

Portland Community College
President's Cabinet

September 27, 2017
Conference Room B
8:30 – 11:30 AM

Agenda

Time	Topic	Presenters	Strategic Theme	Action	Requested by
8:00 am	Continental Breakfast				
	<i>Standing Items</i>	Sylvia and Cabinet	Think Accountable	No	Mitsui
8:30am	Budget				
	Purpose for today:				
		1. Identify salary savings by placing a temporary hold on positions. 2. Review lists for any errors and correct. 3. Review of faculty hiring, role of DOI's. 4. Are there any positions that you can freeze for a period of time (3-6 months)? 5. Clarify exception criteria (if time allows).			
	Points of interest, agreement:				
		1. Email to announce on hiring going out Wednesday after Cabinet. 2. Enrollment update. 3. Original goal was \$2M per year. This process is the first round only to see where we are today. Note that if enrollment is down 2% and generally given our settlement agreement our total shortfall is still more than \$5M. 4. Salary lines for positions “on hold” will not be “swept” and will remain for now. 5. This is not a long-term solution or strategic approach, as we’ve discussed. It is what we are working with at this time, understanding that a supplemental budget process and overall changes will be necessary. 6. This process will be ongoing as new vacancies occur (including temporaries).			
	Exception Criteria Draft:				
		1. If this position is not filled, explain how it will significantly impact essential operations? 2. Are there others who do this work and could it be consolidated? 3. If this position is necessary for safety, compliance, health or other legal reasons please provide exact details. 4. In what ways does/will this position enhance PCC’s diversity, equity and inclusion efforts for students, faculty or staff? 5. Will this position generate revenue or FTE that equals or exceeds the cost? Provide details.			

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6. How does this position impact equitable student success? (Recognizing that all PCC positions in some way are related, please be very specific.)

Exception Process:

1. To be discussed with president.

Adjourn 11:00 am