



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *July 22, 2020*

ITEM TITLE: 6.1b

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

SUBJECT: APPROVAL OF MINUTES – June 17, 2020

Session 1008

A meeting of the Mt. Hood Community College District Board of Education was held on June 17, 2020, with a TSCC Budget Hearing at 5:30 pm, and a Regular Board Meeting at 6:30 pm, both held via a Zoom meeting.

1.0 TAX SUPERVISING & CONSERVATION COMMISSION (TSCC) HEARING –
Public hearing regarding the 2020-2021 MHCCD Budget

2.0 CALL TO ORDER / DECLARATION OF A QUORUM

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

Additional Attendees: Dr. Lisa Skari, president, Jennifer DeMent, chief operations officer, Traci Simmons, director of Diversity, Equity and Inclusion, Ben Rowe, director of Financial & Auxiliary Services, Al McQuarters, vice president of Instruction

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

2.1 Approval of Agenda

Zordich motioned to approve the agenda. Mattson seconded the motion and it passed unanimously.

3.0 PUBLIC INPUT

There was no public input.

4.0 REPORTS



4.1 Correspondence

There was no correspondence.

4.2 MHCC Board: Equity-Minded Leadership

Traci Simmons shared she recently had the pleasure of meeting individually with all board members and discussed aligning the work of the college around advancing diversity, equity, and inclusion (DEI). She provided a presentation titled *Laying the Groundwork: DEI Facilitation* and shared the plans to build a foundation and shared understanding of DEI at the college. The goals of DEI facilitation with the board are:

- To bring the Board of Education in alignment with the President’s Cabinet to develop a shared vision for the direction of the College as it relates to diversity, equity, and inclusion.
- To bring the College into compliance with HB 2864, starting with the highest level of leadership, with regard to institutionalizing “Cultural Competency”.
- To develop a shared understanding of how to advance diversity, equity, and inclusion, how to implement strategies, and assess outcomes.
- To adopt an equity lens and employ that equity lens for the purpose of equity-minded decision-making.

Simmons provided an overview of the training materials and additional resources for the DEI training, and responded to questions from board members regarding the training. She stated there will be four training sessions, with the first session scheduled on July 15, 2020, and the remaining three sessions scheduled during board work sessions in September thru December. A copy of the PowerPoint presentation is attached to the minutes.

5.0 BUSINESS / ACTION

5.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1005, May 6, 2020
- b) Minutes – Board Regular Session 1006, May 20, 2020
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Acceptance/Expenditure of Projects Funded in Whole or Partially by Non-District Funds
- g) Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000
- h) Consideration of Additional Fee Adjustments
- i) Resolution to Transfer Budgeted Appropriations

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



5.2 Board Statement on Advancing Diversity, Equity and Inclusion

LaVerne Lewis read the following board statement on advancing diversity, equity and inclusion at Mt. Hood Community College (MHCC) into the public record:

The MHCC Board of Education affirms Black Lives Matter, stands with the victims of the recent tragic deaths of George Floyd, Ahmaud Arbery, and Breonna Taylor, the latest victims of a long history of violence towards people of color in this country, and commits itself to do the work necessary to end this centuries-long cycle in our country of systemic oppression, violence, and anti-Black racism. The board echoes President Skari, and we assert that racism and bigotry have no place at Mt. Hood Community College (MHCC). Mt. Hood is a place where all community members are welcomed to be part of our learning community. We acknowledge that the institution has significant work to do to advance diversity, equity, and inclusion, a central goal of the college's strategic plan. While many organizations are releasing statements, the MHCC Board has decided to instead release an action plan.

The MHCC Board adopts the Association of Community College Trustees (ACCT) framework for embracing an equity agenda, and will create action plans for an equity-minded board and institution, monitor and evaluate college progress on equity goals, and annually evaluate board leadership, effectiveness and continuous improvement on diversity, equity & inclusion goals. Beginning this month, facilitation of professional learning around privilege, power, and difference will start with all members of the President's Cabinet. In July, the Board of Education will also undergo a similar professional learning series, but focused on higher-level leadership appropriate for the board. This facilitation will lead to action planning by all unit leaders to create a cogent college equity plan. This will be led and guided by our Director of Diversity, Equity, and Inclusion, who joined the college in February, but it will be expected that every member of our MHCC community will do the work of examining and acknowledging our implicit biases, of speaking out and becoming intolerant of racism, and enduring the many uncomfortable changes and moments that will be necessary to achieve the end of this systemic problem. To this end, our goal is that the board's professional learning will lead to a shared understanding for equity in decision-making, as the board has a critical role in making decisions for the college.

The board, in partnership with the president, endorse the recommendations and counsel of the director of Diversity, Equity, and Inclusion, who has determined five broad areas of action needed to advancing diversity, equity, and inclusion (DEI):

- 1. Leadership through adoption of a college wide equity lens linked to the college mission.*
- 2. Review of Human Resources policy and practice to assess barriers to building a diverse and inclusive college.*
- 3. Focus on equity-minded instructional practice.*
- 4. Use quantitative and qualitative data to assess impact of DEI strategies and DEI goal attainment.*



5. *Amplification of student and community voices to be responsive and center their needs, specifically our students and communities of color.*

Implementing these points will not happen overnight, and it is important that we take our time with this work, do it well, and revisit the plan often and throughout all we do. We will remain committed and steadfast to driving out implicit biases and procedures and systems that help keep racism and bigotry in place. As we go through this process, we also commit to providing regular updates and insight on our process. Together, we will continue to strive to a better, more equitable, diverse and inclusive future for MHCC and our communities.

Speer motioned to approve the board statement on advancing diversity, equity and inclusion. Noriega seconded the motion and it passed unanimously.

5.3 Resolution to Adopt and Make Appropriations of the 2020 – 2021 Budget

Jennifer DeMent introduced Ben Rowe who provided a brief overview summary of the 2020 – 2021 general fund budget. He stated the general fund total is at \$80,029,086, and highlighted the changes from the approved budget. The general fund is listed by departments and reflects adjustments in Instruction and Support, Administrative Services, and Student Services, which provided an increase in the contingency and fund balance in the amount of \$53,541.

Jennifer DeMent shared that due to current circumstances with the COVID pandemic, there is some volatility regarding the budget due to information that is unknown at this time. She provided an overview of the approved budget with the information that is known, which includes contractual personnel obligations and steps and cost of living adjustments for management and confidential employees, state support funding at legislatively approved level for the biennium, and tuition and fee revenue with board approved increase at current year pre-COVID enrollment levels. What is unknown at this time is how much the state support will be reduced, whether the reductions will occur in the 2020 – 2021 budget year or be pushed out into the 2021 – 2023 biennium, and what our enrollments will look like for summer, fall and beyond. They are currently working on developed and shared guiding principles and values, a phased approach, savings to date, and planning for multiple scenarios. DeMent shared the impact of several scenarios on budget reserves, and responded to questions about the budget. A copy of the budget presentation will be sent to all board members and is attached to the minutes.

Zordich motioned to approve the resolution to adopt and make appropriations of the 2020 – 2021 budget. Mattson seconded the motion and it passed unanimously.

5.4 Resolution Imposing and Categorizing Taxes

Jennifer DeMent provided a brief overview of the resolution for imposing and categorizing taxes for the adopted budget for 2020 – 2021 at the rate of \$0.4917/\$1,000 of assessed value of all taxable property within the district.



Zordich motioned to approve the resolution imposing and categorizing taxes. Speer seconded the motion and it passed unanimously.

5.5 Academic Calendar 2021 – 2022

Al McQuarters provided a brief overview of the 2021 – 2022 academic calendar for board approval. The calendar resembles the current academic calendar, which include three in-service days before the start of fall term, and it aligns with K-12 for start dates of each term and spring break.

Speer motioned to approve the academic calendar for 2021 – 2022. Zordich seconded the motion and it passed unanimously.

5.6 President's Goals 2020 – 2021

Dr. Skari presented her goals for 2020 – 2021 as follows:

1. Manage institutional realities associated with COVID-19.
2. Develop institutional framework and criteria to ensure management practices and internal operations reflect the college's commitment to diversity, equity and inclusion.
3. Create a multi-year implementation of college-wide communication processes to deliver timely and relevant information to all stakeholders.

Dr. Skari responded to a question about the goals, and stated she will be providing a detailed plan of specific action steps and timelines to board members.

Polson motioned to approve the president's goals for 2020 – 2021. Lewis seconded the motion and it passed unanimously.

6.0 CLOSING REPORTS

6.1 a) Board Members

Annette Mattson – she stated the OCCA had their last meeting of the fiscal year in May and referenced the OCCA election results. They are planning a retreat in August to review the priorities they set last year, and will have a special meeting next week. She represents OCCA ex-officio to OSBA and is planning to attend a meeting on Sat. June 20, and will follow up with a copy of the report for our board members. She attended the COVID 19 briefings, East Portland Chamber Committee meeting on May 26, two forums on June 10 and June 17, and Mayor Wheeler's Economic Recovery Task Force meeting. She attended the Outstanding Support Staff awards, Retirement Recognition, and Staff Service Awards. She attended the OCCA Executive Committee meeting on June 3, and the OCCA Legislative Committee meeting.



Andrew Speer – he attended the faculty awards event and other MHCC award events. He shared the faculty awards were very impactful this year and he enjoyed the statements provided by division heads, which was very heartwarming and meaningful.

LaVerne Lewis – she attended the Gresham protest, which had a lot of support from the Gresham Police Dept. assisting with traffic control. It was a great turnout with many East County elected officials attending and good community support. She attended Chris Gorsek’s Saturday Town Hall meeting. She enjoyed attending the MHCC award events and participating in the selection process.

Kenney Polson – he attended the faculty awards event and especially enjoyed the presentation. He attended a candidate kick-off event.

Diane Noriega – she enjoyed attending the faculty and staff award events and seeing the recognition of faculty and staff for all their great work for students. The Gresham Rotary Club awarded scholarships to two students from the Center for Advanced Learning (CAL) and Noriega provided a brief summary about each recipient. She stated there were six or seven other outstanding recipients who will attend MHCC in the fall to complete their programs.

Jim Zordich – he shared his interest in running for board chair for the next academic year, and stated his prime goal would be to stabilize the college’s financial future.

Diane McKeel – she attended the faculty and staff awards events, and enjoyed the historical perspective shared on the staff service awards presentation. She serves on the Metro 20-40 Planning and Development Grants Committee and attended a meeting to review grant applications.

b) ASG Representative

Collin-Kazu Lewis, ASG president – he announced the new ASG president will be Lilybelle Moir and read a prepared statement to introduce her to the board. Moir plans to attend the board meeting on July 22. He shared they are working on filling the ASG vice president and other remaining ASG positions for the next academic year. He thanked the board for all their support this year. Board members extended their appreciation for his leadership and service as ASG president to MHCC.

c) Advisory Representatives

Jeanna Hunt (FTFA) – did not attend meeting.

Kim Sharer (CEA) – did not attend meeting.

Marilyn Pitts (PTFA) – did not have a report.

6.2 President’s Report



Dr. Skari shared her President's Report as follows:

This is the last board meeting of the 2019-2020 academic year, so I want to thank Collin-Kazu Lewis and ASG for your amazing leadership this year. I have been continually impressed with your professionalism, thoughtfulness, and the work your team has done. To the board, I thank you for standing with me and working through the challenges that face the college and doing it together. I could not have done it without you. Lastly, I want to thank my Presidents Cabinet. There has been a lot that has happened this year, and one of the beautiful things that has come out of COVID is seeing how the team really pulled together and supported one another, and we worked through this together. I would like to extend my compliments and appreciation to them as well. What could have been a challenging and difficult year turned out to be one of both personal and professional growth, but also solidified the foundation of the institution going forward. So I sit here with a sigh of relief, a little trepidation, and a big dose of excitement for what is to come.

Mt. Hood Community College took on COVID-19 with all its uncertainty and surprises, and continued to serve students and support colleagues, albeit in totally different ways than we ever did in the past. Next Saturday at our virtual commencement, over 1,500 students will receive degrees and diplomas. It will not have the same fanfare as in years past, but I hope that you all will be able to tune in and enjoy that. At the same time, as we look to summer and fall, we have to sort out how we return to campus, how do we offer classes, how we serve students, but most of all, how we keep people safe and how do we keep them healthy? Not knowing what COVID will do next leaves us not sure of when it will be safe for us to return to many of the things that we used to do. And not knowing what the legislature will do, leaves us cautiously planning for the future where we can quickly pivot financially if needed. The next biennium is even more certain, and unfortunately, that news is not good.

So why, you might wonder, with all of this am I excited? Because we have so much opportunity to capitalize on. Tonight we passed a budget, and a budget that does not rely on reserves. That is a pretty big accomplishment and positions us well for the future. In addition, we have an amazing group of volunteers who spend their time, energy, and passion supporting the work of every student, staff, faculty and administrator on this campus. The Mt. Hood Community College Foundation is pretty much a silent partner, but they make magic happen. This year, when COVID killed the in-person auction, they shifted gears and hosted the online auction and it brought in over \$150,000 in support of students. In addition, the foundation received three planned gifts this year, totaling nearly \$850,000. So right there, that is over a million dollars raised by the foundation this year. How does this support the college? Over \$200,000 went to support programs like Barney's Pantry, student emergency support fund, and the Computer Information Systems program. Another \$475,000 went to students in the form of scholarships. On a side story, speaking of scholarships, each year the Mt. Hood Community College Foundation Board names a scholarship in recognition of a person or persons. This year, in



recognition for all the amazing work done through COVID, the Mt. Hood Community College Foundation named the scholarship in honor of the faculty and staff of Mt. Hood Community College. We could not do what we do without the support of the foundation, and I wanted to take this opportunity to publically thank them tonight for everything they do.

Lastly, what I am probably most excited about is the bold step the board took tonight. It is easy to say you stand up for something and that you believe in something, but to publicly make a statement about what you will do and be accountable for, that is leadership. I am so excited to see how together, Mt. Hood Community College moves forward in a way that challenges the constructs of our traditionally racist institution, and re-creates a college where students learn and thrive in a space unbound by bias, oppression and discrimination. So I thank you all so much for an interesting year but also for an amazing future.

7.0 ADJOURNMENT

Zordich motioned to adjourn. Speer seconded the motion and it passed unanimously. The meeting was adjourned at 7:54 p.m.

Clerk

Board Chair

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



Laying the Foundation: Board of Education DEI Work



Presented by: Traci Simmons

DEI Facilitation Goals

- **To bring the Board of Education in alignment with the President's Cabinet to develop a shared vision for the direction of the college as it relates to diversity, equity, and inclusion**
- **To bring the college into compliance with HB 2864, starting with the highest level of leadership, with regard to institutionalizing "Cultural Competency"**
- **To develop a shared understanding of how to advance, diversity, equity, and inclusion, how to implement strategies, and assess outcomes**
- **To adopt an equity lens and employ that equity lens for the purpose of equity-minded decision-making**

DEI Facilitation Context

- **We will be using the book *Privilege, Power, and Difference* by Allan Johnson to examine and explore the institution and our role within, giving deep consideration for historical and contemporaneous challenges to advancing DEI**
- **We will bring in additional material from Bobbie Harro (2008) to examine the ways in which the status quo is perpetuated, and Rita Kohli (2008) to explore Critical Race Theory as applied to education**

DEI Facilitation Context

- **We will add to our knowledge base through exploration of the HECC Equity Lens, Critical Race Theory literature and application, and other tools to interrogate ways the board can hold the President and the institution accountable for advancing DEI**
- **We will explore how MHCC interacts with other systems and responds to its constituents to serve the larger mission of community colleges: individual educational goal attainment and community economic development with a critical eye to outcome and opportunity gaps**

DEI Facilitation Dates

Session I: July 15th from 3-6pm, Unpacking Privilege, Power, and Difference Chapters 1-4

Session II: September 2nd Board Work Session, Unpacking Privilege, Power, and Difference Chapters 5-9

Session III: October 7th, Board Work Session: Critical Race Theory

Session IV: December 2nd, Board Work Session: Critical Race Theory in Decision-Making

Questions??? Concerns???

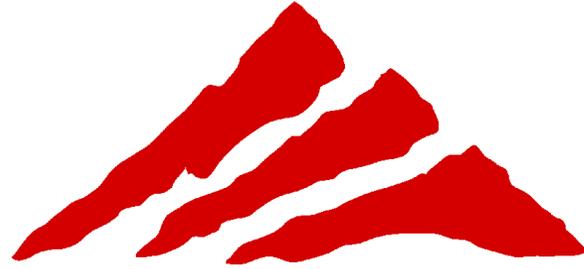
Contact:

Traci Simmons

Director of Diversity, Equity, and Inclusion

Mt. Hood Community College

503-491-7009



MT. HOOD
COMMUNITY COLLEGE

2020/2021 Approved Budget

For Adoption by the Board

June 2020

Budget Overview

(General Fund)

Actual		Area	Budget		Increase (Decrease)		% of Total
2017-18	2018-19		Revised 2019-20	Adopted 2020-21	\$	%	
37,238,649	39,180,936	Instruction & Instr. Support	42,449,323	41,481,108	(968,215)	-2.3%	52%
14,139,378	15,462,547	Administrative Services	16,497,504	16,636,179	138,675	0.8%	21%
5,384,794	6,256,131	Student Development	6,883,728	6,809,399	(74,329)	-1.1%	9%
2,114,629	1,920,180	President's Office	2,039,394	1,992,334	(47,060)	-2.3%	2%
1,400,220	1,217,157	Development & Dist. Comm.	1,540,594	1,300,854	(239,740)	-15.6%	2%
4,162,975	4,167,297	Institutional Items (1)	4,898,228	4,416,947	(481,281)	-9.8%	6%
-	-	Contingency & Fund Balance	3,586,478	7,392,265	3,805,787	106.1%	9%
64,440,645	68,204,247		77,895,249	80,029,086	2,133,837	2.7%	100%

(1) Institutional items include: Debt service, Grants in Aid, etc.

Budget Overview

(General Fund)

<u>Area</u>	<u>Personnel Services</u>	<u>Materials & Services</u>	<u>Capital</u>	<u>Transfers</u>	<u>Contingency & Fund Balance</u>	<u>Total</u>
Instruction & Instr. Support	38,246,435	3,124,673	110,000	-	-	41,481,108
Administrative Services	11,797,232	4,638,947	200,000	-	-	16,636,179
Student Development	6,376,548	432,851	-	-	-	6,809,399
President's Office	1,595,982	396,352	-	-	-	1,992,334
Development & Dist. Comm.	968,774	332,080	-	-	-	1,300,854
Institutional Items (1)	85,608	3,794,047	50,000	487,292	7,392,265	11,809,212
	<u>59,070,579</u>	<u>12,718,950</u>	<u>360,000</u>	<u>487,292</u>	<u>7,392,265</u>	<u>80,029,086</u>
% of Total:	74%	16%	0%	1%	9%	100%

(1) Institutional items include: Debt service, Grants in Aid, Contingency, Fund Balance, etc.

Changes from Approved

	Approved 2020-21	Adopted 2020-21	Increase (Decrease)		Reason for change
			\$	%	
Instruction and Support	41,571,709	41,481,108	(90,601)	-0.22%	Retirements & Sabbaticals
Administrative Services	16,629,119	16,636,179	7,060	0.04%	Facilities Department Restructuring
Student Services	6,779,399	6,809,399	30,000	0.44%	Graduation expense combined 2020 & 2021
President's Office	1,992,334	1,992,334	-	0.00%	
Development & District Comm.	1,300,854	1,300,854	-	0.00%	
Institutional Items	4,416,947	4,416,947	-	0.00%	
Contingency & Fund Balance	7,338,724	7,392,265	53,541	0.73%	Added contingency due to expense reductions
	80,029,086	80,029,086	-	0%	

What We Know

Approved Budget includes:

- Contractual personnel obligations and steps and cost of living adjustments for management & confidential employees
- State support funding at legislatively approved level
- Tuition and fee revenue with board approved increase at current year, pre-COVID enrollment levels

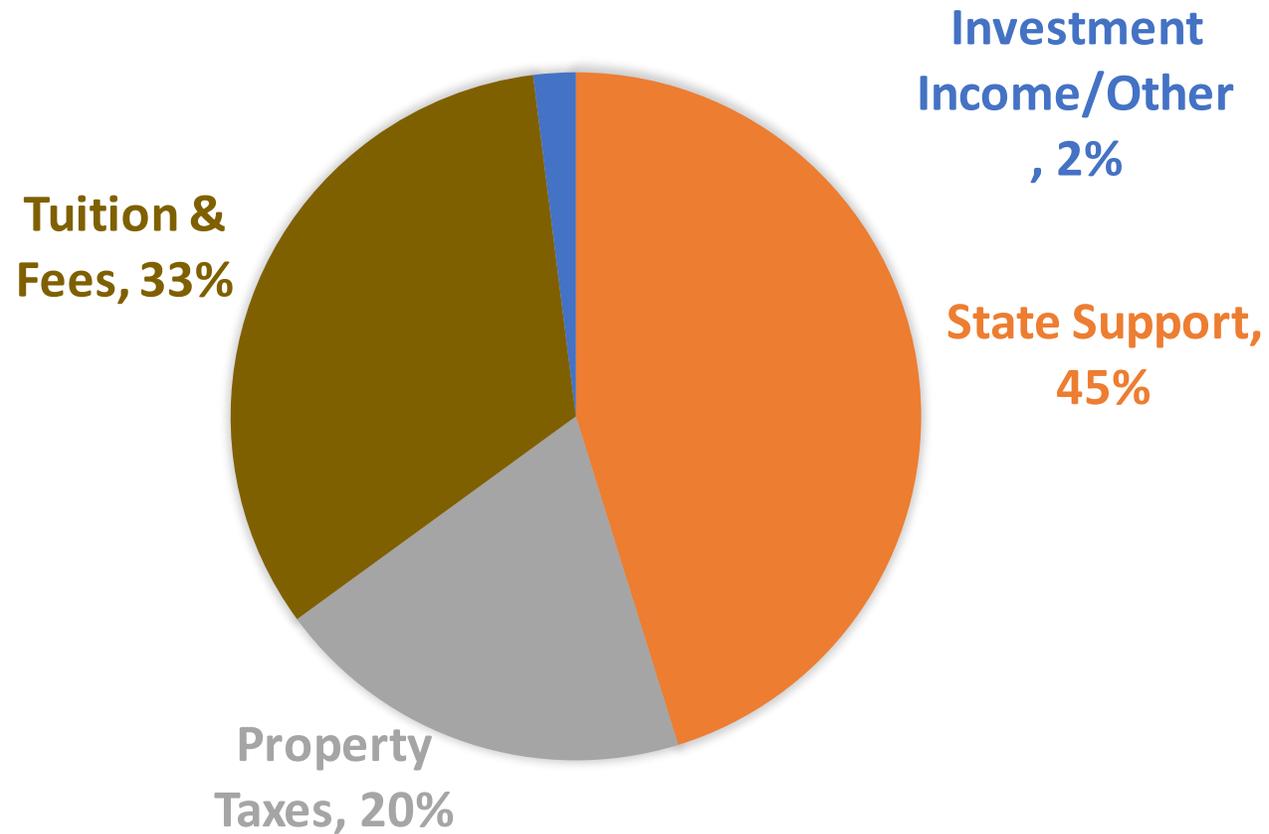
June State Economic Forecast indicates significant revenue shortfalls for the current biennium and into future biennium

What We Don't Know

- How much our state support will be reduced
- Whether state support reductions will occur in 2020/2021 or be pushed out to 2021/2023 biennium
- What our enrollments will look like for Summer, Fall and beyond

Large Amount of Uncertainty Around 78% of Projected Revenues

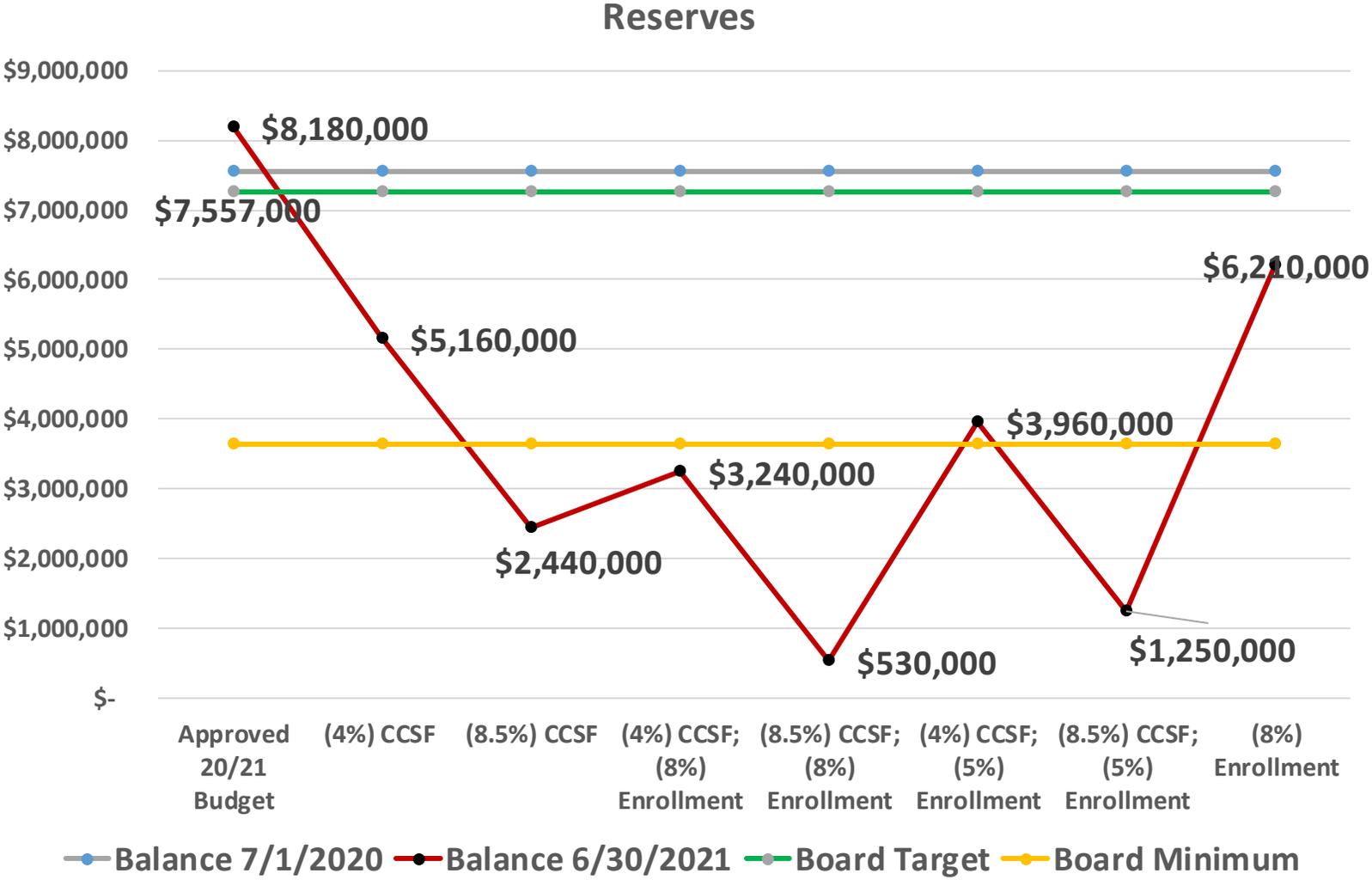
2020/2021 APPROVED BUDGET RESOURCES



What We Are Working On

- Developed & shared guiding principles and values
- Phased approach
- Savings to date
- Planning for multiple scenarios

Impact of Scenarios on Reserves



Questions?