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PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting

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May 19, 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

May 19, 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.

5:00 PM **EXECUTIVE SESSION** In accordance with ORS 192.660 (2), 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.

5:45 PM **WORK SESSION**

- [GO Bond 2022 Planning Update](#): Sylvia Kelley and Eric Blumenthal (15 minutes)
- [Strategic Planning Update](#)—Sara Rose Evans (10 minutes) Q & A

6:15 PM **BREAK**

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

- Land Acknowledgment
- Approval of Agenda—May 19, 2022
- Approval of Minutes— April 21, 2022

6:35 PM **RECOGNITION**

- Retirement Recognition—Diedre Cain (44 years)
- National Institute for Staff and Organizational Development (NISOD) Awardees
- All-Oregon Academic Team

6:55 PM **PRESIDENT'S UPDATES**

- President's Preferred Future Council
- COVID Update
- Kudos
- Announcements
- Updates
- Other

7:20 PM **INFORMATION SESSIONS**

DELIVERY: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem and **WORKFORCE:** Respond to community and workforce needs by developing a culture of agility

- Limelight on Learning: Virtual Reality in a literal classroom -- Robert Victorino, EMSP AP/Clinical Coordinator (15 minutes)

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

- OEI Update—Dr. Traci Fordham (10 minutes-Q & A)
 - [Recording](#) and [Presentation](#)

ENTERPRISE: Cultivate a long-term sustainable college enterprise

- General Fund: [Budget Planning Update](#)—Eric Blumenthal, Dina Farrell and Tom Andrews (20 minutes)
- [Student Governance](#)--Josh Peters-McBride, Berto Cerrillo, and Mohasin Manab (15 minutes)
 - [Recording](#) and [Presentation](#) and [Student Presentation](#)

8:20 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.

8:35 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> |
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| 22-115 Approval of Personnel Actions— May 19, 2022 | 242 |
| Academic Professional Appointments: | |
| Kimberly Alvarez, Enrollment Services Coordinator, Student Affairs | |
| Arisbeth Garcia Delgado, Academic Advising Specialist, Teacher Connect (Non-General Fund Temporary) | |
| Abby Grewatz, Enrollment Services Coordinator, Student Affairs | |
| Jennifer Lucas, Alternate Media Coordinator, Disability Services | |
| Lizbeth Mota, Academic Advising Specialist, Student Affairs (Temporary) | |
| Ana Rau, Major Gift Officer, PCC Foundation (NonGeneral Fund) | |
| Administrative Appointments: | |
| Justin Brewster, Library Supervisor, Academic Affairs Administrative Appointment (Temporary) | |
| Sarah Gaskins, Program Dean, Math, Academic Affairs (Temporary) | |

Courtney Gaynor, Director of Accelerated Credit, Student Affairs
 Anne Haberkern, Dean of Teaching, Learning and Curricular Innovation, Academic Affairs
 Ivan Kidoguchi, Online Division Manager, Instructional Quality, Academic Affairs
 Chon Madrigal, High School Programs Operations Manager, Student Affairs (Temporary)
 Celisse Randolph, Manager of New Student Engagement, Student Affairs (Temporary)
Faculty Appointments:
 Thea Prieto, Instructor, English (2-Term Daily Rate) Academic Affairs (Temporary)

RETIREEES

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| 22-116 | Commendation of Retiring Employee - Diedre Cain (44 Years)..... | 248 |
| 22-117 | Commendation of Retiring Employee - Susan Mann (14 Years)..... | 249 |
| 22-118 | Commendation of Retiring Employee – Kathryn Thompson (21 Years)..... | 250 |

BIDS AND CONTRACTS

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| 22-119 | Contract Approval for Chrome River Travel and Expense Management for Ellucian | 251 |
| 22-120 | Contract Approval for On-Demand Talent Management System to Cornerstone..... | 252 |

BOARD

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| 22-121 | Redistrict Portland Community College Board Member Electoral Districts (“Zones”) | 254 |
| 22-122 | Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon Calling A Measure Election for Not to Exceed \$450,000,000 Of General Obligation Bonds; Approving A Ballot Title and Designating an Authorized Representative; Delegating the Submission of the Ballot Title and Related Matters..... | 256 |
| 22-123 | Appointment of Delegates to Attend the Association of Community College Trustees (ACCT) 2022 Community College Annual Leadership Congress in New York, New York from October 26-29, 2022 | 260 |
| 22-124 | Approval of Delegates to Attend the Association of Community College Trustees (ACCT) 2022 New Trustee Governance Leadership Institute In Washington DC from August 4-6, 2022 | 261 |

8:40 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.

8:55 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

9:15 PM

ADJOURNMENT

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

April 21, 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 employment of a public official and litigation.

WORK SESSION

Board members received information on Political Activity from Jeff Condit, a planning update on the bond campaign and discussed the 2022-2023 Board Schedule.

**PUBLIC HEARING ON PROPOSALS FOR BOUNDARIES
OF PCC ELECTORAL DISTRICTS**

2020 Census Redistricting Study

- Ethan Sharygin, Director, PSU Population Research Center provided more information for options on electoral district boundaries.

Public Comment

- None

BUSINESS SESSION

Chair Alyajouri called the Business Meeting to order at 6:41 pm and shared the Land Acknowledgement.

The April 21, 2022 agenda was approved as published. Penson/Saltzman

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Saltzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

APPROVAL OF THE MINUTES

March 17, 2022 and April 4, 2022 minutes were approved as posted. Wilson/Penson

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Saltzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

PRESIDENT'S UPDATES

President Mitsui provided a few Kudos for Colleagues, information on a recent federal visit, details of the most recent survey on PCC COVID protocols and CCSF Updates.

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

ENTERPRISE: Cultivate a long-term sustainable college enterprise
IT Annual Report—Michael Northover

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Chair Alyajouri proposed approval of Resolutions 22-101 through 22-114. Wilson/Saltzman

Alyajouri – Yes

Penson – Yes

Wilson – Yes

Bussell – Yes

Salzman – Yes

Cremona Wagner - Yes

Sonnleitner – Yes

PUBLIC COMMENT ON NON-AGENDA ITEMS

Vincent Blanco

Hazard Pay for Custodians while using Clorox360

Katie Backus

The decision to close the PCC Swim Pools

Kathryn Millett

PCC Sylvania Pool closure

Mike Guthrie

PCC Pool issue

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 8:32 pm.

Mohamed Alyajouri, Chair

Mark Mitsui, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on May 19, 2022

May 19, 2022

22-115

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– **Kimberly Alvarez**

Enrollment Services Coordinator

Student Affairs

Annual Salary: \$53,416

Grade: 4

Step: 1

Effective: May 9, 2022

Applicant Flow:

Gender

Ethnicity

26 Female

0 American Indian or Alaska Native

14 Male

4 Asian

3 Not Disclosed

4 Black or African American

9 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

6 Not Disclosed

4 Two or More Selections

16 White

43 Total

Academic Professional Appointment (Non-General Fund Temporary)– **Arisbeth Garcia**

Delgado

Academic Advising Specialist

Teacher Connect

Annual Salary: \$50,200 Grade: 3 Step: 1
Effective: March 21, 2022 to June 31, 2022
Applicant Flow:

| Gender | | Ethnicity | |
|--------|---------------|-----------|---|
| 21 | Female | 0 | American Indian or Alaska Native |
| 7 | Male | 2 | Asian |
| 3 | Not Disclosed | 3 | Black or African American |
| | | 3 | Hispanic/Latino |
| | | 0 | Native Hawaiian or Other Pacific Islander |
| | | 3 | Not Disclosed |
| | | 2 | Two or More Selections |
| | | 18 | White |
| | | <hr/> 31 | Total |

Academic Professional Appointment– Abby Grewatz

Enrollment Services Coordinator

Student Affairs

Annual Salary: \$55,335 Grade: 4 Step: 2
Effective: May 9, 2022
Applicant Flow:

| Gender | | Ethnicity | |
|--------|---------------|-----------|---|
| 26 | Female | 0 | American Indian or Alaska Native |
| 14 | Male | 4 | Asian |
| 3 | Not Disclosed | 4 | Black or African American |
| | | 9 | Hispanic/Latino |
| | | 0 | Native Hawaiian or Other Pacific Islander |
| | | 6 | Not Disclosed |
| | | 4 | Two or More Selections |
| | | 16 | White |
| | | <hr/> 43 | Total |

Academic Professional Appointment– Jennifer Lucas

Alternate Media Coordinator

Disability Services

Annual Salary: \$53,416 Grade: 4 Step: 1
Effective: April 14, 2022
Applicant Flow:

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

| | |
|-------|------------------------|
| 0 | Two or More Selections |
| 2 | White |
| <hr/> | |
| 2 | Total |

Administrative Appointment– Courtney Gaynor

Director of Accelerated Credit

Student Affairs

Annual Salary: \$90,611

Grade: M

Effective: April 25, 2022

Applicant Flow:

Gender

Ethnicity

| | | | |
|----|---------------|-------|---|
| 10 | Female | 0 | American Indian or Alaska Native |
| 13 | Male | 2 | Asian |
| 1 | Not Disclosed | 4 | Black or African American |
| | | 2 | Hispanic/Latino |
| | | 0 | Native Hawaiian or Other Pacific Islander |
| | | 3 | Not Disclosed |
| | | 2 | Two or More Selections |
| | | <hr/> | |
| | | 11 | White |
| | | 24 | Total |

Administrative Appointment – Anne Haberkern

Dean of Teaching, Learning and Curricular Innovation

Academic Affairs

Annual Salary: \$130,670

Grade: O

Effective: April 22, 2022

Applicant Flow: Re-organization

Administrative Appointment– Ivan Kidoguchi

Online Division Manager, Instructional Quality

Academic Affairs

Annual Salary: \$104,866

Grade: N

Effective: May 2, 2022

Applicant Flow:

Gender

Ethnicity

| | | | |
|----|---------------|-------|---|
| 17 | Female | 1 | American Indian or Alaska Native |
| 23 | Male | 2 | Asian |
| 2 | Not Disclosed | 2 | Black or African American |
| | | 1 | Hispanic/Latino |
| | | 1 | Native Hawaiian or Other Pacific Islander |
| | | 3 | Not Disclosed |
| | | 4 | Two or More Selections |
| | | <hr/> | |
| | | 28 | White |
| | | 42 | Total |

Administrative Appointment (Temporary)– Chon Madrigal

High School Programs Operations Manager
Student Affairs

Annual Salary: \$69,700 Grade: I
Effective: March 21, 2022 to June 30, 2023
Applicant Flow: Direct Appointment

Administrative Appointment (Temporary)– Celisse Randolph

Manager of New Student Engagement
Student Affairs

Annual Salary: \$91,500 Grade: L
Effective: May 9, 2022

Applicant Flow:

| Gender | | Ethnicity | |
|--------|---------------|-----------|---|
| 69 | Female | 0 | American Indian or Alaska Native |
| 18 | Male | 5 | Asian |
| 4 | Not Disclosed | 10 | Black or African American |
| | | 8 | Hispanic/Latino |
| | | 0 | Native Hawaiian or Other Pacific Islander |
| | | 7 | Not Disclosed |
| | | 7 | Two or More Selections |
| | | 54 | White |
| | | 91 | Total |

Faculty Appointment (Temporary)– Thea Prieto

Instructor, English (2-Term Daily Rate)
Academic Affairs

Annual Salary: \$48.17/hour Step: 2
Effective: April 2, 2022 to June 20, 2022
Applicant Flow: Article 3.64 Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN THE MAY 19, 2022 PERSONNEL REPORT**

| | | | |
|---------------|----|----------------------------------|----|
| Female | 11 | American Indian/Alaskan Native | 1 |
| Male | 3 | Asian | 1 |
| Not Disclosed | 0 | Black or African American | 2 |
| | 14 | Hispanic/Latino | 2 |
| | | Native Hawaiian/Pacific Islander | 0 |
| | | Not Disclosed | 1 |
| | | Two or More Selections | 0 |
| | | White | 7 |
| | | | 14 |

May 19, 2022

22-116

COMMENDATION OF RETIRING EMPLOYEE - DIEDRE
CAIN (44 YEARS)

PREPARED BY: Michelle 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: Diedre Cain has performed faithfully in her duties as Full-time Instructor, IndoChinese Refugee Prg., Instructor, Drafting, Instructor, Refugee ESL Program and Instructor, English Second Language for Portland Community College since July 31, 1978. She retires effective June 19, 2022.

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

May 19, 2022

22-117

COMMENDATION OF RETIRING EMPLOYEE -
SUSAN MANN (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: Susan Mann has performed faithfully in her duties as Full-time Faculty for Portland Community College since August 21, 2008. She retires effective June 30, 2022.

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

May 19, 2022

22-118

COMMENDATION OF RETIRING EMPLOYEE -
KATHRYN THOMPSON (21 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: Kathryn Thompson has performed faithfully in her duties as Instructional Support Technician III for Portland Community College since February 15, 2001. She retires effective June 13, 2022.

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

May 19, 2022

22-119

CONTRACT APPROVAL FOR CHROME RIVER TRAVEL
AND EXPENSE MANAGEMENT FOR ELLUCIAN

PREPARED BY: Michael Mathews, Purchasing Manager, Financial Services

FINANCIAL
RESPONSIBILITY: Jim Crofts, Division Manager Finance II, Finance

APPROVED BY: Dina Farrell, Associate Vice President, Finance
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: Ellucian, Chrome River cloud software is used by Accounts Payable for Travel and Expense Management.

The College's existing contract with Ellucian, for Chrome River cloud software will expire on June 30, 2022.

The Community College Rules of Procurement CCR.212 allow for the purchase of proprietary software without additional competition. Ellucian is the sole provider of the Chrome River cloud software.

The term of the contract renewal will be for 3 years, commencing July 1, 2022.

Year 1 \$57,750; Year 2 \$60,638; Year 3 \$63,669

No firms are registered with the Oregon COBID office to support this contract.

RECOMMENDATION: That the Board of Directors authorizes the College to enter into a contract renewal with Ellucian for the sum over 3 years of \$182,057.00, General Fund.

May 19, 2022

22-120

CONTRACT APPROVAL FOR ON-DEMAND TALENT
MANAGEMENT SYSTEM, CORNERSTONE

PREPARED BY: Michael Mathews, College Purchasing Manager,
Financial Services

FINANCIAL
RESPONSIBILITY: Jennifer de Laix, Interim Associate Vice President,
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; Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem

REPORT: Cornerstone OnDemand Talent Management system and
software is used by Human Resources for Basic Training,
Onboarding and Recruiting. These services are needed
in order to comply with accreditation standards

Cornerstone OnDemand includes Banner integration with
the college's recruitment services, performance
assessments, the learning suite and integration with
LinkedIn Learning (formerly Lynda.com).

The College's existing contract with Cornerstone
OnDemand will expire on June 30, 2022, there is an
option to renew for two (2) additional one (1) year
periods.

Year 1 \$113,567.50; Year 2 \$113,567.50;
Year 3 \$113,567.50

Pursuant to the College Public Contracting Rule PCC-47-
0275, Sole Source, (1) The determination was made that
the services required for the exchange of software for
talent management was available from only one source
and (2) Public Notices were published in the Daily

Journal of Commerce on Friday, March 23, 2018. The protest period expired at 4:00 pm on March 30, 2018. No affected person protested. In addition, the Community College Rules of Procurement CCR.212 allow for the purchase of proprietary software without additional competition.

No firms are registered with the Oregon COBID office to support this contract.

RECOMMENDATION: That the Board of Directors authorizes the College to enter into a contract renewal for two (2) additional one (1) year periods with Cornerstone OnDemand for the sum over 3 years of \$340,702.50, General Fund.

May 19, 2022

22-121

REDISTRICT PORTLAND COMMUNITY COLLEGE
BOARD MEMBER ELECTORAL DISTRICTS ("ZONES")

PREPARED BY: Eric Blumenthal, Vice President, Finance and
Administration

APPROVED BY: Mark Mitsui, President

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

REPORT: ORS 341.175 provides that Oregon Community Colleges
"shall adjust the boundaries of zones established within a
district as necessary to make them as nearly equal in
population as is feasible according to the latest federal
census." PCC requested from the Portland State
University Population Research Center ("PRC") a
Redistricting Study and Proposal for two scenarios for
new boundaries for its board member electoral districts
(“zones”) that meet the ORS requirements, which is
required every 10 years after the release of US Census
data. County Election Offices need sufficient time to
implement the new boundaries and the redistricting
process must be completed prior to the first date a board
candidate can file for the May 16, 2023 Special District
Election.

The decision about where the new boundaries fall is a
decision of the PCC Board of Directors. To aid the Board,
the PRC developed a Geographic Information System
(GIS) workflow to (1) determine the current population of
each board member zone and the total population of the
district and (2) adjust boundaries of the current districts
so as to make zones as equal in population as feasible,
and such that the spread between the lowest and highest
population zones is under 10%. The PRC presented the
Board with two options on how the zone boundaries
could be redrawn. The first proposal, "Plan A" attempts to
preserve the current boundaries as much as possible,
"Plan B" reconfigures board member zones more
significantly along school district and neighborhood
boundaries. These options were presented by the PRC at
the Board work session in March 2022. A public hearing

was held at the April 21, 2022 Board Meeting. No public comment was provided during the hearing.

RECOMMENDATION: That the Board adopt Plan B for redistricting the board member electoral districts given that a primary objective of the redistricting is to reconfigure board member zones to better align with school district and neighborhood boundaries and no contrary public comment was received at the April 21, 2022 public hearing.

May 19, 2022

22-122

PORTLAND COMMUNITY COLLEGE, MULTNOMAH,
CLACKAMAS, COLUMBIA, YAMHILL AND
WASHINGTON COUNTIES, OREGON CALLING A
MEASURE ELECTION FOR NOT TO EXCEED
\$450,000,000 OF GENERAL OBLIGATION BONDS;
APPROVING A BALLOT TITLE AND DESIGNATING
AN AUTHORIZED REPRESENTATIVE; DELEGATING
THE SUBMISSION OF THE BALLOT TITLE AND
RELATED MATTERS

PREPARED BY: Eric Blumenthal, Vice President, Finance and
Administration

FINANCIAL
RESPONSIBILITY: Eric Blumenthal, Vice President, Finance and
Administration

APPROVED BY: Mark Mitsui, President

REPORT: The District is authorized pursuant to the Constitution
and Statutes of the State of Oregon, specifically Oregon
Revised Statutes Chapters 341 and 287A to issue
general obligation bonds for capital costs.

The District adopts this resolution, subject to voter
approval, to authorize the District to contract bonded
indebtedness to provide funds to finance the costs of
the Project and pay bond issuance costs.

RECOMMENDATION: That the Board of Education adopts Resolution 22-122
as specified in Exhibit A to call a measure election for
November 8, 2022 and delegate submission of the
ballot title and explanatory statement.

A RESOLUTION OF PORTLAND COMMUNITY COLLEGE, MULTNOMAH, CLACKAMAS, COLUMBIA, YAMHILL AND WASHINGTON COUNTIES, OREGON, CALLING A MEASURE ELECTION TO SUBMIT TO THE ELECTORS OF THE DISTRICT THE QUESTION OF CONTRACTING GENERAL OBLIGATION BONDED INDEBTEDNESS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$450,000,000 TO FINANCE CAPITAL COSTS; AND RELATED MATTERS.

RECITALS

A. The Board of Education (the "Board") of Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon, (the "District") has determined that a need exists for the District to finance capital costs, as more fully described in the notice of measure election attached hereto as Exhibit B (the "Project") and pay bond issuance costs; and

B. The costs of the Project and issuance costs are estimated to be not more than \$450,000,000; and

C. The District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures it may make from its general funds on the Project from the proceeds of voter-approved general obligation bonds which may be issued as tax-exempt obligations or qualified tax credit bonds; and

D. ORS 341.675, as amended, authorizes the District, subject to voter approval, to contract bonded indebtedness to provide funds to finance the costs of the Project and to pay bond issuance costs.

RESOLUTION

The Board of Education of Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon, resolves as follows:

1. The measure election is hereby called for the purpose of submitting to the electors of the District the question of contracting general obligation bonded indebtedness in the name of the District in an amount not to exceed \$450,000,000 (the "Bonds"). Bond proceeds will be used to finance the Project and pay all Bond issuance costs. The Bonds shall mature over a period of not more than sixteen (16) years from the date of issue and may be issued in one or more series.

2. The measure election hereby called shall be held in the District on the 8th day of November, 2022. As authorized by the County Clerks of Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon, and the Oregon Secretary of State, the election shall be conducted by mail pursuant to ORS 254.465 and 254.470.

3. The District authorizes the College President or Vice President of Finance and Administration (each an “Authorized Representative”) or his/her designee to submit the final ballot title and explanatory statement and to take such further action as is necessary to carry out the intent and purposes herein in compliance with the applicable provisions of law.

4. The Authorized Representative shall cause Form SEL 805 to be delivered to the Election Officer of Multnomah County, Oregon (the “Election Officer”) not later than August 19, 2022 (eighty-one (81) days prior to the election date). The Authorized Representative shall also cause to be delivered to the Election Officer, Form SEL 803 Notice of Measure Election (the “Notice”) in substantially the form of, attached hereto as Exhibit B, which shall be approved and filed by the Authorized Representative of the District, not later than September 8, 2022 (sixty-one (61) days prior to the election date).

5. The District hereby declares its official intent pursuant to Treasury Regulation Section 1.150-2 to reimburse itself with the proceeds of the Bonds for any of the Expenditures incurred by it prior to the issuance of the Bonds.

6. The law firm of Hawkins Delafield & Wood LLP, is hereby appointed to serve as Bond Counsel with respect to the issuance of the Bonds. Piper Sandler is hereby appointed to serve as Underwriter or Placement Agent. The District will pay the fees and expenses of Bond Counsel and the Underwriter/Placement Agent from Bond proceeds.

ADOPTED by the Board of Education of Portland Community College, Multnomah, Clackamas, Columbia, Yamhill and Washington Counties, Oregon this 19th day of May, 2022.

**PORTLAND COMMUNITY COLLEGE,
MULTNOMAH, CLACKAMAS, COLUMBIA,
YAMHILL AND WASHINGTON COUNTIES,
OREGON**

By: _____
Mohamed Alyajouri
Chair, Board of Education

ATTEST:

By: _____
Mr. Mark Mitsui, District President

EXHIBIT B

NOTICE OF MEASURE ELECTION

PORTLAND COMMUNITY COLLEGE MULTNOMAH, CLACKAMAS, COLUMBIA, YAMHILL AND WASHINGTON COUNTIES, OREGON

CAPTION: (10 WORD LIMIT)

Bonds to construct job training space, improve classrooms, safety, technology

QUESTION: (20 WORD LIMIT)

Shall Portland Community College renovate and modernize facilities, estimated to maintain current tax rate by issuing \$450 million in bonds? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

SUMMARY: (175 WORD LIMIT)

Measure authorizes up to \$450 million in principal amount of general obligation bonds for facilities and equipment. Measure not expected to increase tax rates above previous targets, because outstanding debt is scheduled to decline.

If approved, this measure would finance capital costs, including:

- Updated classrooms, technology, facilities, equipment to provide students with modern higher education and job training spaces, including flexible hybrid learning options.
- Improved accessibility for people with disabilities.
- Increased facility lifespan and efficiency through ventilation system upgrades, plumbing, electrical.
- Improved campus safety, lighting, transit stops.
- Expanded career technical education facilities in Washington County.
- Rebuilt/modernized Rock Creek, Sylvania facilities/classrooms.
- Site improvements, demolition, furnishing, equipping, acquiring land, bond issuance costs.

Regular audits to ensure funds are used as intended. Bonds may be issued in one or more series, with each series maturing in 16 years or less. Bond cost estimated to maintain fiscal year 2022 rate of 40 cents per \$1,000 of assessed value. Actual rates may differ and depend on interest rates incurred and assessed value growth.

May 19, 2022

22-123

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2022 COMMUNITY COLLEGE
ANNUAL LEADERSHIP CONGRESS IN NEW YORK,
NEW YORK FROM OCTOBER 26-29, 2022

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

APPROVED BY: Mark Mitsui, President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT Leadership Congress in New York NY from October 26-29, 2022.

RECOMMENDATION: That the Board of Directors appoint Mohamed Alyajouri, Tiffani Penson, Michael Sonnleitner and Kristi Wilson as delegates to represent the College at the ACCT Leadership Congress.

May 19, 2022

22-124

APPROVAL OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2022 NEW TRUSTEE
GOVERNANCE LEADERSHIP INSTITUTE IN
WASHINGTON DC FROM AUGUST 4-6, 2022

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

APPROVED BY: Mark Mitsui, President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the 2022 New Trustee Governance Leadership Institute in Washington DC from August 4-6, 2022.

RECOMMENDATION: That the Board of Directors approve Kristi Wilson for travel to the 2022 New Trustee Governance Leadership Institute.

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.