



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting



April 20, 2023



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.

Board of Directors Goals 2022-2023

Belonging

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

- Monitor the recruitment, hiring, and retention of employees of color.
- Monitor the awarding of contracts to D/M/W/ESB/SDV companies.
- Integrate diversity, equity, and inclusion into its policymaking processes and all
- board functions.
- Support a people-centered approach to the well-being of students and staff.

Delivery

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

- Monitor semiannual performance on 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.).
- Support the president in Workplace Transformation.

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.
- Support successful on-boarding of the president.
- Engage in strategic advocacy with city, county, regional, state, and federal governments.
- Support successful passage for the 2022 Bond Measure.
- Engage in Board development by participating in evaluations, professional development, and training.
- Support the strategies around the accreditation recommendations and actively contribute to a successful accreditation cycle.

Workforce

Strategic Goal: Advocate for workforce development.

- Understand strategic-level workforce data to support the alignment of pathways to close talent and opportunity gaps and move students into quality, livable wage careers, increasing economic mobility.
- Advocate for and support state and federal investments in community colleges to promote equitable workforce development.

The PCC Board of Directors Working Agreement:

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

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

April 20, 2023

[Sylvania Campus](#), 12000 SW 49th Avenue, Portland, OR 97219

Streaming Link: <https://portlandcc.zoom.us/j/99014644942>

Or Telephone: +1 346 248 7799 or +1 669 444 9171 or
+1 669 900 6833 or +1 719 359

Webinar ID: 990 1464 4942

AGENDA

3:30 PM **EXECUTIVE SESSION** in accordance with ORS 192.660 (2) (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.

4:00 PM **WORK SESSION** Oak/Elm Rooms

- [Housing Initiatives at Portland Community College](#) (Belonging)
- 2023-2024 Board Schedule

5:00 PM **DINNER** (*Invite Only*)

6:00 PM **CONVENE AS COLLEGE BUDGET COMMITTEE**

CC Building, Rooms 233 A/B

- Public Hearing to Approve the Proposed Budget for FY 2023-2025 Biennium in accordance with ORS 294.406 (1)
 - [Budget Presentation](#) - Proposed Budget for the 2023-2025 Biennium—Dr. Adrien Bennings, Eric Blumenthal, Dina Farrell, Tom Andrews
 - Public Comment
 - 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](#). Deadline for signups: Wednesday, April 19 at 5:00 pm.
 - 23-128 Approval of the Portland Community College Proposed Budget and the Property Tax Levies for the 2023-2025 Biennium248

6:30 PM **ADJOURN COLLEGE BUDGET COMMITTEE**

6:45 PM **BUSINESS SESSION** CC Building, Rooms 233 A/B
Call to Order

- Land Acknowledgment
- Approval of Agenda —April 20, 2023

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- Approval of Minutes — March 16, 2023

6:50 PM

RECOGNITION

- Portland Business Journal CTO of the Year
- NCMPR Paragon Awards

6:55 PM

1TT1 SPOTLIGHT

- Bee Campus/Tree Campus
- Learning Gardens
- Administrative Professionals

7:10 PM

PRESIDENT'S UPDATES

- President's Report
- [Personnel Report](#)

7:30 PM

INFORMATION SESSIONS

Enterprise: Cultivate a long-term sustainable college enterprise

- [2023 Information Technology Update](#)—Michael Northover, CIO, Information Technology

7:50 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. Deadline for signups: Wednesday, April 19 at 5:00 pm.

8:05 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 act on the item in question.)

PERSONNEL

23-129 Commendation for Retiring Employee-
Lorraine Schmitt (22 Years)254

Continuous Appointments:

23-130 Faculty255

23-131 Academic Professional256

23-132 Administration257

CONTRACTS

23-133 Contract Approval for Computers for the Sylvania
Campus Health Technologies Project with
Dell Technologies258

23-134 Increase Contract Value with Buildscape, LLC for
Cascade Campus Restroom Upgrades.....259

23-135 Contract Approval for Kitchen Equipment for the
Sylvania Campus Food Services with
Culinary Depot261

23-136 Increase Contract Value with Touchnet Information
Systems Inc for Food Services Point-Of-Sale
(POS) System262

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23-137	Authorization to Increase Contract Amount for Workplace Change	263
23-138	Authorization to Contract with Secured for Gencyber Cybersecurity Training	265

8:10 PM

PUBLIC COMMENT ON NON-AGENDA ITEMS

Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link. Deadline for signups: Wednesday, April 19 at 5:00 pm.

8:25 PM

REPORTS

- Student Update—Suzan Nuri, 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

8:45 PM

ADJOURNMENT

Portland Community College
PO BOX 19000, Portland, Oregon 97280

March 16, 2023

BOARD MEETING MINUTES

ATTENDANCE

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

WORK SESSION/DINNER

The Board of Directors met in Work Session to discuss [FY 2023-2025 Budget Scenario Planning/Tuition & Fee Update](#) (Enterprise). Being short on time the Housing Initiatives (Belonging) presentation was moved to the April board meeting.

BUSINESS SESSION

Chair Penson called the Business Meeting to order at 6:33 pm and shared the Land Acknowledgement.

The March 16, 2023 agenda was approved as published. Saltzman/Cremona Wagner

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

The February 16, 2023 minutes were approved as published. Saltzman/Cremona Wagner

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

RECOGNITION

Dr. Bennings recognized the Procurement teams in Finance and Planning & Capital Construction for [National Procurement Month](#). There was also a special presentation from the President and Board to recognize Student Board Member Lauren Riddle for her service. She will resign her board role effective immediately.

#1TT1

Dr. Bennings recognized [Classified Employee Appreciation Week](#) from March 6-10 at the college.

PRESIDENT'S UPDATES

Dr. Bennings provided college updates in her report, as well as highlights from the [Personnel Report](#).

INFORMATION SESSIONS

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

- [Basic Needs Support Update](#): Jaime Clarke, Lauren Smith and Josh Peters-McBride

Enterprise: Cultivate a long-term sustainable college enterprise

- [Tuition & Fee Update](#): Eric Blumenthal and Dina Farrell
- Procurement Report: Mike Mathews and Amy James Neel
 - [Purchasing](#)
 - [Planning and Capital Construction](#)

PUBLIC COMMENT ON AGENDA ITEMS

None

CONSENT AGENDA

Director Sonnleitner removed 23-127 from the Consent Agenda for amendment.

Chair Penson proposed approval of Resolutions 23-120 through 23-126.

Saltzman/Alyajouri

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

Motion to amend 23-127: Authorize Increase in Tuition for Credit Program Courses for the 2023-2024 and 2024-2025 to Academic Years (2023-2025 Biennium) to show a \$5 increase for international students rather than the \$10 proposed increase.

Cremona Wagner/Wilson

Alyajouri – No	Penson – No	Wilson – No
Bussell – No	Saltzman – No	
Cremona Wagner – No	Sonnleitner – Yes	

Motion to approve as published 23-127: Authorize Increase in Tuition for Credit Program Courses for the 2023-2024 and 2024-2025 to Academic Years (2023-2025 Biennium) Alyajouri/Wilson

Alyajouri – Yes	Penson – Yes	Wilson – Yes
Bussell – Yes	Saltzman – Yes	
Cremona Wagner – Yes	Sonnleitner – No	

PUBLIC COMMENT ON NON-AGENDA ITEMS

Emma Gray: General comments about racism at PCC: Via Zoom

Max Macias: Racism at PCC: [Written Testimony](#)

REPORTS

Reports were provided by Student Board Member Lauren Riddle on behalf of the District Student Council; and Frank Goulard, PCC Federation of Faculty and Academic Professionals (AFT Local 2277).

ADJOURNMENT

There being no further business, the meeting adjourned at 8:45 pm.

Tiffani Penson, Chair

Dr. Adrien L. Bennings, President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on April 20, 2023

April 20, 2023

23-128

APPROVAL OF THE PORTLAND COMMUNITY
COLLEGE PROPOSED BUDGET AND THE
PROPERTY TAX LEVIES FOR THE 2023-2025
BIENNIUM

PREPARED BY: Tom Andrews, Director, Budget Office

APPROVED BY: Dina Farrell, Associate Vice President, Finance
Eric Blumenthal, Executive Vice President, Administration and
Finance
Dr. Adrien L. Bennings, President

REPORT: The President has delivered her budget message and the budget document for the 2023-2025 Biennium to the Board of Directors of the Portland Community College District. The Board, acting as the Budget Committee of the College, has reviewed and completed the public input process on the Proposed Biennial Budget for 2023-2025 as required by ORS 294.428.

RECOMMENDATION: That the Board of Directors, acting as the Budget Committee of the College, approve the Portland Community College District Proposed Budget for the 2023-2025 Biennium, including the property tax levies for the next 2 years as outlined below, for submission to the Multnomah County Tax Supervising and Conservation Commission.

For the 1st year of the biennium period: July 1, 2023 to June 30, 2024:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed value of
properties within the District boundary
(*Constitutionally established by Ballot Measure 50)

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

Debt Service Fund \$61,183,618

For the 2nd year of the biennium period: July 1, 2024 to June 30, 2025:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed value of
properties within the District boundary
(*Constitutionally established by Ballot Measure 50)

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

Debt Service Fund \$66,400,771

APPROVED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS 20th DAY OF APRIL, 2023.

ATTEST:

APPROVED:

Dr. Adrien L. Bennings
President

Tiffani Penson, Chair
Board of Directors

Exhibit B**GENERAL FUND**Programs areas:

Office of the President	\$30,021,616
Finance & Administration	\$133,800,436
Academic Affairs	\$279,317,253
Student Affairs	\$70,189,076
Transfers	16,078,931
Contingency	<u>\$59,971,029</u>
TOTAL APPROPRIATIONS	\$589,378,341
Unappropriated Ending Fund Balance (see note)	<u>23,550,136</u>
TOTAL GENERAL FUND	<u><u>\$612,928,477</u></u>

CEU/CED FUND

Sylvania Campus	\$0
Cascade Campus	50,048
Workforce & Cmmtty Dev	11,612,854
Transfers	200,188
Contingency	<u>4,071,783</u>
TOTAL APPROPRIATIONS	15,934,873
Unappropriated Ending Fund Balance (see note)	<u>0</u>
TOTAL CEU/CED Fund	<u><u>15,934,873</u></u>

AUXILIARY FUND

Facilities Usage	\$1,693,539
Campus Activities	1,801,517
Sustainability Projects	200,000
Transfers	197,799
Contingency	<u>400,000</u>
TOTAL APPROPRIATIONS	\$4,292,855
Unappropriated Ending Fund Balance (see note)	<u>1,444,674</u>
TOTAL AUXILIARY FUND	<u><u>\$5,737,529</u></u>

CONTRACTS AND GRANTS FUND

State Grants	\$18,573,955
Federal Grants	22,163,730
Local Contracts	13,878,055
Transfers	3,375,590
Contingency	<u>3,522,920</u>
TOTAL APPROPRIATIONS	\$61,514,250
Unappropriated Ending Fund Balance (see note)	<u>\$0</u>
TOTAL CONTRACTS AND GRANTS FUND	<u><u>\$61,514,250</u></u>

STUDENT ACTIVITIES FUND

Civic Leadership Development	\$485,482
Student Engagement	\$1,489,128
Basic Needs & Sustainability Leadership	\$1,035,336
ASPCC Senate	\$520,566
Student Belonging & Wellbeing	\$1,239,760
Student Life & Leadership Initiatives	\$1,598,126
Contingency	\$718,670
TOTAL APPROPRIATIONS	\$7,376,994
Unappropriated Ending Fund Balance (see note)	\$0
TOTAL STUDENT ACTIVITIES FUND	\$7,376,994

Note: Unappropriated Ending Fund Balance is not an appropriation.

STUDENT FINANCIAL AID FUND

College Funded Programs	\$103,300
Federal Programs	146,092,150
State Programs	45,760,000
Short Term Student Loan Program	20,300
Transfers	258,734
Contingency	1,182,510
TOTAL APPROPRIATIONS	\$193,416,994
Unappropriated Ending Fund Balance (see note)	0
TOTAL STUDENT FINANCIAL AID FUND	<u>\$193,416,994</u>

CAPITAL PROJECTS FUND

Capital Outlay	9,645,000
Contingency	1,571,459
TOTAL APPROPRIATIONS	\$11,216,459
Unappropriated Ending Fund Balance (see note)	17,425,000
TOTAL CAPITAL PROJECTS FUND	<u>\$28,641,459</u>

CAPITAL CONSTRUCTION FUND

Sylvania Campus	\$61,259,130
Rock Creek Campus	\$16,733,299
Cascade Campus	\$5,821,519
Southeast Campus	\$243,681
District-wide Projects	\$75,593,956
Contingency	20,000,000
TOTAL APPROPRIATIONS	179,651,585
Unappropriated Ending Fund Balance (see note)	82,105,861
TOTAL CAPITAL CONSTRUCTION FUND	<u>\$261,757,446</u>

COLLEGE BOOKSTORE FUND

Bookstore Operations	\$12,658,393
Transfers	961,714
Contingency	2,017,548
TOTAL APPROPRIATIONS	\$15,637,655
Unappropriated Ending Fund Balance (see note)	0
TOTAL COLLEGE BOOKSTORE FUND	<u>\$15,637,655</u>

FOOD SERVICES FUND

Food Services Operations	\$7,781,798
Transfers	47,359
Contingency	740,751
TOTAL APPROPRIATIONS	\$8,569,908
Unappropriated Ending Fund Balance (see note)	\$0
TOTAL FOOD SERVICES FUND	<u>\$8,569,908</u>

Note: Unappropriated Ending Fund Balance is not an appropriation.

TRANSPORTATION & PARKING SERVICES FUND

Parking Operations	\$7,082,747
Transfers	214,825
Contingency	1,229,578
TOTAL APPROPRIATIONS	<u>\$8,527,150</u>
Unappropriated Ending Fund Balance (see note)	0
TOTAL PARKING OPERATIONS FUND	<u><u>\$8,527,150</u></u>

INTERNAL SERVICE-PERS\RESERVE FUND

Transfers	\$48,832,991
Contingency	\$0
Unappropriated Ending Fund Balance (see note)	14,735,800
TOTAL INTERNAL SERVICE-PERS\RESERVE	<u><u>\$63,568,791</u></u>

RISK MANAGEMENT FUND

Self Insurance & Risk Administration	\$13,318,456
Contingency	2,000,000
TOTAL APPROPRIATIONS	<u>\$15,318,456</u>
Unappropriated Ending Fund Balance (see note)	8,467,989
TOTAL RISK MANAGEMENT FUND	<u><u>\$23,786,445</u></u>

PRINT CENTER FUND

Print Center Operations	\$2,726,530
Transfers	94,230
Contingency	166,401
TOTAL APPROPRIATIONS	<u>\$2,987,161</u>
Unappropriated Ending Fund Balance (see note)	0
TOTAL PRINT CENTER FUND	<u><u>\$2,987,161</u></u>

EARLY RETIREMENT FUND

Personal Services	\$1,718,572
Contingency	\$500,000
TOTAL APPROPRIATIONS	<u>\$2,218,572</u>
Unappropriated Ending Fund Balance (see note)	\$901,256
TOTAL EARLY RETIREMENT FUND	<u><u>\$3,119,828</u></u>

DEBT SERVICE (GO Bonds) FUND

Debt Service	\$123,818,055
Unappropriated Ending Fund Balance (see note)	4,000,000
TOTAL DEBT SERVICE (GO Bonds) FUND	<u><u>\$127,818,055</u></u>

PERS DEBT SERVICE FUND

Debt Service	\$48,832,991
TOTAL PERS DEBT SERVICE FUND	<u><u>\$48,832,991</u></u>

Note: Unappropriated Ending Fund Balance is not an appropriation.

April 20, 2023

23-129

COMMENDATION FOR RETIRING EMPLOYEE-
LORRAINE SCHMITT (22 YEARS)

PREPARED BY: Melissa Morton, Total Rewards Specialist, Human Resources

APPROVED BY: Dr. Adrien L. Bennings, 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: Lorraine Schmitt has performed faithfully in her duties as Executive Dean of Instructional & Student Affairs Innovation and Technology, and Dean, Distance Education for Portland Community College since April 29, 1994. She retires effective June 23, 2023.

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

April 20, 2023

23-130

CONTINUOUS APPOINTMENT: FACULTY

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

APPROVED BY: Dr. Adrien L. Bennings, President

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

REPORT: The President RECOMMENDS that the following Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2023:

RECOMMENDATION:	<u>Continuous Appointments</u>	<u>Job Title</u>
	Emmanuel Tachu	Instr/Comp Info System
	Elvira Bessarab	Instr/Opthal Med Tech
	Rebekah Spencer-Sims	Instr/Phys Ed Veronica
	Vichit-Vadakan	Ref Librarian
	Sofia Khan	Counselor
	Michelle Huss	Instr/Biology

April 20, 2023

23-131

CONTINUOUS APPOINTMENT: ACADEMIC
PROFESSIONAL

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

APPROVED BY: Dr. Adrien L. Bennings, President

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

REPORT: The President RECOMMENDS that the following Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2023:

RECOMMENDATION:	<u>Continuous Appointments</u>	<u>Job Title</u>
	Kali Giaritta	Coord/Education
	Beth Gebstadt	Grants Officer Post Award
	Naomi Brown	Spec/Employment
	Gina Loschiavo	Coord/Student Cond & Comm
	Katie Brunell	Coord/Intl Admin & Enrl
	Marisa Moser	Spec/Employment
	Katherine Brunell	Coord/Intl Admin & Enrl
	Nereida Macias	Spec/Student Res
	Areatae McGhee	Spec/Employment
	Samm Erickson	Spec/Teach & Learn

April 20, 2023

23-132

CONTINUOUS APPOINTMENT: ADMINISTRATION

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

APPROVED BY: Dr. Adrien L. Bennings, President

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

REPORT: The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2023:

RECOMMENDATION:	<u>Continuous Appointments</u>	<u>Job Title</u>
	Jenn French	Supv/Library
	Berto Cerrillo	Mgr/Stdnt Life/Ldrshp Dev
	Lisa Aasheim	Dir/Counseling Svcs
	Sarah Ray	Sr. People Partner
	Emmitt Wyche	Dir/Pathways Guidance Inn

April 20, 2023

23-133

CONTRACT APPROVAL FOR COMPUTERS FOR THE
SYLVANIA CAMPUS HEALTH TECHNOLOGIES
PROJECT WITH DELL TECHNOLOGIES

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President,
Administration and Finance
Dr. Adrien L. Bennings, President

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

REPORT: The 2017 bond includes the renovation of the Sylvania
Health Technologies building. As part of that project
P&CC and IT staff have identified a need to replace the
computers in classrooms and student study areas.

The computers will be purchased from Dell Technologies
who are on a cooperative contract issued by the National
Cooperative Purchasing Alliance, reference number 01-
42. The Community College Rules of Procurement
Section CCR-205 exempts the college from a competitive
process when using an approved cooperative contract.

Dell has provided the college with a quote for \$187,700
to provide the specified equipment. PCC staff have
reviewed the quote and recommend acceptance.

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 Dell Technologies for \$187,700 for Sylvania
Health Technologies Building computers. Funding will be
from the 2017 Bond.

April 20, 2023

23-134

INCREASE CONTRACT VALUE WITH BUILDSKAPE
LLC FOR CASCADE CAMPUS RESTROOM
UPGRADES

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President,
Administration and Finance
Dr. Adrien L. Bennings, President

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

REPORT: The 2017 Bond Program included funding for deferred
maintenance and ADA upgrades throughout the district.
An identified need was to upgrade restrooms across the
Cascade Campus to improve accessibility. As part of the
project, finishes and accessories will be replaced as
needed.

At the December 2022 meeting, the board approved BR
23-091 to award the contract to Buildscape, LLC for the
project for up to \$890,015. The initial project
specifications included reusing existing countertops,
sinks, faucets, and hand dryers. However, investigation
during construction has revealed that most of these
fittings also require replacement.

Buildscape has provided the college with a change
proposal for \$357,000 (including a 10% contingency) to
carry out the extra scope. PCC staff have reviewed the
proposal and recommend acceptance. This will increase
the overall approved contract value for Buildscape to
\$1,247,015 including 10% contingency.

Buildscape, LLC is registered as an ESB with the Oregon
Certification Office for Business Inclusion and Diversity.

RECOMMENDATION: That the Board of Directors authorize PCC to increase the contract with Buildscape, LLC by \$357,000 including a 10% contingency for Cascade Campus restroom upgrades. Funding will be from the 2017 Bond.

April 20, 2023

23-135

CONTRACT APPROVAL FOR KITCHEN EQUIPMENT
FOR THE SYLVANIA CAMPUS FOOD SERVICES WITH
CULINARY DEPOT

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President,
Administration and Finance
Dr. Adrien L. Bennings, President

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

REPORT: The 2017 bond includes funding for capital equipment
needs across the district. Food Services has identified a
need to upgrade and improve kitchen equipment at the
Sylvania campus.

The equipment will be purchased from Culinary Depot
who is on a cooperative contract issued by the King
County Directors Association (KCDA), reference number
21-040. The Community College Rules of Procurement
Section CCR-205 exempts the college from a competitive
process when using an approved cooperative contract.

Culinary Depot has provided the college with a quote for
\$199,977 to provide the specified equipment and
installation. PCC staff have reviewed the quote and
recommend acceptance.

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 Culinary Depot for \$199,977 for Sylvania
kitchen equipment. Funding will be from the 2017 Bond.

April 20, 2023

23-136

INCREASE CONTRACT VALUE WITH TOUCHNET
INFORMATION SYSTEMS INC FOR FOOD SERVICES
POINT-OF-SALE (POS) SYSTEM

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

FINANCIAL
RESPONSIBILITY: Rebecca Ocken, Interim Director, Planning & Capital
Construction

APPROVED BY: Eric Blumenthal, Executive Vice President, Administration
and Finance
Dr. Adrien L. Bennings, President

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

REPORT: The 2017 bond includes funding for capital equipment
needs across the district. Food Services has identified a
need to replace the point-of-sale (POS) system which will
improve student access across the district.

The equipment will be purchased from Touchnet
Information Systems Inc. At its November, 2021 meeting
the board approved BR 22-058 for the ongoing use of
Touchnet for electronic billing and payment systems. Use
of Touchnet for the POS system will allow seamless
integration of college systems.

Touchnet has provided the college with a quote for
\$173,053 to provide the specified equipment and
installation. PCC staff have reviewed the quote and
recommend acceptance. This will increase the overall
approved contract value for Touchnet to \$1,366,403.

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 increase the
contract with Touchnet Information Systems, Inc by
\$173,053 for a district wide Point-of-Sale system. Funding
will be from the 2017 Bond.

April 20, 2023

23-137

AUTHORIZATION TO INCREASE CONTRACT
AMOUNT FOR WORKPLACE CHANGE

PREPARED BY: Michael Mathews, Director, Procurement and Contracting

FINANCIAL
RESPONSIBILITY: Eric Blumental, Executive Vice President, Finance and
Administration

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Workforce: Respond to community and workforce needs
by developing a culture of agility; Enterprise: Cultivate a
long-term sustainable college enterprise

REPORT: Portland Community College has identified the need for
Interim Human Resources Leadership Consultant.

The College requires Human Resources (HR) leadership support while the College recruits for the position of Associate Vice President (AVP) of HR. The AVP of HR position works under broad, administrative direction with responsibility for providing strategic leadership and direction in the planning, implementing, improving, and evaluating the HR department and promoting operational improvements. The position responds to inquiries from College departments, educational institutions, the community, and external agencies and supervises administrative management, professionals, classified, technical/support, and student staff.

The College entered into an agreement with Workplace Change to provide leadership services as previously approved pursuant to Board Resolution 23-088. In order for Workplace Change to continue providing services while allowing the College the additional time needed to complete a successful search, an amendment is required to extend the end date of the agreement and add additional funding. There are no firms registered with the Oregon Certification Office for Business Inclusion and Diversity that are able to support this contract.

RECOMMENDATION: Portland Community College Board of Directors authorizes the College to increase the Contract with Workplace Change by \$70,000.00 for a new cumulative total of \$367,500.00 through June 30, 2023.

April 20,2023

23-138

AUTHORIZATION TO CONTRACT WITH SECURED
FOR GENCYBER CYBERSECURITY TRAINING

PREPARED BY: Michael Mathews, Director, Procurement & Contracting

FINANCIAL
RESPONSIBILITY: Katy Ho, Vice President, Academic Affairs

APPROVED BY: Eric Blumenthal, Executive Vice President,
Administration and Finance
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Workforce: Respond to community and workforce needs
by developing a culture of agility; Enterprise: Cultivate a
long-term sustainable college enterprise

REPORT: The College has been awarded a National Security
Agency (NSA) grant titled "GenCyber Instructor Survival
Kit: A capacity building project to share lesson plans".
The College will partner with SecurEd Inc. a not-for-profit
that provides free cybersecurity curriculum. This project
will ensure that GenCyber lessons and activities are
available for future camps as well as for K-12 teachers
looking to teach cyber in their classrooms. Portland
Community College (PCC) will lead the effort to create a
special GenCyber education collection.

The contractor is not registered with COBID and was
named in the grant.

The estimated contract cost is \$154,548.00, for the two
(2) year period.

RECOMMENDATION: The Portland Community College Board of Directors
authorizes the College to enter into a two-year contract
with SecurEd for a total of \$154,548.00 using NSA grant
funds.

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.