



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *July 10, 2019*

ITEM TITLE: 4.1b

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

SUBJECT: APPROVAL OF MINUTES – June 19, 2019, Regular Session #984 Meeting Minutes

Session #984

A meeting of the Mt. Hood Community College District Board of Education was held on June 19, 2019, with a TSCC Budget Hearing at 6:30 pm and a Regular Session at 7:30 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark St., Gresham, OR 97030.

1.0 CALL TO ORDER / DECLARATION OF A QUORUM / PLEDGE OF ALLEGIANCE

Members present: Diane McKeel, board chair, Jim Zordich, board vice chair, Annette Mattson, Tamie Arnold, Kenney Polson, and Teena Ainslie

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

Diane McKeel, board chair, called the meeting to order at 7:38 p.m. A quorum was present.

McKeel shared how much she enjoyed graduation and commencement this year and noted an article in the Gresham Outlook about it.

1.1 Approval of Agenda

Mattson moved to approve the agenda. Ainslie seconded the motion and it passed unanimously.

2.0 PUBLIC INPUT

There was no public input.

3.0 REPORTS

3.1 Correspondence

Dr. Skari read a letter she received this week from family member who attended graduation this year. The family member expressed how well executed the graduation festivities were this year and that it was an enjoyable experience for the entire family.

4.0 BUSINESS / ACTION

4.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session #981, May 1, 2019
- b) Minutes – Board Regular Session #982, May 15, 2019
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Head Start Policy Council Representation Policy
- g) Consideration of Acceptance and Expenditure of Projects Funded in Whole or Partially By Non-District Funds
- h) Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000
- i) Resolution to Transfer Budgeted Appropriations

Mattson motioned to approve the consent agenda. Arnold seconded the motion and it passed unanimously.

4.2 Resolutions to Adopt and Make Appropriations of the 2019-2020 Budget

Jennifer DeMent provided an update on the budget. She distributed a copy of the adopted budget document to board members for review. There were some minor changes in the budget between categories and they are working through the process of changing the budget document to meet Government Finance Officer Association's budget standards for excellence. She noted pages that had edits as follows: org charts have been updated (pg. 2 – 6); pg. 23 adjustments within budget categories in the budget fund; correction to how plant additions for capital improvements is reflected. In the previous budget report there were pages for non-general funds and now it includes added pages for the general fund for the following pages: pg. 37-38 for president's office & governing board; pg. 39-40 for student development; pg. 41-42 for district development & communications; pg. 43-44 for analytics & institutional research; pg. 45-46 for instruction & instructional support; pg. 47-48 for diversity, equity & inclusion; and pg. 49-50 for administrative services. There was a request for the pie-shaped graphs to be displayed in regular format and not in a 3-dimensional format as it distorts the visual and is more difficult to read.

McKeel read the Resolutions to Adopt and Make Appropriations of the 2019-2020 Budget as follows:

RESOLUTION ADOPTING THE BUDGET

Be it resolved that the Board of Education of Mt. Hood Community College District hereby adopts the budget for 2019-2020 in a total sum of \$165,467,020, now on file in the district budget office and available online at <https://www.mhcc.edu/BudgetOffice/>.

RESOLUTION MAKING APPROPRIATIONS

Be it resolved, that the amounts for the fiscal year beginning July 1, 2019 and for the purposes shown below are hereby appropriated:

	General Fund	Pension Bond Debt Service	Physical Plant Maintenance	Technology Projects	Student Aid	Federal, State and Spec Proj	Bookstore	Aquatics	Clubs	Trusts	Associated Student Government	Function Totals
	Fund 1	Fund 3	Fund 6	Fund 7	Fund 10	Fund 16	Fund 40	Fund 42	Fund 50	Fund 51	Fund 52	
Instruction	34,066,569											34,066,569
Instruction Support	10,042,086											10,042,086
Student Services	6,906,730				36,358,990		1,987,000	1,132,128	245,000	504,096	835,214	47,969,158
Community Services	105,434											105,434
College Support Services	14,927,853			1,808,259		30,700,000						47,436,112
Plant operations and Maintenance	5,390,095		787,050									6,177,145
Plant Additions	485,000		432,600	41,000		6,000,000			5,000	5,000	250,000	7,218,600
Debt Service		5,278,690										5,278,690
Financial Aid	1,146,928					100,000						1,246,928
Transfers	1,100,000				50,000							1,150,000
Contingency	2,251,352					1,000,000					51,532	3,302,884
Total Appropriations	76,422,047	5,278,690	1,219,650	1,849,259	36,408,990	37,800,000	1,987,000	1,132,128	250,000	509,096	1,136,746	163,993,606
Unappropriated	1,473,414											1,473,414
Total Budget	77,895,461	5,278,690	1,219,650	1,849,259	36,408,990	37,800,000	1,987,000	1,132,128	250,000	509,096	1,136,746	165,467,020

RECOMMENDATION: Approve resolutions adopting the budget and making appropriations as presented.

Zordich motioned to approve the Resolutions to Adopt and Make Appropriations of the 2019-2020 Budget. Ainslie seconded the motion and it passed unanimously.

4.3 Resolution Imposing and Categorizing Taxes

McKeel read the Resolution Imposing and Categorizing Taxes as follows:

Be It Resolved, that the Board of Education of Mt. Hood Community College District hereby imposes 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 2019-2020 upon the assessed value of all taxable property within the district:

Subject to the
Education Limitation
\$0.4917/\$1,000

General Fund:

RECOMMENDATION: Approve the above resolution as presented.

Zordich motioned to approve the Resolution Imposing and Categorizing Taxes. Mattson seconded the motion and it passed unanimously.

4.4 Adoption of Federal Non-Discrimination Statement

Dr. Skari made reference to Board Policy 1100, Equal Opportunity: Culture of Respect, and the additional statements, which include Equal Opportunity and Affirmative Action, Non-discrimination, Non-bullying / Non-harassment, and Americans with Disabilities Act (ADA) and Amendments. She stated the college recently identified the non-discrimination statement was out of compliance and should be updated. Skari stated the version presented in the board packet has had a few additional changes and she read the updated Federal Non-Discrimination Statement for adoption as follows:

Mt. Hood Community College promotes non-discrimination by maintaining a respectful working and learning environment free of all forms of discrimination and harassment. It is against district policy for any manager, supervisor, faculty, staff or student to engage in discrimination of any member of the College community based on race, color, religion, ethnicity, national origin, age, sex, gender, marital status, disability or sexual orientation in its programs and activities. The College shall comply with all local, state and federal laws with regard to non-discrimination as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act, and Oregon Revised Statute 659A.

Polson motioned to adopt the Federal Non-Discrimination Statement. Arnold seconded the motion and it passed unanimously.

5.0 CLOSING REPORTS

McKeel began by acknowledging and recognizing Director's Arnold and Ainslie for their contributions and service as members of the Mt. Hood Community College Board of Education. The college and the board have benefitted from their leadership and they have helped position the college for the future. She stated they will continue their legacy with a commitment to students and a commitment to the community.

Dr. Skari thanked Director Ainslie for eight years of service on the Board of Education – first in 1996, and most recently from 2015-2019. Ainslie has been a strong advocate for education that leads to livable wage careers, through partnerships with the business community. She is always supportive of programming in apprentice and the trades, and she has advocated for opportunities for skilled labor. Her voice was loud and consistent on CTE programs and career pathways. During her most recent appointment, Ainslie served the board as the Head Start Liaison and on the Outstanding Support Staff Awards Committee. She thanked Director Ainslie for her commitment and dedication to the students, the faculty and staff, and the community. Skari stated we will carry forward her legacy by maintaining strong CTE programs and always looking to build better partnerships with business. Dr. Skari presented Ainslie with a bouquet of flowers and a plaque commemorating her years of service on the board. Ainslie thanked everyone for the wonderful gift and shared how much she has enjoyed her long relationship with the college.

Dr. Skari thanked Director Arnold for having served on the board since 2015. Director Arnold has been a strong advocate for the student voice, a continuation of her passion from her early days of service to the college as Associated Student Government President. Truly impacted by her education at MHCC, Arnold's commitment to students, and her interactions with them, shows a true interest in their goals and dreams. During Arnold's term, she served the college and the board as the OCCA representative and on ACCT's Member Communications and Education Committee. Arnold also served as board chair for the 2017-18 academic year. While board chair, she adeptly managed one of the more challenging board processes, the search and hiring of a new president. Arnold challenged us by asking the tough questions to ensure good stewardship of MHCC as a community resource. She thanked Director Arnold for her commitment and dedication to the students, the faculty and staff, and the community. Skari stated we will carry forward her legacy by keeping students at the core of our decision-making, and seeking ways to improve their education and college experience. Dr. Skari presented Arnold with a bouquet of flowers and a plaque commemorating her years of service on the board. Arnold shared her appreciation for the thoughtful gift and extended her thanks to everyone.

5.1 Board Members

Polson – he spoke to the legacy of Director's Ainslie and Arnold with their service to the college. He shared that Ainslie has been a strong advocate for the pool and Head Start, and under Arnold's leadership as board chair, she advocated and championed the policy of equity and inclusion at the college.

Zordich – he and McKeel attended several graduation events. The first was the Rho Theta Induction where they inducted 150 students into the organization. The second event was the TRIO graduation, and it was the first time he had attended TRIO graduation. It was an amazing event with a very inspirational speech by a student speaker. The third event he attended with McKeel was the Career Pathways completion ceremony.

Mattson – she attended the East Portland Action Plan meeting on May 22, East Portland Chamber of Commerce Government Affairs Forum, and the East Portland Chamber of Commerce Government and Economic Affairs Committee meeting. She enjoyed attending the Staff Service Awards and Retirement Reception and the wonderful recognition given to staff and faculty for their years of service to the college. The graduation and commencement ceremonies were very inspirational and it was a wonderful day celebrating our graduates.

Ainslie – she thanked everyone and shared how much she has enjoyed working with everyone on the board. She especially thanked Jim and Garie Zordich for all their support in getting to the meetings.

McKeel – she added to what Zordich shared and really enjoyed attending the completion and graduation events. She especially enjoyed the many successful and

wonderful stories of students. She thanked Director's Ainslie and Arnold for their service to the college.

Arnold – she attended two scholarship presentations this year, at Parkrose High School and Sandy High School. She shared it was such an honor to give scholarships to students and is so thankful for the work the foundation does to provide student scholarships. She attended GED graduation, which was her fourth opportunity to attend, and it was such an inspiring event. She shared that after starting as a student at Mt. Hood Community College (MHCC), she was involved in Associated Student Government (ASG) and later elected as student body president. It was an amazing opportunity to be involved in ASG. She later came back to MHCC and worked as an adjunct professor, and then in 2015 was elected as a board member. She leaves the board with a challenge to think big, be innovative, and take care of our beloved MHCC.

ASG Representative

Collin-Kazu Lewis – he shared the past couple of weeks have been a transition period for student government and he has been doing a lot of training. They have been focusing on the cap and gown donation program to make sure all graduates have a cap and gown if needed.

Advisory Representatives

Cheryl Johnson (FTFA) – she added her voice to thank Director's Arnold and Ainslie for their service. It has been a pleasure working with them both on the board and she thanked them for their time and dedication to the college. She thanked the president and foundation for continuing to support the faculty recognition awards. The three faculty members who received the award this year are Karen Green, from Mental Health and Human Services; Bernadette Harnish from Chemistry; and Valory Thatcher from Biology. It is a big honor for faculty to receive this award and she feels so lucky to work with such amazing and dedicated faculty.

Marilyn Pitts (PTFA) – she thanked Director's Arnold and Ainslie for their service, and thanked all board members for their service to the college. She suggested the board consider holding board meetings at different locations in the district. Having board meetings at different locations has happened in the past. There is room for improvement and she asks the board to consider doing this again in the future. There were previous meetings held in Maywood Park, Sandy, and Cascade Locks, and the challenge is looking at what needs to happen to encourage the community to attend. She shared they are not working on contract negotiations right now, and something positive to share is that they are having a new employee orientation for new part-time faculty and tutors on Thursday evening and Saturday of this week.

Garie Zordich attended for Kim Sharer (CEA) – she shared the classified staff wants to extend their gratitude to Director's Ainslie and Arnold for all their efforts and service to the college. She thanked the classified staff for all their hard work and effort serving as

volunteers at graduation. The Strawberry Short Course is scheduled for this Saturday and she thanked Kimberly Murray for spearheading the event and classified staff supporting the event.

5.2 President's Report

Dr. Skari shared comments about graduation and commencement. This was her first time participating in the MHCC graduation events and shared we are transforming lives in the best way possible. She recognizes that every faculty and staff member at this college played a part in that success and is so proud of all our employees. She thanked John Hamblin and his staff for providing excellent leadership and direction for the graduation and commencement festivities and she gave a shout out to Student Services, Facilities, Public Safety and everyone involved in the events for making it a success. She has some other good news to share. The MHCC foundation is the recipient of the Hazel Case Revocable Trust, and to date we have received nearly \$240,000 in funds. We are very thankful for this donation. Lastly, she was pleased to receive a two-year appointment to American Association of Community College's (AACC) Commission on Public Relations Advocacy and Advancement, where she will advise the AACC Board on issues related to public relations advancement and advocacy that relates to their members. She was also asked to serve on ACCT's Pacific Regional Awards Committee as the sole representative from Oregon. She looks forward to learning more about the awards decision-making process and gaining insights on how we can successfully apply for and receive an ACCT award. In closing, she thanked Director's Arnold and Ainslie and shared they exemplify service and grace and how strong communities are made and we are better because of their service to the college.

Garie Zordich shared a story about a unique gift the college recently received. It was a large bright red ceramic bowl full of significant symbols of education and teaching. She stated the bowl was made at the college and was a retirement gift presented to a former employee at MHCC. After the employee passed away, the bowl was given to a friend, who after many years is donating the bowl back to the college. A scholarship fund established in the employee's name after she passed away is still active today.

McKeel acknowledged Dr. Skari's first year at the college and thanked her for her leadership this past year.

6.0 ADJOURNMENT

Arnold motioned to adjourn. Polson seconded the motion and it passed unanimously. The meeting was adjourned at 8:32 p.m.

Clerk

Board Chair

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