



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *August 21, 2019*

**ITEM TITLE:** 5.1a

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

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**SUBJECT: APPROVAL OF MINUTES – July 10, 2019**

**Session #985**

A meeting of the Mt. Hood Community College District Board of Education was held on July 10, 2019, with a Regular Session at 6:30 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

**1.0 CALL TO ORDER / PLEDGE OF ALLEGIANCE / DECLARATION OF A QUORUM**

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

Additional Attendees: Dr. Lisa Skari, president, Heather White, Jack Green, Doctor Abio Ayeliya, Collin-Kazu Lewis, and Chelsea Allison.

Diane McKeel, board chair, called the meeting to order at 6:33 p.m.

**1.1 Oath of Office: New Board Members**

Dr. Skari swore in new board members Andrew Speer (Zone 3); Kenney Polson (Zone 5); Diane Noriega (At-Large Position 6); and LaVerne Lewis (At-Large Position 7). Dr. Skari read the Oath of Office individually to each new board member and they each responded with "I do" to the following oath:

Oath of Office:

You have been elected to serve the citizens of Mt. Hood Community College District as members of the Board of Education. As an elected member of the Mt. Hood Community College District Board of Education, you shall fulfill your duties as follows:

1. You shall exercise your authority only when acting collectively with your fellow board members.
2. You will exemplify the highest of standards of ethical behavior and conduct in all board duties.
3. You will be prepared to participate in open, honest and civil deliberation with your colleagues, vote your conscience rather than advance any special interests, and support the decisions and policies made by the board.
4. You will honor the division of responsibility between the board and the president and contribute to creating a spirit of true cooperation and a mutually supportive relationship in support of our community.
5. You will support and uphold the constitution and laws of the United States of America and the State of Oregon.

Do you accept the Oath of Office and solemnly affirm to fulfill your duties as a member of the Mt. Hood Community College District Board of Education as set forth in the oath?

Following the oath of office, McKeel congratulated the newly elected board members and declared a quorum for the board meeting.

#### 1.2 Approval of Agenda

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

### 2.0 ELECTION OF OFFICERS

#### 2.1 Election of Board Chair for 2019-2020

Zordich nominated Diane McKeel to serve a second term as board chair for 2019-2020. He stated the college has a tradition of conferring second terms of office to board chairs who have demonstrated exemplary leadership and McKeel possesses that quality. As a point of historical reference, Zordich mentioned the names of previous MHCC board chairs who served a second term. Noriega seconded the motion and it passed unanimously.

#### 2.2 Election of Board Vice Chair for 2019-2020

Polson nominated James Zordich to serve a second term as vice chair. Noriega 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 Special Report: Textbook Affordability Team (TAT)

Heather White, Co-Chair of TAT Committee and Library Technical Services and OER Coordinator, and Jack Green, Co-Chair of TAT Committee and a Math Instructor presented a special report on textbook affordability. White introduced Collin Kazu-Lewis and Chelsea Allison, ASG representatives who will also be presenting. White distributed two handouts to board members about the OER presentation: 1) An article from Inside Higher Ed titled, "OER as an Institutional Survival Strategy"; 2) An article titled, "Textbook Affordability Team (TAT) Updates" written by Heather White and Jack Green. White shared that the Textbook Affordability Team has been working on this with great success since 2015. She reviewed what they have done, what they are working on, and what they plan to work on in the future. White shared that OER stands for Open Educational Resources, and that OER can reduce the total cost of attendance because it has the potential to eliminate the cost of textbooks. She read a definition of OER from the article, *Textbook Affordability Team (TAT) Updates* and stated that "Open" equals "free plus The Five R's" which are retain, reuse, revise, remix, and redistribute.

Collin-Kazu Lewis, ASG president, and Chelsea Allison, ASG vice president, emphasized the importance of making sure OER is accessible to students. Allison shared a personal story about her experience buying textbooks in another state. Lewis shared that he and Allison have been advocating around the state with online webinars, and presented at events and seminars during Open Education week in March.

White provided statistics showing the dramatic increase in textbook costs since 1978, and highlighted the increase as surpassing increases in medical expenses during the same time-period. She shared OER has saved our students over \$1 Million dollars in textbook costs and they are planning a press release this fall to announce they reached the one million dollar textbook cost savings milestone. A data collection tool the Information Technology (IT) department built for them determined the cost savings, and the Analytics and Institutional Research (AIR) department did the data analysis to assist in calculating the cost savings.

Green shared his personal experience regarding his first OER grant for a math book he wrote that his students are currently using and saving money in textbooks. He joined White as a co-chair for the TAT Committee in 2017. He shared that Heather White received the Open Education Champion Award and extended congratulations to her on receiving the award.

White talked about OER at the state level and Open Oregon is now coming out of the Higher Education Coordinating Commission (HECC). The fiscal agent is Linn Benton Community College. The mission of Open Oregon is to promote textbook affordability for community college and university students and facilitate widespread adoption of open low cost and high quality materials. White shared the Library has a digital ebook publishing press coming for OER books written by faculty, and all the librarians and her are building an OER library special collection to make it easier for faculty to find OER.

White and Green will be stepping down as co-chairs to create an opportunity to expand TAT leadership expertise at MHCC and are working to transition the leadership of OER to new co-chairs for next year. The TAT is planning to create an OER faculty champion award, and throw some parties to celebrate everyone's success in this collaborative endeavor.

There was a brief discussion about the cost running in "staff time" to produce an OER book and to run all these TAT initiatives. Mattson asked what percentage of our classes are offering free or low cost textbooks. White stated she would follow up with board members to provide that information. There were questions about the timeline for the textbook affordability plan, the foundation grant, and grant cohorts. White responded there was a new law passed in May and the new co-chairs will be working on the timeline. She will email the answers along with the presentation handouts to the board secretary who will forward it to board members as it has a link to get more information about the grant process.

## 5.0 BUSINESS / ACTION

### 5.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session #983, June 5, 2019
- b) Minutes – Board Regular Session #984, June 19, 2019
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Appointment of Budget Officer
- g) Approve Budget Calendar

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

### 5.2 Approve Associated Students of Mt. Hood Community College (ASMHCC) Constitution and Bylaws

Doctor Abio Ayeliya, Director of Student Life and Civic Engagement, presented an update to the student constitution and bylaws. Ayeliya provided a brief background about the updated changes and stated there were several errors/typos he discovered in

the documents that will be corrected. He shared the student senate and the model they were using was not effective as there were not enough students involved in student government to be involved in student senate. The new model is for one student organization and body to make the decisions. The second document is the student bylaws and some changes in the bylaws are to fairly represent the students, change the student GPA from 2.0 to 2.5 for eligibility for student scholarships, and to clarify how due process is handled. Ayeliya mentioned the bylaws state they shall take effect at the end of spring term in the academic year that the changes are ratified, however since the bylaws were not put forward for approval at the June board meeting, he is requesting they become effective immediately upon board approval. Lewis provided further information and reasons why the by-laws were being modified.

Zordich noted there was a major historical error in the constitution document, referring to Section III – Accountability, Sub-Section 1 – Charter, Paragraph A, where it refers to the college name as “The East Side Education District.” Zordich stated the title of East Side Education District was terminated in 1972 when the college name became Mt. Hood Community College. Ayeliya stated the document would be updated to reflect the correct name.

Zordich motioned to approve the ASMHCC Constitution and Bylaws provided all the necessary corrections be made prior to publication. Polson seconded the motion and it passed unanimously.

## 6.0 CLOSING REPORTS

### 6.1 Board Members

Mattson – she attended the East Portland Chamber of Commerce Government Affairs Forum this morning, and they had a panel of legislators providing a wrap up of the legislative session. Tomorrow morning she will oversee the OCCA executive committee conference call as the new president of OCCA.

Zordich – he shared about the importance of patronizing businesses that support MHCC and a recent experience visiting a local business. He talked about one of our programs that combines classroom training together with apprenticeship training and the benefits of this program to our students.

Polson – he extended congratulations to the new board members and looks forward to working with them.

Noriega – she is happy to be back on the board. She loves the college and loved being on the board of education during her previous years of service. She enjoyed serving as a member of the foundation board for the past four years and looks forward to serving again on the board of education and working with the board and Dr. Skari.

Lewis – she is very excited to be here and shared it is an honor to be on the board and to be elected to represent the college in the community and beyond.

Speer – he is honored to be on the board and thankful for the support he has received so far. During the past couple of weeks, he attended the Parkrose School Board meeting and plans to attend the David Douglas School Board meeting tomorrow. He looks forward to developing relationships with the school districts.

McKeel – she shared that East Metro Economic Alliance has a legislative forum coming up July 18 in the morning at Heidi’s Restaurant. She wants to thank everyone who went down to Salem, met with our legislators, and advocated for our community colleges. She referenced an article in the Gresham Outlook about students taking on college and high school at the same time to enhance their education, and shared it is an important story as we continue our legislative advocacy.

Mattson – she thanked our students who came down to Salem to advocate for funding of our community colleges. The OCCA has had a presence in Salem and we had a significantly larger amount of funding due to this advocacy.

McKeel – she shared the students in Salem spoke with one voice for all seventeen community colleges and it was powerful. McKeel recognized Representative Jeff Reardon who has been a huge champion for community colleges.

#### ASG Representative

Collin-Kazu Lewis, ASG president – he shared they will be starting the summer trainings beginning this Friday through August 16 to train the new ASG representatives. They have a few open ASG positions and are currently recruiting to fill all the positions before fall term. He shared a personal story about his educational journey and career goal.

Chelsea Allison, ASG vice president – she shared a personal story about what led her to MHCC and her career goal. She shared it was a privilege to attend legislative visits with Dr. Skari and several board members in Salem. She and Lewis look forward to working with staff, faculty, students, college administration, and the board, and want to create a partnership and build relationships to serve MHCC students.

#### Advisory Representatives

Cheryl Johnson (FTFA) – she welcomed our new board members and the returning board members and invited them to attend classroom visits in the fall. She responded to Mattson’s question about OERs and provided additional information about the time and effort involved in creating an OER textbook.

Kim Sharer (CEA) – she was just elected for a second term as president of the Classified Employee Association. She provided a brief summary about the CEA and indicated they are currently in bargaining, which started on January 30.

Marilyn Pitts (PTFA) – she shared a brief summary about the part-time faculty and tutors at MHCC, and there is open house in the PFTA office today and tomorrow. Since last fall, the PTFA leadership have been looking at our current evaluation manual, and they invited Kay Lopez to attend one of their meetings to get feedback on how to improve the process. She hopes to take all the elements from the leadership team and update the manual in the coming weeks. The goal is to get the manual updated and approved before the mid-term accreditation visit.

## 6.2 President's Report

Dr. Skari presented her report to board members:

We started tonight with the welcome of new board members, and I would like to say publically, again, how much I look forward to you joining the leadership of MHCC. In my conversations with each of you, it is clear you are committed to the communities we serve, the success of our students, and the future of our college. I am looking forward to a great four years.

I would like to round out this evening with the public introduction of our vice president for instruction, Al McQuarters. You have read about Al, and heard us talk about him, and I would like to take this opportunity to recognize him formally, and give him a chance to say a few words.

Dr. Skari introduced Al McQuarters to the board and provided an opportunity for him to address the board, and welcomed him to the MHCC family.

Dr. Skari continued her report:

On June 22, we hosted our annual Strawberry Short Course Festival. The community event, which is free and open to the public, features “short courses”, family fun, and food. This year, we highlighted 30 classes and activities in art, business and finance, health and fitness, science, and applied technologies, like welding. Our Performing Arts Jazz ensemble entertained the audience, and a variety of community partners had booths to engage with the visitors. We estimate there were over 1,000 attendees as we went through almost 2,000 cupcakes. An event of this magnitude does not happen without work... a lot of work. A special thank you goes out to the following staff who made this event a success: Kendra Goetz, Rachel Evans, Brenda Wise, Shari Pruet, Cassandra Walters, Nataly Paoli, Samantha Piers-VanderPloeg, Kim Applin, and Kimberly Murray.

In closing, I am looking forward to our retreat next week, and the opportunity for us to come together and plot our future.

Marilyn Pitts shared a reminder about the Portland Highland Games on Saturday, June 20. The annual event includes athletic competitions, Celtic entertainment, clan history, and vendors offer traditional Scottish wares, food and drink.

7.0 ADJOURNMENT

Polson motioned to adjourn. Speer seconded the motion and it passed unanimously. The meeting was adjourned at 8:05 p.m.

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Clerk

Board Chair

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