



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 13, 2017*

ITEM TITLE: 5.1a

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

SUBJECT: APPROVAL OF MINUTES - July 12, 2017

Session #933

A meeting of the Mt. Hood Community College District Board of Education was held on July 12, 2017, at 7:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

OATH OF OFFICE

Debra Derr administered the Oath of Office to Diane McKeel, Annette Mattson, Jim Zordich for their terms.

CALL TO ORDER/DECLARATION OF A QUORUM

A meeting of the Mt. Hood Community College District Board was called to order at 7:06 p.m. A quorum was present.

Board Members present: Annette Mattson, Kenney Polson, Jim Zordich, Teena Ainslie (phone), Tamie Arnold, Diane McKeel, Michael Calcagno

ELECTION OF OFFICERS

ELECTION OF BOARD CHAIR

Teena Ainslie nominated Jim Zordich as Chair, noting his experience and long history with the College. Michael Calcagno nominated Tamie Arnold as Chair.

Calcagno stated that with a new board, a new Academic year, and a potential new President, there is an opportunity to shape the future of the College and the region. He thinks it would be beneficial to

hear from the nominees to hear about their viewpoints and asked if he could ask some questions of the nominees. He asked about the Aquatics Center, the FCC Broadcast license, the Maywood Park facility, the Presidential search, Carver Policy Governance, and the College's 40 acres of property. Zordich and Arnold each responded to the series of questions.

Zordich called for the vote.

Jim Zordich and Teena Ainslie voted for Jim Zordich.

Michael Calcagno, Diane McKeel, Tamie Arnold, Kenney Polson, Annette Mattson voted for Tamie Arnold. Tamie Arnold was elected Board Chair.

ELECTION OF VICE CHAIR

Teena Ainslie nominated Diane McKeel for Vice Chair for her many years of involvement with the College and her passion for the Presidential search. The motion was seconded. There were no further nominations.

Mattson noted that there is no one in the community more qualified to lead a presidential search than McKeel. McKeel thanked the board members for the nomination, noting the number of issues on the board's plate; she is passionate about the Presidential search and has seen a number of presidents in the College. She believes that Derr has created valuable partnerships and would like to make sure those are continued.

Arnold called for a vote. The motion passed unanimously.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

Calcagno asked to remove item 5.2f for discussion. The motion was seconded. McKeel moved to approve the remainder of the consent agenda. The motion was seconded and passed unanimously.

Regarding item 5.2f, Appointment of a Budget Officer, Calcagno asked about the budgeting process; he has heard concerns that the board is not engaged enough in the budget process. He has not seen a high level of board engagement in drafting the budget, but he would like to see a larger role. He proposed that the board elect its Budget Committee Chair. Polson seconded the motion.

Jennifer noted that the first legal step in the budget is appointing the College's Budget Officer. She added additional information into the Budget Calendar for the board to review. Derr noted that we have traditionally done a better job of tying institutional goals to the budget; we are just now doing Unit Planning. The unit planning process begins in September, and if the unit plans could be presented to the board showing progress and ties to the strategic plan. DeMent noted that the board would need to build in a budget committee meeting for there to be a purpose for the Budget Committee Chair; she noted that the Budget Committee could meet in March, adding additional public hearings. Calcagno asked when the budget planning begins in earnest on the College side; DeMent responded that the process will begin in January, when our enrollment assumptions are made and our funding can be predicted. Derr suggested that the board could be presented with the

results of our planning processes, assumptions, and financial situation in January. Mattson said that in her experience it has worked to have regular updates on the budget process and give input as a board; she is more concerned with the accreditation issue of tying budget to strategic plan than adding meetings. Derr noted that this would be an excellent retreat topic; the board can discuss what kinds of reports it would like to receive and what this board's expectations are. Calcagno moved to approve Jennifer DeMent as Budget Officer. The motion was seconded and passed unanimously. Calcagno withdrew his motion to appoint a Board Budget Officer.

BOARD CALENDAR

Derr noted that the Board must vote on its calendar during its organization meeting. McKeel asked about the half hour workshop times; she does not know if that is enough time. Derr clarified that they are simply voting on dates; the times can be amended at any point, and the board can revise the calendar at its retreat.

Calcagno moved to approve the calendar. The motion was seconded and approved unanimously.

INFORMATION AND REPORTS

"BIG IDEA"

Derr introduced Bhaktirose Dowdy, who discussed the Student Success Grant and SNAP 50/50. Dawdy said a big piece of the work with the SNAP grant is in trying to support debt-free education as much as possible as a way to help people out of poverty. This grant does not have a cap for match at the state level, so we have a unique opportunity to utilize our funds. Dawdy stated that MHCC was very successful with its CASE grant; out of that, an external evaluator recommended we connect with the SNAP grant, which is highly underutilized nationally. She provided a handout on some of the benefits of the successful SNAP 50/50 grant cases. At a time when funds are limited, and tuition is constantly increased, this is a great opportunity for students. She provided a flow chart on what a student would need to go through regarding this grant; the goal is to have all seventeen community colleges participate. We already have 60+ participants with a number of outcomes in about 1/3 of a year, showing how far a small investment can go for our students - for some, as little as \$20 makes a huge difference. The program will be College-wide, partnering with Access & Diversity on the Oregon Solutions work on the social services hub. She asked for the board's input and ideas on how this grant could be utilized, and what data they would like to see collected to show the success of the students. This kind of grant can incentivize staff, faculty, and the board to become involved in advocacy. In the future she hopes to bring students forward to a meeting.

Polson asked if Dawdy is tracking demographics; she responded that yes, the state utilizes the iMatch program that shows all demographics.

PRESIDENT'S REPORT

Derr provided her President's report, noting that the legislative session has come to an end. She provided the board with a legislative highlight document in Dropbox. A potential \$8m match for Maywood was approved; there may be opportunities in the future to leverage those funds without a bond. She also noted that OER had another \$1m dedicated to it, and that the transfer bill, sponsored by OCCA, did pass - there will be 25 majors that we will work on aligning courses and curriculums with universities. Additional support to Veterans was approved. Derr reminded that board that the

College will need to bring back a plan to bring our reserves back up to 5%. Finally, Derr stated that \$40m was dedicated to the Oregon Promise, which is insufficient to fund the program in totality.

Arnold asked what the projected enrollment was for fall; Derr responded that we projected a flat enrollment. Oregon Promise students who are currently enrolled will not have to do means testing.

McKeel asked about the Veterans Program; will it be administered through ODVA? Will we have to apply for it? Derr responded that the answer to both questions is "yes"; it is not a significant amount of money, but it could mean some additional help for us here.

BOARD MEMBER/ADVISORY COMMENTS

Pitts thanked the board members for their positive energy.

Sharer introduced herself as the new CEA President. She has been at the College for 20 years and is honored to represent the hardworking folks of the Classified staff; she gave kudos to the Classified staff who made the Strawberry Short Course happen through volunteer work and financial resources.

Mattson also attended the Foundation dinner and the East Portland Action Plan general meeting. She hopes to represent the College well and bring back the voice of the community.

Polson congratulated the new board members. He looks forward to getting to know them and working with them. He sees significant work ahead and would like to continue working on outcomes-based policies and further discuss the OPB license.

Zordich attended the annual Foundation dinner and would like to remain as the Foundation board as its liaison.

Arnold also attended the Foundation Board Annual dinner and learned a lot about what our Foundation is involved in. She volunteered at the Strawberry Short Course festival and encouraged the board to seek out volunteer opportunities in the future. She thanked the board for electing her as chair; she is open to feedback.

Ainslie congratulated the new Board officers. She is glad to work with them toward a great year.

McKeel is looking forward to working with this board, noting its great collective experience and strengths. She asked about communication – how do the board members receive information? She sees opportunities that could be better leveraged.

Calcagno is looking forward to working with our board members on the year ahead.

Johnson welcomed the new board members and Kim Sharer. She noted that a faculty member, Fred Schnell, was recently inducted into the NWAC Hall of Fame; he has worked at the College for almost 30 years. She commented that while the board is discussing potential assets, she hopes that the board will talk to the faculty and staff of the College for input.

ADJOURNMENT

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

Adjourned at 9:21 p.m.

WORKSHOP

A Workshop special session of the Mt. Hood Community College District board was called to order at 9:30 p.m.

Board Members Present: Tamie Arnold (Chair), Diane McKeel (Vice Chair), Teena Ainslie (phone), Jim Zordich, Kenney Polson, Michael Calcagno, Annette Mattson

Staff Present: Debra Derr, Carrie Toth, Jennifer DeMent, Travis Brown

Derr, Jennifer DeMent, and Travis Brown introduced the topic of the Presidential search. The board was provided with some timelines and a sample RFP. They stated that several important steps have to be taken before the search process can begin, including an analysis and profile of the institution, which is used to develop the strategy for recruitment to attract a good match. The next piece is the actual recruitment, for which Derr recommends using a consultant. She reminded the board that confidentiality is a key issue; some applicants may not want their current employers to know they are looking. The final interview is with the board. Derr asked the board to decide if it would like to proceed with an RFP for a consultant; DeMent noted that an RFP is not required, but it is her recommendation. Arnold asked if we had to pay for the consultants to visit. DeMent said that no, the vendor responsible for cost. Mattson finds community input important – where does that fit with gathering the information? Derr noted that the consultant would develop that profile in consultation with the board.

HOUSEKEEPING

Derr provided copies of the bylaws, noting that the board began a policy review but suspended it to explore Carver Policy Governance. The board will need to make a decision on how to proceed with policy updates.

RETREAT

Derr and Toth presented retreat topics requested by board members. The board proposed additional topics, and Arnold requested a facilitator. A draft will be sent to Arnold and McKeel by the end of the week.

ADJOURNMENT

The work session adjourned at 10:25 p.m.

Clerk

Board Chair

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