



# ACTION

## MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

**DATE:** *July 21, 2021*

**ITEM TITLE:** 3.1a

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

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**SUBJECT: APPROVAL OF MINUTES – June 2, 2021**

### Session 1034

A meeting of the Mt. Hood Community College District Board of Education was held on June 2, 2021, with a Board Work Session at 6:00 pm, held via Zoom.

#### 1.0 CALL TO ORDER

Members present: Diane Noriega, board chair, Annette Mattson, board vice chair, Diane McKeel, Andrew Speer, LaVerne Lewis, Kenney Polson

Additional Attendees: Lisa Skari, president, Al Sigala, executive director of Development and Communications, Al McQuarters, vice president of Instruction, Pete Szucs, dean of Mathematics and Science, Corey Sippel, manager of Risk, Environmental Health and Safety, John Hamblin, executive dean of Student Development, Travis Brown, director of Human Resources, Traci Simmons, director of Diversity, Equity, and Inclusion

Diane Noriega called the work session to order at 6:04 p.m.

#### 2.0 BUSINESS

##### 2.1 Grant Services

Sigala provided a presentation of the Ellucian grant services provided to the college since 2015, which include grant writing, research, and reporting. There has been a total of 105 grants submitted and the total grants funded since inception is \$34,749,853. The current contract with Ellucian ends on June 30, 2021, and the bid process was opened in March 2021. He provided an overview of the information they reviewed for the grant services bids, and highlighted the committee review process. and stated the college received two bids for grant services. The committee recommendation is to renew the contract with Ellucian for grant services. There was a brief discussion about the previous grant services at MHCC, and Sigala responded to several questions from board members about the services provided by Ellucian,



and what benefits the college receives from those services. There was a request to have a cost comparison between having in-house grant services and utilizing a grant service. Lisa Skari and Al Sigala will put together an ROI and additional information about the grant services and send it to the board for review. A copy of the PowerPoint presentation is attached to the minutes.

## 2.2 Strategic Planning Update

This topic is moved to a future meeting.

## 2.3 Bachelor of Applied Science (BAS) Degree

McQuarters and Szucs provided an update on the Bachelor of Applied Science (BAS) degree. Szucs presented an overview of the Applied Baccalaureate degree program, the approval process, steps they have worked through, and the next steps in the approval process. He outlined the degree and accreditation requirements and the proposed BAS timeline, and estimated the earliest the college could offer a BAS degree would be fall 2024.

McQuarters responded to a question about competing with community colleges in the region who are interested in the BAS degree. He stated that when the pandemic began and other community colleges put a pause on the BAS program, MHCC continued this work and formed an exploratory committee to gather information for the BAS degree process. An important factor for the timeline was to ensure it was incorporated into the unit planning process. Szucs provided an overview of the evaluation framework and the cost model assumptions, and acknowledged the members of the exploratory committee who worked on the proposal. McQuarters stated the Cybersecurity Program has expressed an interest in the BAS degree program. A copy of the PowerPoint presentation is attached to the minutes.

## 2.4 Board Meeting Reopening Plan Framework

Sippel reviewed the factors to consider when developing a plan to meet in person safely, and facilitated a discussion to answer three questions for the reopening plan framework: Is it needed? Can we do it safely (high risk or low risk)? What is our plan? Board members expressed their preferences for having board retreats and executive sessions to be face-to-face meetings, and regular board meetings and work sessions could be either in-person or online. They discussed the accessibility issue, providing access for public comment, and the importance of having an online option for those who cannot attend in person. Sippel stated he will share this information with the reopening team.

## 2.5 Vaccine Requirements

Hamblin stated a leadership team was created to review what the requirements are for vaccinations and to develop a recommendation as it relates to both staff and students. He presented information on student vaccinations in a historical context, the infrastructure needed for vaccine requirements, special populations, and access to vaccines. Brown presented an overview of the employee COVID-19 vaccine discussion and the implications for staff. The



approved vaccines were processed under the US Food and Drug Administration Emergency Use Authorization (EUA) process, and there is risk involved in mandating the vaccine due to the EUA requirements. He shared the implications in collective bargaining, and stated that no Oregon community college currently has plans to mandate vaccines for staff. Simmons provided an overview of the equity implications of mandating vaccines, including socioeconomic, geographic, and exemption considerations, and the psychosocial implications for mandating vaccines. She highlighted the citizenship and primary language considerations, and considerations for misinformation and disinformation. Hamblin stated the college will continue to monitor the guidance and will encourage people to get the vaccine but it will not be mandated. A copy of the PowerPoint presentation is attached to the minutes.

#### 2.6 Commencement Update

Hamblin provided an update on commencement this year and stated it will be a drive-in ceremony and all commencement ceremonies will occur on Saturday, June 12. The ceremony will be live-streamed, and there will be two sessions, a morning session and an early afternoon session. Board members were asked to sign up for a session to maintain social distancing on the stage. He provided an overview of the commencement details, stage location, and shared the commencement route map.

#### 2.7 Board Policy 1040

This topic is moved to a future meeting.

#### 2.8 College Decision-Making Form

Skari presented a draft of the College Decision-Making Form being developed to help facilitate how decisions are made. The form will provide clarity around what information is examined, the expectations, and consistency in the same type of information being reviewed in the decision-making process. Board members shared their feedback and presented questions about using the framework for decision-making. Skari recommended this as an agenda item for further discussion at the board retreat. A copy of the draft College Decision-Making Form is attached to the minutes.

#### 2.9 President's Goals for 2021-2022

Skari provided an overview of the proposed president's goals for 2021-2022 for board review. There was a suggestion to schedule a separate board meeting to discuss the president's goals, and it was suggested to include the president's evaluation process preparation at that meeting. A Doodle poll will be sent to board members for availability to schedule this meeting.

#### 2.10 President's Evaluation Process Preparation

This topic is moved to the discussion of the President's Goals.

#### 2.11 Board Self-Evaluation



Skari stated the board self-evaluation will be completed using SurveyMonkey and will use the same format as last year. The board agreements were added to the evaluation this year. A link to the evaluation will be sent to board members this week, and the evaluation results will be ready for discussion at the board retreat.

#### 2.12 Board Calendar for 2021-2022 - Draft

The board reviewed the draft board calendar for meeting dates in 2021-2022. There was a discussion on board availability to schedule the board meetings in July and the board retreat. A Doodle poll will be sent to board members for availability for these meetings.

#### 2.13 Other Business

Skari shared they are working on an application to submit for the ACCT Equity Award. It is a college submission with an application deadline of June 14. She will send a copy of the draft application to the board for their comments and feedback.

### 3.0 ADJOURNMENT

The work session was adjourned at 8:47 pm.

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Clerk

Board Chair

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