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PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting

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April 21, 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

April 21, 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.

4:30 PM **EXECUTIVE SESSION** In accordance with ORS 192.660 (2), (a)
employment of a public official 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.

5:15 PM **WORK SESSION**

- Political Activity Update—Jeff Condit (5 minutes)
- Bond Campaign Planning Update—Linda Degman and Greg Harris (20 minutes)
- 2022-2023 Board Schedule—Chair Alyajouri (20 minutes)

6:00 PM BREAK

6:10 PM **PUBLIC HEARING ON PROPOSALS FOR BOUNDARIES OF PCC ELECTORAL DISTRICTS**

- 2020 Census Redistricting Study—Ethan Sharygin, Director, PSU Population Research Center
- Public Comment

6:30 PM **ADJOURN PUBLIC HEARING ON PROPOSALS FOR BOUNDARIES OF PCC ELECTORAL DISTRICTS**

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

- Land Acknowledgment
- Approval of Agenda—April 21, 2022
- Approval of Minutes— March 17, 2022 and April 4, 2022

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

- Kudos
- Announcements
- Updates
- Other

6:55 PM

INFORMATION SESSIONS

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

- Limelight on Learners: Student-Led Queer, Trans and Gender Diverse (QTGD) Advocacy—Lauren Smith, Nico Judd, David Mosquiera, Robert Phillips (15 minutes)

ENTERPRISE: Cultivate a long-term sustainable college enterprise

- IT Annual Report—Michael Northover (15 minutes)

7:25 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.

7:40 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.)

PERSONNEL

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Approval of Personnel Actions—

April 21, 2022 214

Academic Professional Appointments:

Jess Amo, Pathways to Opportunity Program

Coordinator, Workforce Development and

Continuing Education (NonGeneral Fund)

Melany Budiman, Digital Learning Facilitator,

Academic Affairs

Zoe Cooper-Caroselli, Pathways to Opportunity

Program Coordinator, Workforce Development and

Continuing Education (NonGeneral Fund)

Annette d'Autremont, College Success Coach, Future

Connect, Student Affairs (NonGeneral Fund)

Alyson Day, Digital Learning Facilitator, Academic

Affairs

Ricci eX, Pathways to Opportunity Program Coordinator,

Workforce Development and Continuing Education

(NonGeneral Fund)

Emma Gray, Digital Learning Facilitator, Academic

Affairs

Wendy Harrison, Employment Specialist Coordinator,

Workforce Development and Continuing Education

(NonGeneral Fund)

Lisa Lam, Employment Specialist, Student Affairs

(NonGeneral Fund)

Wilson Nitunga, Trainer and Education Specialist,

Workforce Development and Continuing Education

Melinda Nunez, Student Resource Specialist, Student

Affairs

Sandy Sampson, Teaching and Learning Specialist
 Academic Affairs (Temporary)
 Amanda Sanford, Student Conduct and Retention
 Coordinator, Office of Student Conduct and Community
 Support
 Daniel Stratton, Accountant II, Finance and Administration
 Casey Twining, Digital Learning Facilitator, Academic
 Affairs
 Tracee Wells, Trainer and Education Specialist, Workforce
 Development and Continuing Education
Administrative Appointments:
 Tony Broadous, Athletic Director, Student Affairs
 (Temporary)
 Linda Fergusson-Kolmes, Program Dean, Life Sciences,
 Academic Affairs
 Crystal Froembling, Donor Engagement Manager, PCC
 Foundation
 Matthew Glazewski, Program Dean, Physical Sciences,
 Academic Affairs (Temporary)
 Blaise Lamphier, Director of Employee and Labor Relations,
 Human Resources
 Josh Laurie, Director of College Success Programs,
 Student Affairs
 Efrain Rivas-Flores, Director of College Access Programs,
 Student Affairs

RETIREEES

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BOARD

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7:45 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.

8:00 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

8:20 PM

ADJOURNMENT

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

March 17, 2022
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 met in Executive Session to discuss labor negotiations and litigation.

WORK SESSION

Reports and updates were provided on PCC's AtD Journey, redistricting, and the presidential evaluation process.

BUSINESS SESSION

Chair Alyajouri called the Business Meeting to order at 6:32 pm and shared the Land Acknowledgement.

The March 17, 2022 agenda was approved as published. Penson/Wagner

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

APPROVAL OF THE MINUTES

The January 20, 2022, February 17, 2022 and March 3, 2022 minutes were approved as posted. Saltzman/Penson

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

PRESIDENT'S UPDATES

President Mitsui provided updates on recent legislative events, ACE/Carnegie Classification, NASEM Roundtable and GCCLN. He also provided a few Kudos for Colleagues.

INFORMATION SESSIONS

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

Limelight on Learning: An Interdisciplinary Approach - NSF STEM Guitar Project @PCC--Justin Mortensen and John Mery

ENTERPRISE: Cultivate a long-term sustainable college enterprise
Post Legislative Session Update—Sage Learn, Director, Government
Relations
Presidential Search Update—Tiffani Penson, Dan Saltzman, Katy Ho,
Kate Chester

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Chair Alyajouri proposed approval of Resolutions 22-091 through 22-100. Wilson/
Wagner

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

PUBLIC COMMENT ON NON-AGENDA ITEMS

Benjamin Simon: Sylvania Swimming pools

Meryl DePasquale: The importance of PCC's shuttle system for access to education

Mike Guthrie: The decision to close the PCC Swim Pools

REPORTS

Reports were provided by Frank Goulard, PCC Federation of Faculty and Academic
Professionals (AFT Local 2277); Jeff Grider, PCC Federation of Classified Employees
(AFT Local 3922); and Student Board Member Mohasin Biswas Manab on behalf of the
District Student Council.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:25 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on April 21, 2022

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

April 4, 2022
Via remote access

SPECIAL SESSION MEETING MINUTES

ATTENDANCE

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

EXECUTIVE SESSION

In accordance with ORS 192.660 (2) the PCC Board of Directors met in Executive Session to discuss (a) employment of a public official

CALL TO ORDER

Chair Alyajouri called the Special Session to order at 6:32 pm. He also provided an update on the Presidential Search.

PUBLIC COMMENT ON AGENDA ITEMS

Frank Goulard

CALL FOR MOTION

Chair Alyajouri called for a motion to approve Dr. Adrien Bennings as the College's next president and designate authority to Vice President Blumenthal and Interim AVP de Laix the ability to negotiate a contract pending approval of the board. Saltzman/Penson

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Saltzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

ADJOURNMENT

There being no further business, the meeting adjourned at 6:42 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on April 21, 2022

April 21, 2022

22-101

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Alisa Hampton, Recruitment Manager, Human Resources
Jennifer de Laix, Interim 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 (NonGeneral Fund)– **Jess Amo**

Pathways to Opportunity Program Coordinator

Workforce Development and Continuing Education

Annual Salary: \$77,601

Grade: 5

Step: 10

Effective: April 11, 2022

Applicant Flow:

Gender

Ethnicity

5 Female

0 American Indian or Alaska Native

2 Male

0 Asian

1 Not Disclosed

1 Black or African American

2 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

0 Not Disclosed

0 Two or More Selections

5 White

8 Total

Academic Professional Appointment– **Melany Budiman**

Digital Learning Facilitator

Academic Affairs

4	Male	1	Asian
1	Not Disclosed	0	Black or African American
		0	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		1	Two or More Selections
		8	White
		<hr/> 12	Total

Academic Professional Appointment (NonGeneral Fund)– Ricci eX

Pathways to Opportunity Program Coordinator

Workforce Development and Continuing Education

Annual Salary: \$60,992

Grade: 5

Step: 3

Effective: April 11, 2022

Applicant Flow:

Gender

Ethnicity

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

Academic Professional Appointment– Emma Gray

Digital Learning Facilitator

Academic Affairs

Annual Salary: \$60,992

Grade: 5

Step: 3

Effective: March 14, 2022

Applicant Flow:

Gender

Ethnicity

7	Female	1	American Indian or Alaska Native
4	Male	1	Asian
1	Not Disclosed	0	Black or African American
		0	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		1	Two or More Selections
		8	White
		<hr/> 12	Total

Academic Professional Appointment (NonGeneral Fund)– Wendy Harrison

Employment Specialist Coordinator

Workforce Development and Continuing Education

2	Male	0	Asian
0	Not Disclosed	1	Black or African American
		1	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		0	Not Disclosed
		0	Two or More Selections
		3	White
		<hr/> 5	Total

Academic Professional Appointment (Temporary)– Sandy Sampson

Teaching and Learning Specialist

Academic Affairs

Annual Salary: \$60,992 (@ 0.5 FTE) Grade: 5 Step: 3
 Effective: March 1, 2022 to June 15, 2022
 Applicant Flow: Article 3.64 Recruitment

Academic Professional Appointment– Amanda Sanford

Student Conduct and Retention Coordinator

Office of Student Conduct and Community Support

Annual Salary: \$60,992 Grade: 5 Step: 3
 Effective: March 28, 2022
 Applicant Flow:

Gender		Ethnicity	
1	Female	0	American Indian or Alaska Native
1	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
		2	White
		<hr/> 2	Total

Academic Professional Appointment– Daniel Stratton

Accountant II

Finance and Administration

Annual Salary: \$51,958 Grade: 3 Step: 2
 Effective: March 21, 2022
 Applicant Flow:

Gender		Ethnicity	
0	Female	0	American Indian or Alaska Native
1	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
<hr/>	
1	Total

Academic Professional Appointment– Casey Twining

Digital Learning Facilitator

Academic Affairs

Annual Salary: \$65,338

Grade: 5

Step: 5

Effective: March 7, 2022

Applicant Flow:

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

Academic Professional Appointment– Tracee Wells

Trainer and Education Specialist

Workforce Development and Continuing Education

Annual Salary: \$92,706

Grade: 4

Step: 17

Effective: April 11, 2022

Applicant Flow:

Gender		Ethnicity	
15	Female	0	American Indian or Alaska Native
9	Male	1	Asian
6	Not Disclosed	3	Black or African American
		1	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		6	Not Disclosed
		1	Two or More Selections
		<hr/>	
		17	White
		30	Total

Administrative Appointment (Temporary)– Tony Broadous

Athletic Director

Student Affairs

Annual Salary: \$62,550

Grade: F

Effective: March 7, 2022 to September 7, 2022

Applicant Flow: Direct Appointment

Administrative Appointment– Linda Fergusson-Kolmes

Program Dean, Life Sciences

Academic Affairs

Annual Salary: \$117,712 Grade: N

Effective: March 21, 2022

Applicant Flow:

Gender

Ethnicity

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

Administrative Appointment– Crystal Froembling

Donor Engagement Manager

PCC Foundation

Annual Salary: \$101,285 Grade: L

Effective: March 14, 2022

Applicant Flow:

Gender

Ethnicity

9	Female	0	American Indian or Alaska Native
3	Male	0	Asian
0	Not Disclosed	0	Black or African American
		1	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		0	Two or More Selections
		10	White
		12	Total

Administrative Appointment (Temporary)– Matthew Glazewski

Program Dean, Physical Sciences

Academic Affairs

Annual Salary: \$107,000 Grade: N

Effective: March 21, 2022 to September 20, 2023

Applicant Flow: Direct Appointment

Administrative Appointment– Blaise Lamphier

Director of Employee and Labor Relations

Human Resources

Annual Salary: \$144,600 Grade: O

Effective: March 30, 2022

Gender

Ethnicity

Director of College Success Programs

Annual Salary: \$109,570

Effective: April 25, 2022

Gender

Ethnicity

Director of College Access Programs

Annual Salary: \$95,333

Effective: April 25, 2022

Gender

Ethnicity

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN THE APRIL 21, 2022 PERSONNEL REPORT**

Female	15
Male	7
Not Disclosed	<u>1</u>
	23

American Indian/Alaskan Native	0
Asian	2
Black or African American	4
Hispanic/Latino	1
Native Hawaiian/Pacific Islander	0
Not Disclosed	0
Two or More Selections	0
White	<u>16</u>
	23

April 21, 2022

22-102

COMMENDATION OF RETIRING EMPLOYEE -
MARIA MENDEZ (14 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

APPROVED BY: Jennifer de Laix, Interim 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: Maria Mendez has performed faithfully in her duties as
ADA Coordinator for Portland Community College since
April 28, 2008. She retires effective April 29, 2022.

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

April 21, 2022

22-103

COMMENDATION OF RETIRING EMPLOYEE -
REBECCA WASHINGTON (26 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

APPROVED BY: Jennifer de Laix, 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: Rebecca Washington has performed faithfully in her
duties as Career Service Coordinator, Academic Advising
Specialist, Employment Specialist and Resource Support
Assistant II for Portland Community College since
January 09, 1996. She retires effective May 01, 2022.

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

April 21, 2022

22-104

CONTRACT APPROVAL FOR SYLVANIA CAMPUS
COLLEGE CENTER ROOF REPLACEMENT DESIGN TO
OH PLANNING & DESIGN

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 Deferred
Maintenance Projects across the District.

Planning & Capital Construction staff, in conjunction with
Facilities Management Services, have determined that the
Sylvania Campus College Center Building (CC) requires a
new roof and associated mechanical upgrades. The existing
roof has multiple leaks and has reached the end of its
useful life.

On December 10, 2021 the Request for Proposals (RFP)
was advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), Portland Observer, and the Portland
Business Tribune. In addition, P&CC staff reached out to all
identified COBID registered firms who could provide these
services. At the proposal closing time of 2:00 PM January
24th, 2022, the College received five (5) proposals. Two (2)
were from firms registered with Oregon COBID.

P&CC staff reviewed the proposals and carried out an
interview process with selected finalists.

P&CC staff selected OH Planning & Design and entered
into contract and fee negotiations. A preliminary fee of
\$140,000 was agreed to enable planning and full costing to
proceed. OH has now submitted a complete fee proposal
which P&CC staff have reviewed and recommend

acceptance. The total fee, including optional supplemental services to be added if required, is \$915,010

OH Planning & Design is a WBE registered with Oregon COBID. Including subconsultants it is expected that 75% of the contract value will go to COBID certified firms.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with OH Planning & Design for the Sylvania Campus CC Roof Replacement for up to \$1,006,511 which includes a 10% contingency. Funding will be from 2017 Bond funds.

April 21, 2022

22-105

APPROVE INCREASE IN CONTRACT VALUE WITH
CENTRAL GEOTECHNICAL SERVICES FOR PORTLAND
METROPOLITAN WORKFORCE TRAINING CENTER
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: As part of the Portland Metropolitan Workforce Training
Center (PMWTC) project P&CC staff identified a need for
geotechnical services for the project.

In December 2019 P&CC staff requested informal quotes from Oregon COBID firms that could provide these services. Based on the responses Central Geotechnical Services was selected with an original contract value of \$66,134. As the project has progressed, there has been a need for additional services including handling contaminated soils found on the site. The current contract value is \$137,575, however the expected final contract value is \$248,525. P&CC staff have reviewed the proposed increased services and recommend acceptance. College Procurement Rules allow for these types of increases in architectural, engineering, and related services without the need to rebid the work.

Central Geotechnical Services is registered with Oregon COBID as both an ESB and a SDVBE (Service Disabled Veteran Business Enterprise).

RECOMMENDATION: That the Board of Directors authorize PCC to increase the contract amount with Central Geotechnical Services for the Portland Metropolitan Workforce and Training Center to a maximum of \$248,525. Funding will be from 2017 Bond funds.

April 21, 2022

22-106

CONTRACT APPROVAL FOR ROCK CREEK CAMPUS
KENNELS AHU REPLACEMENT TO GENERAL SHEET
METAL

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 deferred
maintenance projects across the District.

The exceptionally high temperatures in Summer 2021 exceeded the capacity of the air handling unit (AHU) at the Rock Creek Kennel facilities. To avoid potential future problems, the system was identified as needing replacement.

On February 11, 2022 the Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out to all identified COBID registered firms who could provide these services. At the proposal closing time of 2:00 PM March 17th, 2022, the College received two (2) valid bids. One (1) bidder was a firm registered with Oregon COBID.

Bids were ranked on price with the lowest responsive bidder recommended for the contract.

General Sheet Metal (GSM) was the lowest responsive bidder with a bid of \$289,283.

GSM is not a COBID registered firm and has included no COBID subcontractors in their bid.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with General Sheet Metal for the Rock Creek Campus Kennel AHU Replacement for up to \$318,211 which includes a 10% contingency. Funding will be from 2017 Bond funds.

April 21, 2022

22-107

CONTRACT APPROVAL FOR SOUTHEAST CAMPUS
MOUNT TABOR HALL MDF HVAC REPLACEMENT TO
BUILDSKAPE 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 Program included funding for Information
Technology related improvements across the District

Planning & Capital Construction staff, in conjunction with
Facilities Management Services and Information
Technology, have determined that the HVAC unit that
services the Mount Tabor Hall main distribution frame
(MDF) requires replacement.

On January 6, 2022 the Invitation to Bid (ITB) was
advertised in the Daily Journal of Commerce, State of
Oregon (OregonBuys), Portland Observer, and the Portland
Business Tribune. In addition, P&CC staff reached out to all
identified COBID registered firms who could provide these
services. At the proposal closing time of 2:00 PM March 17,
2022, the College received four (4) valid bids. One (1)
bidder was a firm registered with Oregon COBID.

Bids were ranked on price with the lowest responsive bidder
recommended for the contract.

Buildskape LLC was the lowest responsive bidder with a bid
of \$133,723. Subsequent to contract award the need
emerged for PCC to increase the scope of work and a
change order of \$35,500 has been submitted bringing the
contract value to \$169,223. P&CC staff have reviewed the
change order and recommend acceptance.

Buildskape LLC is an ESB registered firm with Oregon COBID.

RECOMMENDATION: That the Board of Directors authorize PCC to increase the contract with Buildskape LLC for the Southeast Campus Mt Tabor Hall MDF HVAC Replacement up to \$186,145 which includes a 10% contingency. Funding will be from the 2017 Bond funds.

April 21, 2022

22-108

APPROVE INCREASE IN GUARANTEED MAXIMUM
PRICE TO FORTIS CONSTRUCTION FOR THE
SYLVANIA CAMPUS AUTOMOTIVE METALS BUILDING
RENOVATION 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 September 19, 2019, through BA 20-038, the Board
approved awarding a contract for Progressive Design Build
Services for the Sylvania Campus Automotive Metals (AM)
Building Renovation to Fortis Construction for a not to
exceed amount of \$148,500. This fee covered pre-
construction services on the project.

On March 18th. 2021, through BA 21-027, the Board
approved an increase in the pre-construction services fee to
\$293,118 to cover expanded services.

On April 15th, 2021, through BA 21-152, the Board
approved entering into a Guaranteed Maximum Price
(GMP), including the pre-construction fee, of up to
\$2,751,103 with Fortis Construction.

As part of this project the City of Portland required PCC to
improve the stormwater runoff facility at the Sylvania
Campus or pay a fee in lieu. The original GMP included only
payment of the fee in lieu, however upgrading the
stormwater facility is eligible for a City of Portland Clean
Energy Fund Grant. The College has been approved for a
grant of \$247,500 to carry out this work. To meet this the
GMP will be increased by up to \$247,500 to a new
maximum GMP total of \$2,998,603.

RECOMMENDATION: That the Board of Directors authorize PCC to increase the Guaranteed Maximum Price with Fortis Construction for the Sylvania Campus Automotive Metals Building to a maximum of \$2,998,603. Funding will be from 2017 Bond funds and a City Of Portland Clean Energy Fund Grant.

April 21, 2022

22-109

CONTRACT APPROVAL FOR SYLVANIA CAMPUS
WAYFINDING SIGNAGE DESIGN TO BORA
ARCHITECTS

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 site
improvements at the Sylvania Campus.

Planning & Capital Construction staff determined that the existing wayfinding signage at the Sylvania Campus no longer met user requirements and needed to be replaced.

For design services expected to be between \$100,000 and \$250,000 College Procurement Rules allow the use of an informal RFP process. On February 14, 2021 P&CC staff sent the RFP to eighteen (18) firms that were identified as having the capacity to perform this work. Nine (9) of these firms were registered with Oregon COBID. At the RFP closing date of March 18th, 2022 two (2) responses were received. Neither responder was a COBID certified firm.

P&CC staff reviewed the proposals and selected BORA Architects to enter into contract and fee negotiations. A fee proposal of \$157,000 has been submitted which P&CC staff have reviewed and recommend acceptance.

BORA does not intend to use any subconsultants for this project but are aware of PCC's COBID goals if the need arises.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a contract with BORA Architects for the Sylvania Campus Wayfinding Signage Design Services for up to \$172,700 which includes a 10% contingency. Funding will be from the 2017 Bond funds.

April 21, 2022

22-110

ENROLLMENT MANAGEMENT SYSTEM AND RX
CORE LICENSES RENEWAL

PREPARED BY: Michael Mathews, Purchasing Manager, Finance

FINANCIAL
RESPONSIBILITY: Ryan Clark, Dean, Enrollment Strategy & Services,
Student Affairs

APPROVED BY: Heather Lang, Vice President, Student Affairs
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.

REPORT: Enrollment Rx delivers a Customer Relationship
Management (CRM) system for admissions with extensive
functionality for recruitment and as an admissions CRM
solution for enrollment management.

In 2018 quotes were obtained from three vendors. The
College entered into Contract 137-18 for \$125,000 with
EnrollmentRX. The number of licenses required has
increased the total value of the contract to \$285,797.84.
The Contract expires October 30, 2022.

No firms could be identified that offer Admissions CRM
and have a certification in the COBID database.

RECOMMENDATION: That the Board of Directors authorizes the College to
increase the current contract from to \$285,797.84.

April 21, 2022

22-111

SELF-CONTAINED BREATHING APPARATUS AND
ACCESSORIES (SCBA)

PREPARED BY: Michael Mathews, Purchasing Manager, Finance

FINANCIAL
RESPONSIBILITY: Janeen Hull, Dean Academic & Career Path HEP,
Academic & Career Pathways

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

STRATEGIC THEME: Belonging: Transform our learning culture toward
creating a sense of belonging and well-being for every
student. Workforce: Respond to community and
workforce needs by developing a culture of agility.

REPORT: The College received a Grant (C000679) from the State
of Oregon Department of Administrative Services
under the Federal American Rescue Plan Act
Coronavirus State Fiscal Recovery Fund for the purpose
of supporting the College's Fire Protection Program.

The College intends to purchase 30 Self-contained
breathing apparatus (SCBA) and accessories, needed for
Spring FY22 classes.

pursuant to ORS 279A.215 and CCR 205 this purchase
will be made under H-GAC permissive cooperative
contract number EE08-19. Use of the Cooperative was
advertised for comment as required and no comments
were received.

No firms could be identified that offer SCBA's and
have a certification in the COBID database.

RECOMMENDATION: That the Board of Directors authorize PCC to execute a
contract with Sea Western Fire Apparatus & Equipment
for \$254,987.86.

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April 21, 2022

22-112

DELEGATE AUTHORITY TO COLLEGE PRESIDENT
TO NEGOTIATE THE RELEASE OF AN EASEMENT
AGREEMENT WITH THE CAROLYN MOORE
REVOCABLE LIVING TRUST

PREPARED BY: Linda Degman, Director, 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 July 21, 2020, the property at 12680 SW Walnut St,
Tigard, OR 97223, known as the Carolyn Moore Writer's
House was conveyed to the PCC Foundation and then to the
College under a Charitable Gift Agreement.

The Charitable Gift Agreement identified a partition of the
property and the portion allocated to PCC. The partition
included an access easement over the retained Trust
property for access to PCC's gifted property. The Charitable
Gift Agreement states: "College agrees that when public
access between the Real Property (PCC's portion) and
Walnut Street become available, the College shall execute
any and all documents necessary to terminate the Easement
and release the Retained Property from the burden thereof."

The Trust is now entering into a Purchase and Sale
Agreement with a developer for the Retained Property and
the developer has agreed to provide a new driveway access
to the PCC property. Per our signed Charitable Gift
Agreement, PCC is required to work with the Trust and
developer to release or terminate the easement. Staff is
working with College Counsel on a termination agreement.

RECOMMENDATION: That the Board authorize the President or his designee to
negotiate an easement release between the College, Trust,
and/or developer, subject to concurrence of College
Counsel.

April 21, 2022

22-113

ADOPTION OF THE COLLEGE CALENDAR OF
INSTRUCTION FOR 2021-22 THROUGH 2025-26

PREPARED BY: Ryan Clark, Dean, Enrollment Strategy & Services,
Student Affairs

APPROVED BY: Heather Lang, Vice President, Student Affairs
Mark Mitsui, President

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

REPORT: The academic year, as defined in the Faculty and
Academic Professional Agreement, runs Fall term
through Summer term. The College publishes a Five-
Year Academic Calendar in the interest of accurately
reflecting the academic year as it relates to the
employment of faculty and staff and due to the
importance that cycle holds for their planning and
scheduling. The adopted Juneteenth College holiday has
been added to the calendar for the current year and all
years moving forward. In addition, the Calendar of
Instruction for the 2024-25 and 2025-26 academic years
are submitted for approval.

RECOMMENDATION: That the Board of Directors adopt the attached Portland
Community College 2021-22 through 2025-26 Calendar
of Instruction.

Fall Term	2021-22	2022-23	2023-24	2024-25	2025-26
Teaching Days	56	56	56	56	56
Classes Begin	09/27/2021 (Mon)	09/26/2022 (Mon)	09/25/2023 (Mon)	09/23/2024 (Mon)	09/22/2025 (Mon)
Classes End	12/19/2021 (Sun)	12/18/2022 (Sun)	12/17/2023 (Sun)	12/15/2024 (Sun)	12/14/2025 (Sun)
Final Grades Due (5:00pm)	12/20/2021 (Mon)	12/19/2022 (Mon)	12/18/2023 (Mon)	12/16/2024 (Mon)	12/15/2025 (Mon)
Classes will be held on	11/27/2021 (Sat)	11/26/2022 (Sat)	11/25/2023 (Sat)	11/30/2024 (Sat)	11/29/2025 (Sat)
	11/28/2021 (Sun)	11/27/2022 (Sun)	11/26/2023 (Sun)	12/01/2024 (Sun)	11/30/2025 (Sun)
College Inservice	09/20/2021 (Mon)	09/19/2022 (Mon)	09/18/2023 (Mon)	09/16/2024 (Mon)	09/15/2025 (Mon)
Pathways Inservice	09/21/2021 (Tue)	09/20/2022 (Tue)	09/19/2023 (Tue)	09/17/2024 (Tue)	09/16/2025 (Tue)
SAC Inservice	09/23/2021 (Thu)	09/22/2022 (Thu)	09/21/2023 (Thu)	09/19/2024 (Thu)	09/18/2025 (Thu)
	10/27/2021 (Wed)	10/26/2022 (Wed)	10/25/2023 (Wed)	10/30/2024 (Wed)	10/29/2025 (Wed)
Holidays	11/11/2021 (Thu)	11/11/2022 (Fri)	11/10/2023 (Fri)	11/11/2024 (Mon)	11/11/2025 (Tue)
	11/25/2021 (Thu)	11/24/2022 (Thu)	11/23/2023 (Thu)	11/28/2024 (Thu)	11/27/2025 (Thu)
	11/26/2021 (Fri)	11/25/2022 (Fri)	11/24/2023 (Fri)	11/29/2024 (Fri)	11/28/2025 (Fri)

Winter Term	2021-22	2022-23	2023-24	2024-25	2025-26
Teaching Days	54	54	54	54	54
Classes Begin	01/10/2022 (Mon)	01/09/2023 (Mon)	01/08/2024 (Mon)	01/06/2025 (Mon)	01/05/2026 (Mon)
Classes End	03/27/2022 (Sun)	03/26/2023 (Sun)	03/24/2024 (Sun)	03/23/2025 (Sun)	03/22/2026 (Sun)
Final Grades Due (5:00pm)	03/28/2022 (Mon)	03/27/2023 (Mon)	03/25/2024 (Mon)	03/24/2025 (Mon)	03/23/2026 (Mon)
Non-Contract Day	01/17/2022 (Mon)	01/16/2023 (Mon)	01/15/2024 (Mon)	01/20/2025 (Mon)	01/19/2026 (Mon)
Holidays	01/17/2022 (Mon)	01/16/2023 (Mon)	01/15/2024 (Mon)	01/20/2025 (Mon)	01/19/2026 (Mon)

Spring Term	2021-22	2022-23	2023-24	2024-25	2025-26
Teaching Days	53	53	53	53	53
Classes Begin	04/04/2022 (Mon)	04/03/2023 (Mon)	04/01/2024 (Mon)	03/31/2025 (Mon)	03/30/2026 (Mon)
Classes End	06/19/2022 (Sun)	06/18/2023 (Sun)	06/16/2024 (Sun)	06/15/2025 (Sun)	06/14/2026 (Sun)
Final Grades Due (5:00pm)	06/20/2022 (Mon)	06/19/2023 (Mon)	06/17/2024 (Mon)	06/16/2025 (Mon)	06/15/2026 (Mon)
SAC Inservice	04/26/2022 (Tue)	04/25/2023 (Tue)	04/30/2024 (Tue)	04/29/2025 (Tue)	04/28/2026 (Tue)
Holidays	05/30/2022 (Mon)	05/29/2023 (Mon)	05/27/2024 (Mon)	05/26/2025 (Mon)	05/25/2026 (Mon)
Commencement	06/17/2022 (Fri)	06/16/2023 (Fri)	06/14/2024 (Fri)	06/13/2025 (Fri)	06/12/2026 (Fri)

Summer Term	2021-22	2022-23	2023-24	2024-25	2025-26
Teaching Days	54	54	54	54	54
Classes Begin	06/27/2022 (Mon)	06/26/2023 (Mon)	06/24/2024 (Mon)	06/23/2025 (Mon)	06/22/2026 (Mon)
Classes End	09/11/2022 (Sun)	09/10/2023 (Sun)	09/08/2024 (Sun)	09/07/2025 (Sun)	09/06/2026 (Sun)
Final Grades Due (5:00pm)	09/12/2022 (Mon)	09/11/2023 (Mon)	09/09/2024 (Mon)	09/08/2025 (Mon)	09/07/2026 (Mon)
Holidays	06/20/2022 (Mon)	06/19/2023 (Mon)	06/19/2024 (Wed)	06/19/2025 (Thu)	06/19/2026 (Fri)
	07/04/2022 (Mon)	07/04/2023 (Tue)	07/04/2024 (Thu)	07/04/2025 (Fri)	07/03/2026 (Fri)
	09/05/2022 (Mon)	09/04/2023 (Mon)	09/02/2024 (Mon)	09/01/2025 (Mon)	09/07/2026 (Mon)

April 21, 2022

22-114

APPROVAL OF CONTRACT FOR DR. ADRIEN BENNINGS
AS PRESIDENT OF PORTLAND COMMUNITY COLLEGE

PREPARED BY: Jennifer de Laix, Interim Associate Vice President, Human Resources

APPROVED BY: Mohamed Alyajouri, Chair, Board of Directors

REPORT: The Chairperson of the Board recommends adoption of the following resolution: The Board has conducted a national search to find a President. The Board has agreed that Dr. Adrien Bennings has exhibited outstanding talents in academic leadership, community partnerships, fundraising and administration.

RECOMMENDATION: That the Board of Directors retain the services of Dr. Adrien Bennings as president of Portland Community College beginning July 1, 2022. That the Board execute an employment contract with Dr. Bennings with the following terms: the contract shall be for three years, with a base salary of \$293,880 through June 30, 2025; salary for subsequent years to be determined by the Board; an automobile allowance of \$18,000 annually; and a general expense allowance of \$12,000 annually. The College shall provide a supplemental term life insurance policy of \$500,000. The President shall be entitled to other benefits available to other College Administrative staff as approved by the Board and provided in the contract.

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.