



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *July 19, 2023*

ITEM TITLE: 5.1a

CONTACT PERSON: *Roxanne Richardson, Executive Assistant to the Board of Education*

SUBJECT: APPROVAL OF MINUTES – June 7, 2023

Session 1085

A meeting of the Mt. Hood Community College District Board of Education was held on June 7, 2023, with an Executive (Closed) Session at 6:00 p.m., and a Board Work Session at 6:30 p.m., both held in the Board Room at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

1.0 CONVENE EXECUTIVE (CLOSED) SESSION

Members present: Diane McKeel, board vice chair, ShaToyia Bentley, Marie Teune, Kenney Polson

Additional Attendees: Lisa Skari, president, Terry Rogers, associate vice president, Human Resources, Ross Hume, director, Labor and Employee Relations

McKeel called the executive (closed) session to order at 6:05 p.m.

2.0 LABOR NEGOTIATIONS

The board convened a closed executive session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

3.0 ADJOURN EXECUTIVE (CLOSED) SESSION

The executive (closed) session was adjourned at 6:33 p.m.

4.0 CONVENE REGULAR SESSION/CALL TO ORDER / DECLARATION OF A QUORUM

Members present: Diane McKeel, board vice chair, ShaToyia Bentley, Kenney Polson, Marie Teune



Additional Attendees: Lisa Skari, president, Charles George, associate vice president, Facilities, Risk management, and Public Safety, Megan Nugent, associate vice president, Marketing and Communications, Linda Vigesaa, associate vice president, Information Technology, Mark Stoller, manager, OPSIS Architecture

McKeel called the work session to order at 6:38 p.m.

5.0 PUBLIC INPUT

There was no public input.

6.0 REPORTS

6.1 Facilities Plan Presentation

Charles George provided an update on the Comprehensive Campus Facilities Plan for June 2023. The last update was done October 2022; therefore, this was a progress update. The last Facilities Master Plan initiative was initiated 2010, which is based on a ten-year approach, consequently, the plan is expired and outdated and steps are being taken to update the plan. Fall 2022, OPSIS Architecture was selected for the project. Monthly steering committee meetings were held starting January 2023 and are continuing through August 2023, to allow for project planning and information/ feedback gathering, in order for final adoption and launch of the new campus facilities plan Fall 2023.

Mark Stoller from OPSIS Architecture discussed their planning process which was divided into three phases. The first phase is currently underway and is based on data gathering and assessment, whereas the areas of Facilities & Infrastructure, Academic Plan, Strategic Plan, Enrollment Management Plan, and Utilization & Space Analysis are all being incorporated and assessed. All areas are being looked at through an equity lens, and will include goals that will contribute to the overarching 5-year growth plan and 10-year expansion plan. George spoke about the increasing importance of the utilization of space and how a consultant has been hired from Columbus, OH to assist in this assessment. Part of this process is to look at how current college facilities compare to other institutions locally and nationally. Growth projections will also play a role in defining space use and needs. Post Covid, it is imperative that the college look at how they are re-purposing space and not expanding where it is unnecessary. An example of a re-purposed space is the old college bookstore, which has now been converted into a student center, newly named as the *Equity and Community Resource Center*. George and Stoller responded to questions and comments from the Board on the new plan. A copy of the PowerPoint presentation is attached to the minutes.

6.2 Website Update

Megan Nugent and Linda Vigesaa provided an update on the new website and the progress thus far with each the following phases: Phase 1 - Discovery, Phase 2 – Communication, Phase 3 – Website Planning & Design phase, Phase 4 – Content Creation, Phase 5 – Website Development, and Phase 6 – User Testing and Improvements (September/ October 2023)



Timeline). Currently, they are in the content creation phase and have hired a web-editor to assist in reviewing content. They also received a Content Strategy Document from MAC, the vendor who is leading the website re-design, which will help inform the work and trainings (that started June 2023) for college web editors, on the content editing tool.

7.0 ACTION

7.1 Approval to Increase Goods and/ or Services Contracts in Excess of \$150,000
Charles George provided a brief summary on the resolution for approval to increase goods/ and or services contracts in excess of \$150,000 for the college dental hygiene clinic.

Teune motioned to approve the action item. Bentley seconded the motion. There was a board vote and it passed unanimously.

8.0 BUSINESS

8.1 Board Evaluation

Lisa Skari provided an update and reminder to the board on the 2022-2023 Board Evaluation.

8.2 Summer Availability

Individual board availability for summer 2023 was collected prior to the meeting and reviewed to help facilitate the planning of summer meetings.

8.3 2023-2024 Board Calendar

The 2023-2024 Board Meeting Calendar was reviewed and discussed. The calendar will be sent out upon conclusion of the meeting, to the board for final edits, and will be brought forth at July business meeting for approval and adoption.

8.4 Other Business

No other business was discussed.

9.0 ADJOURNMENT

The work session was adjourned at 7:34 p.m.

Clerk

Board Chair

Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.