



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

# Business Meeting



January 15, 2026



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](mailto:boardmember@pcc.edu), please use ACCESSIBILITY in the subject line.

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

January 15, 2026

Sylvania Campus

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

Streaming Links:

**WORK SESSION:** <https://portlandcc.zoom.us/j/95016442727>

Or Telephone: +1 669 900 6833 OR +1 719 359 4580 US

Webinar ID: 950 1644 2727

**BUSINESS SESSION:** <https://portlandcc.zoom.us/j/94442470307>

Or Telephone: +1 253 215 8782 OR +1 346 248 7799 US

Webinar ID: 944 4247 0307

**AGENDA**

5:00 PM **EXECUTIVE SESSION** in accordance with ORS 192.660 (2) (d) labor negotiations and (h) litigation.

Media Requests to join the Executive Session can be phoned in to 971.722.7268 or emailed to [boardmember@pcc.edu](mailto:boardmember@pcc.edu) by noon of the meeting date. Please use MEDIA REQUEST in the subject line.

5:45 PM **BOARD DINNER** (*invite only*)

6:15 PM **WORK SESSION** Oak/Elm Rooms

- ASPCC MOU – Fareeha Nayebare, Student Trustee
- President's Workplan Q2 Update - President Bennings
- December Student Success Metrics Recap – President Bennings

7:00 PM **BUSINESS SESSION** Rooms 233A/B  
**Call to Order**

- Approval of Agenda — January 15, 2026
- Approval of Minutes — November 20, 2025
- Approval of Minutes — December 18, 2025

7:05 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, January 14 at 5:00 pm.

7:20 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, January 14 at 5:00 pm.

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- 7:35 PM      **REPORTS**
- ASPCC Senate President & Student Trustee – Fareeha Nayebare
  - 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
- 7:50 PM      **PRESIDENT’S REPORTS & UPDATES**
- President’s Reports
    - Metrics: Highest Enrolling Course Success Rates
  - College Updates
    - Legislative Update – Sage Learn
    - Personnel Action Report (PAR) Q2 Update – Dr. Howard Croom
- 8:30 PM      **INFORMATION SESSIONS**
- OPERATIONAL EXCELLENCE: Efficiency, Effectiveness, and Fiscal Sustainability
- **Eide Bailly 2025 Audit Results** – Kristin Diggs, Eide Bailly
  - **Annual Comprehensive Financial Report & Audit Opinion/Financial Update** – Dina Farrell, Jim Crofts, Kristin Diggs
- 9:00 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
- 26-044      Commendation for Retiring Employees .....076
- CONTRACTS
- 26-045      Contract Approval for Rock Creek Building Seven  
Modernization to Truebeck Construction Inc. ....077
- 26-046      Ratification of Contract Award to the [Re]Design  
Group for IT Data Center Upgrades. ....079
- 26-047      Contract Approval for Sylvania Communications  
Technology Building Renovation and Site  
Improvements Phase 2 Guaranteed Maximum  
Price to Lease Crutcher Lewis .....081
- 26-048      Contract Approval for Cascade Campus Public Service  
Education Building Renovation and Tenant  
Improvements to Balfour Beatty dba  
Howard S Wright Construction .....084
- 26-049      Contract Approval for Cascade Campus Moriarty Arts  
and Humanities Building Mechanical Upgrades  
to RJ Ramos Construction & Electrical .....086
- BOARD
- 26-050      Update and Affirm the Memorandum of Understanding  
(MOU) for the Student Trustee Role Per  
Board Policy 2105 .....088
- 9:05 PM      **ADJOURNMENT**

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Portland Community College  
PO BOX 19000, Portland, Oregon 97280

November 20, 2025

## **BOARD MEETING MINUTES**

### **ATTENDANCE**

Laurie Cremona Wagner, Kien Truong, Brandy Penner, Dan Saltzman, Greg McKelvey, Gina Sanchez Roletto (remote)

### **EXECUTIVE SESSION**

The PCC Board of Directors met in accordance with ORS 192.660 to discuss (d) labor negotiations, (f) consider information or records exempt by law from public inspection, (h) litigation.

### **WORK SESSION**

The Board of Directors met in Work Session and received a presentation and information regarding [NWCCU Accreditation & Governance](#). In support and conjunction with the President's Workplan and non-consent agenda item 26-037, Sova representative, Marty Alvarado, provided updates regarding the [Shared Governance Redesign](#) workstreams, deliverables and timelines. Updates to the ASPCC MOU were discussed in preparation for consent agenda item 26-034.

### **BUSINESS SESSION**

Vice Chair McKelvey, in Chair Person's absence, called the Business Meeting to order at 8:04 pm.

The November 20, 2025 agenda was approved as published. Saltzman/Cremona Wagner

Cremona Wagner – Yes

Person – Absent

Truong – Yes

Penner – Yes

Saltzman – Yes

McKelvey – Yes

Sanchez Roletto – Yes

The October 16, 2025 minutes were approved as published. Penner/Saltzman

Cremona Wagner – Yes

Person – Absent

Truong – Yes

Penner – Yes

Saltzman – Yes

McKelvey – Yes

Sanchez Roletto – Yes

### **PUBLIC COMMENT ON AGENDA ITEMS**

Michael Sonnleitner; ASPCC MOU with the PCC Board; remote

### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

Meryl DePasquale; Workday Admin; In-person

Justin Eslinger; Classified Bargaining; In-person

Shelly Rettell; Workday Admin; In-person  
Ann Tomer; Workday Admin; In-person  
Erika Anderson; CTE status of MSA; In-person  
Helen Spencer Wallace; MSA program; Remote  
Brody Meniotto; Cuts to MSA program; In-person  
Alena Slee; MSA program closure; In-person  
Lenny Zengerle; Closure of MSA; Remote  
Jacqlyn Proper; Workday Admin; In-person  
Jesse Mejia; PCC MSA Closure Plan; In-person  
Nellie Long; Admin Workday; In-person  
Rigoberto Gutierrez; MSA; In-person  
Renee Muzquiz; MSA program cuts; In-person  
Max Blauer; Cuts to MSA program; In-person  
Aaron Taylor; Importance of MSA program; In-person  
Helen Leigh; MSA Closure; In-person  
Matthew Henderson; MSA; In-person  
Michael Sonleitner; Building Community Trust; Remote  
Aaron Tomasko; MSA; In-person  
Mariana Mora; MSA program closure; In-person  
Jennifer Davidson; MSA Program; Remote  
Jacob Richman; Stop the cuts; In-person  
Joshua Clayton; MSA Cuts; In-person  
Lisa Bennett; MSA; In-person  
Andrea Pascal; MSA degree funding; In-person  
Shae Uisna; Proposed cutting of MSA program; In-person  
Dani Myers; MSA; In-person  
Braden Green; MSA; In-person  
Laura Wilson; Admin Workday; In-person  
Brandon Czarny; MSA discussion PCC Cascade; In-person  
Mason Hathaway; MSA program; In-person  
Harrison Wallace; Cuts & Closures to MSA degree; In-person  
Foxy Hess; Workday Impact & Admins; In-person  
Zoe Tricoche; MSA representation; In-person  
Jason Baker; Keeping MSA program; In-person  
Marie Sivak; Long term impact of cutting classes in the Arts; Remote  
Jullian Ollison; MUC closure; In-person  
Alessandra Genovese; MSA Degree program cut: Remote  
Harlan Mahaffy; MSA; In-person

## **REPORTS**

Reports were provided by ASPCC Senate President/Student Trustee, Fareeha Nayebara, Jeff Grider, PCC Federation of Classified Employees (AFT Local 3922); Ben Cushing (AFT Local 2277); Board Members McKelvey, Penner

## **PRESIDENT'S REPORTS & UPDATES**

President Bennings shared information regarding [Fall to Fall Retention Rates](#) and answered questions brought forward by the Board.

## INFORMATION SESSION

OPERATIONAL EXCELLENCE: Efficiency, Effectiveness, and Fiscal Sustainability  
[Veterans Services Annual Update](#) – Walter Ghant, Student Belonging & Wellbeing Manager

[Procurement Report](#) – Mike Mathews, interim AVP of Finance, John MacLean, P&CC Finance/Procurement Manager

Director Saltzman excused himself from the remainder of the meeting at 9:35 pm.

## CONSENT AGENDA

Vice Chair McKelvey proposed approval of Resolutions 26-028 through 26-036.

Cremona Wagner/Penner

Director Truong requested that 26-034 be pulled from the consent agenda until the next meeting due to a clerical inconsistency.

The board voted to approve 26-028 through 26-033 and 26-035 through 26-036.

Cremona Wagner – Yes

Penner – Yes

Sanchez Roletto – Yes

Person – Absent

Saltzman – Absent

Truong – Yes

McKelvey – Yes

## NON-CONSENT AGENDA

Vice Chair McKelvey proposed approval of Resolution 26-037. Penner/Cremona Wagner

Cremona Wagner – Yes

Penner – Yes

Sanchez Roletto – Yes

Person – Absent

Saltzman – Absent

Truong – Yes

McKelvey – Yes

## ADJOURNMENT

There being no further business, the meeting adjourned at 10:21 pm.

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Tiffani Penson, Chair

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Dr. Adrien L. Bennings, President

Prepared by:

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Jennifer Hamlin, Board Coordinator

Minutes approved on January 15, 2025

Portland Community College  
PO BOX 19000, Portland, Oregon 97280

December 18, 2025

## **BOARD MEETING MINUTES**

### **ATTENDANCE**

Tiffani Penson, Brandy Penner, Dan Saltzman, Greg McKelvey

### **SPECIAL SESSION**

Chair Penson called the Special Session Meeting to order at 5:02 pm.

The December 18, 2025 agenda was approved as published. Saltzman/Penner

Cremona Wagner – Absent	Penner – Yes	Sanchez Roletto – Absent
Penson – Yes	Saltzman – Yes	
Truong – Absent	McKelvey – Yes	

### **PRESIDENT’S REPORTS & UPDATES**

President Bennings informed the board that this month’s [Student Success Metrics: PCC Graduation and Transfer Rate](#) were provided via email and will be linked to the board packet available on the board meetings webpage.

The Government Finance Officers Association (GFOA) has awarded PCC the [Distinguished Budget Presentation Award](#) for the college’s 2025 – 2027 biennium budget; the highest form of recognition in governmental budgeting.

### **CONSENT AGENDA**

Chair Penson proposed approval of Resolutions 26-038 through 26-043  
McKelvey/Saltzman

Cremona Wagner – Absent	Penner – Yes	Sanchez Roletto – Absent
Penson – Yes	Saltzman – Yes	
Truong – Absent	McKelvey – Yes	

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:09 pm.

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Tiffani Penson, Chair

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Dr. Adrien L. Bennings, President

Prepared by:

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Jennifer Hamlin, Board Coordinator  
Minutes approved on January 15, 2026

January 15, 2026

26-044

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: Shared Values: People, Connectedness, and Empowerment

REPORT: The President RECOMMENDS that the following employees be  
recognized for their service:

Retirees	Job Title	Years of Service
Mia Caruso	Comp & Lit Instructor	25
Jerry Fugate	Biology Instructor	31
Dusty Hoerz	Bond Facilities Project Manager	5
Jill Kennel	Technology Support Spec	6
Steven Morse	CAD/BIM System Administrator	14
Logan Newman	Medical Professions Instructor	1
Maria Ortiz	Facilities Oper Maint Spec II	20
Jill Petracek	Multimedia Instructor	7
Brenda Thomas	Financial Aid Systems Tech	36
Suzanne Warner	Math Instructor	11

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



January 15, 2026

26-045

CONTRACT APPROVAL FOR ROCK CREEK BUILDING  
SEVEN MODERNIZATION TO TRUEBECK CONSTRUCTION  
INC.

PREPARED BY: John MacLean, Finance & Procurement Manager, Office of Planning and Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Office of Planning and Construction

APPROVED BY: Josh Peters McBride, Associate VP College Operations  
Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness

REPORT: The 2022 Bond Program includes funding for updated classroom, technology, facilities, and equipment to provide students with modern higher education and job training spaces. As part of the 2017 Bond Program the College carried out an assessment of the Chemistry teaching laboratories in Building 7. As a result a first phase project was completed in 2022 to renovate the Organic Chemistry space. The College is now ready to move forward with the second phase to renovate the remaining Chemistry laboratories.

At its February 20, 2025 meeting, the Board, through BR 25-046, approved an exemption from competitive bidding and authorized the use of the Construction Manager/General Contractor (CM/GC) alternative contracting method for this project.

On June 10, 2025, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), BidLocker, Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out to all

identified COBID registered firms who could provide these services. A total of seventeen (17) firms attended the mandatory pre-proposal meeting. At the proposal closing time of 2:00 p.m. July 22, 2025, seven (7) proposals were received. Two (2) proposals were received from COBID registered firms.

Proposals were reviewed and scored by a selection committee and finalists were invited to interview. The highest scoring proposal was from Truebeck Construction Inc.

To meet project schedules and have the space ready for the start of 2026 fall term, Truebeck has provided PCC with an Early Work Amendment (EWA) for the advance ordering of long lead time equipment. The EWA is in the amount of \$1,666,956 and PCC staff have reviewed the proposal and recommend acceptance. This EWA will be included in the Guaranteed Maximum Price when it is brought to the board.

As this EWA is for early procurement of equipment there is no COBID participation. Full COBID participation information will be provided with the GMP resolution.

**RECOMMENDATION:** That the Board of Directors authorize PCC to enter into a contract with Truebeck Construction Inc for the Rock Creek Building Seven Modernization project for up to \$1,833,652 which includes a 10% contingency. Funding will be from the 2022 Bond. This is within the project budget.

January 15, 2026

26-046

RATIFICATION OF CONTRACT AWARD TO THE [RE]DESIGN  
GROUP FOR IT DATA CENTER UPGRADES

PREPARED BY: John MacLean, Finance & Procurement Manager, Office of Planning and Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Office of Planning and Construction

APPROVED BY: Josh Peters McBride, Associate VP College Operations  
Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness

REPORT: The 2022 Bond Program includes funding for information technology improvements. As such, it has been determined that the existing Data Center hardware requires upgrading to support current college requirements.

The hardware is to be purchased from The [RE]Design Group who are an authorized Dell Value Added Reseller. They will also provide services to install and configure the new equipment. The cost is \$249,999 for the hardware and a further \$30,000 for services - a total contract value of \$279,999. The purchase is using the contract established by the Midwestern Higher Education Compact cooperative contract # MHEC-04152022. The Community College Rules of Procurement Section CCR-205 allows the College to use a cooperative contract where a competitive process has already been completed by another government agency.

Dell notified the College, through [RE]Design, that there would be a 20 - 30% price increase in the hardware if the order was not placed by mid-December. Board policy B5050 provides that in instances where time delay will potentially cause harm to the College, procurement contracts in excess of \$250,000 may be

authorized by the College President and ratified by Board resolution. In order to avoid the upcoming price increases the College President approved proceeding with the contract award.

There are no COBID vendors who can perform this scope of services.

**RECOMMENDATION:** That the Board of Directors ratify the award of a contract to the [RE]Design Group for the IT Data Center Upgrades project in the amount of \$279,999. Funding will be from the 2022 Bond. This is within the project budget allocated from the 2022 Bond proceeds.

January 15, 2026

26-047

CONTRACT APPROVAL FOR SYLVANIA COMMUNICATIONS  
TECHNOLOGY BUILDING RENOVATION AND SITE  
IMPROVEMENTS PHASE 2 GUARANTEED MAXIMUM PRICE  
TO LEASE CRUTCHER LEWIS

PREPARED BY: John MacLean, Finance & Procurement Manager, Office of Planning and Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Office of Planning and Construction

APPROVED BY: Josh Peters McBride, Associate VP College Operations  
Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness

REPORT: The 2022 Bond Program includes funding for the renovation of the Communications Technology (CT) building on the Sylvania Campus. The CT building was one of the original campus buildings opened in 1968 and in addition to classrooms and offices, contains the Little Theater, the Writing Center, and the North View Gallery. The building requires a complete renovation to update all building systems and meet current programmatic needs. There will also be a need for identifying and preparing swing space for programs housed in the CT Building. The project will require upgrades to the Sylvania Campus grounds including improvements to the entryway from SW 49th Avenue.

At the January 18, 2024 meeting the board, through BR 24-079, approved the award of the General Contractor/Construction Manager (CM/GC) contract to Lease Crutcher Lewis (LCL) for pre-construction services in the amount of \$180,000.

At the November 20, 2025 meeting the board, through BR 26-033 approved the Phase 1 GMP for swing space projects in the Technology Classroom Building (TCB) and South Classroom

Building (SCB) to accommodate programs being permanently moved from the CT Building. This brought the approved contract value to \$2,469,524.

LCL has now provided the pricing for the next phase of the project. This encompasses the remaining swing space projects and the contractor's general conditions/general requirements costs. The remaining projects address the following permanent moves from the CT;

- SS Building for Language & Humanities also incorporates needed deferred maintenance work in the building.

The projects below are for temporary moves with the departments returning to CT after it is renovated;

- AM Building for Music
- HP Building for Printmaking
- HT East for Graphic Design, Basic Design, Photography, Painting and Design
- ST Building for Music & Performing Arts

This proposal is for \$17,341,514 excluding work previously authorized. The inclusive cost of all work through completion of this Phase is \$19,811,038. PCC staff have reviewed the proposal and recommend acceptance.

A GMP for Phase 3, the renovation of the CT Building and the surrounding Plaza, will be brought to the board in Fall 2026.

As part of the RFP process PCC requested that the prime contractor enter into one or more teaming agreements with smaller construction firms. The aim of these agreements is to increase access and growth opportunities for smaller firms. LCL has teamed with Buildskape LLC (ESB) and Zana Construction Company (DBE/WBE/MBE). This phase of the work will primarily be performed by Zana Construction and the expected expenditures with them for competition of the Phase 2 projects are \$13,492,387 which represents 77% of the construction costs.

**RECOMMENDATION:** That the Board of Directors authorize PCC to execute a contract with Lease Crutcher Lewis (LCL) for the Sylvania Campus CT

Building Renovation Project Phase 2 for up to \$21,792,141 which includes a 10% contingency. Funding will be from the 2022 Bond. This is within the budget for the CT renovation project.

January 15, 2026

26-048

CONTRACT APPROVAL FOR CASCADE CAMPUS PUBLIC  
SERVICE EDUCATION BUILDING RENOVATION AND  
TENANT IMPROVEMENTS TO BALFOUR BEATTY dba  
HOWARD S WRIGHT CONSTRUCTION

PREPARED BY: John MacLean, Finance & Procurement Manager, Office of Planning and Construction

FINANCIAL  
RESPONSIBILITY: Rebecca Ocken, Director, Office of Planning and Construction

APPROVED BY: Josh Peters McBride, Associate VP College Operations  
Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness

REPORT: The 2017 Bond Program included renovation of the Public Safety spaces at the Cascade Campus. At its May 21, 2020 meeting the Board, through BR 20-152, approved the use of the CM/GC alternative contracting method for the proposed project. As the College worked with the design team and the selected general contractor it became apparent that the proposed renovation of the Public Safety Building was not a cost-effective solution for the College. That project was canceled and the College undertook a detailed review of the options for Public Safety at the Cascade Campus. After extensive review and planning it has been determined that the most cost-effective solution is to move Public Safety into renovated space in the Public Safety Education Building (PSEB). The roof of this building is rated as a high priority for replacement and this scope will be incorporated into the project. The new project will be funded from the 2022 Bond Program.

At its February 20, 2025, meeting, the Board, through BR 25-048, approved an exemption from competitive bidding and



authorized the use of the Construction Manager/General Contractor (CM/GC) alternative contracting method for this project.

On June 3, 2025, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), BidLocker, Portland Observer, and the Portland Business Tribune. In addition, P&CC staff reached out to all identified COBID registered firms who could provide these services. A total of seventeen (17) firms attended the mandatory pre-proposal meeting. At the proposal closing time of 2:00 p.m. July 2, 2025, five (5) proposals were received. One (1) proposal was received from a COBID registered firm.

Proposals were reviewed and scored by a selection committee and finalists were invited to interview. The highest scoring proposal was from Balfour Beatty Construction dba Howard S Wright (HSW).

HSW has provided PCC with a Guaranteed Maximum Price proposal for \$6,391,481. PCC staff have reviewed the proposal and recommend acceptance.

COBID participation at this stage is \$1,277,587 (20% of contract value) over 8 firms. The breakout and number of firms in each category is shown below. As firms may have multiple certifications the total does not match the number above.

WBE (6 firms)	\$980,722	15.3%
MBE (2 firms)	\$296,865	4.6%
DBE (5 firms)	\$467,349	7.0%

**RECOMMENDATION:** That the Board of Directors authorize PCC to enter into a contract with Balfour Beatty Construction dba Howard S Wright for the Cascade Campus PESB Renovation project for up to \$7,030,629 which includes a 10% contingency. Funding will be from the 2022 Bond. This is within the project budget.

January 15, 2026

26-049

CONTRACT APPROVAL FOR CASCADE CAMPUS  
MORIARTY ARTS AND HUMANITIES BUILDING  
MECHANICAL UPGRADES TO RJ RAMOS CONSTRUCTION  
& ELECTRICAL

PREPARED BY: John MacLean, Finance & Procurement Manager, Office of Planning and Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Office of Planning and Construction

APPROVED BY: Josh Peters McBride, Associate VP College Operations  
Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Operational Excellence: Efficiency, Effectiveness, and Fiscal Sustainability; Technological Transformation: Agility, Innovation, and Readiness

REPORT: The 2022 Bond Program includes funding for information technology & deferred maintenance needs across the district. As part of this the College has identified the need to upgrade the mechanical, electrical, and structural systems to support the Main Distribution Frame (MDF) that supports the Cascade Campus. The existing system is no longer adequate for college needs and requires replacement. The upgrades are necessary to replace aging hardware that no longer supports the college requirements.

On October 29, 2025, the Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (OregonBuys), BidLocker, Portland Observer, and the Portland Business Tribune. In addition, OPC staff reached out to all identified COBID registered firms who could provide these services. A total of ten (10) firms attended the mandatory pre-bid meeting. At the bid closing time of 2:00 p.m. November 25, 2025, four (4) bids were received. 1 bid was received from a COBID registered firm.

The lowest responsive and responsible bid of \$586,614 was submitted by RJ Ramos Construction & Electrical and has been reviewed by P&CC and acceptance is recommended. The College also intends to accept Bid Alternate 1 for \$10,298 for a total of \$596,912

RJ Ramos is certified by the Oregon Certification Office for Business Inclusion and Diversity as both a Minority Owned Business and a Disadvantaged Business Enterprise.

**RECOMMENDATION:** That the Board of Directors authorize PCC to execute a contract with RJ Ramos Construction and Electrical for the Cascade MAHB Mechanical Upgrades for up to \$656,603 which includes a 10% contingency. Funding will be from the 2022 Bond. This is within the project budget allocated from the 2022 Bond proceeds.

January 15, 2026

26-050

UPDATE AND AFFIRM THE MEMORANDUM OF  
UNDERSTANDING FOR THE STUDENT TRUSTEE ROLE  
PER BOARD POLICY 2105

PREPARED BY: Vicky López Sánchez, Vice President, Student Affairs

FINANCIAL  
RESPONSIBILITY: Associated Students of Portland Community College (ASPCC);  
Lauren Smith, Associate Vice President, Student Wellbeing,  
Engagement, and Belonging; Vicky López Sánchez, Vice  
President, Student Affairs

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Shared Values, Holistic Student Support, Operational  
Excellence

REPORT: Previous Student Trustee, Josh Hutchinson, provided  
recommendations to strengthen the MOU during the Spring  
2025 term. Over the summer, those recommendations were  
carefully considered and incorporated into this updated version  
of the MOU.

The revisions expand several sections to provide greater clarity  
and expectations for future students serving in the role of  
Student Trustee. Each edit was made with the intent of  
enhancing the structure of the advisory relationship between the  
Student Trustee and the Board of Directors, in their capacity as  
a non-voting member. Additional updates include explicit  
language regarding the terms of service, particularly  
emphasizing confidentiality expectations and professional  
responsibilities associated with the role.

RECOMMENDATION: The Board of Directors approve the updated Memorandum of  
Understanding (Exhibit A) regarding the Student Trustee as  
presented by the ASPCC Senate.

## **Memorandum of Understanding**

between

**Portland Community College, Associated Students of Portland Community College  
(ASPCC)**

and

**Board of Directors for Portland Community College**

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the ASPCC and the PCC Board of Directors to include the ASPCC President as an ex-officio student member of the PCC Board.

### **Background**

A Student Trustee, acting as an advisory, non-voting member of the PCC board of Directors will help to enhance communication and trust between the administration and the student body and fulfill PCC's commitment to meaningful student participation in shared governance.

### **Purpose**

Student membership on the PCC Board of Directors will provide an institutional channel for elevating student voices on important College issues, especially those that significantly impact PCC students. Student representation on the Board will also enable ongoing dialogue and effective interdepartmental communication that is inclusive, reciprocal, and representative of students as key stakeholders in college decision-making. The purpose of this relationship is to cultivate a comprehensive and accurate understanding of PCC students' interests, issues, and perspectives within the institution, and this goal is achieved by including students within PCC's shared governance framework.

### **Outcomes for Student Representative:**

- **Professional development** through facilitated experiences and training; preparedness for future leadership roles.
- **Exposure to shared governance** and the processes of engaging stakeholders when making decisions.
- **Service to the PCC student body** through engagement, advocacy, and meaningful representation.
- **Cultivating a student presence** within PCC's shared governance framework and decision-making bodies.

### **Funding**

ASPCC and the College will be financially obligated to cover necessary expenses for the Student Trustee; funds may not be used to cover personal expenses.

### **Selection**

The ASPCC and a cohort of stakeholder representatives will facilitate selecting the Student Trustee during the spring term of each academic year. The process will involve students in alignment with the ASPCC's selection process for all student leadership positions, but other non-student stakeholders may be consulted as needed. A recommendation will be forwarded to the President and Board Chair (or designee) for affirmation and endorsement by the end of the spring term for service beginning the summer of the next academic year.

### **Training**

The ASPCC will partner with the Executive Coordinator for the PCC Board of Directors to support the success of the Student Trustee position. The ASPCC will provide an orientation and ongoing support in alignment with the procedures employed by the ASPCC for all incoming student employees. Training and orientation related to membership on the PCC Board of Directors will be provided by Board staff during training and retreats. To support the purpose of this agreement, the Student Trustee should have the opportunity to meet with Board Directors individually throughout their term of service for the purpose of mentorship.

### **Terms**

The student shall serve as the Student Trustee on the Board of Directors and otherwise comply with the qualifications and requirements for student representation outlined in Board Policies [2105](#) and [2175](#). The Student Trustee shall be accountable for compliance with all Legislative and governing policies and procedures applicable to service on the PCC Board of Directors.

Furthermore, the Student Trustee will comply with all PCC standards of confidentiality within their role, in addition to the [Student Rights and Responsibilities](#) and any other agreements established for ASPCC members. Violations of these terms may result in removal from the position, per the ASPCC Constitution. If a student is removed, the ASPCC Senate retains the right to appoint an alternate for the duration of the term.

### **Annual Review of MOU**

This MOU will be reviewed annually - in June - by the Student Representative, ASPCC Coordinator, Program Dean of Student Leadership & Development, Associate Vice President of Student Wellbeing, Engagement & Belonging and Vice President of Student Affairs. The ASPCC Senate and the PCC Board of Directors will be invited to provide feedback. If the review results in proposed changes, Board and Senate protocols will be followed with revisions affirmed by both parties.

### **Contact Information:**

Portland Community College  
Board of Directors  
Tiffani Penson  
Board Chair  
PO Box 19000

Portland Community College  
Office of the President  
Dr. Adrien Bennings  
College President  
PO Box 19000

Portland Community College  
ASPCC  
Fareeha Nayebaré  
President / Student Trustee  
PCC Sylvania, CC 221K

26-050  
Exhibit A

Portland, OR 97280  
971.722.7268

Portland, OR 97280

Portland, OR 97280

**Signed:**

\_\_\_\_\_  
Tiffani Penson, Chair, PCC Board of Directors

**Signed:**

\_\_\_\_\_  
Dr. Adrien L. Bennings, College President, PCC

**Signed:**

\_\_\_\_\_  
Fareeha Nayebar, President, ASPCC

**Date:**

**Contact Information**

Portland Community College  
Board of Directors  
Tiffani Penson  
Board Chair  
PO Box 19000  
Portland, OR 97280  
971.722.7268

Portland Community College  
Office of the President  
Dr. Adrien Bennings

ASPCC Senate, President  
Fareeha Nayebar  
PO Box 19000  
Portland, OR 97280

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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.