

Portland Community College
President's Cabinet

Wednesday, December 20th 2017
 Conference Room 233B
 8:30AM – 11:30 AM

Notes

| Time | Topic | Presenters | Strategic Theme | Action | Requested by |
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| 8:00 am | Continental Breakfast | | | | |
| Present | Rob Steinmetz, Eric Blumenthal, Kim Baker-Flowers, Traci Fordham, Sylvia Kelley, Jim Langstraat, Mark Mitsui, Lisa Bledsoe, Michael Northover, Karin Edwards, Sandra Fowler-Hill, Jessica Howard, Katy Ho, Heather Lang, Tonya Booker | | | | |
| Standing Items | | | | | |
| 8:30 am | President's Updates <ul style="list-style-type: none"> • Board Debrief • Reorganization <ul style="list-style-type: none"> ○ Move Communication Engagement and Foundation to Sylvia to reduce budget expenditures, Government Relations to Mark. Eliminating the AVP position will create savings over time • Administrator during Holiday <ul style="list-style-type: none"> ○ Sylvia will be administrator in charge, signature authority. Send info on who's in charge at campus during holidays. • April 11th Employer Partnership Breakfast at OMSI, Cabinet at CLIMB after OMSI • Council being formed to help build trust and develop sustainable partnerships and follow through in communities of color • Chair Ladd will bring together a committee for dual credit, please send Mark thoughts • OVDA grant was approved, will be able to move forward with SE VRC • Two Presidential Interns and two Associate level interns have been selected. They will attend Cabinet meetings and participate in committee meetings. Ambassadors for Mark for the student body and will have a special project to focus on | Mark | | | |
| 9:30 am | <ul style="list-style-type: none"> • Equity and Diversity • House Bill 2864 - Establish cultural competency over- sight committee. Everyone needs to be trained but not mandatory. • Variety of Trainings offered • ACTION: Dedicate a cabinet meeting to the discussion about training: <ul style="list-style-type: none"> ○ Discuss whether it's mandatory or not ○ Discuss budget for training ○ Discuss how we communicate change • Hand out of Bias Incident Report | | | | |
| 9:40 am | Enrollment <ul style="list-style-type: none"> • Analysis gives some idea that we are close to an even enrollment for Winter, RC and SE up • Called students to follow up for payment, deadline December 25th but there is a deadline after that for non-deletion, bursar is willing to look at those dates. | | | | |

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- Next week we will have clearer numbers after non-deletion
- Outreach in multiple ways
- Breaking down enrollment to who is new, who is staying and who is left.

9:50 am YESS

- Continuing to have world cafes throughout the college
- Got a communication out about the top level results for the ICAT
- Website will be up shortly about YESS, maybe include the VFA, need to be able to have a data summit locally
- Video's for updates, town halls around the college next term
- Six Buckets of work will be refined, and then be tactical
- Would like to host a YESS summit for the college, where we are, what's up coming, data that we can push out, bring folks into the present
- YESS data team looking at how to make sure that large scale data maps back to indicators of achievement and work plan
- Some fear around course data being shared
- Prioritize requests for data, elements of systemic change, feedback on initiatives
- Non-credit completion
- Are there strategies to help folks across the institution to see themselves in YESS
- Town halls, have another series in winter quarter, final measure of the work plan, listening component & respond

10:00 am Policy

- CPAC January 9th resolved issues academic and student policy
- Focusing on operational and administrative policy
- Working on automated process around google
- Maybe create an announcement with the link for policy
- No new submissions for policy

10:10 am Budget

- Dean's are still working on their analysis

Old Business

Cabinet Schedule

- Rotating campuses, cabinet outreach

Artificial Intelligence

- Jensen Huang from Oregon is the business person of the year from NVDIA. Branch Manager has agreed to meet with Mark

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| Exception Requests | Position Title | Requested by | Position Type | Pos # | Approved |
|---------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------|---------------------------------|------------------|-------------------|
| 10:20 am | Outreach and Orientation Coordinator Custodian OEI Compliance Manager & Title IX Co-Coordinator | Steinmetz Langstraat Baker-Flowers | Other Existing Vacant New | 995698 997910 | Yes Yes Yes |
| Adjourn | 11:00 am | | | | |