

• • • • • • • • • •

PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

# Business Meeting

• • • • • • • • • •

— June 17, 2021 —



Please print double-sided in support of Board Policy B707 – Sustainable Use of Resources

# Portland Community College Board of Directors

## Vision

Building futures for our Students and Communities

.....

## Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

.....

## Core Themes

- Access and Student Success
  - Economic Development and Sustainability
  - Quality Education
  - Diversity, Equity and Inclusion
- .....

## Who We Are

Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career and technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

## We Value

- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that helps students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility – creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve –making students marketable for jobs in the future and promoting economic development
- The public’s trust by effective and ethical use of public and private resources

Portland Community College  
**BOARD OF DIRECTORS**  
PO BOX 19000, Portland, Oregon 97280

June 17, 2021

**AGENDA**

The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-4365 or by email at [boardmember@pcc.edu](mailto:boardmember@pcc.edu), please use **ACCESSIBILITY** in the subject line.

**4:00 PM EXECUTIVE SESSION**

In accordance with ORS 192.660 (2), (d) labor negotiations, and (i) evaluation of the CEO

Media Requests to join the Executive Session can be emailed ([boardmember@pcc.edu](mailto:boardmember@pcc.edu), please use MEDIA REQUEST in the subject line) or phoned in (971.722.4365) by 3:00 pm of the meeting date.

**5:15 PM BREAK**

**5:30 PM PUBLIC BUDGET HEARING**

- **Review** of [Supplemental Budget](#): Mark Mitsui and Dina Farrell
- **Public Comment** for the Supplemental Budget for the 2019-2021 Biennium

**6:00 PM BREAK**

**6:10 PM WORK SESSION**

- [Legislative Update](#): Emma Kallaway (20 minutes)
- Chair's Update: Mohamed Alyajouri (10 minutes)
  - 2021-2022 Chair and Vice Chair
- Policy Review: Tiffani Penson, Vice Chair (10 minutes)
  - Consent Agenda Policy
  - BP 2715 Code of Ethics

**6:50 PM BREAK**

**7:00 PM BUSINESS SESSION**

**Call to Order**

- Approval of Agenda—June 17, 2021
- Approval of Minutes—April 15, 2021
- Land Acknowledgment: Alex Diaz Rios, Zone 7

**7:05 PM Recognition**

- 30+ year Retirements
- Board Members

- Student Member

8:05 PM **President's Updates (20 minutes)**

- COVID-19 Update
- Announcements
- Commencement
- Other

8:25 PM **Information Sessions**

**DELIVERY:** Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem

- [Dual Credit Update](#): Beth Molenkamp, Manager, PACTEC

**ENTERPRISE:** Cultivate a long-term sustainable college enterprise

- [2021-2023 Budget Update](#): Dina Farrell, Associate Vice President, Finance
- Planning and Capital Construction: [Cascade Project Updates](#): Linda Degman, Director; Krista Phillips, Manager; and Jaime English, Manager

8:55 PM **Public Comment on Agenda Items**

Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link.

9:05PM **Consent Agenda:** (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

PERSONNEL

Page

21-180 Approval of Personnel Actions–  
June 17, 2021.....867

**Academic Professional Appointments:**

Katrina Eerkes, Data Analyst, Information Technology Division, Southeast Campus ((NonGeneral Fund)

Mary Beth Gebstadt, Grants Officer Post Award, PCC Foundation, Downtown Center

Michael Pfaff-Shalmiyev, COVID Compliance Auditor, Facilities Maintenance Services Division, Sylvania Campus (Temporary)

Ana Rau, Major Gift Officer, PCC Foundation, Sylvania Campus (Non-General Fund Temporary)

Alexandra Stabenow, COVID Compliance Auditor, Facilities Maintenance Services, Sylvania Campus (Temporary)

Kara Stone, Teacher Cohort Program Coordinator, Liberal Arts and Pre-College Programs Division (NonGeneral Fund)

**Administrative Appointments:**

Dominique Austin, TRIO Student Support Service  
Director (Program Manager II), Student Affairs,  
Cascade Campus (Non-General Fund Temporary)

Tanya Batazhan, Program Dean, Business &  
Entrepreneurship, Academic Affairs, Sylvania  
Campus

Gloria Bryant, Online Student Success Manager,  
Academic Affairs, Sylvania Campus (Temporary)

Gene Flores, Program Dean, Art and Design, Academic  
Affairs, Sylvania Campus

Dana Fuller, Program Dean, Social Science and Ethnic  
Studies, Academic Affairs, Sylvania Campus

Heather Guevara, Dean of Online Learning, Academic  
Affairs, Sylvania Campus (Temporary)

Laura Horani, Program Dean, College Success, Adult  
Education, ESOL, Academic Affairs, Southeast  
Campus

Janeen Hull, Dean Academic & Career Pathways,  
Healthcare & Emergency Professions, Academic  
Affairs, Cascade Campus

Jason Johnson, Program Dean, Health and Emergency  
Professions, Academic Affairs, Cascade Campus

Alyson Lighthart, Dean Academic & Career Pathways,  
Science, Computing & Engineering, Academic  
Affairs, Cascade Campus

Beth Molenkamp, Program Dean, Education and Human  
Services, Academic Affairs, Rock Creek Campus

Jen Piper, Dean, Academic & Career Pathways,  
Business, Community & Workforce Development,  
Academic Affairs, Southeast Campus

Andrew Roessler, Program Dean, Humanities,  
Communication & World Language, Academic  
Affairs, Rock Creek Campus

Chris Rose, Program Dean, Reading, Writing and  
English, Academic Affairs, Cascade Campus

Karen Sanders, Dean Academic & Career Pathways,  
Applied & Advanced Technologies, Academic Affairs,  
Sylvania Campus

Diane Shingledecker, Program Dean, Computing and  
Engineering, Academic Affairs, Sylvania Campus

Dieterich Steinmetz, Dean, Effectiveness and Planning,  
Academic Affairs, Sylvania Campus

Carrie Weikel-Delaplane, Program Dean, Mechatronics,  
Electronics & Advanced Manufacturing  
Technologies, Academic Affairs, Cascade Campus

Dan Wenger, Dean Academic & Career Pathways, Arts,  
Humanities, Communication & Design, Academic  
Affairs, Cascade Campus

**Faculty Appointments:**

John Craig, Instructor, Ethnic Studies and Black Studies,  
Liberal Arts and Pre-College Programs Division

Sandra Curren, Instructor, Dental Assisting, Health  
Professions and Physical Education Division,  
Vanport Building (Temporary)

DeAnn Dardis, Instructor, Dental Hygiene, Health  
Professions and Physical Education Division,  
Vanport Building (Temporary)

Kerry Leek, Reference Librarian, Academic Affairs,  
Sylvania Campus

Elizabeth Ntantie, Instructor, Chemistry, Science, Health  
and Nutrition Division, Sylvania Campus

**Continuous Appointments:**

21-181 Continuous Appointment: Administration.....877

21-182 Continuous Appointment: Faculty and Academic  
Professionals .....878

**Retirees**

21-183 Commendation of Retiring Employee –  
Jan Abushakrah (26 years) .....880

21-184 Commendation of Retiring Employee –  
Rosa Bettencourt (26 years).....881

21-185 Commendation of Retiring Employee –  
Lainnie Gregg (17 years) .....882

21-186 Commendation of Retiring Employee –  
Paula Heinrichs (35 years).....883

21-187 Commendation of Retiring Employee –  
Frank Harris (28 years) .....884

21-188 Commendation of Retiring Employee –  
Debra Jarcho (11 years) .....885

21-189 Commendation of Retiring Employee –  
Caroline Le Guin (17 years) .....886

21-190 Commendation of Retiring Employee –  
Vivian McCann (26 years).....887

21-191 Commendation of Retiring Employee –  
Nancy Pilgrim (23 years).....888

21-192 Commendation of Retiring Employee –  
Arthur (Art) Schneider (27 years).....889

21-193 Commendation of Retiring Employee –  
Mark Wilson (20 years) .....890

21-194 Commendation of Retiring Employee –  
Takako Yamaguchi (33 years).....891

**BIDS AND CONTRACTS**

21-195 Contract Approval for Scheduling System Software  
as a Service to Ad Astra.....892

21-196	Amend Lease for Capitol Park Building for the Planning and Capital Construction Office with Craig & Kristy Neubo .....	893
21-197	Contract Approval for a Conceptual Study of the Sylvania Campus Communications Technology Building to Walker Macy .....	894
21-198	Contract Approval for the Carolyn Moore Writers House Renovation to Minority Construction Group, LLC .....	895

#### BOARD

21-199	Approval of the Associate of Arts Transfer (AAT) and Associate of Science Transfer (AST) Degrees for Portland Community College.....	897
21-200	Apply to the Higher Education Coordinating Commission for Approval of the Video Production & Emerging Media AAS Degree for Portland Community College.....	898
21-201	BP 2320 Special and Emergency Meetings (Second Reading).....	899
21-202	BP 2345 Public Participation at Board of Directors Meetings (Second Reading).....	900
21-203	BP 2350 Speakers (Second Reading).....	901
21-204	BP 2360 Minutes (Second Reading).....	903
21-205	BP 2725 Board Member Compensation (Second Reading).....	904
21-206	BP 2356 Censure Policy (Second Reading).....	905
21-207	BP 2361 Information Request (First Reading) .....	908
21-208	Approve Honorary Naming of the Future PCC Sylvania Campus Housing Unit Space.....	909
21-209	Approve Honorary Naming of the PCC Sylvania Campus College Center Board Room.....	911
21-210	Submit Nominations for the Association of Community College Trustees 2021 Awards Program .....	913

#### **Non-Consent Agenda:**

21-211	Adopt the Portland Community College Supplemental Budget for the 2019-2021 Biennium, Authorizing Transfers Between Appropriation Units, Categories and Funds; Use of Contingency Funds; and Changes in Total Budget Authority in Accordance with ORS 294.463-473.....	914
21-212	Adopt the Portland Community College Budget for the 2021-2023 Biennium Commencing July 1, 2021, Making Appropriations and Determining and Declaring Ad Valorem Tax Levies in Accordance with ORS 294.456 .....	925

9:10 PM

**Public Comment on Non-Agenda Items**

Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link.

9:20 PM

**Reports**

- Student Update—Riley Turner, Student Board Member
- PCC Federation of Classified Employees (AFT Local 3922)—Jeff Grider, President
- PCC Federation of Faculty and Academic Professionals—Frank Goulard, President
- Board Members

9:40 PM

**Adjournment**

---

The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-4365 or by email at [boardmember@pcc.edu](mailto:boardmember@pcc.edu).



Portland Community College Board of Directors  
PO BOX 19000, Portland, Oregon 97280

April 15, 2021  
Via remote access

**BOARD MEETING MINUTES**

**ATTENDANCE**

Mohamed Alyajouri, Denise Frisbee, Jim Harper, Tiffani Penson, Dan Saltzman,  
Michael Sonnleitner, Alex Díaz Rios, Riley Turner

**EXECUTIVE SESSION**

The board met in accordance with ORS 192.660 (2), (a) employment of a public official, (d) labor negotiations, and (f) information exempt from public disclosure (attorney-client privilege).

**WORK SESSION**

The board met in work session and received updates regarding the President's Work Plan and board policy.

**CALL TO ORDER**

Chair Alyajouri called the Business Meeting to order at 6:33 pm.

**APPROVAL OF THE AGENDA**

The April 15, 2021 agenda was approved as published. Penson/Frisbee

Alyajouri – Yes	Penson – Yes	Saltzman - Yes
Díaz Rios - Yes	Sonnleitner – Yes	
Frisbee - Yes	Harper - Yes	

The March 4, 2021 meeting minutes were approved as published. Harper/Penson

Alyajouri – Yes	Penson – Yes	Saltzman - Yes
Díaz Rios - Yes	Sonnleitner – Yes	
Frisbee - Yes	Harper - Yes	

The March 18, 2021 meeting minutes were approved as published. Harper/Frisbee

Alyajouri – Yes	Penson – Yes	Saltzman - Yes
Díaz Rios - Yes	Sonnleitner – Yes	
Frisbee - Yes	Harper - Yes	

**ADJOURN BUSINESS MEETING AND CONVENE AS COLLEGE BUDGET  
COMMITTEE**

Eric Blumenthal, Dina Farrell, and Tom Andrews presented the proposed College budget for the 2021-2023 biennium.

## **PUBLIC COMMENT ON PROPOSED BUDGET**

None

### **BUDGET APPROVAL**

Approval of Resolution 21-148, Portland Community College Proposed Budget and the Property Tax Levies for FY 2021-2023 Biennium. Frisbee/Sonnleitner

Alyajouri – Yes

Harper - Yes

Saltzman – Yes

Díaz Rios – Yes

Penson – Yes

Frisbee - Yes

Sonnleitner – Yes

### **INFORMATION SESSIONS**

President's Updates – Mark Mitsui

The COVID Opening Leadership Team (COLT) voted for modified reopening for Summer Term.

Facilities Plan 2 Update – Rebecca Ocken

Update was given via pre-recorded presentation.

Information Technology Annual Update – Michael Northover

Update was given via pre-recorded presentation.

## **PUBLIC COMMENT ON AGENDA ITEMS**

None

### **BUSINESS SESSION**

Chair Alyajouri proposed approval of Resolutions 21-149 to 21-152 and 21-155 to 21-158. Sonnleitner/Frisbee

Alyajouri – Yes

Penson – Yes

Saltzman – Yes

Díaz Rios – Yes

Sonnleitner – Yes

Frisbee - Yes

Harper - Yes

Removal of 21-153 Information Request Policy. Saltzman/Sonnleitner

Alyajouri – Yes

Penson – Yes

Saltzman – Yes

Díaz Rios – Yes

Sonnleitner – Yes

Frisbee - Yes

Harper - Yes

Chair Alyajouri proposed approval of Resolution 21-154. Sonnleitner/Frisbee

Alyajouri – Yes

Penson – Yes

Saltzman - Yes

Díaz Rios - Yes

Sonnleitner – No

Frisbee - Yes

Harper - Yes

## **PUBLIC COMMENT ON NON AGENDA ITEMS**

None

### **REPORTS**

PCC Federation of Faculty and Academic Professionals: Frank Goulard, President

Annually, along with a group of five folks statewide in charge of a community college math conference. We will be doing this virtually, a week from tomorrow. We're here as public servants, to service our students and community. We have an AFT Oregon biannual conference that will also be held virtually this time. We gather 23 locals that are affiliated with the American Federation of Teachers from around the state. We will discuss resolutions, some of which will for forth to legislators.

PCC Federation of Classified Employees (AFT Local 3922): Jeff Grider, President  
The AFT Oregon Convention is every other year, opposite the AFT National Convention. I serve as the Executive Vice President of AFT Oregon and we've got quite a task ahead of us to facilitate reading and voting on resolutions, our entire Executive Council for the state federation is up for election. In addition to that, I serve on the AFT National Program and Policy Council for our division, which is called PSRP – that stands for Paraprofessionals and School Related Personnel. I have a couple comments related to the budget presentation. First off, it's a beautifully done, excellent format, I really do enjoy the ability to consume what can be a very bland document, in the most exciting way possible. I appreciate the integration of the strategic plan and the principles of equity. Something I hear from many Classified employees is that the focus on student equity leaves a vacuum for employee equity. I believe we get the short end of the stick in a lot of ways. The example I was going to give is how much more difficult it is for Classified employees to take advantage of things like early retirement. I hope that if more money comes in, via the Community College Support Fund, that it can be used to make things more equitable between Classified employees and other employee classes. We are working hard to make sure that reopening is both safe and effective. We are getting a lot of inquiries from our employees who are worried about their safety and student safety, so I appreciate all the efforts that are being made in that regard and look forward to getting back to normal – whatever that may be.

District Student Council (DSC) – Riley Turner

I've been working with the Directors of Student Life and Leadership to update the student trustee's job description, recognizing that this trustee will likely be handling a transition return to campus in some form. Writing a job description for multiple different work environments provides a unique challenge. As a council, we are continuing to rework our structure and tomorrow at our work session we will be examining models of governance we hope to adopt. We have PCC's earth week next week and I know that our Eco Social Justice Directors put a lot of intense work into getting student facing events and projects set up. Next week, we also have the Student Hunger Lobby Day that our Legislative Directors have been working with Emma Kallaway on and I'm very excited to see some outcomes from this work. If this year has proven anything it's that our direct student services do not go unnoticed and do not go unneeded. Thank you for your ongoing support of those programs.

Board Members:

Director Harper: I want to compliment the Foundation for the great show they put on. It was very professionally done.

Director Frisbee: Great presentations and accompanying material for this meeting, IT, Facilities, and the Budget did an excellent job.

Chair Alyajouri: Thank you for attending. We know the hard work that's being done by the College, faculty and staff, and students. I also want to share that the board work is hard work and I want to thank everyone for the courage and the time to have these conversations about difficult decisions. I appreciate it and it's an honor for me to serve with all of you. We're in the middle of the first week of our Ramadan month of fasting and I want to reflect back and say that it's an honor to share that with you guys.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:01 pm.

---

Mohamed Alyajouri, Chair

---

Mark Mitsui, President

Prepared by:

---

Jeannie Moton, Executive Coordinator

Minutes approved on June 17, 2021.

June 17, 2021

21-180

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Mark Mitsui, President

RECOMMENDATION: That the Board of Directors approve the following actions:

A. Approval of new hires, new positions and change of position

1. Academic Professional Appointment (NonGeneral Fund)– Katrina Eerkes

Data Analyst

Information Technology Division, Southeast Campus

Annual Salary: \$53,985

Grade: 4

Step: 2

Effective: June 1, 2021

Applicant Flow:

Gender

Ethnicity

46 Female

0 American Indian or Alaska Native

79 Male

55 Asian

8 Not Disclosed

5 Black or African American

6 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

15 Not Disclosed

2 Two or More Selections

50 White

133 Total

2. Academic Professional Appointment– Mary Beth Gebstadt

Grants Officer Post Award - @ 0.5 FTE

PCC Foundation, Downtown Center

Annual Salary: \$59,504 @ 0.5FTE

Grade: 5

Step: 3

Effective: July 1, 2021

Applicant Flow:

Gender

Ethnicity

1 Female

0 American Indian or Alaska Native

0 Male

0 Asian

0 Not Disclosed

0 Black or African American

0 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

0 Not Disclosed

0 Two or More Selections

1 White

1 Total

3. Academic Professional Appointment (Temporary)– Michael Pfaff-Shalmiyev  
COVID Compliance Auditor @ 0.5FTE  
Facilities Maintenance Services Division, Sylvania Campus  
Annual Salary: \$52,157 @ 0.5 FTE                      Grade: 4                      Step: 1  
Effective: April 29, 2021 to June 30, 2022  
Applicant Flow: Article 3.64 Recruitment
  
4. Academic Professional Appointment (Non-General Fund Temporary)– Ana Rau  
Major Gift Officer  
PCC Foundation, Sylvania Campus  
Annual Salary: \$63,744                                      Grade: 5                                      Step: 5  
Effective: May 3, 2021 to January 20, 2022  
Applicant Flow: Direct Appointment
  
5. Academic Professional Appointment (Temporary)– Alexandra Stabenow  
COVID Compliance Auditor  
Facilities Maintenance Services, Sylvania Campus  
Annual Salary: \$52,157                                      Grade: 4                                      Step: 1  
Effective: February 21, 2021 to July 20, 2022  
Applicant Flow: Article 3.64 Recruitment
  
6. Academic Professional Appointment (NonGeneral Fund)– Kara Stone  
Teacher Cohort Program Coordinator  
Liberal Arts and Pre-College Programs Division  
Annual Salary: \$59,504                                      Grade: 5                                      Step: 3  
Effective: May 24, 2021  
Applicant Flow:  

Gender	Ethnicity
84 Female	1 American Indian or Alaska Native
33 Male	7 Asian
7 Not Disclosed	11 Black or African American
	10 Hispanic/Latino
	2 Native Hawaiian or Other Pacific Islander
	10 Not Disclosed
	6 Two or More Selections
	77 White
	<hr/> 124 Total
  
7. Administrative Appointment (Non-General Fund Temporary)– Dominique Austin  
TRIO Student Support Service Director (Program Manager II)  
Student Affairs, Cascade Campus  
Annual Salary: \$73,345                                      Grade: K  
Effective: May 24, 2021 to August 31, 2021  
Applicant Flow: Direct Appointment

8. Administrative Appointment – Tanya Batazhan

Program Dean, Business & Entrepreneurship

Academic Affairs, Sylvania Campus

Annual Salary: \$112,866

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender

Ethnicity

13 Female

0 American Indian or Alaska Native

10 Male

0 Asian

0 Not Disclosed

1 Black or African American

2 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

1 Not Disclosed

0 Two or More Selections

19 White

23 Total

9. Administrative Appointment (Temporary)– Gloria Bryant

Online Student Success Manager

Academic Affairs, Sylvania Campus

Annual Salary: \$71,601

Grade: J

Effective: April 15, 2021 to April 14, 2022

Applicant Flow: Direct Appointment

10 Administrative Appointment – Gene Flores

Program Dean, Art and Design

Academic Affairs, Sylvania Campus

Annual Salary: \$120,130

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender

Ethnicity

13 Female

0 American Indian or Alaska Native

10 Male

0 Asian

0 Not Disclosed

1 Black or African American

2 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

1 Not Disclosed

0 Two or More Selections

19 White

23 Total

11 Administrative Appointment – Dana Fuller

Program Dean, Social Science and Ethnic Studies

Academic Affairs, Sylvania Campus

Annual Salary: \$114,296

Grade: N

Effective: June 21, 2021

Applicant Flow:		Ethnicity	
Gender			
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

12. Administrative Appointment (Temporary)– Heather Guevara

Dean of Online Learning

Academic Affairs, Sylvania Campus

Annual Salary: \$107,019 Grade: O

Effective: April 12, 2021 to April 11, 2022

13. Administrative Appointment – Laura Horani

Program Dean, College Success, Adult Education, ESOL

Academic Affairs, Southeast Campus

Annual Salary: \$117,585 Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

14. Administrative Appointment – Janeen Hull

Dean Academic & Career Pathways, Healthcare & Emergency Professions

Academic Affairs, Cascade Campus

Annual Salary: \$108,908 Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino



0	Native Hawaiian or Other Pacific Islander
1	Not Disclosed
0	Two or More Selections
19	White
<hr/>	
23	Total

15. Administrative Appointment – Jason Johnson

Program Dean, Health and Emergency Professions  
Academic Affairs, Cascade Campus

Annual Salary: \$100,000

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		<hr/>	
		23	Total

16. Administrative Appointment – Alyson Lighthart

Dean Academic & Career Pathways, Science, Computing & Engineering  
Academic Affairs, Cascade Campus

Annual Salary: \$127,378

Grade: O

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		<hr/>	
		23	Total

17. Administrative Appointment – Beth Molencamp

Program Dean, Education and Human Services  
Academic Affairs, Rock Creek Campus

Annual Salary: \$99,385

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

18. Administrative Appointment – Jen Piper

Dean Academic & Career Pathways, Business, Community & Workforce Development  
Academic Affairs, Southeast Campus

Annual Salary: \$129,409

Grade: O

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

19. Administrative Appointment – Andrew Roessler

Program Dean, Humanities, Communication & World Language  
Academic Affairs, Rock Creek Campus

Annual Salary: \$101,147

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

20. Administrative Appointment – Chris Rose

Program Dean, Reading, Writing and English  
Academic Affairs, Cascade Campus

Annual Salary: \$96,012

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity
13	Female	0 American Indian or Alaska Native
10	Male	0 Asian
0	Not Disclosed	1 Black or African American
		2 Hispanic/Latino
		0 Native Hawaiian or Other Pacific Islander
		1 Not Disclosed
		0 Two or More Selections
		19 White
		<hr/> 23 Total

21. Administrative Appointment – Karen Sanders

Dean Academic & Career Pathways, Applied & Advanced Technologies  
Academic Affairs, Sylvania Campus

Annual Salary: \$139,267

Grade: O

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity
13	Female	0 American Indian or Alaska Native
10	Male	0 Asian
0	Not Disclosed	1 Black or African American
		2 Hispanic/Latino
		0 Native Hawaiian or Other Pacific Islander
		1 Not Disclosed
		0 Two or More Selections
		19 White
		<hr/> 23 Total

22. Administrative Appointment – Diane Shingledecker

Program Dean, Computing and Engineering  
Academic Affairs, Sylvania Campus

Annual Salary: \$107,092

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity
13	Female	0 American Indian or Alaska Native
10	Male	0 Asian
0	Not Disclosed	1 Black or African American
		2 Hispanic/Latino
		0 Native Hawaiian or Other Pacific Islander

	1	Not Disclosed
	0	Two or More Selections
	19	White
	<hr/>	
	23	Total

23. Administrative Appointment – Dieterich Steinmetz

Dean, Effectiveness and Planning

Academic Affairs, Sylvania Campus

Annual Salary: \$134,837

Grade: O

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		<hr/>	
		23	Total

24. Administrative Appointment – Carrie Weikel-Delaplane

Program Dean, Mechatronics, Electronics & Advanced Manufacturing Technologies

Academic Affairs, Cascade Campus

Annual Salary: \$117,000

Grade: N

Effective: June 21, 2021

Applicant Flow:

Gender		Ethnicity	
13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		<hr/>	
		23	Total

25. Administrative Appointment – Dan Wenger

Dean Academic & Career Pathways, Arts, Humanities, Communication & Design

Academic Affairs, Cascade Campus

Annual Salary: \$127,005

Grade: O

Effective: June 21, 2021

Applicant Flow:

Gender	Ethnicity
--------	-----------

13	Female	0	American Indian or Alaska Native
10	Male	0	Asian
0	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		19	White
		23	Total

26. Faculty Appointment– John Craig

Instructor, Ethnic Studies and Black Studies

Liberal Arts and Pre-College Programs Division

Annual Salary: \$57,346

Step: 1

Effective: September 1, 2021

Applicant Flow:

Gender	Ethnicity
12 Female	1 American Indian or Alaska Native
21 Male	3 Asian
2 Not Disclosed	15 Black or African American
	2 Hispanic/Latino
	0 Native Hawaiian or Other Pacific Islander
	0 Not Disclosed
	4 Two or More Selections
	10 White
	35 Total

27. Faculty Appointment (Temporary)– Sandra Curren

Instructor, Dental Assisting

Health Professions and Physical Education Division, Vanport Building

Annual Salary: \$453.04 per day

Step: 12

Effective: March 21, 2021 to August 20, 2021

Applicant Flow: Direct Appointment

28. Faculty Appointment (Temporary)– DeAnn Dardis

Instructor, Dental Hygiene

Health Professions and Physical Education Division, Vanport Building

Annual Salary: \$339.65 per day

Step: 3

Effective: March 29, 2021 to August 20, 2021

Applicant Flow: Direct Appointment

29. Faculty Appointment– Kerry Leek

Reference Librarian

Academic Affairs, Sylvania Campus

Annual Salary: \$61,137

Step: 3

Effective: August 21, 2021

Applicant Flow:		Ethnicity	
Gender			
63	Female	3	American Indian or Alaska Native
33	Male	4	Asian
10	Not Disclosed	3	Black or African American
		3	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		6	Not Disclosed
		11	Two or More Selections
		76	White
		106	Total

30. Faculty Appointment– Elizabeth Ntantie

Instructor, Chemistry

Science, Health and Nutrition Division, Sylvania Campus

Annual Salary: \$61,137 Step: 3

Effective: August 21, 2021

Applicant Flow:

Gender		Ethnicity	
22	Female	0	American Indian or Alaska Native
32	Male	11	Asian
4	Not Disclosed	8	Black or African American
		2	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		3	Not Disclosed
		3	Two or More Selections
		31	White
		58	Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN THE JUNE 17, 2021 PERSONNEL REPORT**

Female	22	American Indian/Alaskan Native	0
Male	8	Asian	1
Not Disclosed	0	Black or African American	4
	30	Hispanic/Latino	3
		Native Hawaiian/Pacific Islander	0
		Not Disclosed	2
		Two or More Selections	0
		White	20
			30

June 17, 2021

21-181

CONTINUOUS APPOINTMENT: ADMINISTRATION

PREPARED BY: Lena Murphy, Executive Assistant, Human Resources

APPROVED BY: Lisa Bledsoe, Associate Vice President, Human Resources  
Sylvia Kelley, Executive Vice President  
Mark Mitsui, President

The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2021:

Continuous Appointments	Job Title
Alicia Adams	Manager/Intl. Student Admissions & Services
Jean Atkinson	Manager/Food & Vending Services
Amy Bader	Manager/Community Relations
Ryan Clark	Dean Enrollment Strategy & Services
Matthew Coleman	HR Training & Development Coordinator
Jose Esparza	Director/Hillsboro Center
Karin Gitchel	Manager/Program II
Gregory Harris	Director/Marketing & Communications
Pamela Hester	Director/Regional Workforce Development
Janeen Hull	Division Dean
Sarah Loepker	Manager/Financial Aid
Brooke Loyd	Manager/Emergency Preparation
Leslie Mestman	Director/Cont. Education
Alfredo Moreno	Manager/Community Relations
Michael Phillips	Manager/Program I
Heather Reynolds	Director/Nursing
Efrain Rivas-Flores	Director/Student Support Service Program (TRIO Educational Talent Search Program)
Luis Rodriguez Garcia	Program Director
Andrew Roessler	Division Dean
Elia Unverzagt	Manager/Program I
Carlos Villarroel	Manager/Financial Aid
Patricia Winters	Director/Medical Imaging

June 17, 2021

21-182

CONTINUOUS APPOINTMENT: FACULTY AND ACADEMIC  
PROFESSIONALS

PREPARED BY: Lena Murphy, Executive Assistant, Human Resources

APPROVED BY: Lisa Bledsoe, Associate Vice President, Human Resources  
Sylvia Kelley, Executive Vice President  
Mark Mitsui, President

The President RECOMMENDS that the following Faculty and Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2021:

<u>Continuous Appointments</u>	<u>Job Title</u>
Caroline Bartlett	Coordinator/Resource Prog II
Abigail Berman	Instructor, Radiology
Matthew Blankenship	Coordinator/Resource Prog III
Lauren Brown	Coordinator/ Admissions & Recruitment
Alaina Buller	Specialist/Marketing Digital Media
Rene Bussiere	Coordinator/Career Pathways
Adam Clark	Coordinator/Admissions & Recruitment
Lauren Cobb	Instructor, Welding
Debra Cozzoli	Instructor, Psychology
Annette d'Autremont	Specialist/Academic Advising
Bianca de Garriz	Coordinator/Admissions & Recruitment
Abel de la Cruz	Specialist/Academic Advising
Luz De Villarroel	Coordinator/Resource Prog III
Melanie DeLeon	Coordinator/Interp Transcrib Servs
Renee DeMallie	Instructor, Dental Assisting
Rachel Dixon	Coordinator/Resource Prog III
Karen Embry	Instructor, Composition
Francesca Frattaroli	Coordinator/STEM & Design Center
Matthew Graves	Instructor, Machine Technology
Nicholas Hadley	Coordinator/Resource Prog III
Kiera Hansen	Coordinator/Resource Prog III
Hayley Hayes	Coordinator/Resource Prog I
Jason Hua	Advisor/Financial Aid
Lindsay Johnson	Coordinator/Community Education Program
Roderic Johnson	Program Officer
Nicole Judd	Coordinator/Resource Prog III
Alycia Kearns	Specialist/Academic Advising
Jane Loverin	Instructor, Physical Education
Andras Mathe	Instructor, ABE/GED
Jennifer McBratney	Coordinator/Admissions & Recruitment
Elizabeth McGlasson	Instructor, Personal Health



Brandon Parry  
Makerusa Porotesano  
Stacey Rodgers  
Matthew Sagayaga  
David Schooler  
Emily Smudde  
Chad Teed  
Allison Trowbridge  
Maria Velazquez  
Windy Wahlke  
Susan Watson

Coordinator/Admissions & Recruitment  
Coordinator/Resource Prog III  
Specialist/Apprenticeship & Training  
Advisor/Financial Aid  
Instructor, Computer Information Systems  
Coordinator/Marketing  
Instructor, Nursing  
Specialist/Student Resources  
Specialist/Student Resources  
Coord/Business Training & Ed. Dev.  
Coord/Curriculum

June 17, 2021

21-183

COMMENDATION OF RETIRING EMPLOYEE –  
JAN ABUSHAKRAH

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Jan Abushakrah has performed faithfully in her duties as Full time Faculty for Portland Community College since September 1, 1995. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-184

COMMENDATION OF RETIRING EMPLOYEE –  
ROSA BETTENCOURT

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Rosa Bettencourt has performed faithfully in her duties as Full time Faculty for Portland Community College since September 1, 1995. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-185

COMMENDATION OF RETIRING EMPLOYEE –  
PAULA HEINRICHS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Paula Heinrichs has performed faithfully in her duties as Financial Aid Clerk, OSS 2, Financial Aid Tech I, Financial Aid Tech II and Veterans Specialist for Portland Community College since August 25, 1986. She retires effective June 11, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-186

COMMENDATION OF RETIRING EMPLOYEE –  
LAINNIE GREGG

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Lainnie Gregg has performed faithfully in her duties as Full time IAA II for Portland Community College since August 23, 2004. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-187

COMMENDATION OF RETIRING EMPLOYEE –  
FRANK HARRIS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Frank Harris has performed faithfully in his duties as Custodian, Lead Custodian, Facilities Project Manager, Campus Custodial Services Supervisor and District Custodial Services Manager for Portland Community College since October 12, 1993. He retires effective May 28, 2021.

RECOMMENDATION: That the Board commend him for his service to Portland Community College and wish him well in his retirement years.

June 17, 2021

21-188

COMMENDATION OF RETIRING EMPLOYEE –  
DEBRA JARCHO

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Debra Jarcho has performed faithfully in her duties as Bond Technology Project Manager for Portland Community College since January 25, 2010. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-189

COMMENDATION OF RETIRING EMPLOYEE –  
CAROLINE LE GUIN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Caroline Le Guin has performed faithfully in her duties as Full time Faculty for Portland Community College since September 01, 2004. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.



June 17, 2021

21-190

COMMENDATION OF RETIRING EMPLOYEE –  
VIVIAN MCCANN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Vivian McCann has performed faithfully in her duties as Full time Faculty for Portland Community College since September 1, 1995. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-191

COMMENDATION OF RETIRING EMPLOYEE –  
NANCY PILGRIM

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Nancy Pilgrim has performed faithfully in her duties as Full time Faculty for Portland Community College since September 20, 1998. She retires effective June 18, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-192

COMMENDATION OF RETIRING EMPLOYEE –  
ARTHUR (ART) SCHNEIDER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Arthur (Art) Schneider has performed faithfully in his duties as Full-time Faculty and Division Dean for Portland Community College since September 19, 1994. He retires effective June 30, 2021.

RECOMMENDATION: That the Board commend him for his service to Portland Community College and wish him well in his retirement years.

June 17, 2021

21-193

COMMENDATION OF RETIRING EMPLOYEE –  
MARK WILSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Mark Wilson has performed faithfully in his duties as Program Analyst II for Portland Community College since November 05, 2001. He retires effective June 25, 2021.

RECOMMENDATION: That the Board commend him for his service to Portland Community College and wish him well in his retirement years.

June 17, 2021

21-194

COMMENDATION OF RETIRING EMPLOYEE –  
TAKAKO YAMAGUCHI

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, President

REPORT: Takako Yamaguchi has performed faithfully in her duties as Full time Faculty for Portland Community College since September 1, 1988. She retires effective June 30, 2021.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.

June 17, 2021

21-195

CONTRACT APPROVAL FOR ASTRA SCHEDULING  
SYSTEM SOFTWARE AS A SERVICE (SaaS) TO AD  
ASTRA

PREPARED BY: Michael Mathews, College Purchasing Manager,  
Procurement

FINANCIAL  
RESPONSIBILITY: Kurt Simonds, Dean, Academic Affairs and Student Affairs  
Operations

APPROVED BY: Katy Ho, Vice President, Academic Affairs  
Mark Mitsui, President

REPORT: Portland Community College has identified the need for a  
system to help better utilize resources and improve  
districtwide data and information sharing related  
to strategic scheduling.

Astra Schedule is a SaaS enterprise-class scheduling  
system that provides analysis and optimization of  
academic resources. The system supports what-if  
modeling and management of rooms for classes, exams,  
events, and resources. All activities are presented through  
intuitive calendars that can be tailored to specific  
audiences. The Ad Astra Solution will include SaaS Astra  
Schedule, Saas Align, SaaS Predict, and Saas Monitor.

The College will be utilizing Portland State University  
Permissive Cooperative Contract 595904 pursuant to  
ORS 279A.215. This procurement will also be pursuant to  
Portland Community College Procurement Rule CCR.212  
Intellectual Property and proprietary software licenses.  
The initial term of the contract is five years with  
subsequent optional annual renewals.

Year 1: \$230,000 includes annual subscription fees plus  
implementation fees for Astra Schedule and Predict.  
Years 2-5: \$160,000 annual subscription fee.

RECOMMENDATION: That the Board of Directors authorizes PCC to award the  
five-year contract for Ad Astra Scheduling System  
Software as a Service to Ad Astra for a total amount not to  
exceed \$870,000. Funding is from the General Fund.

June 17, 2021

21-196

AMEND LEASE FOR CAPITOL PARK BUILDING FOR THE  
PLANNING AND CAPITAL CONSTRUCTION OFFICE  
WITH CRAIG & KRISTY NEUBO

PREPARED BY: John MacLean, Finance and Procurement Manager,  
Planning and Capital Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

APPROVED BY: Sylvia Kelley, Executive Vice President  
Mark Mitsui, President

REPORT: With Resolution BA 09-075, the Board authorized a lease at the Capitol Park Building of approximately 5,000 sq. ft. to provide space for staff to operate the Bond Program. Contiguous space was not available on any PCC campus for the program. Since then, the space leased has increased to 7,100 sq ft to accommodate staff growth. It is necessary to extend the lease through June 30, 2023, through the end of the 2017 Bond. The initial authorization was for \$460,000. Previous resolutions included BA14-069 for \$160,000 to extend lease through June 30, 2016, resolution BA 16-118 for \$104,000 to extend the lease through June 30, 2017, resolution 17-091 for BA \$216,072 to extend the lease through June 30, 2019, and resolution BA 19-124 for \$470,000. An additional \$325,764 is required to extend the lease through the revised date.

This request plus the earlier authorizations totals \$1,735,836. Funding for the lease will come from the 2017 Bond funds.

RECOMMENDATION: That the Board of Directors authorize the extension of the lease of the Capitol Park Building through June 30, 2023. The cost for the extension is approximately \$325,764. Expenditures for the lease will be from the 2017 Bond funds.

June 17, 2021

21-197

CONTRACT APPROVAL FOR A CONCEPTUAL STUDY  
OF THE SYLVANIA CAMPUS CT BUILDING TO WALKER  
MACY

PREPARED BY: John MacLean, Finance and Procurement Manager,  
Planning and Capital Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital  
Construction

APPROVED BY: Sylvia Kelley, Executive Vice President  
Mark Mitsui, President

REPORT: As part of the 2017 Bond Program the College has  
identified a need for a conceptual study of the future  
building needs of the Communications Technology (CT)  
Building on the Sylvania Campus. This will form part of the  
planning process for projects from a future bond.

At the June 2019 Board Meeting the Board approved BA  
19-126 to establish a price agreement for Architectural,  
Engineering, and Landscape Architectural Design  
Consulting Services.

Planning & Capital Construction requested Walker Macy,  
one of the firms on this agreement, to provide a proposal  
for these services. Staff have reviewed the proposal and  
recommend acceptance. The total cost proposed,  
including reimbursables expenses, is \$246,900. This is a  
not-to-exceed proposal and the College will only be billed  
for actual costs incurred.

Walker Macy is registered as a WBE firm in Oregon.

RECOMMENDATION: That the Board of Directors authorize PCC to award the  
contract for the Sylvania Campus CT Building Conceptual  
Study to Walker Macy for a total amount of \$271,590  
including 10% contingency. Funding is from the 2017  
Bond Program.



June 17, 2021

21-198

CONTRACT APPROVAL FOR THE CAROLYN MOORE  
WRITERS HOUSE RENOVATION TO MINORITY  
CONSTRUCTION GROUP, LLC

PREPARED BY: John MacLean, Finance and Procurement Manager,  
Planning & Capital Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning & Capital Construction

APPROVED BY: Sylvia Kelley, Executive Vice President  
Mark Mitsui, President

REPORT: In 2020 the PCC Foundation received a \$5.1M bequest from the estate of Carolyn Moore to create a writers residency program in her name. Part of the bequest is a residential home on an approximate nine-acre site in Tigard which will be used as the location for the program. The Foundation has transferred ownership of the property to PCC. The property requires renovations, including ADA upgrades, before it can be placed into service. The College will pay for the expenses related to the renovations and the Foundation will reimburse the College from the endowment funds.

On May 12, 2021 the Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN), Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out to all identified COBID registered firms who could provide these services. A total of thirteen (13) firms registered and received a copy of the ITB document. Six (6) firms were COBID certified. At the bid closing time of 2:00 PM June 2nd, 2021 it was determined that all responsive bids exceeded the project budget. The College exercised our right under the ITB to rebid the project. A total of five (5) firms registered and received a copy of the ITB document. Four (4) firms were COBID registered. At the bid closing time of 2.00 PM June 9<sup>th</sup>, 2021 two (2) responsive bids were received, of which one (1) was from a COBID registered firm.

Proposals were ranked on price with the lowest responsive and responsible bidder recommended for the contract. P&CC staff recommend that the contract be awarded to Minority Construction Group, LLC whose bid of \$284,327 was the lowest responsive bid.

Minority Construction Group are not COBID certified.

**RECOMMENDATION:** That the Board of Directors authorize PCC to award the contract for the Carolyn Moore Writers House Renovation to Minority Construction Group, LLC for a stipulated sum of \$284,327 and contingency of \$28,433 for a total authorized amount of \$312,760. Funding is from the bequest to the Foundation.

June 17, 2021

21-199

APPROVAL OF THE ASSOCIATE OF ARTS TRANSFER  
(AAT) AND ASSOCIATE OF SCIENCE TRANSFER (AST)  
DEGREES FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Susan Watson, Curriculum Coordinator, Curriculum Support Services

FINANCIAL  
RESPONSIBILITY: Katy Ho, Vice President, Academic Affairs

APPROVED BY: Katy Ho, Vice President, Academic Affairs  
Mark Mitsui, President

REPORT: The Associate of Arts Transfer (AAT) and the Associate of Science Transfer (AST) are lower division majors specific undergraduate awards issued by a community college that indicates satisfactory completion of a course of study that is intended to prepare students for transfer to a public university in Oregon and have junior standing in a specific major Bachelor of Arts or Bachelor of Science degree. Courses of study leading to a major in the Humanities, Social Sciences, or Arts will generally be embedded in the Associate of Arts Transfer degree; courses of study leading to a major in a STEM discipline will generally be embedded in the Associate of Science Transfer degree.

The classes, outcomes and completion standards for the major-specific elements within Associate of Arts and Associate of Science Transfer degrees are defined by a statewide memorandum of understanding between participating community colleges and public universities.

In majors where junior standing within 90 credits is not possible, students who complete an Associate of Arts Transfer or Associate of Science Transfer degree will have equivalent status to students who started at a public university in the same major. Each new major specific Memoranda of Understanding (MOU) is signed by the required public higher education institutions.

RECOMMENDATION: That the College be authorized to include the Associate of Arts Transfer (AAT) and the Associate of Science Transfer (AST) as degree options for Portland Community College.

June 17, 2021

21-200

APPLY TO THE HIGHER EDUCATION COORDINATING  
COMMISSION FOR APPROVAL OF THE VIDEO  
PRODUCTION & EMERGING MEDIA AAS DEGREE FOR  
PORTLAND COMMUNITY COLLEGE

PREPARED BY: Susan Watson, Curriculum Coordinator, Curriculum Support Services

FINANCIAL RESPONSIBILITY: Dan Wenger, Division Dean, Arts and Professions

APPROVED BY: Katy Ho, Vice President, Academic Affairs  
Mark Mitsui, President

REPORT: The proposed 92-credit AAS in Video Production & Emerging Media prepares students to craft compelling stories using established and emerging video technologies. In a hands-on, project-based environment, participants learn skills for employment and leadership. Video Production & Emerging Media seeks to advance equity and inclusion by broadening access to media technologies and, in collaboration with students and communities, developing more inclusive methods of storytelling. Through an intersectional and multidisciplinary lens, teachers and students prototype the media, culture, and economy of the future.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Video Production & Emerging Media AAS Degree for Portland Community College.

June 17, 2021

21-201

BP 2320 SPECIAL AND EMERGENCY MEETINGS  
(SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2320 Special and Emergency Meetings

Special meetings may, from time to time, be called as permitted by state law. Special meetings shall be convened by order of the chairperson of the board or upon the request of four board members at least 24 hours before such meeting is to be held, or by common consent of the board members. Notice of any special meeting shall be given to the members pursuant to bylaws of the board.

Emergency meetings may be called by the Chair of the Board of Directors when prompt action is needed because of actual or threatened disruption of public facilities.

RECOMMENDATION: That the board approve BP 2320 in accordance with ORS 192.640, ORS 341.283. Upon approval, Policy B202- Special Meetings will be sunset.

June 17, 2021

21-202

BP 2345 PUBLIC PARTICIPATION AT BOARD OF  
DIRECTORS MEETINGS (SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2345 Public Participation at Board of Directors  
Meetings

There will be a time at each regularly scheduled Board of Directors meeting for the general public to address the Board of Directors regarding items not on the agenda.

Members of the public also may submit written communications to the Board of Directors on items on the agenda or speak to agenda items at the Board of Directors meeting. Written communication regarding items on the Board of Director's agenda should reach the office of the President not later than two (2) days prior to the meeting at which the matter concerned is to be before the Board of Directors. All such written communications shall be dated and signed by the author, and shall contain the residence or business address of the author and the author's organizational affiliation, if any.

Claims for damages are not considered communications to the Board of Directors under this rule, but shall be submitted to the Office of the Executive Vice President.

RECOMMENDATION: That the board approve BP 2320 in accordance with ORS 192.630. Upon approval, Policy B202- Citizen Communications with the Board will be sunset.

June 17, 2021

21-203

BP 2350 SPEAKERS (SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2350 Speakers

Persons may speak to the Board of Directors either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board of Directors.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Persons wishing to speak to matters not on the agenda shall do so at the time designated at the meeting for public comment.

Those wishing to speak to the Board of Directors are subject to the following:

The Chair of the Board of Directors may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board of Directors or if their remarks are unduly repetitive.

Speakers shall complete a written request to address the Board of Directors at the beginning of the meeting at which they wish to speak.

The request shall include the person's name and name of the organization or group represented, if any, and a

statement noting the agenda item or topic to be addressed.

No member of the public may speak without being recognized by the Chair of the Board of Directors.

Each speaker will be allowed a maximum of three (3) minutes per speaker and/or topic. Thirty (30) minutes shall be the maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one Board of Directors meeting. At the discretion of a majority of the Board of Directors these time limits may be extended.

Each speaker coming before the Board of Directors is limited to one presentation per specific agenda item before the Board of Directors, and to one presentation per meeting on non-agenda matters.

Speakers may offer criticisms of district operations and programs that are of concern to them but, in public session, are advised to refrain from personal complaints against school personnel or any person connected with the district. Supporting a collaborative culture of equity, diversity, and inclusion, the Chair is empowered to insure orderly and civil discourse. The Board Secretary will maintain a file of correspondence received from citizens and will ensure that the file is available for Board member review at all times.

In the unusual event of unruly behavior significantly disrupting a meeting, the Board Chair, may adjourn the Board Meeting and reconvene in the same day to continue in a virtual setting where Board members and others may be seen and see others with participants muted until recognized to speak by the Board Chair or the Chair's designee. Alternatively, the adjourned meeting could convene at another day or time as a Special Meeting (in accordance with Special Meeting protocols). In any case, speakers providing public commentary may present their views if they abide by policies noted here and in BP 2345.

**RECOMMENDATION:** That the board approve BP 2320 in accordance with ORS 192.630. Upon approval, Policy B202- Citizen Communications with the Board will be sunset.



June 17, 2021

21-204

BP 2360 MINUTES (SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2360 Minutes

The Board of Directors will assign responsibility for taking minutes of all meetings of the Board of Directors. The minutes shall record all actions of the Board of Directors. The minutes shall be public records and shall be available to the public. If requested, the minutes shall be made available in appropriate alternative formats so as to be accessible to persons with a disability. The minutes shall record all actions taken by the Board of Directors.

Pursuant to Oregon law, the minutes shall also include at least the following information:

- a) All members of the governing body present;
- b) All motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;
- c) The results of all votes and, except for public bodies consisting of more than 25 members unless requested by a member of that body, the vote of each member by name;
- d) The substance of any discussion on any matter; and
- e) Subject to ORS 192.311 to 192.478 relating to public records, a reference to any document discussed at the meeting.

RECOMMENDATION: That the board approve BP 2320 in accordance with ORS 192.650. Upon approval, Policy B202- Minutes will be sunset.

June 17, 2021

21-205

BP 2725 BOARD MEMBER COMPENSATION  
(SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2725 Board Member Compensation  
Publicly-elected members of the PCC Board of Directors shall receive no compensation for their services, but they shall be allowed the actual and necessary expenses incurred by them in the performance of their duties.

RECOMMENDATION: That the board approve BP 2725 in accordance with ORS 341.283(6). Upon approval, Policy B202-Reimbursement of Board Members will be sunset.

June 17, 2021

21-206

BP 2356 GOVERNANCE STANDARD AND CENSURE  
POLICY (SECOND READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Board of Directors

APPROVED BY: Mark Mitsui, President

REPORT: The PCC Board of Directors ("Board") finds that its primary responsibility is to act in the best interests of every student who is part of the College community. The Board expects its members to work with each other and the College president to ensure that the College provides high quality education to each student. To maximize Board effectiveness and public confidence in College governance, Board members are expected to govern responsibly and hold themselves to the highest standards of ethical conduct.

**Censure Policy and Procedure**

It is the policy of the Board that all of its members shall abide by BP 2715 "Code of Ethics/Standards of Practice" and other adopted Board Policies, faithfully carry out the powers and duties set forth in Oregon Revised Statutes Chapter 341, comply with state and federal laws pertaining to public education and community colleges in Oregon, and obey criminal laws on Federal, state, and local levels of government. Violation of such laws and policies can undermine the reputation of the College and the effectiveness of the Board as a whole and could expose the college to liability and/or legal penalties, fines, or costs. Such conduct is deemed to be a dereliction of duty. It is intended that the sanctions listed in this Policy be imposed and enforced for the protection of the College community and for the maintenance of the reputation and integrity of the College.

When Appropriate

Censure is a formal resolution of the Board officially reprimanding one of its members. Censure is an appropriate punitive measure when the violation of law or policy is deemed by the Board to be a serious offense and in the Board's judgement, substantially undermines the reputation of the college and the Board, the effectiveness of the Board, and/or exposes the college to liability, penalties, or other costs. The Board shall not consider censure of any of its members for the violation of any law while criminal charges are pending. However, when the

criminal proceedings are final, the Board is not bound by the conclusions of the court and may hold a censure hearing.

#### When Prohibited

Members of the College community enjoy significant free speech protections guaranteed by the First Amendment of the United States Constitution and Article I, Section 8 of the Oregon Constitution. This Policy is intended to protect the reputation and integrity of the College, not to regulate or discourage protected speech. No provision of this Policy shall be interpreted in a manner that results in a violation of any person's rights of free speech and association or other fundamental rights.

This Policy shall not apply to the student representative.

#### Censure Procedure

1. A request for a censure hearing must be submitted to the president in writing by three members of the Board. The request must contain the specific charge(s) on which the proposed censure is based and any written material(s) which are the basis for the charge(s). If the request includes conduct that could constitute unlawful discrimination, sexual harassment, sexual misconduct a Title IX violation, or a potential crime, the president shall consult with legal counsel and the College's Title IX Officer, as appropriate, to determine whether there is a more appropriate or legally required alternative procedure for addressing the request. If the request involves a potential violation of the Oregon Government Ethics Law (ORS Chapter 244), the Board may refer the request to the Oregon Government Ethics Commission for investigation under the statute.
2. A copy of the request for censure and the charge(s) shall be sent by the president to all Board members at least five business days prior to the Board meeting at which it will be considered. The request shall be considered in executive session under ORS 192.660(2)(b), unless the Board member subject to the request asks that it be considered in open session.
3. The Board shall determine that either:
  - a. Further investigation of the charges is required;
  - b. The matter is to be set for public hearing; or
  - c. No action is required.
4. Further investigation, if required, shall be governed by an

ad hoc Committee appointed by the Board Chair. If the Board Chair is the subject of the request, the Board Vice-Chair shall form the Committee. The Committee may retain the services of an independent third-party investigator if the Committee deems it necessary or beneficial to do so.

5. If the matter is set for public hearing, it must be set no sooner than the next regularly scheduled Board meeting following the Board's determination under Section 3 of these procedures in order to give the member subject to the request adequate time to respond to the request.
6. At the public hearing, the Board member subject to the request shall be given the opportunity to respond to the request and to provide the Board information and material(s) relevant to the charge(s). The proponents of the request may also respond to the presentation and members of the Board may ask questions pertaining to the matter at hand. The member subject to the charge(s) may be represented at his or her own personal expense and may have the representative speak on his or her behalf.
7. A decision to censure requires the adoption of a resolution making findings with regard to the specific charge(s), based on substantial evidence, and must be approved by not less than four affirmative votes of the Board.

#### Other Sanctions

In addition to or in lieu of censure, the Board may remove a Board member who fails to comply with the Governance and Conduct standards from a Board committee or a Board office or may informally reprimand a Board member.

RECOMMENDATION: The Board approve BP 2356 for a second reading as presented.

June 17, 2021

21-207

BP 2361 INFORMATION REQUEST (FIRST READING)

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: With adoption of resolution 19-069 on January 17, 2019 the board approved a policy framework provided by OCCA. The board appointed two board members to a work group to begin updating PCC Board Policy.

After review, the work group is proposing adoption of the following:

BP 2361 INFORMATION REQUEST

As fiduciaries of PCC, each board member has a responsibility for oversight to ensure effective operation of the college by the President. Each board member has the right to submit questions or information requests of the President through the board chair or vice-chair.

The chair or vice-chair shall decide if the information request or question(s) will be submitted to the President for response.

The following guidelines will be considered by the chair or vice-chair in making their decision:

- 1) The question or information request is germane to the board's role and responsibilities with respect to operations of the college.
- 2) The question or information request is not frivolous; designed to embarrass; or rhetorical in nature.
- 3) Responding to the question or information request is not unduly burdensome to college staff.
- 4) The question or information request does not seek personal or confidential information.

Individual board members do not have the authority to direct college staff to take action. Information provided to any board member shall be available to all board members.

RECOMMENDATION: That the board approve BP 2361 for a first reading.

June 17, 2021

21-208

APPROVE HONORARY NAMING OF THE FUTURE PCC  
SYLVANIA CAMPUS HOUSING UNIT SPACE

PREPARED BY: Christina Kline, Executive Director (Interim), PCC Foundation

FINANCIAL  
RESPONSIBILITY: Sylvia Kelley, Executive Vice President

APPROVED BY: Mark Mitsui, President

REPORT: Director Denise Frisbee has served on the Board since 2005, representing Zone 1 for four terms. She served as Board Chair from 2008-09 and again from 2012-14. She has also served two terms as the President of the Oregon Community College Association (OCCA), the statewide organization representing Oregon's 17 community colleges.

Director Frisbee co-chaired the successful 2017 PCC bond measure and served as the Board liaison for the 2008 bond campaign. She has also served on the Association of Community College Trustees (ACCT) governance and policy committees.

In 2014, Director Frisbee was honored with the OCCA's Howard Cherry Award for Outstanding Board Member, the highest state honor for community college trustees. In 2019, she received the Chuck Clemans award for exceptional service from OCCA in recognition of her service as OCCA President. She also received a Distinguished Service Award from the City of Lake Oswego in 2011.

In addition to her service on the College Board, Director Frisbee and her husband Robert recently served as committee members on the PCC Foundation's *Campaign For Opportunity*, helping raise more than \$46 million for student success. They've endowed the Denise and Robert Frisbee Legislative Intern award through the PCC Foundation and are both Champions for Opportunity. Director Frisbee is a member of the Amo DeBernardis Legacy Society, which honors donors who leave PCC in their estate plans.

In honor of Director Frisbee's service to PCC, and her commitment to community college education and advocacy, we

recommend that the College name a space in the future Sylvania Campus housing.

**RECOMMENDATION:** In accordance with College Board Policy B703: Naming of College Facilities, Programs and Positions, as it pertains to “Honorary Naming” that the PCC Board of Directors approve the naming of a space in the future housing community at the Sylvania Campus in honor of Denise Frisbee.



June 17, 2021

21-209

APPROVE HONORARY NAMING OF THE PCC SYLVANIA  
CAMPUS COLLEGE CENTER BOARD ROOM

PREPARED BY: Christina Kline, Executive Director (Interim), PCC Foundation

FINANCIAL  
RESPONSIBILITY: Sylvia Kelley, Executive Vice President

APPROVED BY: Mark Mitsui, President

REPORT: Director Jim Harper has served the College over the course of four decades. He has been a long-time member of the PCC Foundation Board, serving as Board Chair from 1990 to 1992 and offering critical leadership during the Foundation's infancy.

He was elected to the Board in 2005 and has served four consecutive terms. He has served on the Board of the Association of Community Colleges, holding the position of Chair for the Pacific Region. He has also served as the Secretary of the Board of Gateway to College National Network and is a Past President of Oregon Community College Association. He has been active in many community boards and commissions throughout Portland and has dedicated his life's work to helping the region thrive.

Through most of his Board tenure, Director Harper served as an ex-officio member of the PCC Foundation Board, with nearly 30 years of leadership offered to the Foundation. Thousands of students received scholarship support during that time and Director Harper was part of the Foundation Board that successfully completed *The Campaign for Opportunity*, nearly doubling its original campaign goal.

Director Harper has been a longtime sponsor and active participant in the PCC Foundation's signature fundraising events including the golf tournaments and *An Evening for Opportunity* galas. He endowed the Jim Harper Leadership Scholarship, which supports a current PCC student who demonstrates leadership in community service or education.

In honor of Director Harper's long-time service and commitment to PCC, we recommend that the College name the Sylvania Campus College Center Board Room in his honor.

RECOMMENDATION: In accordance with College Board Policy B703: Naming of College Facilities, Programs and Positions, as it pertains to "Honorary Naming" that the PCC Board of Directors approve naming the Sylvania Campus College Center Board Room in honor of Jim Harper.

June 17, 2021

21-210

SUBMIT NOMINATIONS FOR THE ASSOCIATION OF  
COMMUNITY COLLEGE TRUSTEES 2021 AWARDS  
PROGRAM

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, President

REPORT: The Association of Community College Trustees (ACCT) sponsors an annual awards program to recognize the excellence of community college groups and individuals in furthering the mission of community colleges. Awards are submitted for initial consideration on a regional basis (Southern, Western, Pacific, Central, and Northeast). Regional award winners are then considered for selection to receive the awards on a national level, at ACCT's Leadership Congress in October 2021.

RECOMMENDATION: The Board approve the following nominations for the Regional ACCT 2021 Awards Program:

CEO Award: Marie Y. Martin Chief Executive Officer Award – Mark Mitsui, for outstanding service, leadership and vision to Portland Community College and other two-year postsecondary institutions, locally, regionally and beyond.

Faculty Member Award: William H. Meardy Faculty Member Award – Josephine Pino, for her exemplary leadership, excellence in teaching, and commitment to Portland Community College's focus on culturally responsive and culturally sustaining instruction.

June 17, 2021

21-211

RESOLUTION ADOPTING THE PORTLAND COMMUNITY COLLEGE SUPPLEMENTAL BUDGET FOR THE 2019-2021 BIENNIUM, AUTHORIZING TRANSFERS BETWEEN APPROPRIATION UNITS, CATEGORIES AND FUNDS; USE OF CONTINGENCY FUNDS; AND CHANGES IN TOTAL BUDGET AUTHORITY IN ACCORDANCE WITH ORS 294.463-473

PREPARED BY: Tom Andrews, Budget Manager, Finance

APPROVED BY: Dina Farrell, Associate Vice President, Finance  
Eric Blumenthal, Vice President, Finance and Administration  
Mark Mitsui, President

REPORT: In June 2019, the District adopted a biennial budget based on estimated fund balances and labor negotiation results. Staff now finds it necessary to present a supplemental budget to adjust the FY19-21 Adopted Budget for changes related to labor negotiations, finalization of the annual audit, changes in State of Oregon community college allocations and other minor adjustments.

The changes presented are necessary to ensure compliance with the requirements of Sections 294.463 (Transfer of appropriations within fund or between funds) and 294.471/294.473 (Supplemental Budgets) of the Oregon Revised Statutes. This budget amendment will not require an additional tax levy.

RECOMMENDATION: Staff recommends the Board of Directors, acting as the College Budget Committee, approve this Resolution to amend the Biennial Fiscal Year 2019-21 Budget as outlined in the attached Exhibit A.

BE IT THEREFORE RESOLVED that the budget for the Portland Community College District as adopted for the 2019-21 biennium commencing July 1, 2019 is hereby amended as outlined in Exhibit A.

ADOPTED BY THE GOVERNING BOARD OF THE  
PORTLAND COMMUNITY COLLEGE DISTRICT THIS 17th  
DAY OF June 2021.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Mark Mitsui, President

\_\_\_\_\_  
Mohamed Alyajouri, Chair  
Board of Directors

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>GENERAL FUND</b>				
<b>REVENUES:</b>				
From local sources				
Property Tax - current year	\$73,538,590	\$0	\$0	\$73,538,590
Property Tax - prior year	1,764,926	0	0	1,764,926
Tuition and fees	185,403,990	487,584	0	185,891,574
Interest from investments	967,674	0	0	967,674
Other local sources	4,217,000	17,385	50,000	4,284,385
From federal sources	0	6,273,372	0	6,273,372
From state sources	198,217,222	9,016,026	0	207,233,248
Operating transfers in:				
From Contracts & Grants Fund	3,209,371	0	38,133,916	41,343,287
From Capital Construction Fund	0	0	0	0
From CEU/CED Fund	223,102	421,200	0	644,302
From PERS Internal Reserve Fund	2,500,000	0	0	2,500,000
From Bookstore Fund	1,470,108	0	0	1,470,108
From Auxiliary Fund	45,310	0	0	45,310
From Student Financial Aid Fund	437,501	50,000	100,000	587,501
From Print Center Fund	118,671	0	0	118,671
From Transportation & Parking Fund	553,382	0	0	553,382
From Food Services Fund	80,404	0	0	80,404
Total Operating Revenues	\$472,747,251	\$16,265,567	\$38,283,916	\$527,296,734
Beginning Fund Balance	35,700,000	6,382,929	0	42,082,929
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$508,447,251</b>	<b>\$22,648,496</b>	<b>\$38,283,916</b>	<b>\$569,379,663</b>
<b>BY APPROPRIATION UNIT:</b>				
<b>Program Areas</b>				
Sylvania	\$94,699,314	\$4,071,721	\$2,355,266	\$101,126,301
Rock Creek	72,193,296	2,789,139	1,739,107	76,721,542
Cascade	54,560,496	1,844,714	1,314,717	57,719,927
Southeast	29,988,922	1,010,889	730,584	31,730,395
Office of the President	4,264,114	639,360	819,129	5,722,603
Office of the Exec Vice President	22,544,733	2,385,645	1,023,660	25,954,038
Finance & Administration	116,835,941	10,390,123	3,169,710	130,395,774
Academic Affairs	24,581,559	1,443,410	1,021,330	27,046,299
Student Affairs	28,907,004	2,156,569	906,267	31,969,840
Transfers	6,672,905	1,530,397	21,488,463	29,691,765
Contingency	30,465,646	(5,613,471)	3,715,683	28,567,858
Total Appropriation	\$485,713,930	\$22,648,496	\$38,283,916	\$546,646,342
Unappropriated Ending Fund Balance	22,733,321	0	0	22,733,321
<b>TOTAL GENERAL FUND REQUIREMENTS</b>	<b>\$508,447,251</b>	<b>\$22,648,496</b>	<b>\$38,283,916</b>	<b>\$569,379,663</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b><u>AUXILIARY FUND</u></b>				
<b><u>REVENUES:</u></b>				
Facilities Usage	\$1,220,186	\$3,000	\$0	\$1,223,186
Campus Activities	644,048	45,400	0	689,448
Transfers	0	0	0	\$0
Total Operating Revenues	\$1,864,234	\$48,400	\$0	\$1,912,634
Beginning Fund Balance	1,252,128	227,095	0	1,479,223
<b>TOTAL AUXILIARY FUND REVENUES</b>	<b>\$3,116,362</b>	<b>\$275,495</b>	<b>\$0</b>	<b>\$3,391,857</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Facilities Usage	\$1,441,266	\$5,670	\$1,302	\$1,448,238
Campus Activities	413,190	88,986	175	502,351
Sustainability Projects	440,000	0	0	440,000
Transfers	45,310	0	0	45,310
Contingency	390,000	180,839	(1,477)	569,362
<b>Sub-total</b>	<b>\$2,729,766</b>	<b>\$275,495</b>	<b>\$0</b>	<b>\$3,005,261</b>
Unappropriated Ending Fund Balance	386,596	0	0	386,596
<b>TOTAL AUXILIARY FUND REQUIREMENTS</b>	<b>\$3,116,362</b>	<b>\$275,495</b>	<b>\$0</b>	<b>\$3,391,857</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b><u>CEU/CED FUND</u></b>				
<b><u>REVENUES:</u></b>				
CEU/CED Charges	\$14,212,108	\$500,000	\$0	\$14,712,108
Other local sources	2,133,380	(500,000)	0	1,633,380
Transfers	1,078,775	0	1,885,543	2,964,318
Total Operating Revenues	\$17,424,263	\$0	\$1,885,543	\$19,309,806
Beginning Fund Balance	3,386,797	(360,563)	0	3,026,234
<b>TOTAL REVENUES</b>	<b>\$20,811,060</b>	<b>(\$360,563)</b>	<b>\$1,885,543</b>	<b>\$22,336,040</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Workforce/Community Ed	\$17,118,685	\$787,046	185,877	\$18,091,608
Cascade Campus	92,666	2,214	1,462	96,342
Transfers	223,102	421,200	0	644,302
Contingency	3,376,607	(1,571,023)	1,698,204	3,503,788
<b>Sub-total</b>	<b>\$20,811,060</b>	<b>(\$360,563)</b>	<b>\$1,885,543</b>	<b>\$22,336,040</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$20,811,060</b>	<b>(\$360,563)</b>	<b>\$1,885,543</b>	<b>\$22,336,040</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>CONTRACTS AND GRANTS FUND</b>				
<b>REVENUES:</b>				
Local Sources	\$14,174,648	(\$2,332,406)	\$0	\$11,842,242
State Sources	15,835,181	(1,423,886)	3,000,000	17,411,295
Federal Sources	29,662,233	(1,036)	38,551,438	68,212,635
Transfers	388,400	0	0	388,400
Total Operating Revenues	\$60,060,462	(\$3,757,328)	\$41,551,438	\$97,854,572
Beginning Fund Balance	0	3,757,328	0	3,757,328
<b>TOTAL REVENUES</b>	<b>\$60,060,462</b>	<b>\$0</b>	<b>\$41,551,438</b>	<b>\$101,611,900</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Local Contracts	\$14,424,656	\$0	\$0	\$14,424,656
State Grants	14,105,292	0	3,000,000	17,105,292
Federal Grants	26,666,183	0	417,522	27,083,705
Transfers	3,209,371	0	38,133,916	41,343,287
Contingency	1,654,960	0	0	1,654,960
<b>Sub-total</b>	<b>\$60,060,462</b>	<b>\$0</b>	<b>\$41,551,438</b>	<b>\$101,611,900</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$60,060,462</b>	<b>\$0</b>	<b>\$41,551,438</b>	<b>\$101,611,900</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>STUDENT ACTIVITIES FUND</b>				
<b>REVENUES:</b>				
Student Activities Fee	\$5,258,602	(\$388,000)	\$0	\$4,870,602
Other local sources	82,000	388,000	0	470,000
Interest Income	5,000	0	0	5,000
Transfers	0	0	242,623	242,623
Total Operating Revenues	\$5,345,602	\$0	\$242,623	\$5,588,225
Beginning Fund Balance	372,000	(139,036)	0	232,964
<b>TOTAL REVENUES</b>	<b>\$5,717,602</b>	<b>(\$139,036)</b>	<b>\$242,623</b>	<b>\$5,821,189</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Sylvania Programs	\$1,150,734	(\$10,959)	\$12,263	\$1,152,038
Rock Creek Programs	1,017,434	(13,099)	9,453	1,013,788
Cascade Programs	801,914	(10,970)	8,571	799,515
Southeast Programs	587,779	(1,499)	6,596	592,876
District-wide Programs	1,972,042	(40,712)	89,019	2,020,349
Contingency	187,699	(61,797)	116,721	242,623
<b>Sub-total</b>	<b>\$5,717,602</b>	<b>(\$139,036)</b>	<b>\$242,623</b>	<b>\$5,821,189</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$5,717,602</b>	<b>(\$139,036)</b>	<b>\$242,623</b>	<b>\$5,821,189</b>



**STUDENT FINANCIAL AID FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Private Sources	\$1,667,683	\$210,000	\$0	\$1,877,683
Federal Sources	214,294,554	6,269,372	6,269,372	226,833,298
Interest from Investments	18,700	0	0	18,700
Transfers	200,617	0	0	200,617
Total Operating Revenues	\$216,181,554	\$6,479,372	\$6,269,372	\$228,930,298
Beginning Fund Balance	1,269,604	806,768	0	2,076,372
<b>TOTAL REVENUES</b>	<b>\$217,451,158</b>	<b>\$7,286,140</b>	<b>\$6,269,372</b>	<b>\$231,006,670</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

College Funded Programs	\$146,000	\$210,000	\$0	\$356,000
Federal Programs	215,511,184	6,269,372	(23,730,628)	198,049,928
State Programs	0	0	30,000,000	30,000,000
Short Term Student Loans	248,000	\$0	0	248,000
Transfer	437,501	\$50,000	100,000	587,501
Contingency	1,108,473	756,768	(100,000)	1,765,241
<b>Sub-total</b>	<b>\$217,451,158</b>	<b>\$7,286,140</b>	<b>\$6,269,372</b>	<b>\$231,006,670</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$217,451,158</b>	<b>\$7,286,140</b>	<b>\$6,269,372</b>	<b>\$231,006,670</b>

**CAPITAL PROJECTS FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Other Sources	\$380,000	\$0	\$75,000	\$455,000
Interest	40,000	0	0	40,000
Transfers	2,000,000	120,000	7,217,500	9,337,500
Total Operating Revenues	\$2,420,000	\$120,000	\$7,292,500	\$9,832,500
Beginning Fund Balance	1,902,674	147,598	0	2,050,272
<b>TOTAL REVENUES</b>	<b>\$4,322,674</b>	<b>\$267,598</b>	<b>\$7,292,500</b>	<b>\$11,882,772</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Capital Outlay	\$2,885,817	\$120,000	\$7,292,500	\$10,298,317
Transfers	0	0	0	0
Contingency	1,000,000	147,598	0	1,147,598
<b>Sub-total</b>	<b>\$3,885,817</b>	<b>\$267,598</b>	<b>\$7,292,500</b>	<b>\$11,445,915</b>
Unappropriated Ending Fund Balance	436,857	0	0	436,857
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$4,322,674</b>	<b>\$267,598</b>	<b>\$7,292,500</b>	<b>\$11,882,772</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b><u>CAPITAL CONSTRUCTION FUND</u></b>				
<b><u>REVENUES:</u></b>				
Interest	\$1,750,000	\$0	\$0	\$1,750,000
State Sources	15,000,000	0	0	15,000,000
Other Revenues	30,000	0	0	30,000
Transfers	0	0	0	0
Total Operating Revenues	\$16,780,000	\$0	\$0	\$16,780,000
Beginning Fund Balance	230,981,031	(15,248,302)	0	215,732,729
<b>TOTAL REVENUES</b>	<b>\$247,761,031</b>	<b>(15,248,302)</b>	<b>\$0</b>	<b>\$232,512,729</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Sylvania Campus	\$73,800,000	(\$20,000,000)	\$0	\$53,800,000
Cascade Campus	3,460,000	0	0	3,460,000
Rock Creek Campus	9,225,000	10,000,000	0	19,225,000
Southeast Campus	240,000	0	0	240,000
District-wide Projects	71,000,000	494,527	445,073	71,939,600
Transfers	0	0	0	0
Contingency	15,500,000	(5,742,829)	(445,073)	9,312,098
<b>Sub-total</b>	<b>\$173,225,000</b>	<b>(15,248,302)</b>	<b>\$0</b>	<b>\$157,976,698</b>
Unappropriated Ending Fund Balance	74,536,031	0	0	74,536,031
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$247,761,031</b>	<b>(15,248,302)</b>	<b>\$0</b>	<b>\$232,512,729</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b><u>COLLEGE BOOKSTORE FUND</u></b>				
<b><u>REVENUES:</u></b>				
Sale of Merchandise	\$15,670,249	\$0	\$0	\$15,670,249
Interest	72,990	0	0	72,990
Miscellaneous Income	254,782	0	0	254,782
Transfers	0	0	4,105,412	4,105,412
Total Operating Revenues	\$15,998,021	\$0	\$4,105,412	\$20,103,433
Beginning Fund Balance	5,036,070	(46,782)	0	4,989,288
<b>TOTAL RESOURCES</b>	<b>\$21,034,091</b>	<b>(46,782)</b>	<b>\$4,105,412</b>	<b>\$25,092,721</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Bookstore Operations	\$17,133,914	\$235,608	\$154,257	\$17,523,779
Transfers	1,970,108	0	0	1,970,108
Contingency	1,930,069	(282,390)	3,951,155	5,598,834
<b>Sub-total</b>	<b>\$21,034,091</b>	<b>(46,782)</b>	<b>\$4,105,412</b>	<b>\$25,092,721</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$21,034,091</b>	<b>(46,782)</b>	<b>\$4,105,412</b>	<b>\$25,092,721</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>FOOD SERVICES FUND</b>				
<b>REVENUES:</b>				
Food Sales	\$9,176,329	\$0	\$0	\$9,176,329
Interest	6,984	0	0	6,984
Transfers	500,000	1,004,767	3,239,809	4,744,576
Total Operating Revenues	\$9,683,313	\$1,004,767	\$3,239,809	\$13,927,889
Beginning Fund Balance	363,797	(84,871)	0	278,926
<b>TOTAL REVENUES</b>	<b>\$10,047,110</b>	<b>\$919,896</b>	<b>\$3,239,809</b>	<b>\$14,206,815</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Food Service Operations	\$9,166,706	\$1,192,378	\$127,772	\$10,486,856
Transfers	80,404	0	0	80,404
Contingency	800,000	(272,482)	3,112,037	3,639,555
<b>Sub-total</b>	<b>\$10,047,110</b>	<b>\$919,896</b>	<b>\$3,239,809</b>	<b>\$14,206,815</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$10,047,110</b>	<b>\$919,896</b>	<b>\$3,239,809</b>	<b>\$14,206,815</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>TRANSPORTATION &amp; PARKING SERVICES FUND</b>				
<b>REVENUES:</b>				
Parking Permits	\$4,492,989	\$0	\$0	\$4,492,989
Parking Fines	516,468	0	\$0	516,468
Misc Revenue	2,458,457	0	\$0	2,458,457
Interest	76,647	0	\$0	76,647
Transfers	123,943	0	\$3,885,000	4,008,943
Total Operating Revenues	\$7,668,504	\$0	\$3,885,000	\$11,553,504
Beginning Fund Balance	4,417,092	504,634	0	4,921,726
<b>TOTAL REVENUES</b>	<b>\$12,085,596</b>	<b>\$504,634</b>	<b>\$3,885,000</b>	<b>\$16,475,230</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Operations	\$10,558,507	\$261,551	\$142,258	\$10,962,316
Transfers	553,382	0	0	553,382
Contingency	973,707	243,083	3,742,742	4,959,532
<b>Sub-total</b>	<b>\$12,085,596</b>	<b>\$504,634</b>	<b>\$3,885,000</b>	<b>\$16,475,230</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$12,085,596</b>	<b>\$504,634</b>	<b>\$3,885,000</b>	<b>\$16,475,230</b>

**PRINT CENTER FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Internal Charges	\$955,300	\$0	\$0	\$955,300
External Charges	53,000	0	0	53,000
Copy Machine revenues	979,001	0	0	979,001
Misc revenues	706,960	0	0	706,960
Transfers	0	405,630	812,576	1,218,206
Total Operating Revenues	\$2,694,261	\$405,630	\$812,576	\$3,912,467
Beginning Fund Balance	272,532	(47,111)	0	225,421
<b>TOTAL REVENUES</b>	<b>\$2,966,793</b>	<b>\$358,519</b>	<b>\$812,576</b>	<b>\$4,137,888</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Operations	\$2,484,094	\$434,436	\$41,119	\$2,959,649
Transfers	\$118,671	0	0	\$118,671
Contingency	238,540	(75,917)	771,457	\$934,080
<b>Sub-total</b>	<b>\$2,841,305</b>	<b>\$358,519</b>	<b>\$812,576</b>	<b>\$4,012,400</b>
Unappropriated Ending Fund Balance	125,488	0	0	125,488
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$2,966,793</b>	<b>\$358,519</b>	<b>\$812,576</b>	<b>\$4,137,888</b>

**PERS INTERNAL SERVICE FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Charges to Depts	\$44,440,268	\$0	\$0	\$44,440,268
Proceeds from Sale of Bond	0	0	0	0
Interest	420,300	0	0	420,300
Total Operating Revenues	\$44,860,568	\$0	\$0	\$44,860,568
Beginning Fund Balance	18,374,695	3,356,045	0	21,730,740
<b>TOTAL REVENUES</b>	<b>\$63,235,263</b>	<b>\$3,356,045</b>	<b>\$0</b>	<b>\$66,591,308</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Transfers	\$44,440,268	\$0	\$0	\$44,440,268
Contingency	200,000	3,356,045	0	3,556,045
<b>Sub-total</b>	<b>\$44,640,268</b>	<b>\$3,356,045</b>	<b>\$0</b>	<b>\$47,996,313</b>
Unappropriated Ending Fund Balance	18,594,995	0	0	18,594,995
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$63,235,263</b>	<b>\$3,356,045</b>	<b>\$0</b>	<b>\$66,591,308</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>RISK MANAGEMENT FUND</b>				
<b>REVENUES:</b>				
Charges to Depts	\$5,923,000	\$0	\$0	\$5,923,000
Insurance Reimbursements	2,000	0	0	2,000
Interest	135,000	0	0	135,000
Transfers	2,081,170	0	0	2,081,170
Total Operating Revenues	\$8,141,170	\$0	\$0	\$8,141,170
Beginning Fund Balance	8,355,333	548,087	0	8,903,420
<b>TOTAL REVENUES</b>	<b>\$16,496,503</b>	<b>\$548,087</b>	<b>\$0</b>	<b>\$17,044,590</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Self-insurance and Risk Admin	\$5,848,872	\$828,194	\$1,042,027	\$7,719,093
Transfers	0	0	0	0
Contingency	1,912,248	(280,107)	(1,042,027)	590,114
<b>Sub-total</b>	<b>\$7,761,120</b>	<b>\$548,087</b>	<b>\$0</b>	<b>\$8,309,207</b>
Unappropriated Ending Fund Balance	8,735,383	0	0	8,735,383
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$16,496,503</b>	<b>\$548,087</b>	<b>\$0</b>	<b>\$17,044,590</b>

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
<b>EARLY RETIREMENT FUND</b>				
<b>REVENUES:</b>				
Interest	\$60,000	\$0	\$0	\$60,000
Transfers	800,000	0	100,000	900,000
Total Operating Revenues	\$860,000	\$0	\$100,000	\$960,000
Beginning Fund Balance	628,349	(54,709)	0	573,640
<b>TOTAL REVENUES</b>	<b>\$1,488,349</b>	<b>(\$54,709)</b>	<b>\$100,000</b>	<b>\$1,533,640</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Other post-retirement benefits	\$1,488,349	(54,709)	\$100,000	\$1,533,640
Contingency	0	0	0	0
<b>Sub-total</b>	<b>\$1,488,349</b>	<b>(\$54,709)</b>	<b>\$100,000</b>	<b>\$1,533,640</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$1,488,349</b>	<b>(\$54,709)</b>	<b>\$100,000</b>	<b>\$1,533,640</b>

**DEBT SERVICE (G.O. BOND) FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Property Tax - current	\$107,788,626	\$0	\$0	\$107,788,626
Property Tax - prior	340,000	0	0	340,000
Debt Proceeds from Refunding	0	0	0	0
Interest	120,000	0	0	120,000
Total Operating Revenues	\$108,248,626	\$0	\$0	\$108,248,626
Beginning Fund Balance	3,319,086	2,567,284	0	5,886,370
<b>TOTAL REVENUES</b>	<b>\$111,567,712</b>	<b>\$2,567,284</b>	<b>\$0</b>	<b>\$114,134,996</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Debt Service - Principal	\$68,760,000	\$0	\$0	\$68,760,000
Debt Service - Interest	39,028,626	0	0	39,028,626
Defeased Bond Payment to Escrow	0	0	0	0
<b>Sub-total</b>	<b>\$107,788,626</b>	<b>\$0</b>	<b>\$0</b>	<b>\$107,788,626</b>
Unappropriated Ending Fund Balance	3,779,086	2,567,284	0	6,346,370
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$111,567,712</b>	<b>\$2,567,284</b>	<b>\$0</b>	<b>\$114,134,996</b>

**P.E.R.S. DEBT SERVICE FUND****REVENUES:**

	2019-21 Biennium ADOPTED BUDGET	FY20 #1 Supplemental Budget	FY21 #2 Supplemental Budget	2019-21 Biennium ADJUSTED BUDGET
Transfer from Internal PERS/Reserve	\$41,940,268	\$0	\$0	\$41,940,268
Total Operating Revenues	\$41,940,268	\$0	\$0	\$41,940,268
Beginning Fund Balance	0	0	0	0
<b>TOTAL REVENUES</b>	<b>\$41,940,268</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,940,268</b>

**EXPENDITURES AND OTHER REQUIREMENTS:**

Debt Service - Principal	\$20,375,000	\$0	\$0	\$20,375,000
Debt Service - Interest	21,565,268	0	0	21,565,268
Defeased Bond Payment to Escrow	0	0	0	0
<b>Sub-total</b>	<b>\$41,940,268</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,940,268</b>
Unappropriated Ending Fund Balance	0	0	0	0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$41,940,268</b>	<b>\$0</b>	<b>\$0</b>	<b>\$41,940,268</b>

June 17, 2021

21-212

RESOLUTION ADOPTING THE PORTLAND  
COMMUNITY COLLEGE BUDGET FOR THE 2021-2023  
BIENNIUM COMMENCING JULY 1, 2021, MAKING  
APPROPRIATIONS AND DETERMINING AND  
DECLARING AD VALOREM TAX LEVIES

PREPARED BY: Tom Andrews, Budget Manager, Finance

APPROVED BY: Dina Farrell, Associate Vice President, Finance  
Eric Blumenthal, Vice President, Finance and  
Administration

Mark Mitsui, President

REPORT: On April 15, 2021, the Board of Directors of Portland  
Community College District, acting as the College Budget  
Committee, approved the Biennium 2021-2023 budget.

On May 20, 2021, the Multnomah County Tax  
Supervising and Conservation Commission (TSCC), after  
due notice and a public hearing on the budget and by a  
majority vote of members of the Commission, certified  
the Biennium 2021-2023 budget with no objection and in  
substantial compliance with the requirements of the  
Oregon Budget Law. There were no changes or  
corrections made to the budget after TSCC's certification.

RECOMMENDATION: That the Board of Directors approve this resolution  
adopting the budget of the Portland Community College  
District for the Biennium 2021-2023 commencing July 1,  
2021 in the total sum of \$1,391,743,845 for the following  
funds and appropriations as set forth as follows:

BE IT RESOLVED that the Board of Directors of the Portland Community College District hereby adopts the budget for the Biennium 2021-2023 in the total amount of \$1,391,743,845.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning JULY 1, 2021 and for the purposes shown below are hereby appropriated.



	1st Year of Biennium 2021-23	2nd Year of Biennium 2021-23	Total Biennium 2021-23
General Fund	\$ 277,252,314	\$ 305,030,002	\$ 582,282,316
CEU/CED Fund	7,535,806	8,155,302	15,691,108
Auxiliary Fund	1,541,107	2,989,619	4,530,726
Contracts and Grants Fund	37,763,177	26,628,733	64,391,910
Student Activities Fund	2,920,161	3,042,483	5,962,644
Student Financial Aid Fund	107,702,215	96,429,267	204,131,482
Capital Projects Fund	1,828,692	12,828,692	14,657,384
Capital Construction Fund	85,500,000	102,755,529	188,255,529
College Bookstore Fund	10,441,322	10,453,597	20,894,919
Food Services Fund	5,633,583	5,734,022	11,367,605
Transportation & Parking Fund	8,127,972	8,108,273	16,236,245
Internal Service-PERS/Reserve	\$23,548,884	41,138,120	64,687,004
Risk Management Fund	7,985,662	15,924,292	23,909,954
Print Center Fund	1,487,084	1,895,786	3,382,870
Early Retirement Fund	1,220,347	1,220,347	2,440,694
Debt Service Fund (G.O. Bonds)	59,814,181	63,848,901	123,663,082
PERS Debt Service Fund	22,198,884	23,059,489	45,258,373
Total All Funds	<u>\$ 662,501,391</u>	<u>\$ 729,242,454</u>	<u>\$ 1,391,743,845</u>

Note: the 2nd year Biennium total includes Unappropriated Ending Fund Balance

**GENERAL FUND**Programs areas:

Sylvania Campus	\$101,310,198
Rock Creek Campus	\$77,246,098
Cascade Campus	\$57,557,866
Southeast Campus	\$31,141,062
Office of the President	\$4,826,710
Office of the Exec Vice President	\$27,252,768
Finance & Administration	\$127,620,944
Academic Affairs	\$29,388,448
Student Affairs	\$34,401,160
Transfers	28,292,667
Contingency	\$39,955,545
<b>TOTAL APPROPRIATIONS</b>	<b>\$558,993,466</b>
Unappropriated Ending Fund Balance (see note)	23,288,850
<b>TOTAL GENERAL FUND</b>	<b>\$582,282,316</b>

**CEU/CED FUND**

Sylvania Campus	\$0
Cascade Campus	90,472
Workforce & Cmmtty Dev	13,017,861
Transfers	6,000
Contingency	2,576,775
<b>TOTAL CEU/CED Fund</b>	<b>15,691,108</b>

**AUXILIARY FUND**

Facilities Usage	\$1,585,622
Campus Activities	748,442
Sustainability Projects	200,000
Transfers	48,150
Contingency	500,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,082,214</b>
Unappropriated Ending Fund Balance (see note)	1,448,512
<b>TOTAL AUXILIARY FUND</b>	<b>\$4,530,726</b>

**CONTRACTS AND GRANTS FUND**

State Grants	\$13,492,290
Federal Grants	21,155,030
Local Contracts	12,658,800
Transfers	16,053,350
Contingency	1,032,440
<b>TOTAL CONTRACTS AND GRANTS FUND</b>	<b>\$64,391,910</b>

**STUDENT ACTIVITIES FUND**

Sylvania Campus Programs	\$945,349
Rock Creek Campus Programs	\$906,164
Cascade Campus Programs	\$711,722
Southeast Campus	\$650,767
District-wide Programs	\$2,062,013
Contingency	\$686,629
<b>TOTAL STUDENT ACTIVITIES FUND</b>	<b>\$5,962,644</b>

Note: Unappropriated Ending Fund Balance is not an appropriation.

**STUDENT FINANCIAL AID FUND**

College Funded Programs	\$149,200
Federal Programs	172,163,922
State Programs	30,000,000
Short Term Student Loan Program	276,000
Transfers	309,693
Contingency	1,232,667
<b>TOTAL STUDENT FINANCIAL AID FUND</b>	<b>\$204,131,482</b>

**CAPITAL PROJECTS FUND**

Capital Outlay	3,080,000
Contingency	577,384
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,657,384</b>
Unappropriated Ending Fund Balance (see note)	11,000,000
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>\$14,657,384</b>

**CAPITAL CONSTRUCTION FUND**

Sylvania Campus	\$62,000,000
Cascade Campus	\$5,500,000
Rock Creek Campus	\$9,500,000
Southeast Campus	\$2,000,000
District-wide Projects	\$78,000,000
Contingency	25,000,000
<b>TOTAL APPROPRIATIONS</b>	<b>182,000,000</b>
Unappropriated Ending Fund Balance (see note)	6,255,529
<b>TOTAL CAPITAL CONSTRUCTION FUND</b>	<b>\$188,255,529</b>

**COLLEGE BOOKSTORE FUND**

Bookstore Operations	\$13,558,603
Transfers	340,970
Contingency	6,995,346
<b>TOTAL COLLEGE BOOKSTORE FUND</b>	<b>\$20,894,919</b>

**FOOD SERVICES FUND**

Food Services Operations	\$8,422,580
Transfers	50,682
Contingency	2,894,343
<b>TOTAL FOOD SERVICES FUND</b>	<b>\$11,367,605</b>

Note: Unappropriated Ending Fund Balance is not an appropriation.

**TRANSPORTATION & PARKING SERVICES FUND**

Parking Operations	\$10,061,128
Transfers	475,720
Contingency	5,699,397
<b>TOTAL PARKING OPERATIONS FUND</b>	<b>\$16,236,245</b>

**INTERNAL SERVICE-PERS\RESERVE**

Transfers	\$47,758,373
Contingency	\$200,000
Unappropriated Ending Fund Balance (see note)	16,728,631
<b>TOTAL INTERNAL SERVICE-PERS\RESERVE</b>	<b>\$64,687,004</b>

**RISK MANAGEMENT FUND**

Self Insurance & Risk Administration	\$12,747,129
Contingency	2,200,000
<b>TOTAL APPROPRIATIONS</b>	<b>\$14,947,129</b>
Unappropriated Ending Fund Balance (see note)	8,962,825
<b>TOTAL RISK MANAGEMENT FUND</b>	<b>\$23,909,954</b>

**PRINT CENTER FUND**

Print Center Operations	\$2,783,126
Transfers	120,113
Contingency	241,022
<b>TOTAL APPROPRIATIONS</b>	<b>\$3,144,261</b>
Unappropriated Ending Fund Balance (see note)	238,609
<b>TOTAL PRINT CENTER FUND</b>	<b>\$3,382,870</b>

**EARLY RETIREMENT FUND**

Personal Services	\$2,440,694
<b>TOTAL EARLY RETIREMENT FUND</b>	<b>\$2,440,694</b>

**DEBT SERVICE (G.O. Bonds) FUND**

Debt Service	\$119,363,082
Unappropriated Ending Fund Balance (see note)	4,300,000
<b>TOTAL DEBT SERVICE (G.O. Bonds) FUND</b>	<b>\$123,663,082</b>

**PERS DEBT SERVICE FUND**

Debt Service	\$45,258,373
<b>TOTAL PERS DEBT SERVICE FUND</b>	<b>\$45,258,373</b>

Note: Unappropriated Ending Fund Balance is not an appropriation.



NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Portland Community College District hereby imposes the taxes provided for in the adopted budget and that these taxes are hereby imposed and categorized for the tax year 2021-2022 and for 2022-2023 upon the assessed value of all taxable property within the Portland Community College District of Clackamas, Columbia, Multnomah, Washington, and Yamhill Counties, of the State of Oregon. The following allocation and categorization, subject to the limit of Section 11b, Article XI of the Oregon Constitution make up the aforementioned levy:

For the 1<sup>st</sup> year of the biennium period July 1, 2021 to June 30, 2022:

Amount Subject to the Education Limitation:

General Fund \$0.2828\* per \$1,000 of assessed value of properties within the District boundary.

(\*Constitutionally established by Ballot Measure 50.)

Amount Excluded from the Educational Limitation (for payment of maturing principal and interest of voter-approved General Obligation Bonds):

Debt Service Fund	\$58,937,684
-------------------	--------------

For the 2<sup>nd</sup> year of the biennium period: July 1, 2022 to June 30, 2023:

Amount Subject to the Education Limitation:

General Fund \$0.2828\* per \$1,000 of assessed value of properties within the District boundary.

(\*Constitutionally established by Ballot Measure 50.)

Amount Excluded from the Educational Limitation (for payment of maturing principal and interest of voter-approved General Obligation Bonds):

Debt Service Fund	\$62,999,049
-------------------	--------------

AND, that the President of the Portland Community College District be hereby authorized and directed to file with the County Assessor of each County in which the Portland Community College District is located, a notice of tax levy and a true copy of the budget as finally adopted in accordance with the provisions of ORS 310.060 and ORS 294.555.

ADOPTED BY THE GOVERNING BOARD OF THE

PORTLAND COMMUNITY COLLEGE DISTRICT THIS  
17th DAY OF JUNE, 2021.

**ATTEST:**

**APPROVED:**

---

Mark Mitsui, President

---

Mohamed Alyajouri, Chair  
Board of Directors

# Board of Directors Goals 2019-2020

## Diversity, Equity and Inclusion

**Strategic Goal:** Ensure that the Board of Directors and the President both advance Diversity, Equity and Inclusion in measurable and strategic ways.

- PCC increases the recruitment, hiring and retention of employees of color.
- PCC increases the awarding of contracts to MWESB companies.
- The PCC Board of Directors will establish and implement a way of including DE & I into the policy making process and other key board functions.

## Equitable Student Success

**Strategic Goal:** The board holds itself and the college president accountable for improving equitable student success.

- PCC improves access, retention, and completion rates for all students and reduces and then eliminates disparities in these rates for low-income students and students of color.
- Board members utilize personal and professional networks to establish new strategic partnerships that bring new resources to the goal of improving outcomes for students (e.g., resources that address student housing and food insecurity, the PCC Campaign for Opportunity, etc.)

.....

## Mission Fulfillment

**Strategic Goal:** Through the development of policy, a strong relationship with the college president and effective public advocacy, ensure that Portland Community College is well positioned to meet the current and future needs of the communities it serves:

- Engage, at the board level, in the PCC Strategic Planning Process and prepare for the board role in the next accreditation visit.
- Continue to engage in coordinated, strategic advocacy with city, county, regional, state and federal governments.
- Continue strategic oversight of critical college performance through the Audit Committee, dashboard review, budget presentations, evaluation of the president, etc.
- Evaluate the PCC President relative to his work plan.

.....



The PCC Board of Directors met for a retreat on July 26, 2019. From that meeting a working agreement was established. This is that agreement:

- Treat each other with respect
- Plan agenda thoughtfully
- Listen with an empathic mind and heart
- Be prepared
- Be honest, act with integrity
- Create a positive working environment
- Call in/Call out
- Be aware of impact as well as intent
- Conduct effective meetings
- Stay true to board goals
- Stay engaged
- Reference Legacy Goals in meetings

The College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with applicable provisions of the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.