

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD NEWSLETTER

FOR THE MEETING HELD ON SEPTEMBER 12, 2007

The regular meeting of the Board of Education began with presentations on **Standard 2: Program and Its Effectiveness** and on **Standard 4: Faculty**.

Beth Pitonzo, Gerry Barra, Paul Morris and Tim Polly summarized the **Standard 2 self study**, which was developed with broad input from individual discipline faculty, staff and applicable college committees (i.e., the Educational Assessment Oversight Committee, General Education Taskforce, and Curriculum Committee). It was determined that MHCC has robust, mission relevant educational curriculum that serves students and the local community. All degree and certificate programs are well-structured and contain discipline-specific courses and a body of general education related instruction. In spite of a challenging budget picture, the college has consistently supported instructional programs ensuring quality and opportunity. Also, in accordance with the requirements of Standard 2 and a previous 1997 general recommendation from the accreditation review, the college has developed an effective educational assessment process based on student learning outcomes. Student learning outcomes have been established for both the general education and discipline-specific portions of each degree and certificate. Assessment activities are faculty driven and result in the improvement of instruction. The presenters also listed a few areas where improvements will be made.

Paul Box and Rick Bolesta summarized **Standard 4 regarding faculty**, and one of the significant findings of this committee about MHCC faculty is that they are a dedicated group of individuals whose diverse vocational and educational backgrounds, prior experience and dedication to their profession serves students and the broader community. In addition, a stable cadre of faculty is involved in curriculum development, student advising, committee work and policy development in addition to teaching. Paul and Rick reviewed strengths and weaknesses identified by the self study. The complete MHCC self study document is located on the college website: www.mhcc.edu.

Mike Wolfe presented a **new policy on Issuance of Debt (Policy 3260)** for the Board's First Reading. The new policy reflects the Board's expectation that debt will only be issued after careful consideration and in accordance with industry best practices. Specific approval must be received from the Board before the issuance of debt. Following discussion, the policy was amended to say that debt service repayment should be structured so that the repayment period *should not exceed* the estimated service lives of the underlying assets. The policy also states that the college President and/or designee shall be responsible for administering college debt. The Board will consider approval of this policy at the October meeting.

Following discussion, the Board approved the administration's recommendation to initiate **contractual relationships with three legal services firms:**

- Mersereau Shannon LLP
- Bullivant/Houser/Bailey PC
- Miller Nash LLP

The contract period will be three (3) years with two (2) annual extensions to be exercised at the discretion of the administration. The administration will have the option of choosing any of these three firms in order to meet specific needs.

Board Committee Assignments were made for 2007-08. They are as follows:

ORGANIZATION	BOARD MEMBER(S)
American Association of Community Colleges	Duke Shepard
Association of Community College Trustees	Dave Shields
Distinguished Teaching Award	Ralph Yates
Outstanding Support Staff	Duke Shepard
Part Time Faculty Excellence in Teaching	Beverly Russell
MHCCD Foundation Board	Beverly Russell/Rod Monroe, alternate
Oregon Community College Association	Brian Freeman, Board & Executive Committee Dave Shields, Legislative Committee
Head Start Liaison	Bob Morris

The administration reviewed with the Board a **2007-08 Budget Comparison and a Budget Scenario**. Administration recommended that the Board preserve its flexibility within the Pension Bond Fund for future uses and directed the Administration not to proceed with the planned transfer to the General Fund. This was approved unanimously by the Board.

The Board then discussed and approved the makeup of the **presidential search committee**. The committee will consist of the following:

- 2 MHCC Board members (Chair and one other)
- 2 MHCC Faculty
- 2 MHCC Adjunct Faculty
- 2 MHCC Classified
- 2 MHCC Students
- 2 MHCC Managers (1 Administrator & 1 Supervisor)
- 3 Community Members (members of the Foundation chosen by the MHCCD Foundation)
- 1 Head Start Policy Council (the Chair or appointee)

Letters and forms will be distributed to the various constituent groups, and names submitted for the search committee will be approved by the Board at the October meeting.

Other business items approved were:

- Minutes
- Financial report
- Resolution for acceptance/expenditure of projects funded in whole or part by non-district funds
- Resolution to transfer budgeted appropriations
- Establishment of Early Collegiate Opportunity tuition waiver (College Now)

The following **personnel considerations** were presented for the months of July and August 2007:

NEW EMPLOYEES:

Faculty

Martin Castellanos	Instructor - Cosmetology	Business	Oregon State License - Hair Design, Esthetics and Nail Technology	09/11/07
Daina Hardisty	Instructor - Geology	Science	M.S. and M. Ed. - Geology and Environmental Ed.	09/11/07
Matthew Hart	Instructor - Health/Physical Education	Health/Physical Education	M.Ed.	09/11/07
Aaron Kaio	Instructor - Speech (One year Terminal)	Social Science, Mathematics and Engineering	M.S. Communications Studies	9/11/07
Sheree Walters	Program Director/Faculty - Nursing Assistant Program	Allied Health	ADN - Nursing	9/5/07
Lorinda Newell	Instructor - Practical Nurse	Allied Health	BSN - Nursing	06/25/07

Support

Maurita Davis	Supervisor/Site Coordinator	CDFS	08/20/07
Carrie Love	Supervisor/Site Coordinator	CDFS	08/20/07
Rodney Munar	Receiving Clerk	Bookstore	08/27/07
Jeffrey Sperley	Distance Learning WebCT Technician	Distance Learning	08/06/07
Heather Tucker	Library Technical Services Coordinator	LLRC	08/02/07
Allyson Westin	Teacher/Home Visitor	CDFS	08/23/07

TRANSFERS/CHANGE IN STATUS:

Gabriela Ayon	Family Worker Assistant	CDFS	08/07/07
Jarrod Hogue	Supervisor, Workforce Development	Steps to Success	08/01/07
Cydny Velez	Workforce Development Specialist - Project Enterprise	Steps to Success	07/09/07

CURRENT SEPARATIONS:

Bruce Arendt	Instructor - ESL/ENL	Adult Basic Skills	08/31/07
Janette Green	Program Assistant-Workforce Developmt	Steps to Success	08/29/07
Rocina Hernandez	CCRR Subsidy Specialist	CDFS	08/10/07
Barbara Hoffstetter	Supervisor, Professional Development and Community Education	Professional Development and Community Education	07/31/07
Sara Roberts	CCRR Provider Specialist	CDFS	07/24/07
Myranda Rusie	Teacher/Home Visitor	CDFS	07/31/07
Ann Schneider	Workforce Development Specialist	Workforce Connections	08/31/07
Nikolene Schulz	Instructor - Engineering Transfer	Engineering and Computer Science	08/31/07
Tiffany White	CCRR Specialist	CDFS	08/06/07

The next regular meeting of the Board will be held on October 10, 2007 in the Town & Gown Room at Mt. Hood Community College.