



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *January 19, 2022*

**ITEM TITLE:** **4.1b**

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

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**SUBJECT: APPROVAL OF MINUTES – December 15, 2021**

### Session 1050

A meeting of the Mt. Hood Community College District Board of Education was held on December 15, 2021, with a Regular Board Meeting at 6:30 pm, held via Zoom meeting.

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

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

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance & Administration, John Hamblin, vice president, Student Development, Kelley Keith, dean, Adult Basic Skills & Career Pathways, Al Sigala, vice president, College Advancement, Emily Pham Lee, president, ASG, Jeanna Hunt, president, FTFA, Rozina Lethe, representative, CEA, Marilyn Pitts, president, PFTA

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

#### 1.1 Approval of Agenda

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

#### 2.0 PUBLIC INPUT

There was no public input.

#### 3.0 REPORTS

##### 3.1 Correspondence

Lisa Skari read a letter from the Government Finance Officers Association (GFOA) notifying the board that the annual comprehensive financial report for the fiscal year ended June 30, 2020



qualifies for the GFOA Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. Skari and the board recognized Jennifer DeMent and her team for the great work they do on behalf of the college.

#### 4.0 BUSINESS / ACTION

##### 4.1 Consent Agenda: Approvals & Information

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

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

##### 4.2 Academic Calendars – 2022-2023 and 2023-2024

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

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

##### 4.3 Board Policy Review and Approval

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

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



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

Board Policy 1100: Mt Hood Community College

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

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

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

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



Polson motioned to approve the proposed board policies in Chapter 2 that were read into the record by Mattson. Noriega seconded the motion. There was a roll call board vote and it passed unanimously.

## 5.0 BOARD MEMBER & COMMITTEE/LIAISON REPORTS

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

## 6.0 CLOSING REPORTS

### 6.1 ASG Representative

Emily Pham Lee (ASG) – she shared that ASG selected a family for the Something Wonderful project and hand delivered gifts to the family. She provided highlights from the ASG Prep Week events, which included a yoga event, study session with ASG, and a Hygge event. She stated that ASG awarded 14 students a \$200 credit to the online book vendor to assist with textbooks for winter term.

### 6.2 Advisory Representatives

Jeanna Hunt (FTFA) – did not attend

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

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

### 6.3 Executive Leadership

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



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

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

Al Sigala (Development & District Communications) – he shared the college picked up six pallets of donations of food and personal hygiene products from Amazon Troutdale for Barney’s Pantry. He extended a big thank you to Amazon Troutdale for their continued efforts and support of our students. He shared the auction is scheduled for Saturday, April 23, and will be held at the Yoshida Haven Estate.

#### 6.4 President’s Report

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

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

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

*Students remain at the forefront of our work as we work hard to align our operations with what our students want. Our surveys of current and prospective students during fall quarter showed that our students are split into thirds, with about a third wanting in-person classes, another third wanting online classes, and a third saying it depends on the class. Instruction responded with increasing our in-person offerings to between 40%-45% for winter term. This is an area we will continue to monitor and make adjustments for spring term if needed. And, as we make*



*adjustments to recruitment and retentions efforts, in addition to the pandemic, there are other forces challenging our enrollments. And as we know, community college enrollment numbers continued to decline, at MHCC, in Oregon, and across the county. At the same time when we are hearing concerns about cost of college, you would think that students would either favor the prestigious institutions or the affordable community colleges. But that is not what we are seeing. The Harvard's and the Yale's are growing, and the universities for the most part are holding their own. The declines in higher education enrollment across the country are being absorbed by the community colleges.*

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

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

## 7.0 ADJOURNMENT

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

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Clerk

Board Chair

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