

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD NEWSLETTER

FOR THE MEETING HELD ON JUNE 10, 2009

The Multnomah Tax Supervising and Conservation Commission (TSCC) hearing was held prior to the regular public session. 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. The process resulted in the **Commission's unanimous approval of the 2009-2010 College budget.**

The regular meeting began with the Board's **unanimous approval of resolutions to adopt and make appropriations of the 2009-2010 budget and a resolution imposing and categorizing taxes.**

Dr. Ski then introduced **Meadow McWhorter**, selected National Fastpitch Coaches Association All-American Coach by her Northwest Athletic Association of Community College (NWAACC) peers. Meadow introduced her **championship winning softball team.** Chair Shepard congratulated them and thanked them for being at MHCC.

Following a first reading of revised Board policies, 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

JoAnn Zahn and Jennifer DeMent presented an update on the **Johnson Controls, Inc. project** following additional due diligence. Timing issues are a concern due to delays in receiving energy credits, financing and construction deadlines. A special meeting will be set up to review the project thoroughly.

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."

The Board approved unanimously to **upgrade 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.

The Board then approved unanimously a change in the **administrators / supervisors handbook** as follows: 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.

A **Request for Proposal (RFP)** was approved in order to receive proposals from contractors for remodeling 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 as it has its own separate generator which can be used as a backup for the computer network servers.

The following **business items** were approved:

- Minutes
- Financial reports
- Consideration of 2009-2010 board calendar
- Resolution for acceptance/expenditure of projects funded in whole or part by non-district funds
- Consideration of resolution to transfer budgeted appropriations
- Consideration of administrators' list for 2009-2010
- Consideration of Head Start American Recovery and Reinvestment Act grants

The following **personnel actions** for May 2009 were presented:

CURRENT SEPARATIONS:

Charmagne Ehrenhaus	Dean of Instruction	Mathematics, Engineering, Social Science and Speech	06/30/09
Paul Hill	Special Assistant to the President	President's Office	05/31/09
Mary Mills	Administrative Assistant/ Administration	Child Development and Family Services	05/01/09
Rebecca Robinson	Early Head Start Family Support Specialist	Child Development and Family Services	05/20/09
Spencer White	Academic Adviser	Student Services and Enrollment Management	05/31/09

The next regular meeting of the Board is scheduled for 6:30 p.m. on July 8, 2009.