



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *November 17, 2021*

**ITEM TITLE:** 4.1a

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

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**SUBJECT: APPROVAL OF MINUTES – October 6, 2021**

### Session 1045

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

#### 1.0 CALL TO ORDER

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

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president of Finance & Administration, and chair of the Reopening Advisory Committee, Marilyn Pitts, PTFA president, member of Reopening Advisory Committee, and the Incentivizing Vaccinations Sub-Committee.

Andrew Speer called the work session to order at 6:07 p.m.

#### 2.0 BUSINESS

##### 2.1 Community Engagement Committee

Andrew Speer provided a summary of the board's previous efforts regarding community engagement, and led a discussion about the board's goal to re-engage with community groups and expand the scope of community engagement efforts in each board member zone. Board members discussed outreach efforts of engaging with local city councils, governmental committees, chambers of commerce, K-12 school boards and district superintendents, and other community groups in Clackamas and Multnomah County. Speer referenced the presentations he and Dr. Skari provided to the City of Wood Village and City of Troutdale last year, and suggested similar presentations could be made this year to the City of Gresham, City of Sandy, City of Fairview, Maywood Park, and representatives from Portland City Council.



The Community Engagement Committee will focus efforts to broaden board member engagement and increase community engagement efforts this year as follows:

- Identify community partners for board members to engage with, especially board members who are serving in at-large zones
- Prioritize community organizations and cities to engage with
- Determine where to focus – create actionable items (talking points) to prioritize for this year
- Establish goals for the committee to bring back to the entire board

#### 2.2 Board Policy Review Plan

Lisa Skari provided a PowerPoint presentation highlighting the board policy review plan. She provided background information about the board policy review and what it will include, and a recommendation for the board policy review process and cycle, which includes both the conversion year during 2021-22 and the annual review cycle starting in 2022-23. A copy of the PowerPoint presentation is attached to the minutes.

#### 2.3 Board Request from Reopening Advisory Committee

Jennifer DeMent provided an overview of the Reopening Advisory Committee, which is comprised of faculty, staff, and students, and shared the committee's goal, which is to convene open conversations seeking leadership, advice, and input from all stakeholders as activities are expanded on campus in a safe manner. She stated one of the Centers for Disease Control and Prevention's key prevention strategies for campuses without a vaccine mandate is to offer and promote vaccinations, so the RAC created the Incentivizing Vaccinations Sub-Committee for this work. Marilyn Pitts provided a PowerPoint presentation about the work of the sub-committee, and invited board members to participate in this work. A copy of the PowerPoint presentation is attached to the minutes.

#### 2.4 Other Business

There was no other business.

### 3.0 ADJOURNMENT

The work session was adjourned at 7:27 pm.

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Clerk

Board Chair

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

# Policy Review

2021-2022 Academic Year



## Background

2016 – The Board of Education hired OSBA to review policies

2019 – The Board of Education conducted a review of the Board By-laws

2020 – MHCC joined the OCCA Policy Program

2021 – The Board of Education and MHCC launch policy review process



## What Are We Doing?

- Formalize our current policy review process
  1. Review of current Board policy and administrative regulations
  2. Establish review schedule
  3. Document review process
- Transition to a system with continuous updates
  1. Updates current state and federal law
  2. Provides legal review
- Goal: >75% of policies and ARs converted by June 2022



## Why Are We Doing This?

- It is the Board of Education's primary work
- Guides decision-making
- Enhance communication and transparency
- Legal and Accreditation compliance
- Timely

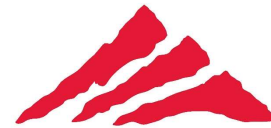


## Definition

### Policy

*Statements of intent by the Board of Education on a specific issue within its subject matter jurisdiction.*

- Characteristics:
  - Broad implications across campus
  - Expressed intentions to the President and employees in matters of decision-making and/or specific actions
  - Concise and brief language
  - Does not give direction
  - Does not set measurable outcomes
  - Approved by the Board of Education
- College develops administrative regulations (ARs) to carry out Board policy, assigns operational requirements, standards, and processes

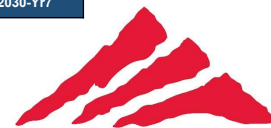


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## Recommended Policy Review Cycle

Chapter 1 Entity Title Mission	Chapter 2 Board of Education	Chapter 3 General Institution	Chapter 4 Academic Affairs	Chapter 5 Student Services	Chapter 6 Business & Fiscal Affairs	Chapter 7 Human Resources	Future Accreditation Site Visit Dates
2 BPs 0 ARs	36 BPs 16 ARs	31 BPs 35 ARs	20 BPs 34 ARs	24 BPs 33 ARs	21 BPs 35 ARs	26 BPs 50 ARs	
ON-GOING REVIEWS/REVISIONS TO ENSURE LEGAL COMPLIANCE Legal Updates as disseminated by the OCCA							
2021-22 (conversion year)							
2022-23	2023-24	2024-25	2025-26	2026-27	2023-Yr7 2026-mid-cycle 2030-Yr7		
2027-28	2028-29	2029-30	2030-31	2031-32			

In total:  
≈ 160 policies



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## Board Discussion

### Recommendation

- Cycle
  1. 2021-22 conversion year
  2. 2022-23 start review cycle



## Recommended Policy Review Process



\* If suggested revisions are significant, the draft will return to the previous step in the process



# Board Discussion

## Recommendation

- Process

1. Mirror Administrative Regulation process
2. Capitalize on governance structure
3. Use 1<sup>st</sup> (work session) and 2<sup>nd</sup> reading (regular session)
4. Target December start date  
    ≈ 30 per month



# An Invitation to Participate

FROM THE INCENTIVIZING VACCINATIONS SUB-COMMITTEE

## New York Times article

“MEET THE FOUR KINDS OF PEOPLE HOLDING US BACK FROM FULL VACCINATION,” WHICH WAS DATED MAY 18, 2021.

FOUR KINDS OF PEOPLE:  
WATCHFUL, COST-ANXIOUS, SYSTEM DISTRUSTERS, AND COVID SKEPTICS

[HTTPS://WWW.NYTIMES.COM/INTERACTIVE/2021/05/18/OPINION/COVID-19-VACCINE-HESITANCY.HTML](https://www.nytimes.com/interactive/2021/05/18/opinion/covid-19-vaccine-hesitancy.html)



## Board Members: Potential Influencers

BOARD MEMBERS COULD HAVE AN IMPACT ON INDIVIDUALS IN THE *WATCHFUL CATEGORY*, WHO ARE BOTH CURRENT AND FUTURE MHCC EMPLOYEES AND STUDENTS.

ACCORDING TO THE NEW YORK TIMES ARTICLE, THESE INDIVIDUALS COULD BE IMPACTED BY PEOPLE THEY RESPECT WHO SHOW THEIR VACCINATION STATUS WITH PRIDE – WHETHER THAT'S ONLINE OR OFFLINE.

### Some ideas for how board members could impact the unvaccinated within the watchful category

IF NOT CURRENTLY VACCINATED, GET VACCINATED. THEN, SHARE THAT INFORMATION ON SOCIAL MEDIA AND MHCC'S WEBSITE.

SPEAK UP ABOUT WHY IT WAS IMPORTANT TO GET VACCINATED AND ENCOURAGE OTHERS TO GET VACCINATED – ON SOCIAL MEDIA OR AT COMMUNITY MEETINGS WHERE YOU ARE REPRESENTING MHCC.

IDENTIFY 3 – 5 “INFLUENCERS” IN YOUR MHCC DISTRICT. ASK THEM TO SPEAK IN SUPPORT OF GETTING VACCINATED + REACH OUT TO 3 – 5 INFLUENCERS WHO COULD REPEAT THIS PROCESS.

GO TO A VACCINATION CLINIC IN YOUR DISTRICT; INTRODUCE YOURSELF; AND THANK PEOPLE FOR GETTING VACCINATED.

AT EACH MHCC BOARD MEETING, REPORT ON YOUR VACCINATION OUTREACH EFFORTS.

## Some Resources

OREGON HEALTH AUTHORITY'S COVID-19 WEBPAGE:

[HTTPS://GOVSTATUS.EGOV.COM/OR-OHA-COVID-19?GCLID=CJWKCAJWYVAJBHBPEIWA8D38VEQJP7-TPXIYDIUFALIAZUKRGSWU3QZCGGP7DFV2JYTSFRETP\\_ORFXOCJE4QAVD\\_BWE](https://govstatus.egov.com/OR-OHA-COVID-19?GCLID=CJWKCAJWYVAJBHBPEIWA8D38VEQJP7-TPXIYDIUFALIAZUKRGSWU3QZCGGP7DFV2JYTSFRETP_ORFXOCJE4QAVD_BWE)

THIS DOCUMENT HAS AN FAQ AS WELL AS NEWS RELEASES AND THE COVID DASHBOARD, WHICH INCLUDES DATA BY ETHNIC GROUP AND COUNTIES.

MULTNOMAH COUNTY'S UPCOMING VACCINATION CLINICS:

[HTTPS://WWW.MULTCO.US/NOVEL-CORONAVIRUS-COVID-19/UPCOMING-COVID-19-VACCINATION-CLINICS](https://www.multco.us/novel-coronavirus-covid-19/upcoming-covid-19-vaccination-clinics)

A REGIONAL (MULTNOMAH, CLACKAMAS, & WASHINGTON COUNTIES)

COVID DASHBOARD: [HTTPS://WWW.MULTCO.US/NOVEL-CORONAVIRUS-COVID-19/REGIONAL-COVID-19-DATA-DASHBOARD](https://www.multco.us/novel-coronavirus-covid-19/regional-covid-19-data-dashboard)

THE CDC'S BENEFITS OF GETTING A COVID-19 VACCINE WEBPAGE:

[HTTPS://WWW.CDC.GOV/CORONAVIRUS/2019-NCOV/VACCINES/VACCINE-BENEFITS.HTML](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/vaccine-benefits.html)

## Your participation

WE APPRECIATE ALL THE WORK THE BOARD IS ALREADY DOING ON BEHALF OF MHCC'S STUDENTS AND EMPLOYEES.

WE ARE INVITING BOARD MEMBERS TO PARTNER WITH US IN OUR EFFORTS TO GET MORE STUDENTS AND EMPLOYEES VACCINATED.