



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

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

**ITEM TITLE:** 4.1b

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

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**SUBJECT: APPROVAL OF MINUTES – October 20, 2021**

### Session 1046

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

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

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

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

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

#### 1.1 Approval of Agenda

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

#### 2.0 PUBLIC INPUT

There was public input provided by Janine Shockley and Graham Phillips regarding the CEA MOU agreement. There were written comments regarding the CEA MOU agreement provided by Chrissy Horne, Amy Salsbery, Cherilyn Nederhiser, Nikki Barone, Lance Kludt, Holly Wheeler, Amy Sievert, Graham Phillips, Janine Shockley.



### 3.0 REPORTS

#### 3.1 Presidential Evaluation

Annette Mattson shared that the presidential evaluation has been completed.

### 4.0 BUSINESS / ACTION

#### 4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1042, September 1, 2021
- b) Minutes – Regular Board Session 1043, September 15, 2021
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) COVID-19 Activity Report
- g) Consideration of Selection of Vendor to Upgrade Parking Lot “H”
- h) Resolution to Transfer Budgeted Appropriations

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

### 5.0 BOARD MEMBER & COMMITTEE/LIAISON REPORTS

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

### 6.0 CLOSING REPORTS

#### 6.1 ASG Representative

Emily Pham Lee (ASG) – she shared that four students were awarded book scholarships from the ASG Book Scholarship program. Current ASG members were introduced to students and the community via social media during the week of October 4-8. ASG provided Welcome Back Gift bags filled with school supplies and treats to 38 students who signed up for the gift bags. They hosted a “Connecting with Yourself” workshop on October 12, with a discussion on self-love facilitated by Angela Aguirre. ASG coordinated a Mental Health Week to support and show awareness of World Mental Health Day on October 10. They are planning the Annual Fall Term Club Fair during October 25-28, and will also be hosting a community Halloween event.

#### 6.2 Advisory Representatives

Jeanna Hunt (FTFA) – she shared that the college would not survive without classified staff, and highlighted their impact on campus and programs. She shared several examples of the work done by classified staff during the pandemic. She shared a recent study from October regarding cloth masks and the reduced protection it provides after about 15 minutes, and that it was a



sobering study to read. She suggested the college reexamine the mask policy, and encouraged board members to read the study. She provided an update on her respiratory students who served in the hospital with Covid patients.

Christy Weigel (CEA) – she shared that the Classified Employees Association has been attempting to bargain a Covid-related MOA since August 16 for fall term. She thanked Sara, Eliza, Cherilyn, Louise, Chrissy, and Samantha for their dedication, time, and effort during the bargaining process. She shared comments on the importance of the work classified staff do, and listed the many services and programs supported by classified employees at Mt. Hood Community College.

Marilyn Pitts (PTFA) – she just finished writing this term’s PFTA Newsletter and will send a copy to board members. She shared that the newsletter includes a letter about her personal decision to get vaccinated, and she encourages others to do so as well.

### 6.3 Executive Leadership

John Hamblin (Student Development) – no additional report.

Al McQuarters (Instruction) – no additional report.

Jennifer DeMent (Administrative Services) – no additional report.

Al Sigala (Development & District Communications) – no additional report.

### 6.4 President’s Report

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

*I would like to start off by taking a moment to acknowledge Janine and Graham’s comments and the letters we received from the classified staff. As both sides continue to negotiate the contract, I want to reiterate we do value classified members, just like we value all employees, and look forward to reaching an agreement with the CEA on this current MOA. Now as we know, a picture is worth a thousand words, so I wanted to share with you the new flag that went up this week in celebration of LGBTQ History Month. The photo you are seeing, which is displayed proudly above in the center plaza right by the bookstore, is our new progress flag. The flag integrates the rainbow flag and adds the chevron to represent transgender and communities of color. I want to thank all those who were involved in this great effort, and we are proud to have this and the wonderful color. I would now like to share a video recording from the ACCT Leadership Congress showing the Equity Award Ceremony (a video recording was shown highlighting the award ceremony and presentation of the ACCT 2021 Charles Kennedy Equity Award to MHCC.)*

### 7.0 ADJOURN REGULAR SESSION

Speer motioned to adjourn. Noriega seconded the motion and it passed unanimously. The meeting was adjourned at 7:13 p.m.



## 8.0 CONVENE BOARD WORK SESSION

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

Additional Attendees: Lisa Skari, president, Daniel Iacofano, MIG President, Sou Garner, MIG Project Manager, Jennifer DeMent, vice president of Finance & Administration, John Hamblin, vice president of Student Development, Al Sigala, vice president of College Advancement, and executive director of MHCC Foundation, Linda Vigesaa, associate vice president of Information Technology, Traci Simmons, associate vice president of Diversity, Equity, and Inclusion, Travis Brown, associate vice president of Human Resources, Jessica Roberts, associate vice president of Brand, Marketing, and Communications, Sergey Shepelov, associate vice president of Data, Assessment, and Institutional Effectiveness

Mattson called the board work session to order at 7:16 p.m.

## 9.0 BUSINESS

### 9.1 MIG Strategic Planning Session with Board

Daniel Iacofano provided an overview of the strategic planning process, and introduced Sou Garner, who presented a PowerPoint presentation on the Strategic Plan Development. The presentation provided an overview of the assets, challenges, and opportunities of the strategic plan project, and included a summary of the data gathered about the district demographics, employment projections over a 10-year period in the Portland Tri-County region, and the five-year enrollment data from the MHCC Fact Book. Garner discussed the strategic plan framework, smart goals and objectives, and the action plan format and schedule. The next steps include sending out a survey for feedback, scheduling focus groups with internal and external stakeholders, holding a second meeting with the Process Management Committee (PMC) on November 15, and an Equity Visioning and Strategic Planning Charrette scheduled on December 3. A copy of the PowerPoint presentation is attached to the minutes.

Iacofano led a discussion with board members to gather feedback on three questions about the strategic planning efforts:

- 1) How would you define success for the planning effort?
  - Concise and clear end product with plain language that everyone can understand
  - Forward thinking for where we hope to be in the next five years – what will be different about the institution?
  - Vetted and accepted broadly across the campus and in the community
  - Inclusive and equity-minded
  - Alignment with community, needs, cities and elected officials – agreement between policies and actions from all sides
  - Strategy alignment with outcome based goals



- Short-term, mid-term, and long-term goals – in consideration of board changes
- Inspirational – this is important with sense of urgency in a good way
- Include a roll out strategy – process, messaging, communications
- Focused on student success
- Action steps and is implementable
- Sustainable and grounded – can carry us forward
- Clear data and metrics to track progress and hold accountable

2) What do you perceive as the greatest issues and challenges associated with developing the Mt. Hood College Strategic Plan?

Issues

- Lack of participation
- Lack of trust – need to build trust, top/down
- Reconciliation of negative past experiences with the plans to move forward today
- Engaging communities within the district who are not usually engaging in these types of discussions
- Better coordination with other groups doing this work

Challenges

- Busy schedules
- COVID
- Public awareness
- Cynicism
- Past mis-steps and traumas – failed efforts and lack of follow through
- Perspective – coming up against the “what’s in it for us” mentality
- Geography and demographics of MHCC District – extreme range of socio-economic make-up
- Confronting parts of Oregon’s racism and systemic racist history/institutions – uncomfortable conversations
- People not informed or educated on how the community has changed
- Community engagement - “check the box” mentality
- Funding – service level budget

3) What are the key strengths and opportunities we can leverage in building the Plan?

Strengths

- Diversity and vast range of experience of the board
- Board engagement and experience with the community
- Process that intentionally engages with community and responds to community needs



- MHCC Foundation Board – experience, diversity, and fundraising efforts
- Focused efforts to our MHCC Alumni
- Diversity of community and students
- Curriculum – Online Program
- Ability to look forward and anticipate needs and changes – staying in the forefront (i.e. accounting and forensics)
- Current leadership, faculty, staff – being visionary, responsive, nimble
- Safety on the campus
- Focus and emphasis on student outcomes and student success

#### Opportunities

- Embed and integrate the equity lens throughout the strategic planning process
- Start of and continued MHCC's legacy of being equity centered
- Interest in scholarships
- Engage diverse community
- An “everyone’s Community College”
- Engagement with newly elected local and state officials
- Telling the stories around the strengths of MHCC
- Continue putting the systems in place to serve the diverse community
- Head Start program
- Build better relationships with K12 schools
- Partnerships with High Schools

#### 10.0 ADJOURN WORK SESSION

The board work session was adjourned at 8:43 pm.

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Clerk

Board Chair

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



**Strategic Plan Development**

M I G

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## Agenda

- Strategic Plan Project Overview
  - Presentation
- Assets, Challenges, and Opportunities
  - Discussion
- Next Steps



Daniel Iacofano, PhD



Jamillah Jordan



Kate Joncas



Noé Noyola



Sou Garner



Amanda Luckey





## The Rationale for Planning...

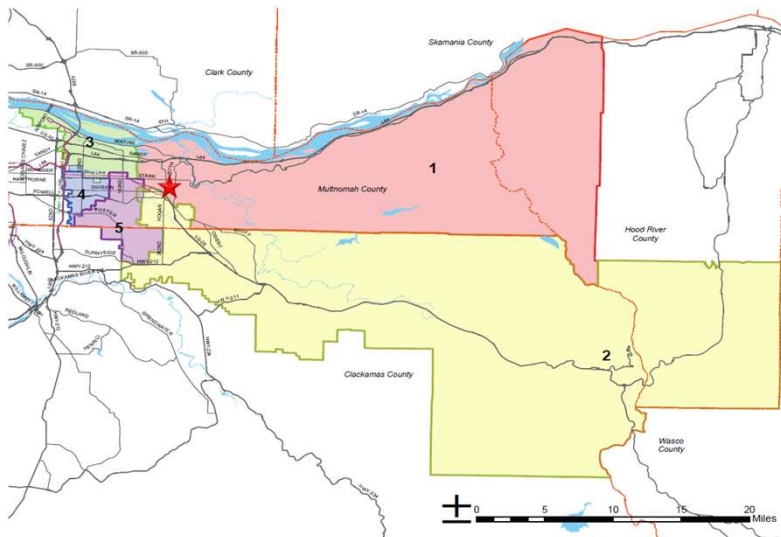
- Respond to **demographic changes** in our region and across the State of Oregon
- Meet the educational **needs of our service area and the demands** for an ever-changing economy
- **Engage the campus community and constituencies** in the development and implementation of the educational plans and programs that will ensure student success!

## Community College Strategic Plans

- Identifies **educational needs** of the communities we serve.
- Articulates an overall **vision** for advancing **student achievement and success**.
- Defines overarching goals and strategies for **guiding development** of college **programs**.
- Provides direction for **facilities, future faculty and staffing requirements, IT systems, etc.**



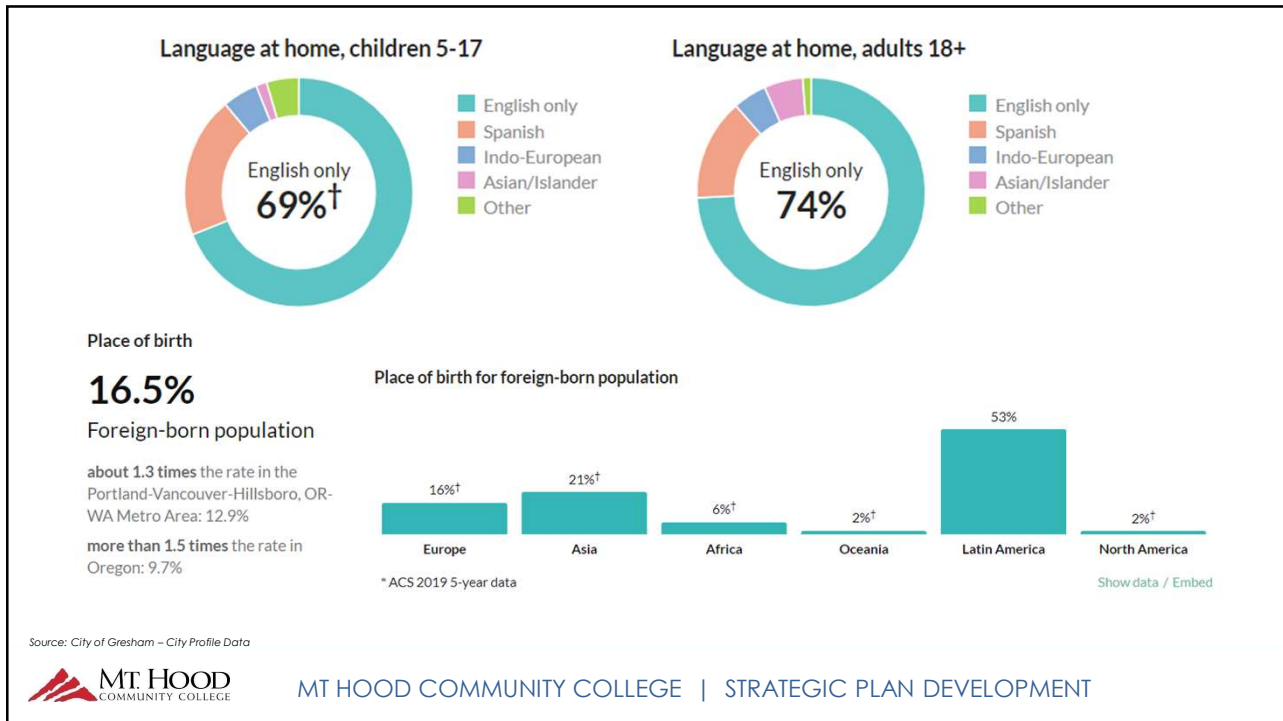
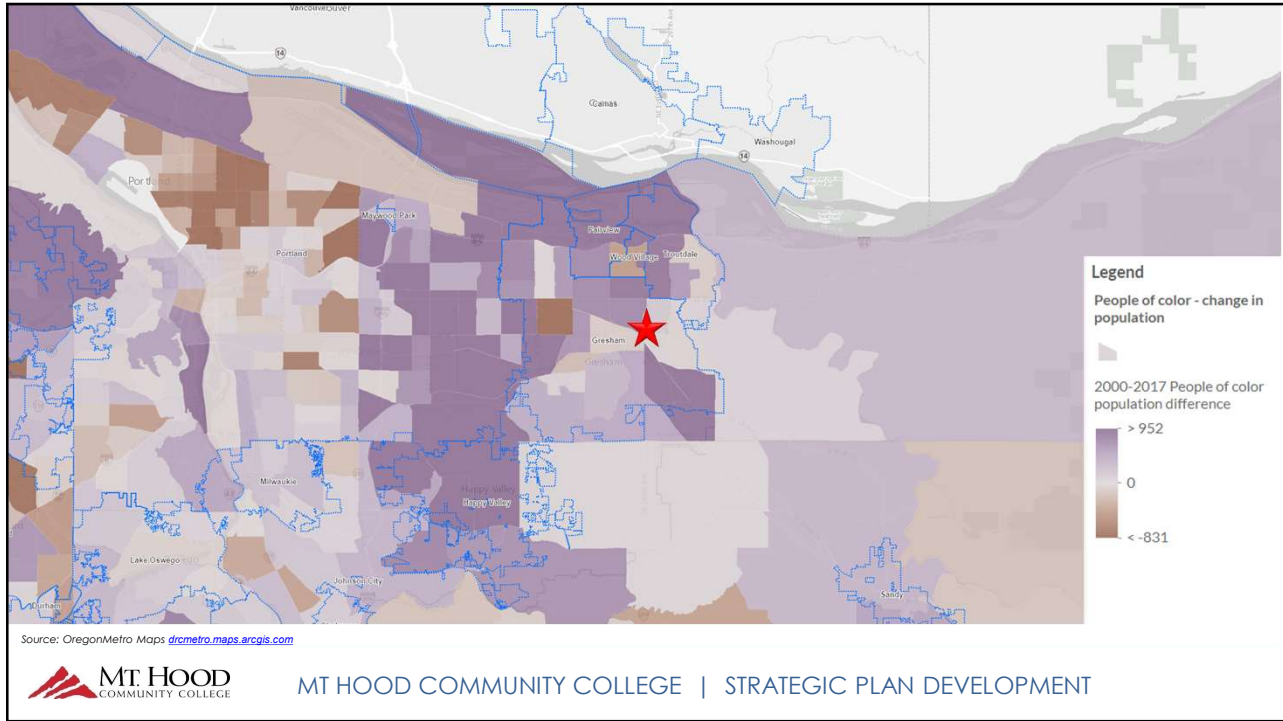
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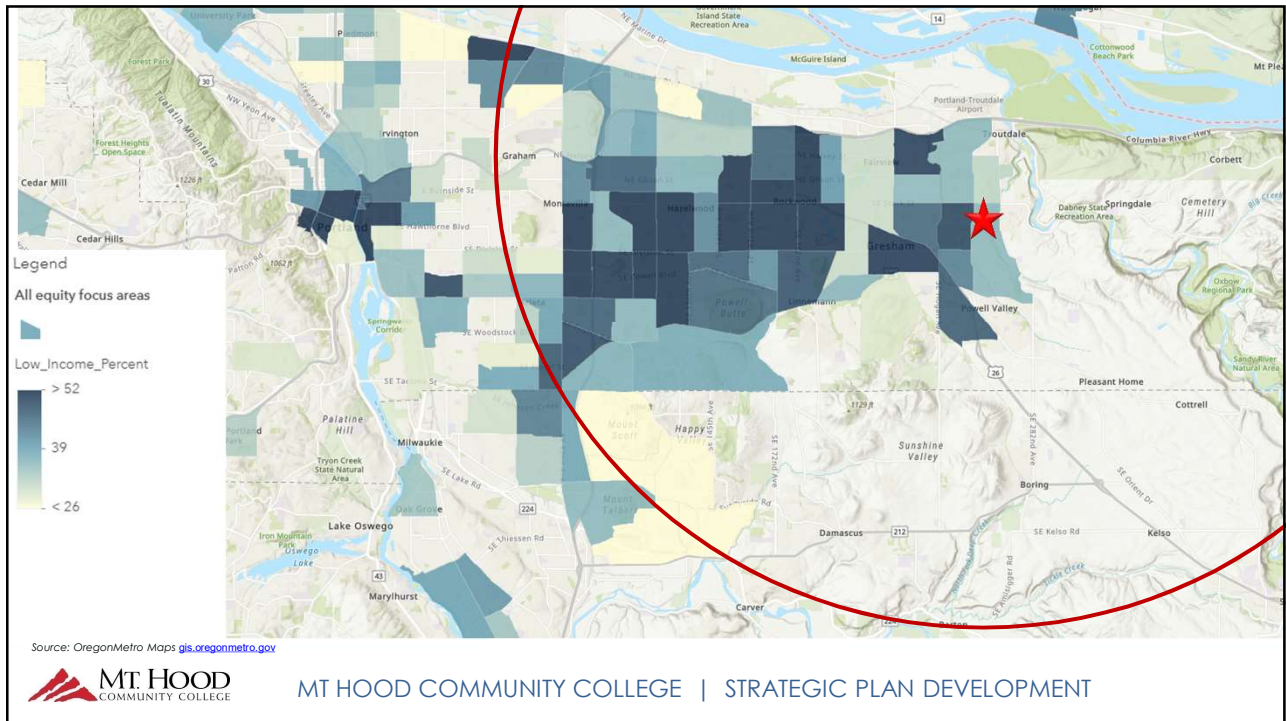
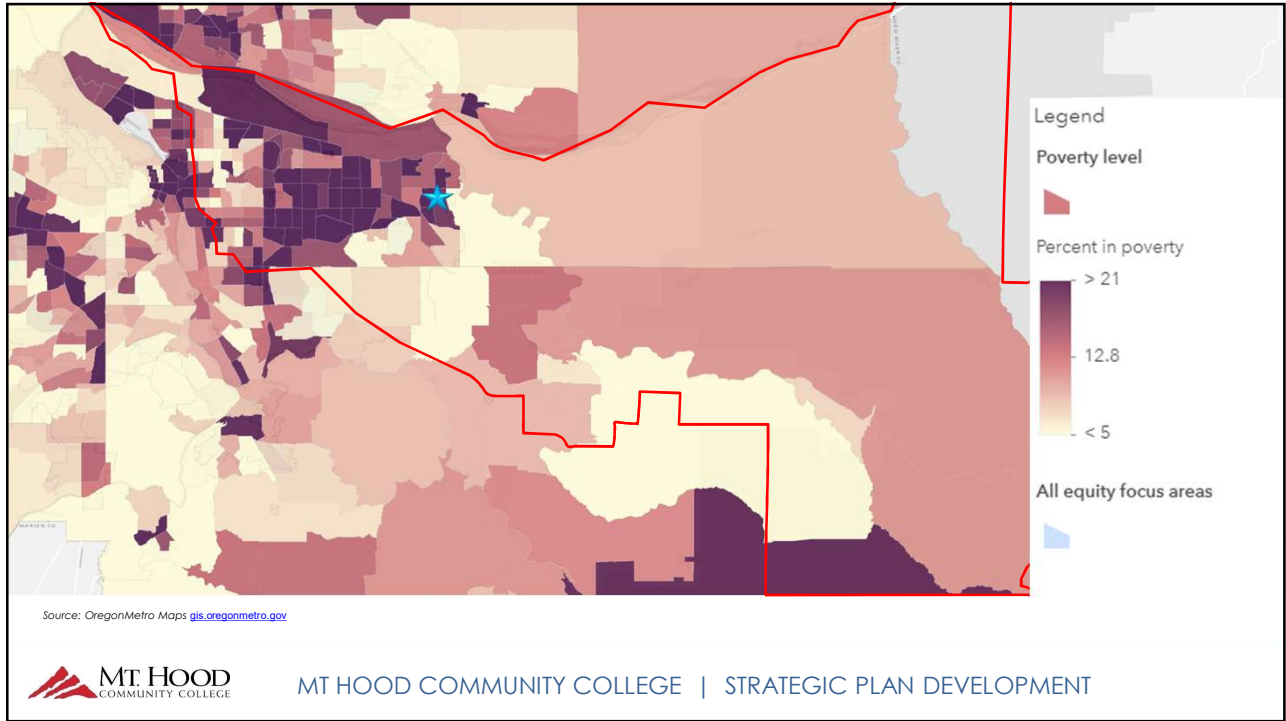


**Mt. Hood  
Community  
College  
District**



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**Portland Tri-County (Clackamas, Multnomah, Washington)  
Employment Projections 2019-2029**

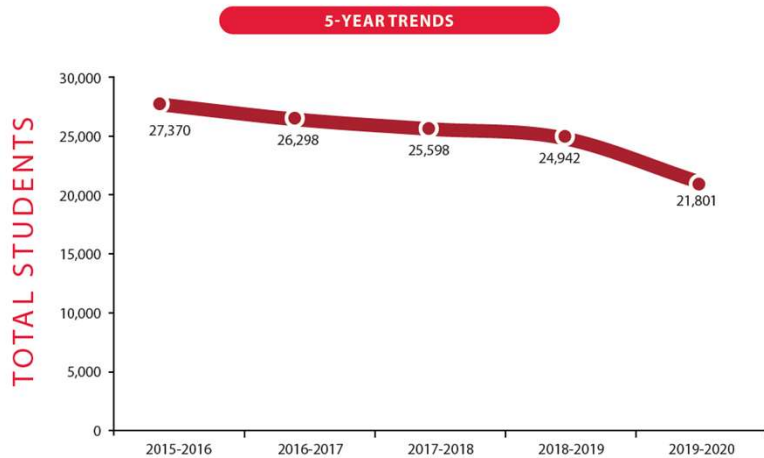
Standard Occupational Classification	2019 Employment	2029 Employment	% Change
Office and Administrative Support	144,674	148,908	2.9%
Farming, Fishing, and Forestry	8,359	8,757	4.8%
Sales and Related	102,112	107,491	5.3%
Installation, Maintenance, and Repair	33,171	36,294	9.4%
Construction and Extraction	54,459	60,648	11.4%
Professional and Related	188,052	212,826	13.2%
Service (Fire, Corrections, Etc.)	182,764	207,192	13.4%
Management, Business, and Financial	136,390	155,108	13.7%
Transportation and Material Moving	69,260	78,760	13.7%
Health Care	84,394	97,854	15.9%

Source: Oregon Employment Department, Workforce and Economic Research Division



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# MHCC 5-Year Annual Enrollment



Year	Total Students	% Change
2015-2016	27,370	5%
2016-2017	26,298	-4%
2017-2018	25,598	-3%
2018-2019	24,942	-3%
2019-2020	21,801	-13%

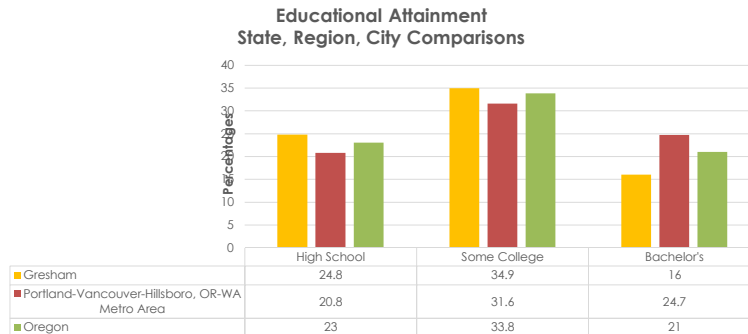
Source: MHCC Fact Book, 2019-2020



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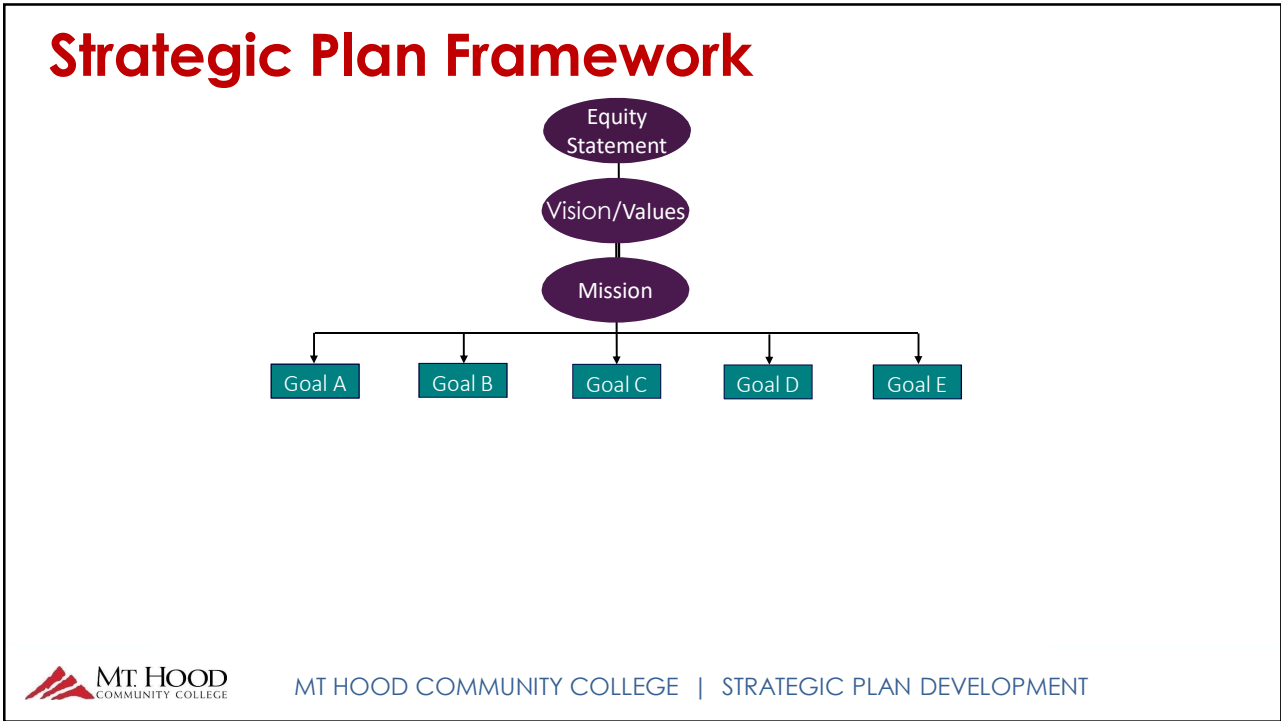
## Oregon's Two Educational Attainment Goals

- Oregon's 40-40-20 Education Goal. By 2025:
  - 40% will complete a 4-year degree,
  - 40% will complete a 2-year degree or certificate, and
  - 20% will earn a high school diploma or the equivalent.

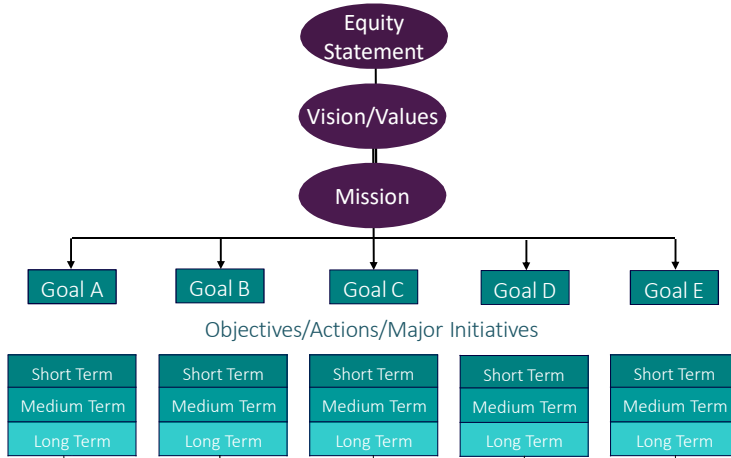


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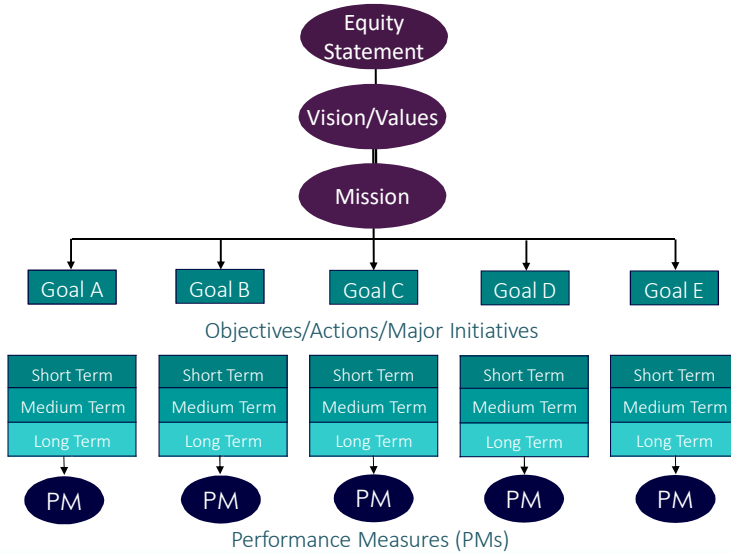


# Strategic Plan Framework



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# Strategic Plan Framework



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**“SMART”  
Goals and  
Objectives**

- Specific
- Measurable
- Actionable
- Relevant
- Timely

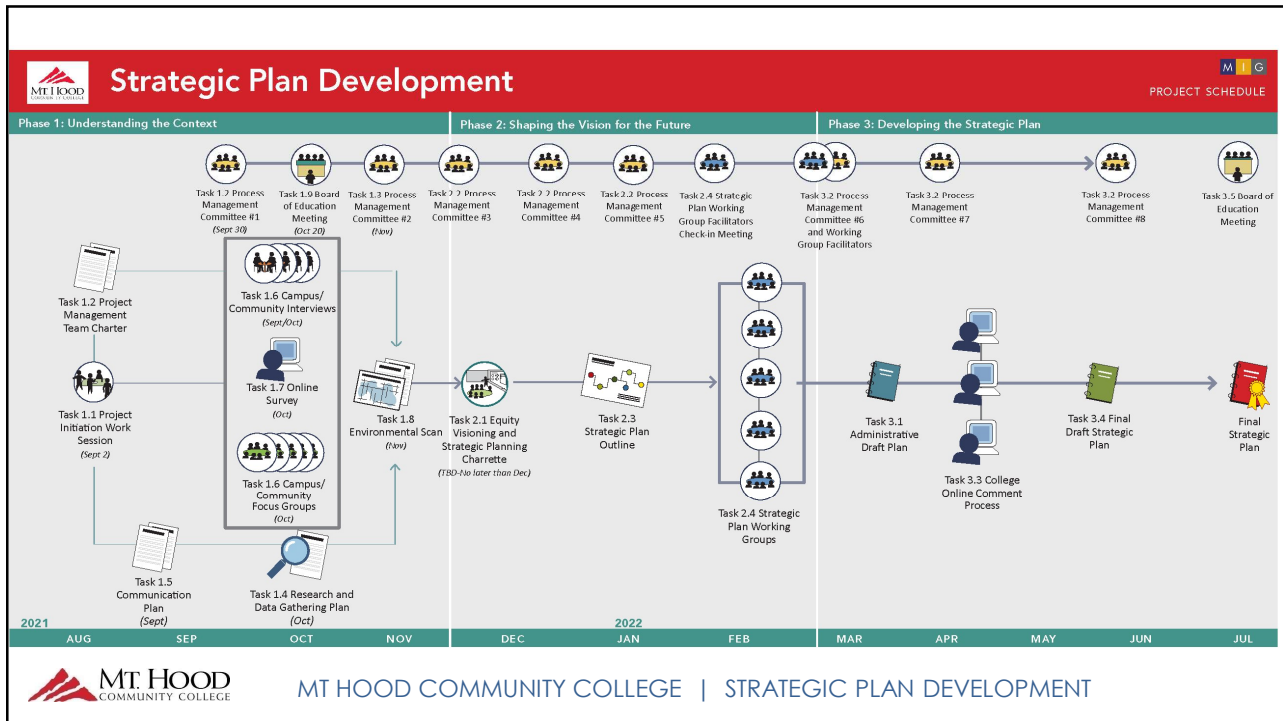
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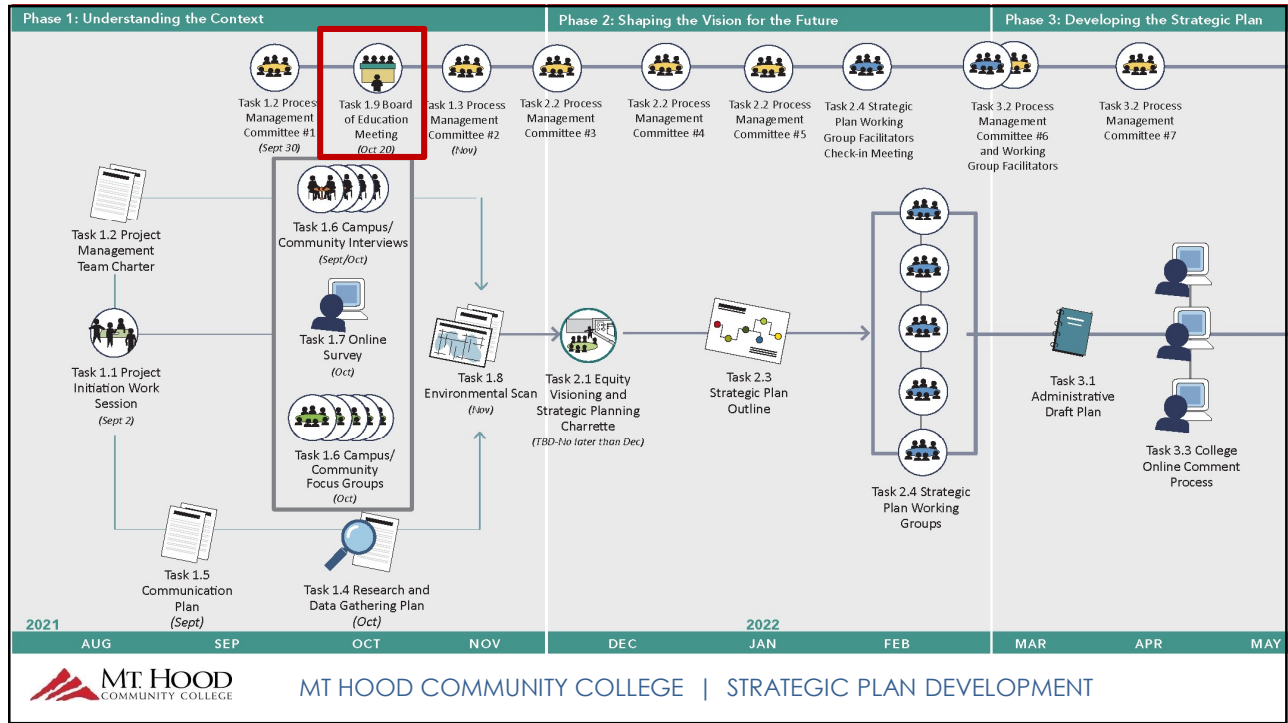
# Action Plan Format

For each objective/action/major initiative . . .

	Time Frame	Lead/Sup. Resp.	Resources Available
<b>ACTIONS</b>			
A <sub>1</sub>			
A <sub>2</sub>			
.			
.			
.			
A <sub>n</sub>			

Completion targets will be established for each action item.





### Phase I: Understanding the Context

September to November

#### Campus Community Engagement

- Campus / Community Interviews
- Campus/Community Focus Groups
- On-Line Questionnaire



#### Strategic Plan Development

- Research and Data Gathering:
  - Environmental Scan
  - Educational Needs Assessment



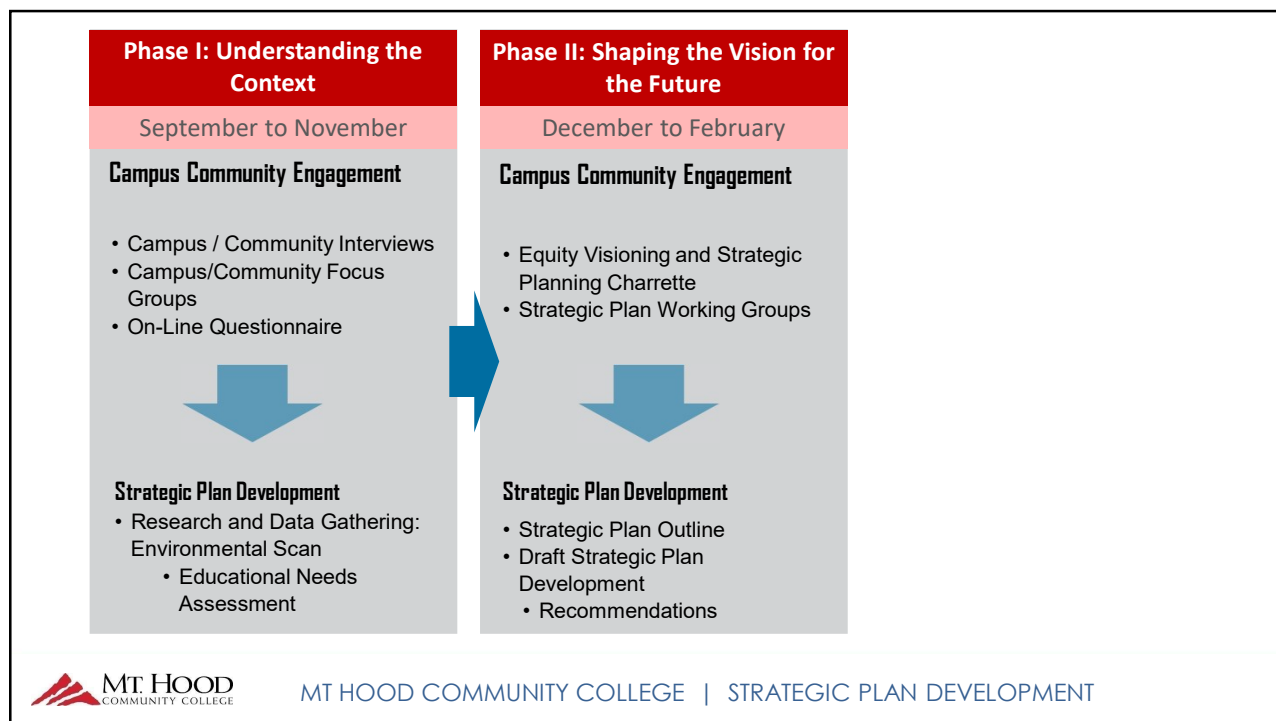
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## Environmental Scan

- I. **Introduction**
- II. **Who Are We?** College and Community Demographic Profile
- III. **How Are We Doing?** Student Achievement (retention, engagement, etc.), Equity, Completion Rates, etc.
- IV. **Where is the World Going, and How Do We Fit In?** Educational Needs Assessment, Existing and Projected Career and Occupational Opportunities, Guided Pathways to Further Education, Educational Trends (Online v. In-person instruction), Connections to Priority and Emerging Industries, etc.

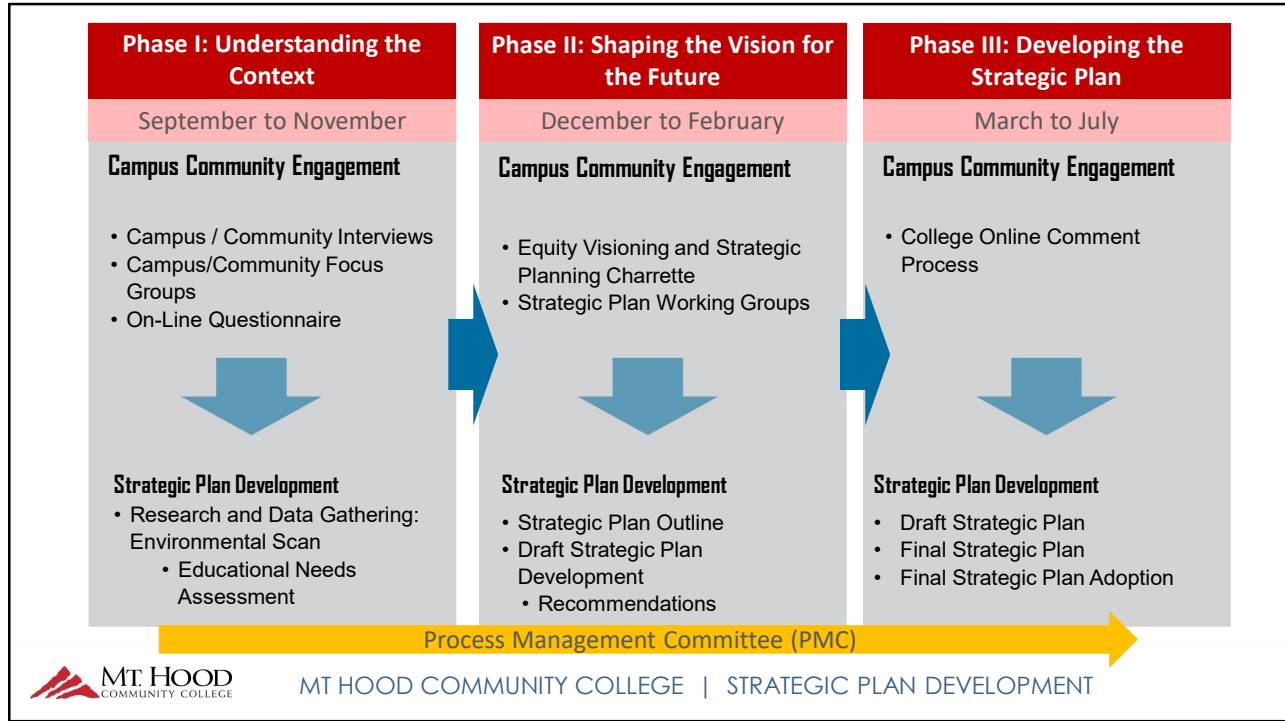


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## Equity Visioning & Strategic Planning Charrette

- Conducted via zoom
- Presentations, small group discussions, polling and activities
- Participants
  - PMC; Faculty and Staff Departments; Affinity Groups on Campus
- Interactive forum designed to:
  - Discuss MHCC needs, **challenges, strengths and opportunities**
  - Identify **potential objectives and actions** to include in the Strategic Plan



## Questions for Discussion

1. How would you **define success** for the planning effort?
2. What do you perceive as the **greatest issues and challenges** associated with developing the Mt. Hood College Strategic Plan?
3. What are the **key strengths and opportunities** we can leverage in building the Plan?



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## Dates and Decisions

1. Potential Focus Group Categories
2. Survey Live: 10/20
3. PMC Meeting #2: 11/15
4. Equity Visioning and Strategic Planning Charrette:  
12/3

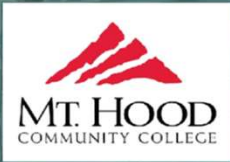


## Potential Focus Group Categories

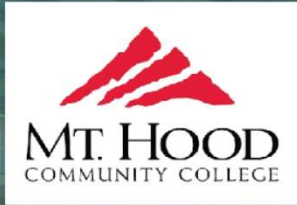
- External Stakeholders
  - Employment/Workforce
    - Chambers of Commerce/local businesses and business groups
      - E.g. Gresham Chamber, West Columbia gorge Chamber, East Portland Chamber
    - Regional industry and business representatives
  - Community / Partners
    - Local Community Based Organizations
      - E.g. APANO, NAYA, Human Solutions, IRCO, El Programa Hispano
    - Local City Officials
      - E.g. Mayors, Multnomah County Commissioner, State representatives
    - Neighbors
    - Institutional Partners (K-12)
      - E.g. school districts, East Metro STEAM Partnership, Board Members
    - Head Start Parents
- Internal Stakeholders
  - Board of Education
  - College Administrators, faculty, staff
  - Students
  - Head Start Employees







Thank You!



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