

MT. HOOD COMMUNITY COLLEGE DISTRICT

Session #800

A regular meeting of the Mt. Hood Community College District Board of Education was held on June 10, 2009 beginning with the executive session at 6:05 p.m. in the president's office, the TSCC Hearing at 6:42 p.m. and the public session at 7:28 p.m., both in the Board Room at 26000 SE Stark Street, Gresham, Oregon.

1. EXECUTIVE SESSION

- 1.1 Chair Duke Shepard called executive session to order at 6:05 p.m. in accordance with ORS 192.660 (2) (i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
- 1.2 Board members present: Brian Freeman; Bob Morris; Beverly Russell; Duke Shepard; Dave Shields. Absent: Rod Monroe and Ralph Yates.
- 1.3 Staff present: John J. "Ski" Sygielski and June Jacobs.
- 1.4 Chair Shepard recessed to the Multnomah Tax Supervising and Conservation Commission (TSCC) hearing at 6:34 p.m.

2. TAX SUPERVISING AND CONSERVATION COMMISSION (TSCC) HEARING

- 2.1 Chair Shepard reconvened to the Tax Supervising and Conservation Commission (TSCC) hearing at 6:42 p.m.
- 2.2 Board members present: Brian Freeman; Bob Morris; Beverly Russell; Duke Shepard; and Dave Shields. Absent: Rod Monroe and Ralph Yates.
- 2.3 The TSCC held a hearing on the MHCC 2009-2010 Mt. Hood Community College District (MHCCD) budget. Commissioners Elizabeth Hengeveld, Carl Farrington, and Terry McCall, along with Director Tom Linhares and Budget Technician Tunie Betschart, represented the Commission. The TSCC is charged with examining budget documents for governmental agencies in Multnomah County to assure compliance with local budget law. As part of their process, this body studies the budget for Mt. Hood Community College (MHCC) each year prior to adoption by the Board. Commissioners discussed the

budget with staff and asked questions that may have arisen during their review. Questions raised by the Commissioners dealt with what the president has found out about the College in the past year, what he sees for the College's future, the state budget for the next biennium, the 16 faculty positions, strategic planning, tuition increases, the change from three to four credits, status of collective bargaining, enrollment and what kind of niche administration sees MHCC filling in the state in the future.

Following the discussion, the Commission unanimously certified the 2009-2010 college budget. Liz Hengeveld thanked MHCC staff for their cooperation and help and stated the College is uniquely positioned to move forward. Supporting documentation is part of the official minutes.

The hearing concluded at 7:34 p.m.

3. CALL TO ORDER AND DECLARATION OF A QUORUM

- 3.1 Chair Shepard reconvened to the regular session at 7:36 p.m. and declared a quorum.
- 3.2 Board members present: Brian Freeman; Bob Morris; Beverly Russell; Duke Shepard; Dave Shields. Absent: Rod Monroe and Ralph Yates.
- 3.3 Association representatives present at the public session: Janine Johnston, ASG president; Gary DeRoest, faculty; Marilyn Pitts, part-time faculty and tutors; and Jeff Forbis, confidential.

4. RECONVENE TO REGULAR SESSION / APPROVAL OF THE AGENDA AND CONSENT AGENDA

- 4.1 The agenda was approved without objection.
- 4.2 The consent agenda was presented for consideration, as follows:
 - a. Approval of minutes
 - b. Financial report
 - c. Consideration of 2009-10 board calendar
 - d. Resolution for acceptance / expenditure of projects funded in whole or part by non-district funds
 - e. Consideration of resolution to transfer budgeted appropriations
 - f. Consideration of administrators' list for 2009-10
 - g. Consideration of Head Start American Recovery and Reinvestment Act grants

M/ Beverly Russell "to approve the consent agenda, items a-g, as presented." The motion was seconded and carried unanimously (5-0). Supporting documentation is part of the official minutes.

5. ADOPTION OF BUDGET

- 5.1 M / Dave Shields "to approve the resolution adopting the budget and making appropriations of the 2009-2010 Mt. Hood Community College District budget." The motion was seconded and carried unanimously. Supporting information is part of the official minutes.
- 5.2 M / Beverly Russell "to impose the taxes provided for in the adopted budget at the rate of \$0.4917 / \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2009-2010 upon the assessed value of all taxable property within the district." The motion was seconded and carried unanimously. Supporting information is part of the official minutes.

6. PRESENTATIONS AND REPORTS

- 6.1 Dr. Ski introduced Meadow McWhorter, recently selected National Fastpitch Coaches Association All American Coach by her Northwest Athletic Association of Community College peers, and her championship winning softball team. Coach McWhorter introduced the team members present, Assistant Coach Kimi Daniel and Team Manager Daniel McWilliams. The Board congratulated the team and thanked them for being at the College.
- 6.2 The Board reviewed revised Policies in a first reading. The revised Board Policies will be considered for final approval at the July Board meeting.
- 6.3 Dr. Ski updated the Board on the recent Classification Maintenance Review, which is done on a regular basis to ensure the College remains competitive. In light of the current economic conditions, recommendations with potential monetary impact will be readdressed in six months, dependent upon the economy. The following non-monetary recommendations will be implemented July 1, 2009:
- Re-title supervisor classification to manager
 - Re-title other positions as appropriate based on market and internal alignment

- Update position descriptions based on employee and immediate supervisor input and comparable market positions and industry standards

- 6.4 JoAnn Zahn and Jennifer DeMent presented an update on the Johnson Controls Inc. project following additional due diligence. Timing issues are a concern with energy credits delayed and construction needing to begin by a certain date in order to be completed before the heating season begins. A special meeting will be set up to review the project thoroughly prior to the July Board meeting.
- 6.5 President Ski presented a plaque to Janine Johnston and thanked her for the work she has done the past year as Associated Student Government (ASG) president. The Chair thanked her for being a great president and for her great leadership. Janine introduced Bradley Best, new ASG president. Dr. Ski reported on: personnel issues; the Child Development and Family Services Fun Festival held the previous weekend; GED graduation and Commencement; Eastern Oregon University graduates; all staff luncheon; vice president candidates for the Office of College Advancement and Student Success and Enrollment Management; Mike Powell of Powell's Books; Jim Francesconi; faculty contract MOUs; and Go Oregon.

7. PUBLIC INPUT

No members of the public addressed the Board.

8. BUSINESS

- 8.1 The Board Chair presented a summary of the president's evaluation, which the Board unanimously approved. President Ski received a 4.9 average out of 5.0 for his first year of service as president of MHCC, receiving good to excellent in all areas and was thanked for his hard work on behalf of the College. The summary stated that "president Sygielski is an outstanding executive who is meeting or exceeding expectations in all areas of job performance. The Board is pleased with his actions to date and is encouraged by the progress being made throughout the College. The College is better for his presence here."

M / Dave Shields to "approve the president's evaluation as presented." The motion was seconded and carried unanimously. Supporting information is part of the official minutes.

- 8.2 The Board considered upgrading the current file servers running CX / Jenzabar Enterprise software. This is a necessary upgrade with funds budgeted over the past five years to make it possible and is part of the planned ongoing operations and maintenance efforts of computer services.

M / Dave Shields to “approve upgrading the current file servers running CX/Jenzabar Enterprise Software as presented.” The motion was seconded and carried unanimously. Supporting information is part of the official minutes.

- 8.3 Consideration of a change to the administrators / supervisors handbook was discussed. If a regular position is eliminated or reduced as a result of reorganization, the College will provide administrators and supervisors a three (3) month notice prior to the effective date of the elimination of the position. There is no change for supervisors; however the notice period is reduced for administrators from the current six (6) months to three (3) months.

M / Beverly Russell to “approve the change in the administrators and supervisors handbook as presented.” The motion was seconded and carried unanimously. Supporting information is part of the official minutes.

- 8.4 The Board considered issuing a Request for Proposals (RFP) from general contractors regarding the remodel of the space designated for computer services and research and planning. The space was formerly occupied by Multnomah County Television (MCTV). The previous computer services location is being renovated with Go Oregon funds to become classroom space. The MCTV space is ideal for the computer services department since it has its own separate generator which can be used as a backup for the computer network servers.

M / Brian Freeman to “approve issuing a Request for Proposal (RFP) in order to receive proposals from contractors and determine the cost for the remodel.” The motion was seconded and carried unanimously. Supporting information is part of the official minutes.

9. CLOSING REMARKS AND AGENDA ITEM REQUESTS BY BOARD MEMBERS

Dave Shields reviewed bills being considered in the legislature. Beverly Russell reported the Foundation Auction will be May 1, 2010 at a different location. It will be held at the Waterfront Marriott. A Foundation retreat was led by Linnie Carter. Two new members are now on the Foundation Board: Teresa Koch and Paul Patit. There will be no golf tournament in this year. Bob Morris commented on the futility of waiting for funding from Salem and suggested the August Board retreat might be the place to discuss how to control College financing ourselves.

10. ADJOURNMENT

The meeting adjourned at 9:23 p.m.

Clerk

Board Chair

Recorded by June Jacobs