



ACTION

MT. HOOD COMMUNITY COLLEGE DISTRICT BOARD OF EDUCATION

DATE: *March 16, 2022*

ITEM TITLE: 6.1a

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

SUBJECT: APPROVAL OF MINUTES – February 2, 2022

Session 1053

A meeting of the Mt. Hood Community College District Board of Education was held on February 2, 2022 with a Board Work Session at 6:00 pm, held via Zoom.

1.0 CALL TO ORDER

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

Additional Attendees: Lisa Skari, president, Jennifer DeMent, vice president, Finance and Administration, Al Sigala, vice president, College Advancement, Al McQuarters, vice president, Instruction

Annette Mattson called the work session to order at 6:02 p.m.

2.0 BUSINESS

2.1 Board Policy Review – First Reading – Chapter 3 – General Institution, and Board Policy 4100 of Chapter 4

Mattson provided a summary of the review process for board policies in Chapter 3 – General Institution, and Board Policy 4100 - Graduation Requirements for Degrees and Certificates. The board conducted a first reading of each board policy as outlined below, and relevant information about the policy was provided by Lisa Skari, Jennifer DeMent, Al Sigala, or Al McQuarters. The board placed each policy into one of three categories: moved forward as is; moved forward with revisions; postponed.

Chapter 3 – General Institution

BP 3100: Organizational Structure – moved forward as is.

BP 3200: Accreditation – moved forward as is.



- BP 3225: Institutional Effectiveness – moved forward as is.
- BP 3250: Institutional Planning – moved forward as is.
- BP 3280: Grants – moved forward as is.
- BP 3300: Public Records Requests – moved forward as is.
- BP 3310: Records Retention and Destruction – moved forward as is.
- BP 3410: Nondiscrimination – moved forward as is.
- BP 3420: Equal Employment Opportunity – moved forward as is.
- BP 3430: Prohibition of Harassment – moved forward as is.
- BP 3433: Prohibition of Sexual Harassment – moved forward as is.
- BP 3440: Service/Assistance Animals – moved forward as is.
- BP 3500: Campus Safety – moved forward as is.
- BP 3501: Campus Security and Access – moved forward as is.
- BP 3505: Emergency Response Plan – moved forward as is.
- BP 3510: Workplace Violence – moved forward as is.
- BP 3515: Reporting of Crimes – moved forward as is.
- BP 3518: Child Abuse Reporting – moved forward as is.
- BP 3520: Local Law Enforcement – moved forward as is.
- BP 3530: Weapons on Campus – moved forward as is.
- BP 3540: Sexual and Other Assaults on Campus – moved forward as is.
- BP 3550: Drug Free Environment and Drug Prevention Program – moved forward as is.
- BP 3560: Alcoholic Beverages – moved forward as is.
- BP 3570: Smoking and Other Tobacco Use and Possession on Campus – moved forward with revisions to add the exception language. The board discussed the exception language listed in the policy, and the wording “or their designee”. There was no objection to add the exception language to the policy.
- BP 3710: Securing of Copyright – moved forward as is.
- BP 3715: Intellectual Property – moved forward as is.
- BP 3720: Computer and Network Use – moved forward as is.
- BP 3725: Information and Communications Technology Accessibility and Acceptable Use – moved forward as is.
- BP 3810: Claims Against Mt. Hood Community College – moved forward as is.
- BP 3820: Gifts – moved forward as is.
- BP 3900: Speech: Time, Place, and Manner – moved forward as is.

Chapter 4 – Academic Affairs

BP 4100: Graduation Requirements for Degrees and Certificates – moved forward as is. Lisa Skari will consult with OCCA legal counsel to confirm the policy can move forward to a second reading since it was not listed on the agenda.

2.2 Board Community Engagement

Board members shared their community engagement activity for the month of January.



2.3 Financial Update – 2nd Quarter / Overview of Budget Assumptions

Jennifer DeMent provided a second quarter financial update and overview of the budget assumptions, which included a summary of the following items:

Resources

- Revenue from increased state support has helped offset tuition declines.
- Enrollment declines account for \$2.8 million in lost revenue.
- Federal Higher Education Emergency Relief Funds (HEERF) will replace much of the lost revenue.

Requirements

- Savings from PERS pension bond sale over the summer is estimated to save almost \$1.4 million in 2021-2022.
- Estimated salary savings from vacancies and fewer part time faculty and staff, as well as underspending in materials and services due to hybrid operations, will keep expenditures under budget this year.
- Overall, the college is looking at no deficit spending this year mostly due to the additional budget from the state, and the federal funds we received.

Overview of Budget Assumptions for 2022-2023

- Inflation
 - A graph was presented showing the increase for the CPI-U West region, Size Class A (over 2.5 million), for the last 12 months. It showed that inflation has steadily marched upwards to 6.8%, and will impact salaries to a certain extent, and will impact what the college has to buy as an institution.
- Tuition & Fees
 - The current year per credit tuition rate for each of the community colleges in Oregon was highlighted. Mt. Hood Community College (MHCC) is at \$118 per credit hour tuition, which is just above the state average of \$112 per credit hour.
 - The annual tuition and required fees for a student enrolled at 15 credits per term for three terms was listed, and MHCC was at \$6058, which was just above the statewide average of \$5983.
 - The college administration recommends a 2.6% tuition increase, which is about \$3 per credit hour. This aligns with the Higher Education Price Index for the academic year ended June 30, 2021, which was 2.6%.
- Enrollment
 - A chart was presented highlighting the enrollment figures from 2015-2016 through 2021-2022, which included projections with different enrollment scenarios and the revenue impact for each scenario under the \$3 per credit hour increase assumption:



- Flat enrollment: \$1,597,236 or 9%
- 7% decline: \$178,617 or 1%
- 10% decline: \$(429,362) or -2%
- 3% growth: \$2,205,216 or 12%
- The full resumption of a student-driven schedule without pandemic restrictions is needed to move back to normal, and we do not know when that will happen.
- Some recommendations from the Strategic Planning Enrollment Process are anticipated in March, which should positively impact our enrollment.
- Fiscal Forecast – the fiscal forecast for revenue and expenditures were highlighted for the biennium from 2021-22 through 2026-27.

DeMent received feedback on budget planning from board members:

- Keep the tuition increase as minimal as possible for our students.
- Several questions were raised on other areas to look at regarding enrollment:
 - For students coming to the college, what courses are they enrolling into?
 - Where are students going for their education?
 - Have they left the state?
 - What is impacting the decrease in students?
 - What areas are booming at our college and what areas are not?
 - Are we utilizing our full campus to the degree that will offset tuition?
 - How do we get on a path to deliver what our students and what our employers need in a more efficient and focused manner?

Al McQuarters stated some of the CTE programs have had some growth or stayed the same during the pandemic, such as Business and Allied Health, however the biggest gap is in the lower division transfer courses. They are trying to determine the best modality for courses offered at the college and balancing it in the right way, and looking at what course limitations there are. A copy of the PowerPoint presentation is included in the minutes.

2.4 Other Business

There was no additional business.

3.0 ADJOURNMENT

The work session was adjourned at 7:34 p.m.

Clerk

Board Chair

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