Portland Community College
President’s Cabinet
Wednesday | May 22nd | 2019
Sylvania Campus | CC Building Conference Room 233B
8:30AM - 11:30AM

NOTES

Present:  Rob Steinmetz, Karen Paez, Katy Ho, Heather Lang, Marc Goldberg, Lisa Bledsoe, Michael Northover, Eric Blumenthal, Chris Villa, Traci Fordham Jessica Howard, Dina Farrell, Tricia Brand, Lisa Avery

8:30 am - Opening Remarks Eric Blumenthal

Board Update
- Election results:  Tiffani Penson - Zone 2, Michael Sonnleitner Zone 3, Alex Diaz Rios - Zone 7

TSCC debrief:
- Questions revolved around state funding and enrollment with side conversations about the applied baccalaureate degree. We have the signed letter and ready to present the budget to the Board on June 20th. Pension bonds will require that we do a public hearing

Legislative Update
- House Bill ST1049 PERS - PERS reform is expected to pass. Will re-amortize Tier 1 & Tier 2 over a 20 year period, some EAP dollars will be redirected to the pension side
- House Bill 3427 for Student Success passed, funding for K-12

Revenue Forecast:
- Budgeted $590M, have heard as high as $610M-$630M
- Economy is growing but at a slower rate
- Kicker will be dedicated to K-12

Round Table
- Rob - Working on transitions, retreat with DOS to discuss.
- Karen - completion season, ceremonies, wrapping up TLC events.
- Katy - Feedback coming from division deans around the Acceptable Use Policy
- Heather - Getting ready to launch advising design, working on transitions
- Marc - Employer Partnership Awards happened yesterday. Was good to spend time with our partners and celebrate their contributions to PCC
- Lisa - Retirement dinner May 31st
- Michael - Tech Fee Task Force has created a charter, will be meeting with student reps and come to cabinet when ready to review. Have found some specific grants for IT. Attended OCCITA last week, good discussions about ERP. CIO at Clackamas is implementing virtual desktop for a year, will visit there and maybe pilot 4th & Montgomery. Would like to continue discussions about Student printing.
- Eric - Budget Forums end of June, centering around the questions that came out of the first round of forums, Ann and Christina will talk about the campaign and additional push for scholarships and emergency grants for students
- Chris - Cheryl Scott will be interim while Chris is out for medical leave
- Jessica - A lot of end of the year celebrations, unprecedented number of interims
- Dina - reaffirm principles in terms of how we’re ending the year, supplemental budget will be going before the board in June, getting ready for the next fiscal year

Ground Rules:
- Be present and prepared
- Speak your truth and seek to understand
- Be open to possibilities
- Start on time and end on time
- Model collaboration
- Electronic devices only used for notes or to refer to handouts that will be provided in advance
- One person speaks at a time
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- Tricia - NCORE happening next week, over 200 PCC faculty and staff attending. OEI met with attendees as a precursor for first timers attending. PCC will be sponsoring a community reception on May 31st. Cabinet presence is encouraged at completion ceremonies.

9:00 am Financial Aid Services Consultant Final Report - via bridge line with Laurie Wolf, Rob Steinmetz (See ppt in folder) Topics discussed:

Top 5 Compliance Concerns:
- Maritime Welding Training Center, needs to be determined if it needs to be accredited or is a stand-alone site.
- Not reaffirming eligibility prior to disbursement
- Processing of third party awards
- Reporting of Federal Work-Study hours
- Consumer Disclosure Information

Contributing Factors:
- IT Support
- Policies/Procedures
- Business Practices
- Faculty Support
- Communication

Strengths:
- Personnel
- Collaborative Initiatives
- Cross-Training

Data Informed decisions
- Action: Further discussion is recommended

10:00 am Commencement Update - Rob Steinmetz, Tammy Billick and Ryan Clark
- Friday June 14th Memorial Coliseum by 5:00pm, regalia will be delivered to the Coliseum
- Jeannie will be handing out parking passes
- Gather in the Fountain room to get robed up
- Jess Kurtz is the Student Speaker

10:15 am Academic Affairs Update - Katy Ho
Roles of Responsibilities Workgroup made some recommendations regarding the following:
- Hiring of Part Time Faculty
- Course Scheduling
- Assessment of Part time/Full Time) Faculty

Action: Jeremy Estrella will come to cabinet for further discussion

YESS - Reading, Writing and Math teams:
- Math: 20 recommendations coming forward from the Math team looking at it more holistically to improve the student’s experience
- Move Math 20 to ABE, identify the correct math pathway, possibly have the default be the non-algebra pathway. Redefining math books
- Reading and Writing group made recommendations for lowest credit rating classes - RD 80 and WR 80, continuing to see good results from integrated reading and writing courses. Will be having a DS person available for the classroom this fall.

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Steering Committee Update:
- State kick off meeting for framework for next steps of phase two
- Taking a pivot on internal communications, providing a lot more clarity on why all of this work is going on
- Mapping is done with disciplines, will help determine what our buckets are. Begin with pre-requisite work this summer. A survey will go out to the college this fall for feedback on how to group our programs.
- Communicate out at the District In-Service
- EAC & Curriculum Committee sent out notifications to the SACs about our outcomes.
- CAWT closure - Teachout team is working with Cheryl Belt in preparation for layoff notices. Students will be working with advising.

10:45 am SY Child Development Center fee increase - Karen Paez - (proxy for Lisa Avery)
- This will help cover the cost of staffing for the expansion of the building and will be in alignment with other campuses. This is also a lab school for the ECE program, students do their clinical work here, open to community as well. Sent a draft out two weeks ago, fees will start in September. Comments: Communication is key, Headstart is a possibility for some subsidized funding. A comparison of campus rates will be supplied.
- Motion to Approve: All approved, Lisa Bledsoe and Michael Northover abstained

11:10 am Grant Approval: Bank of America, Neighborhood Builders - Marc Goldberg
- Funds would be used to hire two temporary positions at Willow Creek Center who would facilitate the development and build-out of a mechatronics lab and training center that would connect low-income residents to training and educational opportunities in high-wage, high-demand manufacturing and technology fields.
- Moved to Email approval by Friday May 24th, 2019 due to time

11:30 am Big Give Day - Christina Kline, Ann Prater (see ppt in folder)
Goals of Campaign for Public Year
- Make PCC a philanthropic priority
- Strengthen pipeline
- Engage alumni

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<tr>
<th>Date</th>
<th>Action Items</th>
<th>Responsible Cabinet Member</th>
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| 5-8-2019 | • Program Review for non-instructional areas - Katy Ho  
|         | • GoPrint cost distribution - Michael Northover  |                           |

11:30 am Adjourn

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