



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *July 12, 2017*

ITEM TITLE: 5.2

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

SUBJECT: APPROVAL OF MINUTES

Session #934

A meeting of the Mt. Hood Community College District Board of Education was held on June 14, 2017, with an Executive Session at 5:30 p.m., followed a TSCC Budget Hearing at 6:00 p.m. and Regular Session at 7:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

EXECUTIVE SESSION

An Executive Session of the MHCCD was called to order at 5:30 p.m. in accordance with ORS 192.660(2)(d): To conduct deliberations with persons designated by the governing body to carry on labor negotiations AND (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.

Board members in attendance: Susie Jones, Jim Zordich, Michael Calcagno, Tamie Arnold, Kenney Polson

Staff in attendance: Debra Derr, Carrie Toth, Jennifer DeMent, Travis Brown

Adjourned at 5:59 p.m.

TSCC

A hearing of the Tax Supervision & Conservation Commission was called to order at 6:10 p.m.

Debra Derr, Susie Jones, Jennifer DeMent, Jarrod Hogue, Sergey Shepelov, and John Hamblin answered questions on behalf of the College regarding the 2017-2018 budget. The hearing adjourned at 7:18 p.m.

CALL TO ORDER/DECLARATION OF A QUORUM

Board Members in attendance: Susie Jones (Chair), Jim Zordich (Vice Chair), Kenney Polson, Michael Calcagno, Tamie Arnold

A meeting of the MHCC District Board was called to order at 7:28 p.m. A quorum was present.

APPROVAL OF THE AGENDA

Arnold moved to approve the agenda with an amendment that the President's Performance Evaluation be moved to last on the agenda, in case the Board needed to meet in Executive Session. The motion was seconded and passed unanimously.

APPROVAL OF THE CONSENT AGENDA

- 3.2 a) Minutes from May Board Mtg
- b) Monthly Personnel Report (May)
- c) Monthly Financial Report (May)
- d) Monthly Head Start Report (May)
- e) Acceptance/Expenditure of projects funded in whole or partially by nondistrict funds
- f) Approval of Head Start Grants
 - Cost of Living Supplemental Grant for Head Start/Early Head Start
 - Cost of Living Supplemental Grant for Early Head Start Child Care Partnerships
 - Budget Revision for Head Start/Early Head Start
 - Budget Revision for Early Head Start Child Care Partnerships
- g) Resolution to Transfer Budgeted Appropriations Chair
- h) Cost of Living Supplemental Head Start Grants
- i) Approval To Utilize Goods and/or Services Contracts In Excess Of \$150,000

Arnold asked to pull Item 3.2i: Resolution to Transfer Budgeted Appropriations. She asked about the Bus Passes and U.S. Bank Card Services items - what is the history? DeMent responded that we purchase bus passes and sell them in the Bookstore. The banking services item provides a cash back incentive for the College and is used for our Purchasing cards. Zordich moved to approve the consent agenda. The motion was seconded and passed unanimously.

PUBLIC INPUT

No public input was received.

INFORMATION AND REPORTS

STUDENT RECOGNITION

Derr introduced the staff of the Advocate. She read a summary provided by the staff, noting that they won 11 awards across multiple categories at the Oregon Newspaper Publishers Association in competition with other two-year colleges. Gloria Saepfern spoke on behalf of the students. She started off with a staff about six and helped grow it to over 20, serving as the Editor-in-Chief.

Derr then introduced the Athletic students, reading a statement of highlights from Dr. Kim Hyatt. Notably, student athletes won this year's President's Cup. Several students won additional academic awards. Hyatt acknowledged the amazing volunteer efforts from the student athletes.

Derr introduced Rho Theta, which turns 50 years old this year. About 200 Rho Theta members will graduation this spring. Derr had received a 15-year Service Award pin from the national Phi Theta Kappa chapter and presented it to Sammons. Cassie James introduced the Honors in Action topic, the goal of which is the look at problems in the world and locally and propose solutions. This year's project involved artificial sweeteners; they made a petition with 16,000 signatures to send to our Senator. The College Project goal is to work with College Administration; they wanted to help with the time capsule, offering a current student perspective. They took photos of the students in their everyday environment at Mt. Hood and added them to the capsule. James thanked Derr for her support and presented her with a stole of gratitude.

DISTINGUISHED TEACHING AWARDS

Derr introduced Sarah Aimone, a part-time HD100 instructor and East County Pathways Coordinator, and Tom Scales, a part-time Political Science instructor; they were unable to attend the meeting but were honored as winners of the Distinguished Teaching Award. Amy Widger, an ABS instructor; Anna Johnson, Business Technology and CIS; and Pat Casey, History instructor attended and received their awards, along with a \$500 check from the MHCC Foundation.

ASG YEAR-END REPORT

Santiago Velasco presented a year-end report on ASG. He noted that it was a challenging start to the year, but ASG ended up with many accomplishments. They were able to fill each of their positions early on and replace those who were unable to serve. For this year the Director of Finance did some student financial workshops, including tax preparation. They also did a community service project, where the Director of Community Affairs was able to reach out to the community and put together supply and food boxes for the homeless population. They attended several workshops at the beginning of the year, helping students expand their state and national awareness. This year, ASG was able to be part of the different Councils and committees, like Access & Diversity Title III, and the Student Complaint Process. They were able to connect with the Secretary of State and give a tour of campus.

Santiago introduced the new ASG President and Vice President. Ponyboy Peterman served as a Senator this year, changing his perspective on ASG and showing the benefit of giving of himself to others. They hope to create a positive effort on campus and build on what we have in place. Carey McIntosh began midway into the year as a member and is excited to work with ASG and get things done.

ENROLLMENT REPORT

John Hamblin and Sergey Shepelov gave a year-end enrollment report. Shepelov noted that we are 1.2% up, and this is good news. Primarily, new College Now enrollment contributed about 12%. We were projected to be about 6% down but ended up only 1.4% down.

He looked at a number of factors, including recruitment improvements, a 6% improvement in retention and the fact that our students are registering for more classes. Our average student age decreased by approximately one year. Our Hispanic and multiracial demographics also increased.

Hamblin noted a few additional key pieces: The Oregon Promise students are substantially outpacing other students, taking over 11 credits per student and bumping up the FTE. They also have a higher average GPA. 30% of the Oregon Promise students stated that they would not be here without the Oregon Promise. As we move through the next year, Navigate will continue to make an impact and make strides. EAB has asked us to be part of a case study around our instant admissions process. He noted that the Unit Planning Process will help him provide better information to the board regarding what is working and what could use improvement.

Jones noted that she is astounded by the progress that the College has been able to make. She is especially encouraged by the improved recruitment numbers. Derr noted that she is very proud of what the College has done, showing that their processes and planning are showing results.

BOARD MEMBER RECOGNITION

Derr acknowledged Sonny Yellott's tenure on the board, serving from 2013-2017. She then thanked Susie Jones for her service on the board and as Board Chair. Derr stated that her work has been passionate, detailed, and dedicated to our bond efforts. She was recognized as a Patron Saint for her efforts; Derr noted that she is moving on to serve as a MESD board member. Zordich stated that four years ago, he and Jones were brand-new board members who did not know each other; he has appreciated working with her and presented her with a commemorative 25th anniversary coin. Jones stated that it has been an honor to serve; she has a deep passion for the College and believes in the community college mission. Jones also acknowledged Derr, who will retire this year; she has served with numerous supervisors, and she believes Derr has been one of the best.

BUSINESS/ACTION

TAX RESOLUTION

Jennifer DeMent presented a resolution to categorize and impose taxes. Zordich moved to approve. The resolution was seconded and approved unanimously.

2017-2018 BUDGET

Arnold moved to approve the budget. The motion was seconded. Arnold amended the motion to reflect that it is the 2017-2018 budget. The amendment was seconded and carried unanimously. The main motion carried unanimously.

NEW PROGRAM APPROVAL

Kay Lopez presented a new program for approval, noting that it is a reconfiguration of programs we already have. They heard from employers that the four programs we have did not necessarily correlate to their employment, and it was not always cost effective. They have completely revised the program; many courses are the same, and some are new. Curriculum Committee and PC have already approved. Polson asked if it is a two-year program; Lopez responded that yes, it is. It will still have some specialties within the same degree, just under one name, with the hope of growing enrollment and adding more specialty electives. It will save money for the College and better meet the needs of students and employers. Zordich moved to approve. The motion was seconded and carried unanimously.

HEAD START POLICIES

Pam Corrie presented the Head Start Data Management, Racial Equity, Student Education Records policies for a second reading. Zordich moved to approve the policies as presented. The motion was seconded and carried unanimously.

BOARD COMMITTEES/PRESIDENT'S REPORT

Jones noted that the board met with Peter Mersereau on Thursday, June 8th to hear his opinion on Carver policy governance.

Derr provided a written report for the board. She then read her letter of resignation. Arnold asked how the Ron Wyden event went; Derr responded that it went very well. Wyden called the President's Office to thank us for coordinating with his staff. She also asked about the Board Retreat and asked that all board members have input on putting an agenda together for July. Derr responded that we will have some business items, but there will be room for additional items. She also noted that the next Strategic Plan cycle will begin soon. Arnold suggested that one day might not be enough for a retreat.

The meeting temporarily adjourned at 8:56.

EXECUTIVE SESSION

The board adjourned at 8:56 and entered into Executive Session 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.

PRESIDENT'S PERFORMANCE EVALUATION

Reconvened at 9:13 p.m. Jones called for a motion. Zordich moved to approved the President's Performance Evaluation. The motion was seconded and passed unanimously.

BOARD MEMBER/ADVISORY COMMENTS

Pitts distributed the latest PFTA newsletter.

Derr introduced the staff of the Advocate. She read a summary provided by the staff, noting that they won 11 awards across multiple categories at the Oregon Newspaper Publishers Association in competition with other two-year colleges. Gloria Saepfern spoke on behalf of the students. She started off with a staff about six and helped grow it to over 20, serving as the Editor-in-Chief.

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