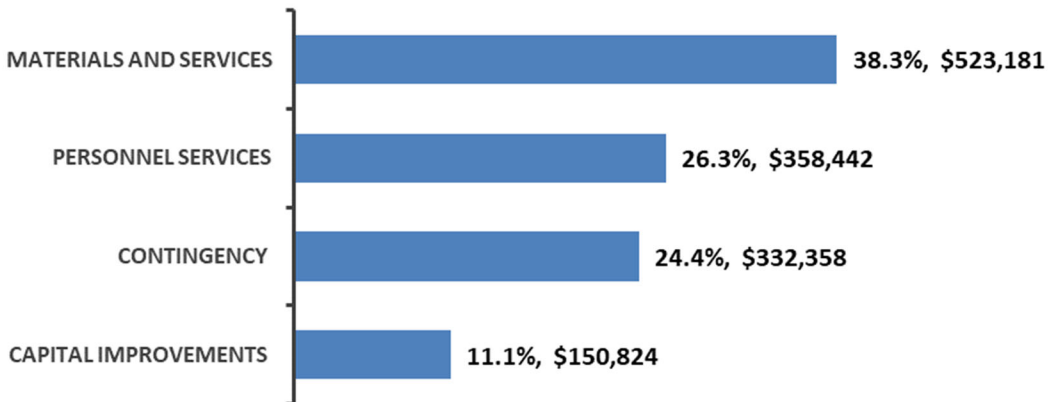
Associated Student Government Fund

The ASG Fund is a Fiduciary Fund. This fund accounts for the transactions and activities of the Associated Student Government. Athletics and co-curricular activities are included in this fund, in addition to funds generated from the rental of athletic facilities and associated expenses.

|	Actual				Budget		Difference	
					Adopted	Proposed		
	2020-21		2021-22		2022-23	2023-24	$	%
				Resources:				
$	601,877	$	492,961	Student Activity Fees	$ 472,435	$ 482,106	$ 9,671	2.0%
	155,745		209,335	Government Funds	-	-	-	-
	-		-	Other Income - Fundraising	4,400	4,400	-	-
	-		13,635	Insurance Recoveries	-	-	-	-
	2,650		13,607	Rentals Miscellaneous	45,000	50,000	5,000	11.1%
	4,571		3,603	Investment Earnings	4,000	4,000	-	-
	764,843		733,141	Total Revenues	525,835	540,506	14,671	2.8%
	662,564		1,068,023	Beginning Fund Balance	1,031,866	824,299	(207,567)	-20.1%
$	1,427,407	$	1,801,164	**Total Resources**	$ 1,557,701	$ 1,364,805	$ (192,896)	-12.4%
				Requirements:				
$	231,108	$	256,613	Personnel Services	$ 327,605	$ 358,442	$ 30,837	9.4%
	128,276		261,202	Materials and Services	599,859	523,181	(76,678)	-12.8%
	-		-	Capital Improvements	144,324	150,824	6,500	4.5%
	-		-	Contingency	485,913	332,358	(153,555)	-31.6%
	359,384		517,815	Total Requirements	1,557,701	1,364,805	(192,896)	-12.4%
	1,068,023		1,283,349	Ending Fund Balance	-	-	-	-
				Total Requirements and				
$	1,427,407	$	1,801,164	**Ending Fund Balance**	$ 1,557,701	$ 1,364,805	$ (192,896)	-12.4%
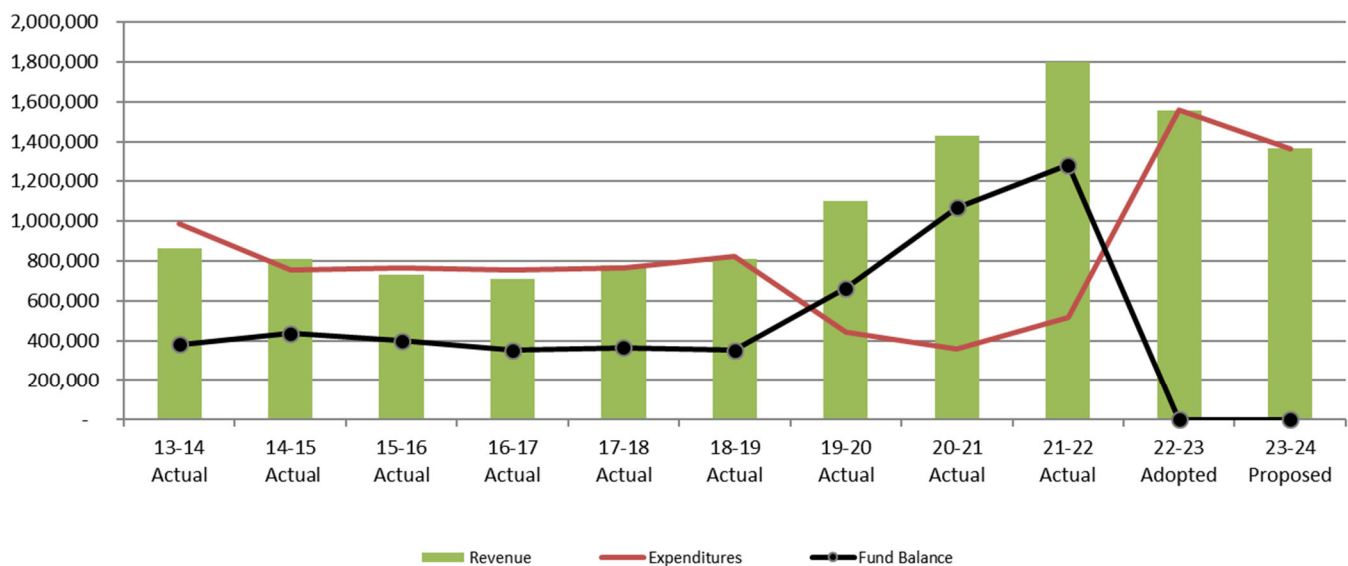
Academic Program Plan
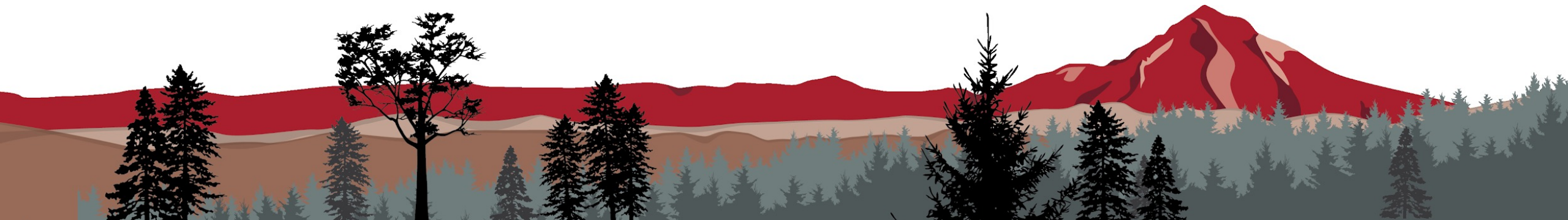
Educational Programs and Support Services Goal, B.6 Objective

Prepare an updated Academic Program Plan that is integrated with the Strategic Enrollment and Comprehensive Facilities plans, to include the values, mission, vision and meet the goals of the Strategic Plan.
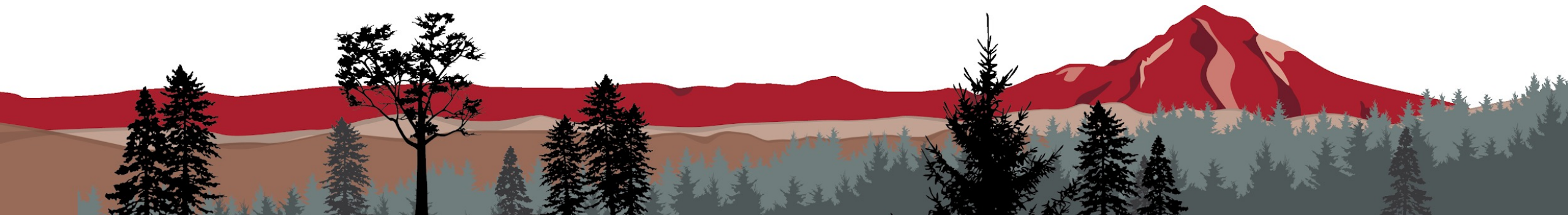
Executive Member Assigned: Dr. Al McQuarters
Implementation Lead Assigned: Dr. Pete Szucs
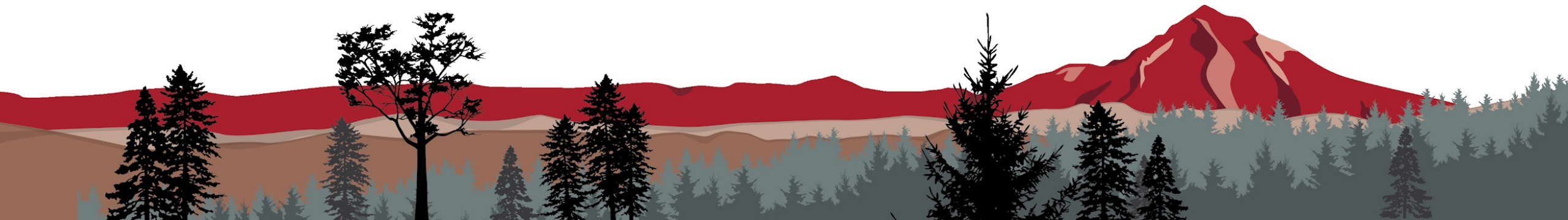
What should this Academic Plan do?

- Roadmap of where we currently are and where we need to go in order to meet the changing needs of students, community, industry partners; and our role as an economic driver in the region

- Provides a framework for the learning environment with the success of students as the priority

- Help drive the College's planning for facilities, technology, and other resources

2032

Plan from the future backwards

Today
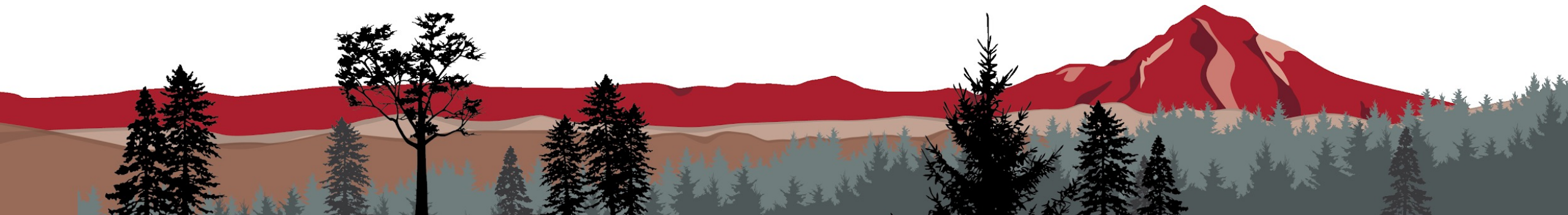
Fall 2022 Term
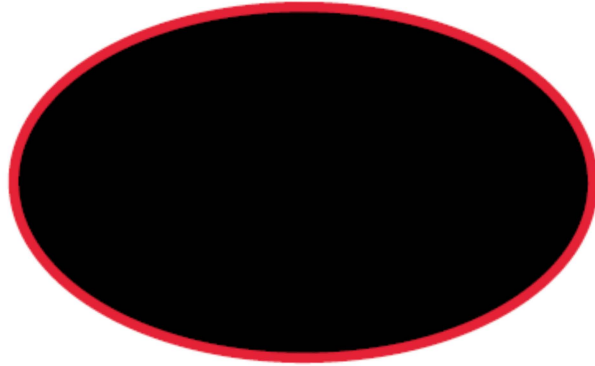
LSC Subcomittee
Formed to Address
SP goal B.6

Review
Environmenal
Scan and Sample
Academic Plans
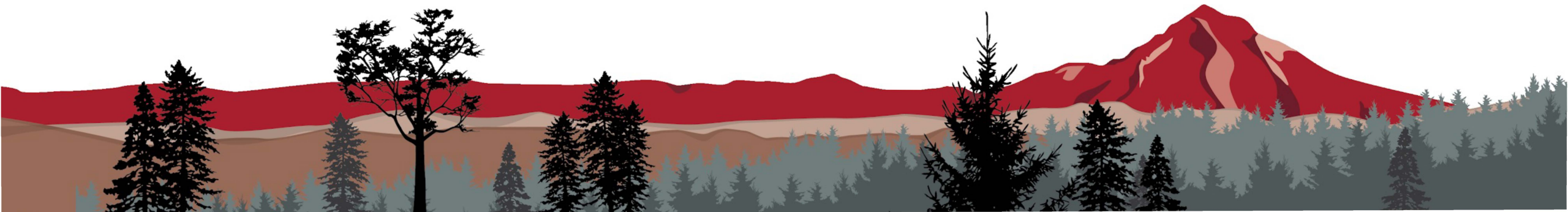
Members include:

- Pete Szucs
- John Hasegawa
- Cheryl Johnson
- Michele Hampton
- Christy Weigel
- Cat Schleichert
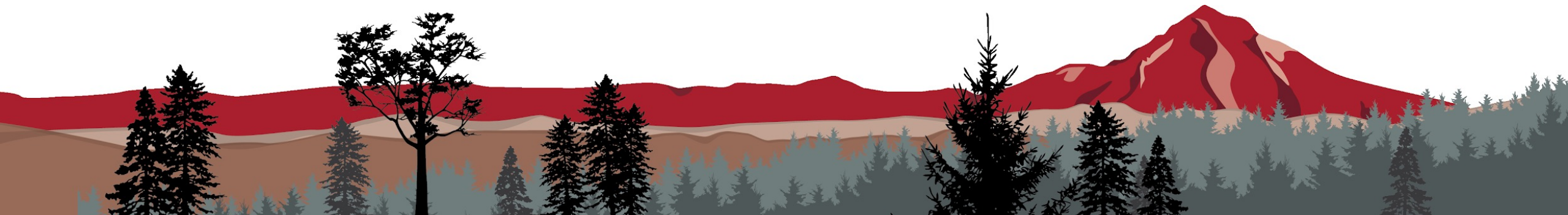
Winter 2023

The APP working group created information-gathering instruments for

three separate audiences:

- Students (we are actively seeking input from Adult Basic Education students, who are potential credit-bearing students of the future)
- Faculty
- Select departments including: advising, TRIO, Transiciones, Apprenticeships, the Student HUB, etc

Data collection was completed in mid-March.

- The group utilized community information from the [2022 MHCC Environmental Scan](#) to inform the APP.
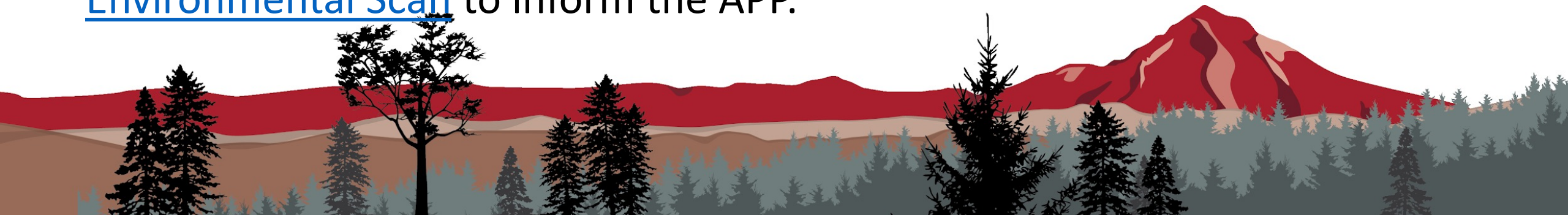
Faculty Questions

1. What forces are shaping your field or discipline today?

2. In ten years, how will these or other forces shape your field or discipline? How do you think the MHCC service district will be affected? How will your professional practice be affected?

3. What are careers, industry spaces or curricula that are not currently at MHCC, but could grow in the future?

4. How should MHCC's commitment to equity impact decisions and future programs/curricula over the next 10 years?

5. How can we encourage new majority learners/ nontraditional students to join current and new courses/programs/fields? What can we do to make our programs more inclusive?
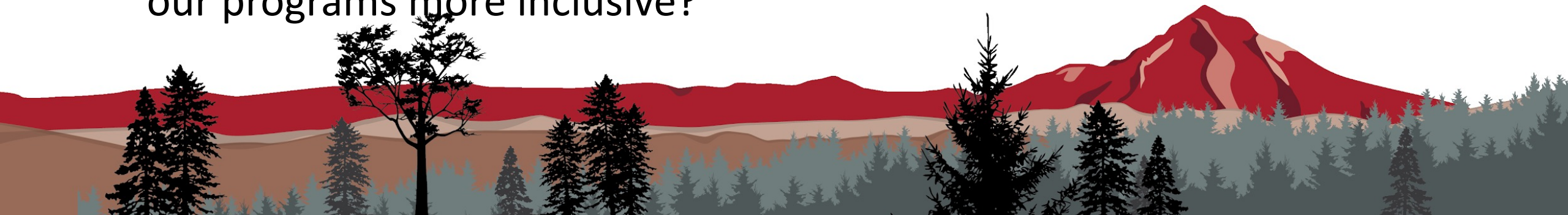
Non-faculty Employee Questions

1. What are careers, industry spaces or curricula that are not currently at MHCC, but could grow in the future?

2. How should MHCC's commitment to equity impact decisions and future programs/curricula over the next 10 years?

3. How can we encourage new majority learners/ nontraditional students to join current and new courses/programs/fields? What can we do to make our programs more inclusive?
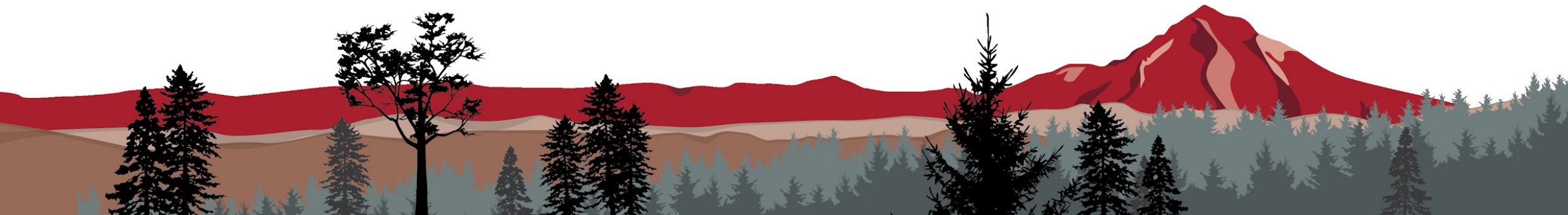
Student Questions

1. What are your future goals?

2. What type of training or education do you think you will need to meet your future goals?

3. What new types of careers, classes or training do you think will be needed at MHCC in the next 10 years?

4. What can MHCC do to make our programs and classes more inclusive?
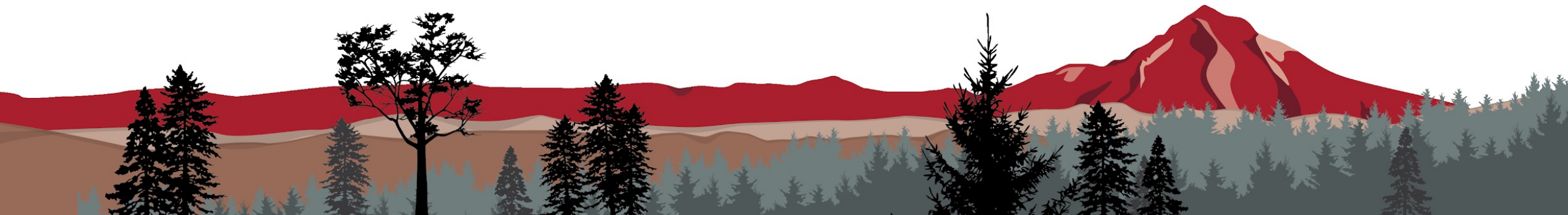
Spring 2023

- Qualitative data analysis of the information collected will be used to determine themes and report on notable suggestions from the internal community. This qualitative analysis will pair with the 2022 Environmental Scan information to form the basis for the APP.

- Integration of the SEM, Comprehensive Facilities Plan, IT

- Data analysis will continue in the early part of Spring term.

- Report writing will also begin in early Spring term and continue until the end of the term.

Fall 2022 Term

Winter 2023 Term

Spring 2023 Term

LSC Subcomittee
Formed to Address
SP goal B.6

Review
Environmenal
Scan and Sample
Academic Plans

Wks.1-2
Review existing
information and
prepare to gather
additional information
(if needed).

Wk. 2-4
Gather info.
thru
Surveys &
Focus Groups

Wks. 4-11
Data Analysis
Develop APP
Report outline
Update Board
of Progress
3/15/2023

Weeks 1-9:
Report writing,
editing and
finalization.

End of Spring 2023 Term:
Final Academic Program Plan
Submitted to VPI, LSC and MHCC board

Report Out to LSC Monthly, or more frequently, as needed.

Coordinate with Strategic Enrollment Planning Team and
Facilities Planning teams at least quarterly.

MT. HOOD
COMMUNITY COLLEGE

Child Development and Family Support

HILDA PENA-ALFARO PH.D.

CDFS

- **Early Head Start (EHS)**

- **Head Start (HS)**

- **Child Care Partnerships (CPP)**

- **Child Care Resource and Referral (CCR&R)**

Child Care Resource and Referral (CCR&R)

Our mission is to strengthen our community by supporting early childhood professionals, providing leadership in the field and by promoting access to high quality child care experiences for all children and families inclusive of every race, ethnicity, language, gender, age, ability or income level.

Child Care Resource and Referral (CCR&R)

Grant Funded Programs:

- Preschool For All (PFA)
- Baby Promise
- Preschool Promise
- Business & Stabilization Grant
- Community Child Care Initiative (CCI)
- Advancing Cities Grant
- Culturally and Language Specific Networks
    Total FY Budget is 35 Million

Child Care Resource and Referral (CCR&R) Services Delivered

- Business Child Care Coaching
- Instructional Coaching
- Professional Development and Training- Facilitated multiple languages reflective of the Multnomah community
- Access to Scholarships
- Pre-Licensing Technical Assistance
- Community Resource Navigation accessing to high quality Early Learning programs
- Child Care Subsidy to support stabilizing child care for families and child care programs
- Partnership with MHCC ECE pathway programs and VESL (Vocational English as a Secord Language)

Child Care Resource and Referral (CCR&R)

Expanded exponentially over the course of the last 2 years. Staffing has increase to almost tripled in capacity.

16 Preschool for All staff (Still expanding)
5 Program Managers

o Continuing to recruit of positions

Child Care Resource and Referral (CCR&R)

Challenges

- Experienced challenged around recruiting qualify staff. Currently have 13 funded positions that are vacant. CCR&R will be returning funds for the FY 2022-2023 to funders due to vacancies.

- Retention of staff throughout the pandemic.
- CCR&R was without a Director of almost a year.
- Funding and various grant expectations/ requirements has created a compensation inequity between like roles.

MHCC Head Start Program

- Serves children from birth to age five.

- Children and families with high needs including foster children and homeless families.

- Classroom-based programs, home visit programs, virtual classes, hybrid model

Our Service Locations

- 23 Centers providing HS and EHS classrooms

In-person services and centers providing virtual classrooms

- Two Home Based Centers providing EHS
- Three Teen Parent Programs

- Eight Community Child Care Centers
  ◦ 83 children   60

Enrollment Level

Mt. Hood Community College Child Development & Family Support Programs Head Start and Early Head Start Center Locations Map
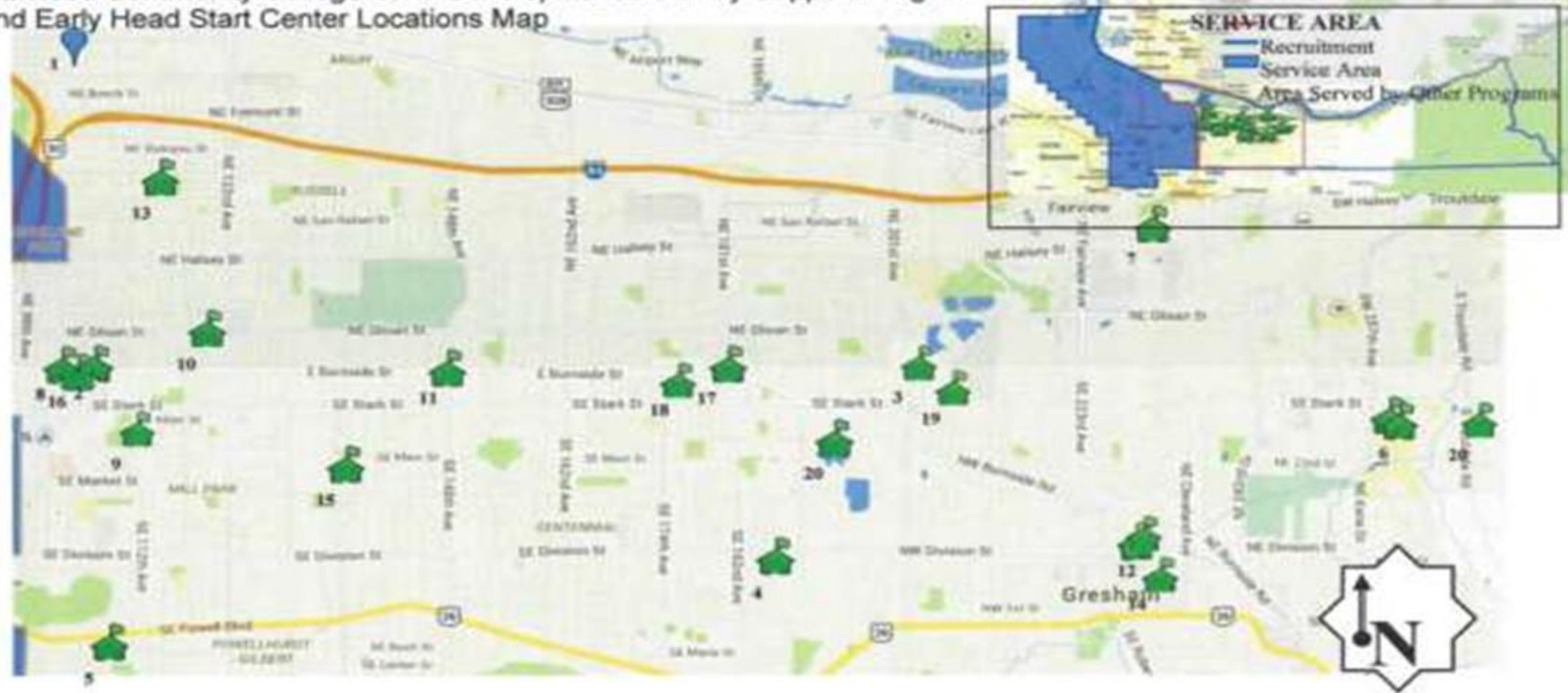
Enrollment

Head Start 903   **532**

- 298 Federal
- 605 State

Early Head Start 293   **184**

- 211 federal
- 52 State
- 30 City of Portland, Children Levy

Achieve 97% Funded Enrollment

Letter form Head Start (Region X)

Underenrollemnt plan

12 months

Under-enrollment

- **Understaffing. 87 vacant positions**
- **Poor Onboarding Process**
- **Program Culture: Sense of Urgency**
- **Lack of systems in place**
- **Classrooms with more than 30% of children with Individualized needs**
- **Low Salaries**
- **High turn over at leadership positions**

Recruitment Strategy

Partner with PSU, PCP to recruit pre service teachers.

Oregon Head Start Association (we need to advertise in the site)

Job Postings . Where?

Change job descriptions

Reach out to the community (not by computer)

Latino Network

Visitors and Volunteers

Create a path forward. CCR&R, CDA training, waivers for teachers

Retention Strategy

Support Classroom Teacher. Children with Individualized Needs

Support ESM

Provide Training

Have more team activities

Professional Development

Thank you

Questions ?

CEA + College MOA: Signed April 10, 2023

Effective Jan 9-June 30, 2023

- Rozina Lethe, Student Life
- Rebecca Kempton, Worksource
- Nikki Miller, ABS/GED
- Laura Nitti, Student Basic Needs
- Michelle Perry, Bookstore

Pre-College Majors

- High School services programs
- Adult Basic Skills
- Workforce

Pre-College/Workforce majors 2017-2021

Major	# students enrolled	% of students enrolled
Apprenticeship major	33,405	29.11%
Pre-College/Workforce major	35,549	30.98%
Transfer major	21,014	18.31%
CTE major	24,772	21.59%

Adult Basic Skills

- Career Pathways with additional support

- Adult basic education & GED diploma program
  - Spanish
  - English

- ESL – English as a Second Language

- IECC – Intensive English for College and Career

7 CEA Employees in Adult Basic Skills:

- Cecilia Pelayo – Instructional Admin Assistant
- Carmen Navarro – Admin Assistant II
- Nikki Miller – ABS Data Clerk
- Isidro Chan – Student Resource Specialist
- Gisela Foster – Student Resource Specialist
- Crystal Goodman – Student Resource Specialist
- Stephanie Haas – Student Resource Specialist

This term, they are supporting 1,131 students at Gresham, Maywood and hybrid:

- **745 ESL students**
  - additional 106 waiting for summer term to begin
- **335 GED students:**
  - 105 in Spanish
  - 230 in English
- **51 IECC students**

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1c

CONTACT PERSON: *Susanne Rose, Human Resource Data Manager*

SUBJECT: MONTHLY PERSONNEL REPORT

MONTHLY PERSONNEL ACTIVITY REPORT

NEW EMPLOYEES:			
Name	**Position**	**Department**	**Hire Date**
Sung, Sol	Instructor - Respiratory Therapy	Health Professions	4/3/2023
White, Reatha	Instructor - Dental Hygiene	Health Professions	4/3/2023
Serfozo, Eva	Instructor - ESL	Adult Basic Skills	4/3/2023
Rindlisbacher, Dana	Instructor - ESL	Adult Basic Skills	4/3/2023
Sakun, Natalia	Dentalist	Health professions	4/3/2023
Phoenix, Nadine	Instructor – Biology	Science	4/3/2023
Kirkland, Michael	Customer Service Representative	Health & Physical Education, Athletics, Aquatics and Recreation	4/3/2023
Ostervoss, Tamara	Instructor - Embalming Lab	Health Professions	4/3/2023
Ralston, Elizabeth	Instructor - Embalming Lab	Health Professions	4/3/2023
Nguyen, Anna	Dentist	Health Professions	4/3/2023
Hardy, Javelin	Instructor - Mental Health - Culturally Alert Counseling	Health Professions	4/3/2023
Anderson, Mike	Instructor - Game Design	Business and Information Systems	4/5/2023

Gomez, Cheryl	Customer Service Representative	Health & Physical Education, Athletics, Aquatics and Recreation	4/10/2023
Oo, Hay Ma	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	4/10/2023
Shepard, Wesley	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	4/10/2023
Kim, Wayne	Lab Assistant	Workforce Training	4/10/2023
Velez, Juan	Customer Service Representative	Health & Physical Education, Athletics, Aquatics and Recreation	4/10/2023
Mullins, Wendell	Swim Instructor/Pool Lifegaurd	Health & Physical Education, Athletics, Aquatics and Recreation	4/10/2023
Filbert, Heather	Small Business Development Instructor	Small Business Development Center	4/11/2023
Thompson, Mark	Student Success Specialist	Workforce Development	4/12/2023
Carneiro, Dave	Dentist	Health Professions	4/17/2023
Mettler, Derek	Game Management Staff	Health & Physical Education, Athletics, Aquatics and Recreation	4/18/2023
Martin, Hannah	Instructor - Mental Health - Culturally Alert Counseling	Health Professions	4/19/2023
Sheridan, Mitch	Faculty - PT	Health & Physical Education, Athletics, Aquatics and Recreation	4/20/2023
Anderson, Christine	International Student Advisor	Enrollment Services	4/26/2023

TRANSFERS/CHANGE IN STATUS:			
Name	**Position**	**Department**	**Effective Date**
Escutia, Zarah	Library Public Services Assistant	Library Resource Center	4/1/2023

Reed, Jann	Administrative Assistant - Data Systems	Child Development & Family Services	4/3/2023
Davison, Kate	Family Worker	Child Development & Family Services	4/21/2023
Gable, Ralna	Community Child Care Navigator	Child Development & Family Services	4/26/2023

SEPARATIONS/RETIREMENTS:			
Name	**Position**	**Department**	**Term Date**
Sigurdson, Kirk	English Instructor	Humanities	4/6/2023
Kludt, Lance	Maintenance Mechanic	Facilities Management	4/7/2023
Derner, Ethan	Graphic Design Instructor	Integrated Media	4/13/2023
Bezdicek, Belle	Graphic Design Instructor	Integrated Media	4/13/2023
Vraneza, Mike	Graphic Design Instructor	Integrated Media	4/13/2023
Fayre, Marico	Integrated Media: Photography	Integrated Media	4/13/2023
Baczko, Mia	Swim Instructor/Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	4/20/2023
Martinez, Maria	Bus Driver	Child Development & Family Services	4/20/2023
McAfee, Kaleigh	Head Pool Lifeguard	Health & Physical Education, Athletics, Aquatics and Recreation	4/26/2023
Pasa, Justine	Customer Service Representative - Aquatics	Health & Physical Education, Athletics, Aquatics and Recreation	4/28/2023

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1d

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

SUBJECT: MONTHLY FINANCIAL REPORT

This report reflects 2022/23 activity through March.

Revenues:

MHCC's General Fund operations are funded in fiscal year 2022/23 52% ($35.7M) from the State, 24% ($16.7M) from tuition and fees, 22% ($14.7M) from property taxes, and 2% ($1.6M) from other revenues.

- State support revenue is received quarterly in August, October, January, and April. The amount budgeted for 2022-2023 reflects Mt. Hood's estimated share of the biennial state support amount of $699 million.

- The counties distribute property tax revenue monthly, with the most significant payments received in November and December. The 2022-2023 adopted budget includes a 3% increase in property tax revenue over 2021-2022.

- Summer, fall, and winter term tuition revenue is 2.4% over what was budgeted. Enrollment in tuition-bearing classes for these terms was down 2.6%, better than the 5% decline budgeted. Preliminary enrollment numbers for the spring term indicate a decrease in tuition-paid enrollment of 1.5% (13 FTE) compared to last year.

Tuition & Course Fee Revenue (in thousands)

	Actual	Budgeted
SUMMER	$1,329	$1,477
FALL	$4,940	$4,894
WINTER	$4,772	$4,414
SPRING	$4,108	$4,415
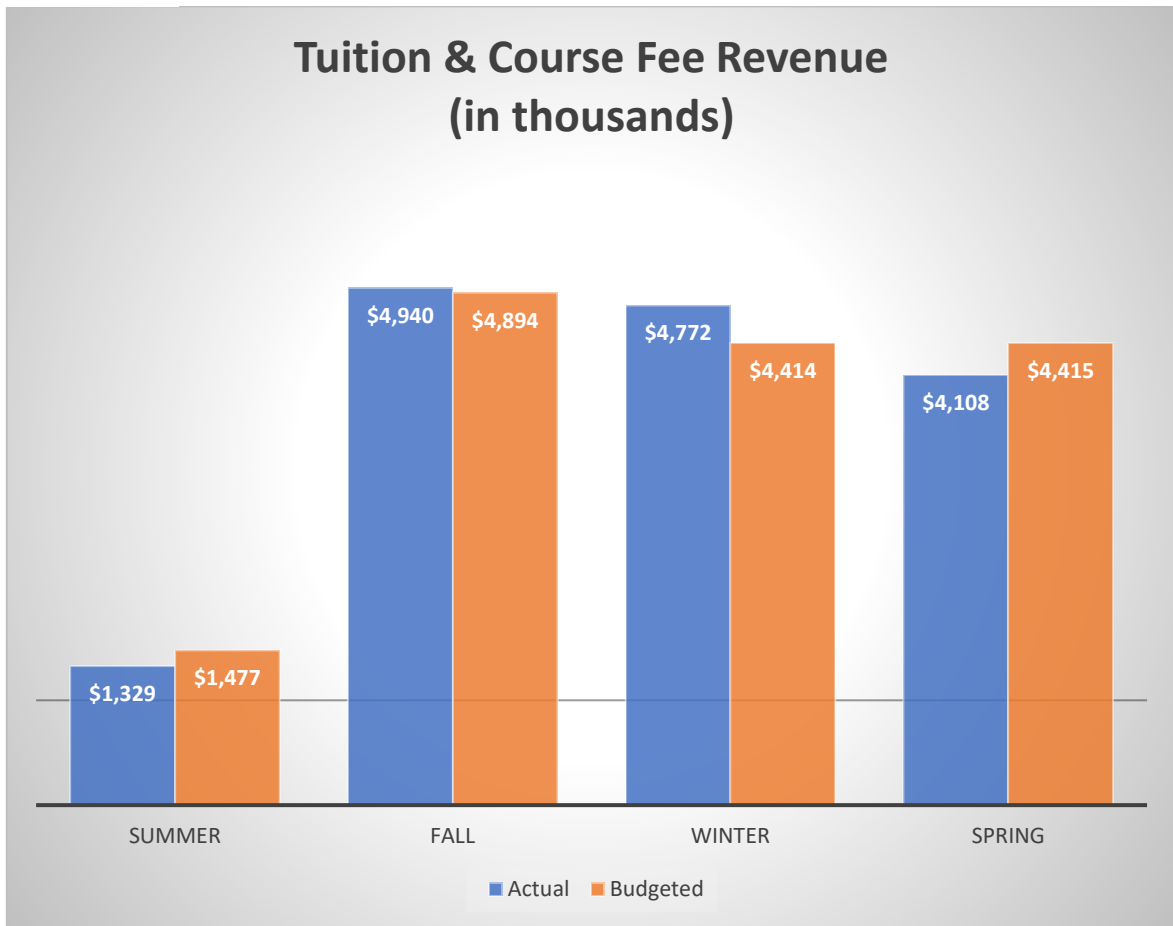
Expenditures:

As of March 31, year-to-date expenditures were $4,397,527 (24.5%) above this time last year; however, they meet forecast expectations. As an educational institution, most 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. 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 the remaining budget 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 were posted in March of 2023. Historically, these occur in June but were posted earlier this year to document the state capital construction match and include budgeted amounts of $87,292 for aquatic center support, $200,000 for student aid required federal match, and $4,000,000 for facilities capital projects. The transfer for student aid match will not be necessary due to the college receiving a Title III waiver.

MT. HOOD COMMUNITY COLLEGE DISTRICT
General Fund Financial Report
Fiscal Year 2022/23
As of March 31, 2023

	Actual Year to Date March 2021	Actual Year to Date March 2022	Actual Year to Date March 2023	$ / % Increase (decrease) over prior year		Amended Budget 2022-23	Percentage of Budget Remaining
Beginning Fund Balance	9,557,976	15,402,319	20,549,976	5,147,657	33.4%	19,535,549	
Revenues							
State Support	24,098,110	26,210,155	26,398,133	187,978	0.7%	35,729,173	26%
Property Taxes	13,517,752	13,987,039	14,440,413	453,374	3.2%	14,699,468	2%
Tuition and Fees	21,890,072	16,794,084	16,647,487	(146,597)	-0.9%	16,698,196	0%
Federal Grants	225,516	238,781	-	(238,781)	-100.0%	-	-
Other Revenues	297,300	295,563	1,038,601	743,038	251.4%	1,622,522	36%
TOTAL REVENUES	60,028,750	57,525,622	58,524,633	999,011	1.7%	68,749,359	15%
Expenditures							
Salaries	24,432,571	24,111,093	24,403,597	292,504	1.2%	39,729,232	39%
Health Care	4,741,608	4,523,892	4,400,283	(123,609)	-2.7%	6,606,480	33%
Fringe/Taxes	9,009,701	8,887,956	8,525,563	(362,393)	-4.1%	13,814,283	38%
Personnel Subtotal:	*38,183,880*	*37,522,941*	*37,329,443*	*(193,498)*	*-0.5%*	*60,149,995*	*38%*
Materials & Supplies	4,791,436	5,614,777	6,077,314	462,537	8.2%	10,273,967	41%
Grants in Aid/Tuition Waivers	674,280	577,829	614,814	36,985	6.4%	1,030,914	40%
Debt Service	452,113	422,013	426,224	4,211	1.0%	2,543,427	83%
Transfers to Other Funds	-	-	4,087,292	4,087,292	0.0%	4,287,292	5%
TOTAL EXPENDITURES	44,101,708	44,137,560	48,535,087	4,397,527	10.0%	78,285,595	38%
Rev Greater (Less) Than Exp	15,927,043	13,388,062	9,989,546	(3,398,516)	-25.4%	(9,536,236)	
Beginning Fund Balance	9,557,976	15,402,319	20,549,976			19,535,549	
Ending Fund Balance						9,999,313	
As a percentage of expenditures						*13%*	

GLOSSARY

Revenues:

State Support includes funds received through the Community College Support Fund allocated to each of the 17 community colleges in Oregon. Funding allocations are based on student full-time equivalent (SFTE) and a growth management component. The amount budgeted for 2022-2023 reflects Mt. Hood's estimated share of the biennial state support amount of $699 million.

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 2022/23 is $120.00 per credit hour recorded in the General Fund. A technology fee of $6.75 per credit hour and an Associated Student Government (ASG) fee of $4.25 per credit hour is in addition to the tuition rate and recorded in separate funds. A College Service Fee of $3.50, a Safety and Security Access Fee of $3.50, and an 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.

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 (25%), 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 represent 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: *May 17, 2023*

ITEM TITLE: 4.1e

CONTACT PERSON: *Hilda Pena-Alfaro, Executive Director of 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
May 2023**

Goal A-Teaching and Learning Improve Teaching and Learning Practices and Processes to Support Learning and Success for All Students.

Objective A.1
Provide ongoing trainings and time for teaching staff to integrate best practices for effective and inclusive teaching into their classes, including culturally responsive teaching, experiential learning, and community connections.

Some of the **CDFS** staff attended the Oregon Head Start Association Conference and the National Head Start Association Conference. Some of the sessions focused on HR, Assessment inside the classroom and Staff Wellbeing.

CDFS managers attended a Multicultural training in Seattle.

Objective A.2
Create welcoming and trauma-informed learning environments that promote a sense of belonging and well-being, cultivating a learning mindset for all members of the campus community. Collaborate across units, divisions, and departments with curated topics.

CDFS organized an in-person training course with all the central kitchen staff and the staff working in the classroom. Anne Beanblossom provided a three-hour training, followed by a listening session conducted by Dr. Hilda Pena-Alfaro.

Goal B-Educational Programs and Support Services Provide the Full Range of Educational and Support Programs and Services Needed to Allow Students to Meet their Educational, Career, and Personal Goals

Objective B.1: *Identify and align programs and offerings internally and with local and regional partners and community-based organizations to better meet industry and community needs.*

CDFS is updating the ERSEA platform and adjusting the requirements to better serve the community.

Goal C - Organizational Structure, Systems, & Processes, Align the College's Organizational Structure, Systems, and Processes to Reflect the Diversity of the Communities We Serve:
Objective C.1: *Address structural inequity to increase the diverse representation of students and employees.*
Objective C.2: *Create a structural framework for equity to be a part of the student and employee experience throughout the life cycle.*

CDFS restructured its organizational framework. With three new Associate Directors, the program will have a better communication flow and provide a more equitable experience to the staff.

Objective C.4: *Build a positive climate using principles of equity and trauma-informed care.*

Goal E: Coordinate Community Connections, *Increase Our Visibility and Strengthen the Connection Between the College and Our Local and Regional Community Partners:*

Objective E.2: *Ensure the College is authentically engaging with historically excluded and multilingual communities.*

On May 3**, CDFS** participated in in the Spring Career Fair providing recruiting information materials in Spanish and Arabic.

CDSF provided information and materials to celebrate the Autism Awareness month.

Administrative Services Update

Enrollment Report for February 2023

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.

Enrollment

HS: 509, EHS: 187

Waitlist

HS:527 , EHS: 286

Attendance CCP

David Douglas Highschool: 60%

Gresham High School: 25%

Kinder care: 78%

Little Friends Day school: 89%

Little Pixie:89%

Love Bugs: 81%

Love Bugs two: 75%

Melody Munchkin: 83%

Melody Munchkin Little Blossoms: 76%

Melody Munchkin Little Bloom: 87%

Pixie Childcare: 81%%

Reynold Learning Academy: 62%

Average CCP daily attendance: 72%

Average Daily Attendance by Head Start or Early Head Start Center 2022-23

This report shows the average daily attendance for each Head Start and Early Head Start Site. The Head Start Performance Standards state sites should maintain an average attendance of at least 85%. When the average daily attendance falls below 85%, the program must analyze the reasons.

The Head Start Act 642(d)(2) requires the program to report this monthly to the Policy Council and the Board.

Este informe muestra el promedio de asistencia diaria en cada Centro de Head Start y Early Head Start. El Desempeño de las Normas de Funcionamiento de Head Start manifiesta que los Centros deben mantener un promedio de asistencia de al menos el 85%. Cuando el promedio de asistencia diaria baja del 85%, el programa debe analizar las razones. La Ley de Head Start 462(d)(2) requiere que el programa de un informe mensualmente a Policy Council y a la Directiva.

В этом же рапорте показана средняя дневная посещаемость по центрам в Head Start и Early Head Start. Стандарты Head Start требуют поддерживать среднюю посещаемость не ниже 85 %. Если средняя дневная посещаемость падает ниже 85% время бить тревогу и

Attendance – May 2023

Cascade Crossing			72%	70%	76%	53%	70%	69%	67%		65%
David Douglas High School											
Davis			79%	66%	73%	76%	80%	87%	77%		78%
Division			94%	91%	100%	*nr	95%	*nr	*nr		*nr
Early Childhood Center	78%	65%	86%	84%	73%	74%	78%	82%	82%		82%
Fairview			77%	79%	72%	73%	77%	81%	79%		75%
Gateway			80%	78%	69%	73%	79%	50% (Virtual)	61%(Virtual)		74 5
Gethsemane	83%	80%	*nr	*nr	*nr	*nr	*nr	*nr	*nr		*nr
Gresham United Methodist			60%	58%	65%	64%	68%	70%	77%		74%

	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
Hazelwood	64%	66%	91%	90%	88%	72%	86%	91%	84%	81%
Kelly Place	72%	67%	80%	80%	87%	77%	82%	80%	83%	83%
Knott			77%	80%	64%	64%	71%	72%	68%	78%
Mt. Hood			82%	86%	*nr	*nr	*nr	*nr	*nr	*nr
North Powellhurst			*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Rockwood 181			75%	76%	70%	71%	74%	72%	80%	79%
Rockwood Stark			*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Russellville	68%	72%	93%	85%	90%	72%	81%	80%	86%	85%
Sunrise			84%	79%	76%	71%	79%	70%	75%	82%
Troutdale			66%	84%	80%	78%	83%	77%	84%	89%

Average Daily Attendance for Early Head Start

	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10
Division			*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Earl Boyles			*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Early Childhood Center	87%	75%	84%	80%	73%	74%	78%	82%	76%	81%
Gethsemane (2 EHS, 6 BP)	93%	82%	*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Hazelwood	88%	88%	88%	94%	82%	69%	86%	92%	85%	86%
Rockwood Stark			*nr	*nr	*nr	*nr	*nr	*nr	*nr	*nr
Russellville	79%	90%	83%	66%	65%	63%	81%	80%	80%	82%
Troutdale										
Willow Tree	92%	88%	93%	82%	82%	91%	81%	88%	77%	89%

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)

Este es un informe mensual de las becas del programa de Head Start y presupesto incluyendo los gastos de tarjetas de crédito requerido por ley 2007. 642(d)(2)

Это ежемесячный рапорт по грнтам и бюджету в Head Start, включая затраты по кредитным картам. как требуется Актом Head Start 642(d)(2)о готовности к школе 2007. 642(d)(2)

Budget July 2022 - June 2023	
FUNDING SOURCE	TOTAL FUNDS
Federal Head Start	4,415,244
State Head Start	10,808,890
State Training	386,687
State EHS	1,068,152
Federal HS & EHS Training	112,359
Federal EHS	3,653,682
EHS - Child Care Partnerships	1,777,930
Children's Levy HS	592,747
Children's Levy EHS	579,865
MIECHV	208,000
Preschool Promise	291,000
Baby Promise	151,200
TERC-HSE	66,768
TERC-Dialogos Harnessing	8,000
USDA	804,584
DHS	0
COVID/ARP	224,342
Total	**25,149,450**

Expenditure Report - July 20202				
Budget Category	Budget	July	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	182,741		2%

Fringe Benefits	7,007,311	106,949		2%
Travel	97,349	0		0%
Equipment	0	0		#DIV/0!
Supplies	1,413,447	8,890		1%
Contractual	2,048,979	0		0%
Facilities/Property Services	1,271,137	63,064		5%
Other	519,098	693		0%
Indirect	2,202,095	0		0%
Total	25,221,033	362,336		1%
Double-check	$ 25,149,450	$ 362,336		
		$ -		
Expenditure Report - August 20202				
Budget Category	Budget	August	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	432,642	432,642	6%
Fringe Benefits	7,007,311	230,672	230,672	5%
Travel	97,349	0	0	0%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	9,399	9,399	1%
Contractual	2,048,979	87,299	87,299	4%
Facilities/Property Services	1,271,137	115,380	115,380	14%
Other	519,098	14,640	14,640	3%
Indirect	2,202,095	57,844	57,844	3%
Total	25,221,033	947,875	947,875	5%
Double-check	$ 25,149,450	$ 947,875		
		$ -		
Expenditure Report - September 20202				
Budget Category	Budget	September	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	684,204	1,116,845	12%

Fringe Benefits	7,007,311	345,447	576,119	10%
Travel	97,349	0	0	0%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	12,790	22,188	2%
Contractual	2,048,979	82,069	169,368	8%
Facilities/Property Services	1,271,137	132,686	248,067	24%
Other	519,098	25,693	40,333	8%
Indirect	2,202,095	1,095	58,939	3%
Total	25,221,033	1,283,984	2,231,859	10%
Double-check	$ 25,149,450	$ 1,283,984		
		$ -		
Expenditure Report - October 20202				
Budget Category	Budget	October	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	739,737	1,299,586	19%
Fringe Benefits	7,007,311	451,978	683,067	16%
Travel	97,349	2,850	0	3%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	67,771	31,078	7%
Contractual	2,048,979	74,874	169,368	12%
Facilities/Property Services	1,271,137	96,586	311,131	32%
Other	519,098	15,858	41,026	11%
Indirect	2,202,095	85,241	58,939	7%
Total	25,221,033	1,534,895	2,594,196	16%
Double-check	$ 25,149,450	$ 1,534,895		
		$ -		
Expenditure Report - November 20202				
Budget Category	Budget	November	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	741,648	2,039,323	26%

Fringe Benefits	7,007,311	428,523	1,135,045	22%
Travel	97,349	8,140	2,850	11%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	68,547	98,850	12%
Contractual	2,048,979	108,704	244,242	17%
Facilities/Property Services	1,271,137	90,610	407,717	39%
Other	519,098	19,333	56,884	15%
Indirect	2,202,095	84,821	144,180	10%
Total	25,221,033	1,550,327	4,129,091	23%
Double-check	$ 25,149,450	$ 1,550,327		
		$ -		
Expenditure Report - December 20202				
Budget Category	Budget	December	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	716,779	2,780,972	33%
Fringe Benefits	7,007,311	420,336	1,563,568	28%
Travel	97,349	10,580	10,989	22%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	61,615	167,396	16%
Contractual	2,048,979	69,609	352,946	21%
Facilities/Property Services	1,271,137	97,425	498,327	47%
Other	519,098	14,819	76,217	18%
Indirect	2,202,095	199,492	229,001	19%
Total	25,221,033	1,590,655	5,679,417	29%
Double-check	$ 25,149,450	$ 1,590,655		
		$ -		
Expenditure Report - January 2023				
Budget Category	Budget	January	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	585,968	4,083,718	38%

Fringe Benefits	7,007,311	366,535	2,350,439	34%
Travel	97,349	5,332	26,901	28%
Equipment	0	0	0	#DIV/0!
Supplies	1,413,447	76,114	305,126	22%
Contractual	2,048,979	110,579	533,134	26%
Facilities/Property Services	1,271,137	98,692	694,445	55%
Other	519,098	66,499	157,535	30%
Indirect	2,202,095	95,653	524,147	24%
Total	25,221,033	1,405,372	8,675,444	34%
Double-check	$ 25,149,450	$ 1,405,372		
		$ -		
Expenditure Report - February 2023				
Budget Category	Budget	February	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	767,092	4,850,810	45%
Fringe Benefits	7,007,311	423,961	2,774,400	40%
Travel	97,349	2,179	29,080	30%
Equipment	0		0	#DIV/0!
Supplies	1,413,447	43,854	348,979	25%
Contractual	2,048,979	74,589	607,724	30%
Facilities/Property Services	1,271,137	115,610	810,055	64%
Other	519,098	22,562	180,097	35%
Indirect	2,202,095	119,264	643,411	29%
Total	25,221,033	1,569,111	10,244,555	41%
Double-check	$ 25,149,450	$ 1,569,111		
		$ -		
Expenditure Report - March 2023				
Budget Category	Budget	March	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616	685,953	5,536,763	52%

Fringe Benefits	7,007,311	396,725	3,171,125	45%
Travel	97,349	1,554	30,634	31%
Equipment	0		0	#DIV/0!
Supplies	1,413,447	120,864	469,843	33%
Contractual	2,048,979	111,807	719,530	35%
Facilities/Property Services	1,271,137	182,184	992,239	78%
Other	519,098	19,437	199,534	38%
Indirect	2,202,095	149,945	793,356	36%
Total	25,221,033	1,668,468	11,913,023	47%
Double-check	$ 25,149,450	$ 1,668,468		
		$ -		
Expenditure Report - April 2023				
Budget Category	Budget	April	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616		5,536,763	52%
Fringe Benefits	7,007,311		3,064,176	45%
Travel	97,349		30,634	31%
Equipment	0		0	#DIV/0!
Supplies	1,413,447		460,953	33%
Contractual	2,048,979		719,530	35%
Facilities/Property Services	1,271,137		929,175	78%
Other	519,098		198,841	38%
Indirect	2,202,095		793,356	36%
Total	25,221,033	0	11,550,687	47%
Double-check	$ 25,149,450	$ -		
		$ -		
Expenditure Report - May 2023				
Budget Category	Budget	May	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616		5,536,763	52%

Budget Category	Budget		YTD Total	Percentage Spent YTD
Fringe Benefits	7,007,311		3,171,125	45%
Travel	97,349		30,634	31%
Equipment	0		0	#DIV/0!
Supplies	1,413,447		469,843	33%
Contractual	2,048,979		719,530	35%
Facilities/Property Services	1,271,137		992,239	78%
Other	519,098		199,534	38%
Indirect	2,202,095		793,356	36%
Total	25,221,033	0	11,913,023	47%
Double-check	$ 25,149,450	$ -		
		$ -		
Expenditure Report - June 2023				
Budget Category	Budget	June	YTD Total	Percentage Spent YTD
Personnel/Salaries	10,661,616		5,536,763	52%
Fringe Benefits	7,007,311		3,171,125	45%
Travel	97,349		30,634	31%
Equipment	0		0	#DIV/0!
Supplies	1,413,447		469,843	33%
Contractual	2,048,979		719,530	35%
Facilities/Property Services	1,271,137		992,239	78%
Other	519,098		199,534	38%
Indirect	2,202,095		793,356	36%
Total	25,221,033	0	11,913,023	47%
Double-check	$ 25,149,450	$ -		
		$ -		
Expenditure Report - 2022-2023				
Budget Category	Budget	Final		Percentage Spent YTD
Personnel/Salaries	10,661,616			50%

Fringe Benefits	7,007,311			44%
Travel	97,349			31%
Equipment	0			#DIV/0!
Supplies	1,413,447			33%
Contractual	2,048,979			35%
Facilities/Property Services	1,271,137			73%
Other	519,098			38%
Indirect	2,202,095			36%
Total	25,221,033	0		46%
Double-check	$ 25,149,450			

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1f

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

SUBJECT: 2024-2025 ACADEMIC CALENDAR

2024 – 2025 Academic Calendar

Summer 2024

June 2024

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10 Finals Week	11 Finals Week	12 Finals Week	13 Finals Week	14 Finals Week GED Graduation	15 Commencement
16	17	18	19 Holiday Closed	20	21	22
23	24 Term Begins	25	26	27	28	29
30						

July 2024

S	M	T	W	R	F	S
	1	2	3	4 Holiday Closed	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31 Term Ends

September 2024

S	M	T	W	R	F	S
1	2 Holiday Closed	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18 Fall In-service	19 Fall In-service	20 Fall In-service	21
22	23 Term Begins	24	25	26	27	28
29	30					

October 2024

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024

S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11 Holiday Closed	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27 Faculty Non-service	28 Holiday Closed	29 Holiday Closed	30

December 2024

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9 Finals Week	10 Finals Week	11 Finals Week	12 Finals Week	13 Finals Week	14 Term Ends
15	16	17	18	19	20	21
22	23	24	25 Holiday Closed	26 Campus Closed	27 Campus Closed	28 Campus Closed
29 Campus Closed	30 Campus Closed	31 Campus Closed				

Winter 2025

January 2025

S	M	T	W	R	F	S
			1 Holiday Closed	2	3	4
5	6 Term Begins	7	8	9	10	11
12	13	14	15	16	17	18
19	20 Holiday Closed	21	22	23	24	25
26	27	28	29	30	31	

February 2025

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Finals Week	18 Finals Week	19 Finals Week	20 Finals Week	21 Finals Week	22 Term Ends
23	24	25	26	27	28	29
30	31 Term Begins					

—— Spring Break Week ——

Spring 2025

April 2025

S	M	T	W	R	F	S
	March 31 Term Begins	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 Holiday Closed	27	28	29	30	31

June 2025

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9 Finals Week	10 Finals Week	11 Finals Week	12 Finals Week	13 Finals Week GED Graduation	14 Term Ends Commencement
15	16	17	18	19 Holiday Closed	20	21
22	23 Term Begins	24	25	26	27	28
29	30					

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: 4.1g

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

SUBJECT: 2025-2026 ACADEMIC CALENDAR

2025 – 2026 Academic Calendar

Summer 2025

June 2025

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9 Finals Week	10 Finals Week	11 Finals Week	12 Finals Week	13 Finals Week GED Graduation	14 Commencement
15	16	17	18	19 Holiday Closed	20	21
22	23 Term Begins	24	25	26	27	28
29	30					

July 2025

S	M	T	W	R	F	S
	1	2	3	4 Holiday Closed	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025

S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 Term Ends
31						

Fall 2025

September 2025

S	M	T	W	R	F	S
	1 Holiday Closed	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17 Fall In-service	18 Fall In-service	19 Fall In-service	20
21	22 Term Begins	23	24	25	26	27
28	29	30				

October 2025

S	M	T	W	R	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11 Holiday Closed	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26 Faculty Non-service	27 Holiday Closed	28 Holiday Closed	29
30						

December 2025

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8 Finals Week	9 Finals Week	10 Finals Week	11 Finals Week	12 Finals Week	13 Term Ends
14	15	16	17	18	19	20
21	22	23	24	25 Holiday Closed	26 Campus Closed	27 Campus Closed
28 Campus Closed	29 Campus Closed	30 Campus Closed	31 Campus Closed			

Winter 2026

January 2026

S	M	T	W	R	F	S
				1 Holiday Closed	2	3
4	5 Term Begins	6	7	8	9	10
11	12	13	14	15	16	17
18	19 Holiday Closed	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Finals Week	17 Finals Week	18 Finals Week	19 Finals Week	20 Finals Week	21 Term Ends
22	23	24	25	26	27	28
29	30 Spring Term Begins	31				

Spring Break Week

Spring 2026

April 2026

S	M	T	W	R	F	S
	March 30 Term Begins	March 31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026

S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25 Holiday Closed	26	27	28	29	30
31						

June 2026

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8 Finals Week	9 Finals Week	10 Finals Week	11 Finals Week	12 Finals Week GED Graduation	13 Term Ends Commencement
14	15	16	17	18	19 Holiday Closed	20
21	22 Term Begins	23	24	25	26	27
28	29	30				

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: **4.1h**

CONTACT PERSON: *Lisa Skari, President*

SUBJECT: **PRESIDENT'S GOALS FOR 2023-2024**

7.1 Expand institutional response to diversity, equity and inclusion			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the development of an equity scorecard.	The President will oversee and collaborate with the Vice Presidents and associate vice presidents of Diversity, Equity, and Inclusion and Human Resources for the development and implementation of the equity scorecard.	By May 1, 2024 the Board will receive the equity scorecard tool.	
2. The President will ensure the development of equity-centered hiring process, inclusive of measures of success.	The President will oversee and collaborate with the Vice Presidents and associate vice presidents of Diversity, Equity, and Inclusion and Human Resources for hiring process improvements that result in improved diversity outcomes.	The Board will receive monthly updates via the President's letter.	

7.2 Increase community engagement activity			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the implementation of the community engagement plan.	The President will oversee and collaborate with the Vice Presidents to implement a prioritized plan of connections by type and sector.	The Board will receive monthly updates via the President's letter.	
2. The President will increase her engagement in the community.	The President, in alignment with the college plan and the Board of Education's plan, will achieve a 5% increase in the number of engagements over the 2022-23 academic year.	A final quantitative report will be included in the 2023-24 Self Evaluation.	

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Approved XXX, 2023

7.3 Prepare for a bond campaign			
Tactic	**Activity**	**Target**	**Status**
1. The President will ensure the development of facility improvement options for a campaign that is aligned with the academic plan.	The President will oversee and collaborate with the vice presidents of Instruction and Finance/Administration to develop options to be considered by the college, students, and broader community.	The Board will receive monthly updates via the President's letter.	
2. The President will ensure the preparation of a multi-year, detailed campaign plan.	The President will oversee and collaborate with the vice presidents of Instruction, Finance/Administration, and College Advancement to develop a plan a comprehensive bond campaign plan.	The Board will receive monthly updates via the President's letter.	

7.4 Prepare for the Year Seven Accreditation Visit			
Tactic	**Activity**	**Target**	**Status**
1. The President will complete mock accreditation visit.	The President will oversee and collaborate with Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on mock accreditation visit.	By September 1, 2023 the Board will receive a report on the mock visit.	
2. The President will ensure the completion of the Year Seven Accreditation report.	The President will oversee and collaborate with Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on campus preparations for the Year Seven Accreditation report.	By October 1, 2023 the Board will receive a copy of the Year Seven report.	
3. The President will host the Year Seven Accreditation visit.	The President will oversee and collaborate with Vice Presidents and Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer to host the Year Seven Accreditation visit.	MHCC will host Accreditation visit October 18-20, 2023.	
4. The President will ensure a process is developed for plan to address accreditation recommendations.	The President will oversee and collaborate with Vice Presidents and Associate Vice President of Assessment and Institutional Effectiveness/Accreditation Liaison Officer on planned response to recommendations.	By June 30, 2023 the Board will receive a report of the response plan.	

ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 17, 2023*

ITEM TITLE: **4.1i**

CONTACT PERSON: *Hilda Pena-Alfaro, Executive Director of Child Development & Family Support Programs*

SUBJECT: APPROVAL TO UTILIZE QUALITY IMPROVEMENT FUNDS

The Mt. Hood Community College District Board of Education approved the use of Quality Improvement Funds (QI) Head Start QI $84,340, Early head Start $88,970 to increase salaries of Site Mangers and in Classroom Staff. These increases will be effective at the start of the FY 2023.

Student Development
John Hamblin
May 2023

Divisional Updates for
Student Development Division

- **Teaching & Learning**

On Wed., April 26, members of the Student Development Leadership Team (Janine Shockley and Sydney Frost) attended the Hispanic Serving Institutions (HSI) Summit at Western Oregon University. The summit featured student panels and staff workshops on becoming and being an HSI.

- *Educational Programs & Support Services*
  Student Life:

The Office of Student Life and Civic Engagement would like to announce and invite you to our annual **Barney Bash, MHCC End of Year Celebration** for students and the community on **June 1, 2023, from 11 am – 7 PM**. The is an event to celebrate and appreciate all MHCC students and their families. We have planned a lot of family friendly activities including live music, henna tattoo, bounce houses, caricature, free food, photo booth, games, family movie night, and many more!

We will be holding meet the candidate session next week May 16 & 17 for the 2023-2024 ASMHCC President & Vice President. We have three (3) candidates running for office and student body elections will be conducted the week of May 22-25 and elections results be announced on May 29.

- **Organizational Structure, Systems, & Processes**

Advising – as part of our SEM efforts, the Academic Advising action team surveyed MHCC faculty. The goal was to learn more about current practices and generate ideas for future resources and training. The response rate was fantastic. 75 faculty members have participated and 92% of them have gone thru the entire survey. The results will help guide our SEM academic advising related efforts over the next few years.

- **Facilities and Technology**

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Student Development Update

To begin the spring term, Veterans Service Center (VSC) focused on re-establishing the designated Veterans Computer Lab into a Veterans Lounge with both casual seating and designated workstations. As our students and staff transitioned onto our campus, following more than a year of paused on-campus services and activities, creating a physical space for students to reconnect and feel a sense of belonging felt more critical than before. Following input from students, our VA Work-Study, and staff, which included preferred usage and layouts of the space, color palettes, and décor, a final "vision" was identified. Grant funds were used to purchase furniture and supplies to realize this vision, which will be an ongoing project through spring term.
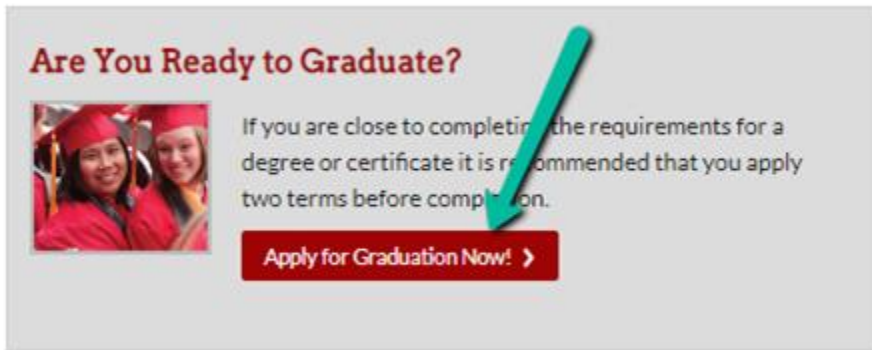
Photo of Veterans Service Center team in one of the new seating areas in the Veterans Lounge.

Graduation Portal
Admissions, records, and registration's office credential team has been working with IT (Information Technology) this past year to build a graduation application portal. This streamlines the process, creates on-time communication about a student's graduation status and provides increased efficiency for staff processing.

Students can access the grad app portlet by clicking on the apply for graduation link on our graduation web page. (https://mhcc.edu/Graduation/)

Student Development Update

- **Community Connections**

On Wed., May 3, the Career Planning and Counseling Center hosted the first Spring Career Fair in over 3+ years. The fair was held in the Vista Dining Center on the Gresham Campus. 50+ employers from around the district were in attendance with over 225 jobseekers that included students and community members.

Photo of student leaders and volunteers who welcomed employers to the Career Fair.

Student Life: Last Week, we held our Cinco De Mayo event in the Student Union, to celebrate and highlight Mexican heritage. It was very well attended, with about 400 people enjoying the festivities.

Student Development Update

The Office of Student Life and Civic Engagement will be taking ASMHCC leaders and students to attend **Higher Education Lobby Day** this coming **Thursday, May 11th** to help advocate for affordable and accessible higher education for Oregonians.

Goal A: Teaching & Learning:

A.2: Create welcoming and trauma-informed learning environments that promote a sense of belonging and well-being, cultivating a learning mindset for all members of the campus community. Collaborate across units, divisions, and departments with curated topics.

- Mark Peterson, Faculty Librarian, facilitated several pop-up libraries including during the Clubs Fair and the Barney's Books event in the Student Union.
- The Humanities division presented Janice Lee for the winter Mouths of Others reading. Janice Lee is a Korean American writer, teacher, spiritual scholar, and shamanic healer. She is the author of seven books of fiction, creative nonfiction, and poetry, most recently Imagine a Death (Texas Review Press, 2021) and Separation Anxiety (CLASH Books, 2022), a finalist for the 2023 Oregon Book Award.

A.3: Improve and/or develop assessment of course, program, and core outcome levels, creating a cycle of continuous improvement for teaching and learning.

- Dr. Lori Wamsley, Faculty Librarian, co-led the Spring Assessment Day training and conversation for faculty to review their core outcome assessment activities and discuss improvements.

Goal B: Educational Programs & Support Services:

B.1: Identify and align programs and offerings internally and with local and regional partners and community-based organizations to better meet industry and community needs.

- Dawn Loomis, Director of Workforce & Apprenticeship, attended the Cooperative Education and Internship Association (CEIA) annual conference. She was able to network with colleagues across the nation regarding best practices for work-based learning including apprenticeship, internship, and co-operative education.
- The Small Business Development Center (SBDC) hosted its first of three cyber webinar series with 3GO Security. The Webinar Series are titled Criminal Innovations: These are not Last Year's Cyber Threats.

Instruction Update

B.6: Expand the community college's academic program planning and review process and prepare an updated Academic Program Plan that is integrated with the Strategic Enrollment and Comprehensive Facilities plans, to include the values, mission, vision and meet the goals of the Strategic Plan.

- The Academic Program Plan Working Group (APPWG) continues work on the ten-year Academic Program Plan (APP). The group has been meeting weekly and has created the structure of the APP document. APPWG members have been assigned sections of the document and are completing the first draft using qualitative and quantitative data collected from various sources.

Organizational Structure, Systems & Processes:
C.1: Address structural inequity to Increase diverse representation of students and employees.

- The Health Professions division adjusted admission processes for 2023-24 to enhance accessibility in collaboration with Amy Salsbery (Transcript Evaluator), Dawn Sallee-Justesen (Director of Enrollment Services), and Ming Sok (Admissions Coordinator), and Surgical Technology faculty (Amy Aldus and Angie Hansen). Specifically, application deadlines were extended by 2 weeks and in-progress coursework of pre-requisites through the Summer was allowed. Further, the program is exploring permanent, rather than one-time, implementation of these adjustments. Similar adjustments were made in Respiratory Care as well (faculty Jeanna Hunt and Christine Sciscione).

Community Connections:
E.1: Develop a process for capturing the work MHCC is doing to connect with the community, and coordinate our efforts for engaging and informing the public, as well as the campus community.

- High School Services restarted the High School Relations Committee in April 2023 to coordinate the various departmental intersections with our high school partners.

E.2: Ensure the College is authentically engaging with historically excluded and multi-lingual communities.

- The Health, Physical Education, Athletics, Aquatics, and Recreation division partnered with the Hispanic Basketball League to bring a basketball tournament to the college on April 30 and are currently reviewing additional opportunities throughout the year.
- Integrated Media in conjunction with Outside the Frame, invited youth who are experiencing housing insecurity to the Integrated Media workforce workshops.

E.4: Partner with local organizations to create a community hub to exchange and share resources.

- The Health, Physical Education, Athletics, Aquatics, and Recreation division partnered with the Yoshida group and hosted a karate tournament at the college.

Instruction Update

- The first class was offered in partnership with Microchip and Onsemi as part of our Future Ready Oregon – Workforce Ready Grant. Over 150 incumbent workers signed up with only 48 openings. The second class will start during the summer term and continue through Fall. Our third class will start next Winter.

E.5: Collaborate with local businesses and industry partners to create opportunities for experiential learning that leads to career-level, living and/or family wage employment.

- Applied Technologies/Business and Information Systems division partnered with WorkSource, Microchip, Onsemi and more to provide a Semiconductor Career Fair in our newly renovated Mechatronics Lab. Over 70 prospective students and employees attended to learn more about the semiconductor industry and MHCC's Mechatronics Program.
- The MHCC Workforce Development team continues to see a 20%-25% growth in job assistance referrals from community coaches in career advising support with a focus on career pathways and a stronger interest by First Generation College age participants.

Administrative Services
Jennifer DeMent
May 2023

Goal A-Teaching and Learning Improve Teaching and Learning Practices and Processes to Support Learning and Success for All Students.

A.1.: **CDFS** held a program-wide daylong for all staff on March 17. The **in-service day** included sessions on Cyber Security, Autism in Early Childhood, Child Health and Safety training, and Child Nutrition and using the Harvest for Health Kids Curriculum.

A.2.: **CDFS** welcomed Niki Spears, a motivational wellness speaker, to give her 3rd keynote of the year to all staff on March 17. She spent an hour with the team continuing her wellness series around **reframing negative thoughts.**

Goal B-Educational Programs and Support Services Provide the Full Range of Educational and Support Programs and Services Needed to Allow Students to Meet their Educational, Career, and Personal Goals

B.1:
- **CDFS** partnered with Wooden Fish Parents First, the City of Gresham, Day One Tech STEAM, and Love is Stronger Inc. to hold a father engagement event on March 21 titled "Tool Box Time." The event provided **space and activities for father figures to learn and have fun with their children**.
- **CDFS** partnered with the Portland Timbers, Wooden Fish Parents First, the City of Gresham, Day One Tech STEAM, and Love is Stronger Inc. to hold a father and father figures event where they had a space to form connections with peers, mentors, and other community members and also to have fun. **Portland Timbers forward Felipe Mora** was at the event to take pictures with families and provide autographs.

B.4: The IT Team ordered and received 25 **laptops for Student Basic Needs** and reimaged (configured) 20 so far.

Goal C - Organizational Structure, Systems, & Processes, Align the College's Organizational Structure, Systems, and Processes to Reflect the Diversity of the Communities We Serve:

MT. HOOD
COMMUNITY COLLEGE

Administrative Services Update

C.1:

- Human Resources staffed a table at the **MHCC Career Fair** on May 3, joining employers from the area to recruit students seeking employment.
- Human Resources has completed its search for a **Recruitment Manager** and has extended an offer pending the successful completion of a background check.
- Human Resources is launching a **Recruitment Refresh** project designed to examine the recruitment process from vacancy to recruitment close out to ensure hiring practices across positions are: 1) based on best practices for attracting a diversity of applicants, 2) consistent, and 3) defensible.

C.4:

- Human Resources partnered with the Teaching and Learning Center to present a hybrid session on ***Understanding your Paystub,*** designed to help employees navigate their pay stubs.
- Human Resources has initiated a proposal request process to establish a pool of individuals/organizations that can **mediate workplace conflict** and train employees on effectively addressing conflict in the workplace.
- Human Resources and the Classified Employee Association agreed on a **COVID MOA**.

Goal D - Facilities & Technology, *Provide Facilities and Technology Platforms to Serve The Needs of All Students:*

D.2:

- The new website **CMS (Content Management System)** was upgraded to the latest version providing better security and more enhancements.
- All **Online Learning**'s content was migrated to MHCC's new website from a current stand-alone WordPress site. The site will go live with the launch of MHCC's new website.
- **Website translation project** - Google Translate was added on April 24 to all pages on mhcc.edu with the ability to translate into Arabic, Russian, Spanish, and Vietnamese. Tracking of translation events was enabled at the same time to measure usage.
- **Website CMS Upgrade** - The new website core design has been approved, closing phase 3 of the project. The next two phases, content creation, and website development, will run concurrently through the summer. These kicked off at the end of April with training delivered to Web Editors and Contributors, who are now reviewing the accuracy of the content and recommending updates.
- IT **Web Services reports** and monitors various website indicators monthly. Some information from IT's most recent MHCC Website Reporting:
  - Minor accessibility improvements were made. Our Accessibility improved slightly to 79.3, with the industry benchmark being 85.7. This score varies monthly due to new information/documents loaded and other changes.
  - Our Quality Assurance score measures the credibility and user-facing aspects of a site. Our current score is 89.7, down .1 from last month.
  - There was a total of 29,134 visits to MHCC's home page, viewing 46,759 pages.

- o Our SEO score decreased by 3.4 points, measuring at 66.6. The decline was primarily in our mobile experience. The industry benchmark is 82.6.
- o 56.3% accessed our site using a desktop, 42.8% utilized a mobile device, and .9% utilized a tablet.

D.3:
- IT provided several internal training sessions on implementing **Multi-Factor Authentication (MFA)**. This allowed staff to ask questions and discuss any concerns.
- News & Notes was used to share information about **Microsoft 365** tools providing task and project management.

D.4: Business Office is undergoing a system health check with Transact/Cashnet to ensure system settings **comply with business industry standards and PCI compliance**.   Along with the health check, we are looking at the student Ebill process and format to improve readability.

D.5:
- An update to the **Limited Restricted Entry** student portal experience was released, adding more functionality for staff and students.
- The first version of the **Graduation Application** student portlet went live, giving students and staff more functionality and a better user experience.

D.6: The **comprehensive facilities plan** steering committee is scheduling a series of needs assessment workshops in May to focus on instruction, recreation and sports, sustainability, diversity and inclusion, and technology. Needs will be categorized as near-term and long-term, including campus and community needs. Summer term data gathering will include needs assessments for deferred maintenance, campus wayfinding, and campus security.

D.7:
- IT team members set up the new **PEL Rockwood** site for CCR&R.
- New student laptops were deployed for **Mechatronics**.
- **Cyber-Security – Recap of risks identified and/or blocked for April:**
  - o 64 MHCC account alerts required manual review
    - 29 false positives or failed attack attempts
    - 35 needed password changes and their O365 sessions revoked (confirmed suspicious activity)
  - o Email:
    - 8,428 instances of phishing blocked
    - 73,688 instances of Spam blocked
    - 126 instances of email malware blocked (23 were attachments, the remainder (103) were URL links)

College Advancement and District Communications
Al Sigala

May 2023

Website Development

The district communications team continues to work with IT and external vendor MAC on the website revamp. The effort is entering a new phase of the revamp project. The core design has been approved which brings phase three of the project to a successful close. The next two phases, content creation and website development, will run concurrently between now and until the end of summer.

Teaching and Learning:

Marketing efforts included assisting the career planning area with marketing materials and publicity for the Spring Career Fair. Our team also worked alongside and in conjunction with community education in the development and planning of a print trifold to advertise their summer offerings. This piece moving forward will be separate from the *Community Plus College (C+C)* publication, which is moving to a digital format.

Foundation staff took part in a special workshop on the software used for our planned giving efforts. A marketing coach with Crescendo is assisting in creating a planned giving marketing campaign for the next fiscal year. This campaign will provide for consistent messaging through print, web, email, and social media.

Education Programs and Support Services:

The Foundation's annual auction and dinner proved to be a big success surpassing last year's attendance and funds raised. We had 185 attendees help raise over $216,000. Plans are already underway for next year's auction to be held in the Yoshida Event Center on May 18, 2024.

Legislative efforts included organizing in person and written testimony for the Joint Ways and Means committee on education meeting on the community college support fund. This included testimony on our partnership with Microchip where Dan Malinaric of Microchip joined Dr. Skari live at one of the public hearings. We also worked to get testimony for the legislative meeting on the Bachelor of Science in Nursing bill, which is currently before the House Committee on Higher Education.

Our legislative outreach efforts also included hosting Rep. Janell Bynum on campus. Bynum was provided a tour of some of our CTE programs including the Mechatronics lab.

We had 605 students apply for scholarships for the 2023-24 academic year. Many thanks to those who volunteered to read and score the applications.

Marketing efforts also included providing support for various marketing objectives for departments across the college including the office of instruction, applied technologies, Veterans Service Center, facilities, public safety, career pathways and the jazz festival.

College Advancement and District Communications Update

The college has launched a new billboard campaign, as part of the Veteran Services Center grant. The campaign will highlight support offered by the Veterans Service Center here on campus and is set to run for 12 weeks beginning May 8.

Our continued support of student services included the publicity and marketing of the Spring Club Fair. This event promoted applications for ASMHCC student leadership roles and the Student Outreach and Recruitment Team.

District communications (DC) and student development continued work on commencement planning. The teams will continue their efforts in ensuring the first regular commencement ceremony since 2019 is publicized and communicated to both internal and external stakeholders.

Organizational Structure, Systems, & Processes:
District communications continues its effort to fully staff the department. We recently successfully onboarded the content and public relations coordinator, Jessie Shirrick, and are actively working on hiring a digital strategist, who will serve as the point of contact for technical projects including the website, email automation campaigns, digital strategy and more. Interviews are scheduled for mid-May.

DC is currently partnering with enrollment and recruitment in the development of a Strategic Enrollment Management (SEM) plan, which will highlight strategic goals and objects by both departments to continue the work of enrollment increases and a more streamlined experience for potential students. Some of these initiatives include researching a new Student Information System, launching the new website, creating a new marketing committee, and touring all departments in-person to create more brand awareness in an effort to have a more aligned institutional brand.

We are working on transitioning to a digital format of the *College plus Community* in order to be better stewards of funds and to invest in longer stories that will highlight both members of our community and our college.

Facilities and Technology:
We have updated the MHCC brand guidelines, fitting the color palette to align with the work that MAC has done on the website to streamline our image and brand, as well as updated a detailed writing guide to assist web editors as well as departments with maintaining the MHCC tone.

Here's a look at the performance for mhcc.edu on *Google Search* for the month of March:
- Overall:
  - 833k impressions
  - 42.6k total clicks

- 5.1% Average Click Through Rate (CTR)
  - Top Performing Queries:
    - "mhcc": 5.4k clicks, 12k impressions
    - "mt hood community college": 3.6k clicks, 9.7k impressions

Community Connections:

Plans are underway for our June 7th Heroes for Education reception to held in the student union. The event celebrates new and ascending members of the donor wall, as well as the 2023-24 Hero for Education. This year we will be honoring former automotive technology instructor, Jerry Lyons who passed away earlier this year. Jerry was instrumental in fundraising efforts for the FORD Asset program.

The Foundation board was treated to a special tour of the Mechatronics lab following their April board meeting. Kristen Lima, who is the dean that oversees this area, provided the tour along with instructor Todd Saunders.

Planning started of an Alumni of the Year event which will be scheduled this coming fiscal year.

Foundation staff took part in the April MHCC Resource Fair where they promoted our scholarships. The Fair was attended by current students, prospective students and other community members.

The Foundation has hired realtor Bill Bailey to handle the sale of the Yoshida Estate. Bill is working to prepare posting of the sale, along with preparing the estate to be shown. The listing price for the estate will be $2.2-million.

Al, along with Dr. Skari, Diane Noriega and Annette Mattson attended the annual All Academic Oregon Team luncheon in Salem. MHCC had four students named academic scholars and awarded with scholarships. The event was hosted by Chemeketa Community College.

District communications partnered with the *Sandy Post* in producing advertisements congratulating the *Sandy Post* Amazing kid. This year's Amazing Kid is an MHCC alum that supported a family while attending school full-time.

Work began on the production and design of the summer 2023 C+C which will focus not only on our community connections, but as well as highlighting our aquatics center and tennis courts. It will also include stories on students who embody the phrase "Faces of the Strategic Plan."