



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *September 13, 2017*

ITEM TITLE: 5.1b

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

SUBJECT: APPROVAL OF RETREAT MINUTES - August 25 & 26, 2017

AUGUST 25th

A retreat of the Mt. Hood Community College District Board of Education was held on August 25th, 2017, at 5:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

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

Staff Present: Debra Derr, Carrie Toth

Arnold called the meeting to order at 5:09 p.m. A quorum was present. There were no action items on the agenda.

Derr began the evening with an icebreaker game.

LEADERSHIP TEAM PROFILE

Travis Stovall began a discussion on the Leadership Team Profile. Prior to the meeting, each board member completed an assessment to determine his or her Core Values Index. Stovall presented each member with a detailed description of his or her CVI and profiled the group as a whole, noting that all board members scored highly on the Innovator value. Derr asked how to best utilize that Innovative energy; the board members each have ideas and like to ask questions. Stovall responded that the group will know its tendencies: they are highly creative but will need to focus on execution.

The board agreed to postpone discussion of its vision until the following day.

ADJOURNMENT

The meeting adjourned 8:40

AUGUST 26th

A retreat of the Mt. Hood Community College District board was called to order at 9:00 a.m. A quorum was present.

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

Staff present: Debra Derr, Craig Kolins, Jennifer DeMent, Carrie Toth, Tambi Boyle

Arnold opened the meeting by referencing Travis Stovall's presentation. She asked each board member to share a time he or she might have been frustrated during a meeting. Arnold noted that she prefers to raise her hand rather than talk over people; McKeel likes to ask questions; Ainslie would like to see the board purchase microphones so that she is better able to hear. Zordich said that he enjoys researching and learning about the organization, but the restrictions and boundaries of the board can be frustrating. Kolins said that organizations can sometimes get into a pattern of groupthink, so making sure that minority opinions can be heard is important. DeMent also asks questions, and she does not want that to be interpreted as criticism; she wants the right answer. Calcagno is a "why not?" person, so working with groups, he is more of an abstract/creative thinker, and he can be frustrated when he feels roadblocks are thrown up. He thinks her terms of, "yes, if," rather than "no, because." Mattson shared a few examples from her career where she felt frustrated by dishonest or manipulative information and situations. Polson said that as a soft-spoken person, it is hard for him to raise his voice. He is also frustrated by issues that are not resolved in a timely and fair manner. Derr likes to keep to a schedule and a timeline; she can be frustrated when things do not keep to a plan. She does not want to close down conversation, but sometimes is frustrated when important items are not given as much attention.

BUSINESS/ACTION

PRESIDENTIAL SEARCH

Jennifer DeMent presented a copy on the Presidential RFP, which is open until September 1st, stating that the College has begun to receive proposals. DeMent asked if the entire group wanted to review the proposals, or if an RFP committee would like to review them. She would like feedback on the proposals by September 15th. All board members indicated interest in reviewing the proposals, so DeMent will send them out to everyone. Zordich asked if an amount was budgeted; DeMent responded that, yes, there was money set aside. Calcagno asked how the references on the proposals would be evaluated; DeMent responded that each person would receive a spreadsheet to score the proposals, but the Purchasing Agent would do the additional research on references. The information can be provided to the board. The board will also have input on the search committee, and Derr strongly recommended that an inclusive committee be chosen, with both staff and community input. Mattson and McKeel agreed. Calcagno would like a strong emphasis on equity and diversity, selecting committee members with wide representation. Derr recommended waiting until a consultant is on board before making significant decisions about the committee makeup, timelines, etc. DeMent recommended that everyone turn in their scores by September 11th, and a summary would be provided to the board at the September 13th meeting as an agenda item. The consultants will be able to provide specific recommendations when they interview, with the board ultimately making the decisions. Arnold would like to wait to hear what the consultants recommend on the 21st, and then put together the committee.

BOARD & COLLEGE POLICY

Derr recapped the conversation the board has had over the past year about Carver Policy Governance. Her goal is to have updated policy and regulation manuals ready for the new President. Polson supports continuing with the Carver model. Zordich found Mersereau's comments enlightening, and he does not believe we have the time to wait for a full development and implementation of the Carver model, which could take up to two years. He liked the long-term commitment calendar and feels that this aspect is important and could be adapted; ultimately, he would prefer to stay with our existing model. Polson would like to see more focus on outcomes. Calcagno said that the Carver model gives a President more latitude, whereas our policy is more restrictive; the board could change specific policies to give responsibilities to the President. However, it does take some authority away from the board, and it would be a massive process. Derr reminded the board that the new President would be the one to implement the model, and the board would have to bring in a trainer for the board and the new President. McKeel heard Mersereau's concerns and was not clear on the problem the Carver model would solve; she would like to focus on the big items the board has in front of them and focus on updating our current policies. Ainslie remembered that the College had discussed Carver years ago; Derr responded that the board at the time asked the same questions and decided not to move forward. Mattson sees the need for updated policies before joining the board and was glad to hear that work had begun; she believes the work of the board in selecting the next President is too big to permit distractions, and the liability/risk issues are a concern for her. Arnold would like to move ahead with a more specific calendar, board chair responsibilities, and ensuring the board gets on a policy review schedule. She does not favor Carver. Zordich made a motion discontinue Carver policy and continue with the updates from OSBA. The motion was seconded and passed unanimously.

WORKING AGREEMENTS

Arnold would like the board to set its own working agreements – how does the board communicate with each other? How can the meetings be engaging? How can board members be respectful of each other? Mattson would like the agreements to be structured positively, rather than a list of “don'ts.”

The board's suggestions will be summarized and presented to them at the September meeting.

BOARD ORGANIZATION ASSIGNMENTS

Arnold noted that the board will have more committees in the future; the list presented is only what is required by the organizational meeting.

Arnold would be interested in ACCT and OCCA. Mattson would like to be the OSBA representative and volunteered for the Outstanding Support Staff Awards committee. Zordich would like to continue to serve on the Foundation board, and he is interested in the Distinguished Teaching Awards and the Audit Committee. Calcagno will be an alternate for OCCA. McKeel will be an alternate for ACCT and will serve on the Audit Committee. Ainslie will serve as the Head Start liaison as well as the Outstanding Support Staff Awards Committee. Polson will remain on the ACCT Diversity Committee and will serve as the second member of the Distinguished Teaching Awards committee. Derr will bring forward the list of subcommittees from All Hands Raised. She will seek internal feedback on who attends community meetings on behalf of the College and look for gaps. Calcagno moved the approve assignments. The motion was seconded and approved unanimously.

MASTER CALENDAR

Kolins reported on the College Master Calendar. It will include both internal and community events and should go live in the next 2-3 weeks. Website updates will go live in the fall, and the new Events Coordinator will own the College events calendar.

Arnold introduced the topic of a second monthly meeting. She does not feel like the board has enough time to be proactive with its current meeting structure. Arnold proposed moving meetings to First and Third Wednesdays, using the first Wednesday of the month as strategy session, with the third week of the month being the regular board meeting. Calcagno proposed the 21st of September as a work session, and then the board will move it its new schedule. For November, the board will meet for a work session on the 8th, then meet the 15th, to avoid conflict with the OCCA Annual Conference.

Arnold brought up the idea of having meetings at different areas in the district. Calcagno would like to make sure that community members in those areas are aware and able to attend. Derr agreed. McKeel asked about areas that might televise. Ainslie would like to feature students who received scholarships from Mt. Hood. Zordich moved to approve the amended calendar. The motion was seconded and passed unanimously.

HEAD START GRANT FUNDS CARRYOVER

DeMent introduced the grant funds carryover item. Zordich moved to approve the Head Start Grant Funds carryover. The motion was seconded and approved unanimously.

2017-2018 OREGON HEAD START PREKINDERGARTEN (OPK) CONTINUATION GRANT

Calcagno moved to approve the continuation grant. The motion was seconded and carried unanimously.

BOARD VISION, PRIORITIES, and GOAL SETTING

Derr facilitated the board's vision session and noted that the goal for today was to create the board's vision for the future. She asked for honesty, noting that the end goal is not a perfect vision, but a newsletter depicting a broad future vision that will hang in the Board room. She reminded the board that Strategic Plan will need to be redone in 2020.

Derr asked the board to consider the following questions: What is MHCC's image? What is the Board's role in the community? How do we handle good times/hard times? What are our values? Who is affected by the work of the Board? What is the role of the Board in creating our future?

The following themes from A Vision for the Future:

Accountability, Advocacy, Bond, Community, Equity, (Values) Internal Stakeholders, K-12 Partnerships, Program Excellence Public/Private Partnerships, Workforce

Shared Values: Vibrancy, Quality of Life, Access, Equity & Inclusion, Economic Security, Accountability, Community's College, Interdependence/Interconnectedness/Synergy

Shared Priorities: Advocacy, Affordability, Access (valuing it), Bond Financial Relevancy/Sustainability, Workforce (partnerships), Community (Focus/Seamless Transition, Synergy), How do we communicate our Story

Shared Vision: Debbie and Craig will get you a summary for a Shared Vision before the September Board Meeting.

WRAP-UP

Board members thanked the staff and each other for the positive energy and momentum; they enjoyed getting to know each other and gel as a team and hope to keep moving forward. Derr will ask for access to Travis Stovall's slides. Board members liked the Visual Arts space and would like to meet for their workshops in other areas of the College.

Arnold requested birthday dates from each member to build sense of community/trust.

ADJOURNMENT

The retreat adjourned at 2:25 p.m.

Clerk

Board Chair

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