



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *January 16, 2019*

ITEM TITLE: **4.1b**

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

SUBJECT: APPROVAL OF MINUTES – December 19, 2018 Regular Session #971 Meeting Minutes

Board Meeting Minutes – Session #971

A Regular session of the Mt. Hood Community College District Board of Education was held on December 19, 2018 at 6:30 in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

1.0 CALL TO ORDER/DECLARATION OF A QUORUM

Board Members in attendance: Diane McKeel (Chair), Jim Zordich (Vice Chair), Tamie Arnold, Annette Mattson, Teena Ainslie (by phone)

A meeting of the MHCC District Board was called to order at 6:33 p.m. McKeel declared a quorum was present.

1.1 APPROVAL OF THE AGENDA

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

1.2 CORRESPONDENCE

There was no correspondence.

2.0 PUBLIC INPUT

There was no public comment.

3.0 INFORMATION AND REPORTS

3.1 Special Report: Small Business Development Center

Kedma Ough presented a special report to the board on the Small Business Development Center (SBDC). She thanked the board for the opportunity to present. Ough began by stating the Small Business Administration (SBA) is tasked/mandated to support small businesses and provided highlights regarding the SBA's mission and programs with over 1000 offices located across the county. In Oregon, there are 19 centers each offering standard advising and training. There are several signature programs that make MHCC unique. In Oregon, there are five recognized signature programs and MHCC owns four of them. We operate as the innovation platform for 19 centers and play a role nationally.

The first program is the *Project Proto Youth Entrepreneurship Program*, which is recognized statewide and helps develop the business skills and experience needed in today's competitive market. Students receive educational support and have an opportunity to build an online business. MHCC owns the curriculum for this program and we have allowed other SBDC's to use the curriculum, which is making a difference across the State. The second program is the *Innovation Program*. This is another signature program owned by MHCC which provides an opportunity to interface with the entire community. The third program is the *Cybersecurity Program*, and the last program is the *Franchise Program*. This year the national SBDC recognized the MHCC SBDC program as a national initiative that every state needs to look at certification for franchising. They have now certified more than 24 states and it all comes through the SBDC program here.

Ough encourages support from the Board in communicating the great opportunity for businesses to come to MHCC through our signature programs. We are in high demand because of our results and have a waiting list. The MHCC SBDC has won the SBA Business of the Year Award for the last three years in a row. Ninety-nine percent (99%) of all referrals do not come from this college, and Ough wants to see our own team as part of that initiative. Ough wants this college to be known as the place to go for not only classes, but for business support and advising.

Ough shared there are several different ways a referral from inside the college could come in. It could be inviting SBDC to be part of a class or it could be a simple message to students to make them aware of the opportunity. For students looking for a job opportunity, they could be referred to SBDC for information about grant opportunities, funding resources, etc. Some people want to start a new business for several different reasons, so it could be a referral for services.

Ough stated the referrals are tracked and come from several different sources. Referrals come from the SBA, Business Oregon, and from all of their service partners such as the Hispanic Chamber, African Chamber, OAME, etc. Clients who have used their service also provide referrals.

Any opportunity for a presentation about their services really works. They are always available to accept invitations to speak at community groups. She would like to have direct access to students and to provide materials for distribution in classes. A recent idea she proposed was to have a question on the registration form to see if students were familiar with the SBDC. She looks forward to working with the marketing team on communication strategies.

4.0 BUSINESS/ACTION

4.1 Approval of Consent Agenda

Arnold motioned to approve the consent agenda. Zordich requested Item F be pulled out of the consent agenda for discussion. Arnold withdrew motion to approve and motioned to pull Item F out of the consent agenda. Zordich seconded the motion and it was approved by Arnold, Zordich, and McKeel. Mattson opposed the motion resulting in not enough votes to pass the motion. Zordich then motioned to approve the consent agenda as written. Mattson seconded the motion and it passed unanimously.

4.2 Cybersecurity Small Business Certificate

Skari shared this is a very creative example of how one of our programs has worked with SBDC and is an innovative approach to a certificate. Skari complimented them on the work they are doing and are looking at what is good for students.

Wayne Machuca, Lead Instructor of the Cybersecurity Program in Information Systems, and Kedma Ough, Director of the Small Business Development Center, provided a presentation on the Cybersecurity Small Business Certificate. Machuca stated that when they designed the Cybersecurity Program in 2010 – 2012, they anticipated a classroom size of about 12 to 15 people in the program. The program was launched and it has exploded. The Information Systems as a general program has grown substantially and the numbers are continuing to expand. The program is broken up into three groups of students in Cybersecurity, Computer Science, and Game Development with roughly 350 students right now. As a result, they are seeing about 127 declared majors in the Cybersecurity program, about 100 in Computer Science, and about the mid 90's for students in Game Development. One of the requirements of the degree is that students have to participate in an internship for 120 hours. About five years ago, they out ran all available internship opportunities in East Multnomah County, so the challenge was finding internship opportunities.

Machuca stated a few years ago, he talked to Kedma Ough about the internship challenges and that an overwhelming majority of their graduates that go directly into industry tended to go into small and medium-sized businesses. Computer hacking was a big problem for small and medium-sized businesses, which often lacked resources for cybersecurity. They had an idea that as part of the student internship, the Cybersecurity students would be trained through the SBDC to be advisors and consultants for small

businesses and trained to speak to entrepreneurs, not just as a technician but also as a translator of technology to small businesses.

The concept was approved and they received a grant. Part of the grant required them to train people to be able to work as advisors, but also to create avenues where business owners and entrepreneurs could learn enough technology that they could be quasi self-sufficient with their own cybersecurity. They designed a series of stackable credentials within Information Systems that crosses multiple-degree programs. The Cybersecurity degree was designed around people having a base level of computer technology training. For the small business owner or entrepreneur who does not have the technology training when they start, they brought in courses from several different Information Systems degrees. They created three stand-alone certifications that are less than one year and are stackable. The first credential is Business Computer Fundamentals, the second credential is Business Cyber Security Fundamentals, and the third credential is Business Cyber Security Practical Implementation. Each certificate is designed using existing courses, but is reorganized so there is no impact on infrastructure or budget. They are asking for board approval to move forward to complete the NSF grant requirements, which requires certification.

Zordich motioned to approve the Cybersecurity Small Business Certificate Program. Mattson seconded the motion, it passed unanimously, and motion carried.

5.0 CLOSING REPORTS

5.1 Board Members

Arnold – Nothing to report.

Mattson – She shared comments regarding the consent agenda process and stated having no surprises is a mutually respectful way to operate. She attended the East Portland Chamber of Commerce Government Affairs Committee and Awards Breakfast. The recipients this year were East Portland and East County providers of affordable housing. A board member from three local community colleges attended.

Zordich – He attended a constituent coffee last Saturday sponsored by State Representative Chris Gorsek. They discussed the community college budget dilemma over the coming year. Zordich shared that OER (Open Educational Resources) is doing some dynamic and interesting things regarding textbook affordability plans.

Ainslie – She was thrilled to read in the local newspaper that Chris Gorsek talked with the Governor about community college funding. She inquired about the fundraising campaign for a commercial refrigerator for Barney's Pantry. Skari shared it was a successful campaign and the foundation raised close to \$15,000 for Barney's Pantry. The funds will be used to purchase a refrigerator, food and hygiene items. The foundation is planning to present a check to the student government sometime in

January. Ainslie inquired about building a partnership with a local business and Skari stated she would talk with Al Sigala.

McKeel – She attended the East Metro Economic Alliance (EMEA) Legislative Breakfast. The legislators in attendance were Chris Gorsek, Laurie Monnes Anderson, Janelle Bynum, Lew Frederick, and Chuck Thomsen. All were in agreement about needing to address the funding issue and taking action. The EMEA Legislative Committee is meeting tomorrow to determine their business priorities. McKeel sees the community college funding as a priority.

Mattson – She recommended a recent article in the Portland Business Journal regarding community colleges and the investment needed in workforce.

Advisory Representatives

Cheryl Johnson (FTFA) – She commented about OER and stated they are in a great place in regards to our textbook affordability team. She does not anticipate any problems as they already designate classes that have low cost and no cost textbooks. She extended a thank you to the Foundation for continuing to sponsor that work. She thanked the Board for their dedication and commitment and for being a MHCC champion around the community. It has made a great difference in the community. She appreciates all the work they do and wishes everyone a great holiday.

Garie Zordich (CEA - attended to represent Kim Sharer) – the Testing Center has received formal notification from NCTA they have been designated a Nationally Certified Testing Center. On Tuesday, the classified employees outdid themselves with the Winter In-Service. John Hamblin captured everything beautifully with the appreciation email he sent out to all staff this morning. There were 247 staff, faculty, and administrators that attended the keynote presentation. There were 298 staff, faculty, and administrators that attended breakout sessions held during the day. She handed out a copy of the Winter In-Service schedule to board members. She wants to thank the following classified employees who were on the planning team: Aaron Sorenson, Amy Salsbery, Christy Weigel, Corey Huston, Janine Shockley, Jenny Ruelas, Katelyn Goslin, Lisa Riegel, Michael Hein, Nataly Paoli, Nicholas Gosling, Sarah Aimone, and Shari Pruett. The CEA Association wishes everyone a good and safe holiday.

Marilyn Pitts (PFTA) – Nothing to report.

ASG Representatives

ASG Representatives did not attend the meeting.

5.2 President's Report

Skari shared the following thoughts in her President's Report.

I, like many of our students, started this week with a deep sigh of relief... I made it through the first quarter. Like the students, I had many, many learning opportunities.

My hope is I was able to accurately translate the lessons into productive action. Yesterday was a wonderful celebration of the completion of the quarter. We held our Winter In-Service... the professional development day for staff. It was my favorite to date. The day kicked off with a keynote by Dave Evans, co-author of the New York Times best seller, *Designing Your Life*. With his own life journey leading him into a tech career, working for companies like Apple and Electronic Arts, Dave teaches students at Stanford through his Life Design Lab and coursework. The lab applies human-centered design thinking to tackling the “wicked” problems of life and vocational wayfinding. Dave challenged the audience to answer the question: “What do you plan to do with your one wild and precious life?” Dave Evans was selected by the Winter In-Service Planning Team for several reasons:

- His dynamic, energizing and entertaining presentations,
- The connection between his message and MHCC’s continuous improvement efforts, and
- The relevance to human (or student) centered design work happening around campus, including with the implementation of our New Student Experience.

A special thanks goes out to the Winter In-Service Planning Team and People Strategies Council for their creation of a wonderfully engaging day. The Student Development and Success Division for making lunch possible, and the Classified Employee Association generously supported the purchase of books, supplies, and printing. And, all of this could not have happened without the facilities and custodial team for logistical help and support, and Title III, which provided the funding for our keynote.

In closing, I would like to extend a special thanks to the Board, my leadership team, our union leaders and their members, and our students for their hard work and commitment. We have ended 2018 on a positive note and I look forward to the new year, new opportunities, and our unified work in increasing access and breaking down barriers. Happy Holidays.

McKeel thanked everyone on behalf of the Board for their commitment to the College and looks forward to the opportunities ahead for next year.

6.0 ADJOURNMENT

Mattson moved to adjourn the meeting. Arnold seconded the motion and it passed unanimously. The meeting adjourned at 7:47 pm.

Clerk

Board Chair

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