## Vision
Building futures for our Students and Communities

## Mission
Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

## Core Themes
- Access and Student Success
- Economic Development and Sustainability
- Quality Education
- Diversity, Equity and Inclusion

Approved January 21, 2016

## Who We Are
Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career and technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

## We Value
- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that help students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility - creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve – making students marketable for jobs in the future and promoting economic development
- The public’s trust by effective and ethical use of public and private resources
July 18, 2019
Sylvania Campus
12000 SW 49th Avenue, Portland, OR 97219

AGENDA

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
<th>Location</th>
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<tr>
<td>5:30 PM</td>
<td><strong>Board Dinner</strong></td>
<td>CC 233C</td>
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<tr>
<td>6:00 PM</td>
<td><strong>Executive Session</strong></td>
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<td></td>
<td>In accordance with ORS 192.660 (2), (d) labor negotiations, (e) real property</td>
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<tr>
<td>6:30 PM</td>
<td><strong>Call to Order—Business Session</strong></td>
<td>CC 233A and B</td>
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<tr>
<td></td>
<td>• Introductions</td>
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<td></td>
<td>• Approval of Agenda</td>
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<td></td>
<td>• Approval of Minutes-June 27, 2019</td>
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<tr>
<td>6:35 PM</td>
<td><strong>Swearing in of Officials</strong></td>
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<td>• Swearing In of Hannah Alzgal, Student Board Member</td>
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<td>• Swearing In of Elected Officials:</td>
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<tr>
<td></td>
<td>o Tiffani Penson, Zone 2</td>
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<td></td>
<td>o Dan Saltzman, Zone 5</td>
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<td>o Alex Diaz Rios, Zone 7</td>
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<td></td>
<td>• Election of 2019-2020 Chair and Vice Chair</td>
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<td>• Swear in Chair and Vice Chair</td>
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<tr>
<td>6:45 PM</td>
<td><strong>Recognition</strong></td>
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<td>• Mohammad Abdul Karim, Student Board Member</td>
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<tr>
<td>6:50 PM</td>
<td><strong>Information Sessions</strong></td>
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<td>• Pathways to Opportunity and STEP Expansion—Marc Goldberg, Associate Vice President, Community Education and Workforce Development and Kate Kinder, Director, Career Pathways (20 minutes)</td>
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<td></td>
<td>• President’s National and Local Board Service—Mark Mitsui (10 minutes)</td>
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<tr>
<td>7:20 PM</td>
<td><strong>Public Comment on Agenda Items</strong></td>
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<td>(A sign-up sheet is on a table at the entrance of the meeting room.)</td>
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<tr>
<td>7:25 PM</td>
<td><strong>Business Session</strong></td>
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**Consent Agenda:** (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

**PERSONNEL**

<table>
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**Academic Professional Appointments:**
- William Butler-Paisley, Academic Advising Coordinator, Office of the Dean of Student Development, Sylvania Campus
- Ricci Elizabeth, Employment Specialist, Workforce Development and Continuing Education (NonGeneral Fund)
- Talina Villao, Employment Specialist, Workforce Development and Continuing Education (NonGeneral Fund)

**Faculty Appointment:**
- Samuel Barbara, Instructor, Choral Music, Business, Applied Technology and College Prep Division, Rock Creek Campus
- Karen Embry, Instructor, Composition/Rhetoric, Social Science, Communication and Health Division, Rock Creek Campus
- Gabriel Higuera, Instructor, Ethnic Studies, Social Science, Communications and Health Division, Rock Creek Campus
- Sara Hill, Instructor, Dental Hygiene, Health Professions and Physical Education Division, Sylvania Campus
- Lauren Hull, Instructor, Geography, Social Science, Communications and Health Division, Rock Creek Campus
- Michelle Huss, Instructor, Biology, Science and Technology Division, Rock Creek Campus
- Jane Loverin, Instructor, Exercise Science, Health Professions and Physical Education Division, Sylvania Campus
- Daniel Zuniga, Instructor, Automotive Technology, Engineering and Industrial Technology Division, Sylvania Campus

**Continuous Appointments:**
- 20-002 Continuous Appointment: Faculty and Academic Professionals .................................................... 007
- 20-003 Special Continuous Appointment: Administration ................................................................. 008
- 20-004 Continuous Appointment: Administration ................................................................. 009

**BIDS/CONTRACTS**
20-005 Approve Expenditures for Sylvania Bookstore
   HVAC Replacement ........................................... 009

20-006 Authorization to Contract to Provide Emergency Power Supply Systems Maintenance and Repair Services ........................................... 110

BOARD
20-007 Apply to the State Board of Education for Approval of the Activity Professional Less than One-Year Career Pathway Certificate for Portland Community College ....................... 112

20-008 Authorization Payment for Oregon Community College Membership Dues ........................................... 113

7:30 PM Public Comment on Non-Agenda Items (A sign-up sheet is on a table at the entrance of the meeting room.)

7:35 PM Reports (5 minutes each)
   • Faculty and Academic Professionals
   • Classified
   • Students
   • Board Members
   • President

8:00 PM Adjournment

The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director’s Office at least 48 hours in advance by calling (971) 722-4365 or by email at boardresolutions@pcc.edu. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.
BOARD MEETING MINUTES

ATTENDANCE
Mohamed Alyajouri, Valdez Bravo, Denise Frisbee, Vice Chair Jim Harper, Chair Kali Thorne Ladd, Deanna Palm and Michael Sonnleitner.

WORK SESSION
The board met for a work session to hear various reports. Emma Kallaway provided an update to the board on the legislative session in Salem. President Mitsui updated the board on the dashboard that is being developed. Denise Frisbee updated the board on work that OCCA is taking on.

CALL TO ORDER
Chair Thorne Ladd called the business meeting to order at 7:03 pm.

APPROVAL OF THE AGENDA
A motion was made to remove resolution 19-116 from the consent agenda. Frisbee/Palm

The June 27, 2019 agenda was approved as amended. Bravo/Alyajouri

The May 16, 2019, June 10, 2019 and June 20, 2019 meeting minutes were approved as published. Harper/Palm

RECOGNITION
Governance Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting (CAFR Program). This is the 27th year that the PCC Finance Team has received this award. This award was established to encourage state and local governments to go beyond the minimum requirements of generally accepted accounting principles, in the spirit of transparency and full public disclosures. President Mitsui presented Jim Croft, Sally Gregory and the Finance Team with the certificate.

National Institute for Staff and Organizational Development (NISOD) is a membership organization committed to promoting excellence in teaching, learning and leadership at community and technical colleges. For over 40 years NISOD has provided programs and resources for community and technical colleges that want to make the most of their professional dollars. This year’s PCC Award recipients include: Becca Parker Love, Jim Earley, Danielle Parker, Josh Cary, Josh Laurie, Laura Horani, Maylorie Townsend, Michael Bene, Sarah Elsasser, and Zoe Cooper-Caroselli.
Sam and Margaret Brooks, Community Leaders and PCC Partners have been influential leaders in Portland and throughout the state of Oregon for many years. They have used their influence to support and partner with PCC in a myriad of ways. Sam established the first business incubator program on the Cascade Campus, served on the PCC Foundation Board, and served on the District President’s “Kitchen Cabinet.” Through Oregon Association of Minority Entrepreneurs (OAME) Sam routinely invites administrators from the college to provide information and updates about the college at the monthly Coffee and Issues Meeting. Sam has publicly supported the college’s bond requests and consistently maintained representation from PCC on the OAME advisory board. Through the Brooks Foundation, Margaret supports single mothers who are PCC students and she currently serves as a member of the Cascade Campus President’s Council. Chair Thorne Ladd presented Sam and Margaret Brooks with a certificate and key to the college.

Board Service Appreciation for Valdez Bravo, Deanna Palm and Kali Thorne Ladd. Valdez Bravo was elected in 2017 but because of a recent move out of his Zone, he will be stepping down effective June 30. As a first generation Latino college student, an Army veteran, a former PCC student, instructor and advisory board member, he brought a diverse set of perspectives to the PCC Board of Directors. He was given a certificate and key to the college.

Kali Thorne Ladd was appointed to the PCC Board of Directors after the death of long standing board member Harold Williams. With her appointment in 2012 she was the second African American female to serve on the board and the first African American female chair in PCC history. She was given a certificate and a PCC gavel.

Deanna Palm has served on the board since 2009 and has been a fearless advocate for Workforce and CTE. Director Palm was awarded a certificate and a gavel.

ADJOURN AS BUSINESS SESSION AND CONVENE AS COLLEGE BUDGET COMMITTEE

Review of Proposed Budget – Eric Blumenthal asked the board to approve supplemental budget for 2017-2019 and the proposed budget for 2019-2021. Eric stated that this year PCC made the supplemental budget a public hearing and announced it in the Oregonian because of the issuance of the pension obligation bonds from last November. This authorizes transfers between appropriation units, money coming out of the contingency for individual appropriation units, changes in total budget authority because of the issuance of the bonds and use of the bond proceeds to pay the issuance cost for the general obligation costs of FY 2018.

The proposed budget is the same budget that was brought to the Board in April 18, 2019 and there are no changes or corrections made to the budget since that meeting. Eric met with the Tax Supervising and Conservation Commission, which is a requirement because PCC operates and levies taxes within Multnomah County. The budget was reviewed by the Executive Director Craig Gibbons, whom he met with a couple times to go through the proposed budget. On June 15th PCC held a public hearing at the Downtown Center, which
a number of board members attended. We received certification from the Tax Supervising and Conservation Commission that day and are now able to move forward with adopting the proposed budget.

Public Comment - None

Non-Consent Agenda: Vote will be by poll of the Board of Directors

Adopt the Supplemental Budget for the FY 2017-2019 Biennium in accordance with ORS 294.463-473

19-107 Resolution Adopting the Portland Community College Supplemental Budget for the 2017-2019 Biennium, Authorizing Transfers Between Appropriation Units, Categories and Funds; Use of Contingency Funds; And Changes in Total Budget Authority in accordance with ORS 294.463-473

Motion to call for the vote moved by Bravo/Sonnleitner. All approve and motion Passes.

Adopt the proposed Budget for FY 2019-2021 Biennium in accordance with ORS 294.456

19-108 Resolution Adopting the Portland Community College Budget for the 2019-2021 Biennium Commencing July 1, 2019, Making Appropriations and Determining and Declaring Ad Valorem Tax Levies in Accordance with ORS 294.456

Motion to call for the vote moved by Palm/Alyajouri. All approve and motion passes.

INFORMATION SESSIONS

Sylvania Campus Update—Dr. Lisa Avery
Dr. Avery tried something different for this campus update. She highlighted how the work at Sylvania overlaps and intersects with the President’s Work Plan, especially with instructional excellence. Dr. Avery presented a few examples of what Sylvania Campus has been doing to focus on and highlight instructional excellence. She recognized Karen Paez, Dean of Instruction and Linda Fergusson-Holmes, TLC Coordinator who have done an outstanding job of broadening the scope of who is participating in faculty development, expanding the audience that they are reaching, and casting a wider net for the way our TLC serves faculty and accordingly students.

Educational Advisory Committee (EAC) Update—Josephine Pino, Chair of EAC
The EAC and its six standing committees represent shared governance bodies of PCC. The EAC operates under current bylaws that allow for up to 49 members, the majority of who are full time faculty members, up to 25 full time faculty; it also includes part time faculty, members of student affairs, administration and operations. We currently have a task force that has examined the issue of member representation with best practices research. The focus of the majority of EAC work is to consider and recommend policy and curricular proposals to the PCC president. The EAC meets monthly, additionally the EAC Leader Team comprised of Josephine and the chairs of the six standing committees meet
monthly with the Vice President of Academic Affairs, Vice Presidents of Student Affairs, and President Mitsui. Josephine would like to recognize Pete Haberman, Wendy Palmer and Allison Allen Hall who are stepping down from their roles as chairs of standing committees. William Butler-Paisley will be serving as the new Student Development Committee (SDC) Chair, Blake Hausman will chair the Academic Policies and Standards (APS) Committee, and Dr. Heather Mayer will chair the Advancement of Educators Committee. APS Committee’s primary responsibility is to review and develop the academic policies and standards of the college and to recommend them to the EAC and then the President if voted upon favorably. The EAC has added a Sanctuary Statement, an updated student code of conduct and a statement to the syllabus inspired by a Critical Race Theory workshop. There is ongoing work on revising the grading guidelines, creating a new transfer credit policy and collaborated with degrees and certificates to establish degree requirements. The Advancement of Educators Committee was established as a standing committee two years ago. The Curriculum Committee’s primary responsibility is the overall integrity of courses, they review and recommend new courses, revision to courses, general education designations, cultural literacy designations, and embedded related instruction. Over the past few years the college has been working to develop a new framework for our general education program. The key component of the new framework is aligning our general education program with our general education outcomes, previously known as core outcomes, and making sure they are assessed. Every course that wants to be on the gen ed list must submit a signature assignment that maps to a rubric that aligns with that outcome, which gives us a means of assessing our gen ed outcomes. A number of ad hoc committees were created to assess these outcomes. GEARS (the General Education Assessment Review Subcommittee) is a subcommittee of the Curriculum Committee. This “ad hoc” subcommittee will be responsible for reviewing and recommending courses that apply to be part of the General Education program under PCC’s new framework. It is comprised of faculty with expertise from the following groups: CC, DSACs, LAC, and D&C. GEARS reviewed 507 courses and started discussing how to incorporate an equity lens and inclusive language into our review process. Degrees and Certificates (DAC) Committee ensures the value, viability, and vitality of PCC degrees and certificates to students, employers, transfer institutions, faculty and state. Created four new certificates: AAS-CIS: Cybersecurity, AAS-DSTE: Caterpillar Electric Power-ThinkBig AAS, ACERT-LAT: Arboriculture Less Than One-Year Certificate, and ACERTP-GRAP: Activity Professional Certificate. The Student Development Committee, whose responsibility is to review and recommend policies and procedures that directly affect student life, created a new Student Code of Conduct.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS MEETING

Chair Thorne Ladd proposed approval of Resolutions 19-109 through 19-134, excluding 19-116. Palm/Frisbee

Chair Thorne Ladd announced a Commendation for State Senator and 2016 PCC Diamond Alum Jackie Winters who recently passed away.
Non-Consent Agenda: Vote will be by poll of the Board of Directors

19-135 Appointment of a Board Member to Fill the Vacancy in Zone 5 in Accordance with ORS 341.335(3) for the Remainder of the Term through June 30, 2021.

Harper/Palm


PUBLIC COMMENT ON NON AGENDA ITEMS

None

REPORTS

Classified: Jeff Grider

Faculty and Academic Professionals: Frank Goulard

Board Members:
Chair Thorne Ladd, Directors Alyajouri, Bravo, Frisbee and Palm all made closing comments for the board’s last meeting.

Director Sonnleitner stated the DEI Committee has a written report to be posted online.

President

ADJOURNMENT
There being no further business, the meeting adjourned at 8:49 pm.

__________________________________________  _________________________________________
Jim Harper, Vice Chair                       Mark Mitsui, College President

Prepared by:

__________________________________________
Jeannie Moton, Executive Coordinator

Minutes approved on July 18, 2019.
APPROVAL OF PERSONNEL ACTIONS

20-001

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Mark Mitsui, College President

RECOMMENDATION: That the Board of Directors approve the following actions:

A. Approval of new hires, new positions and change of position

1. **Academic Professional Appointment (Temporary) – William Butler-Paisley**
   
   Academic Advising Coordinator  
   Office of the Dean of Student Development, Sylvania Campus  
   Annual Salary: $52,483  
   Grade: 4  
   Step: 4  
   Effective: June 24, 2019 to June 30, 2020  
   Education:  
   - Oregon State University, Doctor, Education  
   - San Jose State University, MA, English and Comparative Literature  
   - University of California, BA, English  
   Most Recent Experience: Portland Community College  
   Academic Advisor  
   Applicant Flow: 3.64 Recruitment  

2. **Academic Professional Appointment (NonGeneral Fund) – Ricci Elizabeth**
   
   Employment Specialist  
   Workforce Development and Continuing Education  
   Annual Salary: $47,615  
   Grade: 3  
   Step: 3  
   Effective: June 17, 2019  
   Education:  
   - Portland State University, MS, Sociology  
   - M.Ed, Curriculum and Design  
   Most Recent Experience: Portland Community College  
   Instructor, Sociology (Adjunct)  
   Applicant Flow: 
   Gender  
   - 7 Female  
   - 3 Male  
   - 2 Not Disclosed  
   Ethnicity  
   - 0 American Indian or Alaska Native  
   - 1 Asian  
   - 0 Black or African American  
   - 4 Hispanic/Latino  
   - 0 Native Hawaiian or Other Pacific Islander  
   - 1 Not Disclosed  
   - 0 Two or More Selections  
   - 6 White
3. **Academic Professional Appointment (NonGeneral Fund)—Talina Villao**
   
   Employment Specialist  
   Workforce Development and Continuing Education  
   
   Annual Salary: $46,004  
   Grade: 3  
   Step: 2  
   Effective: June 27, 2019  
   Education:  
   - California State University  
   - MiraCosta College  
   
   Most Recent Experience: Portland Community College  
   Senior Student Accounts Specialist  
   
   Applicant Flow:  
   Gender:  
   - Female: 7  
   - Male: 3  
   - Not Disclosed: 2  
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   - American Indian or Alaska Native: 0  
   - Asian: 1  
   - Black or African American: 4  
   - Hispanic/Latino: 0  
   - Native Hawaiian or Other Pacific Islander: 1  
   - Not Disclosed: 2  
   - Two or More Selections: 6  
   - White: 12  
   
   Total: 12

4. **Faculty Appointment—Samuel Barbara**
   
   Instructor, Choral Music  
   Business, Applied Technology and College Prep Division, Rock Creek Campus  
   
   Annual Salary: $58,244  
   Step: 4  
   Effective: September 1, 2019  
   Education:  
   - University of Southern California  
   - University of Portland  
   
   Most Recent Experience: Portland Community College  
   Instructor, Music (Temporary)  
   
   Applicant Flow:  
   Gender:  
   - Female: 6  
   - Male: 12  
   - Not Disclosed: 0  
   Ethnicity:  
   - American Indian or Alaska Native: 0  
   - Asian: 1  
   - Black or African American: 2  
   - Hispanic/Latino: 1  
   - Native Hawaiian or Other Pacific Islander: 0  
   - Not Disclosed: 2  
   - Two or More Selections: 11  
   - White: 18  
   
   Total: 18
5. **Faculty Appointment - Karen Embry**  
Instructor, Composition/Rhetoric  
Social Science, Communication and Health Division, Rock Creek Campus  
Annual Salary: $56,274  
Effective: September 1, 2019  
Education: University of California  
California State University  
City College of San Francisco  
PhD, English  
BA, English  
MA, English/Creative Writing  
AS, Science  
Most Recent Experience: Portland Community College  
Instructor, English Composition (Temporary)  
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6. **Faculty Appointment – Gabriel Higuera**  
Instructor, Ethnic Studies  
Social Science, Communications and Health Division, Rock Creek Campus  
Annual Salary: $56,274  
Effective: September 1, 2019  
Education: Graduate Center of the City  
University of New York  
Arizona State University  
MA, Liberal Arts  
BA, Spanish  
Most Recent Experience: Collaborative Research in Action  
Founder/Director  
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7. **Faculty Appointment – Sara Hill**  
Instructor, Dental Hygiene  
Health Professions and Physical Education Division, Sylvania Campus  
Annual Salary: $56,274  
Step: 3  
Effective: September 1, 2019  
Education:  
Eastern Washington University  
BS, Dental Hygiene  
Portland Community College  
AAS, Dental Hygiene  
Most Recent Experience:  
Portland Community College  
Instructor, Restorative Program  
Applicant Flow:  
Gender  
Ethnicity  
10  Female  
0  American Indian or Alaska Native  
1  Male  
0  Asian  
0  Black or African American  
0  Hispanic/Latino  
0  Native Hawaiian or Other Pacific Islander  
1  Not Disclosed  
0  Two or More Selections  
10  White  
11  Total  

8. **Faculty Appointment – Lauren Hull**  
Instructor, Geography  
Social Science, Communications and Health Division, Rock Creek Campus  
Annual Salary: $52,530  
Step: 1  
Effective: September 1, 2019  
Education:  
Louisiana State University  
MS, Geography  
BS, Natural Resource Ecology and Management  
Most Recent Experience:  
Chemeketa Community College  
Instructor, Geography (Adjunct)  
Applicant Flow:  
Gender  
Ethnicity  
26  Female  
1  American Indian or Alaska Native  
55  Male  
8  Asian  
3  Black or African American  
1  Hispanic/Latino  
0  Native Hawaiian or Other Pacific Islander  
8  Not Disclosed  
4  Two or More Selections  
59  White  
84  Total  

9. **Faculty Appointment – Michelle Huss**  
Instructor, Biology  
Science and Technology Division, Rock Creek Campus
Annual Salary: $56,274  Step:  3
Effective: September 1, 2019
Education: Oregon State University  MS, Forest Biology
           University of Arizona  BS, Ecology and Evolutionary Biology
Most Recent Experience: Portland Community College
Instructor, Biology (Adjunct)

Applicant Flow:
Gender     Ethnicity
39  Female  0  American Indian or Alaska Native
38  Male    3  Asian
 4  Not Disclosed  5  Black or African American
                  3  Hispanic/Latino
                  0  Native Hawaiian or Other Pacific Islander
                  11 Not Disclosed
                  6  Two or More Selections
          52  White
          81  Total

10 Faculty Appointment – Jane Loverin
Instructor, Exercise Science
Health Professions and Physical Education Division, Sylvania Campus
Annual Salary: $56,274  Step:  3
Effective: September 1, 2019
Education: Oregon State University  MS, Forest Biology
           University of Arizona  BS, Ecology and Evolutionary Biology
Most Recent Experience: Portland Community College
Athletics Supervisor

Applicant Flow:
Gender     Ethnicity
20  Female  1  American Indian or Alaska Native
40  Male    3  Asian
 0  Not Disclosed  2  Black or African American
                  3  Hispanic/Latino
                  0  Native Hawaiian or Other Pacific Islander
                  1  Not Disclosed
                  12 Two or More Selections
          38  White
          60  Total

11 Faculty Appointment – Daniel Zuniga
Instructor, Automotive Technology
Engineering and Industrial Technology Division, Sylvania Campus
Annual Salary: $56,274  Step:  3
Effective: September 1, 2019
Education: Portland Community College  AAS, Automotive Service Technology
Most Recent Experience:
Portland Community College
Instructional Support Technician-Service Writer

Applicant Flow:

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</tr>
<tr>
<td></td>
<td>0 Native Hawaiian or Other Pacific Islander</td>
</tr>
<tr>
<td></td>
<td>0 Not Disclosed</td>
</tr>
<tr>
<td></td>
<td>0 Two or More Selections</td>
</tr>
<tr>
<td></td>
<td>13 White</td>
</tr>
<tr>
<td></td>
<td>17 Total</td>
</tr>
</tbody>
</table>

ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN JULY 18, 2019 PERSONNEL REPORT

<table>
<thead>
<tr>
<th>Gender</th>
<th>White</th>
</tr>
</thead>
<tbody>
<tr>
<td>Female</td>
<td>7</td>
</tr>
<tr>
<td>Male</td>
<td>4</td>
</tr>
<tr>
<td>Not Disclosed</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>11</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ethnicity</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Indian/Alaskan Native</td>
</tr>
<tr>
<td>Asian</td>
</tr>
<tr>
<td>Black or African American</td>
</tr>
<tr>
<td>Hispanic/Latino</td>
</tr>
<tr>
<td>Native Hawaiian/Pacific Islander</td>
</tr>
<tr>
<td>Not Disclosed</td>
</tr>
<tr>
<td>Two or More Selections</td>
</tr>
<tr>
<td>White</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>
CONTINUOUS APPOINTMENT: FACULTY AND ACADEMIC PROFESSIONALS

PREPARED BY: Leslie Wilkins, Specialist, Human Resources

APPROVED BY: Lisa Bledsoe, Associate Vice President, Human Resources
Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

The President RECOMMENDS that the following Faculty and Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2019:

<table>
<thead>
<tr>
<th>Continuous Appointments</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Josh Bouchard</td>
<td>Specialist/Academic Advising</td>
</tr>
<tr>
<td>Salvador Castaneda</td>
<td>Specialist/Apprenticeship &amp; Training</td>
</tr>
<tr>
<td>Briana Stansbury</td>
<td>Coordinator/Resource Program II</td>
</tr>
<tr>
<td>Adeline Stone</td>
<td>Instructor/Ophthalmic Med Technology</td>
</tr>
</tbody>
</table>
The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted special continuous appointment, effective July 1, 2019:

<table>
<thead>
<tr>
<th>Special Continuous Appointments</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kevin Bradley</td>
<td>Manager/Workforce Development Prog</td>
</tr>
</tbody>
</table>
The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2019:

<table>
<thead>
<tr>
<th>Continuous Appointments</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vanessa Wood</td>
<td>Dir/Grant Development</td>
</tr>
</tbody>
</table>
The existing Heating, Ventilation and Air Conditioning (HVAC) unit that serves the Sylvania Bookstore has failed and service is currently being provided through a temporary system. Facilities Management Services has determined that repair of the current unit is not a viable solution and that a replacement is needed.

This project needs to move quickly over the summer to ensure that the replacement unit is in place for the start of Fall Term. Time is of the essence.

In order to meet the tight schedule the College is seeking board approval to move forward with selection of a contractor and executing a contract on an accelerated schedule. Project costs are not expected to exceed $250,000. P&CC will report back to the Board on the procurement, contracting process, and final cost when the work is complete.

That the Board of Directors authorize PCC to procure and install a replacement HVAC unit for the Sylvania Bookstore with a not-to-exceed budget of $250,000. Funding will be from 2017 Bond Funds.
REPORT: The College has a need to contract with a qualified company to provide the College with emergency power supply systems (emergency generator) maintenance and repair services at various College locations. The estimated cost of these services will exceed the $150,000 threshold, requiring the Board of Directors approval (B505).

On May 13, 2019, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, Oregon Procurement Information Network (ORPIN), and the PCC Solicitation website. A total of 23 firms expressed an interest and downloaded copies of the RFP. By the deadline of June 11, 2019 at 2:00 PM, the College received two (2) proposals. These proposals were reviewed and evaluated by the committee members based on the following criteria: Experience and Qualifications, Staffing and Key-Personnel, Approach and Operations, References, Quality of Proposal, and Pricing.

<table>
<thead>
<tr>
<th>Proposers</th>
<th>Points (100 Max)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pacific Power Group</td>
<td>93.32</td>
</tr>
<tr>
<td>Peterson Power Systems Inc.</td>
<td>87.87</td>
</tr>
</tbody>
</table>

Contracts will be awarded to both firms.

MWESB Statement: Two (2) COBID (Oregon’s Certification Office for Business Inclusion & Diversity) certified suppliers expressed interest in the RFP, however no proposals were received from certified firms.
RECOMMENDATION: That the Board of Directors authorize the award of contracts to Pacific Power Group and Peterson Power Systems Inc. for the provision of emergency power supply systems maintenance and repair services for a combined amount of $35,000.00 annually for a maximum not-to-exceed amount of $175,000.00 over a five (5) year period. The contract expenditures will come from the general fund.
APPLY TO THE STATE BOARD OF EDUCATION FOR APPROVAL OF THE ACTIVITY PROFESSIONAL LESS THAN ONE-YEAR CAREER PATHWAY CERTIFICATE FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL RESPONSIBILITY: Dana Fuller, Division Dean, Social Science and Human Development

APPROVED BY: Dr. Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: This proposed Activity Professional Less Than One-Year Career Pathway Certificate allows students to pursue State-approved credentials that are shorter. The 30-credit certificate will enhance the skills of and provide career opportunities for individuals providing care in long-term care, assisted living facilities, and community-based centers. Upon completion of the program, students will be prepared to design and implement comprehensive, person-centered activity plans within a wellness program to enhance the quality of life of diverse groups of older persons or persons with disabilities at all cognitive and physical functioning levels in long-term care, daycare and community settings. The new certificate is aligned with the standards and requirements set forth by the National Association of Activity Professionals’ Credentialing Center (NAAPCC). Employment in the elder assisted living and long-term care sector of healthcare continues to expand as baby-boomers reach retirement and beyond. All courses in the Activity Professional Less Than One-Year Career Pathway Certificate are wholly contained within the Gerontology AAS so that students can pursue their education at PCC and grow within the elder healthcare industry. The Activity Professional Certificate has been reviewed and approved by the Gerontology Industry Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Activity Professional Less Than One-Year Career Pathway Certificate for Portland Community College.
20-008  AUTHORIZATION PAYMENT FOR OREGON COMMUNITY COLLEGE MEMBERSHIP DUES

PREPARED BY:  Jeannie Moton, Executive Coordinator, Office of the President

FINANCIAL RESPONSIBILITY:  Mark Mitsui, College President

APPROVED BY:  Mark Mitsui, College President

REPORT/CONTEXT  Oregon Community College Association (OCCA) is an advocacy and convening organization for all 17 community colleges across the state. Portland Community College has maintained membership with OCCA for many years. The services offered by OCCA include membership in the Oregon President’s Council and Legislative Support.

Recent increase in these fees requires board approval in accordance with Board Policy B505 Purchasing and Contracting.

Dues increases have occurred approximately every three years and are used to support statewide advocacy and member services. This latest increase is 3% above last year to support increased cost of staff.

The membership fees are based on FTE of the student population. All colleges pay a flat fee and a portion is also based on FTE of the previous year (2017-2018).

RECOMMENDATION:  That Portland Community College continue to be a member of OCCA by approving the membership fee of $159,829.35. This expense will be paid from the President's Budget.
Board of Directors Goals 2018-2019

Board members recognized during discussion that several goals from previous goal-settings are not time-specific but are, rather “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2017-2018 planning cycles.

Legacy Goals
- Ensure an environment of success that encourages access and timely completion
- Prioritize the college’s commitment to the creation of a nationally renowned culture for diversity, equity and inclusion
- Track and evaluate Portland Community College operations and execution of the Strategic Plan.
- Be an engaged advocate for Portland Community College in:
  - Governmental affairs and governmental advocacy
  - In support of fundraising strategies targeting the advancement of important initiatives (e.g. Future Connect, PCC Foundation efforts, etc.)
- Continue communication between the Board of Directors and the President

Board Priorities
- Support the work of the newly chartered Diversity, Equity and Inclusion Committee of the Board.
- Advocate for increased state resources and support for student success initiatives district-wide.
- Ensure development of a dashboard to monitor key performance indicators
- Aid students by building relationships with key transportation and housing partners in the Metro community
- Support the President’s 2018-2019 Work Plan
The College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with applicable provisions of the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College’s programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.