



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *September 20, 2023*

**ITEM TITLE:**

**CONTACT PERSON:** *Roxanne Richardson, Executive Assistant to the Board of Education*

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**SUBJECT: APPROVAL OF MINUTES – July 19, 2023**

### Session 1087

A meeting of the Mt. Hood Community College District Board of Education was held on July 19, 2023, with a Regular Board Meeting at 6:30 pm, held in the Board Room (AC 2359) at Mt. Hood Community College, 26000 SE Stark Street, Gresham, Oregon, and via Zoom.

#### 1.0 CONVENE REGULAR SESSION / CALL TO ORDER / DECLARATION OF A QUORUM

Members present: Andrew Speer, board chair, Diane McKeel, board vice chair, Diane Noriega, Annette Mattson, Marie Teune, Dana Stroud, ShaToyia Bentley

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, Betsy Julian, interim vice president, Instruction, John Hamblin, vice president, Student Development, Al Sigala, vice president, College Advancement, John Hasegawa, Full Time Faculty Association (FTFA) President, Marilyn Pitts, Part Time Faculty Association (PFTA) President, Michael Flores, Classified Education Association (CEA) President

Speer called the meeting to order at 6:30 p.m. and declared a quorum was present.

#### 1.1 Approval of Agenda

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

#### 1.2 Oath of Office for Newly Elected Board Members

Skari swore in re-elected and new board members Andrew Speer (Zone 3); Dana Stroud (Zone 5); Diane Noriega (At-Large Position 6); and ShaToyia Bentley (At-Large Position 7). Dr. Skari read the Oath of Office individually to each new board member and they each responded with "I do" to the following oath:



#### Oath of Office:

You have been elected to serve the citizens of Mt. Hood Community College District as members of the Board of Education. As an elected member of the Mt. Hood Community College District Board of Education, you shall fulfill your duties as follows:

1. You shall exercise your authority only when acting collectively with your fellow board members.
2. You will exemplify the highest of standards of ethical behavior and conduct in all board duties.
3. You will be prepared to participate in open, honest and civil deliberation with your colleagues, vote your conscience rather than advance any special interests, and support the decisions and policies made by the board.
4. You will honor the division of responsibility between the board and the president and contribute to creating a spirit of true cooperation and a mutually supportive relationship in support of our community.
5. You will support and uphold the constitution and laws of the United States of America and the State of Oregon.

Do you accept the Oath of Office and solemnly affirm to fulfill your duties as a member of the Mt. Hood Community College District Board of Education as set forth in the oath?

Following the oath of office, Speer congratulated the newly elected board members and declared a quorum for the board meeting.

## 2.0 ELECTION OF OFFICERS

### 2.1 Election of Board Chair for 2023-2024

Speer called for nominations for board chair. Mattson nominated Andrew Speer for board chair for 2023-2024. Noriega seconded the nomination. Speer motioned to approve the nomination. There was a board vote and the nomination passed unanimously.

### 2.2 Election of Board Vice Chair for 2023-2024

Speer, re-elected board chair, called for nominations for board vice chair and nominated Diane McKeel for board vice chair for 2023-2024. Mattson seconded the nomination. Speer motioned to approve the nomination. There was a board vote and the nomination passed unanimously.

## 3.0 PUBLIC INPUT

There was no public comment.



## 4.0 REPORTS

### 4.1 Correspondence

Skari handed out official election certificates from Multnomah County to elected board members.

### 4.2 ACCT Update & OCCA Wrap-up

Diane Noriega, Board member and Association of Community College Trustees (ACCT) State Coordinator for Oregon, provided highlights of the work that has been done by ACCT over the past year. There has been significant progress made towards the goals of the association some of which include:

- Launched ACCT Connect (education and networking platform)
- Launched Governance Leadership Institutes in multiple states
- Created a new website
- Increased grants and programs funded (Pell, institution, and others)
- Provided several complimentary board services and board retreats to member colleges
- Regional meetings were expanded beyond in-person to virtual, to include more attendees
- Additional online learning opportunities were created to educate trustees
- Provided outreach and resources to underserved areas including rural colleges

Annette Mattson, Board member and Oregon Community College Association (OCCA) chair for the Legislative Advisory Committee, provided a brief summary of the 2022-2023 legislative session and some of the results related to budget, Oregon Opportunity grant, and the request to approve the offering of bachelor of science in nursing degrees by community colleges. She also discussed that advocacy work by OCCA continues to improve and that they have added new tools to include the Voter Voice app, Advocacy Toolkit, and advocacy training to improve college legislative efforts.

## 5.0 BUSINESS / ACTION

### 5.1 Consent Agenda: Approvals & Information

- a) Minutes – Board Work Session 1085, June 7, 2023
- b) Minutes – Board Regular Session 1086, June 21, 2023
- c) Monthly Personnel Report
- d) Monthly Financial Report
- e) Monthly Head Start Report
- f) Approve Board Calendar for 2023-2024
- g) Resolution to Appoint Budget Officer for 2024-2025 Budget
- h) Resolution to Approve Budget Calendar for 2024-2025
- i) Consideration of Course Fee Adjustments for 2023-2024



- j) Approval to Utilize Goods and/or Service Contracts in Excess of \$150,000 for Garland Roofing
- k) Approval to Utilize Goods and/or Services Contracts in Excess of \$150,000 for Henry Schein Inc.

Noriega motioned to approve the consent agenda. Stroud seconded the motion and it passed unanimously.

## 6.0 BOARD MEMBER & COMMITTEE/LIAISON REPORTS

Board members shared their report of board committee and liaison activity since the last board meeting.

## 7.0 CLOSING REPORTS

### 7.1 ASMHCC Representative

Javier Estrada (ASMHCC Vice President) – There was no ASMHCC Report.

### 7.2 Advisory Representatives

John Hasegawa (FTFA) – he welcomed new and re-elected board members, stating that he is looking forward to working together this year. Hasegawa also recognized the new CEA President Michael Flores and the new interim Vice President of Instruction, Betsy Julian. Last, he discussed that faculty attended the National Conference on Race and Ethnicity (NCORE), May 2023, and that they are already working on ways to bring what they learned back to their work at the college.

Michael Flores (CEA) – he is the new CEA President and introduced himself and also presented the additional new CEA cabinet members to include: Sara Aimone, Vice President, Lindsay Mansfield, Director of Finance, Michael Hein, Director of Communications, and Amy Salsbery, Director of Administrative Services. Flores discussed services provided by the CEA and their goals for the coming year.

Marilyn Pitts (PTFA) – she congratulated re-elected board members and welcomed new board member Stroud. Pitts also congratulated the new CEA President Flores and FTFA President Hasegawa.

### 7.3 Executive Leadership

John Hamblin (Student Development) – he congratulated re-elected board members and welcomed new board member Stroud and new CEA President Flores and stated he looks forward to working with all.

Betsy Julian (Instruction) –she began her report by introducing herself. Next, Julian highlighted two exciting things happening in instruction, to include, 1. final approval by the Department of



Education to offer the bachelor of applied science in cyber security and 2. the college received approval for final occupancy for the new dental hygiene clinic and had a very good meeting with the Commission on Dental Accreditation (CODA), whereas they are recommending to their board that the new clinic is approved with no reservations and no extra reporting or visit requirements.

Jennifer DeMent (Administrative Services) – She provided a paper copy of the financial report to each board member and stated that an online option of the report was also available if desired.

Al Sigala (College Advancement) – he congratulated re-elected board members and welcomed new board member Stroud and thanked the board for their continued service to students and support of the Foundation.

#### 7.4 President's Report

Lisa Skari provided her President's Report to the board:

Skari opened up her report by welcoming new Board member Stroud, congratulating Flores on his new role as CEA President and Noriega for a recent award she had been given.

Next, she reflected on the past year, working with Strategic Plan and how far the college has come since the initial planning process. The Strategic Plan has now been fully integrated into planning systems, performance appraisals, and the budgeting process. There are also progress dashboards with key performance indicators that allow for real-time assessment, which assist in looking at benchmark's that are going to lead to impact measures.

She also discussed some exciting roles she will be participating in over the next year:

1. Co-chair of the Future Ready Oregon Technology Industry Consortium  
The goal of this role is to provide the Higher Education Coordinating Commission (HECC) with guidance and parameters around the future ready Oregon initiative.
2. OCCA Executive Committee Treasurer
3. Chair of the Oregon Presidents Council

In efforts to increase visibility outside education, Skari highlighted that the college is a new sponsor for the Gresham Chamber Business Leaders Luncheon and the Oregon Economic Development Association Summit.

To close, Skari went over enrollment for summer 2023 which is up 9.5 % up since last summer. Fall 2023 is still too early to project with number fluctuations, but is currently up at 22%. She



gave compliments to the college and everyone for the work they have done to focus on students, on students' basic needs, and on enrollment management.

#### 8.0 ADJOURNMENT

Noriega motioned to adjourn. Bentley seconded the motion and it passed unanimously. The meeting was adjourned at 7:30 p.m.

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Clerk

Board Chair

*Minutes recorded by Roxanne Richardson, Executive Assistant to the Board of Education.*