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PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting

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February 17, 2022



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

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 | |

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

February 17, 2022

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.

4:00 PM **EXECUTIVE SESSION** In accordance with ORS 192.660 (2), (d) labor negotiations, (h) litigation and (k) school safety

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.

4:35 PM **WORK SESSION**

- Piper Sandler GO Bond Tutorial—Carol Samuels, Managing Director and Brendan Watkins, Vice President; Piper Sandler (60 minutes)
- P&CC Bond 2022 Update—Linda Degman, Director, P&CC (10 minutes) RECORDED (Q &A)
- [P&CC Polling Results](#)--Linda Degman, Director, P&CC and Amy Ruiz, Senior Vice President, Strategies 360 (20 minutes)
- Presidential Evaluation—Laurie Cremona Wagner, Director, Zone 1 (10 minutes)

6:15 PM **BREAK**

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

- Land Acknowledgment: Tiffani Penson, Zone 2
- Approval of Agenda—February 17, 2022
- Approval of Minutes— December 16, 2021

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

- Work Plan
- COVID-19 Update
- Kudos
- Announcements
- Other

7:00 PM **INFORMATION SESSIONS**
WORKFORCE: Respond to community and workforce needs by developing a culture of agility

- Limelight on Learning: [Think Big](#)—Jesse Norconk, Instructor, CAT Dealer Service Tech and Dan Brotherton, Instructor, Dealer Service Tech (15 minutes)

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

- [10 Years of Future Connect](#)—Christina Kline, Executive Director, PCC Foundation, Josh Laurie, Program Manager, Future Connect and Litzy Solis-Martinez, Student, Future Connect (20 minutes)
 - [Enrollment Planning Update](#)—Ryan Clark, Dean, Enrollment Strategy & Services; Heather Lang, Vice President, Student Affairs, Kurt Simonds, Operations Dean, Academic & Student Affairs, Katy Ho, Vice President, Academic Affairs (10 minutes)
- RECORDED (Q&A)

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.)

<u>PERSONNEL</u>	<u>Page</u>
22-080 Approval of Personnel Actions— February 17, 2022	170
Academic Professional Appointments:	
Stephanie Allen, Digital Learning Facilitator, Academic Affairs (Temporary)	
Manny (Amo) Reyes, Academic Advising Specialist, Academic Affairs (Temporary)	
Cody Winger, Community Resource Specialist, Student Affairs (Non-General Fund Temporary)	
Administrative Appointments:	
Patrick Danforth, Associate Facilities Maintenance Manager, Finance and Administration	
Jennifer de Laix, Interim AVP Human Resources, Office of the Executive Vice President (Temporary)	
Traci Fordham, Interim Chief Diversity Officer, Office of the College President (Temporary)	
Justin Head, Accessible Technology Manager, Student Affairs	
Paul Mai, Project Portfolio Manager – Academic and Student Affairs, Student Affairs	
Jenelle Neill, Media Production Supervisor, Office of the Executive Vice President	
Linda Niman, Financial Services Manager II, Finance and Administration	

Heidi VanBrocklin, Operations Program Manager, Academic
Affairs and Student Affairs Operations

Faculty Appointments:

Amrein Kaiwen, Instructor, Math (2-term Daily Rate),
Academic Affairs (Temporary)

Noah Dear, Instructor, Math (2-term Daily Rate), Academic
Affairs (Temporary)

Natalie Denny, Instructor, Math (2-term Daily Rate),
Academic Affairs (Temporary)

Ariel Ladum, Instructor, Psychology (2-term Daily Rate)
Academic Affairs, (Temporary)

Asia Lueras, Instructor, Nursing (2-term Daily Rate),
Academic Affairs (Temporary)

Emerson Opperman, Instructor, Psychology (2-term Daily
Rate), Academic Affairs (Temporary)

Barbara Pasquale, Instructor, Chemistry (2-term Daily
Rate), Academic Affairs (Temporary)

Aristides Petrides, Instructor, Math (2-term Daily Rate),
Academic Affairs (Temporary)

Thea Pietro, Instructor, Composition / Literature (1-term
Daily Rate), Academic Affairs (Temporary)

Shawna Randall, Instructor, Psychology (2-term Daily
Rate), Academic Affairs (Temporary)

Barbra Steinhurst, Instructor, Math (2-term Daily Rate),
Academic Affairs (Temporary)

Robin Webster, Instructor, Career Guidance (2-term Daily
Rate), Academic Affairs (Temporary)

Eric Zupunski, Instructor, Math (2-term Daily Rate),
Academic Affairs (Temporary)

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BOARD

22-087	Approval of Professional Leaves for FY22–23 Faculty and Academic Professionals	184
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22-089	BP 2322 – Notice of Meetings Revisions (Second Reading)	196

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

8:35 PM

ADJOURNMENT

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

December 16, 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 (a) employment of a public officer, (d) labor negotiations and (h) litigation

WORK SESSION

Facilities Plan Update—Linda Degman, Rebecca Ocken, Saumya Kini, Michael Zilis P&CC, along with the team from Walker Macy presented the completed Facilities Plan for the college's upcoming accreditation visit this spring. A quick overview of each campus and center was provided.

Bond 2022 Campaign Update—Linda Degman and Amy Ruiz
Updates on the phases of the 2022 bond measure work, timeline and polling questions were provided.

OCCA Update/OSBA Elections—Michael Sonnleitner
Deferred to a later time due to being behind on the agenda.

CALL TO ORDER

Chair Alyajouri called the Business Meeting to order at 6:55 pm. Director Wilson shared the Land Acknowledgement.

APPROVAL OF THE AGENDA

The December 16, 2021 agenda was approved as published. Sonnleitner/Bussell

Alyajouri – Absent	Penson – Yes	Wilson – Yes
Bussell – Yes	Saltzman - Absent	
Cremona Wagner - Yes	Sonnleitner – Yes	

APPROVAL OF THE MINUTES

The October 21, 2021 and November 18, 2021 minutes were approved as published.

Wagner/Wilson

Alyajouri – Absent	Penson – Yes	Wilson – Yes
Bussell – Yes	Saltzman – Absent	
Cremona Wagner - Yes	Sonnleitner – Yes	

PRESIDENT'S UPDATES

President Mitsui provided updates on PCC's COVID-19 response, Future Ready Oregon 2022, Student Government Structural Changes, 2022 Remote Legislative Session, PCC Legislative Internship, HB 2590, CCSF Review Process. He congratulated and thanked Lisa Bledsoe and Cheryl Belt on their upcoming retirements.

INFORMATION SESSIONS

Information Session updates were provided on:

- DELIVERY Limelight on Learning: HVAC and the Student Experience—Larry Osborn, Manager, Facilities and HVAC Instructor
- BELONGING Equitable Student Success—Dr. Katy Ho, Vice President, Academic Affairs and Dr. Heather Lang, Interim Vice President, Student Affairs
- Annual Comprehensive Financial Report—Kristin Diggs, Partner, Eide Bailly ENTERPRISE
- Financial Update—Dina Farrell, Associate Vice President, Finance ENTERPRISE

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Chair Alyajouri proposed approval of Resolutions 22-060 through 22-070.
Sonnleitner/Saltzman

Alyajouri – Absent	Penson – Yes	Wilson – Yes
Bussell – Yes	Salzman – Yes	
Cremona Wagner - Yes	Sonnleitner – Yes	

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

REPORTS

PCC Federation of Faculty and Academic Professionals: Frank Goulard
Thank you Vice Chair Penson, Directors, President Mitsui, friends and colleagues, this is Frank Goulard. When people ask what do I do well, in addition to my unique role as President of our federation, I say I teach students math-and that's different than teaching math. Students in the forefront, we teach students in my case math or other folks teach students history. So, on that note I don't know how many of you in the audience are aware. That Portland State University, Clackamas Community College, Mt. Hood Community College, our sister institutions in the metro area, are in their final's week or last week and then they're on break, we are in finals week right now at PCC so or one week later staggered.

So, I didn't hear that tonight, and I want to keep pushing, of course, the Faculty and academic professionals, along with our classified colleagues that are hard at work,

serving students, whether its face to face some of it. Most of it being remote or web based through the end of this week, a couple more days till the end of finals week here let's not forget them they work hard. Again, all employees work hard, but certainly the ones that are have that tangible constant touch with our students are worn out. It's been tiring for all of us, and so we're grateful for the students and we're grateful that also the end of the finals week I know the students are grateful to for an upcoming winter break.

I wanted to also extend my appreciation to Lisa Bledsoe and Cheryl Belt. My colleagues over in HR who have worked with for many, many years with Lisa for 25 years and Cheryl for 20 years in their capacities. It's been a good relationship we can agree to disagree, but we always agree on behalf of PCC and our PCC mission and our PCC values to be collaborative to be collegial. And to do whatever we can to keep the ball moving in a positive direction. And I know Eric is on the call along with Dina and others who have been involved in negotiations to and they'll just echo my appreciation for Lisa and Cheryl and the good work they do, and have done. Whoever fills those shoes, those are mighty big shoes to fill, as we all know, but with-it people again my help, Eric and Dina and help from all of you, your help we can bring those new people along and we can continue. What he says he is famous for and that's being collaborative collegial and a leader. Not only in the Portland metro area but throughout Oregon and throughout the country so on the especially say a big appreciation out to Lisa and Cheryl for their good work and their retirement upcoming retirement.

I know our next board meeting, excuse me, our next Thursday board meeting and be January I'm looking at the calendar, my goodness, all the way to somewhere in mid-January 20, one year after the inaugural presidential inauguration on the federal level so look forward to seeing you all on January 20 and I wish you all a very happy peaceful joyous holiday season, thank you, everybody.

PCC Federation of Classified Employees (AFT Local 3922): Jeff Grider, President
Everyone I think I'll be rather brief today as well, I also want to echo my appreciation for all the hard work that Cheryl and Lisa have done, and continue to do and will likely continue to do until they have a replacement in their position on behalf of our employees.

I think that it's worth mentioning that they, they are still working to help our employees right now we're in the process of discussing a coven memorandum of agreement and I'm hoping for a good resolution there quickly. In Union news, we're supporting our fellow Union workers at Kroger, Fred Meyer, QFC who are having a tough time right now negotiating. The resolution to some issues with their contract, there was a strike authorization vote and as always, we're hoping for a good resolution there. We are also supporting the Kellogg's workers and by encouraging folks to not purchase those products while they're still in the situation that they're in.

Looking forward to some time off with the family, I think everyone will probably be relieved to have some sort of a break if that's possible. Our hardworking classified

employees often end up working most of the way through. I myself will be working. I think at least a couple times, through the next couple of weeks, but a little a little bit less hopefully. Thank you all for all the work that you do much of it volunteer work. And I hope to see you soon in the New Year.

District Student Council (DSC) – Mohasin Biswas Manab

Hello good evening everyone. I'd like to start off my update with an update on the Student Life and Leadership Ambassador Program. We received a tremendous amount of response from students and it is so great to see the level and degree of interest and passion for representation as student advocacy.

That ambassadors will be bringing with program, we also know a number of people express deep interest in the program but we're not able to get the applications in by the deadline. So, we decided to extend the deadline till the end of the month to help students get all the opportunities we can give them.

Next, the Panther Pantries, more and more students have been utilizing this resource every week in the fall term, so we are very happy with that the Panther Pantries will also be adding more items such as hygiene kits and warming items for the winter. And we're also working on having more on campus services for students.

Just to give you some rough numbers from mid-October to the first week of December, the Sylvania Student Life and Leadership program staff in partnership with the PCC bookstore and PCC students, shipped food out to feed for 470 people, helping 75 households and 223 students. Students also had other opportunities to receive stress relief goods to support mental health and wellness for final weeks. As you are all well aware, being a high stress and high dense period for students. Students had three different types of kits that they could choose from, and 83 care packages were sent out this week.

And lastly, this was mentioned by President Mitsui during the presidential update the legislative internship program is being put on pause, temporarily. And it is so it can be reviewed, redesigned and come back larger than ever. I always support constant improvements to be brought on because eventually it will allow more opportunities for students to grow and prosper. That is all for me thank you so much and happy holidays.

Board Members

Zone 4: Serin Bussell thanked staff for adding the zone numbers to their titles. That's really cute I love it very cool thanks for doing that. And to you know I know last board meeting and this one, you know we've gotten some somewhat tough news about the budget and about student success. I just want to say, although we ask critical tough questions to the administration, I just want to say thank you for being really transparent. Really vulnerable and in a sense, to be able to actually share and be forthcoming with that information, so we can ask those tough questions. Because you know, Michael mentioned incentives right like we don't want to incentivize you to sugarcoat things and make it just look a certain way, so really appreciate you sharing the hard information

with us and I just look forward to partnership. And third thing, Mohasin, you're just amazing so you're just fantastic thanks for doing the work you do and happy holidays everybody thanks.

Zone 1: Laurie Cremona Wagner shared Happy holidays. Yeah, I just want to echo that Serin, it's so much work. I know, to put these meetings together and put all this material together and giant thank you Mark to you and your team and everyone involved.

Zone 3: Michael Sonnleitner said that during the holidays that are coming up, I do wish you all so well, I want you to perhaps take time, if you can to become more globally aware if you're not. In this country it's really easy to not. I probably spend three sometimes four hours a day monitoring news at least half of which is international. It's not covered in our mainstream media, we have narrowcast, to the point of promoting ignorance. For example, you may have heard that of the 38 million people in Afghanistan, 9 million are currently at a level 4 for food deprivation, five is famine. We could be facing as the world's largest avoidable famine of the past 200 years this Christmas time. I would like you to be aware of that. It touches me personally, because 50 years ago, I'm that old, I was in Afghanistan. During my first trip to India, which also was a time when Bangladesh came into existence through a war that killed, directly or indirectly about 3 million people. Most people don't know about that, but I do because I remember hundreds of bodies piled in Calcutta. I was walking in the streets, I could smell it. I know it. And so, for me, it's not difficult to imagining it happening in Afghanistan. So please, spend some time out of our bubbles and think globally.

On a bright note, a young man, who's 25 years old who's Afghani, currently in exile in India. His India student visa will expire in two weeks, and he had no place to go. I've been working with him long distance for six months. This morning, in our conversation I found out he got his visa extended by one year, so he's able to breathe. That's one person that's able to breathe a little bit easier. Yet that one person has his mother and two sisters in Pakistan, living off the alms of generous Muslim communities. She's recovering from Covid. He has a sister and their family, still in Afghanistan. I'm bringing it down to a personal level, because sometimes we can relate to it better that way. 9 million is too much. I can't I can't count that high. But please let us do what we can, because currently, the US government policy is exacerbating the situation--freezing assets of even civilians and NGOs, unable to access money. The economy in Afghanistan is collapsing it's not just about the drought. This is a human impacted tragedy moving faster, as we speak. If you can express yourself to your elected officials to open up those assets allow for aid to come for salaries to be paid of government workers, it could go a long way to reducing the tragedy that we see I see, I hope you can see happening. We may have upwards of 10 million Covid deaths now worldwide, official is only five and a half, but 10 million as a good estimate. We could double that in the next two months if we don't respond adequately to the situation in Afghanistan.

Please keep them in your thoughts sorry to be long winded, but I do want you to share my concern. Best wishes to you.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:06 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on February 17, 2022

February 17, 2022

22-080

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Alisa Hampton, Recruitment Manager, Human Resources
Jennifer deLaix, Associate Vice President (Interim), 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)– **Stephanie Allen**

Digital Learning Facilitator

Academic Affairs

Annual Salary: \$60,992 Grade: 5 Step: 3

Effective: December 29, 2021 to June 20, 2022

Applicant Flow: Direct Appointment

Academic Professional Appointment (Temporary)– **Manny (Amo) Reyes**

Academic Advising Specialist

Academic Affairs

Annual Salary: \$51,958 Grade: 3 Step: 2

Effective: December 26, 2021 to August 31, 2022

Applicant Flow: Article 3.64 recruitment

Academic Professional Appointment (Non-General Fund Temporary)– **Cody Winger**

Community Resource Specialist

Student Affairs

Annual Salary: \$50,200 @ .75 Grade: 3 Step: 1

Effective: January 11, 2022 to June 30, 2023

Applicant Flow:

Gender

Ethnicity

4 Female

0 American Indian or Alaska Native

2	Male	1	Asian
0	Not Disclosed	0	Black or African American
		1	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		0	Not Disclosed
		0	Two or More Selections
		4	White
		<hr/> 6	Total

Administrative Appointment– Patrick Danforth

Associate Facilities Maintenance Manager

Finance and Administration

Annual Salary: \$97,500 Grade: K

Effective: February 7, 2022

Applicant Flow:

Gender

Ethnicity

2	Female	0	American Indian or Alaska Native
43	Male	0	Asian
2	Not Disclosed	0	Black or African American
		4	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		5	Not Disclosed
		2	Two or More Selections
		35	White
		<hr/> 47	Total

Administrative Appointment (Temporary)– Jennifer de Laix

Interim AVP Human Resources

Office of the Executive Vice President

Annual Salary: \$142,793 Grade: Q

Effective: January 1, 2022 to July 2, 2022

Applicant Flow: Direct Appointment

Administrative Appointment (Temporary)– Traci Fordham

Interim Chief Diversity Officer

Office of the College President

Annual Salary: \$121,055 Grade: L

Effective: February 2, 2022 to June 30, 2022

Applicant Flow: Direct Appointment

Administrative Appointment– Justin Head

Accessible Technology Manager

Student Affairs

Annual Salary: \$74,560 Grade: K

Effective: January 24, 2022

Applicant Flow:

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

Administrative Appointment– Paul Mai

Project Portfolio Manager – Academic and Student Affairs
Student Affairs

Annual Salary: \$96,000 Grade: L

Effective: March 1, 2022

Applicant Flow:

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

Administrative Appointment– Jenelle Neill

Media Production Supervisor
Office of the Executive Vice President

Annual Salary: \$73,401 Grade: J

Effective: January 31, 2022

Applicant Flow:

Gender		Ethnicity	
17	Female	1	American Indian or Alaska Native
44	Male	1	Asian
2	Not Disclosed	1	Black or African American
		6	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		7	Not Disclosed
		5	Two or More Selections
		41	White
		<hr/>	
		63	Total

Administrative Appointment– Linda Niman

Financial Services Manager II
Finance and Administration

Annual Salary: \$90,339

Grade: K

Effective: January 14, 2022

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

Administrative Appointment– Heidi VanBrocklin

Operations Program Manager

Academic Affairs and Student Affairs Operations

Annual Salary: \$77,500

Grade: J

Effective: January 21, 2022

Applicant Flow:

Gender

Ethnicity

21	Female	0	American Indian or Alaska Native
20	Male	3	Asian
3	Not Disclosed	4	Black or African American
		3	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		3	Not Disclosed
		0	Two or More Selections
		31	White
		44	Total

Faculty Appointment (Temporary)– Kaiwen Amrein

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day

Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Noah Dear

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day

Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Natalie Denny

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Ariel Ladum

Instructor, Psychology (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Asia Luerras

Instructor, Nursing (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Emerson Opperman

Instructor, Psychology (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Barbara Pasquale

Instructor, Chemistry (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Aristides Petrides

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Thea Pietro

Instructor, Composition / Literature (1-term Daily Rate)

Academic Affairs

Annual Salary: \$337.18 / day Step: 3

Effective: January 9, 2022 to April 2, 2022
 Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Shawna Randall

Instructor, Psychology (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Barbra Steinhurst

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Robin Webster

Instructor, Career Guidance (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

Faculty Appointment (Temporary)– Eric Zupunski

Instructor, Math (2-term Daily Rate)

Academic Affairs

Annual Salary: \$348.14 / day Step: 3

Effective: December 21, 2021 to June 20, 2022

Applicant Flow: Article 3.64 Recruitment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
 PROPOSED TO BE HIRED IN THE FEBRUARY 17, 2022 PERSONNEL REPORT**

Female	18	American Indian/Alaskan Native	1
Male	6	Asian	3
Not Disclosed	0	Black or African American	0
		Hispanic/Latino	2
		Native Hawaiian/Pacific Islander	0
		Not Disclosed	5
		Two or More Selections	0
		White	13
	24		24

February 17, 2022

22-081

COMMENDATION OF RETIRING EMPLOYEE - CHRIS
CHENOWETH (11 years)

PREPARED BY: Michelle M. Lee, HRIS Specialist, Human Resources

APPROVED BY: Mark Mitsui, President

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

REPORT: Chris has performed faithfully in her duties as Office
Assistant II and Senior Office Assistant for Portland
Community College since November 30, 2011. She
retires effective January 7, 2022.

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

February 17, 2022

22-082

COMMENDATION OF RETIRING EMPLOYEE - LORI CONOVER (23 years)

PREPARED BY: Michelle M. Lee, HRIS Specialist, Human Resources

APPROVED BY: Mark Mitsui, President

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

REPORT: Lori Conover has performed faithfully in her duties as Employment Specialist, Employment Specialist Coordinator, Workforce Development Manager, and Occupational Programs Manager for Portland Community College since August 9, 1999. She retires effective February 28, 2022.

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

February 17, 2022

22-083

CONTRACT APPROVAL FOR MASS NOTIFICATION
EQUIPMENT TO ALERTUS TECHNOLOGIES, LLC

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning & 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: The 2017 Bond includes an initiative for Public Safety
electronic security upgrades. One of the projects that has
been identified as a priority is the replacement of the current,
outdated, mass notification system.

P&CC and Public Safety staff conducted a pilot
implementation of the Alertus system at the CLIMB Center
and the Columbia County Center. The pilot was successful
and the College is ready to implement the system across the
district.

The equipment and software will be purchased from Alertus
Technologies, LLC who are on a cooperative contract issued
by the National Cooperative Purchasing Alliance, reference
number 01-90, which expires on March 31st, 2023. The
Community College Rules of Procurement Section CCR-205
exempts the College from a competitive process when using
an approved cooperative contract.

Alertus have provided the College with a quote for \$474,865
to provide the specified equipment and software with three
(3) years maintenance and support.

In this instance, a COBID certified firm does not hold a
contract for the goods and related services being procured.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a
contract with Alertus Technologies, LLC for up to \$522,352

which includes a 10% contingency. Funding will be from the 2017 Bond funds.

February 17, 2022

22-084

APPROVE INCREASE IN GUARANTEED MAXIMUM
PRICE WITH PENCE CONSTRUCTION FOR ROCK
CREEK CAMPUS BUILDING THREE RENOVATION AND
MODERNIZATION PROJECT

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning & 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: On October 24, 2019 through BA 20-060 the Board adopted
the finding, granted an exemption, and authorized the use of
the CM/GC alternative contracting method for the Rock
Creek Campus projects.

One of the projects that was anticipated as part of this
contract was renovation and modernization work in Building
3.

On March 18, 2021 through BA 21-133 the Board approved
an Early Work Amendment for up to \$281,985 to allow for
procurement of equipment with a long lead time.

On May 20, 2021 through BA 21-164 the Board approved a
Guaranteed Maximum Price of \$2,315,377 for this work.

As the project has progressed it has become clear that the
current chiller has reached the end of its usable life. There is
a need to remove and replace the existing chiller and
associated building control systems. In addition, it has been
determined that a new drafting studio is needed in the
building to meet program needs and that an existing
classroom should be modernized to meet this need.

To meet these needs the current Guaranteed
Maximum Price will be increased by \$625,000 to a new

amount of \$2,940,377

Pence has met or exceeded Workforce and Contracting Equity Goals in all areas except Women Labor Hours. P&CC staff are continuously engaged with Pence on improving these results.

COBID participation to date on this project is 64.6%
BIPOC Labor Hours are 36.8%
Women Labor Hours are 10%
Apprentice Hours are 31.2%

RECOMMENDATION: That the Board of Directors authorize PCC to increase the Guaranteed Maximum Price with Pence Construction by \$625,000 for a new total of \$2,940,377. Funding will be from the 2017 Bond funds.

February 17, 2022

22-085

APPROVE INCREASE IN CONTRACT WITH NORTHWEST
CONTROL COMPANY FOR DISTRICT WIDE
CONVERSION TO HONEYWELL CONTROLLERS

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning & 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: The 2017 Bond Program included funding for projects to
increase facility lifespan and efficiency through energy
efficiency, heating, ventilation, air conditioning, electrical,
plumbing, and sustainability improvements.

As part of this work the College is replacing outdated HVAC
controllers with Honeywell controllers to provide a single
HVAC control system across the district.

On July 15, 2021 through BA 22-005 the Board approved a
contract with Northwest Control Company for up to \$541,481
for controller upgrades.

As the project has progressed it has become clear that
there are more failing controllers needing to be replaced.

To meet these needs the current contract price will be
increased by \$206,000 to a new amount of \$747,481.

At the time of the original procurement no COBID
registered company submitted a proposal. All work is
directly performed by Northwest Control Company.

RECOMMENDATION: That the Board of Directors authorize PCC to increase the
contract value with Northwest Control Company by \$206,000
for a new total of \$747,481. Funding will be from the 2017
Bond funds.

February 17, 2022

22-086

HVAC CHILLER MAINTENANCE (TRANE)

PREPARED BY: Michael Mathews, College Purchasing Manager

FINANCIAL
RESPONSIBILITY: Brad Ortman, Director, Facilities Maintenance Services

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

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

REPORT: The College must perform maintenance overhauls of two (2) HVAC Chiller Units at the Sylvania Campus. This maintenance is to ensure the ongoing proper operation of the units and includes a continued two year manufactures warranty.

Pursuant to ORS279.205 The College is requesting to enter into a contract utilizing an Omnia Partners Cooperative Contract with Trane US, Inc (15-JLP-023).

Estimated cost:
\$136,729.00 - North Chiller
\$151,690.00 - South Chiller
\$288,419.00 TOTAL.

In this instance, a COBID certified firm does not hold a contract for the services being procured.

RECOMMENDATION: That the Board of Directors authorize the College to enter into a contract(s) with Trane US, Inc totaling \$288,419.00 using OMNIA Partners Cooperative Contract for maintenance of two (2) HVAC Chillers at Sylvania Campus. Funding from the General Fund.

February 17, 2022

22-087

APPROVAL OF PROFESSIONAL LEAVES FOR FY22–
23 FACULTY AND ACADEMIC PROFESSIONALS

PREPARED BY: Patti Battles, Executive Assistant, Academic Affairs
Katy Ho, Vice President, Academic Affairs

FINANCIAL
RESPONSIBILITY: 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: Applications for professional leave were received and
processed in accordance with Article 20 of the
Agreement between Portland Community College and
the Portland Community College Faculty Federation. The
President has reviewed the applications and
recommendations of the campus/district administration.

RECOMMENDATION: That the following Portland Community College faculty be
granted professional leaves for the purpose, time period,
and salary payments indicated:

April Ann Fong
Full-time Faculty: Life Sciences
Two Terms: Fall 2022; Winter 2023
Salary: 75% of Annual Scheduled Salary

Purpose of Leave:
My goals are to actively engage and collaborate with
various identity groups (governmental and non-
governmental organizations) and to communicate the

groups' experience-based advice to develop an inclusive climate at PCC that benefits all students and staff. Dissemination of this information will enlarge our perspectives and inspire changes to curricula and/or processes to foster belongingness, support, and acknowledgment. I aspire to transform curricula to increase belongingness and learner-centeredness. The resulting curricula will inform about diverse historical and current scientists with increased sensitivity and graciousness. These changes will welcome more students to science.

Relates to PCC's Strategic Plan themes:

My sabbatical will strengthen PCC's Strategic Plan themes of "Belonging (Transform our learning culture toward creating a sense of belonging and well-being for every student)" and "Delivery (Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem)." Creating a sense of belonging in science classes particularly is my main focus by changing curricula to provide more diverse historical and current scientists and by incorporating advice from many and varied identity groups and resources on how to create a more inclusive, safe environment. Delivery is another focus because designing a student-focused learning environment with new curricula will require a metamorphosis of our teaching pedagogies into culturally responsive and anti-racist pedagogies. My hope is to lead to more equitable student success particularly in the sciences.

Marie Carver

Full time Faculty: Mathematics

One Term: Fall 2022

Salary: 100% of Annual Scheduled Salary

Purpose of Leave:

The goal of this project is to develop supplemental accessible classroom activities to complement the current MTH CCOG's for each of the Mathematics for Elementary Teachers sequence of courses (MTH 211, 212, and 213). The intention of these activities will be to engage our current students and future K-8 teachers in culturally responsive teaching and learning experiences that will carry over into their careers. Project milestones

include research and collection of best practices in K-8 mathematics education related to social justice and creating activities for MTH 211/212/213.

Relates to PCC's Strategic Plan themes:

These courses are already run as student-centered, but the content lacks connections to our students' lived experiences. With the PCC Lesson Study grant, I witnessed how students blossomed in their interest in math and overcame their math anxiety when they engaged with culturally relevant activities. Beyond my anecdotal experiences, research has shown that teaching subject matter in a learner-centered environment gives personal meaning to the content and improves student interest and retention (Belonging and Delivery). Students in the 211-212-213 series will one day be teaching math to their own students. The activities I write will bring the mathematical content in line with what is relevant in our students' lives as well as inspire them to use similar meaningful activities as future teachers (Workforce). The activities will have students investigate issues that directly affect our society today and show them how to make sense of the world using a mathematical lens (which is often lacking because of how math is typically taught). My goal is that students will see mathematics as a tool for self-advocacy and they will use this experience to teach mathematics as more than computation skills thereby giving future generations the ability to use math as a critical thinking and problem-solving tool to improve their lives (Belonging, Delivery, and Workforce). It is with this in mind that I propose to enhance the Math courses we offer to our future educators.

Val Brenneis

Full-time Faculty: Environmental Studies (ESR) and Biology (BI)

Three Terms: Fall 2022; Winter 2023; Spring 2023

Salary: 65% of Annual Scheduled Salary

Purpose of Leave:

I am requesting leave to complete the Geographic Information Systems (GIS) certificate program through PCC. GIS proficiency has become a nearly ubiquitous requirement for environmental careers. To keep current

in my field and prepare students for success, I propose to develop GIS-based activities to incorporate into my environmental science majors course sequence. These activities will not only provide students with an introduction to geospatial thinking and skills, but will also ask them to investigate the complex interactions between physical, biological, and social variables – critical to understanding environmental justice issues, communicating science effectively, and developing equitable and effective environmental policies.

Relates to PCC's Strategic Plan themes:

My proposal supports workforce agility and student belonging. The Portland Community College strategic plan highlights the need to respond to community and workforce needs by developing a culture of agility, while also cultivating a sense of belonging in our students during their time with us. As faculty, we do this through continued learning; both by staying current in our field of instruction and by exploring pedagogical approaches that benefit our students. During my professional leave, I propose to become fluent in Geographic Information Systems technology so that I can translate these fundamental concepts, technological skills, and communication approaches into meaningful course activities in the field of environmental studies.

Specifically, I will develop teaching materials for ESR 200, 201, 202, and 204. The collection and analysis of geospatial data is an essential part of much environmental work, as is the clear and effective presentation of this multidimensional information. This place-based knowledge can help us to make sense of a complex world and communicate stories about specific places and communities. We have only to look at the maps highlighting increased coastal flooding risks due to climate change, differences in Covid-19 infection rates, and the spread of wildfire smoke and impacts on air quality, to see how GIS can be used to both understand complex data and communicate important stories with the public. GIS can be used as a democratic tool, used by people working collaboratively on the ground to map important features of their communities, as well as by experts in the field. Geospatial literacy can help students understand and influence issues that are important to them, from commenting on congressional redistricting to accessing healthy food and greenspaces.

Bryan Hull
Full-time Faculty: Comp/Lit, Humanities and
International Studies
Two Terms: Winter 2023; Spring 2023
Salary: 75% of Annual Scheduled Salary

Purpose of Leave:

During my sabbatical, I would like to research community college faculty-student mentoring in its many facets (formal, informal, pathways oriented, long term, etc.), and how it complements peer mentoring (student-student). I'm interested in reading about new research on mentoring through an intersectional lens, holding race, class, sexuality, and gender, for example, all at once as I think about the topic. In order to form a community of like-minded people at the college, I need also to know what mentoring already takes place at PCC and to what extent. (I'm a global thinker and struggle with analytical linear categories.)

Relates to PCC's Strategic Plan themes:

Belonging first and foremost. Students for many reasons often don't feel connected to the college, and I want to explore to what degree long-term connections with staff, faculty, and fellow students make a difference for student success, retention, etc. And what exactly about those relationships anchors the student as he/she/they move through higher education?

Israel Pastrana
Full-time Faculty: History
One Term: Spring 2023
Salary: 100% of Annual Scheduled Salary

Purpose of Leave:

I propose to create a digital archive of youth-generated artifacts that document the history of Ethnic Studies activism in Oregon. I will create the archive using an open-source content management system that creates visual displays of digital archives. The final product will be a digital archive that includes narrative, art, poetry, maps, oral histories, social media content, and myriad other kinds of youth-generated content that document

this important history. This project, and the culturally responsive pedagogy that undergirds it, aligns with the college's goal of transforming our learning culture "towards creating a sense of belonging and well-being for every student."

Relates to PCC's Strategic Plan themes:
Belonging. By centering the histories and perspectives of Oregon's BIPOC communities, the digital archive I propose to create supports the college's strategic initiative to "create a sense of belonging in our learning environment as a college priority, and as a key factor in equitable student success."

Greg Rapp
Full-time Faculty: Business and Entrepreneurship Program
One Term: Winter 2023
Salary: 100% of Annual Scheduled Salary

Purpose of Leave:
This sabbatical will build on relationships I've developed in New Zealand in the last two years. The plan is to a) guest lecture at NorthTec College and Nelson-Marlborough Institute of Technology in New Zealand from January - March 2023 and b) build relationships to further student "virtual exchanges" that were first implemented in 2020 with business students in NZ and PCC. PCC students will engage with other business students in a virtual environment and practice business communications skills in a culturally diverse environment.

The core outcome theme this supports is Delivery: virtual exchanges are super engaging, and can redefine the traditional concept of the classroom.

Rachel Bridgewater
Full time Faculty: Library
One Term: Spring 2023
Salary: 100% of Annual Scheduled Salary

Copyright First Responders Pacific Northwest is a copyright community of practice for librarians. Founded in 2018, the network requires some intensive planning

and organizational work in order to remain viable as it grows, including migration to a new organizational home, revamping the website, and, crucially, launching a new web-based training platform. This work will allow us to extend to more libraries including smaller community colleges and school libraries. Copyright education and support for librarians translates to lower institutional risk, better and more equitable classroom practices, and more robust support for students in their roles as both content users and creators.

My project connects with all four themes. Educators who are well-supported on issues of copyright are better able to use and create student-centered, equitable classroom materials including the use of student authored materials, OER, and other works from outside the commercial textbook industry. Students whose voices, experiences, and communities are reflected in the classroom will have a stronger sense of belonging. Use of these materials also, in most cases, lowers costs which also enhances belonging and well-being.

As we refine delivery methods, copyright questions will be necessarily more frequent and complex, having well-trained and supported librarians (not just at PCC but around the region) will help ensure faculty and administrators get the support they need.

Regarding the workforce theme, we are preparing students for careers where copyright issues are sure to emerge -- from graphic design to building design to paralegal and so on. Well-supported faculty can help these students learn how to use copyrighted materials legally and ethically while also helping them develop a sense of themselves as creators of intellectual property. Faculty who have access to excellent support around copyright issues, generally from librarians, can feel confident bringing discussions of copyright directly into the classroom. This, in turn, will empower students as they enter the workplace.

Finally, all colleges assume risks of various kinds when they open their doors and among these inherent risks are those that come with copyright. Having well-trained, well-supported librarians who are in regular communication with both regional and national peers helps reduce this

risk for the enterprise.

Peter Seaman

Academic Professional: Online Learning

6 month Leave: Winter 2023;Spring 2023

Salary: 85% of Annual Scheduled Salary

During my sabbatical, I will seek to (a) discover best practices for creating and teaching culturally responsive online courses and then (b) create recommendations to support the good work PCC is already doing in this area.

Belonging, Delivery, and Enterprise, but primarily Delivery, since Online courses are central to the goal of “Redefining time, place, and systems of educational delivery to create a more learner-centric ecosystem.”

February 17, 2022

22-088

UPDATE GOALS FOR PROMOTING BUSINESS,
WORKFORCE EQUITY, AND RESPECTFUL
WORKPLACES FOR PUBLIC IMPROVEMENT PROJECTS

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

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Planning & 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: Board policy B506 adopted in 2007 commits the college to a
procurement diversity plan that engages the Minority,
Women, and Emerging Small Business community. At its
April 2019 meeting the Board approved BR19-100 to update
the procurement diversity plan for construction projects.

College staff regularly review how PCC's plans are
performing and how they compare with other public agencies
in the college district. As a result of the most recent review, it
is proposed to update the plan as shown below:

Scope – All design and construction contracts issued by the
College for public improvements (as defined in ORS
279A.010) with a contract value exceeding \$200,000.

Business Equity Goals – 20% of the contract value to be
awarded to subcontractors registered with either the State of
Oregon Certification Office for Business Inclusion and
Diversity (COBID) or the Washington State Office of Minority
& Women's Business Enterprises. At least 12% of the
subcontract value should be awarded to Minority (MBE) or
Disadvantaged (DBE) firms. General Contractor is required
to include the goal in all subcontracts over \$100,000.

All intermediate procurements (as defined in the PCC
procurement rules) should include at least one firm certified
by the agencies above unless no qualified firm is available.

Workforce Equity Goals – The Workforce Equity goals listed below apply to all public improvement construction contracts over \$200,000 and all subcontracts with more than \$50,000 in labor costs.

BIPOC (Black, Indigenous, People of Color) Journey hours by trade	25%
Women Journey hours by trade	9%
BIPOC Apprentice hours by trade	22%
Women Apprentice hours by trade	20%
Total Apprentice hours by trade	20%

While there are no formal goals for design firms, they will be expected, as part of the RFP process, to describe what processes they have in place to increase the representation of historically marginalized communities.

Respectful Workplace Program-All RFPs issued using either the CM/GC or Design/Build alternative contracting method will include the requirement that the contractor implements a PCC approved Respectful Workplace Program. Design teams on these projects will be required to describe how they will support these programs.

RECOMMENDATION: That the Board of Directors agree to update the goals for Business and Workforce Equity on Public Improvement Projects carried out by the College.

February 17, 2022

22-089

BP 2322 – NOTICE OF MEETINGS REVISIONS (SECOND
READING)

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

REPORT: After review of policy, it was noted that a few updates
needed to be made to BP 2322—Notice of Meetings.

The current policy is:
BP 2322—Notice of Meetings

The secretary of the Board shall give written notice of all annual, regular, special or Executive Sessions of the Board in accordance with ORS 192.640. The written notice shall state the time and place of the meeting and the agenda, or a summary thereof, setting forth the subject matter to be considered at the meeting. In the case of annual or regular meetings, the notice should be distributed not more than seven (7) days or less than twenty-four (24) hours prior to the time of the meeting. Notice of Executive Sessions may be included in a notice of an annual, regular or special meeting, or if the meeting is to be solely an executive session notice shall be distributed not less than 24 hours prior to the time of the meeting.

Notice of an Executive Session shall not set forth the specific subject matter to be considered, but may describe in general terms the subject matter. Notice of an Executive Session shall set forth the statutory authority for the Executive Session. Notice of meetings shall be distributed to interested organizations or persons who have requested notice of meetings of the Board. These organizations or persons may include, but not limited to, major newspapers published within the district, radio and television stations located within the district. The Secretary of the Board may make additional distribution as deemed necessary or desirable to insure maximum notice to the public of meetings of the Board.

Updates and changes are in red:

BP 2322 – Notice of Meetings

The **support staff** for the Board of Directors shall give written notice of all annual, regular, special or Executive Sessions of the Board in accordance with ORS 192.640. The written notice shall state the time and place of the meeting and the agenda, or a summary thereof, setting forth the subject matter to be considered at the meeting. In the case of annual or regular meetings, the notice should be distributed **at least six (6) calendar days and a final version not less than forty-eight (48) hours prior to the time of the meeting. Modifications (including additions) to any agenda can be made by a majority of voting members present at any meeting.**

Notice of Executive Sessions may be included in a notice of an annual, regular or special meeting or, if the meeting is to be solely an executive session, notice shall be distributed not less than 24 hours prior to the time of the meeting. Notice of an Executive Session shall not set forth the specific subject matter to be considered, but may describe in general terms the subject matter. Notice of an Executive Session shall set forth the statutory authority for the Executive Session.

Notice of meetings shall be distributed to interested organizations or persons who have requested notice of meetings of the Board. For directions on how to receive Notice of Meetings, please visit www.pcc.edu/board/meetings. These organizations or persons may include, but not limited to, major newspapers, radio and television stations located within the district. Additional distribution may be necessary or desirable **as deemed by the Board or President to ensure** maximum notice of the public of meetings.

(January 2022)

ORS 192.640

This policy replaces Board Policy BP 2322 Notice of Meetings (May, 2016)

RECOMMENDATION: That the board approved BP 2322 as presented.

It is against the College's policy for any manager, supervisor, faculty member, staff member, or student to engage in prohibited harassment or discrimination of any member of the College community. PCC adheres to all federal, state, and local civil rights laws and regulations prohibiting discrimination in public institutions of higher education, including 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; Titles I and II of the Americans with Disabilities Act of 1990 (as amended); the Age Discrimination in Employment Act, the Uniformed Service Employment and Reemployment Rights Act, and all applicable federal, state, and local civil rights laws. PCC does not discriminate against any employee, applicant for employment, student, or applicant for admission on the 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 including protections for those opposing discrimination or participating in any resolution process on campus, with the Equal Employment Opportunity Commission or other human rights agencies. This policy covers nondiscrimination in both employment and access to educational opportunities. Therefore, any member of the PCC community who acts to deny, deprive, or limit the educational or employment and/or social access, benefits, and/or opportunities of any member of the PCC community, guest, or visitor on the basis of their actual or perceived membership in the protected classes listed above is in violation of PCC's policy on nondiscrimination.