



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *February 2, 2017*

ITEM TITLE: **2.2a**

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

SUBJECT: **APPROVAL OF MINUTES - NOVEMBER 9, 2016**

Session #924

A meeting of the Mt. Hood Community College District Board of Education was held on November 9, 2016, with a Board Workshop at 6:15 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.

WORKSHOP

Board Members in attendance: Susie Jones (Chair), Jim Zordich (Vice Chair), Teena Ainslie, Tamie Arnold (phone)

A workshop of the MHCC District Board was called to order at 6:16 p.m.

Bruce Battle presented a Communications and Marketing Review to the board using data for dates between June 2015-July 2016, so that a full year of data was reflected. The first half of 2015 was largely preparation. Battle had goals of getting MHCC back to mediums where it should have been (TV, radio); raising awareness of the College; getting MHCC in "Top of Mind" consciousness; and unified message across a strong mix of media. We did fall and spring enrollment TV ads, radio campaigns, movie theater ads, traditional print media and mail (to approximately 125,000 households), Google, Facebook (increase followers from 1400 in January 2015 to 8500 now), Twitter, Pandora, and various other methods.

Jones noted that we are doing general marketing and will be doing targeted marketing - if departments and programs were cooperative, they could provide other publications or areas. Battle agreed and would love to have this information from programs and departments, although there is some question of how money should be spent - some areas have marketing budgets, while others don't. Derr noted that we are now in the process of hiring a Marketing specialist to help us be even more deliberate. Jones asked if Battle's colleagues in k-12 were receptive and willing to put things in their publications. Battle responded that yes, absolutely - most of that is done through Sydney Frost in Recruitment. Zordich asked if there might be an Alumni publication; Derr responded that this would be through the Foundation.

CALL TO ORDER/DECLARATION OF A QUORUM

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

A meeting of the MHCC District Board was called to order at 7:00 p.m. A quorum was present.

APPROVAL OF THE AGENDA

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

APPROVAL OF THE CONSENT AGENDA

Zordich moved to approve the consent agenda.

- a) Minutes from Board Mtg, 10/12/16
- b) Monthly Personnel Report
- c) Monthly Financial Report
- d) Monthly Head Start Report

e) Consideration of Selection of Flexible Spending Account (FSA) & Health Savings Account (HSA) Vendor

The motion was seconded and approved unanimously.

PUBLIC INPUT

Garie Zordich addressed the board. She noted that the Emily G. Gottfried award, honoring community human rights champions, was recently awarded. She stated that we are lucky in the Humanities Department to have a part-time faculty member named Sean Davis, a military veteran, published author, and veteran counselor, who received the Emerging Leader Award for the City of Portland.

Shedrick Wilkins, self-proclaimed community college advocate, addressed the board. He recently spoke to a PCC representative about the idea of “free college” and would like to be a lobbyist in Salem for food, aid, and basic health rights.

INFORMATION AND REPORTS

POWELL-DIVISION UPDATE

Charles George, Alan Lehto, and Michael Calcagno gave an update. Calcagno noted that the Powell-Division Steering Committee has concluded its work by vote, after three years of meeting to put together a recommendation. Mt. Hood is not part of those plans, but we have worked with TriMet, Metro, and the City of Gresham, to put together an MOU as an interim solution to better serve students: increased frequency on Line 20, closer focus on fare assistance, and real-time arrival displays are included. Despite the loss of the terminus, we have good alternatives that will help in the immediate future.

Lehto reinforced that the committee feel it is unfortunate that they couldn't bring the BRT to the campus, but they can provide some help to access our educational services. The first improvements will happen in March 2017, and they are scrambling to possibly add everything earlier than originally projected. He brought the copy of the MOU for Derr and Jones to sign.

George thanked Trimet, Metro, Calcagno, and all the partners for their collaborative work. Ainslie asked how students will access the schedule; Calcagno responded that we will have the real-time displays and could potentially have a section of our web page. Jones asked about future projects: will there be an ongoing conversation between MHCC staff and Trimet? Will Charles develop a needs assessment to help us prepare? George responded absolutely, he has been tasked with this issue and will work with the Trimet team.

SPRINGWATER CORRIDOR

Charles George presented an updated plan on future MHCC involvement in the completing of the 40-mile Springwater Corridor loop trail. The project has been in the works for decades but never completed. A proposed route for the MHCC portion of the loop was presented; this would be a very-long term project.

ACCREDITATION

Sheri Mosher presented the preliminary findings from our Accreditation visit, which has taken place with our 8 team members over the last two days. Over 30 meetings were conducted with various groups. Today was the exit interview; only an oral version could be presented on commendations and recommendations, delivered by Dr. Ryan Thomas. He noted that it was clear our #1 focus was on our students and said that they had a very positive experience. They gave us several commendations and four recommendations. We need an effective system of governance, a regular faculty evaluation process, assessment tools that are College-wide, and clear measures and indicators. With Sergey Shepelov's work, we are building a dynamic way to measure outcomes, and we will need to identify ways to use them. Next year will be Year 1 of the 7-year process. We will have more detail in our final report in January.

Derr thanked Mosher for her heart and soul that she has put into the project for a very long time. We were evaluated as though we had completed 7 years within 5 years. Derr was very relieved that the report came back as well as it did. We know that assessment and learning outcomes would come up – it is one of the most common recommendations colleges and universities receive. She thanked Polson, Jones, and Zordich for interviewing with the lead evaluator. One of the evaluators, as part of the Community Pride aspect, actually went out into the community and asked people what they thought of Mt. Hood and got very positive feedback.

Mosher stated that in approximately one week, we will receive a copy of the preliminary findings that we will check for errors of fact and give us the opportunity to correct. We will return the document within 10 days. Ainslie noted how impressed she was with the 7-year report document. Zordich noted that he is impressed with Mosher's dedication. He noted that the discussion with Dr. Thomas allowed room for discussion and painting a broad picture. He was relieved that Dr. Thomas's comments were so positive.

BUSINESS/ACTION

NEW PROGRAMS

Daryl Harrison-Carson presented a proposal for a Professional Theater Technician. Harrison-Carson noted that we have long had a transfer program in both theater and the technical side of theater. She said that there are many more jobs in that area than in the performing area. She is presenting a 2-year AAS degree that she hopes will improve recruitment and retention. It doesn't add any cost; it is made up of courses we already have and will help our students with Financial Aid. Jones stated that she really likes the concept; it doesn't cost us any more to do that but gives the students a skillset to seek a job. Derr strongly recommended approval.

Jones asked for a motion to approve the Professional Theater Technician program as presented. Zordich moved to approve. The motion was seconded and approved unanimously.

Hogue presented the Mechatronics proposal. It is also an AAS degree, but a one-year program. We received a grant from the Oregon Talent Council last year to seed this program, which primarily was used to purchase equipment.

Jones asked what space we are using now. Hogue responded that they are currently mobile units, but we are looking at two classrooms to designate for the program and alter as needed. We do not need shop space or a new facility. Jones asked where the long-term funding and equipment might come from. Hogue responded that partners have already stepped up; Boeing worked with the City of Gresham to put funding toward our Mechatronics program; we used some funding from Perkins, and some Foundation money. There will be additional costs in later phases. It will be a phased-in

program. Jones asked what the funding source will be to maintain the equipment. He noted that a Maintenance Tech is very different from what it was 20 years ago, and it is becoming more and more automated. Almost all manufacturers have a need for these maintenance technicians. There is currently no certification program in Oregon, so it is a huge opportunity for us. Derr thanked Hogue and Andy Dryden for their work.

Jones asked for a motion to approve the Mechatronics program as presented. Zordich moved to approve. The motion was seconded and approved unanimously.

POLICY UPDATES – APPROVAL

Derr presented a second reading of the policies presented at the October meeting. They included:

- 9020: Board Powers and Duties
- 9040: Individual Board Member’s Authority and Responsibilities
- 9061: Board Member Development
- 9062: Compensation and Expenses
- 9080: Standards of Conduct
- 9081: Board Member Conflicts of Interest
- 9082: Board Governance
- 9100: Board Officers
- 9120: Board-President Relationship
- 9140: Advisory Representatives to the Board
- 9160: Consultants to the Board

Jones asked for a motion to approve Board Policies 9020, 9040, 9061, 9062, 9080, 9081, 9082, 9100, 9120, 9140, and 9160 as presented. Zordich moved to approve. The motion was seconded and approved unanimously.

POLICY UPDATES – FIRST READING

Derr presented a second set of by-laws for review. They included:

- 9180: Board Meetings/Regular Board Meetings
- 9181: Special and Emergency Board Meetings
- 9183.2: Conduct of Board Meetings
- 9183.3: Minutes of Board Meetings
- 9183.4: Public Participation in Board Meetings
- 9200: Adoption, Revision, and Suspension of Policies
- 9240: Vacancies on the Board

There were few changes, but key changes include additional ADA language. Special meeting language was clarified as well.

Regarding “Emergency meetings,” Derr and Jones would decide what constitutes an emergency, and only that emergency business could be conducted. An example would be our electrical system failure.

BOARD COMMITTEES

The bond committee has not met again – it is on hold pending further information.

Jones presented on the progress of the Policy Governance Committee, which has met twice since the last meeting. Last meeting, board members received a copy of the charter, as well as a workflow. She presented a document with quadrants showing the areas covered by Policy Governance. Jones also presented the first draft of the Outcomes section from the committee. She asked board members to contact her or any of the other committee members with questions. The committee will then work on Executive Limitation policies.

PRESIDENT'S REPORT

Derr received information from the HECC illustrating their strategic plan. She distributed a document summarizing this plan and our responsibilities as part of that plan.

For the last month, the College has been focused on Accreditation, and Derr thanked everyone who worked throughout the process. Jones and Zordich attended the 10/14 education forum, and on 10/18 Calcagno and Derr attended reception and lecture by Sara Goldrick-Rab. Her focus is on what it really costs to attend college, especially those who are economically disadvantaged. Derr presented the board with copies of "Paying the Price."

Derr stated that she is continuing to work on our reorganization. A second all-staff forum was held, and there is a huge amount of information to process. By the end of the month, there should be some announcements. She attended the Superintendents Council meeting and shared outcomes of our College Now efforts. A team including Nikki Gillis, John Hamblin, Eden Isenstein, and others met to talk about the Oregon Solutions proposal to explore the Upward Mobility Center concept. They are beginning work on the pre-proposal.

EAB presented its findings on what a student needs to do to register at MHCC, and there will be a great deal of work to do in straightening out that process. Jones asked who is working with the EAB to navigate; Linda Vigesaa responded that there is a large committee. Derr requested an Executive Summary for the board. She congratulated Polson for his appointment to the ACCT Diversity Committee, who will attend his first committee meeting in February. MHCC made its annual visit to Alder Elementary on November 3rd. Derr congratulated the Athletics program on winning the President's Cup award in the NWAC for academic achievement by our student athletes.

BOARD MEMBER/ADVISORY COMMENTS

Boyle thanked the Accreditation team.

Calcagno passed.

Arnold passed.

Polson noted that he is excited to be part of the Diversity Committee for ACCT and representing MHCC and the Northwest.

Jones stated that the election is over, and we now need to focus on our bond, especially as Gresham Barlow appears to have passed its bond. She noted that she would like to see a lending library for the board as previously discussed.

Zordich was amazed by this year's OCCA conference. He especially enjoyed the pre-conference meeting and the legal briefing. He also enjoyed a presentation on property taxes and distributed some materials from the session to board members.

Ainslie thanked the College for making space available for long-term care training for State Ombudsmen in February. The training covers the crucial information people need before selecting long-term care options, how to pay for them, the rights of those who live there, and who is available to help. She distributed information to Board members. Students in the medical fields are invited to audit. She noted that facilities in our area are in desperate need of volunteer advocates.

ADJOURNMENT

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

Adjourned at 9:04 p.m.

Clerk

Board Chair

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