



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting



May 15, 2025



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) 722-7268 or by email at boardmember@pcc.edu, please use ACCESSIBILITY in the subject line.

Board of Directors Goals 2024- 2025

Belonging

Strategic goal: Ensure that the Board of Directors and the President advance diversity, equity, and inclusion in measurable and strategic ways.

- Monitor the recruitment, hiring, and retention of employees of color by receiving and reviewing trend reports on a quarterly basis.
- Monitor the awarding of contracts to D/M/W/ESB/SDV companies.
- Integrate people and culture centered strategies into its policymaking processes and all board functions.
- Support the college to work towards being a designated Hispanic Serving Institution.

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.

- Support the ongoing success of the President in leading the college to ensure Operational Excellence, Academic Excellence, and Fiscal Sustainability.
- Provide holistic support to the President including mental health and wellbeing.
- Engage in strategic advocacy with city, county, regional, state, federal and tribal governments.
- Engage in Board development by participating in evaluations, professional development, board structure and training.
- Attend all board retreats, board meetings and participate in one conference, as available, per year.

Delivery

Strategic goal: The Board of Directors and the President holds itself accountable for improving equitable student success.

- Monitor semiannual performance on access, enrollment, retention, and completion rates for all students, and work with the President and Administration to reduce and eliminate 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, faculty and staff.

Workforce

Strategic goal: Advocate for workforce development.

- Advocate for and support private, local, state and federal policy and investments in community colleges to promote holistic workforce development strategies.
- Communicate the benefits of bond measures to community members, partners and stakeholders as it pertains to workforce development and equitable student success.

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

May 15, 2025

[Sylvania Campus](#)

12000 SW 49th Avenue, Portland, OR 97219, CC Building, Rooms 233 A/B

Streaming Links:

WORK SESSION: <https://portlandcc.zoom.us/j/92446376097>

Or Telephone: +1 669 444 9171 OR +1 669 900 6833 US

Webinar ID: 924 4637 6097

BUSINESS SESSION: <https://portlandcc.zoom.us/j/97175164341>

Or Telephone: +16694449171 OR +16699006833 US

Webinar ID: 971 7516 4341

AGENDA

- 3:00 PM **MULTNOMAH COUNTY TAX SUPERVISING AND CONSERVATION COMMISSION PUBLIC HEARING ON THE 2025-27 BIENNIUM BUDGET FOR THE PERIOD JULY 1, 2025 TO JUNE 30, 2027** Rooms 233A/B
- Streaming Link: <https://portlandcc.zoom.us/j/94270362821>; Telephone: +12532158782 or +13462487799; Webinar ID: 942 7036 2821
 - Public Hearing for TSCC FY'25-'27 Budget in accordance with ORS 294.428.
 - Public Comment
- 5:40 PM **EXECUTIVE SESSION** in accordance with ORS 192.660 (2) (f) to consider information or records that are exempt by law from public inspection.
- Media Requests to join the Executive Session can be phoned in to 971.722.7268 or emailed to boardmember@pcc.edu by noon of the meeting date. Please use MEDIA REQUEST in the subject line.
- 6:30 PM **WORK SESSION** Oak/Elm Rooms
- [Rise to Teach](#)
 - Workday Update
- 7:45 PM **BUSINESS SESSION** Rooms 233A/B
- Call to Order**
- Land Acknowledgment
 - Approval of Agenda — May 15, 2025
 - Approval of Minutes — April 17, 2025
- 8:00 PM **PUBLIC COMMENT ON AGENDA ITEMS**

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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, May 14 at 5:00 pm.

8:15 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, May 14 at 5:00 pm.

8:30 PM **REPORTS**

- ASPCC Senate President – Josh Hutchinson
- PCC Federation of Faculty and Academic Professionals (AFT Local 2277) – Ben Cushing, President
- PCC Federation of Classified Employees (AFT Local 3922) - Jeff Grider, President
- Board Members

8:45 PM **INFORMATION SESSIONS**

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

- [Veterans Services Update](#) – Walt Ghant, Peter Goss

ENTERPRISE: Cultivate a long-term sustainable college enterprise

- [Program Sustainability Process and Recommendations](#) – Dr.
Jennifer Ernst, Dr. Karen Paez. Dr. Karen Sanders

9:45 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

25-072	Commendation for Retiring Employees	144
25-073	Continuous Appointment: Academic Professional	145
25-074	Continuous Appointment: Administration	146
25-075	Continuous Appointment: Faculty	147

CONTRACTS

25-076	Authorization to Amend Contract with Caseworthy Inc. for Step Statewide Website Portal Access.....	148
25-077	Authorization to Amend Contract with D2L Ltd. for D2L Learning Management System	149

BOARD

25-078	Recognition of June as National Safety Month	150
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9:50 PM **ADJOURNMENT**

Portland Community College
PO BOX 19000, Portland, Oregon 97280

April 17, 2025

BOARD MEETING MINUTES
Sylvania Campus

ATTENDANCE

Laurie Cremona Wagner, Tiffani Penson, Kien Truong, Mari Watanabe, Dan Saltzman

EXECUTIVE SESSION

The PCC Board of Directors met in accordance with ORS 192.660 to discuss (k) school safety.

WORK SESSION

The Board of Directors met in Work Session to hear a [President's Work Plan Update](#) and review the draft [Schedule of Board Meetings for FY 25-26](#). Time was also held for Right Time Coaching to have a follow-up conversation regarding [DRAFT Working Commitments](#) initially discussed during the most recent board retreat. Edits will be made based on the discussion and will be brought back for further conversation at the next meeting.

BUSINESS SESSION

Chair Penson called the Business Meeting to order at 7:39 pm and shared the Land Acknowledgement.

The April 17, 2025 agenda was approved as published. Saltzman/Penson

Cremona Wagner – Yes

Saltzman – Yes

Zone 7 - vacant

McKelvey – Absent

Truong – Yes

Penson – Yes

Watanabe - Yes

The March 20, 2025 minutes were approved as published. Watanabe/Cremona Wagner

Cremona Wagner – Yes

Saltzman – Yes

Zone 7 - vacant

McKelvey – Absent

Truong – Yes

Penson – Yes

Watanabe – Yes

Before further Board Business, President Bennings invited Sage Learn, Executive Director of College Relations, to introduce and acknowledge [PCC's 2025 Legislative and Frisbee Interns](#).

COLLEGE BUDGET COMMITTEE

The Board of Directors adjourned as the College Business Board and convened as the College Budget Committee at 7:51 pm to hold a Public Hearing to Approve the Proposed Budget for FY 2025-2027 Biennium in Accordance with ORS 294.406 (1). Dina Farrell, CFO & Vice President of Finance and Business, and Mike Mathews, AVP of Finance, provided a presentation regarding the [Proposed Budget for FY 2025-2027](#) and answered questions.

Public Comment on Agenda Item 25-061

NONE.

Chair Penson called for a motion to approve Resolution 25-061 – Approval of the Portland Community College Proposed Budget and the Property Tax Levies for the 2025-2027 Biennium. Cremona Wagner/ Watanabe

Cremona Wagner – Yes

Saltzman – Yes

Zone 7 - vacant

McKelvey – Absent

Truong – Yes

Penson – Yes

Watanabe - Yes

BUSINESS SESSION

The Board of Directors reconvened the Business Meeting at 8:32 pm.

PUBLIC COMMENT ON AGENDA ITEMS

NONE.

PUBLIC COMMENT ON NON-AGENDA ITEMS

David Shultis; Federal Response Taskforce Petition; In-person

Hayden Dayal; Support for Undocumented Students; In-person

Adam Padilla; Transparency in PCC Federal Response Task Force Details; In-person

REPORTS

Reports were provided by Student Board Member Josh Hutchinson; Ben Cushing on behalf of Jeff Grider, PCC Federation of Classified Employees (AFT Local 3922); Ben Cushing (AFT Local 2277); Board Member Truong.

PRESIDENT'S UPDATES

President Bennings invited Khylie Gardner, AVP for Marketing and Communications, to provide a Media Update.

INFORMATION SESSIONS

ENTERPRISE: Cultivate a long-term sustainable college enterprise.

- [Shared Governance and Inclusive Excellence](#) – Dr. Tia McNair, and Marty Alvarado, SOVA

CONSENT AGENDA

Chair Penson proposed approval of Resolutions 25-062 through 25-071

Cremona Wagner/Penson

Cremona Wagner – Yes

Saltzman – Absent

Zone 7 - vacant

McKelvey – Absent

Truong – Yes

Penson – Yes

Watanabe - Yes

ADJOURNMENT

There being no further business, the meeting adjourned at 9:41 pm.

Tiffani Penson, Chair

Dr. Adrien L. Bennings, President

Prepared by:

Jennifer Hamlin, Board Coordinator

Minutes approved on May 15, 2025

May 15, 2025

25-072

COMMENDATION FOR RETIRING EMPLOYEES

PREPARED BY: Julie Kinney, Director, People Data & Systems

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy,
Equity & Culture
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 employees be recognized for their service:

<u>Retirees</u>	<u>Job Title</u>	<u>Years of Service</u>
Sean Harry	SBDC Instructor	13
Alison Lugar	Public Safety Comm Officer	2
Doug Schaefer	Public Safety Comm Officer	24
Wendy Settle	Instructional Admin Asst III	30
Bernie Trujillo	Custodian	30

RECOMMENDATION: That the Board commend these employees for their service to Portland Community College and wish them well in their retirement years.

May 15, 2025

25-073

CONTINUOUS APPOINTMENT: ACADEMIC PROFESSIONAL

PREPARED BY: Juliette Anderson, People Partner, People Strategy Equity & Culture

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy Equity & Culture
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, 2025:

RECOMMENDATION:	<u>Continuous Appointment</u>	<u>Job Title</u>
	Matt DiBattista	Coord / Marketing
	Roselia Ekhouse	Coord / Resource Prog I
	Amanda Hedrick	Digital Learning Facilitator
	Arika Jackson	Digital Learning Facilitator
	Valicia Kutchinski	Coord / Resource Prog III
	Bryce McCann	Spec / Employment
	Darlene Munoz	Coord / Resource Prog II
	Mike Myers	Major Gift Officer
	Mary Sylwester	Digital Learning Facilitator
	Maylorie Townsend	Spec / Employment

May 15, 2025

25-074

CONTINUOUS APPOINTMENT: ADMINISTRATION

PREPARED BY: Juliette Anderson, People Partner, People Strategy Equity & Culture

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy Equity & Culture
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 Managers, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2025:

RECOMMENDATION:	<u>Continuous Appointment</u>	<u>Job Title</u>
	Ryan Arditi	Mgr / AA SA Systems Portfolio
	Jay Brewster	Supv / Library
	Ann Cary	Program Dean / Math
	Gerardo Cifuentes	Dean Acad & Career Path PSESS
	Alyson Day	Mgr / Project I
	Linda Fergusson-Kolmes	Program Dean / Life Sci, Biosci
	Courtney Gaynor	Dir / Accelerated Credit
	Jennifer Gossett	Mgr / ADA 504 Compliance
	Emma Gray	Mgr / Project I
	Adam Holzschuh	Mgr / Energy Resource
	Ivan Kidoguchi	Program Dean / Online Learning
	Richard Rivera	Public Safety Commander -Patrol

May 15, 2025

25-075

CONTINUOUS APPOINTMENT: FACULTY

PREPARED BY: Juliette Anderson, People Partner, People Strategy Equity & Culture

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy Equity & Culture
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 Faculty, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2025:

RECOMMENDATION:	<u>Continuous Appointment</u>	<u>Job Title</u>
	Robert Asaadi	Instr / Poli Sci
	Natalie Barron	Instr / Nursing
	Karina Bjork	Instr / Communication Studies
	Dana Brown	Instr / Health Information Mgmt
	Robin Fisher	Instr / Interior Design
	Betty Homer	Instr / Paralegal
	Kelsey Kelley	Instr / Psych
	Teresa Langford	Instr / Bus Admin
	Kelly LeFave	Instr / Comp & Lit
	Elise McLain	ABE/GED Instructor
	Natalie Mix	Instr / Biology
	Anne Nichol	Instr / Crim Justice
	Jonathan Ortiz	Instr / Chicano Latino Studies
	Farrah Rawlins	Instr / Radiography
	Leanne Redlinger	Instr / Civil Engr
	Veronica Sandoval	Instr / Comp & Lit
	David Torres	Instr / Art-New Media
	Sarah Wheat	Instr / Psych

May 15, 2025

25-076

AUTHORIZATION TO AMEND CONTRACT WITH
CASEWORTHY INC. FOR STEP STATEWIDE WEBSITE
PORTAL ACCESS

PREPARED BY: Michael Mathews, Interim Associate Vice President
of Financial Operations and Compliance

FINANCIAL
RESPONSIBILITY: Jaime Clarke, Program Dean, Pathways to Opportunity

APPROVED BY: Dr. Jennifer Ernst, Vice President, Academic Affairs
Dr. Katy Ho, Executive Vice President
Dr. Adrien L. Bennings, President

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

REPORT: CaseWorthy Inc. currently provides website portal access to the
State of Oregon SNAP Training and Employment Program
(STEP) Consortium. After obtaining competitive quotes, the
college entered into a contract with CaseWorthy Inc. for
\$154,500, funded by a grant from the Higher Education
Coordination Commission (HECC). The contract is set to expire
on June 30, 2025, with the option to renew for an additional two
years.
The college proposes to extend the contract, with an effective
date of July 1, 2025, through June 30, 2026. The amendment
will increase the total contract amount by \$103,934, for a total
not-to-exceed amount of \$258,434.

Currently, no firms registered with Oregon COBID offer
these website portal services.

RECOMMENDATION: The Board of Directors authorizes the college to enter
into a contract with CaseWorthy Inc for a not-to-exceed
total of \$258,434. Expenditures will be covered by the provided
by the HECC Administration Grant.

May 15, 2025

25-077

AUTHORIZATION TO AMEND CONTRACT WITH D2L LTD.
FOR D2L LEARNING MANAGEMENT SYSTEM

PREPARED BY: Mike Mathews, Interim Associate Vice President of Financial Operations and Compliance

FINANCIAL RESPONSIBILITY: Andy Freed, Director of Learning Tech & Innovation

APPROVED BY: Dr. Jennifer Ernst, Vice President, Academic Affairs
Dr. Katy Ho, Executive Vice President
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem
Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: D2L LTD. provides the college with a Learning Management System and select support services for D2L products and integrations, including technical guidance and consultation.

The current contract was entered into on July 1, 2020, and is set to expire on June 30, 2025, with the option to renew for an additional five years. The Board previously approved the contract amount of \$1,484,732.52. The college proposes to extend the contract for an additional five years and increase the contract amount by \$2,340,509.53.

Cost Breakdown:	Year 1 - FY26	\$449,748.55
	Year 2 - FY27	\$458,743.52
	Year 3 - FY28	\$467,918.39
	Year 4 - FY29	\$477,276.76
	Year 5 - FY30	\$486,822.31

Currently, no firms registered with Oregon COBID offer This Learning Management System and associated support services.

RECOMMENDATION: The Board of Directors authorizes the college to extend the contract with D2L Ltd. for a not-to-exceed total of \$2,340,509.53, expiring June 30, 2030. The funding source will be the General Fund.

May 15, 2025

25-078

RECOGNITION OF JUNE AS NATIONAL SAFETY MONTH

PREPARED BY: Cheryl Arpan, Manager, Environmental Health & Safety

FINANCIAL
RESPONSIBILITY: Brad Ortman, Director, Facilities Management Services

APPROVED BY: Joshua Peters-McBride, Associate Vice President, College
Operations
Dr. Adrien L. Bennings, 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; Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: Since June 1996, many academic institutions and industries nationwide have joined the National Safety Council (NSC) in recognizing National Safety Month (NSM) and striving to reduce or eliminate workplace injuries. The NSC is the United States' leading nonprofit safety advocate, focused on eliminating the leading causes of preventable injuries and death. In 2024, PCC recognized NSM for the first time through a day-long outreach event at each campus, in partnership with Emergency Management, Public Safety, Risk and the Health and Emergency Professions academic teams. The event focused on PCC's leading cause of preventable injuries, slips, trips and falls, suffered by both employees and students.

PCC's leading cause of workplace injuries, slips, trips and falls, represent 37.9% of all PCC workplace injuries during the period of 2022-2024. Slips, trips and falls have an impact not only on injured employees but also their co-workers, students and the broader community. Slips, trips and falls are preventable and recognizing National Safety Month is an effective way to help educate students and staff on how to mitigate this risk, while we improve PCC's safety culture. Furthermore, recognizing and celebrating National Safety Month will assist PCC in creating a sense of belonging and well-being for students and staff. Ultimately, recognizing National Safety Month will serve PCC's strategic initiatives and continue to foster PCC's culture of agility and resilience.

RECOMMENDATION: College Operations, Environmental Health & Safety, Public Safety, Risk Services, Healthcare & Emergency Professions, PCC's Emergency Preparedness Manager and other academic and operational departments recommend that the PCC Board of Directors resolve to annually recognize June as National Safety Month and join other institutions of higher education in preventing injuries that affect everyone at PCC.

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.