



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *May 10, 2017*

**ITEM TITLE:** 6.2a

**CONTACT PERSON:** *Carrie Toth, Board of Education Relations*

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**SUBJECT: APPROVAL OF MINUTES - April 12, 2017**

### Session #932

A meeting of the Mt. Hood Community College District Board of Education was held on October 12, 2016, with a TSCC Hearing at 6:00 p.m., followed by a Regular Session at 7:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

#### **TSCC Hearing**

Board Members in attendance: Susie Jones (Chair), Jim Zordich (Vice Chair), (phone), Sonny Yellott, Michael Calcagno, Teena Ainslie, Tamie Arnold, Kenney Polson

A meeting of the TSCC was called to order at 6:06 p.m.

TSCC members asked MHCC representatives a series of questions related to the bond measure. Debra Derr, Jennifer DeMent, Charles George, Susie Jones, Jim Zordich responded to questions asked by the commission.

The hearing adjourned at 6:54 p.m.

#### **BOARD OF EDUCATION**

A meeting of the Mt. Hood Community College Board of Education was called for order at 7:07 p.m. A quorum was present.

## OUTSTANDING SUPPORT STAFF AWARDS

Paula Cady, Administrative Assistant – Mathematics; Corey Huston, Science Lab Coordinator; and Carrie Toth, Executive Assistant to the Board were recognized as the 2017 Outstanding Support Staff Award winners. They were presented with \$500 checks from the Foundation by Al Sigala.

## BIG IDEA

Krystal Meisel, STEM Hub Director, presented the next Big Idea, a project called “Pockets of Innovation.” Meisel works out of MHCC with STEM partners in education and industry, connecting potential partners. With funding available for STEM project, Meisel requested ideas, which were rewarded with funding of \$6,000 each. She shared examples of some of the projects, which have been highly successful. A recent STEAM science fair, which received significant media coverage, had over 50 community volunteers.

## BUDGET COMMITTEE MEETING

Budget Committee Members in attendance: Susie Jones, Jim Zordich, Teena Ainslie, Sonny Yellott, Kenney Polson, Michael Calcagno, Tamie Arnold

A meeting of the MHCC District Budget Committee was called to order at 7:26 p.m. A quorum was present.

Susie Jones stated that a chair is needed for the next Budget Committee meeting in May. Zordich nominated Kenney Polson as the Budget Committee Chair. Ainslie seconded and the motion passed unanimously. Polson accepted.

## PRESIDENT’S BUDGET MESSAGE

Derr presented her President’s Budget message. A full copy of the report is included in the official meeting minutes. Derr listed some of the positive accomplishments from the past year, including our reaccreditation and reorganization. There has been a renewed focus on transparency and engagement, but we began with facing an operational deficit. State and federal requirements, including paid sick time, increases to minimum wage, increased PERS and healthcare costs, CLERY Act, and Title IX requirements all came to us without an increase in state funding, and we will not know until July, possibly, what our funding levels will be. Any additional funding received would be used to rebuild our reserves. The tuition pledge works well for our students, but it does limit our ability to earn revenue for tuition. The proposed \$4/credit hour tuition rate increase will apply only to new students. She noted that we must review the mix of our programs and services and make adjustments as needed. The proposed budget also includes a number of investments: increased safety and security through Public Safety over the summer; a Sustainability Specialist position from utility savings; full Mechatronics program implementation; funding system improvements through automated software to support Guided Pathways and completion; and investments in Maywood Park, Access Diversity & Inclusion, and a Certified Medical Assistant program starting in Spring 2018. Enrollment for 2017-2018 is projected to remain at current levels, which is contingent on the state funding the Oregon Promise. The budget takes our reserves below the board policy mandated level, requiring a plan to replenish the reserves within two years. The plan to restore includes review of

specific programs, vacant faculty positions that will not be filled for one year, an Early Retirement incentive for Full-time faculty, ongoing review of staff positions, and development of a review process of our programs (with faculty collaboration). Report on progress will be brought to board in October 2017. Derr thanked College staff and faculty for their work and noted that the budget is strategic and forward-thinking.

Jones noted that the budget is built on the \$550 million budget from the state. Derr responded that if we receive more money we would be able to rebuild our reserves.

Jones asked about the early retirement incentive. DeMent noted that this proposal is for a retirement incentive, not an early retirement incentive, for anyone eligible to retire under PERS. We have seen interest from faculty, and we are working with faculty to get agreement on held positions.

#### **2017-2018 BUDGET OVERVIEW**

DeMent provided a copy of the proposed 2017-2018 overview. She will bring a full document with line item detail to the May meeting. DeMent reviewed the summary of funds and gave an overview of each fund. She noted that there is a proposed fee increase of \$.25/credit to the technology fee, which we be presented with the fee schedule later this evening. This year, we received about \$1m for the Oregon Promise, which is reflected in the Student Aid Fund. Jones stated that the board can direct questions to her and Derr to direct to DeMent, as the board reviews the budget documents.

The Budget Committee adjourned at 8:08 p.m.

#### **CALL TO ORDER/DECLARATION OF A QUORUM**

Board Members in attendance: Susie Jones (Chair), Jim Zordich (Vice Chair), Teena Ainslie, Sonny Yellott, Kenney Polson, Michael Calcagno, Tamie Arnold

A meeting of the MHCC District Board was called to order at 8:08 p.m. A quorum was present.

#### **APPROVAL OF THE AGENDA**

Zordich moved to approve the agenda. The motion was seconded and passed unanimously.

#### **APPROVAL OF THE CONSENT AGENDA**

Ainslie moved to approve the consent agenda. The motion was seconded and passed unanimously.

#### **PUBLIC INPUT**

No public input was received.

#### **INFORMATION AND REPORTS**

##### **EAB NAVIGATION**

John Hamblin gave an overview of the new EAB Navigation tool that will soon be rolled out in a spring pilot. The development and implementation of the tool have been the result of an 8-month process in partnership with the Education Advisory Board, which ran the College through a process

with assessment methodology, “secret shopping” our services and working with students and staff to identify “pain points.” On the positive side, we received feedback that we are a student-centric staff, and we try a variety of methods to reach and communicate with students. On the negative side, our services, when mapped out, looked like a “spaghetti map” that needed to be more streamlined; students sometimes had to stop in four places for one process. EAB helped guide the College through the next steps, including the development of the Navigation tool, which can process applications in one hour and will have robust resources in one place for students. The tool will roll out to select programs in the spring, followed by a full rollout. Hamblin noted that we are the first institution in the state to implement this model.

#### ELLUCIAN GRANTS UPDATE

Al Sigala introduced Deb Porter, a Senior Grants Specialist with Ellucian, who provided an update on Ellucian’s work with the College. Porter distributed an updated packet with recent information on the grants MHCC has received and has pending. To date, the College has received over \$5.6m total in grant funding. Bill Young, Vice President of Technology Management and Managed Services, thanked the board for working with Ellucian and noted how impressed they have been with our College staff.

#### **BUSINESS/ACTION**

##### CONSIDERATION OF TUITION ADJUSTMENT

DeMent brought forward a proposal for a \$4/credit hour tuition increase. She provided slides from the OCCA presentation to the state legislature to give context to the budget request. OCCA illustrated the increased cost to community colleges from external decisions like the minimum wage increase. Traditionally, we ask for a tuition increase in line with the HEPI; this year, we are asking for \$4, instead of the \$2/credit hour. The Student Activity Fee has a proposed increase of \$.50, the Technology Fee of \$.25/credit hour.

Jones noted that the board has been presented with this information before. Derr reminded that board that the tuition pledge means that this does not affect current students. Derr stated that the only other options are reducing programs and staff, and this would also have a negative impact on students. Arnold would like us to be able to capture the data about our increased retention; DeMent will talk to our AIR department about a potential survey.

Arnold asked how we capture data on the Oregon Promise. Derr responded that they look at the retention and persistence data, but it does not answer the question of “is this the reason the student persisted?”

Zordich moved to approve the tuition increase as presented. The motion was seconded and passed unanimously.

FEE SCHEDULE: FY 2017-2018

DeMent and Elizabeth Gomez presented the proposed fee schedule for the 2017-2018 year. Gomez noted a few minor changes from the first version the board received.

DeMent noted, as previously mentioned, the increases to the Technology Fee and the Activity Fee (put forward by the students, for the first time since 2007). The Technology Fee is to allow for increased wireless access. Arnold asked about the process for determining the fees; DeMent responded that some, such as Aquatics, are made by the area director; others, like the course fees, require more detailed analysis based on Deans' and other recommendations. Jones asked if the fee revenue can accumulate in a department until they can make a purchase. Yes, according to DeMent. Calcagno asked about the ESL fees – is that in addition to books? DeMent responded that ESL students do not necessarily have to purchase a book. They are often able to be checked out.

Ainslie moved to approve the fee schedule as presented. The motion was seconded and approved unanimously.

#### BOARD POLICIES

Derr presented board policies 5041, 3260, 3100, 3121, 1065, 3240, and 3280 for a second reading. Zordich made a motion to approve the policies as presented. The motion was seconded and passed unanimously.

#### HEAD START SELECTION AND RETENTION POLICIES

Jean Wagner and Pam Corrie presented a second reading of the Head Start Selection and Retention Policy. Calcagno made a motion to approve the policies as presented. The motion was seconded and carried unanimously.

#### POLICY COMMITTEE

Jones stated that the committee has moved the manual draft on to legal counsel and is awaiting his review.

#### **PRESIDENT'S REPORT**

Derr provided written copies of her President's report and briefly introduced the Chief of Staff, Craig Kolins.

#### **BOARD MEMBER/ADVISORY COMMENTS**

Huston thanked the College for the Outstanding Support Staff award, noting that he first came to MHCC as a kid and saw a science demonstration and has had a long history with the College since then. He believes that adults should be sharing the burden of the cost of education and that state has affirmed the right of all people to be here, and that the federal government cannot remove funding.

Calcagno passed.

Arnold thanked the board for its support in the joint board projects. The date of the 8<sup>th</sup> did not work, as it was superseded by an event at Reynolds. They might not realistically be able to meet for this legislative session but will continue to look at future dates. Arnold was able to attend the Legislative

Summit in Salem and ask our legislators about accessibility; she felt some frustration, which was picked up by Chris Gorsek and will be a legislative priority for him. She would like the board to support him in his efforts.

Polson thanked the board for their confidence in him to serve on the Budget Committee. He has just started on a Diversity Project for a report he will give to ACCT in September.

Jones has continued to work on the bond. There will be a PAC informational meeting tomorrow at 4 at the Gresham Public Library with updates and information.

Zordich attended the Nursing Pinning Ceremony with 37 graduating nurses, which filled the auditorium. He noted the Foundation grant for \$300,000 for Mechatronics; a handout was provided to the board about this donation. He and Jones have continued to meet with media and local school boards regarding the bond.

Yellott stated that when he first engaged with the board, he considered it a learning opportunity, and he has learned a great deal. He has some questions regarding the tuition pledge.

Ainslie also attended the nursing pinning; she was impressed with the leadership of that community – they should great investment in the students. She also reminded the board about Laurie Monnes Anderson’s event on Saturday.

Johnson thanked the board for welcoming her. Full-time faculty have been working hard on the bond – the yard signs and flyers were designed by the integrated media faculty. They are also starting a walking campaign – they canceled their faculty senate meeting to have a full meeting to get members involved. In May, they will have their board appreciation event to meet with the board. Faculty will also have a table at the auction.

Pitts mentioned SB 196. The bill had a hearing attended by some of our part-time faculty; the testimony can be viewed online. It will likely be sent to Ways & Means for a cost analysis. She urged the board to support the bill.

Bernardino noted that ASG and Rho Theta joined Debbie in Salem to meet with legislators; ten students attended. The Undocumented Task Force held a Know Your Rights session for the first time last Saturday. An event for staff and allies will take place on May 2<sup>nd</sup> from 5-7 p.m. She also noted that Take Back the Night takes place on April 26<sup>th</sup>.

## **ADJOURNMENT**

Zordich moved to adjourn. The motion was seconded and carried unanimously.

Adjourned at 10:10 p.m.

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Clerk

Board Chair

*Minutes recorded by Carrie Toth, Executive Assistant to the Board of Education.*