

PORTLAND COMMUNITY COLLEGE
BOARD OF DIRECTORS
PO BOX 19000, Portland, Oregon 97280

December 17, 2020
Via remote access

BOARD MEETING MINUTES

ATTENDANCE

Jim Harper, Tiffani Penson, Dan Saltzman, Michael Sonnleitner, Alex Díaz Rios, Riley Turner

WORK SESSION

The board met in work session and received updates state economic forecast, finance and budget, Board retreat planning and the 2021 Special Election. The conversation regarding the secretary position was postponed due to the absence of the chair.

CALL TO ORDER

Vice Chair Penson called the Business Meeting to order at 5:32 pm.

APPROVAL OF THE AGENDA

The December 17, 2020 agenda was approved as published. Harper/Díaz Rios
Díaz Rios - Yes Harper - Yes Sonnleitner – Yes
Penson – Yes Saltzman - Yes

The November 19, 2020 minutes were approved as published. Harper/Sonnleitner
Díaz Rios - Yes Harper - Yes Sonnleitner – Yes
Penson – Yes Saltzman - Yes

INFORMATION SESSIONS

COVID-19 Update – Mark Mitsui

I'm going to provide you the meeting summary from our most recent COVID Opening Leadership Team (COLT), which was held on December 9, 2020. The virus metrics are very discouraging and all five counties with PCC sites are still in the extreme risk category. We'll plan for winter with the expectation that this will continue to be the case until we see the case rate go down. In terms of planning for Winter Quarter, Vice President of Academic Affairs Dr. Katy Ho and Executive Vice President Sylvia Kelley met with Career Technical Education (CTE) faculty department chairs, administrators, and faculty regarding CTE courses that can only be taught in person. Scenario planning was conducted by the deans and faculty, and a review of the scenario plans has been completed.

The administration, faculty, and division chairs are working together on limited reopening for Winter Quarter for very specific segments of CTE programs. We're centering on second year students who are close to completion, and other relatively

safe, solvable items in order to see what exceptions might be possible for a return. These include courses such as a portion of the aviation maintenance program, a portion of the diesel tech program, part of the automotive program, machine tech program, nursing – particularly the first year lab component, in addition to some continuing education courses such as the motorcycle safety classes. These are held outside in the parking lot so social distancing is very achievable. There's consideration of co-op, for example auto body, building construction, electronic engineering, tech, landscape, and veterinary.

We are continuing to plan for Spring Quarter. Financial Aid has already been reaching out to programs to work proactively and taking a case management approach. Environment, Health and Safety is doing a lot of internal prep for faculty and is also working on how best to provide education around compliance to students before they return.

City of Newberg Vertical Housing Development Zone (VHDZ) – Keith Leonard, AICP, Associate Planner and Patrick Davenport, AICP, Planning Manager

Newberg Downtown Improvement Plan (NDIP) recommends the establishment of a VHDZ program to encourage and incentivize mixed-use developments within the downtown. A VHDZ is authorized by State Statute ORS 307.841-307.867. It enables cities and/or counties to reach an agreement with other taxing jurisdictions to grant a 10-year partial property tax exemption for new mixed use development. A VHDZ can cover a single tax lot, a parcel of many adjoining tax lots. VHDZs encourage investment in and rehabilitation of mixed-use multi-story developments in Newberg's Central Business District; encourage new mixed-use development (residential and commercial); stimulate more commercial growth in the area, increasing the value of surrounding properties and the County's tax base as a whole; enhance opportunities for a live/work community; support commercial development by increasing the number of residents/consumers; create long-term community wealth through larger, mixed-use buildings that will be fully taxed after the partial abatement expires; and encourage more walkable neighborhoods by locating goods and services near residents.

Partial tax exemptions available for market rate housing units: property owners may be eligible for a partial exemption of property taxes on improvement values for up to 10 years; mixed-use buildings (1st floor commercial, 2nd floor and above residential) may be eligible for the following partial property tax exemptions on improvement value, one floor equaling 20%, two floors 40%, three floors 60%, and four floors 80%. Land may also be partially exempt for the number of floors allocated for low income housing (80% of the area median income or below; each floor of certified low income housing may be eligible for partial tax exemptions. There are 13 potential development sites with a total land area of 4.71 acres.

The state requires a displacement analysis and the consultant's analysis finding determined that there was a low likelihood that current residents would be displaced as a result of the proposed VHDZ. Next steps include: presentation to other taxing districts, presentation to City Planning Commission, formal letter of support request sent out, city

council decision, report of council decision to taxing district, and VHDZ should be completed by Spring of 2021.

Diversity, Equity and Inclusion: HB 2864 – Tricia Brand

Cultural Competency Standards Bill HB 2864 was passed by the Oregon State Legislature in 2017 as a bill that requires cultural competency standards at all public universities and community colleges by the end of 2020. According to the bill, cultural competence is an understanding of how institutions and individuals respond respectfully and effectively to people from all races and ethnic backgrounds, cultures, languages, abilities, religions, sex and gender identities, sexual orientations, and other characteristics in a manner that recognizes, affirms and supports their success at our post-secondary institutions.

The bill outlines that the requirement of having cultural competency standards requires the development and implementation of a plan for building an inclusive campus culture. As part of our statewide engagement, PCC was one of five institutions to help plan and facilitate the Higher Education Coordinating Council (HECC) 2020 Digital Summit on House Bill 2864. The Digital Summit on House Bill 2864 convened teams of institutional leaders and stakeholders to share our progress on House Bill 2864, aligned expectations, and strategized next steps for implementation. There was consensus that the converging crises of 2020 have presented both significant acceleration and deceleration points for college-wide equity work. Deceleration points include: limited bandwidth, constrained resources (no earmarked funding from the state for HB 2864), impacted timelines, and impact of September 2020 EO 13950 on DEI training across colleges nationally. Acceleration points include: the Movement for Black Lives/reckoning for racial justice (sense of urgency), disparate impact of COVID-19 on historically marginalized communities, and greater opportunity to collaborate as a consortia to share resources.

Goals include: increase student success rates and eliminate disparities; enhance organizational engagement around diversity, equity, and inclusion; advance equitable, sustainable economic development; prepare new majority students for success in college, work, and life. College efforts to implement cultural competency standards: established key definitions and metrics; expanded resources to support Culturally Responsive Teaching; created tools for onboarding and training of managers; launched cohort-based learning pilot for examining whiteness; imbedded principles of Critical Race Theory in decision-making processes with adoption of the Equity & Empowerment Guide.

Our new strategic plan makes the case for the development of a comprehensive PCC Equity Plan that intentionally and systematically provides a roadmap to: define and align the goals that lead to transformational change toward mission fulfillment; expand organizational understanding of diversity, equity, inclusion, and belonging; inform all manner of planning, programing, resources allocation and decisions-making at PCC to ensure that the College is well-positioned to meet the rapidly changing landscape of diverse and urgent community, education and workforce needs we anticipate in

Portland. HB 2864 legislative requirements: include a broad range of institutional perspectives and give equal weight to the perspectives of administrators, faculty members, staff and students; propose institution-wide goals that seek to improve the cultural inclusion climate for students, faculty, staff and administration from diverse backgrounds; recommend mechanisms for assessing how well the institution meets cultural competency standards; require preparation of a biennial report that is presented to the appropriate board regarding the institution's progress toward achieving the goals set forth in this legislation; ensure clear communication to new faculty, staff and administrators of the institution's commitment to meeting cultural competency standards in professional development; and require continuing training and development opportunities that foster the ability of the institution's faculty, staff and administration to meet cultural competency standards.

Planning and Capital Construction: Oregon Manufacturing Innovation Center (OMIC) Update – Linda Degman, Gary Sutton, Andrew Lattaner

OMIC is a collaborative initiative that brings together industry, academia/post-secondary education, and government to foster innovation and strengthen the manufacturing industry through world-class research and talent development. To inspire and prepare Oregon's workforce for good paying jobs and careers in advanced manufacturing through industry-driven training that meets the current and future needs of Oregon employers.

PCC OMIC Training Center Timeline 2021 Winter Term: construction completion, equipment procurement, program/curriculum development, building set up; Spring Term: OMIC Training Center Virtual Kickoff, limited soft opening (remote classes), building set-up, equipment installation and testing. Summer Term: limited instruction (if permitted), equipment installation and testing, final set-up. Fall Term: community opening and classes begin.

OMIC Training Programs include: on-ramp to manufacturing, pre-trades for advanced manufacturing program with Career Pathways Certificates available in orientation for the trades, math for the trades, and hands-on experience; state registered apprenticeship with on the job and classroom training and earn while you learn; CTE Programs in machining, welding, CADD, mechatronics; Adult Basic Education Class fundamentals in math.

The ways in which PCC and Columbia County collaborate: PCC OMIC aligned equipment at Scappoose High School; Manufacturing Day and Manufacturing Month; Columbia Works Pilot Internship Program; OMIC/OMEF Factory of Tomorrow; Columbia County newsletter; Columbia County Economic Team; and in January 2021 with the Columbia County K-12 Working Group.

PCC Foundation Campaign for Opportunity Recap – Ann Prater, Executive Director and Christina Kline, Manager, Donor Engagement

Five years ago, we did not have a president. We didn't have a campaign plan, but there was enormous work that had been done before me to get ready for a campaign that if

we had waited until it was a priority for a new president, all that work would have had to be thrown away. We think of it as a un-campaign. We started the campaign and then we decided what we were fundraising for. On December 15, 2015 we launched the campaign. We gave ourselves seven years, but we finished this Tuesday, December 15, just five years later.

We had leadership support from Administration, the District Board of Directors, the Foundation Board, and we recruited the very best campaign leaders we could ever have in Chris and Tom Nielsen. In December 2015, the Foundation was booking \$450,000 pledge for Future Connect – the largest cash gift ever. In 2016, a new PCC leader would be hired, introducing the leader would give community access opportunities and ability to share why it's important to "Think PCC First." We changed policy to begin counting bequests, and with this momentum we received our first \$1 million bequest.

This was a \$25 million comprehensive campaign with \$20 million raised from Philanthropic Funds and \$5 million raised from public funds to support student access and success (\$9M), sustain and grow Future Connect (\$6M), grow Workforce program support (\$5M), and student urgent needs (\$1M). The Quiet Phase (December 2015 – April 2019) accomplishments include: campaign plan development, recruited all-star Campaign Committee, introduced fundraising metrics and increased size of major gifts, changed policies to allowing counting of planned gifts, created \$25 million campaign goal one month before we went live, and increased our campaign goal to \$30 million in time for the 2019 gala.

The largest amount of fundraising happens during the Quiet Phase; when we moved to the Megaphone Phase (April 2019 – December 15, 2020) we were able to show our community that PCC is a vital resource and a premiere philanthropic investment. We told the story of the Campaign for Opportunity through our 2019 Gala, social media, films, campaign website, volunteer toolkit, email newsletter, distribution of 80,000 campaign reports, and external outreach through one-on-ones and mixers. Our new fundraising initiatives

Champions for Opportunity, which consists of 100 donors giving \$10,000 each to create the \$1 million endowment for urgent need and Big Give Day, which in 2019 saw 300 donors raise \$86,000 and in 2020 700 donors raised \$170,000. Big wins for the PCC Foundation and our students include: \$12.2M in future gifts – including four \$1 million bequests; \$3,000 new donors (6,800 total donors); four \$1 million plus cash gifts from the Higher Education Coordinating Commission, Willamette Dental Group, Anne Naito-Campbell, and the Writer's Estate.

PCC's endowment has grown from \$6.7M in 2012 to \$17M in 2020. Our first campaign was about much more than money. We created a high-performing, fully staffed Foundation team positioned to grow philanthropic support. We have grown the Foundation Board leadership into an engaged group of community story tellers; revitalized the Foundation's planned giving program; developed a strong individual major donor program; helped PCC leadership and staff become excited about the

transformative power of philanthropy; revitalized the Foundation's planned giving program; and introduced the PCC Foundation (PCCF) to the community as the preferred educational institution of choice for philanthropy.

On April 10, in lieu of our annual gala we will be hosting a one hour fundraiser on KOIN 6 News called Tomorrow, Together.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Vice Chair Penson proposed approval of Resolutions 21-080 to 21-088.
Harper/Sonnleitner

Díaz Rios - Yes

Harper - Yes

Sonnleitner – Yes

Penson – Yes

Saltzman - Yes

PUBLIC COMMENT ON NON AGENDA ITEMS

Vincent Blanco.....Employees well-being during COVID – 19

Jaime Rodriguez.....Appreciation to PCC during COVID – 19

REPORTS

PCC Federation of Faculty and Academic Professionals: Frank Goulard, President
Every month the Federation has member meetings, workshops, and sessions, sometimes with AFT Oregon or other groups around the state. There is constant work that is going on, more than meets the eye. I applaud everyone's efforts and doings.

PCC Federation of Classified Employees (AFT Local 3922): Jeff Grider, President
Since the last time I reported quite a few things have changed. I would like to sincerely thank Mark Mitsui for exercising his authority to extend closure pay for Classified employees. I cannot express in words how meaningful that is to the employees who are still receiving that benefit. Since that time we have received around 160 layoff notices amongst our Classified employees, 80 of those have been rescinded. The custodians are back at work full time. We met today with Cheryl Belt and one of the HR representatives who represents food services, transit service operators, central distribution services – many of these folks are receiving reduced hours or layoff notices – several dozen of the instructional support technicians, mostly associated with the CTE programs. We have presented alternatives to layoff, some newer innovative ideas, so we're exploring options for our employees. I want to thank all the people in the background of administration who are working on what I sincerely believe is their own desire not to lay off employees in these difficult times. It's heartening to see all the work that is going into making our students successful.

District Student Council (DSC) – Riley Turner

Due to a desire to focus themselves elsewhere, Antonia McSwain has tendered her resignation effective the end of Fall Term. I want to talk about an energy that has underpinned the thoughts and actions of the members of the DSC, which has been that

of a systemic hopelessness that we've just recently begun to address within our own system in the DSC. One of the major topics recently has been brought forth by our United Cultural District, the BIPOC caucus within the DSC, to address and hopefully rectify some of the ways in which the DSC is structured to avoid change in a racially just direction and in a more generally equitable direction toward our more marginalized students. At our Winter Retreat Antonia tendered her resignation and the United Cultural District proposed a package of resolutions to be voted on in January to amend the DSC constitution to adjust our structure and hopefully inform the biennial budget planning to create a more equitable, just, and focused structure to address these issues. One of the primary features of this new structure will be increased funding and participation of our Identity Based Equity Centers. The reception of this package of resolutions was overwhelmingly positive, both from the rest of the DSC, as well as our Directors of Student Life and Leadership and the administration that was in attendance at the Winter Retreat. We are deliberating and leaning not increasing our student activity fee in the midst of a pandemic.

Board Members:

Director Díaz Rios

I want to say thank you to everyone for their hard work during these unprecedented times. I want to wish everyone a Happy Holidays and hope you get some rest and are ready for the adventures that 2021 will bring.

Director Sonnleitner

Three matters, I'll try to be very brief. First, there was an Oregon Community College Association (OCCA) meeting on December 4. The organization is in great financial shape because the OCCA treasurer is Mark Mitsui. The primary focus was DEI and there was an excellent speaker from the University of California, Riverside who I think needed more time because there was a lot to cover and not a lot of time for discussion, but quite excellent and OCCA is certainly moving positively in the direction of having an equity call to action, a DEI committee, and finalizing a DEI statement for the organization as a whole.

The Oregon School Board Association (OSBA), comprised of 22 board members statewide that represent all K-12 school districts, educational service districts, and, at least allegedly, all community colleges. My campaign ended last night and I did not win the seat. A nominee from the educational services district in Multnomah County managed just last night to win a sixth vote. Out of the 11 school districts in my region, each of us needed six, and she got her sixth last night. I am disappointed that my fundamental arguments that equity required at least one of the OSBA members to come from a community college. Momentum for change is in the process.

Third, there is a Regional School Board Equity Team (RSBET) has been in the works for two years. They are requesting for at least one board member from each of the 11 schools board in the Multnomah region and I did volunteer. This does not require board approval. Overall it's been a very active fall for me with this campaign, OCCA, and RSBET. Happy Holidays and let us do our best to act collectively in a responsible way during these holidays.

President Mitsui

I want to thank Frank, Jeff, Vincent, and Jaime for your kind words and also acknowledge Lisa Bledsoe, Sylvia Kelley, and Cheryl Belt for their collaborative work. We look forward to ongoing conversations with both Frank and Jeff, and the Federation also attending Cabinet on regular intervals. I want to highlight progress on systems change to address basic needs insecurity amongst our students. I would like to cede part of my time to Kate Kinder to give a quick update and milestone around that.

President's Updates

Mark asked Kate Kinder to make a few remarks regarding Pathways to Opportunity.

Kate Kinder

I'm the Dean of Career Pathways and Skill Training and I'm excited to give a brief update on Pathways To Opportunity (PTO) and a hire that we have made to move that work forward at PCC. We have been focused on how we can close opportunity gaps, center racial justice, and increase economic mobility by connecting students to more federal, state, and local resources so that they can enroll in college and complete college. We see so many students who start here and have a very clear dream, have a clear career goal, but unmet basic needs and financial gaps are making the difference between them completing and moving into careers or dropping out. Thanks to President Mitsui's vision we have a really clear roadmap going forward, of how we're going to do this work. We've been spending the last few months focusing on bringing together a number of initiatives and work that we've been doing to identify best practices and be ready to implement them with this new hire. We've been looking nationally at best practices, working with experts across the country, looking at policy program and practices at work, working with National Skills Coalition. We've been continuing to lead the State Coalition – the PTO Coalition – that brings together the 17 community colleges and key partners like Oregon Department of Human Services and that's been a great opportunity to learn what's working at other institutions and in other communities. And then locally, we have been engaged in some work over the last year with Seattle Jobs Initiative and a professor from University of Washington focused on human centered design and student centered design to hear from our students, elevate their voices of how they want to hear about benefits and resources, and how we can reduce stigma. We have a clear set of strategies of how we're going to have a systemic and equitable strategy to implement PTO increase and equitable student success. One of the key platforms will be implementing single step, which is a benefit screener program, meaning that it doesn't depend on a student talking to the right person at PCC. They will have equitable access to a tool that will help them screen for all the benefits they might qualify for. We're thrilled to have hired the Community Resource Coordinator, Amanda Stanley, who was in charge of implementing this at Linn Benton Community College, working as a resource coordinator and student navigator for multiple years addressing benefits, basic needs security, and working with students. Equally, connecting to resources, key navigation, and relationship building with students. Prior to that she had a lot of years in student affairs. We're really appreciative of this opportunity, the investment President Mitsui made to have some key staffing to do this work.

President Mitsui added that this will be integrated with advising redesign. Students are assigned with an advisor now and we would like to integrate Single Stop with all new and returning students. Director Saltzman had some questions on housing and Linda Degman will give a status update on the integration of strategic housing plan with Phase 2.

Linda Degman

I formed an internal housing strategy committee that's made up of myself, Rebecca Ocken, as well as several people from student services. We're going to start meeting on a monthly basis to talk about integration and strategy for housing to make sure we're coordinated, as well as with Kate Kinder. We have several meetings set up in December and January to meet with Hacienda, REACH, Community Partners for Affordable Housing, Central City Concern, PCRI, Washington County Housing Authority, and community development partners. Last, is doing the alternative land use study and the questions that they're going to be answering and looking at are what are the demands for new developments in the communities.

President Mitsui

Last meeting I talked about the Department of Corrections contracts and I really want to thank Kate Kinder, Emma Kallaway, and Kevin Bradley, as well as Senator Dembrow and Senator Johnson. Right now we have indications from Corrections that they will accept Option 1, as opposed to pulling all the contracts. We are still ironing out the negotiations. If these hold then we will be able to retain the 12 faculty positions at PCC in the Corrections Program. We have been meeting two to three times a week for the past several months, and I appreciate the time and effort everyone has put in.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:08 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on January 21, 2021.