



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *April 15, 2020*

**ITEM TITLE:** 4.1a

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

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**SUBJECT: APPROVAL OF MINUTES – March 4, 2020**

### Session 1000

A meeting of the Mt. Hood Community College District Board of Education was held on March 4, 2020, with a Board Retreat at 5:30 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

#### 1.0 CALL TO ORDER

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

Additional Attendees: Dr. Lisa Skari, president, Cheryl Johnson, FTFA president

McKeel called the meeting to order at 5:36 p.m.

#### 2.0 UPDATES

There was a discussion regarding agenda items for the board retreat and a desire to provide board members with an opportunity to share thoughts on various topics and allow time for discussion.

- COVID-19

Dr. Skari provided an update on what Mt. Hood Community College (MHCC) is doing regarding the COVID-19 situation.

- Response team – Dr. Skari stated our Incident Command System (ICS) has been activated and the Incident Command Team have had several meetings to discuss needs. Hand sanitizer stations have been set up around campus and cleaning kits have been distributed to campus departments. They have increased the wipe-downs in public areas across campus, such as the library, labs, and Vista Dining Hall. Some flyers and communications from the Centers for Disease Control and Prevention (CDC) have been printed and posted around campus.



- Communications – we will continue monitoring communications around COVID-19 as new developments happen.
  - Actions to date – a communication page has been created on the MHCC website with information about COVID-19, including links to local and national public health websites.
  - Expectations going forward – there was a brief discussion about next steps in monitoring the situation.
- Applied Baccalaureates  
Dr. Skari gave a brief update on applied baccalaureate degrees and shared that last year Senate Bill 3 (SB 3) was passed which gave community colleges the authority to offer applied baccalaureate degrees. Since that time, the Higher Education Coordinating Commission (HECC) has been working to coordinate the response and rules on this. There has been a committee made up of community college, private, public, and four-year institutions, and some staff working on this and looking at what has been done in other states to determine how they want to model it. They are close to being done and the plan is to have a public hearing on the topic in March, with the hope to adopt the final rules in April. This process will take approximately two years. A brief summary of the process:
    - SB 3 provides authorization
    - HECC develops rules
    - Colleges file intent
    - Colleges complete application
    - HECC approves
    - NWCCU re-accredits

There was a discussion on whether the board was open to MHCC exploring this option, which would involve submitting a letter of intent regarding this opportunity, looking at what programs the college would submit, and what role the board would play in looking at that information. Dr. Skari stated the board would have an opportunity to review the data and information about the programs before the applications were submitted to the HECC. There was a discussion on if there is support to look into the applied baccalaureate opportunities and if a resolution to show approval is desired.

### 3.0 DIVERSITY, EQUITY & INCLUSION

Polson led a group discussion regarding diversity, equity and inclusion (DEI) and shared a PowerPoint presentation titled “Implementation Framework for Boards” that outlined the following three steps:

- Step 1: Create an equity-minded board and institution
- Step 2: Monitor and evaluate college progress on equity goals
- Step 3: Annually evaluate board leadership, effectiveness and continuous improvement on diversity, equity, and inclusion goals



There was a brief discussion about the policies at MHCC, specifically hiring practices to address DEI. Mattson inquired if the legislature had mandated cultural competency training as a licensing requirement for some of our programs for healthcare workers, and Dr. Skari stated she would look into it.

Polson led board members in an activity to conduct a brief inventory of DEI at the collage, and then reviewed various DEI mission statements from other higher education institutions. Board members worked in small groups to discuss two questions per group regarding DEI at the college, and then reviewed the results in a group discussion. A copy of the PowerPoint presentation is attached to the minutes.

#### 4.0 COMMUNICATION

There was a discussion about communication amongst board members and some of the frustrations shared by board members around the lack of time for discussion on important issues before decisions are made. How do we communicate better? Board members discussed the public meeting requirements and ways to communicate and get to know each other better. Several board members shared examples of good interactions during community engagements and recent conferences. Dr. Skari gave an example of using scenario planning during a work session to brainstorm and discuss various scenarios. Board members would have a conversation about a variety of issues and get different perspectives and options, without taking action to make a decision. There was a discussion about the importance of communication about issues that affect the college and students, and about the strategies and pathways to achieve the college goals. Board members shared they would like more opportunities for team building and discussed different ways to increase communication among board members, and how to use board work sessions for this purpose.

#### 5.0 COLLEGE GOALS

Dr. Skari shared presentation slides titled "View from the Deck" about different perspectives and led a discussion about the different views around a particular topic or issue. A handout from the book, *The Demographics of Higher Education*, was distributed showing a graph of the forecast of the number of high school students who will become a community college student between the years 2010 thru 2030. The graph showed a projected large decrease in student enrollment in five years and there was a discussion about the implications of declining student enrollment over the next decade.

There was a discussion about the MHCC college goals around student enrollment:

1. Improve Student Success
2. Advance Diversity, Equity, and Inclusion
3. Strengthen Community Engagement
4. Increase Excellence in Operations



Board members reviewed and discussed the following questions regarding the college goals:

- What do the goals mean to you (as individuals)?
- What does success look like?
- What do we measure?
- What is most critical?

There was a discussion about the data regarding the college goal of improving student success. Several questions were asked: How do we capture the data? What do we do with the data? How does it come to the board to look at? What are the obstacles or barriers? In regards to student retention and progression, there was a discussion about the data collected. Should we capture it from the initial application? What questions should we ask on the application? Dr. Skari shared some of the data reports and demographics we have regarding students who apply to MHCC and then do not enroll for classes. There was a discussion about conducting an assessment of the data, examining the attributes, understanding the metrics, and implementing a plan of action. There was a conversation about funding and the legislature, and the discussion around CTE. Speer suggested starting the funding discussion now regarding CTE, and to look at what is the actual economic impact of someone enrolling and dropping out. He emphasized the importance of identifying out those metrics in addition to studying what the implications are around student success for retention purposes.

#### 6.0 BUDGET / NON-ACADEMIC REVITALIZATION

Dr. Skari distributed a copy of the board budget over a 10-year period, and discussed the unit planning and budget planning the college is currently undergoing for 2020-2021. She shared that department heads had completed their unit plans, non-academic revitalization plans, and budget plans. She outlined the non-academic revitalization process and looked at what the budget impact would be for a 5% cut and a 10% cut in the budget for 2020-2021. There was a discussion about the communication being done regarding the non-academic revitalization process, and several suggestions were made for improving communication and being transparent. Dr. Skari shared various ways the college is looking at to save money and cut costs. The board discussed the board budget and what impact various cuts would have to achieve a 5% reduction.

#### 7.0 OTHER BUSINESS

There was a discussion about dates in July for the board retreat. There were two dates in July being considered and the final date will be determined based on board member availability.

#### 8.0 ADJOURNMENT

McKeel adjourned the board retreat at 9:43 pm.

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Clerk

Board Chair

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