

## **Board of Trustees Description of Responsibilities**

For more than 40 years, the PCC Foundation has served the students and programs of Portland Community College. Through partnerships with individuals, foundations and corporations, we expand access to PCC through scholarships, strengthen supports for students through wrap-around services and ignite the regional workforce.

### ***Our Mission***

Removing barriers to education at Portland Community College through the power of partnerships.

### ***Our Vision***

A community where anyone can thrive through education.

### ***Our Values***

Every person deserves the opportunity and support necessary to achieve their educational goals.

- We actively seek out and invest in prospective and current students, especially those who experience systemic barriers.
- We boldly and creatively respond to address the needs of our students and community.
- We are transparent, fiscally responsible and ethical in our communication, interactions and intentions with our collaborators.

Consistent with our mission and values, the PCC Foundation seeks to promote lifelong learning and work environments that welcome, respect, and value diversity, and are intentionally anti-racist and justice-oriented.

Foundation trustees are responsible for advancing the mission of the Foundation and our strategic vision of providing for 100% of unmet student need by 2072. Trustees serve as leaders, ambassadors and advocates, and through their service, help ensure equitable access to education for current and future PCC students.

### **Leaders**

*Trustees are asked to actively engage in board meetings and engagements and to serve on one or more of the standing committees.*

- Exercise fiduciary responsibility over the Foundation, monitoring the overall fiscal and administrative health and management of assets
- Participate in and attend quarterly board meetings (typically held in September, November, March & May)
- Actively engage and attend annual board retreat (typically held in January)
- Serve on one or more board committees, offering expertise to advance committee objectives in service of the Foundation's strategic plan

- As needed, serve on Foundation task forces, short-term commitments to address issues and opportunities (e.g. governance task force, recruitment task force)
- Make a meaningful, personal gift to support one of the Foundation’s key initiatives, helping ensure 100% board giving participation
  - Consider making a planned gift

**Ambassadors**

*Trustees serve as ambassadors for both PCC Foundation and PCC, representing the organizations in the broader community by communicating our mission and vision for equitable student success.*

- Serve as a liaison between the Foundation and community partners; trustees may help connect the Foundation to the following:
  - Individuals interested in investing in opportunity and education
  - Corporations and foundations that fund economic development initiatives and regional growth
  - Community based organizations that help propel the College and Foundation’s strategic goals
  - Public officials to support advocacy goals
- Promote and engage in PCC Foundation events including Big Give Day, the annual gala, the scholarship reception and other signature events
  - Represent the board at key college and community events
- Recommend qualified nominees for board and committee leadership

**Advocates**

*Trustees also serve as advocates for PCC and the PCC Foundation, championing their work and mission.*

- Advocate for PCC and the PCC Foundation by participating in legislative engagements including,
  - PCC Day at the Capitol
  - Annual legislative reception
  - City and county presentations
- Engage with local, state and federal representatives on key issues relating to affordable education and supporting student need
- When applicable, support PCC bond campaigns by leveraging Foundation funds and personally engaging with political activities

Foundation trustees can currently serve two-consecutive, three-year terms. Terms can be extended for trustees serving as the president. The board can range in size from six to 25 trustees, but typically hovers around 20 trustees.

Annually, trustees are asked to complete a self-evaluation around board service in the noted categories of leadership, ambassadorship and advocacy.