



Board of Directors **Business Session**

February 22, 2018

#think**PCC**first

Portland Community College Board of Directors

Vision

Building futures for our Students and Communities

Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

Core Themes

- Access and Student Success
- Economic Development and Sustainability
- Quality Education
- Diversity, Equity and Inclusion

Approved January 21, 2016

Who We Are

Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career and technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

We Value

- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that helps students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility - creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve – making students marketable for jobs in the future and promoting economic development
- The public's trust by effective and ethical use of public and private resources

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

BUSINESS SESSION
February 22, 2018
CLIMB Center
1626 SE Water Ave
Portland, Oregon 97214

AGENDA

- 4:00 PM **Work Session** **Room 202/203**
- Legislative Update/PCC Day at the Capitol—Emma Kallaway (15 minutes)
 - ACCT Debrief—Mark Mitsui, Jim Harper, Mohamed Alyajouri, Peter Goss, Emma Kallaway, Vanesa Wood (20 minutes)
 - Diversity Subcommittee Charter—Valdez Bravo, Michael Sonleitner, Kim Baker-Flowers and Traci Fordham (15 minutes)
 - Board Engagement—Kate Chester (10 minutes)
 - OCCA Update—Denise Frisbee (10 minutes)
 - DSC Update—Kien Truong (10 minutes)
- 5:30 PM **Board Dinner** **Room 202/203**
- 6:30 PM **Call to Order—Business Session** Room 104
- Introductions
 - Approval of Agenda
- 6:35 PM **Information Sessions**
- CLIMB Center Update—Marc Goldberg (10 minutes)
 - SBDC Update—Marc Goldberg (20 minutes)
 - Integrated Planning—Mark Mitsui (10 minutes)
 - Sustainability Update—Dr. Sandra Fowler-Hill, Tony Ishcan, Briar Schoon (15 minutes)
- 7:30 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)
- 7:35 PM **Business Session**

Consent Agenda: (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

Academic Professional Appointments:

Adam Clark, Student Outreach Coordinator, Links Program,
Southeast Campus
Dana Fullmer, Student Resource Specialist, Links Program,
Southeast Campus (NonGeneral Fund)
Damon Hickok, Resource Center Coordinator, Office of the
Dean of Instruction, Cascade Campus
Carey Larson, Learning Skills Specialist, Liberal Arts and
Pre-College Programs Division, Cascade Campus
Joshua Mead, Student Resource Specialist, Links Program,
Southeast Campus (NonGeneral Fund)
Teri Patapoff, Major Gift Officer, Foundation
Amy Petit, STEM and Design Center Coordinator,
Engineering and Technology Division, Sylvania
Campus
Aaron Pina, Veterans Resource Center Coordinator, Office
of the Dean of Student Development, Sylvania
Campus
Julie Stocker, Education Coordinator – Opening Doors
Project, Office of the Dean of Instruction, Cascade
Campus (NonGeneral Fund)
Denise Stone, Post Award Grants Officer, Grants Office,
Office of the Executive Vice President

Administrative Appointments:

Alexander Baldino, EEO Compliance Manager and Title IX
Co-Coordinator, Office of Equity and Inclusion
Daniel Cashen, Campus Custodial Services Manager
Finance and Administration
Troy Berreth, Director, Infrastructure Services (Interim),
Information Technology (Temporary)
Steve Frasier, Campus Custodial Services Manager,
Finance and Administration
Mike Phillips, Continuing Education Marketing Manager,
Workforce Development and Continuing Education

Faculty Appointments:

Christine Fletcher, Instructor, Veterinary Technology,
Science and Technology Division, Rock Creek
Campus
Javelin Hardy, Counselor, Office of the Dean of Student
Development, Cascade Campus

BIDS AND CONTRACTS

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BOARD

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7:40 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:45 PM **Reports** (5 minutes each)

- Faculty and Academic Professionals
- Classified
- Students
- Board Members
- President

8:15 PM **Adjournment**

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 boardresolutions@pcc.edu. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.

February 22, 2018

18-082

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Mark Mitsui, College President

RECOMMENDATION: That the Board of Directors approve the following actions:

1. Academic Professional Appointment (Temporary)– Adam Clark

Student Outreach Coordinator

Links Program, Southeast Campus

Annual Salary: \$48,237 Grade: 5 Step: 1

Effective: February 1, 2018 to January 31, 2019

Education: Portland State University BA, Psychology
Portland Community College AS, Science
Portland Community College AGS, General Studies

Most Recent Experience: Portland Community College
Office Assistant II

Applicant Flow: Article 3.64 Appointment

2. Academic Professional Appointment (NonGeneral Fund)– Dana Fullmer

Student Resource Specialist

Links Program, Southeast Campus

Annual Salary: \$45,558 Grade: 3 Step: 3

Effective: January 22, 2018

Education: Portland State University MS, Clinical Mental Health
Counseling
University of Oregon BA, Spanish

Most Recent Experience: Miller Education Center – East
School-to-Work Consultant

Applicant Flow:

Gender

39 Female

20 Male

1 Not Disclosed

Ethnicity

1 American Indian or Alaska Native

3 Asian

4 Black or African American

6 Hispanic/Latino

1 Native Hawaiian or Other Pacific Islander

10 Not Disclosed

3 Two or More Selections

32 White

60 Total

3. Academic Professional Appointment– Damon Hickok

Resource Center Coordinator

Office of the Dean of Instruction, Cascade Campus

Annual Salary: \$75,881

Grade: 4

Step: 16

Effective: January 22, 2018

Education: City University of Seattle

Med, Guidance and Counseling

Portland State University

BS, Social Sciences

Most Recent Experience: Portland Community College

Middle College Coordinator

Applicant Flow:

Gender

Ethnicity

4 Female

0 American Indian or Alaska Native

3 Male

1 Asian

0 Not Disclosed

3 Black or African American

2 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

1 Not Disclosed

0 Two or More Selections

0 White

7 Total

4. Academic Professional Appointment– Carey Larson

Learning Skills Specialist

Liberal Arts and Pre-College Programs Division, Cascade Campus

Annual Salary: \$57,961

Grade: 3

Step: 10

Effective: February 1, 2018

Education: University of Washington

MLIS, Library and Information
Science

University of Oregon

BS, Philosophy

Most Recent Experience: Portland Community College

Online Student Services Facilitator

Applicant Flow:

Gender

Ethnicity

5 Female

1 American Indian or Alaska Native

1 Male

1 Asian

1 Not Disclosed

0 Black or African American

1 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

2 Not Disclosed

0 Two or More Selections

2 White

7 Total

5. Academic Professional Appointment (NonGeneral Fund)– Joshua Mead

Student Resource Specialist

Links Program, Southeast Campus

Annual Salary: \$47,153

Grade: 3

Step: 4

Effective: January 15, 2018

Education: Portland State University

MSW, Social Work

Wheaton College BA, Political Science
 Most Recent Experience: Portland Community College
 Outreach Coordinator

Applicant Flow:
 Gender Ethnicity
 39 Female 1 American Indian or Alaska Native
 20 Male 3 Asian
 1 Not Disclosed 4 Black or African American
 6 Hispanic/Latino
 1 Native Hawaiian or Other Pacific Islander
 10 Not Disclosed
 3 Two or More Selections
 32 White
 60 Total

6. Academic Professional Appointment– Teri Patapoff

Major Gift Officer
 Foundation

Annual Salary: \$70,422 Grade: 5 Step: 12

Effective: January 22, 2018

Education: University of Oregon BS, Sociology

Most Recent Experience: Cedar Sinai Park
 Development and Marketing Manager

Applicant Flow:
 Gender Ethnicity
 10 Female 0 American Indian or Alaska Native
 5 Male 1 Asian
 0 Not Disclosed 2 Black or African American
 0 Hispanic/Latino
 0 Native Hawaiian or Other Pacific Islander
 1 Not Disclosed
 0 Two or More Selections
 11 White
 15 Total

7. Academic Professional Appointment– Amy Petit

STEM and Design Center Coordinator

Engineering and Technology Division, Sylvania Campus

Annual Salary: \$48,518 Grade: 4 Step: 3

Effective: February 1, 2018

Education: University of Montana MFA, Sculpture
 University of Idaho BFA, Studio Art

Most Recent Experience: University of Montana
 Fab Lab Graduate Coordinator

Applicant Flow:
 Gender Ethnicity
 11 Female 0 American Indian or Alaska Native

12	Male	2	Asian
0	Not Disclosed	0	Black or African American
		1	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		2	Not Disclosed
		1	Two or More Selections
		16	White
		23	Total

8. Academic Professional Appointment– Aaron Pina

Veterans Resource Center Coordinator

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$59,293 Grade: 5 Step: 7

Effective: February 19, 2018

Education: Boston University MA, International Relations
Portland State University BA, Cultural Anthropology

Most Recent Experience: Lakeside School
Upper School History and Social Science Teacher

Applicant Flow:

Gender Ethnicity

21	Female	1	Asian
24	Male	2	Black/African American
1	Not Disclosed	5	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		2	Not Disclosed
		2	Two or More Selections
		34	White
		46	Total

9. Academic Professional Appointment (NonGeneral Fund)– Julie Stocker

Education Coordinator – Opening Doors Project

Office of the Dean of Instruction, Cascade Campus

Annual Salary: \$57,625 Grade: 4 Step: 8

Effective: January 22, 2018

Education: University of Kansas MSW, Social Work
University of Kansas BSW, Social Work

Most Recent Experience: Portland Community College
Career Coach

Applicant Flow:

Gender Ethnicity

1	Female	0	American Indian or Alaska Native
0	Male	0	Asian
0	Not Disclosed	0	Black or African American
		0	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		0	Not Disclosed
		0	Two or More Selections

1	White
1	Total

10 Academic Professional Appointment – Denise Stone

Post Award Grants Officer, Grants Office
Office of the Executive Vice President

Annual Salary: \$51,673 @ .5 FTE Grade: 5 Step: 3

Effective: February 19, 2018

Education: University of Portland BS, Communications

Most Recent Experience: Friendly House
Engagement Program Manager

Applicant Flow:

Gender	Ethnicity
17 Female	0 American Indian or Alaska Native
6 Male	1 Asian
2 Not Disclosed	0 Black or African American
	0 Hispanic/Latino
	0 Native Hawaiian or Other Pacific Islander
	3 Not Disclosed
	2 Two or More Selections
	19 White
	25 Total

11 Administrative Appointment– Alexander Baldino

EEO Compliance Manager and Title IX Co-Coordinator
Office of Equity and Inclusion

Annual Salary: \$66,472 Grade: K

Effective: 01/22/2018

Education: Lewis and Clark Law School JD, Law
Hampshire College BA, Outdoor Education

Most Recent Experience: Portland Community College
EEO Compliance Manager and Title IX Co-Coordinator, Interim

Applicant Flow:

Gender	Ethnicity
0 Female	0 American Indian or Alaska Native
2 Male	0 Asian
0 Not Disclosed	0 Black or African American
	0 Hispanic/Latino
	0 Native Hawaiian or Other Pacific Islander
	0 Not Disclosed
	0 Two or More Selections
	2 White
	2 Total

12 Administrative Appointment– Daniel Cashen

Campus Custodial Services Manager
Finance and Administration

Annual Salary: \$64,000 Grade: I
 Effective: February 12, 2018
 Most Recent Experience: Oregon State University
 Custodial Programs Supervisor

Applicant Flow:
 Gender Ethnicity

3 Female	0 American Indian or Alaska Native
15 Male	2 Asian
2 Not Disclosed	1 Black or African American
	1 Hispanic/Latino
	0 Native Hawaiian or Other Pacific Islander
	2 Not Disclosed
	1 Two or More Selections
	13 White
	<hr/> 20 Total

13 Administrative Appointment (Temporary) – Troy Berreth

Director, Infrastructure Services (Interim)
 Information Technology
 Annual Salary: \$100,000 Grade: N
 Effective: January 8, 2018 to July 6, 2018
 Education: University of Houston MBA, Business Administration
 University of Alberta BS, Physical Geography
 Most Recent Experience: Portland Community College
 Information Technology Manager- Network Services
 Applicant Flow: Direct Appointment

14 Administrative Appointment– Steve Frasier

Campus Custodial Services Manager
 Finance and Administration
 Annual Salary: \$65,000 Grade: I
 Effective: February 12, 2018
 Most Recent Experience: Concordia University
 Lead Custodian/Custodial Manager2

Applicant Flow:
 Gender Ethnicity

2 Female	0 American Indian or Alaska Native
12 Male	1 Asian
1 Not Disclosed	1 Black or African American
	3 Hispanic/Latino
	0 Native Hawaiian or Other Pacific Islander
	1 Not Disclosed
	1 Two or More Selections
	8 White
	<hr/> 15 Total

15 Administrative Appointment– Mike Phillips

Continuing Education Marketing Manager
Workforce Development and Continuing Education

Annual Salary: \$64,000 Grade: I

Effective: February 12, 2018

Education: University of Oregon MS, Strategic Communication
Washington State University BA, Communication

Most Recent Experience: AM:PM PR
Account Director

Applicant Flow:

Gender		Ethnicity
19 Female	0	American Indian or Alaska Native
22 Male	0	Asian
3 Not Disclosed	4	Black or African American
	1	Hispanic/Latino
	0	Native Hawaiian or Other Pacific Islander
	7	Not Disclosed
	2	Two or More Selections
	30	White
	44	Total

16 Faculty Appointment– Christine Fletcher

Instructor, Veterinary Technology
Science and Technology Division, Rock Creek Campus

Annual Salary: \$61,786 Step: 6

Effective: August 21, 2018

Education: University of California DVM, Veterinary Medicine
University of California BS, Animal Physiology

Most Recent Experience: Portland Community College
Instructor, Veterinary technology (Temporary)

Applicant Flow:

Gender		Ethnicity
6 Female	0	American Indian or Alaska Native
1 Male	1	Asian
	0	Black or African American
	1	Hispanic/Latino
	0	Native Hawaiian or Other Pacific Islander
	0	Not Disclosed
	0	Two or More Selections
	5	White
	7	Total

17 Faculty Appointment– Javelin Hardy

Counselor
Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$61,786 Step: 6

Effective: February 1, 2018

Education: Portland State University MSW, Social Work

Most Recent Experience: Concordia University BSW, Social Work
 Providence Portland Medical Center
 Adult Behavioral Health Therapist

Applicant Flow:		Ethnicity	
Gender			
62	Female	0	American Indian or Alaska Native
19	Male	5	Asian
4	Not Disclosed	3	Black or African American
		5	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		16	Not Disclosed
		3	Two or More Selections
		53	White
		<hr/> 85	Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF
 PROPOSED TO BE HIRED IN FEBRUARY 22, 2018 PERSONNEL REPORT**

Male	9
Female	7
Not Disclosed	1
	<hr/> 17
White	12
Black or African American	3
Asian	0
Hispanic/Latino	0
American Indian/Alaskan Native	1
Native Hawaiian/Pacific Islander	0
Two or More Selections	0
Not Disclosed	1
	<hr/> 17

February 22, 2018

18-083

AUTHORIZATION TO CONTINUE TO UTILIZE E-BUILDER PROGRAM MANAGEMENT SYSTEM FOR THE 2008 AND 2017 BOND PROGRAM

PREPARED BY: Linda Degman, Director, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: The 2008 Bond Program had need of a program management system to track the progress of the \$450 million (all funding sources) program. A competitive process was used to select E-Builder as the best fit for the needs of the Bond Program. The Board approved BA10-054, which allowed us to purchase the software through Dell. This initial purchase was \$128,000.

In 2014, Board approved (BA14-149) an extension of the contract through June 2018 and expenditures of \$170,000. This included an acknowledgement of 113 seats that were purchased directly through E-Builder in the amount of \$104,000.

There are several projects to be completed in the 2008 Bond Program including Sylvania CC renovations and Child Development Center (CDC), Columbia County, and miscellaneous work at Rock Creek.

As we move into the 2017 Bond Program it is important that we are consistent in tracking the program financials and documentation. E-Builder has been a valuable tool for our team as well as working with our external design and contracting partners.

Since 2010 we have spent a total of \$513,424.85 through various contract sources. As we look to finishing the 2008 Bond Program and the needs of the 2017 Bond Program we anticipate additional requirements and seats and the need for the system until 2022 with an additional cost of \$350,000. The seats will be directly contracted through

E-Builder. The estimated purchase cost will exceed the \$150,000 threshold, requiring the Board of Directors' approval.

RECOMMENDATION: That the Board of Directors authorize the Bond Program to continue to purchase E-Builder seats for \$350,000 through June, 2022. Funding is from the 2008 and 2017 Bond Fund.

February 22, 2018

18-084

GRANT AUTHORITY FOR COOPERATIVE
PROCUREMENT WITH CDW GOVERNMENT LLC. FOR
UPS MANAGEMENT

PREPARED BY: Tina Parkvold, Buyer/Contract Specialist, FMS Purchasing

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: The College has a need to acquire technical support for the Uninterruptable Power Supply (UPS) system's proactive management and monitoring of single and three phase UPS'. The UPS provides near-instantaneous emergency power to PCC's critical IT data and networking infrastructure throughout the district.

Staff has reviewed and would like to utilize this State of Oregon Price Agreement 5803 for IT HVAR (Hardware Value Added Reseller) valid through December 30, 2018.

This is a State of Oregon contract that was formally bid as DASPS-2143-15. Utilizing a State formal bid typically attracts a wider interest for submission. This State RFP included a standard "OMWESB Out Reach Plan" exhibit. In addition this State IT HVAR contract has a section for "Oregon Economic Support" to work with the Certification Office of Business Inclusion and Diversity - COBID agency.

This contract may be entered into and extend past the State of Oregon contract end date. However, it may only be renewed upon renewal of the State of Oregon renewal, refer to Price Agreement 1.4.3.

The estimated contract cost is \$500,000.00 for the three year period, which consists of the following fees:

Single Phase UPS (UPS PCC Fleet Services Contract)

3 years at \$118,094.40 - \$354,283

Three Phase UPS

3 years at \$27,951.04 - \$83,853.

Project contingency of \$61,864

RECOMMENDATION: That the Board of Directors authorize Facilities Management Services Department to cooperatively contract in accordance with Procurement Rule PCC-46-0400, with CDW Government LLC to provide technical support for proactive management and monitoring of single phase UPS systems supporting critical IT and networking equipment district wide, based on State of Oregon Price Agreement 5603, contract valid through December, 30, 2018 with the College contract to expire three years after the College's contract execution, with an estimated contract total not to exceed \$500,000.00. This includes \$354,283 and \$83,853 per the Quote dated November 30, 2017 and project and maintenance contingency of \$61,864. Funding is covered with General Fund and Capital Projects Fund.

February 22, 2018

18-085

ACCEPT PROPOSAL AND AWARD CONTRACT TO
ARONSON SECURITY GROUPS FOR KEY
MANAGEMENT HARDWARE AND SOFTWARE

PREPARED BY: Tina Parkvold, FMS Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: On December 13, 2017, a Request for Proposal for a “Key management Hardware & Software Project” was released and made available to all interested vendors. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system and the PCC Solicitation website. A total of twenty-two (22) vendors registered and received a copy of the RFP. At the proposal submission closing time of 2:00 PM on January 17, 2018, the College received a total of one (1) proposal.

Note: The vendor who submitted the proposal was not an MWESB firm.

After careful review the committee recommended awarding the contract to **Aronson Security Group**.

The College Facilities Management Services (FMS) Department has a need to install and support software and hardware products and services that are necessary to provide electronic key management service district-wide. The estimated cost for these services will exceed the \$150,000 threshold, which requires a formal solicitation process, Request for Proposal (RFP).

Committee members consisting of staff from Facilities Management Services, Public Safety, and Information Technology reviewed the proposal based on the following criteria: functionality, cost, performance, vendor qualifications, support services, responsiveness and partnerships. After reviewing the proposal, the committee

requested further evaluation which included a demonstration of the hardware and software and a brief question and answer session. The demonstration evaluation was successful.

RECOMMENDATION: That the Board of Directors accept the proposal and award the contract to Aronson Security Group. The contract will be valid through June 30, 2019. The contract amount is not to exceed \$220,000 for the entire term of the contract. This includes the base price for Phases 1-3 of \$183,023.15 and estimated costs for phase 4 of and a 10% project contingency. Funding will be provided from the General fund and Capital Fund.

February 22, 2018

18-086

APPROVAL OF PROFESSIONAL LEAVES FOR FY18 –
19 FACULTY AND ACADEMIC PROFESSIONALS

PREPARED BY: Patti Battles, Executive Assistant
Katy Ho, Vice President, Academic Affairs

FINANCIAL
RESPONSIBILITY: Katy Ho, Vice President, Academic Affairs

APPROVED BY: Mark Mitsui, College President

REPORT: Applications for professional leave were received and processed in accordance with Article 20 of the Agreement between Portland Community College and the Portland Community College Faculty Federation. The President has reviewed the applications and recommendations of the campus/district administration.

RECOMMENDATION: That the following Portland Community College faculty be granted professional leaves for the purpose, time period, and salary payments indicated:

Christina Friedle
Faculty, Geography

Duration: Winter 2019 and Spring 2019

Salary: 75% of Annual Scheduled Salary

Purpose: A two-term professional leave is proposed to focus on Technology in tech-based fields. Since the inception of the internet cloud based storage & processing, mobile devices and software interactivity, maps have evolved to incorporate this technology. Many Americans interact with some map-based software or application on a daily basis. The development of these applications has interwoven web development and GIS. In order to create rich interactive map applications, it requires that someone not only become familiar with GIS and (web) cartography, but also web development languages, user-centered design, and mash-up style programming.

The proposal supports PCC's Core Themes: Diversity, Equity and Inclusion; Quality Education; Access and Student Success; and Strategic Themes: Create a Nationally Renowned Culture for Diversity, Equity and Inclusion; Provide Outstanding Affordable Education; Drive Student Success; and Ignite a Culture of Innovation.

Allison Gross
Faculty, Composition/Literature

Duration: Winter 2019 and Spring 2019

Salary: 75% of Annual Scheduled Salary

Purpose: A two-term professional leave is proposed: I propose an investigation into 'feasible Writing Across Curriculum (WAC) initiatives at PCC and a pilot project that would involve developing WAC materials for a few select disciplines. With my training in Composition Studies and firsthand experience working with faculty in other disciplines on these issues, I believe I am in a good position to carry out this important work at PCC, if provided the time and support to do so States. I plan to explore the most recent WAC scholarship and examine

community colleges with (often longstanding) WAC programs and initiatives that might serve as models for PCC. Finally, I will work to create concrete WAC materials that faculty might find productive and useful for integrating writing instruction into their classes.

The proposal supports PCC's Core Themes: Diversity, Equity and Inclusion; Quality Education; Access and Student Success; and Strategic Themes: Create a Nationally Renowned Culture for Diversity, Equity and Inclusion; Provide Outstanding Affordable Education; Drive Student Success; and Ignite a Culture of Innovation.

Cara Tang
Faculty, Computer Information Systems

Duration: Spring 2019

Salary: 100% of Annual Scheduled Salary

Purpose: A one-term professional leave is proposed to strengthen my educational background in cybersecurity, especially with regard to current trends in this fast-paced field. I will earn an Advanced Computer Security Certificate from Stanford University by taking six online short courses; and I will study and test for the CompTIA Security+ certification, a globally-recognized cybersecurity credential. These activities will help me maximize my effectiveness in teaching students and in driving our program growth to provide equitable opportunities and meet needs in our community and economy.

The proposal supports PCC's Core Themes: Diversity, Equity and Inclusion; Quality Education; Access and Student Success; and Strategic Themes: Create a Nationally Renowned Culture for Diversity, Equity and Inclusion; Provide Outstanding Affordable Education; Drive Student Success; and Ignite a Culture of Innovation.

Alissa Leavitt
Faculty, Health Studies

Duration: Winter 2019 & Spring 2019

Salary: 75% of Annual Scheduled Salary

Purpose: A two-term professional leave is proposed to explore the interrelationship between food systems and critical social challenges such as hunger and poverty, chronic disease and climate change. I am applying for professional leave to research these issues and participate in hands-on training and service with farm/garden cooperatives and community partners. During this leave I will Research issues, food movements, and best practices related to food systems, STEM and sustainability to deepen and broaden my understanding of the diverse literature on food systems. Develop curriculum; coordinate workshops and events to help mobilize the PCC community to feel empowered to become part of the various food movements.

The proposal supports PCC's Core Themes: Quality Education; Diversity, Equity and Inclusion; and Strategic Themes: Provide Outstanding Affordable Education; Create a Nationally Renowned Culture for Diversity, Equity and Inclusion.

Danijela Vukic
Faculty, Chemistry

Duration: Spring 2019

Salary: 100% of Annual Scheduled Salary

Purpose: A one-term professional leave is proposed to design and implement a Mastery-based CH151 Preparatory Chemistry Course to ensure that all students, regardless of skill-level and background, have the opportunity to master the skills required for success in CH 151 and in the subsequent General Chemistry Courses CH221, 222, and 223. This leave will provide us the opportunity to explore and implement Mastery-Based Learning (MBL) in CH151 Preparatory Chemistry. Identified best practices and available resources for implementing MBL Chemistry Courses through attending conferences, completing literature searches and meeting with faculty from successful programs. Created a set of learning modules (multiple in-class activities per unit, multiple assessments

per concept, lecture resources, etc.) using the CH151 Course Specific Objectives detailed on the CH151 CCOG. Implemented the newly developed Mastery Modules into one section each at Rock Creek and Sylvania for improving community based learning within PCC's ESOL curriculum.

The proposal supports PCC's Core Themes: Quality Education; Diversity, Equity and Inclusion; and Strategic Themes: Provide Outstanding Affordable Education; Create a Nationally Renowned Culture for Diversity, Equity and Inclusion.

Nick Hengen Fox
Faculty, Composition/Literature

Duration: Spring 2019

Salary: 100% of Annual Scheduled Salary

Purpose: A one-term professional leave is requested for Spring 2019. During this time, I have two main objectives: (1) to deepen my knowledge in the field of Social Justice theory and history; (2) to make connections with faculty at both local and national institutions engaged in parallel work. One chunk of my proposed sabbatical will be to read more. And, especially, to read more *beyond* my own discipline-about social justice as a concept and about its practice, particularly as a feature of public policy and community development, sociology, and political science. Part of this leave will allow me to interview interesting national scholar/practitioners-like Kathryn Miles, a liberal arts professor in Maine, and Kevin Bott, Associate Director of the national non-profit Imagining America and make national connections for PCC-sharing what we're doing and learning new practices and strategies.

The proposal supports PCC's Core Themes: Quality Education; Diversity, Equity and Inclusion; and Strategic Themes: Provide Outstanding Affordable Education; Create a Nationally Renowned Culture for Diversity, Equity and Inclusion.

Christopher Rose**Faculty, Liberal Arts and Pre-College**

Duration: Spring 2019 & Summer 2019

Salary: 100% of Annual Scheduled Salary

Purpose: A one-term professional leave is proposed to complete a manuscript of original work of poetry that intersects the bioregion of the Pacific Northwest, the Pacific Northwest Gothic aesthetic, grunge music, and Black survival. The completion of a literary work would give me a stronger foundation for teaching WR 246/249 and the proposed WR 198A Independent Study for students looking to complete a creative writing project. Completion and editing of a manuscript of original poetry. Travel to the Cave Canem Workshop. Travel to the Writers Refuge on Whidbey Island. Travel to the Playa Place Residency for two weeks in Redmond, Oregon Fulfillment of a Grant awarded by Regional Arts and Creative Council.

The proposal supports PCC's Core Themes: Quality Education; Diversity, Equity, and Inclusion; and Strategic Themes: Provide Outstanding Affordable Education; Create a Nationally Renowned Culture for Diversity, Equity and Inclusion.

Andrea Lowgren**Faculty, History**

Duration: Winter 2019 & Spring 2019

Salary: 75% of Annual Scheduled Salary

Purpose: A two-term professional leave is proposed to research develop and Open Educational Research for HST 203. I will interview selected PCC immigrant students, alumni, staff and faculty to highlight the diversity of immigrant experiences. To creation a resource to use that solves the instructional challenge of the single-narrative immigration story as presented by the mainstream media and the alienation of immigrant students from inclusion in the narrative of the making of the United States. I plan to do

interviews as oral history. I plan to capture a range of regions, time periods, and motivations to illustrate to the student readers. After I have transcribed the interview, I will edit it into a short, readable narrative. Then research and write a short contextual introduction to each interview about the history of the locations and the immigration politics of the time. Finally, I will add the portrait and the primary source.

The proposal supports PCC's Core Theme: Diversity, Equity, and Inclusion; and Strategic Theme: Create a Nationally Renowned Culture for Diversity, Equity and Inclusion.

Laura Horani

Faculty, English for Speakers of Other Languages (ESOL)

Duration: Fall 2018

Salary: 100% of Annual Scheduled Salary

Purpose: A one-term professional leave is proposed to working on my doctorate in Organizational Leadership with an emphasis in Higher Education. This sabbatical proposal supports PCC's mission, core themes, and strategic plan. Research on building culturally competent academic teams supports the College mission of student success, quality education, and creating a more equitable and inclusive culture at PCC. I would share what I have learned with the ESOL faculty at Southeast, the ESOL SAC, my division, and the Southeast Campus Management team. I would also be excited and willing to share my results with All Managers and/or the Board of Directors. I have been interested in a more senior leadership position since I completed PCC's LEAD Academy in 2009-2010.

The proposal supports PCC's Core Themes: Diversity, Equity and Inclusion; Quality Education; Access and Student Success; and Strategic Themes: Create a Nationally Renowned Culture for Diversity, Equity and Inclusion; Provide Outstanding Affordable Education; Drive Student Success; Ignite a Culture of Innovation.

February 22, 2018

18-087

APPLY TO THE HIGHER EDUCATION COORDINATING
COMMISSION FOR APPROVAL OF THE SUPPLY CHAIN
MANAGEMENT AND LOGISTICS ENGINEERING ONE-YEAR
CERTIFICATE FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Al McQuarters, Division Dean, Math, Science, and Career Technical Education

APPROVED BY: Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: Supply chain management and engineering logistics is the oversight of materials, information, and finances as they move from supplier to manufacturer to wholesaler to retailer to consumer, known as “the chain.” Because the supply chain management field is growing it needs individuals to fulfill positions in high tech, analytics, project management, robotics, and engineering. This 45-credit certificate prepares students for work in the warehouse and distribution industries. Upon completion of the program, students will understand the responsibilities of supply chains, know how to use a variety of engineering logistics tools, acquire field experience, and have soft skills such as communication, customer service, and problem solving as desired by employers. The program aligns with the strategic plan theme “Transforms the Community through Opportunity” by creating a seamless connection between high schools, higher education, and companies offering positions in high-wage occupations. The Supply Chain Management and Logistics Engineering One-Year Certificate has been reviewed and approved by the Management and Supervisory Development Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Supply Chain Management and Logistics Engineering One-Year Certificate for Portland Community College.

February 22, 2018

18-088

APPLY TO THE HIGHER EDUCATION COORDINATING
COMMISSION FOR APPROVAL OF THE CAD OPERATOR
LESS THAN ONE-YEAR CAREER PATHWAY CERTIFICATE
FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Al McQuarters, Division Dean, Math, Science, and Career Technical Education

APPROVED BY: Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: Computer Aided Design and Drafting is a high-demand field which needs skilled employees. The 12-credit CAD Operator Less than One-Year Career Pathway Certificate prepares students to use a variety of advanced parametric computer-aided design applications to model three-dimensional parts, assemblies, and sub-assemblies. This specialized certification prepares students to work in the manufacturing industry, building construction industry, and in civil/public works. All certificate courses are embedded in the Computer Aided Design and Drafting One-Year Certificate providing students a pathway into an entry level position and to continue their education and career trajectory in a high-demand field. The CAD Operator Less Than One-Year Career Pathway Certificate has been reviewed and approved by the Computer Aided Design and Drafting Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the CAD Operator Less Than One-Year Career Pathway Certificate for Portland Community College.

February 22, 2018

18-089

APPLY TO THE HIGHER EDUCATION COORDINATING
COMMISSION FOR APPROVAL OF THE FOUNDATIONS IN
HUMAN SERVICES LESS THAN ONE-YEAR CAREER
PATHWAY CERTIFICATE FOR PORTLAND COMMUNITY
COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Dana Fuller, Division Dean, Social Sciences and Human Development

APPROVED BY: Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: The proposed Foundations in Human Services Less Than One-Year Career Pathway Certificate prepares students for entry-level human-service work in a variety of environments under the direction of social workers, counselors, psychologists, and those with advanced education or experience. The 12-credit certificate prepares human-service workers who aid people to function more effectively by providing support and access to resources. Head Start and Early Head Start recently revised a policy and now must ensure that staff who work directly with families on family partnerships have a certificate in human services. The Foundations in Human Services Certificate meets this Head Start policy. The Family and Human Services department worked closely with Head Start to develop the certificate to meet Head Start's needs. All courses in the certificate are embedded in the Family and Human Services AAS, providing students a pathway into an entry level position and to continue their education and career trajectory by acquiring more education and associates degree. The Foundation in Human Services Less Than One-Year Career Pathway Certificate has been reviewed and approved by the Family and Human Services Industry Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Foundations in Human Services Less Than One-Year Career Pathway Certificate for Portland Community College.

February 22, 2018

18-090

APPLY TO THE HIGHER EDUCATION COORDINATING
COMMISSION FOR APPROVAL OF THE MECHANICAL
DRAFTER LESS THAN ONE-YEAR CAREER PATHWAY
CERTIFICATE FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Al McQuarters, Division Dean, Math, Science, and Career Technical Education

APPROVED BY: Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: Computer Aided Design and Drafting is a high-demand field which needs skilled employees. The 14-credit Mechanical Drafter Less than One-Year Career Pathway Certificate prepares students to use computer-aided design applications to draft and print two-dimensional-industry standard drawings, following the American Standards Institute guidelines. This specialized certification prepares students to work in the manufacturing industry, building construction industry, and in civil/public works. All certificate courses are embedded in the Computer Aided Design and Drafting One-Year Certificate providing students a pathway into an entry level position and to continue their education and career trajectory in a high-demand field. The Mechanical Drafter Less Than One-Year Career Pathway Certificate has been reviewed and approved by the Computer Aided Design and Drafting Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Mechanical Drafter Less Than One-Year Career Pathway Certificate for Portland Community College.

February 22, 2018

18-091

APPLY TO THE HIGHER EDUCATION COORDINATING
COMMISSION FOR APPROVAL OF THE TECHNICAL
DESIGNER LESS THAN ONE-YEAR CAREER PATHWAY
CERTIFICATE FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Al McQuarters, Division Dean, Math, Science, and Career Technical Education

APPROVED BY: Katy Ho, Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: Computer Aided Design and Drafting is a high-demand field which needs skilled employees. The 17-credit Technical Designer Less than One-Year Career Pathway Certificate prepares students to use computer-aided design technology to draft and print two-dimensional industry-standard drawings (following the American Standards Institute guidelines); to use a variety of advanced parametric computer-aided design applications to design three-dimensional parts, assemblies; and sub-assemblies, and to work as an integrated member of a drafting technology design team. This specialized certification prepares students to work in the manufacturing industry, building construction industry, and in civil/public works. All certificate courses are embedded in the Computer Aided Design and Drafting One-Year Certificate providing students a pathway into an entry level position and to continue their education and career trajectory in a high-demand field. The Technical Designer Less Than One-Year Career Pathway Certificate has been reviewed and approved by the Computer Aided Design and Drafting Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Higher Education Coordinating Commission for the Technical Designer Less Than One-Year Career Pathway Certificate for Portland Community College.

February 22, 2018

18-092

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2018 COMMUNITY COLLEGE
ANNUAL LEADERSHIP CONGRESS IN NEW YORK,
NY FROM OCTOBER 24-27, 2018

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

APPROVED BY: Mark Mitsui, College President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT Leadership Congress in New York, NY from October 24-27, 2018.

RECOMMENDATION: That the Board of Directors appoint Kali Thorne-Ladd, Deanna Palm as delegates to represent the College at the ACCT Leadership Congress.



Board of Directors Goals 2017-2018

Board members recognized during discussion that several goals from previous goal-settings are not time-specific but are, rather “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2017-2018 planning cycles.

Legacy Goals

- Ensure an environment of success that encourages access and timely completion
- Prioritize the college’s commitment to the creation of a nationally renowned culture for diversity, equity and inclusion
- Track and evaluate Portland Community College operations and execution of the Strategic Plan.
- Be an engaged advocate for Portland Community College in:
 - Governmental affairs and governmental advocacy
 - In support of fundraising strategies targeting the advancement of important initiatives (e.g. Future Connect, PCC Foundation efforts, etc.)
- Continue communication between the Board of Directors and the President

Board Priorities

- Support implementation of the strategic enrollment plan and the Achieving the Dream Initiative.
- Track data regarding efforts to enhance district-wide efforts to make PCC an employer of choice, encouraging recruitment, hiring and retaining of faculty, staff, vendors and contractors from historically underrepresented groups while promoting employee engagement and professional development opportunities.
- Increase awareness of role that PCC plays in our community through outreach and education.
- Support implementation of strategic initiatives and moving people out of poverty (opportunity and student success).

The College prohibits unlawful discrimination based on 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 in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with 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, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.