



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 19, 2021*

ITEM TITLE: **4.1b**

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

SUBJECT: APPROVAL OF MINUTES – April 21, 2021

Session 1031

A meeting of the Mt. Hood Community College District Board of Education was held on April 21, 2021, with a Budget Committee meeting at 6:00 pm, and a Regular Board meeting at 6:30 pm, held via Zoom meeting.

1.0 CONVENE BUDGET COMMITTEE / CALL TO ORDER / DECLARATION OF A QUORUM

Members present: Andrew Speer, budget committee chair, Diane Noriega, Annette Mattson, Diane McKeel, Jim Zordich, Kenney Polson, LaVerne Lewis

Additional Attendees: Lisa Skari, president, Jennifer DeMent, chief operations officer

Speer called the budget committee meeting to order at 6:01 p.m. and declared a quorum was present.

2.0 PUBLIC INPUT

There was no public input.

3.0 PROPOSED BUDGET 2021-2022

3.1 Consideration and Approval of the 2021-2022 Budget

DeMent presented the proposed 2021-2022 budget and responded to several questions about the budget: how large the Head Start programs are and where it is located in the budget; the effect on the budget if the board proceeds with additional pension bonds; the college's credit rating; and a process question about the bond decision. Speer read the budget recommendation as stated in the resolution to board members.



Zordich motioned to approve the 2021-2022 Budget and Noriega seconded the motion. There was a roll call for the board vote and it passed unanimously.

3.2 Set the Tax Levy for 2021-2022

DeMent provided a brief summary of the resolution to set the tax levy. Speer read the tax levy recommendation as stated in the resolution to board members.

Noriega motioned to approve the Tax Levy set for 2021-2022 and Polson seconded the motion. There was a roll call for the board vote and it passed unanimously.

4.0 ADJOURN BUDGET COMMITTEE

Speer motioned to adjourn the budget committee meeting. Polson seconded the motion and it passed unanimously. The meeting was adjourned at 6:13 pm.

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

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

Additional Attendees: Lisa Skari, president, Heather White, Library Technical Services & OER Coordinator, Charles George, director of Facilities, Risk Management & Public Safety, Jennifer DeMent, chief operations officer, Ben Rowe, director of Financial & Auxiliary Services, John Hamblin, executive dean of Student Development, Al McQuarters, vice president of Instruction, Nicole Johnson-Moses, ASG president, Jeanna Hunt, FTFA president, Marilyn Pitts, PFTA president

Noriega called the meeting to order at 6:31 p.m. and declared a quorum was present.

5.1 Approval of Agenda

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

6.0 PUBLIC INPUT

There was no public input.

7.0 REPORTS

7.1 Correspondence

There was no correspondence.

7.2 Special Report: MHCC Foundation OER Grant Program Update

White provided an update on the MHCC Foundation OER Grant Program with a PowerPoint presentation and summary of the 2019 and 2020 cohorts. The MHCC Foundation is providing



funding for the OER Grants in the amount of \$50,000 total for five years, receiving \$10,000 each year from 2019 thru 2023. She provided an overview of the faculty presentations for the 2019 and 2020 TAT Grants, and stated a link to the presentations is included in the PowerPoint presentation. She discussed the MHCC Library Press, which is a free eBook publishing service for OER by MHCC Faculty, and provided a summary of the annual student savings and annual return on investment for the 2019 and 2020 cohorts. She provided a preview of the 2021 cohort and highlighted the future TAT grant developments. White responded to several questions about the OER grant program, proposal process timeline, eBooks ADA compliance, comparisons of faculty using online textbooks for student success compared to face-to-face classes, cost and access to a printed version of textbook, MHCC comparison with other institutions that have OER, and copyright issues. A copy of the PowerPoint presentation is attached to the minutes.

7.3 COVID-19 Update

George provided an update on COVID-19, MHCC Tracking, and the Re-opening Team. A copy of the COVID Update is attached to the minutes.

7.4 Financial Update – 3rd Quarter

DeMent provided an update on the federal stimulus funding the college has received to date, and stated all Higher Education Emergency Relief Funds (HEERF) are one-time funds and are not for on-going expenses. As of March, we estimate the college has had \$6.7 million in lost revenue and about \$1.6 million in additional costs directly related to COVID. Part of the challenge in disbursing the funds has been due to delayed and/or changing guidance from the federal government.

She provided a summary of HEERF funding for the following three funds:

- CARES (Coronavirus Aid, Relief, and Economic Security) Act – MHCC portion of the funding was \$1,629,829 for students, and \$1,629,829 for the institution, plus \$171,077 for Strengthening Institutions for Title III eligible schools. The timeframe to use the funds is March 2020 through May 2021.
- CRRSAA (Coronavirus Response and Relief Supplemental Appropriations Act) – MHCC portion of the funds was \$1,629,829 for students, and \$6,225,033 which could be spent on institutional or student costs. The timeframe to use the funds is March 2020 (recently changed) through January 2022.
- ARPA (American Rescue Plan Act) of 2021 COVID-19 RELIEF – the college has not received the award yet, but there is an estimated allocation for the MHCC portion of funds, which is estimated to be \$7,009,500 for emergency aid to students, and \$7,009,500 for emergency aid to institutions. The timeframe to use the funds is to be determined, but it will likely be one year.

DeMent provided a summary of the following funds, and how the funds were spent to date:



- CARES/CRRSSA emergency financial aid grants to students in the amount of \$3,385,658. The funds are disbursed to institutions to provide emergency financial aid grants to students whose lives have been disrupted by the COVID-19 pandemic.
- CARES/CRRSSA institutional funds in the amount of \$7,917,862. The allowable uses for these funds are restricted to defray expenses associated with COVID-19.
- CARES – Strengthening the Institution Funds in the amount of \$171,077. The CARES Act provides funds to strengthen institutions programs, including cost incurred by recipient, including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff trainings, and payroll.
- CARES – Governor’s Education Emergency Relief for Student Support in the amount of \$457,613. The funds are to support students, promoting student resiliency during an extended period of remote learning, and help students persist in their education and to complete their postsecondary degree or credential.
- CARES – Governor’s Education Emergency Relief for Distance Learning in the amount of \$140,067. This is to provide funding to overcome systemic barriers exacerbated by COVID-19 impacts and better serve students through equitable and innovative approaches to distance learning.
- Head Start – Early Head Start COVID-19 Grants – these grant actions award one-time funds to prevent, prepare for, and respond to coronavirus disease 2019 (COVID-19):
 - Head Start – Early Head Start in the amount of \$445,555.
 - Early Head Start: Childcare Partnership is the amount of \$87,012
- Head Start – COVID-19 Childcare Grant in the amount of \$25,545. These funds are for emergency childcare center operating costs.

8.0 BUSINESS / ACTION

8.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1028, March 3, 2021
- b) Minutes – Board Regular Session 1029, March 17, 2021
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) COVID-19 Activity Report
- g) Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000*
- h) Head Start 2021-22 COLA and 2021-23 COVID Grant

There was a request to remove 8.1g, *Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000*, from the consent agenda for further discussion. Zordich motioned to approve the consent agenda without 8.1g. Speer seconded the motion and it passed unanimously.



8.1g* Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000
DeMent provided an overview of the four items included in the Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000. She responded to a question about the elevator contract, roof repairs, and the online bookstore. There was a concern about the impact of the online bookstore on students and those not having access to the online service. There was a suggestion to have a follow up presentation in six months for an update on the effect to our students. DeMent indicated fall term will be the first full term for the online bookstore, and recommended providing an update to the board after fall term has begun.

Zordich motioned to approve to Utilize Goods and/or Services Contracts in Excess of \$150,000. Lewis seconded the motion and it passed unanimously.

8.2 Consideration of Fee Adjustments for FY 2021-2022

Rowe provided an overview of the proposed Fee Adjustments for FY 2021-2022. The full fee schedule includes about 350 fees, and they are proposing to change 76 fees. Of the 76 fees that are proposed to change, 25 fees will be a reduction in fees. He facilitated the committee in the review of the fees, and highlighted several examples of some of the proposed fee changes. Rowe responded to a question about student involvement on the committee, and the distance learning fee. Rowe stated the committee proposed that the current distance learning fee that is assessed per course for distance learning be changed and assessed per credit. This would help support the Online Learning Program, and the program resources would be available to students and faculty. The committee's review of fees focused on the service fee, access fee, technology fee, student activity fee, and distance learning fee.

Speer motioned to approve the Consideration of Fee Adjustments for FY 2021-2022, and McKeel seconded the motion. There was a roll call for the board vote and it passed unanimously.

8.3 Approve Board Resolution on Community College (CC) Awareness Month

Lisa Skari provided an overview of the board resolution and highlighted some of the activities being done in Oregon in recognition of the efforts to raise the visibility and impact of community colleges. She read aloud the board resolution on Community College Awareness Month for the board record.

Zordich motioned to approve the Board Resolution on Community College (CC) Awareness Month and Polson seconded the motion. There was a roll call for the board vote and it passed unanimously.

9.0 CLOSING REPORTS

9.1 a) Board Members



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

b) ASG Representative

Nicole Johnson-Moses (ASG) – she provided a summary of the ASG activities and events, which included an event to teach about suicide prevention and the importance of mental health, their first student interdepartmental meeting, spring club fair, and the annual Take Back the Night event that aims to take action against sexual and domestic violence. ASG is working with the Business Office and Student Basic Needs to get a food box pilot program off the ground, with the goal to get fresh food delivered directly to students. They are preparing for various fundraisers for the food box scholarship project and the spring food drive. ASG is working on reviving the community garden and is planning a gardening event in May to launch its reopening. They have been working with Al Sigala to ensure student voices are being heard across the state, and tonight they have a team member attending the Ways and Means Committee to advocate the importance of higher education. They worked hard to recruit next year's student leaders and have received multiple applications for several positions. They continue to review book scholarship applications. This month she reached out to Co-curriculars and shared some good news from the Forensics team.

c) Advisory Representatives

Jeanna Hunt (FTFA) – she stated sports are back on track, but may change if the county status changes. The sports teams have been playing extra, and the faculty trainers and coaches have also been working extra to condense a whole year of sports into one term. Some of the faculty groups have started the Anti-Bias Training in Hiring by Traci Simmons. She attended the training and shared it was a great training with real world examples, and complimented Simmons on the training. She discussed the CTE programs and summer term, and acknowledged Candice Teague, Corey Sippel, Charles George, and the Safety team for their efforts to obtain N95 masks for students, which helped get them back into the hospitals.

Kim Sharer (CEA) – did not attend.

Marilyn Pitts (PTFA) – she shared the PTFA bargaining team continues to work on negotiations and they anticipate getting started in the near future.

d) Executive Leadership

Jennifer DeMent – she shared highlights from the monthly division report for Administrative Services included in the board packet.

Al Sigala – did not attend.



Al McQuarters – he shared highlights from the monthly division report for Instruction included in the board packet.

John Hamblin – he shared highlights from the monthly division report for Student Development included in the board packet.

9.2 President's Report

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

I want to start off by thanking Directors Speer, Mattson, and McKeel for their work on garnering the support for our earmark request for a permanent cover to our outdoor pool. Along with the work of Al Sigala and Lynn Snodgrass from the Gresham Chamber, we collected over 150 letters of support from area residents and business leaders, four superintendents, the cities mentioned earlier by Director Speer, and Commissioner Stegmann, Portland Business Alliance, Regional Solutions, and Travel Oregon. It was an amazing show of support and also raised visibility for our college and some of our needs. I look forward to seeing how this develops.

I would also like to take the opportunity to thank Jennifer and her team for their work in preparing the budget, and to the other executive leaders Al, Al, and John. I want to thank you for all you did in bringing forth a thoughtful expenditure plan that focused on our college goals. This was a good budget process this year and we could not have done it without everyone's support. Today is Administrative Professionals Day, a day created in 1942 to recognize the contributions of administrative personnel to the economy, support their development, and attract workers to the field. It is in that spirit I would like to recognize our Board Secretary Laurie Popp, and all the other MHCC Administrative Professionals, for their work, day-in and day-out, to support our students and our college. Thank you, Laurie.

I would like to leave you with something to think about tonight. I do not know if you have come across this, but there is this talk about post-pandemic that has brought life to the concept of 'the snapback', which is the strong desire to return to some sort of 'normalcy'. When things are challenging, or difficult, or overwhelming, or unknown, we instinctually look back to a point in time when things were better, well maybe they were not really better, but in our minds, we seek that comfort in the known.

With increasing eligibility and access to the vaccine, people have a glimpse of the future where they can comfortably hug their family members, go out to dinner, and travel. I think about our students, faculty, and staff with Zoom fatigue and technology limitations, and will the accumulating exhaustion of teaching and learning and working this last year increase the chances of returning to the pre-pandemic way of doing things? I mean really, how tempting is it to snapback?



I think about the verdict that was handed down yesterday. We have watched our community and communities across our nation both mourn the killing of George Floyd and also stand up for racial justice, and many have taken action. But I am concerned, concerned that for some, this one act of accountability may be enough to bring about a snapback, and an increasing numbness to the trials and tribulations facing our BIPOC students, colleagues, and community members.

As educators, our pursuit is based on knowledge, the analysis, dissemination, and dissection of knowledge. So, what do we do? We need to objectively take what we have learned, and create new knowledge and a new narrative. So yes, online teaching and learning and working is hard, but for some of our students, it is the best way for them to achieve their goals. Online services provide flexibility to our students laden with other commitments, like childcare, work, or family. We can avoid that snapback by centering on student success and providing education and student services to meet our students where they are, and move them to where they want to be, in a manner that works for them.

To those facing racism, discrimination, micro aggressions in that pervasive fight for what is fair, they deserve justice in all forms. We can avoid that snapback by continuing to uncover and address the inequities that exist at Mt. Hood Community College, for our students and our employees. We continue to examine our processes for bias. We begin to use our soon-to-be-approved equity lens to think through impacts, and eliminate any existing opportunity or outcome gaps. And we work to mitigate disparities or unintended consequences, and build community capacity and power in those most affected by inequities. We remain committed, alert, and active. We can work against the snapback by objectively remembering the faults of the past, and together we can build a better future through being mindful, thoughtful, and intentional, focusing on students and grounded in equity no matter how hard it is. So, let's work together to prevent a snapback, and create that new narrative, one that moves this college into the future that our community and we deserve. Thank you and good night.

10.0 ADJOURNMENT

Speer motioned to adjourn. McKeel seconded the motion and it passed unanimously. The meeting was adjourned at 8:45 p.m.

Clerk

Board Chair

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