



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *May 15, 2019*

ITEM TITLE: **4.1a**

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

SUBJECT: **APPROVAL OF MINUTES – April 3, 2019, Board Work Session #979 Meeting Minutes**

Session #979

A meeting of the Mt. Hood Community College District Board of Education was held on April 3, 2019 with a Budget Committee meeting at 6:00 pm, an Executive Committee meeting at 6:30 pm, and a Board Work Session at 6:45 pm in the Board Room at Mt. Hood Community College.

Members present: Diane McKeel, chair, Jim Zordich, vice chair, Annette Mattson, and Tamie Arnold

Additional Attendees: Dr. Lisa Skari, president, and Jennifer DeMent, chief operations officer

1.0 CONVENE AS BUDGET COMMITTEE/CALL TO ORDER

Diane McKeel, board chair, called the budget committee meeting to order at 6:00 pm. There was a quorum present.

1.1 Selection of Budget Committee Chair

Mattson nominated Zordich for the position of budget committee chair. Arnold seconded the motion and it passed unanimously.

1.2 Zordich, budget committee chair, called forward Dr. Lisa Skari and Jennifer DeMent to present the proposed 2019-2020 budget. Dr. Skari presented the president's budget message to board members.

President's Budget Presentation to the Mt. Hood Community College (MHCC) District Board of Education, April 03, 2019

Good Evening, members of the Mt. Hood Community College District Board of Education, students, faculty, staff, and guests.



I am honored to be here tonight representing all faculty and staff who have worked tirelessly to prepare the fiscal year 2019/2020 budget for your review. Despite the current budget climate, they have been creative, thoughtful, and determined to utilize our funding in ways that best support the college's vision, mission and values.

During the last year, I've seen in practice how our students, faculty, and staff embody the core themes of the college – Learner Success, Community Pride, and Partner Innovation – and work day in and day out to ensure our students achieve their educational goals. The success that our students experience is transformative and has a lasting impact on their future and in our communities.

The College continues to demonstrate commitment to our core themes and our students. A few highlights this year include:

The Mechatronics program: The second cohort started last fall with 14 students. We are moving the program to open entry fall 2019, and we expect full cohorts of 16, a limit based on lab capacity. The Mechatronics program uses national, industry-vetted curriculum and has an active advisory committee composed of industry manufacturing representatives. Many of the students in the Mechatronics program currently work in manufacturing settings, and can move into higher paying positions as they develop additional skills. Our first cohort graduates in June and we expect high placement rates in manufacturing, logistics and other industries embracing automation. A new partnership with Amazon creates additional opportunities for our students and the program.

New Student Experience: Implemented fall 2018, the New Student Experience kicked off with a redesigned Student Orientation Day, a new "Getting Started Guide", featuring a campus map, list of resources, and easy steps for new students to complete their financial aid and registration. To streamline the process, the Orientation Center moved to the Student Services area. Over the course of the year, work on the physical space design has complemented the conceptual customer service framework, to create what we now call the HUB. With plans finalized and funding secured from a generous donation from the MHCC Foundation, construction is due to start in the next few weeks and should be complete in the summer, in time to welcome new students.

Mid-cycle Evaluation preparation: In fall 2019, we will host our mid-cycle visit from the Northwest Commission on Colleges and Universities (NWCCU). Conducted in the third year of the seven-year cycle, the evaluation is intended to assess our readiness to provide evidence of mission fulfillment and sustainability in Year Seven. The check-in helps us determine what improvements, if any, are needed. The focus of our work this year has been on assessment at the course level. MHCC has made a significant progress toward creating a transparent, simple and useful system of Course Outcome Assessment, which allows faculty to record the assessment of student learning and utilize results to improve teaching. The next level of assessment – outcomes at the program level – is in a pilot stage, with campus rollout expected in fall 2019.



Vice President for Instruction: A national search is underway for a Vice President of Instruction. We are seeking a leader who is innovative, inclusive, and collaborative, to help us enhance and transform our instructional programs and services. With a strong commitment to student success, this person will position the college to better serve our community while closing our achievement gaps. We hope to have the successful candidate on board July 1.

As we move forward, the College continues to work towards the long-term financial health of the institution, maintaining the strategic priority of student success and completion. The College still faces an operational deficit; however, we continue to make progress toward balancing requirements with resources to achieve financial stability. As we prepare to begin a new biennium, we face significant increases in PERS costs and the uncertainty of state support.

Legislators continue to work on a statewide budget package for the new biennium, starting July 1, 2019. Unfortunately, the funding levels that seem most probable fall short of the \$647 million determined as the current service level for community college funding. Currently, the Joint Ways and Means Committee's proposed budget for 2019/2020 assumes \$590 million in funding for the state's Community College Support Fund. While this is an increase in funding from the \$570 million in the current biennium, it still falls short of the current community college service level needs, requiring the College to make up the difference through increases to tuition to support revenue stability.

In March, the College Board voted to increase tuition by \$8 per credit hour for 2019/2020. The Associated Student Government Fee increased by \$0.25 per credit to help maintain current funding levels for student activities, co-curricular, and athletic programs. At the same time, the economy in Oregon remains strong. With low levels of unemployment, potential students are choosing to work rather than attend school. We have seen current year enrollment declines, further complicated by fewer students in the high school graduation pipeline. For next year, we predict a two percent enrollment decline, which we have built into the proposed budget.

It is evident the 2019/2020 proposed budget is not an investment budget. In recognition of insufficient resources to continue providing programming and services at the current level, the MHCC Board of Education provided guiding principles for budget development. Specifically, the board asked the College to:

- Prioritize high-enrollment, high-completion academic programs, and those that are financially sustainable with business partnerships, and include an evaluation of non-academic programs*
- Prioritize equity and access for all students, especially for the historically disadvantaged*
- Prioritize affordability for low-income students, evaluating demographics of those we serve*
- Identify non-tuition revenue, focusing on fees for non-student uses of programs/facilities.*



College councils and the management team are using these principles to guide the work going forward, with the intent to increase revenues or reduce expenditures over the biennium. To address the priorities, workgroups formed to address various areas.

Access: The first workgroup is focused on increasing access through initiatives like increasing the percentage of students accessing federal and state financial aid, maximizing our TRIO support programs, and implementing strategies to increase student retention.

Enrollment: The second workgroup is identifying strategies to increase enrollment by improving the College's website and programs like College Now, and exploring new programs like Gateway to College.

Efficiencies: The third workgroup is looking at how we can increase efficiency. Areas of focus include reducing cost through optimizing supply purchases and managing instructional sections, and increasing revenue by streamlining facility use and rentals by third parties.

Long term: The fourth workgroup is looking at long-term strategies like maximizing the College's assets and reviewing waiver capacity associated with enrollments. These revenue and expenditure impacts are expected to realize results beyond the upcoming biennium.

Lastly, in response to the board's direction, the Institutional Effectiveness Council will be working on a process for academic program prioritization. The Learner Success Council will take on the parallel process for non-academic programs.

In conclusion, while the numbers may sound discouraging, I remain hopeful. Our students and community are at the center of our work, and drive us to innovate, advance, and evolve as an institution. This budget reflects the commitment of our college faculty and staff, who are determined to provide exceptional programs and services in spite of the current budget uncertainty we face. In the coming months, we will continue to advocate for adequate state funding over the next biennium, so that we can continue to fulfill our mission of transforming lives and building communities.

DeMent presented an overview of the 2019-2020 proposed budget, highlighted key budget information throughout the proposed budget, and answered questions from board members. Zordich asked several questions about the investment income and the return on our investment. DeMent stated they participate in Oregon Short-Term Investment Fund where all local governments put funds into a pool that is invested in short-term investment funds.

The Budget Committee will reconvene at the April 17 budget meeting. Public comment will be taken at that meeting.

2.0 ADJOURN BUDGET COMMITTEE MEETING



Zordich motioned to adjourn the budget committee meeting. Mattson seconded the meeting and it passed unanimously. Meeting was adjourned at 6:50 pm.

3.0 CONVENE AS MHCCD BOARD/CALL TO ORDER

Diane McKeel, board chair, called the board work session to order at 6:50 pm.

4.0 & 5.0 EXECUTIVE SESSION

McKeel moved the board into a closed Executive Session in accordance with ORS 192.660(2)(d) to conduct deliberations with persons designed by the governing body to carry on labor negotiations. The executive session was adjourned at 7:11 pm.

6.0 BOARD WORK SESSION

McKeel called to order the board work session at 7:11 pm and turned it over to Jim McKeel for review of the board by-laws.

6.1 Review Board By-Laws

Zordich led board members in a review of board by-laws 9081, 9082, 9100, and 9120. Several edits were discussed and made in draft format for further review.

7.0 ADJOURNMENT

The board work session was adjourned at 7:53 pm.

Clerk

Board Chair

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