

## President's Cabinet

Wednesday | April 11<sup>th</sup> | 2018

CLIMB | Rooms 202 & 203

9:30AM – 12:30PM

### Notes

Time	Topic	Presenters	Strategic Theme	Action	Requested by
<b>Present</b>	Mark Mitsui, Eric Blumenthal, Sylvia Kelley, Lisa Bledsoe, Karin Edwards, Marc Goldberg, Katy Ho, Kimberly Baker-Flowers, Rob Steinmetz, Lisa Avery, Jessica Howard, Cheryl Scott, Jim Langstraat, Traci Fordham				
<b>Standing Items</b>					
9:30 am	President's Updates:	Mark	Think Smart	No	Mitsui
	Budget Development Timeline	Mark & Jim	Think Smart	No	Mitsui
	<ul style="list-style-type: none"> <li>Give board an update at the May board meeting to discuss tuition and fees, create scenarios based on what we may get from the State</li> <li>Discussions with Ben Cannon about where HECC is at relative to the budget time line. They will have a work meeting at their June board meeting and will vote in August and then submit</li> <li>Get some agreement on what we should ask for</li> </ul>				
	Metro's C2P2 Public Owner Workgroup				
	<ul style="list-style-type: none"> <li>Any volunteers that would like to work on this, please send email if interested</li> </ul>				
	President's Schedule				
	<ul style="list-style-type: none"> <li>Moving externally, will not be around as much within the district</li> </ul>				
	Employer Partners Meeting Overview				
	<ul style="list-style-type: none"> <li>Successful meeting, we now have a database with 1600 employer partners. It was great to recognize our employer partners, some are willing to go down to Salem with us for the long session.</li> </ul>				
	K-12 Partnerships convening on May 12 –				
	<ul style="list-style-type: none"> <li>Establish relationships with the boards, meetings may include superintendents; we will start with dual credit. Met with Guadalupe Guerrero of PPS, he is excited about dual credit partnerships with the eventual goal of including PSU PCC PPS partnership. May need to have a discussion with the union, Katy will follow up. IQ has a lot of interest, it might be strategic to consider Benson as one of the partners, would be a good alignment</li> <li>Denise Frisbee met with TriMet to discuss how to off-set public transportation fees for students, asking for income of eligible students. Get aggregate estimates of numbers of income bracket. Leverage property for student housing, strong need for workforce development</li> <li>Met with United Way – very focused on equity, provide wrap around services, would like to bring them into discussions</li> </ul>				
	Metro – Public owner work group				
	<ul style="list-style-type: none"> <li>Measure 98 – any intelligence is welcome. Concerns about funds not being spent, try to increase students with CTE, drop out recovery, teacher development</li> </ul>				
	Study of Organizational structure at PCC				
	<ul style="list-style-type: none"> <li>The way we are structured fosters competition rather than collaboration</li> <li>Commission a study externally of our organizational structure, intended to seed the strategic plan</li> </ul>				

# Portland Community College President's Cabinet

## Feedback:

- Look at structure, staffing gaps, offer some information, give the federation a heads up
- Need a sample announcement to stakeholders. Message needs to be framed in a non-threatening way. This is intended for collaboration; over communicate on the status of the study.
- Incorporate the voices of everybody, actively look for the voices that are not always heard, not a power grab
- Considerations of timeline
- Incorporate CRT into the process
- Look at how we operate culturally, keep the things that work
- Mark will present a more polished proposal
- Conversations about how we want to structure strategic planning process & timeline, look at how we engage our stakeholders

10:25 am	Enrollment College-wide Behavioral Intervention Team	Rob S.	Think Bold	No	Steinmetz
	<ul style="list-style-type: none"> <li>• DOS and student conduct retention around standardization of emergency response. It would include DEI, Public Safety, student conduct coordinators to start having conversations</li> </ul>				
	Commencement June 15 7PM, please order regalia				
	<ul style="list-style-type: none"> <li>• Need more volunteers, promote participation with faculty and staff</li> <li>• Enrollment down 5.1% as of this Monday, SEM plan finalized, deep dive into dual credit how do we support our process, numbers are down significantly due to external competition</li> <li>• Hire an external source to help us do a scan of how we can capture the underserved population</li> <li>• Modality will be a part of future discussions, employer partners will help with that funnel</li> </ul>				
10:35 am	YESS	Katy	Think Bold	No	Ho
	<ul style="list-style-type: none"> <li>• Landed our three focus areas</li> <li>• Videos being worked on, rolling out in the spring</li> <li>• Finding a space and scheduling formal YESS summit for the college in the fall, May 24<sup>th</sup> the coaches are back, team will meet with them</li> <li>• Looping back with the steering committee on how best to approach the funding</li> </ul>				
	Mid-Cycle Accreditation visit				
	<ul style="list-style-type: none"> <li>• They will be here next week, meeting with Michael and Sylvia, Tony and Rebecca around recommendations for IT and FMS</li> <li>• Requesting time with certain teams, such as Katy, Laura and Jan and a few others for coordinating self-study</li> </ul>				

## Presentation

10:45 am	Temporary Modified Work Policy Motion to approve	Rob Gabris	Think Accountable	Yes	Mitsui
	All approved – 1 <sup>st</sup> Policy to go to cabinet for approval				
11:00 am	CLIMB - Continuing Ed Update Overview of Community Ed and CLIMB	Tonya Booker & Bonny Vosu	Think Proud	No	Mitsui
	<ul style="list-style-type: none"> <li>• Hub for continuing education, 32 full time employees, 500 part time instructors spread out throughout the district</li> <li>• We are centralizing operations, this is a very heavy lift and we appreciate your support, the complexity is enormous</li> </ul>				

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Offer classes to the community, offer 1600 CRNs with some CEUs being reimbursable  
 Community Educations has the highest FTE, current work legacy liability and compliance concerns  
 Focus on recruiting and hiring to support students and programs, RFP active for non-credit programs  
 Programs include:

- Health Professions
- SBDC
- Professional development and training
- Life by Design NW
- Customized workforce training

Centralized Operations Community Education has been doing all the work. Big push to get people hired. Having a soul point of contact, standardized processes and procedures, cross training  
 Non-credit offerings being eligible for Pell grants, opportunity

### **Grants Update**

11:10 am	MHCRC	Karin Edwards	Think Proud	Yes	Edwards
	• Approved				
11:20 am	Metro Grant	Cheryl Scott	Think Proud	Yes	Fowler-Hill
	• Approved				

### **Old Business**

Summary of budget transfers that have taken place regarding Dean's proposals placed in cabinet folder for review	Eric has put documents on the drive for cabinet to review	Fowler-Hill
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### **Round Table**

Campus and Center updates from cabinet members

### **Lunch**

11:30 am

### **Adjourn**

12:30 pm