

### Session #906

A meeting of the Mt. Hood Community College District Board of Education was held on October 21, 2015, with a workshop in the President's Office at 6 p.m. There was a Regular Session at 7:00 p.m. in the Board Room at Mt. Hood Community College, 26000 S.E. Stark Street, Gresham, Oregon.

#### **WORKSHOP**

Board members present: Michael Calcagno (phone), Sonny Yellott, Jim Zordich (Vice Chair), Susie Jones (Chair), Tamie Arnold, Kenney Polson

Staff Present: Debra Derr, Carrie Toth

#### **Communication Protocol:**

Susie Jones distributed copies of Board Policies 9040 and 9060.

Jones discussed the proper protocol for information requests and board member authority. She gave a scenario in which a board member might misuse authority, leading to misunderstanding. She stated that no individual member can speak on behalf of the entire board. The proper procedure is to raise the idea through the board, which will move forward as a unit. There must be communication before moving items forward and taking meetings individually.

She also reminded the board that they represent the owners/community, not the staff. They will make group decisions as a board, with Jones as the voice of the board. Jones will work with Derr, who will communicate to staff. When board members e-mail Derr, they need to copy Jones. She clarified that requests for information need go through the President and Board Chair. Complaints need to go to Derr, and Jones does not need to be copied. As a courtesy, Jones stated that it is good practice to let Derr and Pam Benjamin know if a board member plans to be on campus.

Derr emphasized that information requests need to be sent through her so that she can gauge the amount of staff time that will be needed to properly respond. The staff needs to be able to prioritize, which is why communication with the Board Chair is key. The Board will be able to provide ideas, but they will be aligned with the board's priorities.

Calcagno asked about Jones's example - are they seeking permission from Derr? Jones clarified that, no, but the board needs to speak as an entity.

## **Financial Aid:**

Christi Hart, Director of Financial Aid, distributed a handout. Hart gave a broad overview of the Financial Aid process, beginning with the FAFSA. The Department of Education selects students for various types of aid – the College does not determine this. The college does not determine the verification documents that can be used. Once the Financial Aid Office has all the information, they review the file and make sure there is no conflicting information. They will go back to the student to clarify any questions or conflict; those who are not selected for verification or who have been through the system move into the auto-processing system. She discussed the general eligibility requirements from the government. She stated that, more and more, the College is seeing students hit their aid amount limits before completing a degree or certificate.

Hart noted upcoming changes to Financial Aid. For example, by the 2017-2018 Academic Year, students will be able to apply on the FAFSA 10/1, rather than 1/1. There are still many questions right now about the changes coming.

Zordich asked about the tightening up of cross-referencing between institutions. Hart responded that yes, we are seeing more monitoring, which has helped. Hart stated that we got our official default rate, which has gone down from 24%, so it is improving. We had put programs in place to help with the default rate.

Arnold asked about the types of aid besides Pell Grants and Stafford Loans and asked if Mt. Hood has its own program.

Hart responded that, no, Mt. Hood does not have its own loan program – it used to participate in the Perkins program, which stopped giving us federal contribution toward it. When the recession happened, people were not able to pay, and the college wasn't getting any money back. Arnold asked about interest rates: Perkins was 5%; Stafford loans can be variable – they are now at about 3.4% for subsidized, with unsubsidized at 6%, but each year the Treasury department reassesses. There is also an origination fee on the Stafford loans.

Calcagno asked about contact information on the webpage for Hart – why isn't her direct number listed? Hart responded that her staff are well trained, but she does not want students to have to wait for her. The Financial Aid advisors are constantly on the phone and have staff available to answer questions.

Hart gives a brief description of the default program. If the College is at 30% or higher for three years, we could potentially lose our Title IV program.

### **Open Discussion:**

Jones noted the format change for board workshops, with the intent being to have an open discussion to raise questions, try out ideas and see what kind of support members have from the rest of the board, rather than asking members for comments at the end of each board meeting.

Arnold stated that she would like to see a training on Safety.

Calcagno would like to see board action on the recorded meetings and asked where in the process this is. Derr responded that this would be up to the board to take action, as they discussed in the October meeting. Calcagno responded that it is important for the sake of transparency. Arnold responded that she supports the idea. The board members agreed that it can be added to the agenda for this evening.

Polson noted that he would like to see a concrete deadline to have recordings available.

The workshop adjourned at 6:59 p.m.

### **CALL TO ORDER/DECLARATION OF A QUORUM**

A meeting of the Mt. Hood Community College District Board was called to order at 7:03 p.m. on October 21, 2015. A quorum was present.

Board members present: Susie Jones (Chair), Jim Zordich (Vice Chair), Michael Calcagno (phone), Tamie Arnold, Kenney Polson, Sonny Yellott

### **APPROVAL OF THE AGENDA**

Jones asked for additions to tonight's agenda. Calcagno requested to add a board motion to increase transparency by allowing digital recordings to be posted online. Jones responded that will be add that as agenda item 6.5.

Jim Zordich called for a motion to approve the agenda. The motion was seconded and passed unanimously.

### **APPROVAL OF THE CONSENT AGENDA**

Zordich made a motion to approve the consent agenda. The motion was seconded and passed unanimously.

## **PUBLIC INPUT**

No public input was received.

## **PRESENTATIONS AND REPORTS**

### **5.1 INTRODUCTION TO WALDON HAGAN**

Derr introduced Dr. Waldon Hagan, the new Vice President for Student Success and Development. She gave some background on his work at Tidewater. Hagan remarked that he has enjoyed his first month in his new position. Arnold welcomed Hagan and asked what some of the challenges he has faced so far are. He responded that he seems challenges in Enrollment Management, Recruitment, Retention, Completion, and in the need to examine the services we provide for students. He sees a need for establishing community partnerships, particularly K-12 institutions, to help us recruit students.

## **BUSINESS/ACTION**

### **6.1 DOMESTIC VIOLENCE AWARENESS MONTH**

Seth Albert and Lindsay Patiño presented an ASG resolution to declare the month of October as Domestic Violence Awareness Month. Albert read through the proposed resolution. Yellott asked if the students had done research on the subject. Patiño responded that education and prevention will be part of Awareness Month.

Calcagno expressed appreciation to Seth and Lindsay for bringing this item forward.

Calcagno moved to approve the resolution. Arnold seconded. The motion carried unanimously.

### **6.2 BUDGET RESOLUTION**

Elizabeth Gomez, Senior Budget Analyst, presented a resolution to clarify the Board's June budget. It is a correction to Capital Outlay and was a TSCC recommendation.

Zordich moved to approve the resolution. The motion was seconded and carried unanimously.

### **6.3 NEW PROGRAM PROPOSALS**

Christie Plinski presented information on two new programs for approval. The first is an Associates of Applied Science in Engineering. She stated that we have many students who want to continue on in Engineering. The program has been vetted through our

advisory committees, and Albert clarified that all the courses needed are currently available. Polson remarked that he is impressed that this can be done at no cost to the college.

The second new program is a Healthcare certificate that uses courses currently available as part of our curriculum – it is a three-term certificate and is basic, entry-level healthcare. It is a stackable credential. The job market in healthcare is skyrocketing, and with the Affordable Care Act, the need is great. Derr commented that the Workforce Investment Board received a substantial grant recently, using this model – some students going into this program will have tuition and fees paid for.

Jones remarked that she is becoming more versed in the guided pathways model, which is what these programs seem to be moving toward. Plinski responded that this is correct – it provides a clear path for the students. Plinski and Hagan have been looking at our programs and will continue to do so. This will be cost-effective for students and for the College.

Calcagno asked why the Healthcare program does not have a faculty advisor listed yet. Plinski responded that there are many advisors in the Health programs. When it goes into the catalogue, it will have an advisor listed.

Albert thanked Plinski and stated how excited he is to see this type of pathway. He sees that it will be a great benefit to our students.

Arnold asked what other schools have been doing this. Plinski responded that PCC has been looking into it. Arnold asked whether the college was looking at the CNA 2 program – Plinski responded that yes, they are open to it and are exploring the possibilities.

Patiño asked what the timeline would be to get it through the state and into the catalogue. Plinski responded that she would like to implement in winter term.

Arnold moved to approve the two programs presented. The motion was seconded and carried unanimously.

#### 6.4 EARLY HEAD START – REQUEST FOR GRANT APPROVAL

Jean Wagner presented a request for grant approval for Early Head Start. The grant presented is part two of a grant received in February. We were one out of four programs in Oregon chosen for this grant. The goal is to increase the number of children in Early Head Start, and to increase the quality of care received.

Calcagno moved to approve the request. The motion was seconded and carried unanimously.

#### 6.5 ADDITIONAL ITEM – BOARD TRANSPARENCY

Jones noted that an additional item was added to the agenda by Michael Calcagno concerning recording the board meetings and making audio/video streams available on our webpage. Calcagno stated that the intent of the action item is to increase our transparency and accessibility and make digital recording files available on our website. The motion will begin plans to make audio recordings available on our website a short time after each meeting. The intent would be to have video available in the future. Calcagno moved that the Board pass a motion to have staff begin implementation of audio recordings as early as the November meeting, with a recording available within one week of the meeting, with video available and posted online following the January meeting. The motion was seconded. Calcagno remarked that this will improve community access and allow them to participate in the public process. Arnold proposed an amendment to the main motion that she would like a cost analysis for both stages by the November meeting. Jones asked whether this would delay implementation; Calcagno responded that we could implement the audio recording upload along with a cost analysis in November. Arnold made a friendly amendment to her motion and stated that she would like a cost analysis by the November board meeting on the video cost.

The amendment to the main motion was seconded and approved unanimously.

Patiño stated that the Advocate would like to help with the transparency, and that student groups would be able to assist with the video recording.

Arnold stated that the motion has her full support. Corey Huston remarked that he has never seen anyone be excluded from receiving a recording when it was requested – what are the barriers, and are there any unintended consequences? Calcagno responded that the Board Assistant can only capture so much, and the recording makes everything available.

Jones called for a vote on the motion, which had been proposed and seconded. The motion carried unanimously.

#### **PRESIDENT’S REPORT**

Derr distributed two handouts summarizing the current potential GO Bond activities. She stated that community outreach has started, with she and Al Sigala beginning to present to the

100 Points of Contact list. Paige Richardson has been hired on as a bond consultant and will help guide the fundraising on the PAC. Jones clarified that board members can make contact with organizations as well, and that a board member should accompany Derr to events in their districts.

Calcagno commented that it is very important for the college and the board to get behind the bond and pass it. He pledges a financial contribution of \$1000.

Derr stated that the Friends of MHCC PAC kicked off, hosted by the Yoshidas, with about 50 attendees. Arnold asked if ASG has been engaged in the process – student support will be key. Albert responded that, yes, Derr has engaged the ASG Executive Committee and will present the next day to the Senate. He believes that the students will be behind the bond. Arnold asked if the Student Life App would be used. Albert responded that, yes, it will definitely be used to help with promotional materials and in getting voters registered.

Derr distributed a draft copy of her 2015-2016 President's Goals, which are tied to the College's Strategic Plan. She asked board members to provide feedback through Jones on the goals and will present the updated version for approval at the November meeting.

## **CLOSING REMARKS**

### **8.1 ASG Representative Comments**

Albert noted that it has been a busy first month for ASG. They hosted a successful Breast Cancer Awareness event, as well as the Club fair, which was very well attended. They held a Q&A and candlelight vigil on our campus for Umpqua Community College. Patiño and other representatives will be attending a training at UCC.

An ASG team will participate in Friday's Bowling for Scholars event. Albert and Patiño extended an invitation to the Board to attend one of their events or their regular Senate meetings.

Marilyn Pitts acknowledged the passing of Robie Webb, a Writing Instructor and long-time member of our part-time faculty, noting what an exceptional person she was. Pitts also distributed copies of the PFTA newsletter.

Corey Huston also acknowledged Robie Webb, stating that he had her as an instructor years ago. Huston commended College administration for partnering with Umpqua Community College and stated that he is proud of our efforts. The CEA recently committed to the Better Oregon Campaign. He also noted that the CEA has been discussing the bond information, and that there is still trust that needs to be built up with the College. He invited Derr to present to the association at one of their upcoming meetings.

Jeff Forbis noted that December 16<sup>th</sup> is the date for our Cranberry Short Courses. Any employees who would like to teach a session should contact Kim Applin.

## **ADJOURNMENT**

Jim Zordich moved to adjourn. The motion was seconded and carried unanimously.

The meeting adjourned at 8:40 p.m.

*These meeting minutes are designed to be ADA compliant. Signed minutes are available by request or in the office of Carrie Toth, Executive Assistant to the Board*