



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *March 16, 2022*

ITEM TITLE: **6.1b**

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

SUBJECT: APPROVAL OF MINUTES – February 16, 2022

Session 1054

A meeting of the Mt. Hood Community College District Board of Education was held on February 16, 2022, 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

Additional Attendees: Lisa Skari, president, Daniel Iacofano, president and chief executive officer, MIG, Sou Garner, project manager, MIG, Jennifer DeMent, vice president, Finance and Administration, John Hamblin, vice president, Student Development, Al McQuarters, vice president, Instruction, Al Sigala, vice president, College Advancement, Emily Pham Lee, ASG President, Jeanna Hunt, FTFA President, Christy Weigel, CEA President, Marilyn Pitts, PFTA President

Mattson called the meeting to order at 6:30 p.m. and declared a quorum was present.

1.1 Approval of Agenda

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

2.0 PUBLIC INPUT

There was no public input.

3.0 REPORTS

3.1 Correspondence

There was no correspondence.



3.2 Strategic Planning Update

Daniel Iacofano presented an update on the strategic planning, and stated we are currently in phase two of the three phase strategic planning process:

- Phase 1: Understanding the Context
- Phase 2: Shaping the Vision for the Future
- Phase 3: Developing the Strategic Plan

Phase two is the working group phase of the process, and they will be inviting teams of district and college-wide staff to work on developing the content specific actions for the strategic plan. Iacofano provided a brief overview of the community engagement activities they have completed to date, which include an online survey and multilingual survey translated into six languages. The multilingual outreach included surveying participants from community organizations, school districts, and local government agencies in our district, and holding many community outreach meetings in September through November 2021.

He provided ten key findings from the Environmental Scan, and reviewed the nine topics discussed by groups during the Strategic Planning Charrette held in January. The discussion topics were grouped by issues into a concise framework of five major goal areas:

1. Teaching and Learning – *enhance our teaching and learning programs, practices, and processes to ensure success for all students*
2. 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*
3. Organizational Structure, Systems and Processes – *align the college's organizational structure, systems and processes to reflect the diversity of the communities we serve*
4. Facilities and Technology – *provide facilities and technology platforms to serve the needs of all students*
5. Community Connections – *increase our visibility and strengthen the connections between the college and our local and regional community partners*

The Strategic Plan Framework will include an equity statement, vision statement, mission statement, values, strategic plan goals, objectives and actions for implementation, and success measures of performance. The strategic working groups will develop S.M.A.R.T. Objectives, a best practice approach using these five factors:

- Specific – identify a specific area for improvement
- Measurable – identify quantitative and/or qualitative measures of success
- Actionable – specify those responsible for implementation
- Resource-based – state what results can realistically be achieved given available resources



- Time-based – specify when the result can be achieved.

3.3 Bachelor of Applied Science Update

Al McQuarters presented an update on the Bachelor of Applied Science degree in Cybersecurity. He shared that five individuals provided positive testimony about the proposal during the public comment portion of the Higher Education Coordinating Commission (HECC) meeting last week. The HECC approved phase two out of the three-phase process, and it now moves to phase three. He acknowledged all the work of students, faculty and employees from every area of the college that were involved in the process to get the proposal prepared and submitted. He reviewed the project timeline and the next phase in the timeline process.

3.4 Board Member Reports on ACCT National Legislative Summit

Diane Noriega, Andrew Speer, Diane McKeel, Kenney Polson, and Annette Mattson attended the ACCT National Legislative Summit in Washington, DC on February 6-9, and shared their board report and highlights from the conference sessions they attended.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1051, January 5, 2022
- b) Minutes – Regular Board Session 1052, January 19, 2022
- 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

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

4.2 Board Policy Review and Approval

The board conducted a second reading of the board policies in Chapter 3 and BP 4100 from Chapter 4, and the title of each policy presented for board approval was read aloud by chapter.

a) Second Reading/Approval – Chapter 3 – General Institution

Mattson read the title of the proposed board policies in Chapter 3 presented for board approval:

- Board Policy 3100: Organizational Structure
- Board Policy 3200: Accreditation
- Board Policy 3225: Institutional Effectiveness
- Board Policy 3250: Institutional Planning
- Board Policy 3280: Grants



- Board Policy 3300: Public Records Requests
- Board Policy 3310: Records Retention and Destruction
- Board Policy 3410: Nondiscrimination
- Board Policy 3420: Equal Employment Opportunity
- Board Policy 3430: Prohibition of Harassment
- Board Policy 3433: Prohibition of Sexual Harassment
- Board Policy 3440: Service/Assistance Animals
- Board Policy 3500: Campus Safety
- Board Policy 3501: Campus Security and Access
- Board Policy 3505: Emergency Response Plan
- Board Policy 3510: Workplace Violence
- Board Policy 3515: Reporting of Crimes
- Board Policy 3518: Child Abuse Reporting
- Board Policy 3520: Local Law Enforcement
- Board Policy 3530: Weapons on Campus
- Board Policy 3540: Sexual and Other Assaults on Campus
- Board Policy 3550: Drug-Free Environment and Drug Prevention Program
- Board Policy 3560: Alcoholic Beverages
- Board Policy 3570: Smoking and Other Tobacco Use and Possession on Campus
- Board Policy 3710: Securing of Copyright
- Board Policy 3715: Intellectual Property
- Board Policy 3720: Computer and Network Use
- Board Policy 3725: Information and Communications Technology Accessibility and Acceptable Use
- Board Policy 3810: Claims Against Mt. Hood Community College
- Board Policy 3820: Gifts
- Board Policy 3900: Speech: Time, Place, and Manner

Noriega motioned to approve the proposed board policies in Chapter 3, and Lewis seconded the motion. There was a roll call board vote and it passed unanimously.

b) Second Reading/Approval – Board Policy 4100

Mattson read the title of the proposed board policy in Chapter 4 presented for board approval:

Board Policy 4100: Graduation Requirements for Degrees and Certificates

Noriega motioned to approve the proposed board policy 4100, and McKeel 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 report of board committee and liaison activity since the last board meeting.

6.0 CLOSING REPORTS

6.1 ASG Representative

Emily Pham Lee (ASG) – she shared that ASG is recruiting members for the 2022-2023 school year, and the election process for the president and vice president will be held soon. The priority deadline for students to apply for a book scholarship to receive a \$200 credit with the new online bookstore for spring term is Feb 25. She provided an update on ASG activities: ASG hosted the winter term club fair via social media; 180 students signed up for sweets for the sweet gift bags from ASG for Valentine’s Day; Student Town Hall with the Board of Education and President Skari will be on February 23 at 4pm; Annual Love Yourself event will be on Feb. 26; and ASG will host Prep Week the week of March 7.

6.2 Advisory Representatives

Jeanna Hunt (FTFA) – she shared that faculty understand the demographics of our area are changing, and many are altering current courses to meet the needs of the community, and are creating new courses to replace old courses to meet those changing needs. She shared that all of the CTE programs are gearing up as it is the time for picking new cohorts to come to MHCC.

Christy Weigel (CEA) – she shared they are working with Ross Hume on a potential contract extension. She shared that many of the classified employees are concerned the Vista Dining Hall is still not open for students. Since we are over halfway into the academic year, there is still not a warm indoor space, that is not the computer lab or library, for students to take a break, eat lunch, study, or participate in their hybrid classes.

Marilyn Pitts (PTFA) – she shared that she continues to participate in bargaining activities, and participated in the Strategic Planning Charrette. She serves on the Institutional Effectiveness Council, which reviewed Chapter 3 board policies, and serves on the Reopening Team and the Reopening Advisory Committee.

6.3 Executive Leadership

John Hamblin (Student Development) – he shared that a team from MHCC attended the Oregon Association of Student Financial Aid Administrators Annual Conference and were recognized for outstanding and extraordinary service to the students of Oregon. The Financial Aid Office received an award for work they have been doing to support students within our district to complete their electronic signature page for their financial aid application.

Al McQuarters (Instruction) – he acknowledged Michele Claassen, PT EMT Director and PT Faculty, who was selected and appointed to the EMS Educator Representative position in the State of Oregon EMS and Trauma Committee, which provides both state and regional



emergency medical services coordination and planning. He would also like to acknowledge the Boeing Joint Apprenticeship Training Committee, which approved a series of general education courses that will now substitute for their previous self-paced classes as a requirement for the apprenticeship program, and will allow an individual earning their journey card at Boeing to also be earning an associate degree at the college.

Jennifer DeMent (Administrative Services) – she shared that the application for license renewal with the Federal Communications Commission was approved, and the new license is good through February 1, 2030. She thanked the board for their work to complete the statements required to submit the license renewal application.

Al Sigala (College Advancement) – he thanked board members for their assistance and participation in attending meetings with legislators. It is anticipated that the Cybersecurity request will end up in a “Christmas tree” bill, so more information will follow on that. He expects the discussion around Sen. Gorsek’s constitutional amendment request will continue into next year’s regular session.

6.4 President’s Report

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

First off, I would like to thank Directors Mattson, Speer, McKeel, Noriega, and Polson for attending ACCT National Legislative Summit. I know this conference is a significant commitment of time, and I really appreciate your willingness to participate. As a president, you do not know how helpful and wonderful it is to have you understand these issues firsthand, and to sincerely be interested in things like Short-Term Pell, Second Chance Pell, tax credits, and all those things that are so important to our students and our college. To have you carry that interest for us and be there advocating is absolutely wonderful, so thank you, thank you, thank you so much.

As I thought about my comments tonight, I bounced back and forth between two realities; on one hand the amazing things happening at the college, and then the other, which is just kind of this overall state of where we sit.

As you know, the campus community has been amazing at serving our students, and for those in Head Start, they have been amazing at serving families as well. And yet this term we have seen the havoc that Omicron is causing...quarantines, exposures, break through cases, symptomatic, asymptomatic, and it is all over the place. It seems as if everyone has some COVID related story these days, and it feels like a constant assault on the psyche. And yet, great things are still happening. As you heard earlier tonight, the HECC gave us approval to seek final approval for our BAS degree in Cybersecurity. There’s been a lot of approvals in this process. Al mentioned all the people that had a part in getting us to this point, and I would like to personally thank Dr. McQuarters for all his work on this over the last two years.



We finally received the \$2.4 million in earmarks, cash in hand, from the state for our equity center and pool cover. Now the work can begin. I want to extend a special thank you to Senator Gorsek, and Reps. Reardon, Ruiz and Williams, and because of their support, we were able to get the funding for these projects, so many thanks. And some other good news I would like to share is we are welcoming our new Associate Vice President of Finance, Romy Tong, and our new Aquatics Manager, Andrew Jackman, so amazing things are happening.

But I have to say, the excitement and energy is quick to dissipate sometimes, and it is really tough right now, all the way around. Earlier this week, the management/confidential team had a professional development session on trauma stewardship and decision fatigue. The timing was perfect, helping us to understand and learn how the world we are experiencing is impacting us as individuals, and how the different things can actually affect our mental capacity and how we are working, and also how that relates to us as members of a collective society. It was helpful to have the presenter give us some small steps of things that we can do to fortify ourselves. At the same time, it was incredibly painful to hear my colleagues express all that they are carrying, how the stress is manifesting and leaves them questioning their abilities. I am sure these stresses are not unique to this group, and are felt across all our employee groups, our students, and our community. Just as we are, on one hand, doing what we do and then trying to survive with everything else.

I think we can all agree and be hopeful that we are seeing the last of the severe variants. I so long for the time when we can be together, when we can be with our students, when we can be with the other members of the campus community. I am holding that day out there and anxiously hoping it comes sooner than later, but until then, we will keep moving forward, holding it together, and continuing to serve our students and community.

7.0 ADJOURNMENT

Speer motioned to adjourn. Polson seconded the motion and it passed unanimously. The meeting was adjourned at 8:15 p.m.

Clerk

Board Chair

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