

Portland Community College
President's Cabinet
Wednesday | April 17th | 2019
Sylvania Campus | CC Building Conference Room 233B
8:30AM - 10:30 AM

NOTES

Present: Katy Ho, Lisa Avery, Michael Northover, Jessica Howard, Traci Fordham, Mark Mitsui, Eric Blumenthal, Sylvia Kelley, Dina Farrell, Marc Goldberg, Tricia Brand, Michele Cruse - proxy for Karin Edwards, Rob Steinmetz, Chris Villa

8:30 am President's Update - Mark

- **Welcome and Cabinet check-in/updates**
- **Review Work Plan**
 - Current biennium - develop the new distribution formula, institute structural study - report may be ready mid-May, planning the strategic planning process, align strategic plan with budget development, ultimate goal is to have a measurable strategic plan
 - Demographic shifts in population are changing, competition for younger students will intensify. High school population will continue to grow until 2026
- **Strategic Planning Considerations:**
 - Artificial Intelligence - revolutionizing service industries, computing power is doubling at a fast rate, need to be in tune with durable skills that are computer resistant and involve human relationships.
 - Need to learn new technology quickly
 - Massive retirement - huge demand for replacement
 - Environment (ex. CO2)
- **AACC Debrief**
 - Career Pathways - PCC is leading the country in SNAP 50/50
 - PACBAC - applying AI to online discussion, makes suggestions on how to improve the quality of the comment, looking for a community college to pilot with.
 - Job Speaker - replacement for the WIB, technology based. Register students, matches skills to employer demand
- **Board Agenda**
 - Budget Overview—Eric Blumenthal
 - Staffing Update—Lisa Bledsoe and Cheryl Belt
 - Zone 5 Vacancy—Kali Thorne Ladd
 - OCCA Update—Denise Frisbee
 - Student Update—Mohamad Karim
 - Planning Retreat—Kali Thorne Ladd
- **Legislative Update**
 - JCSS did not include community college in the revenue package, Governor stated that she wants us in the package and will veto any package that doesn't include us
 - Employer lobby day is on April 18th

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 we be provide in advance*
- *One person speaks at a time*
- *Stay on topic*
- *Agree to align*
- *Honor confidentiality when needed*

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- Campaign has reached 90% of its goal, will be announced at the Gala
- Renaissance Foundation - brainstorming potential partnerships, 500K commitment to STEM expansion
- Strategic Planning
 - Developing questions to give to Ian Symmonds and Associates, will come back to cabinet to present

9:30 am Budget Update - Eric Blumenthal

- Overview of Board presentation: Information session will go into more detail. Will talk about budget assumptions, position eliminations, strategic initiatives - YESS, accomplishments, austere but transformative
- \$508M general fund, \$490M operational fund, \$22M fund balance, contingency fund \$30M

9:15am Enrollment Update - Rob Steinmetz

- Down 7.3% as of the two week point of the term, will most likely end up between 6-7%
- Deletion for non-payment adjustments recommended
- Enrollment Management team in long term planning, creating more of an online focus
- Revision to all academic web pages being made
- Enrollment services:
 - A customer service training, managing perspective students when they are calling in, hiring enrollment service providers, coordinators of enrollment services, training recruitment staff
 - Starting to capture students majors for the first time, data will come out this fall
 - Advising redesign, advising sessions start in June - no holds for fall, may start holds in Winter, EAB Navigate starts this fall
 - Campus presidents continue to work closely with advisors
- DDOS search is on, candidates coming to campus next week
- Implementation of Advising Redesign:
 - Understanding the change in ADOS and DOS, urgency to move at all levels and support these folks
 - Need continuous communication for clarity about what's happening, opportunities to bring everyone together as a team, campus engagement is important. Regular meetings need to happen to help everyone get on board and create a strategy for those who don't.
 - Remind everyone that this is about the student experience

Action: Gramm-Leach-Bliley Act - move to next cabinet meeting

10:30 am *Adjourn*

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