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PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting

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December 16, 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

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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.

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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

December 16, 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, please use **ACCESSIBILITY** in the subject line.

5:00 PM **EXECUTIVE SESSION** In accordance with ORS 192.660 (2), (a) employment of a public officer, (d) labor negotiations and (h) litigation

Media Requests to join the Executive Session can be phoned in to 971.722.4365 or emailed to boardmember@pcc.edu by noon of the meeting date. Please use MEDIA REQUEST in the subject line.

5:30 PM **WORK SESSION**

- [Facilities Plan Update](#)—Linda Degman, Rebecca Ocken, Saumya Kini, Michael Zilis (20 minutes)
- [Bond 2022 Campaign Update](#)—Linda Degman, Amy Ruiz (15 minutes)
- OCCA Update/OSBA Elections—Michael Sonnleitner (10 minutes)

6:20 PM BREAK

6:30 PM **BUSINESS SESSION**
Call to Order

- Land Acknowledgment: Kristi Wilson, Zone 7
- Approval of Agenda—December 16, 2021
- Approval of Minutes— October 21, 2021 and November 18, 2021

6:35 PM **PRESIDENT'S UPDATES**

- COVID-19 Update
- Kudos
- Announcements
- Other

6:55 PM **INFORMATION SESSIONS**
DELIVERY: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem

- Limelight on Learning: HVAC—Larry Osborn (15 minutes)

BELONGING: Transform our learning culture toward creating a sense of belonging and well-being for every student

- [Equitable Student Success](#)—Katy Ho and Heather Lang (10 minutes)

ENTERPRISE: Cultivate a long-term sustainable college enterprise

- Annual Comprehensive Financial Report—Kristin Diggs, Partner, Eide Bailly (10 minutes)
- [Financial Update](#)—Dina Farrell (10 minutes)

7:40 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.

7:55 PM

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.)

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	Academic Professional Appointments: Julia Austin, Child Development Center Coordinator (job share @ 0.5FTE), Academic Affairs (Temporary) Christopher Brady, Employment Specialist, Workforce Development and Continuing Education (Non-General Fund) Tahja Whiteley, Student Resource Specialist, Student Affairs (Non-General Fund)	
	Administrative Appointments: Phil Christain, Pathways Guidance Manager, Student Affairs Ida Hadgu, IT Portfolio Manager, Information Technology Sage Learn, Director of Government Relations, Office of the President – Institutional Administration Roberto Suarez, Pathways Guidance Manager, Student Affairs	
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8:00 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.

8:15 PM

REPORTS

- Student Update— Mohasin Biswas Manab, Student Board Member
- PCC Federation of Classified Employees (AFT Local 3922)—Jeff Grider, President
- PCC Federation of Faculty and Academic Professionals (AFT Local 2277)—Frank Goulard, President
- Board Members

8:40 PM

ADJOURNMENT

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

October 21, 2021
Via remote access

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Laurie Cremona Wagner, Tiffani Penson, Michael Sonnleitner, Kristi Wilson, Mohasin Biswas Manab; Absent: Serin Bussell, Dan Saltzman

WORK SESSION

Updates were provided to the board regarding Strategic Planning Portfolio Kick-Off and P&CC Sylvania Projects Update and a Presidential Search Market Salary. The board also engaged in discussion regarding developing their 2021-2022 Board Goals and board policy 2715 Code of Ethics.

CALL TO ORDER

Chair Alyajouri called the Business Meeting to order at 6:32 pm. He also shared the Land Acknowledgment.

APPROVAL OF THE AGENDA

The October 21, 2021 agenda was approved as published. Penson/Wilson
Alyajouri – Yes Penson – Yes Wilson – Yes
Bussell - Absent Saltzman - Absent
Cremona Wagner - Yes Sonnleitner – Yes

APPROVAL OF THE MINUTES

The September 23, 2021 minutes were approved as amended. Wagner/Penson
Alyajouri – Yes Penson – Yes Wilson – Yes
Bussell – Absent Saltzman - Absent
Cremona Wagner - Yes Sonnleitner – Yes

PRESIDENT'S UPDATES

President Mitsui provided a few updates on college business. Recognition was provided to the Financial Services team for receiving the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) for the 29th year. The award is for the great work on the comprehensive financial report for the year ended June 30, 2020. Vice President Blumenthal added thanks to the entire financial services team for their diligence and hard work especially in a year when PCC had to account for Higher Education Emergency Relief Funds with little accounting guidance.

President Mitsui gave thanks to Jim Templeton who is retiring from PCC after devoting 37 years of his life to serving the PCC community. He has served in many roles at

PCC, these include Computer Operator, Computer Operations Technician, Computer User Support Technician, Computer Client, Support Specialist and Technology Support Specialist. He retired September 30. Sylvia Kelley also received a farewell from President Mitsui and the board for her work at PCC over the years. She retires the end of October.

President Mitsui also provided a COVID Update noting that PCC hosted four vaccine clinics earlier in month at Willow Creek and Southeast. Southeast Campus saw 230 people vaccinated. He noted the COVID-19 Opening Leadership Team (COLT) voted to continue as forecast in Sustained Reopening for Winter Term 2022. This means academic programs and student services that operated in-person during Fall may continue to do so. Requests to expand courses and services are under review with leadership. This will be the last term where COLT makes term-to-term forecasts. While we will continue to manage COVID-19 risks with health and safety in mind, we also want to amplify our focus on belonging, well-being, and equitable student success. In the coming weeks we plan to share with you a longer-term Thoughtful Reopening Roadmap, aligned with our Guiding Principles for Thoughtful Return. In November we'll announce updates to our guidelines and processes, designed to increase opportunity for in-person meetings and access to campuses and centers.

President Mitsui went on to provide a few Kudos for Colleagues, remarks regarding the upcoming redistricting, the Disability Innovation Fund (DIF) Program grant titled "Inclusive Career Advancement Program (ICAP) project, OCCA Executive Director Search, the CCSF Distribution Formula Discussion and an update on our PCC Women's Soccer team.

INFORMATION SESSIONS

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

Limelight on Learning – Lara Mendicino, ESOL Department Chair, Southeast Campus And Dr. Blake Hausman, Instructor / English and Native American Studies, Faculty Chair / Dept of English, Reading, and Writing, Chair / Academic Policies and Standards, Southeast Campus provided a presentation on a pilot that went on for three years at Southeast Campus. This pilot allowed instructors to recommended their best ESOL students to skip Writing 115 and go directly into Writing 121. The pilot proved successful with 41 of the 49 student receiving A's, six B's and 2 withdraws. Expansion of this model is being considered across programs.

BELONGING: Transform our learning culture toward creating a sense of belonging and well-being for every student

P&CC - Social Equity Goals Update -- Amy James Neel, Workforce and Contracting Equity Manager and John MacLean, Finance and Procurement Manager provided an update on the work that's happening in Planning and Capital Construction. This is a report for the work being done within PC&C and is not a full college report. There will be a future update with Mike Matthews in the spring on the college work. Amy has been a great advocate for PCC in this work and has been out in the community and

promoting PCC. She's getting PCC on the map in this in this work, we know we have a lot more work to do. We are on a good path right thanks to Amy. Amy presented an update on the workforce and contracting objectives, performance and the categories tracked, and our regional engagement and how we are designing for equitable outcomes. She also provided a big picture for next steps.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Chair Alyajouri proposed approval of Resolutions 22-041 through 22-047.

Wagner/Sonnleitner

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Absent

Salzman – Absent

Cremona Wagner - Yes

Sonnleitner – Yes

PUBLIC COMMENT ON NON-AGENDA ITEMS

Vincent Blanco

Impacts of Pandemic Upon PCC Employees

REPORTS

PCC Federation of Faculty and Academic Professionals: Subbing for Frank Goulard will be Secretary, Laura Wadlin-ESOL faculty

Well our members are relieved to have resolved the bargaining around our cost of living adjustment, the board needs to know that morale is still extremely low. I've heard colleagues say that this is the worst, they've ever felt in the decades, they worked at PCC. A big reason for that is that there's so much uncertainty, what's driving the uncertainty. Well, the college decided to move forward with reorganization and completely disrupted the org chart, during a pandemic. Leaving employees scattered and confused. People are trying to communicate with their supervisors to get their needs addressed, but many positions are vacant, or interim, so who do we even establish a relationship with. Will the new supervisor give us a different answer next month. CTE that's career technical education department chairs are uncertain about how they're going to staff their classes when PCC positions are not competitive with industry jobs. Where will the talent come from, how will they retain current talent. When the college has struggled to reopen campuses smoothly, which CTE instructors depend on faculty are also personally uncertain about if they'll get a class, or if their program will even exist in a few terms because enrollment is not bouncing back. Despite that, astonishingly the college decided to increase class size minimums and we're canceling low enrolled classes earlier than before. Even when we know that's contributing to the enrollment drop. There's also uncertainty about reopening. We've held three member meetings so far this term. And we're hearing a lot of confusion and apprehension about returning to campus. We don't know what our risk is for getting covert on campus, when we don't know who's vaccinated. We don't know how to enforce safety regulations. We don't know what's going to happen if we get covered, one of our students gets coven, or someone in our family gets covered. Believe me, we are trying our best. We're trying to create certainty. By asking the right questions, and by planning ahead. But if our

supervisors and top management can't give us clear answers to basic questions, and they change our working conditions from one month to the next, that our efforts are in vain, people organize together as a federation, because across the college, they're afraid of speaking up on their own. People are afraid of losing their jobs, if they even approach their supervisor, with a question or concern with soaring workloads, we are putting far more into our jobs than we ever have. And yet we are still met with increased scrutiny and little transparency in return. We feel the disdain for management, when they ignore everything we say during listening sessions and refuse to even look us in the eye, when they propose cutting our cost of living adjustment. The one thing that's giving us hope and energy right now is the possibility that things could get better. If management works with us in good faith. As you heard from Vincent Blanco, we're looking forward to getting to the table with management to get some clear agreements around reopening and remote work until these problems are addressed low morale will continue to erode at the once fiber atmosphere we had a PCC. And as you heard tonight from my ESOL colleague, Lauren Mendocino, equitable outcomes for students depend on staff being free to voice issues, and get their needs met. It can't be said enough staff success is student success. Thank you so much.

PCC Federation of Classified Employees (AFT Local 3922): Jeff Grider, President
Since the last report the federal unemployment assistance has ended. We're still waiting on the recall of around 25 classified employees. These are loyal employees who are eager to return to work again. Covid leave pay coverage has ended, since the last board meeting, employees will now have to use their own sick time if they have to stay home should they get sick, should they have to quarantine, should their kids be home from school. The IA, that's instructional administrative assistant and administrative assistant, workload is tremendous. One quarter to one third of the positions still remain vacant. Many remaining staff struggle with the disruption caused by the college reorganization. We received assurances that the positions will be posted soon, but that just gets new people in the door, and may actually increase the workload in the short term as these new employees need to be onboarded and the limited access to campus has been haphazard. Many classified employees are unclear on what they can and can't do on campus. Since the rules seem to change each time they ask. During one of the reopening sessions and employee asked whether the unions were involved with the reopening process and the answer from the administration was not incorrect. They said employees are free to contact the Federations, who can then ask questions at the monthly contract administration meetings, at which point we may get an answer, or more often the question has to be brought to the group's, making the decisions and they may get back to us. The sad state of affairs that rather than having a seat at the table, the unions representing thousands of employees have to go through this convoluted and inefficient process to give and get information. If even a fraction of the time spent was actually spent engaging and collaborating, we could have been addressing issues from the get go, rather than reacting to problems and trying to fix them after the fact. Hopefully I won't be coming back in future months with analogies to the cycle of abuse. But given the optimism, expressed by my colleagues and Vincent. I'm reserving judgment and look forward to the opportunity for genuine engagement on our concerns as we move toward reopening.

Last but not least, one of the things we negotiated and then the last contract was a market analysis of a few specific positions. Campus schedulers and public safety dispatchers, as well as up to five more of our choosing. As long as the total amount of potential increase does not exceed \$250,000. Just for reference this is about \$50,000 less than the current under Market District president salary. We are hoping to see the same optimistic and diligent effort applied to are hardworking classified employees market analyses. That was just used to recommend a range that exceeds a range that exceeds the highest possible classified salary. I know it's a little late to be talking numbers, but not only does the recommended range of the district president salary that's the amount from the minimum to maximum exceeds the highest possible classified salary, and the maximum of that ranges over three times as much as the max for classified. But the mid-range where the new president is likely to be placed. When compared to the starting salary around 30,000 per year. But half of what's considered a living wage in Portland, the lowest three classified levels, representing between 100 and 150 of our employees is over 10 times as much. I'm not saying that a district president doesn't deserve two or three times and starting wage have a classified employee. I don't think I would want that job. But I just wanted to offer a little perspective as to what kind of discrepancy we're talking about when we're dealing with single digit percentage changes to wages. Thanks for all the work that everyone has put in to improve the wages and working conditions of our hard-working classified employees, and I appreciate the opportunity to serve as the elected leader of our classified Union. Let's not forget our classified slogan--We keep the college running.

District Student Council (DSC) – Mohasin Biswas Manab

Good evening everyone. I would like to start off with the food bank openings, this has been such a success. Since the start of the term, they have helped a lot of students by providing them with much needed resources. We do encourage more students to use them, but we understand that not all students can make it to campus so we are currently discussing plans to do food shipments to students reach out with all the support that we can provide. Furthermore, the Student Life and Leadership department has begun developing structures and strategies for more student representation at PCC. As we review the entire program, we have been receiving lots of feedback to reflect on and doing tons of research. Soon we will be sharing ways for students to join the upcoming transitional government and training for those roles, which is very exciting. Student Life and Leadership also held it first event for the fall, which was a welcome week social media giveaway, 50 winners received free goodies and one lucky winner received a camera package. There are many more events that are coming up so follow us on Student Life and Leadership social media accounts. I would also like to give a big thank you and spotlight to PCC men's and women's soccer teams, their incredible hard work and dedication can be seen by all. And it also looks like the women's team is going to be making the playoffs so high respect to all the student athletes.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:50 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on December 16, 2021.

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

November 18, 2021
Via remote access

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Serin Bussell, Laurie Cremona Wagner, Tiffani Penson, Dan Saltzman, Michael Sonnleitner, Kristi Wilson, Mohasin Biswas Manab

EXECUTIVE SESSION

In accordance with ORS 192.660 (2) the PCC Board of Directors will now meet in Executive Session to discuss (d) labor negotiations (k) school safety and (h) litigation

WORK SESSION

Board members spent some time discussing the draft goals that were developed at the November 4 Quarterly Work Session. RH Perry presented the Presidential Search Profile that will be approved during the business meeting.

CALL TO ORDER

Chair Alyajouri called the Business Meeting to order at 6:42 pm. Director Saltzman shared the Land Acknowledgement.

APPROVAL OF THE AGENDA

The November 18, 2021 agenda was approved as published. Saltzman/Sonnleitner
Alyajouri – Yes Penson – Yes Wilson – Yes
Bussell - Yes Saltzman - Yes
Cremona Wagner - Yes Sonnleitner – Yes

APPROVAL OF THE MINUTES

The November 4, 2021 and November 8 minutes were approved as published.
Sonnleitner/Penson
Alyajouri – Yes Penson – Yes Wilson – Yes
Bussell – Yes Saltzman – Yes
Cremona Wagner - Yes Sonnleitner – Yes

PRESIDENT'S UPDATES

President Mitsui provided an update on COVID and the college's reopening plans. Eric Blumenthal briefly gave an update on Federal OSHA Rules and the college's response. President Mitsui reported the Sage Learn will start as the college's new Government Relations Director on December 1. Sage brings with her years of government relations and public policy experience comes to BC from the boys and girls club of America. In Washington DC she served as national director of government

relations since 2015 prior to that she was a government affairs manager, for the national recreation park association. Another announcement PCC was tapped it in October of last month to co-lead the national Cyber Security Task Force with thousand university. This is an effort that includes 2.2 million and grant funding and focuses on increasing the cyber security workforce. Also, in October, we were recognized as the number one Community college in the country for the Gilman program to Gilman scholars. The annual conference for NWCCU is underway it's happening virtually it's been going on all this week will continue tomorrow. Byline policy changes continues to be a laser like focus on equitable student success. A recent American Council on Education board strategy session provided feedback and discussions on the new major bills that have either made their way through Congress or still making their way through Congress, such as the infrastructure investment and jobs act that was recently passed the infrastructure. PCC has two federal earmarks that are still alive, and those are tied up in the spending bills.

INFORMATION SESSIONS

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

Limelight on Learning—Virtual Student Exchanges: New Zealand, Greg Rapp
Greg Rapp presented a model he is using for his business students to engage internationally with other students. His most recent experience with a group of students in New Zealand to discuss business practices in their home countries.

ENTERPRISE: Cultivate a long-term sustainable college enterprise
Forecasting 2023-2025 Biennium – Eric Blumenthal, Dina Farrell and Tom Andrews
The team provided an in-depth report on the challenges that the college will face going into the new funding biennium.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Chair Alyajouri proposed approval of Resolutions 22-048 through 22-059.

Sonnleitner/Penson

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

BOARD BUSINESS

Chair Alyajouri asked for a Motion to Approve the PCC Presidential Search Profile.

Saltzman/Bussell

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

Chair Alyajouri asked for a 2021-2022 Board Goals: Motion to Approve 2021-2022 PCC Board of Directors Annual Goals. Cremona-Wagner/Wilson

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

PUBLIC COMMENT ON NON-AGENDA ITEMS

Barry Edwards COVID MOA with FFAP

Adam Lucero Public comment on non-agenda items

Piper Wood COVID MOA with FFAP

Elizabeth Phillips Adjusting class sizes to better support students

Sam Barbara COVID MOA with FFAP

Jason Rizos COVID MOA with FFAP

Davida Jordan COVID MOA with FFAP

Vincent Blanco public comment on non-agenda items

REPORTS

PCC Federation of Faculty and Academic Professionals: Frank Goulard

I think the main points have already been told by the eight prior speakers Barry, Adam, Piper, Elizabeth, Sam, Jason, Davida and finishing up with Vincent. And you've seen the hashtag covid deal now and that pretty much sums it up, not yesterday and not sometime in the future, when we get around to it, but now the immediate now in the next few weeks, before the Christmas and end of year holidays come upon us. To give the respect, the sincere and genuine respect which we all know, we have for each other. That would be a tangible show of respect that a memorandum of agreement can be entered into. Where it gives the modest compensation to our employees who lifted so many mountains dating back to March 2020 going forward to today through fall term.

With the remote learning, the adjustment to the remote learning and the very difficult conditions, many of our employees worked on. Delivering that remote work from home or wherever they were stationed compared to their traditional work offices or our classrooms. So that's the main point.

I know you have heard about reopening and vaccine mandates and you as a board of discussed the vaccine mandates. I know, Chair Alyajouri, you're intimately knowledgeable of that, through your own private work. The bigger point is a safe and smart reopening, however, that looks. I know it's difficult to gauge for any of us we don't have crystal balls. But if we look around the state and look around the country, we can get some pretty good clues as to how to do it fairly with integrity and with flexibility for not just our employees, faculty and staff; but also, for our students, so that all are best served. The equity lens question is of course paramount, as a Commission on HECC, the Higher Education Coordinator Commission that is a big concern of ours to and always has been since I started in 2013 serving as a Commission on that on that State Agency. But even more important, or just as important as that is again the ability to understand and respect each other colleagues staff faculty students. Amongst PCC and outside of PCC and so back to a covid memorandum of agreement now, that makes

sense, back to a reopening that safe, healthy, flexible and protected for all of us--again faculty, staff, students and Community members and stakeholders that makes sense let's go forward and do it now. I thank you for your time Chair Alyajouri and Directors, thank you.

PCC Federation of Classified Employees (AFT Local 3922): Jeff Grider, President
Rather than repeat the list of concerns that the classified employees have, I'll give a short update. We are seeing some of our instructional administrative assistant positions being posted, that is a light at the end of the tunnel. Because those new employees will have to be onboarded and trained, taking further time away from the overwhelming workload of our employees. I also want to point out that our classified employees, number around 200 employees working consistently on site. As well as the employees working hard from home have identified concerns and communicated these and I look forward to the solutions that we've come up with some of these problems.

District Student Council (DSC) – Mohasin Biswas Manab
Good evening everyone, I only have a few quick updates for you today. The Panther Pantry have been working very hard this term being in person and the new delivery option for students which have received over 100 orders, so it has been a great success and now helping students being fed and safe. We would especially like to thank the bookstore because they have been a big part of this handling the logistics and funding the shipping for the students. A great collaboration between departments that benefit students, personally, something that I love to see. On another note we are about to start hiring and selecting students for committees and representation which will give students graded opportunities for voicing expressions and gaining valuable experiences. We hope to have students in place by early winter 2022 so keep an eye on our social media and emails for updates. Thank you.

BOARD UPDATES

Chair Alyajouri recognized President Mitsui on the recognition from the Portland Business Alliance. He thanked everyone who attended.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:50 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on December 16, 2021

December 16, 2021

22-060

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Alisa Hampton, Recruitment Manager, Human Resources
Lisa Bledsoe, Associate Vice President, Human Resources
Mark Mitsui, President

STRATEGIC THEMES: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student
Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem
Workforce: Respond to community and workforce needs by developing a culture of agility
Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: Approval of Personnel Actions

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

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

Academic Professional Appointment (Temporary)– Julia Austin

Child Development Center Coordinator (job share @ 0.5FTE)

Academic Affairs

Annual Salary: \$53,939 @ 0.5 FTE Grade: 4 Step: 1

Effective: September 21, 2021 to August 20, 2022

Applicant Flow: Article 3.64 recruitment

Academic Professional Appointment (NonGeneral Fund)– Christopher Brady

Employment Specialist

Workforce Development and Continuing Education

Annual Salary: \$68,417 @ .8 FTE Grade: 3 Step: 10

Effective: October 25, 2021

Applicant Flow:

Gender

Ethnicity

25	Female	2	American Indian or Alaska Native
20	Male	2	Asian
2	Not Disclosed	7	Black or African American
		6	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		3	Not Disclosed
		3	Two or More Selections
		24	White
		47	Total

Academic Professional Appointment (NonGeneral Fund)– **Tahja Whiteley**

Student Resource Specialist

Student Affairs

Annual Salary: \$50,200

Grade: 3

Step: 1

Effective: December 1, 2021

Applicant Flow:

Gender

Ethnicity

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

Administrative Appointment– **Phil Christain**

Pathways Guidance Manager

Student Affairs

Annual Salary: \$95,282

Grade: J

Effective: November 21, 2021

Applicant Flow:

Gender

Ethnicity

75	Female	2	American Indian or Alaska Native
45	Male	5	Asian
10	Not Disclosed	13	Black or African American
		14	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		14	Not Disclosed
		9	Two or More Selections
		73	White
		<hr/>	
		130	Total

Administrative Appointment (Temporary)– **Ida Hadgu**

IT Portfolio Manager

Information Technology

Annual Salary: \$96,872

Grade: K

Effective: November 1, 2021 to February 1, 2022

Applicant Flow: Direct Appointment

Administrative Appointment– **Sage Learn**

Director of Government Relations

Office of the President – Institutional Administration

Annual Salary: \$128,675

Grade: N

Effective: December 1, 2021

Applicant Flow:

Gender		Ethnicity	
22	Female	1	American Indian or Alaska Native
26	Male	3	Asian
4	Not Disclosed	2	Black or African American
		1	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		4	Not Disclosed
		0	Two or More Selections
		40	White
		52	Total

Administrative Appointment– Roberto Suarez

Pathways Guidance Manager

Student Affairs

Annual Salary: \$95,282

Grade: J

Effective: November 21, 2021

Applicant Flow:

75	Female	2	American Indian or Alaska Native
45	Male	5	Asian
10	Not Disclosed	13	Black or African American
		14	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		14	Not Disclosed
		9	Two or More Selections
		73	White
		130	Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN THE DECEMBER 16, 2021 PERSONNEL REPORT**

Female	4	American Indian/Alaskan Native	1
Male	3	Asian	0
Not Disclosed	0	Black or African American	2
	7	Hispanic/Latino	1
		Native Hawaiian/Pacific Islander	0
		Not Disclosed	0
		Two or More Selections	0
		White	3
			7

December 16, 2021

22-061

CONTINUOUS APPOINTMENT: ADMINISTRATION

PREPARED BY: Snehal Patil, Employee Relations Specialist, Human Resources

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

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

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student

RECOMMENDATION:

Name	Job Title
Naing Zaw-Tun	Systems Analyst
Gregory Pitter	Director/Application Services

December 16, 2021

22-062

COMMENDATION OF RETIRING EMPLOYEE - LISA
BLEDSOE (25 years)

PREPARED BY: Michelle Lee, HRIS Specialist, Human Resources

APPROVED BY: Jennifer de Laix, Director, Human Resources
Mark Mitsui, President

STRATEGIC THEME: Belonging: Transform our learning culture toward
creating a sense of belonging and well-being for every
student

REPORT: Lisa Bledsoe has performed faithfully in her duties as
Human Resources Representative, Employee/Labor
Relations Manager, Director, Human Resources and
Associate VP/Human Resources for Portland Community
College since May 20, 1996. She retires effective
December 31, 2021.

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

December 16, 2021

22-063

COMMENDATION OF RETIRING EMPLOYEE –
JON S. GIEBER (33 YEARS)

PREPARED BY: Michelle Lee, HRIS Specialist, Human Resources

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

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student by developing and supporting a culture where all faculty and staff feel regularly acknowledged, inspired, engaged, and supported by each other and the college.

REPORT: Jon Gieber has performed faithfully in his duties as Full-time Faculty for Portland Community College since March 1, 1988. He retires effective December 20, 2021.

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

Dec 16, 2021

22-064

COMMENDATION OF RETIRING EMPLOYEE -
DEBORAH SCHWING (28 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

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

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student by developing and supporting a culture where all faculty and staff feel regularly acknowledged, inspired, engaged, and supported by each other and the college.

REPORT: Deborah Schwing has performed faithfully in her duties as Instructional Support Technician II for Portland Community College since September 10, 1993. She retires effective December 31, 2021.

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

December 16, 2021

22-065

AMEND THE EXISTING CONTRACT FOR LEASE OF
COPIERS AND PRINTERS FROM XEROX

PREPARED BY: Michael Mathews, College Purchasing Manager

FINANCIAL
RESPONSIBILITY: Ken Brown, Director, Auxiliary Services

APPROVED BY: Eric Blumenthal, Vice President, Finance &
Administration,
Mark Mitsui, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem
Workforce: Respond to community and workforce needs
by developing a culture of agility
Enterprise: Cultivate a long-term sustainable college
enterprise

REPORT: The College is utilizing an Omnia partners Cooperative
Contract with Xerox (R191104) for the lease of copiers
and printers to support student and District-wide printing
needs. There is an urgent need to replace the
printing equipment used to produce all of the course
materials for the College, the current technology is
outdated and has required multiple repairs. The
equipment will be replaced with the latest technology,
improving production efficiencies. This new equipment
will allow the Print Center to print on several types of
media that it didn't have the capability to print with the old
equipment. The equipment will provide the College the
ability to print 95% of all print services in-house, while
lowering expenses. Additionally, the
automation capabilities of the new equipment will free up
valuable labor hours allowing the Print Center team to
maximize production.

No print production equipment manufacturer is listed with
the Oregon COBID office.

RECOMMENDATION: The board approves the amendment to the existing
agreement to increase the contract amount \$158,069.04

annually for 5 years (FY22-FY26) for a total increase of \$790,345.20 and extend the agreement through December 31, 2026.

December 16, 2021

22-066

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2022 NATIONAL LEGISLATIVE
SUMMIT IN WASHINGTON DC FROM FEBRUARY 6-9,
2022

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

APPROVED BY: Mark Mitsui, President

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college enterprise
Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT National Legislative Summit in Washington, DC, from February 6-9, 2022.

RECOMMENDATION: That the Board of Directors appoint Mohamed Alyajouri, Laurie Cremona Wagner, Tiffani Penson, Michael Sonnlitner and Kristi Wilson to represent the College at the ACCT National Legislative Summit.

December 16, 2021

22-067

AUTHORIZATION TO REFUND STUDENT
TRANSPORTATION FEE FOR WINTER TERM 2022

PREPARED BY: Michelle Brown, Bursar/Treasury Manager, Finance

FINANCIAL
RESPONSIBILITY: Dina Farrell, Associate Vice President, Finance

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

REPORT: Consistent with the Strategic Focus to cultivate a long-term sustainable college enterprise, this Board Resolution relates to removing and refunding the Student Transportation Fee for the Winter 2022 term because no TriMet student select transit passes have been, or will be, sold to students during the Winter 2022 academic term. The change is due to PCC moving to remote operations during the COVID-19 pandemic.

The Student Transportation Fee is a mandatory fee charged to all students at \$8.00 per student per term. The fee covers the subsidized portion of TriMet student select transit passes sold to students. No transit passes will be issued during the Winter 2022 term. Since TriMet student select passes have not been purchased for the Winter 2022 term there is little to no substantial lost revenue due to refunding the fee in the Winter 2022 term.

The Student Transportation Fee along with other student fees were reviewed by the President's Cabinet for possible adjustment due to the move to remote operations and changes in services to students. The Cabinet endorsed the adjustments to the Student Transportation Fee.

RECOMMENDATION: That the Board of Directors authorize the removal and refunding of the Student Transportation Fee for Winter term 2022.

December 16, 2021

22-068

REMOVAL OF CORE THEMES

PREPARED BY: Katy Ho, Vice President, Academic Affairs

APPROVED BY: Mark Mitsui, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student
Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem
Workforce: Respond to community and workforce needs by developing a culture of agility
Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: In 2020 the Northwest Commission of Colleges and Universities updated its accreditation standards. The new standards no longer require colleges to adopt and measure Core Themes. Colleges in the middle of an accreditation cycle were given a choice of when to start following and reporting on the new standards. Portland Community College began reporting under the new Standards in 2021 with the Year 6 Policy, Regulations & Financial Review Report. The College is currently preparing for the Year 7 Evaluation of Institutional Effectiveness (self-study) report and site visit. In order to be consistent with the new standards, it is important that the College ensure that any reference to Core Themes is transitioned out.

RECOMMENDATION: In accordance with adopting the 2020 Northwest Commission of Colleges and Universities (NWCCU) Standards, remove all reference to Core Themes on the PCC website, including Board of Directors website, and use of Core Themes in the Board Agendas.

December 16, 2021

22-069

DELEGATE AUTHORITY TO THE PRESIDENT
TO NEGOTIATE A PERMANENT EASEMENT
AGREEMENT WITH PORTLAND BUREAU OF
TRANSPORTATION AT THE PORTLAND
METROPOLITAN WORKFORCE TRAINING CENTER

PREPARED BY: Linda Degman, Director, Planning and Capital Construction

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

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

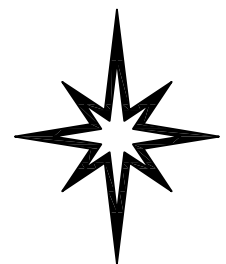
STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college
enterprise

REPORT: As part of the 2017 bond plan, we are redeveloping the site
and buildings at the Portland Metropolitan Workforce
Training Center (PMWTC). The redevelopment includes a
new building at the corner of 42nd and Killingsworth. This
project includes new wider sidewalks along the PCC
property frontage on both 42nd and Killingsworth.

As part of the widening of the sidewalks, Portland Bureau of
Transportation (PBOT) requires PCC to dedicate an
expanded right-of-way permanently to them. The easement
requirement is for 3 feet of Right of Way (ROW) on 42nd
Avenue and 6 feet of ROW on Killingsworth.

Attachment A shows the highlighted easement area.

RECOMMENDATION: That the Board authorize the President or his designee to
negotiate an easement agreement of mutual benefit
between the College and the Portland Bureau of
Transportation, subject to concurrence of College Counsel.



VEGA

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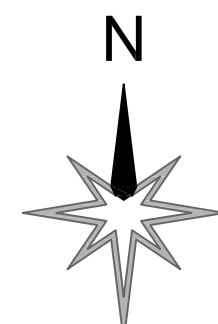
ISSUED FOR
INFORMATIONAL
PURPOSES ONLY

NOT FOR
CONSTRUCTION

PCC
Metro
Center

5600 NE 42nd Ave.
Portland, OR 97218

MARK DATE DESCRIPTION



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CONTRACTOR NOTE:
THESE PLANS ARE FOR REFERENCE ONLY AND NOT FOR CONSTRUCTION. THEY ARE PRELIMINARY AND SUBJECT TO PBOT REVIEW AND APPROVAL. THE CONTRACTOR MUST HAVE A SEPARATE PUBLIC STREET IMPROVEMENTS CONSTRUCTION PERMIT AND APPROVED PLANS FROM THE PORTLAND BUREAU OF TRANSPORTATION TO CONSTRUCT THE WORK IN THE PUBLIC RIGHT OF WAY SHOWN ON THESE PLANS.

Issued: JUNE 3, 2021

Scale:

Drawn By:

Reviewed By:

File:

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PERMIT SET

COMPOSITE SITE PLAN

December 16, 2021

22-070

OSBA BOARD ELECTION BALLOT

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

APPROVED BY: Mohamed Alyajouri, Chair

REPORT: The Oregon School Board Association (OSBA) has a Board of Directors composed of up to 23 members representing 14 regions throughout Oregon. Each member is elected by the school boards (one vote per board per OSBA Board position) located within a given region, from among those board members nominated by a board within that region. Chair Alyaouri seeks formal approval by the PCC Board of Directors to officially cast one Board vote for the following nominees to represent the OSBA Multnomah County and Washington County Regions:

- Multnomah Region Position #1 Kris Howett
- Washington Region: #15 Susan Greenberg
- Washington Region: #20 Erika Lopez.

These PCC Board votes must be formally submitted to the OSBA on or after November 16, 2020, but no later than December 17, 2021. OSBA nominees successfully elected will begin their two-year term of office beginning January 1st, 2022.

RECOMMENDATION: The Board approves the nomination as recommended by Chair Alyajouri.

Board of Directors Goals 2021-2022

Belonging

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

- Increase the recruitment, hiring, and retention of employees of color.
- Increase the awarding of contracts to D/M/W/ESB/SDV companies.
- Integrate diversity, equity, and inclusion into its policymaking processes and all board functions.

Delivery

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

- Improve access, retention, and completion rates for all students; while reducing and eliminating disparities in these rates for low-income students and students of color.
- 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.).

Enterprise

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:

- Hire and on-board PCC's 8th President and communicate the PCC governance structure
- Coordinate and strengthen strategic advocacy with city, county, regional, state, and federal governments.
- Continue strategic oversight of college performance.
- Prepare for the 2022 Bond Measure.
- Engage in Board development by participating in evaluations, professional development and trainings.
- Support and actively contribute to the successful completion of reaccreditation.

Workforce

Strategic Goal: Advocate for workforce development.

- Review strategic-level workforce data to support alignment of pathways to close talent and opportunity gaps and move students into quality, livable wage careers, increasing economic mobility.
- Advocate for state investments in community colleges to promote equitable workforce development.
- Assist in cultivating donors and leveraging private/public partnerships that contribute leading edge training equipment for PCC programs.

The PCC Board of Directors Working Agreement:

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

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.