



# Board of Directors **Business Session**

February 27, 2020

#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

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

February 27, 2020  
Sylvania Campus  
12000 SW 49<sup>th</sup> Avenue  
Portland, Oregon, 97219

MEETING AGENDA

5:30 PM      **Board Dinner**      **Oak Room**

6:30 PM      **Call to Order—Business Session**      **SY CC 233 A/B**

- Introductions
- Land Acknowledgement—Alex Diaz Rios
- Approval of Agenda
- Approval of Minutes-January 16, 2020

6:40 PM      **Information Sessions**

- Sylvania Update—Lisa Avery (10 minutes)
- OCCA – Denise Frisbee (5 minutes)

6:55 PM      **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:00 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.)

**PERSONNEL**

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**Academic Professional Appointments:**

Gonzalo Calderon, College Assistance Migrant  
Program (CAMP) Recruiter / Admissions  
Specialist (0.5 FTE), Office of the Dean of  
Student Development, Rock Creek Campus  
(NonGeneral Fund)

Lisa Regan Vienop, Teaching and Learning Specialist –  
Part-Time, Office of the Dean of Instruction,  
Rock Creek Campus (Temporary)

Andrea Reyes, Academic Advising Specialist, Office of  
the Dean of Student Development, Rock Creek  
Campus (Temporary)

**Administrative Appointment:**

Tom Andrews, Budget Manager, Finance and Administration  
 Elise Ferreira de Azevedo, Title III Project Director, Academic Affairs  
 David Glass, Program Manager I, Continuing Education Workforce Development and Continuing Education, Southeast Campus (Temporary)  
 Reet Kaur (Ramanpreet Juneja), Chief Information Security Officer, Information Technology, Sylvania Campus  
 Virginia (Vicky) Lopez Sanchez, Dean of Student Development, Office of the President, Sylvania Campus  
 Jade Menchaca, Recycling Program Coordinator, Finance and Administration  
 Josh Peters McBride, Associate Dean of Student Development, Office of the Dean of Student Development, Southeast Campus  
 Jackie Sandquist, Manager, Employee Engagement and Development, Human Resources, Downtown Center (Temporary)  
 Burton Simmons, Network Services Information Technology Manager, Information Technology, Sylvania Campus  
 Emmitt Wyche, Academic Advising Program Manager, Student Affairs, Cascade Campus

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### BOARD

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7:05 PM      **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:10 PM      **Reports** (5 minutes each)

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

7:35 PM      **Adjournment**

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The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-4365 or by email at [boardmember@pcc.edu](mailto:boardmember@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.

Portland Community College Board of Directors  
PO BOX 19000, Portland, Oregon 97280

January 16, 2020  
Sylvania Campus  
12000 SW 49<sup>th</sup> Avenue, Portland, Oregon, 97219

## **BOARD MEETING MINUTES**

### **ATTENDANCE**

Hannah Alzgal, Mohamed Alyajouri, Denise Frisbee, Jim Harper, Tiffani Penson, Alex Diaz Rios, Dan Saltzman, Michael Sonnleitner

### **WORK SESSION**

The board met in work session and received updates about legislative affairs, strategic planning, finance and tuition, and the Oregon Community College Association (OCCA).

### **EXECUTIVE SESSION**

The board met in accordance with ORS 192.660 (2) to discuss (e) real property and (h) litigation.

### **CALL TO ORDER**

Chair Harper called the Business Meeting to order at 6:46 pm.

### **APPROVAL OF THE AGENDA**

The agenda was approved as published. Sonnleitner/Penson

The December 19, 2019 meeting minutes were approved as published.  
Frisbee/Sonnleitner

### **INFORMATION SESSIONS**

Oregon Community College Association – Cam Preus, Executive Director, OCCA  
First, I would like to acknowledge President Mitsui, who has led his colleagues across the college in Pathways to Opportunity and basic needs insecurity. Many thanks to OCCA Past President Director Frisbee who served in that role for two years and made Cam's transition from Eastern Oregon back to Salem as effortless as possible. No one better exemplifies the Chuck Clemens Howard Cherry Award than herself. I cannot leave my acknowledgements without congratulating and mourning Emma. She has been such a fabulous partner.

For those of you who don't know about the association, we do represent the 17 colleges and your President and Director Frisbee have been your representatives. Each of the colleges send their president and one board member and together they have one vote. It's not usual that we have action items. It's mostly learning and growing together in our practice and policy at the OCCA board meetings, but when we do take a vote they have to caucus and agree. On full legislative years we have a full day legislative summit

where we invite all local board members to come and get up to speed on what are the issues and how to talk to your legislator. We also host the All Oregon Academic Luncheon, where we invite the Governor to recognize our outstanding students every year, two students from every campus so PCC brings 8. It's a great way to acknowledge the scholarship of Oregon community college students. We do board member trainings, president orientations. We had a training this November with the Governance Institute for Student Success, where we had contracted with Association of Community College Trustees (ACCT) and we are pursuing with ACCT some renegotiations because there is a lot of great information in the board self-assessment and we didn't get to spend much time on that.

Chair Harper asked about the weekly call during the legislative session. Cam said those calls are still held weekly on Tuesdays. It is all about making sure the board members have the same information OCCA does and marching orders for work in the capital that week.

The thing that is most present in our mind is getting ready for the short session and making sure that we are all on the same page. We will soon receive four report from #realcollege that is The Hope Lab on actual numbers/percentages of community college students across the state that are food insecure, housing insecure or homeless. They will also provide us with recommendations on what to do about that. The next week The Hope Lab will be releasing a national report on basic needs insecurity, so we are hoping that we will be able to build off that report here in Oregon. We are working on transfer policy. We want to make sure that when community college students transfer to a university they transfer in a major and they lose no credit. It wouldn't seem like that would be too hard to get done, but it has been a long slog. A new thing, at least a new thing we are doing as a collective of 17 colleges, is the work of cyber security. Some of the small institutions have definitely benefitted from the fact that PCC has such a robust program and thank you again for being willing to share. The very last thing is we are working on helping influence the applied baccalaureate rules that the Higher Education Coordinating Commission is working on so that all community colleges have an equal footing to offer such programs, should they and their board wish.

Oregon Manufacturing Innovation Center (OMIC) – Andrew Lattanner. Director, OMIC and Linda Degman, Director, Planning and Capital Construction

The mission of OMIC is to provide solutions to manufacturing challenges while preparing the industry's workforce through on-the-job learning and serving as a catalyst for local and regional economic prosperity.

OMIC is modelled off the Advanced Manufacturing Research Centre (AMRC), a part of the University of Sheffield in England. OMIC is designed to address challenges faced by manufacturers today. We often talk about OMIC as one initiative, but there are actually two components that drive this work. OMIC R&D includes three research universities, 27 advanced manufacturers and the government. The PCC OMIC Training Center involves our K-12 partners, community based organizations, and economic development partners.

PCC OMIC Training Center's missions is to address the skills gap in advanced manufacturing and provide equitable opportunity for students and job seekers for careers with economic mobility. Oregon has a skills gap in manufacturing. According to the Oregon Employment Department, there were 4,187 Oregon-based difficult-to-fill vacancies in the manufacturing sector in 2018. 83% of difficult-to-fill vacancies required work experience. Manufacturers cited lack of applicants and lack of experience as primary hiring challenges for difficult-to-fill vacancies. There are a number of diverse pathways at OMIC.

The Oregon Industrial Development Joint Apprenticeship Training Committee is approved by the Bureau of Labor and Industries (BOLI) to register employers and apprentices in four new programs at OMIC: machinist, CNC mill operator, CNC lathe operator, and industrial welder fabricator. A mechatronics technician apprenticeship is currently in development. OMIC apprenticeship combines on-the-job training with quality related instruction through PCC, industry-developed curriculum through a Joint Apprentice Training Committee, state-approved, and national, third party certifications through the National Institute of Metalworking Skills.

PCC's OMIC Training Center groundbreaking will be held Wednesday, January 29, 2020 in Scappoose, Oregon. The training center includes 17.5 acres of land, a 30,000 square foot training facility, close proximity to OMIC R&D with easy access to Highway 30. It will be a LEED Silver building.

Yes to Equitable Student Success (YESS) Update – Dr. Heather Lang, Vice President, Student Affairs and Dr. Katy Ho, Vice President, Academic Affairs

An essential feature of President Mitsui's work plan is YESS. Dr. Lang and Dr. Ho are heavily involved and quite passionate about equitable student success. We have always been committed to improving student success and outcomes here at PCC, but we really took the leap when we joined Achieving the Dream (ATD), a network of community colleges across the nation that are focused on improving student outcomes and bringing those to scale.

On July 27, 2017 Resolution 18-025, authorization to contract with achieving the dream, was passed by the PCC Board of Directors. There is a sense of urgency around fixing ourselves so that we can improve student outcomes. We are especially concerned with the disparity of outcomes based on race and ethnicity. We had a team of faculty, staff, and administrators who set the course for us by establishing the following vision: Recognizing the unique value, perspectives, strengths and challenges of every person who comes to PCC for education, all students will achieve their academic goals through equitable support, quality instruction, clear guidance to persist, and an unwavering commitment to completion shared by the entire college community.

This vision continues to serve us as a touchstone; it communicates a human centered approach that leaves no student behind and it places the responsibility on us to change ourselves, as opposed to having students be ready for us. In our work, we took a dive into the systemic change and we first needed to establish our priorities. The YESS



priority areas include: building capacity in data and technology; continue implanting strategic enrollment strategies; diversity, equity and inclusion at the core of everything we do; and implementing guided pathways. YESS goals include: student populations reflect the diverse communities that we serve; students graduate at a constantly increasing rate; disparities in student outcomes are significantly reduced or eliminated.

There have been many teams of faculty, staff, and administrators that have been making steady progress to systemic change. We recently joined the State Student Success Center Guided Pathways Cohort. Our work with Guided Pathways has reached a critical juncture point. Guided Pathways is the deep work that colleges around the country are doing to think about how it is that systems and processes need to be interrogated, in order to change to improve equitable student success. This includes mapping and clarifying pathways to student end goals, helping student choose and enter a program pathway, helping students stay on path, and ensuring that students are learning.

This work convened in Fall 2018 with a team of faculty to begin to think about how to map programs and organize them from a very student centered point of view. This team recommended six pathways: arts, humanities, communication, and design; healthcare and emergency professions; business and entrepreneurship; construction, manufacturing technology and transportation; science, technology, engineering and mathematics; public service, education and social sciences.

Guided Pathways implementation at PCC with Title III interventions include: on-ramps to postsecondary pathways, which extends curricular pathways, helps students get on a path and fosters students keeping on paths; first year experience facilitates getting students on paths, enhances keeping students on paths, and assists ensuring students are learning; ePortfolios, which supports getting students on paths, advances keeping students on paths, and facilitates ensuring students are learning; career information for pathways, which enhances curricular pathways, helps students get on paths, and reinforces keeping students on Guided Pathways. Guided Pathways with proposed Title III enhancements equals an augmented and accelerated Guided Pathways implementation to support improving opportunity and equitable student success at PCC.

With our Guided Pathways work, we have kicked off three critical teams to provide recommendations for best practices around developmental education, placement or multiple measures, and advising redesign. The developmental education team consists of two groups that offered more than 40 thoughtful, systemic recommendations.

Highlights of these recommendations include: default to non-algebra courses and math pathway, refine integrated reading and writing courses and expand integrated academic skill building support, both groups recommended professional development for best practices in their disciplines with specific attention to culturally responsive teaching and creating inclusive learning environments. The multiple measures approach allows students to use more of their academic history for the most accurate placements with the goal of starting at the highest level possible for which they are likely prepared for

success. Measures include: high school grades; high school GPA; test scores (ACT, SAT, AP, IB, GED); Accuplacer and ALEKS placement tests; instructor evaluation. This team offered 18 recommendations. Highlights of these recommendations include: improve placement advising and guidance tools/services to support student “decision zones,” including strengthening faculty/advisor collaboration; integrate systematic placement outcomes data review by faculty for modification/improvement. Integrated student support is a critical aspect of guided pathways.

This student support includes: placement guidance with academic and non-academic preparedness; new student onboarding with new enrollment process and first term advising; holistic, case management approach to advising and coaching; inescapable communication and support from caring community at key momentum points. Redesign progress:

- Assigned advising – all students assigned by end of Winter 2020
- Student momentum points – new student advising and registration sessions in Fall 2019
- Early alert system – faculty and advisor piloting since Fall 2019; roll out Fall 2020
- Student success technology – EAB live for advisors Fall 2019; for students Spring 2020
- Training and development – over 100 advisors have participated in 80-100 hours

The data team has identified five YESS metrics, three of which have baselines and targets. These areas of improvement we are looking at are successful credit completion, fall-to-fall retention, graduation/transfer rate, highest enrolling course pass rates, and momentum point achievement. YESS metrics will be disaggregated by: race/ethnicity, gender, Pell status, age, and enrollment intensity. Our goal is to roll out the ARGOS system to self-serve our data that produce visuals with our metrics and we are excited to come back at the end of spring term with an update about how this roll out has gone.

2017 Bond Update – Linda Degman, Director, Planning and Capital Construction and Rebecca Ocken, Manager, Planning and Capital Construction

District-wide projects completed by the 2017 bond include: tree survey, HVAC system controls upgrade, roof fall hazard safety assessment, network optimization phase I, public safety voice recorder, classroom digital conversion, electronic security assessment, data center improvements, and facilities planning phase II.

Cascade improvements or additions include: Terrell Hall roof, exterior wayfinding, telecommunication cables and pathways mapping, public safety building redevelopment, arc fault upgrade, and restrooms upgrade.

Rock Creek improvements or additions include: childcare center, entry realignment, entry landscape and sign, library remodel, Building 7 roof renewal, Building 2 boiler replacement, Building 7 fume hood replacement and lab modifications, Building 2 upgrade, Building 3 HVAC and restrooms upgrade, fuel tanks above and below ground, parking lot upgrade, and dealer services technology building.

Sylvania bond improvements or additions include: child development center, CC building roof, AM building upgrade, bookstore rooftop HVAC, fuel tanks above and below ground, HT building and site improvements.

Southeast bond improvements or additions: restrooms upgrade and I-205 freeway directional sign.

Swan Island Trade Center will receive fuel tanks upgrades and CLIMB Center will improve or replace the exterior windows.

Portland Metropolitan Workforce Training Center or Metro Center includes a proposed new construction that will continue and enhance existing workforce services. The building will be 40,000-50,000 square feet, multi-storied and include classrooms, computer labs, office space, meeting rooms, event space, and parking. The Opportunity Center service model will have comprehensive client support services, such as healthcare and childcare. PCC is collaborating with Home Forward to build approximately 100 affordable housing units. PCC holds property ownership; the developer will own and maintain the facility. There will be early marketing to PCC students. Planning and Capital Construction hosted a two-day workshop on critical race theory and design justice training.

Director Penson asked if there are any COBID certified firms being met by minority, women, and service disabled vets.

Sylvania Health Technology building is undergoing a series of improvements and updates. The predesign for these updates is learning-centered for student success and includes input from a number of stakeholder groups.

These vision statements include: welcome all while representing program missions, make equitable spaces for inclusive teaching and learning, nest specialized programs in a collaborative environment, sustainability centered on health and wellness. Student voices have been instrumental throughout the last year, giving input and creating goals for these spaces.

The east side is the area we are doing the main renovation, we are basically gutting back that whole area to create a much better environment. The west side we will do some minor restoration. We have to move everybody out of the east side to do this work. Predesign has dealt with this issue. It's about 45,000 square feet of space that we need to move around the campus while we make these changes. We are moving people into other buildings on campus as well as temporary modular units that will be kept in the P12 parking lot. There will be site improvements that will be happening, all these improvements will be sustainable, safe, and accessible. We will provide campus improvements to enhance accessibility and wayfinding, while creating a welcoming, clear route of travel. We will be adding more trees, as well as bioswales to the heat zones of our parking lots. Other improvements include: nonconforming upgrades, some ADA work, and documentation of entry and bus stop improvements.

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**BUSINESS SESSION**

Chair Harper proposed approval of Resolutions 20-077 to 20-089. Saltzman/Frisbee

**PUBLIC COMMENT ON NON AGENDA ITEMS**

Mia Bolte.....Tuition rollback  
JR Valentine.....Tuition rollback/SAF funds  
Robert Turner.....Tuition rollback  
Em Jones.....Tuition rollback  
Frank McCleskey.....Religious freedom

**REPORTS**

Student: Hannah Alzgal

I wanted to first highlight the work being done by the District Student Council (DSC). With the legislative session coming into fruition, our directors of legislative affairs are very busy coordinating opportunities with legislators. It is an incredibly important role and I want to recognize how important that is. It was very critical in the last session. A huge goal of the DSC regards food justice, to make it a more systemic part of DSC to work on food justice. I want to recognize students here that are working with the eco-social justice directors to institutionalize that work. It is a continuing part of evaluating what we can do to implement food justice within food services and target programs to combat food insecurity. I also want to highlight the work of the budget committee this year, the tasked members of that are the student body presidents. It has been an incredibly difficult role this year with the student activity fee with the decline of enrollment that means cutting funds to those. That means that many of the services the students testified about are, unfortunately, on the verge of having deep cuts to them. We are hoping to move forward in the deal with the college so we can avoid those and we can reinvest in those services, as well as trying to ensure that we are not causing as much of a financial burden to students.

Classified: Jeff Grider

The classified employees in the payroll department are hard at work implementing all the salary changes, and if all goes well our members will see the new pay rate on their paycheck before the next board meeting. We are getting the wheels rolling on our union committee meetings and we have our quarterly campus lunch meetings scheduled for early February on all four campuses and four main centers to speak with our members and provide information regarding our collective bargaining agreement. Since the beginning of 2020, I have attended dozens of meetings, ranging from councils, committees to representations, including two new employee orientations, which has been a goal of our membership committee for quite some time. Just yesterday I participated in a telephone meeting with representatives of both classified and AFT locals from community colleges across the country. The subject of which was how our

community colleges are important to our communities. I'm excited about the prospect to highlight the great things our union members do for our PCC community. My weekend will be pretty busy, with a couple representatives of our local flying down to Oakland, California to attend the AFT Western regional meeting of state and local presidents. A great opportunity to collaborate and learn with leaders across our region. I'm also looking forward to our state federation's premier annual training event, the AFT Oregon Winter School, which will be held the following weekend in Hillsboro. Our local is sending almost a dozen members, nearly half of whom are attending for the first time. Something I was reminded of recently, has to do with how our college administration makes decisions, specifically how much stakeholder engagement and shared governance occurs. I think some of our newer, high level administrators have a true commitment to these values and now that negotiations are off our plates I look forward to working more closely together with those values in mind.

Faculty and Academic Professionals: Frank Goulard

Like Classified, we look forward to attending the AFT Oregon's Winter School a week from tomorrow in Hillsboro. About a dozen of our members are headed out that way. Tomorrow night I go to Lincoln City because that is where we host our annual statewide math, community colleges and universities conference in April. This is our planning meeting where five of us coordinate it every year. Along with HECC work, I am also on the audit committee to do some work with their staff who are in charge of the audit. Our HECC committee meetings, funding achievement on Wednesday and the regular HECC meeting on Thursday. So, I will get a legislative update to you on the February board meeting. I wanted to thank Mia, JR, Robert, Em, and Frank. It takes real courage to comment. I just really implore board members to put your money where your mouth is. You are in charge of giving guidance to President Mitsui and staff. We need to help our students.

Board Members:

Director Diaz Rios

I would just like to preface this by letting everyone know that my two younger sisters will be joining PCC very soon. My sister, who is a senior, has been texting me about her college experience and the biggest concern is money. Right now, from the Federal Reserve, the national student debt is 1.6 trillion dollars. To connect this with our board goals, under equitable student success: PCC improves access, retention, and completion rates for all students and reduces and then eliminates disparities in these rates for low-income students and students of color. I tend to react in a very physical way. I was really concerned with the conversation we were having around our budget. Although, a \$1 rollback feels like not much, I know from experience that \$12 can mean a lot. I implore my colleagues to see what we can do for our students. I'm really concerned that we speak about equitable student success, but if we are going to talk about access and retention we need to look at the cost of attending PCC.

Director Alyajouri

I want to wish everyone a Happy New Year. As a PCC board member, I am so proud of all the work that goes on in the college and the community. And the presentation from

Dr. Ho and Dr. Lang, all the metrics we are using I am thankful as a PCC parent that our students are in an environment where success is thought of in the way you think of success. I also want to thank Mark who is a national figure in this work. I look forward to the great work with all of you.

Director Sonleitner

I have things, very briefly, to communicate. One relates to an apology of sorts, the second relates to travel plans that will take me away from this body for the next three meetings. Briefly, first let me say that using the word “articulate” is not always appropriate. I won’t get in to that here, but would be happy to visit with anybody after the meeting. And the need for education relating to cultural awareness is ongoing, including for myself. And I think each of us needs the help of others to improve our capacity to not engage intentionally or unintentionally in micro aggressions or worse. Second, I will be away for ten weeks to India, including a week in Afghanistan.

Director Saltzman

I think we had a good discussion at the work session today about the tuition rollback alternatives. And I think I would like information in February of college-wide vacant positions. I think that could inform our discussion in February.

President Mitsui

I would like to have a conversation with Director Saltzman. When we talk about permanent line items that is part of the annual budget process. We should talk more, that is usual part of our annual budget development process. There are contractual elements related to the elimination of positions. There are a variety of components.

I attended my first meeting with the Northwest Commission on Colleges and Universities as a Commissioner and it was very eye opening and a great experience to get a sense of the accreditation process. In light of the more than likely Supreme Court ruling against DACA I have asked to restart the Preferred Future Task Force, which started when I first got here right after the election. I think it would be good to get the same group together to proactively curate resources for our students.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:53 pm.

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Jim Harper, Chair

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Mark Mitsui, College President

Prepared by:

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Jeannie Moton, Executive Coordinator

Minutes approved on February 27, 2020.

February 27, 2020

20-090

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:

A. Approval of new hires, new positions and change of position

Academic Professional Appointment (NonGeneral Fund) – Gonzalo Calderon

College Assistance Migrant Program (CAMP) Recruiter / Admissions Specialist (0.5 FTE)

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$45,825 @ 0.5FTE Grade: 2 Step: 3

Effective: January 27, 2020

Education: California State University, Chico MS, Counseling Psychology  
University of California, Davis BA, Psychology  
Napa Valley College AA, Social Sciences

Most Recent Experience: United Methodist Church  
Bilingual Community Developer

Applicant Flow:

Gender

21 Female

12 Male

0 Not Disclosed

Ethnicity

1 American Indian or Alaska Native

1 Asian

0 Black or African American

17 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

2 Not Disclosed

5 Two or More Selections

7 White

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33 Total

Academic Professional Appointment (Temporary)– Lisa Regan Vienop

Teaching and Learning Specialist – Part-Time

Office of the Dean of Instruction, Rock Creek Campus

Annual Salary: \$55,353 @ 0.5FTE Grade: 5 Step: 3

Effective: January 1, 2020 to December 20, 2020

Education: Tulane University MA, Health Communications and  
Education

California State University, BA, Communication Studies and  
Sacramento Biological Science

Most Recent Experience: Portland Community College  
Adjunct Faculty, Health Science

Applicant Flow: Direct Appointment





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

**Administrative Appointment (Temporary)– David Glass**

Program Manager I, Continuing Education

Workforce Development and Continuing Education, Southeast Campus

Annual Salary: \$65,000 Grade: I

Effective: January 2, 2020 to August 21, 2020

Education: American Military University MA, Sports Administration  
University of Oregon Marketing and Management

Most Recent Experience: Portland Community College  
Program Coordinator

Applicant Flow: Direct Appointment

**Administrative Appointment– Reet Kaur (Ramanpreet Juneja)**

Chief Information Security Officer

Information Technology, Sylvania Campus

Annual Salary: \$130,000 Grade: O

Effective: March 2, 2020

Education: University of Waterloo MS, Sciences  
Punjab University BS, Engineering

Most Recent Experience: NIKE, Inc  
Director, Information Security Risk Management

Applicant Flow:

Gender		Ethnicity	
4	Female	0	American Indian or Alaska Native
23	Male	4	Asian
4	Not Disclosed	3	Black or African American
		1	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		4	Not Disclosed
		0	Two or More Selections
		19	White
		<hr/>	
		31	Total

**Administrative Appointment– Virginia (Vicky) Lopez Sanchez**

Dean of Student Development

Office of the President, Sylvania Campus

Annual Salary: \$111,000                      Grade: O  
Effective: January 21, 2020  
Education: Portland State University    MA, Educational Leadership and Policy  
Portland State University    BA, Business Administration, Human  
Resources Management  
Portland State University    BA, Business Administration, General  
Management

Most Recent Experience: Portland Community College  
Associate Dean of Students, Rock Creek Campus

Applicant Flow:

Gender		Ethnicity	
34	Female	2	American Indian or Alaska Native
33	Male	4	Asian
4	Not Disclosed	15	Black or African American
		4	Hispanic/Latino
		2	Native Hawaiian or Other Pacific Islander
		4	Not Disclosed
		6	Two or More Selections
		34	White
		<hr/> 71	Total

Administrative Appointment– Jade Menchaca

Recycling Program Coordinator

Finance and Administration

Annual Salary: \$45,559                      Grade: 3

Effective: February 3, 2020

Education: University of Oregon                      BA, Environmental Studies

Most Recent Experience: Student Sustainability Center  
Food Security Program Coordinator

Applicant Flow:

Gender		Ethnicity	
45	Female	1	American Indian or Alaska Native
23	Male	5	Asian
1	Not Disclosed	1	Black or African American
		2	Hispanic/Latino
		1	Native Hawaiian or Other Pacific Islander
		7	Not Disclosed
		4	Two or More Selections
		48	White
		<hr/> 69	Total

Administrative Appointment– Josh Peters McBride

Associate Dean of Student Development

Office of the Dean of Student Development, Southeast Campus

Annual Salary: \$83,527                      Grade: M

Effective: January 6, 2020

Education: Portland State University MA, Educational Leadership  
University of Montana BA, Communications Studies  
Most Recent Experience: Portland Community College  
Associate Dean of Student Development (Interim)

Applicant Flow:

Gender		Ethnicity	
48	Female	0	American Indian or Alaska Native
38	Male	5	Asian
3	Not Disclosed	12	Black or African American
		3	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		4	Not Disclosed
		13	Two or More Selections
		52	White
		<hr/> 89	Total

Administrative Appointment (Temporary)– Jackie Sandquist

Manager, Employee Engagement and Development  
Human Resources, Downtown Center

Annual Salary: \$96,589 Grade: M

Effective: January 13, 2020 to July 20, 2020

Education: Western Oregon University MED, Secondary Education  
La Sierra University BA, History / Political Science

Most Recent Experience: Portland Community College  
Employee Relations Representative

Applicant Flow: Direct Appointment

Administrative Appointment– Burton Simmons

Network Services Information Technology Manager  
Information Technology, Sylvania Campus

Annual Salary: \$89,000 Grade: K

Effective: February 10, 2020

Education: Willamette University MA, Business Administration  
University of Oregon BS, Computer Science

Most Recent Experience: Stack Metallurgic  
Information Systems Manager

Applicant Flow:

Gender		Ethnicity	
0	Female	0	American Indian or Alaska Native
16	Male	1	Asian
1	Not Disclosed	2	Black or African American
		0	Hispanic/Latino
		0	Native Hawaiian or Other Pacific Islander
		1	Not Disclosed
		2	Two or More Selections
		<hr/> 11	White

17 Total

**Administrative Appointment– Emmitt Wyche**

Academic Advising Program Manager

Student Affairs, Cascade Campus

Annual Salary: \$71,500

Grade: K

Effective: February 17, 2020

Education: Northeastern University

EdD, Higher Education

Northeastern University

MA, Higher Education Administration

Norfolk State University

BA, Liberal Arts

Most Recent Experience: University of Rhode Island

Assistant Director, Multicultural Student Services Center

Applicant Flow:

Gender

Ethnicity

60 Female

1 American Indian or Alaska Native

24 Male

7 Asian

1 Not Disclosed

5 Black or African American

4 Hispanic/Latino

0 Native Hawaiian or Other Pacific Islander

4 Not Disclosed

10 Two or More Selections

54 White

85 Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN THE FEBRUARY 27, 2020 PERSONNEL REPORT**

Female	7
Male	6
Not Disclosed	0
	<hr/> 13

American Indian/Alaskan Native	0
Asian	1
Black or African American	1
Hispanic/Latino	3
Native Hawaiian/Pacific Islander	0
Not Disclosed	3
Two or More Selections	1
White	4
	<hr/> 13

February 27, 2020

20-091

COMMENDATION OF RETIRING EMPLOYEE –  
HUU BUI

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Huu Bui has performed faithfully in his duties as Part-time Music Lab Assistant and Instructional Support Tech I for Portland Community College since July 17, 1990. He retires effective December 31, 2019.

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

February 27, 2020

20-092

COMMENDATION OF RETIRING EMPLOYEE –  
LINDA CHANDLER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Linda Chandler has performed faithfully in her duties as an OSS II, OSS III and IAA 3 for Portland Community College since September 9, 1992. She retires effective February 1, 2020.

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

February 27, 2020

20-093

COMMENDATION OF RETIRING EMPLOYEE –  
DEBORAH COCHRANE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Deborah Cochrane has performed faithfully in her duties as a Director/Portland Teachers Program for Portland Community College since December 11, 1989. She retires effective December 31, 2019.

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

February 27, 2020

20-094

COMMENDATION OF RETIRING EMPLOYEE –  
DEBORAH HALL

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Deborah Hall has performed faithfully in her duties as a OSS 6, IAA 2 and Office Assistant Sr. for Portland Community College since March 9, 1998. She retires effective January 8, 2020.

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



February 27, 2020

20-095

COMMENDATION OF RETIRING EMPLOYEE –  
NGOCLIEU NGUYEN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Ngoclieu Nguyen has performed faithfully in her duties as an Office Assistant II for Portland Community College since June 4, 2001. She retires effective February 29, 2020.

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

February 27, 2020

20-096

COMMENDATION OF RETIRING EMPLOYEE –  
PATTI PREVIS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Patti Previs has performed faithfully in her duties as an Instructional Administrative Assistant II, and Office Support I for Portland Community College since January 14, 1994. She retires effective January 03, 2020.

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

February 27, 2020

20-097

COMMENDATION OF RETIRING EMPLOYEE –  
WENDY THIELEN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Wendy Thielen has performed faithfully in her duties as an Administrative Assistant, IAA I, IAA II, IAA III, and Instructional Support Technician III for Portland Community College since January 4, 1995. She retires effective January 31, 2020.

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

February 27, 2020

20-098

COMMENDATION OF RETIRING EMPLOYEE –  
NANCY WESSEL

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Nancy Wessel has performed faithfully in her duties as Division Dean for Portland Community College since June 11, 2008. She retires effective December 31, 2019.

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

February 27, 2020

20-099

COMMENDATION OF RETIRING EMPLOYEE –  
DIANE (DEE) WILSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Mark Mitsui, College President

REPORT: Diane (Dee) Wilson has performed faithfully in her duties as Bursar/Treasury Manager for Portland Community College since February 14, 1994. She retires effective January 14, 2020.

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

February 27, 2020

20-100

AUTHORIZATION FOR PHASE 3 PROCUREMENT  
OF ACTIVE ELECTRONICS NETWORK SWITCHES

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

APPROVED BY: Michael Northover, Chief Information Officer  
Sylvia Kelley, Executive Vice President  
Mark Mitsui, College President

REPORT: The 2017 Bond Program includes an initiative for Information Technology (IT) upgrades. One of the projects is to upgrade significant existing network infrastructure. The plan includes multiple phases. The first was the replacement of two core Juniper network switches at Sylvania in June 2018 (BA 18-109). The second phase replaced the legacy second enterprise core at Cascade, and pre-staged campuses and data center cores in preparation for additional network equipment replacement by expanding our network monitoring equipment (BA 19-044).

The third phase of the Active Electronics Project will upgrade the existing network switches located in 110 telecommunication rooms throughout the college. Our current network switches are 8 to 10 years old. New network switches will increase bandwidth, provide greater network reliability, and improve infrastructure for wireless and cloud services.

On January 17, 2020 the Invitation To Bid (ITB) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN), and the Portland Observer. In addition P&CC staff notified all identified COBID firms who may have the capacity to provide the equipment requested.

Twenty-six (26) firms expressed interest through ORPIN of which four (4) were COBID registered.

At Bid closing on February 5, 2020 bids were received from

seven (7) vendors of which one (1) was Oregon COBID registered.

P&CC staff recommend that the contract should be awarded to Tech Heads, Inc. who was the lowest responsible bidder at \$6,099,435. Tech Heads, Inc. is not a COBID registered firm.

**RECOMMENDATION:** That the Board of Directors approve the Phase 3 purchase of network switches from Tech Heads Inc. for a total of \$6,709,379 including 10% contingency. Funding will come from the 2017 Bond.

February 27, 2020

20-101

AUTHORIZATION FOR PHASE 3 PROCUREMENT OF  
ACTIVE ELECTRONICS TRANSCEIVERS

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital  
Construction

APPROVED BY: Michael Northover, Chief Information Officer  
Sylvia Kelley, Executive Vice President,  
Mark Mitsui, College President

REPORT: The 2017 Bond Program includes an initiative for Information Technology (IT) upgrades. One of the projects is to upgrade significant existing network infrastructure. The plan includes multiple phases. The first was the replacement of two core Juniper network switches at Sylvania in June 2018 (BA 18-109). The second phase replaced the legacy second enterprise core at Cascade, and pre-staged campuses and data center cores in preparation for additional network equipment replacement by expanding our network monitoring equipment (BA 19-044).

The third phase of the Active Electronics Project will upgrade the existing network switches, which requires upgraded transceivers. Transceivers will be purchased from CDWG for \$167,711. CDWG has a contract (HVAR #5603) with the State of Oregon which exempts the College from a competitive bid process per PCC-46-0400.

RECOMMENDATION: That the Board of Directors approve the Phase 3 purchase of transceivers in the amount of \$167,711. Funding will come from 2017 Bond fund.



February 27, 2020

20-102

AUTHORIZATION FOR PHASE 3 PROCUREMENT  
OF ACTIVE ELECTRONICS NETWORK CABLES

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

APPROVED BY: Michael Northover, Chief Information Officer  
Sylvia Kelley, Executive Vice President  
Mark Mitsui, College President

REPORT: The 2017 Bond Program includes an initiative for Information Technology (IT) upgrades. One of the projects is to upgrade significant existing network infrastructure. The plan includes multiple phases. The first was the replacement of two core Juniper network switches at Sylvania in June 2018 (BA 18-109). The second phase replaced the legacy second enterprise core at Cascade, and pre-staged campuses and data center cores in preparation for additional network equipment replacement by expanding our network monitoring equipment (BA 19-044).

The third phase of the Active Electronics Project will upgrade the existing network switches which require upgraded fiber optics and cables to support the enhanced network features. Network cables will be procured from Graybar through US Communities contract EV2370, valid through January 31, 2023, for \$424,706.

RECOMMENDATION: That the Board of Directors approve the purchase of network cables from Graybar in the amount of \$467,176 including 10% contingency. Funding will come from the 2017 Bond.

February 27, 2020

20-103

INCREASE CONTRACT AMOUNT FOR PLANNING,  
PROGRAMMING AND DESIGN SERVICES FOR THE  
PORTLAND METROPOLITAN WORKFORCE TRAINING  
SERVICES PROJECT

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

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

REPORT: On August 15, 2019, per Board Resolution BA20-028, the Board of Directors authorized the College to enter into a contract with BORA Architects for a not to exceed fee of \$350,000 to provide preliminary services for the construction of a new building for the Portland Metropolitan Workforce Training Center (PMWTC).

BORA is now ready to move forward into the planning, programming and design phases of the project. The cost of this work is expected to be \$3,580,196 plus a \$150,000 allowance for reimbursable expenses. Services will be provided throughout the project until completion in April 2023.

At this point BORA is projecting that 37% of the total fee will go to Oregon COBID registered firms. Several firms have multiple certifications and are shown in each category. BORA is working with another consultant to determine eligibility for COBID certification and have a number of consultants to still be identified. BORA is hoping to reach MWESBSDV utilization of 52% of total fee.

<b>Certification</b>	<b>Amount</b>
Minority Owned Business Enterprises	\$510,902
Women Owned Business Enterprises	\$496,806
Disadvantaged Business Enterprises	\$319,952
Emerging Small Businesses	\$855,820

RECOMMENDATION: That the Board of Directors authorize PCC to approve and execute amendments from BORA Architects for up to \$4,103,216 including 10% contingency. Funding will be from Bond funds.

February 27, 2020

20-104

APPROVE EARLY WORK AMENDMENT FOR CM/GC  
SERVICES FOR SYLVANIA CAMPUS HT BUILDING AND  
SITE WORK

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

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

REPORT: On September 20, 2018, per Board Resolution BA19-028,  
the Board of Directors authorized the College to enter into a  
contract with Lease Crutcher Lewis for a not to exceed fee of  
\$200,000 to provide preconstruction services for the  
Sylvania Campus HT Building renovation and site work.

At this time, the project is in the design phase, however,  
there is a need to install Temporary Mobile Units (TMUs) to  
relocate staff who will be temporarily displaced as part of the  
project. Time is of the essence as the units need to be  
ordered now to allow delivery and installation over the  
summer. P&CC staff is working with the contractor to  
finalize the cost; however, Board approval is being sought in  
advance to minimize project delays.

Final costing is not expected to exceed \$2,100,000;  
however, P&CC staff recommends a 20% contingency at  
this point in the pricing.

RECOMMENDATION: That the Board of Directors authorize execution of an  
amendment to the contract with Lease Crutcher Lewis for up  
to \$2,520,000 for an Early Works Package. Board approval  
will be requested when the proposed Guaranteed Maximum  
Price for construction is established. Funding will be from  
Bond funds.

February 27, 2020

20-105

AWARD CONTRACT FOR CONSTRUCTION  
MANAGER/GENERAL CONTRACTOR (CM/GC) FOR  
PORTLAND METROPOLITAN WORKFORCE  
TRAINING CENTER (PMWTC)

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

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital Construction

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

REPORT: The 2017 Bond Program identified the replacement of the existing buildings that comprise the Portland Metropolitan Workforce Training Center (PMWTC) as a priority. The existing buildings were built in 1957 and 1989, and prior to being purchased by PCC in 1998 were in use as a VFW Hall and a grocery store. Minimal improvements have been made over the years, and there is a need to replace them with a purpose-built 40,000 – 50,000 square foot facility that will provide classrooms, meeting rooms, event space, staff offices, and space for service partners such as the State of Oregon Department of Human Services. The total project budget is estimated at \$32.5M, and the construction budget is estimated at \$22.75M.

On October 24, 2019, through BA 20-061 the Board adopted the finding, granted an exemption, and authorized the use of the CM/GC alternative contracting method for the PMWTC project.

On October 30, 2019, the Request for Proposals (RFP) was advertised in the Daily Journal of Commerce, State of Oregon (ORPIN), and the Portland Observer. A total of thirteen (13) contractors registered and received a copy of the RFP document. Of these none were a COBID registered firm. At the proposal closing time of 2:00 PM December 16th, 2019, the College received four (4) proposals, none of which were from a COBID registered firm, although one (1) proposal was a joint venture

including a COBID firm. The contractor proposals were evaluated based on experience, overall project and schedule, subcontracting plan, social responsibility approach, and fee structure.

After review, the three highest-scoring proposers were invited for an interview.

After the interview process, the proposal score and interview were combined, and the highest-scoring firm Anderson Construction is recommended for contract award.

Anderson Construction, who is not a COBID firm, has committed to at least reaching and surpassing the PCC COBID goals, as well as the apprenticeship and workforce diversity goals.

The total cost for preconstruction services is \$150,000. Once the design phase is complete, we will come back to the Board for approval of the Guaranteed Maximum Price (GMP) through construction.

**RECOMMENDATION:** That the Board of Directors authorize negotiation of a contract for the Portland Metropolitan Workforce Training Center with Anderson Construction for a preconstruction fee of \$165,000, including a 10% contingency. Funding will be from the 2017 Bond.

February 27, 2020

20-106

RATIFY AVIGATION EASEMENT AGREEMENT WITH  
THE PORT OF COLUMBIA COUNTY FOR THE  
COLUMBIA COUNTY OMIC SITE

PREPARED BY: Linda Degman, Director, Planning and Capital  
Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital  
Construction

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

REPORT: As a requirement for development of the property in  
Scappoose for the OMIC training center, the Port of  
Columbia County, requires an avigation easement over  
the site. An avigation easement is an unobstructed  
easement of the airspace over the site for all aircraft.

The easement was required to be signed and recorded  
before we could obtain our building permit for the project.  
Time was of the essence as the project had already been  
delayed and behind schedule. The President authorized  
the signing of the easement as there is minimal impact to  
the development of the property and a requirement for  
construction.

The easement has been recorded with Columbia County  
and runs with the land. Attachment A is the legal  
description and survey.

RECOMMENDATION: That the Board of Directors ratify the avigation easement  
(Exhibit A) for Scappoose property for the OMIC training  
facility.

**PORT OF COLUMBIA COUNTY  
SCAPPOOSE INDUSTRIAL AIRPARK**

**AVIGATION AND HAZARD EASEMENT AND RIGHT OF WAY**

**WHEREAS**, Portland Community College ("Grantor"), is the owner in fee of that certain parcel of land situated in the City of Scappoose, County of Columbia, State of Oregon, known as 34001 NE Wagner Court, Scappoose, OR 97056, and more particularly described as follows:

**Parcel 1:**

Parcel 2 of Partition Plat No. 2005-26, recorded August 18, 2005, Fee No. 05-11102, in Columbia County, Oregon. Corrected by that Affidavit of Correction recorded January 5, 2006, Fee No. 2006-000165 Records of Columbia County, Oregon.

**Parcel 2:**

Together with a 50 foot private access easement over Parcel 1 of said Partition Plat to benefit the above mentioned Parcel 2 as shown on the Partition Plat No. 2005-26, recorded August 18, 2005, Fee No. 05-11102, in Columbia County, Oregon. Corrected by that Affidavit of Correction recorded January 5, 2006, Fee No. 2006-000165 Records of Columbia County, Oregon.

hereinafter referred to as the "Grantor's Property" and outlined on the attached map (Exhibit 1);

**NOW, THEREFORE**, in consideration of the sum of -zero- dollars (\$0.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Grantor, for themselves, their heirs, administrators, executors, successors, and assigns, do hereby grant, bargain, sell, and convey unto the Port of Columbia County, owner and operator of the Scappoose Industrial Airpark, ("Grantee"), its successors and assigns, for the use and benefit of the public, Easement and right of way; appurtenant to the Scappoose Industrial Airpark or the unobstructed passage of all aircraft, ("aircraft" being defined for the purpose of this instrument as any contrivance now known or hereafter invented, used, or designed for navigation of or flight in the air) by whomsoever owned and operated; in all air space above the surface of Grantor's property, to an infinite height above said Grantor's property.

**FURTHER**, any development on Grantor's property must be at least five (5) feet below the Federal Aviation Administration (FAA) Part 77 imaginary surfaces, which are defined as a 7:1 slope transitional surface at the edge of the primary surface starting at 250 feet from runway centerline. Also, an FAA Form 7460 Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) shall be submitted to the FAA by Grantor or their authorized representative for buildings or other structures to be constructed on Grantor's property.

**AND** for the consideration hereinabove set forth, the Grantor, for themselves, their heirs, administrators, executors, successors, and assigns, do hereby agree that for and during the life of said Easement and right of way, they will not hereafter erect, permit the erection or growth of, or permit or suffer to remain upon Grantor's property any building,



structure, tree, or other object extending into the aforesaid prohibited air space, and that they shall not hereafter use or permit or suffer the use of Grantors' property in such a manner as to create electrical interference with radio communication between any installation upon said airport and aircraft, or as to make it difficult for flyers to distinguish between airport lights and others, or as to impair visibility in the vicinity of the airport or to otherwise endanger the landing, taking off, or maneuvering of aircraft, it being understood and agreed that the aforesaid covenants and agreements shall run with the land.

The Easement and right of way hereby granted includes the continuing right in the Grantee to prevent the erection or growth upon Grantor's property of any building, structure, tree, or other object, extending into the air space above the aforesaid imaginary plane, and to remove from said air space, or at the sole option of the Grantee, as an alternative, to mark and light as obstructions to air navigation, any such building, structure, tree or other objects now upon, or which in the future may be upon Grantor's property, together with the right of ingress to, egress from, and passage over Grantor's property for the above purposes.

TOGETHER with the right to cause in all air space above the surface of Grantor's property such noise, vibrations, fumes, dust, fuel particles, and all other effects that may be caused or may have been caused by the operation of aircraft landing at, or taking off from, or operating at or on said Scappoose Industrial Airpark.

TO HAVE AND TO HOLD said Easement and right of way, and all rights appertaining thereto unto the Grantee, its successors, and assigns, until said Scappoose Industrial Airpark shall be abandoned and shall cease to be used for public airport purposes.

IN WITNESS WHEREOF, the Grantor has hereunto set its hands and seals this

13<sup>th</sup> day of December, 2019

  
GRANTOR (Signature)

SYLVIA KELLEY  
(Name)

Exec. Vice Pres.  
(Title)

Signed, sealed, and delivered in the presence of:

STATE OF OREGON

)  
)

ss:

COUNTY OF ~~COLUMBIA~~ Multnomah)

On the 13th day of December, 2019, personally appeared the above-named Sylvia J. Kelley, who being duly sworn, did say that

he/she is the Executive Vice President for Portland Community College, a public corporation of the State of Oregon, and said instrument was signed and sealed on behalf of said corporation and he/she acknowledged said instrument to be its voluntary act and deed. Before me:

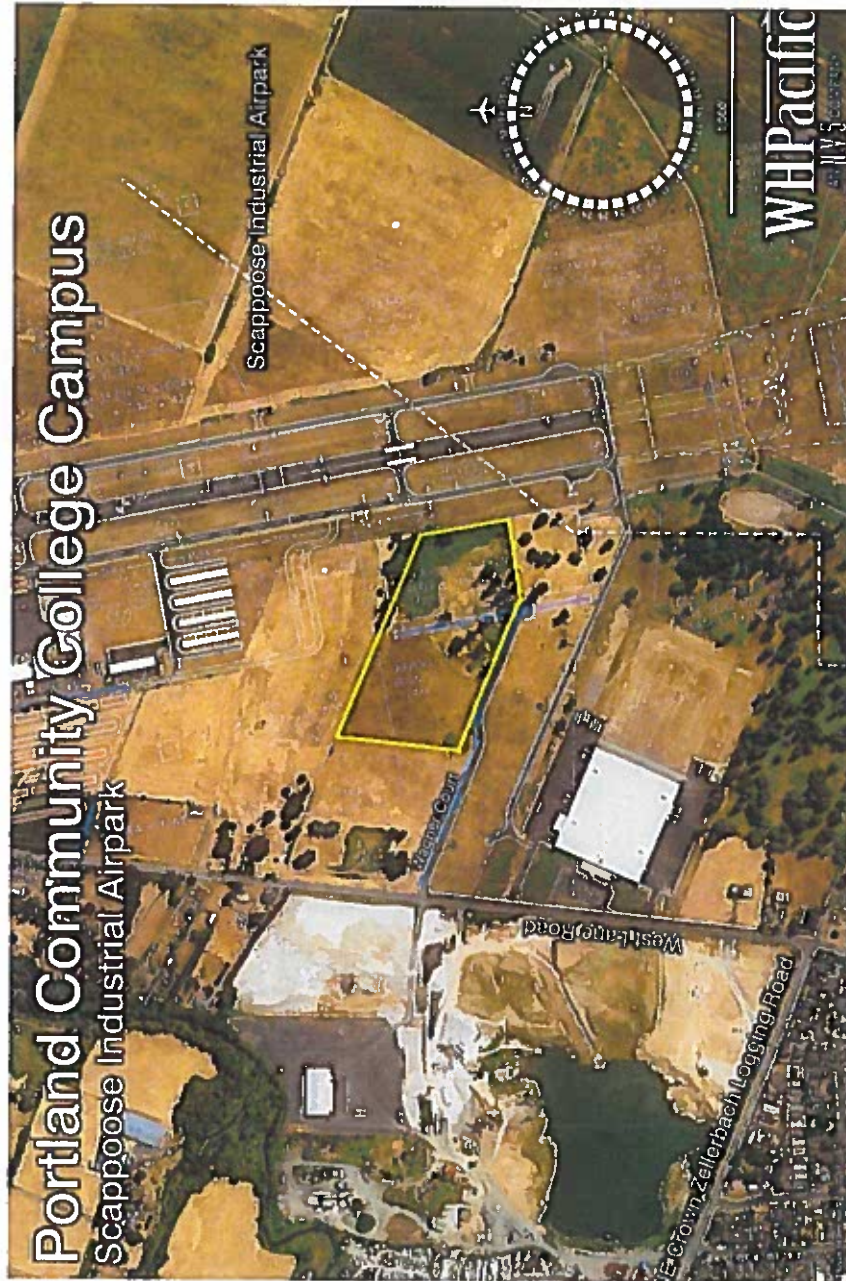


Notary Public for Oregon

My Commission Expires:

A handwritten signature in blue ink, appearing to be "K. Arno", written over a horizontal line.

October 10, 2022



February 27, 2020

20-107

DELEGATE AUTHORITY TO COLLEGE PRESIDENT  
TO NEGOTIATE EASEMENT AGREEMENT OF  
MUTUAL BENEFIT WITH CLEAN WATER SERVICES  
AT THE ROCK CREEK CAMPUS

PREPARED BY: Linda Degman, Director, Planning and Capital  
Construction

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Planning and Capital  
Construction

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

REPORT: There are several areas on the Rock Creek Campus that are designated for water quality and storm and surface water drainage that need to be maintained and monitored by Clean Water Services (CWS). As part of campus development CWS requires that PCC issue an easement to CWS for these areas in perpetuity. The easement shall run with the land.

The easement allows CWS access to the areas for inspection and maintaining, if necessary. It also specifies that PCC shall not remove, destroy, mow, alter, or spray with biocides the easement areas.

Exhibit B is the legal description and survey.

The College and the City need to negotiate an easement agreement.

RECOMMENDATION: That the Board authorize the President or his designee to negotiate easement agreement(s) of mutual benefit between the College and Clean Water Services to provide an easement for water quality preservation and storm and surface water drainage, subject to concurrence of College Counsel.

Vegetated Corridor Area  
Portland Community College  
Project No. 1297-004 [W]  
February 22, 2018

**EXHIBIT 'A'**  
**PAGE 1 OF 5**  
**PROPERTY DESCRIPTION**

A tract of land situated in the southwest one-quarter of Section 18, Township 1 North, Range 1 West, of the Willamette Meridian, Washington County, State of Oregon, being a portion of that Tract as established in Survey Number 14109, Washington County Survey Records, and more particularly described as follows:

Commencing at the southwest corner of said Section 18, being a found brass disk in a monument box in the centerline of NW 185th Avenue;

thence, along said centerline of NW 185th Avenue, North 01°25'59" East, 1315.39 feet;

thence, leaving said centerline of NW 185th Avenue, North 83°30'44" East, 557.96 feet to the Point of Beginning;

thence, North 61°03'40" East, 36.39 feet;  
thence, North 7°54'41" West, 115.68 feet;  
thence, North 1°40'39" East, 13.21 feet;  
thence, North 2°52'20" East, 34.88 feet;  
thence, North 45°28'15" West, 9.88 feet;  
thence, North 21°51'46" East, 17.29 feet;  
thence, North 44°33'15" East, 64.49 feet;  
thence, North 57°38'26" West, 13.13 feet;  
thence, North 8°47'08" West, 83.19 feet;  
thence, North 31°35'15" East, 118.71 feet;  
thence, North 45°29'49" East, 82.56 feet;  
thence, North 58°31'27" East, 28.37 feet;  
thence, North 55°12'45" East, 29.11 feet;  
thence, North 48°02'55" East, 8.18 feet;  
thence, North 84°09'07" East, 38.19 feet;  
thence, North 37°36'48" East, 25.09 feet;  
thence, North 72°36'03" East, 32.76 feet;  
thence, North 31°26'46" East, 26.25 feet;  
thence, North 34°16'35" East, 26.47 feet;  
thence, North 44°27'58" East, 63.59 feet;  
thence, North 61°17'19" East, 31.88 feet;  
thence, North 73°04'25" East, 22.13 feet;  
thence, North 38°16'30" East, 13.15 feet;  
thence, North 68°51'43" East, 12.84 feet;  
thence, North 89°48'41" East, 10.39 feet;  
thence, North 46°55'59" East, 41.29 feet;

**EXHIBIT 'A'**  
**PAGE 2 OF 5**  
**PROPERTY DESCRIPTION**

thence, South 89°19'36" East, 23.05 feet;  
thence, North 47°35'04" East, 39.60 feet;  
thence, South 38°09'10" East, 45.70 feet;  
thence, North 63°05'19" East, 67.45 feet;  
thence, North 28°15'48" East, 15.80 feet;  
thence, South 74°17'54" East, 4.32 feet;  
thence, North 69°53'38" East, 46.34 feet;  
thence, North 15°43'32" East, 4.55 feet;  
thence, South 83°33'47" East, 15.68 feet;  
thence, North 89°04'38" East, 32.28 feet;  
thence, South 45°38'19" East, 3.80 feet;  
thence, South 28°05'22" East, 30.53 feet;  
thence, South 80°11'58" East, 41.37 feet;  
thence, North 88°49'03" East, 17.00 feet;  
thence, South 2°31'14" East, 100.76 feet to a point of non-tangent curvature;  
thence, along a 613.90 foot radius curve to the left, through a central angle of 89° 23' 52",  
[chord bears South 46°26'54" West, 863.61 feet], an arc length of 957.85 feet to a point of  
cusp;  
thence, South 73°52'20" West, 79.39 feet;  
thence, South 77°24'35" West, 34.57 feet;  
thence, South 78°55'33" West, 71.25 feet to the Point of Beginning.

Containing 168,670 square feet, more or less.

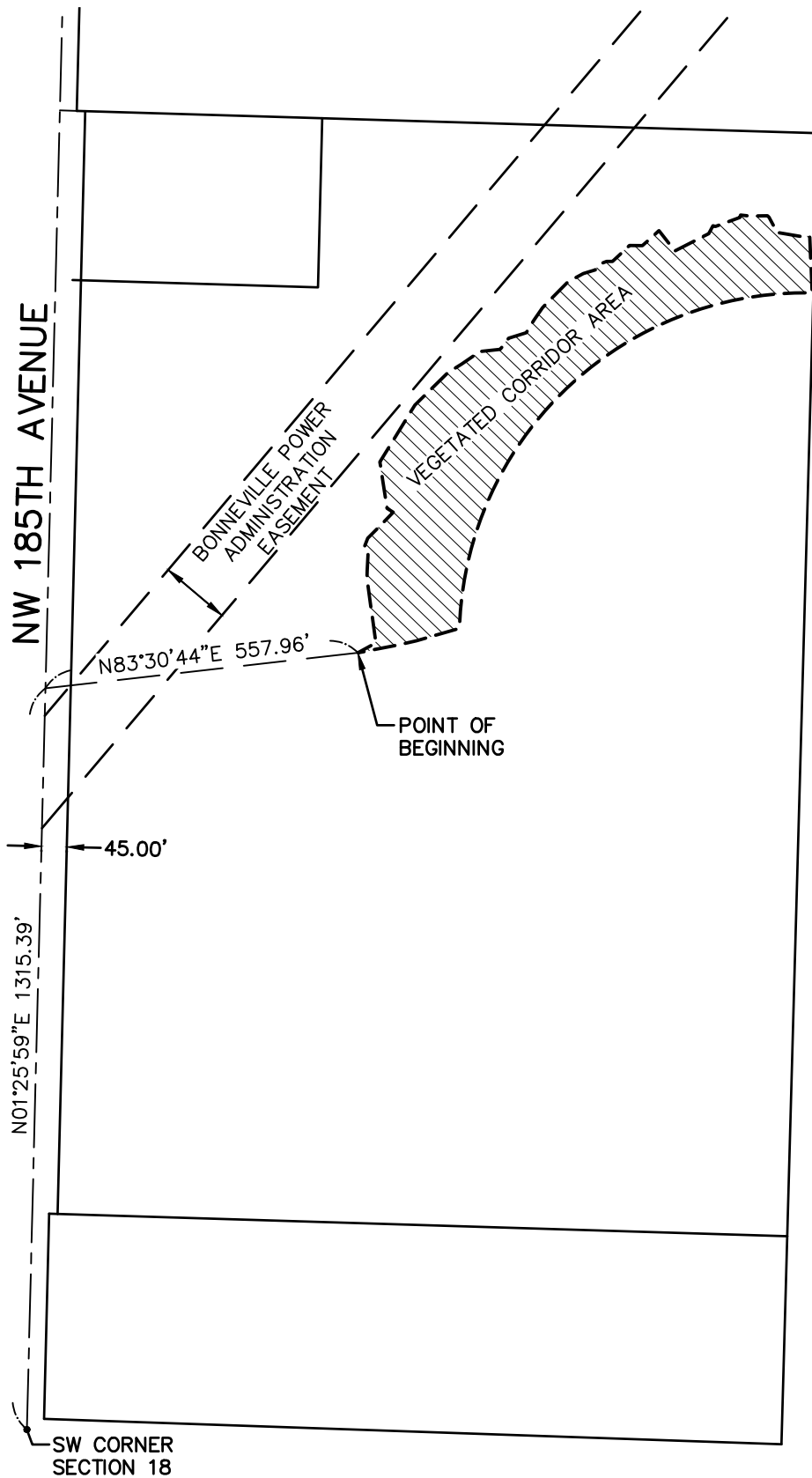
Bearings based on survey number 14109, Washington County Survey Records.



RENEWS: 12-31-2018



0 150' 300'  
SCALE: 1" = 300'



# EXHIBIT A PAGE 3 OF 5

LOCATED IN THE SW 1/4 OF SECTION 18  
TOWNSHIP 1 N, RANGE 1 W, W.M.  
WASHINGTON COUNTY, OREGON

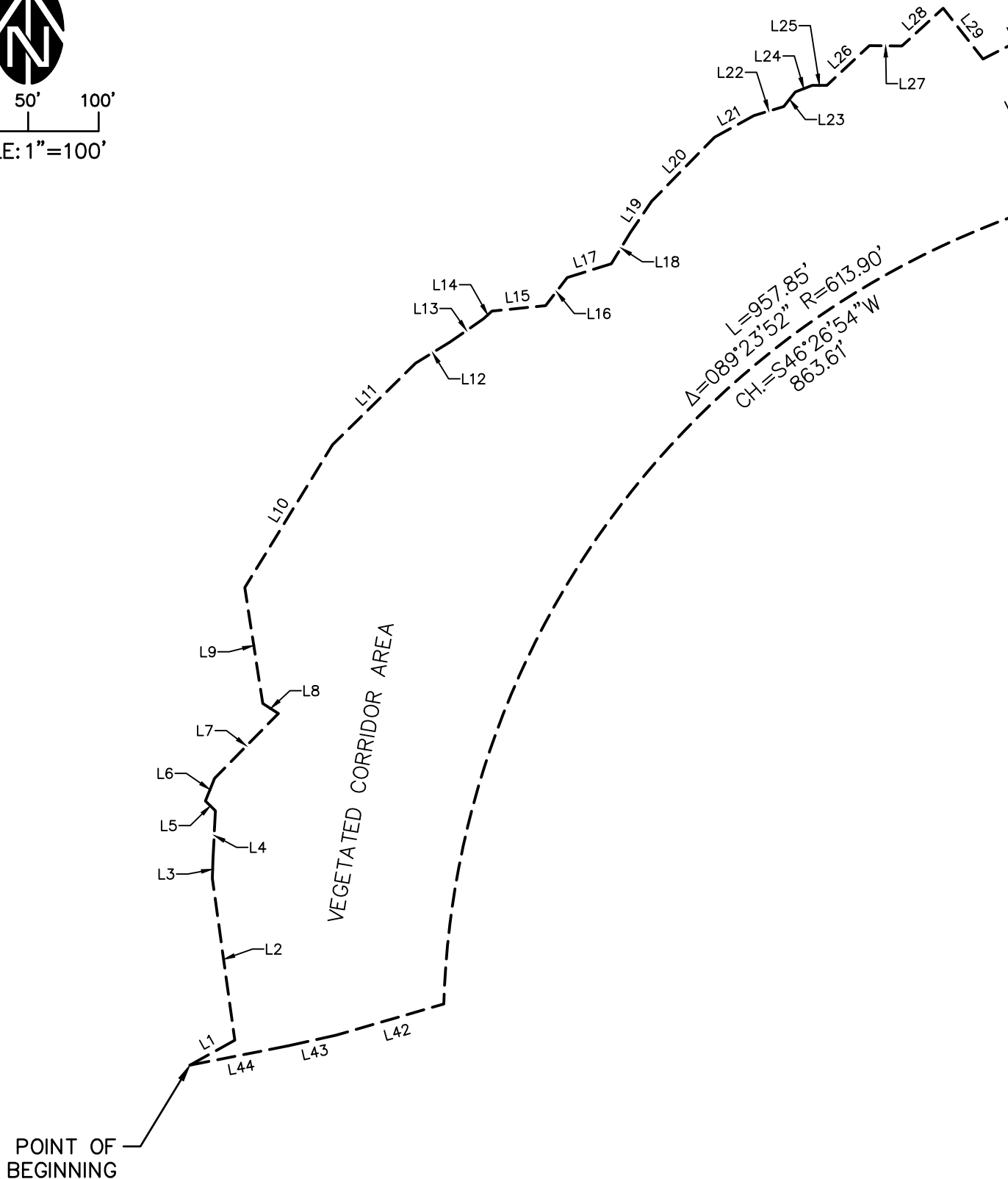
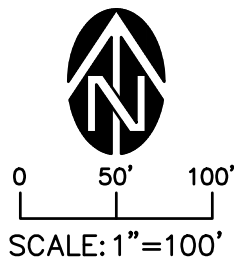
DATE	2018-02-22
DRAWN BY	DDL
CHECKED BY	GRA
REVISION	1
JOB NO.	1297-5004(W)



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**EXHIBIT A**  
**PAGE 4 OF 5**

LOCATED IN THE SW 1/4 OF SECTION 18  
TOWNSHIP 1 N, RANGE 1 W, W.M.  
WASHINGTON COUNTY, OREGON

DATE	2018-02-22
DRAWN BY	DDL
CHECKED BY	GRA
REVISION	1
JOB NO.	1297-004(W)

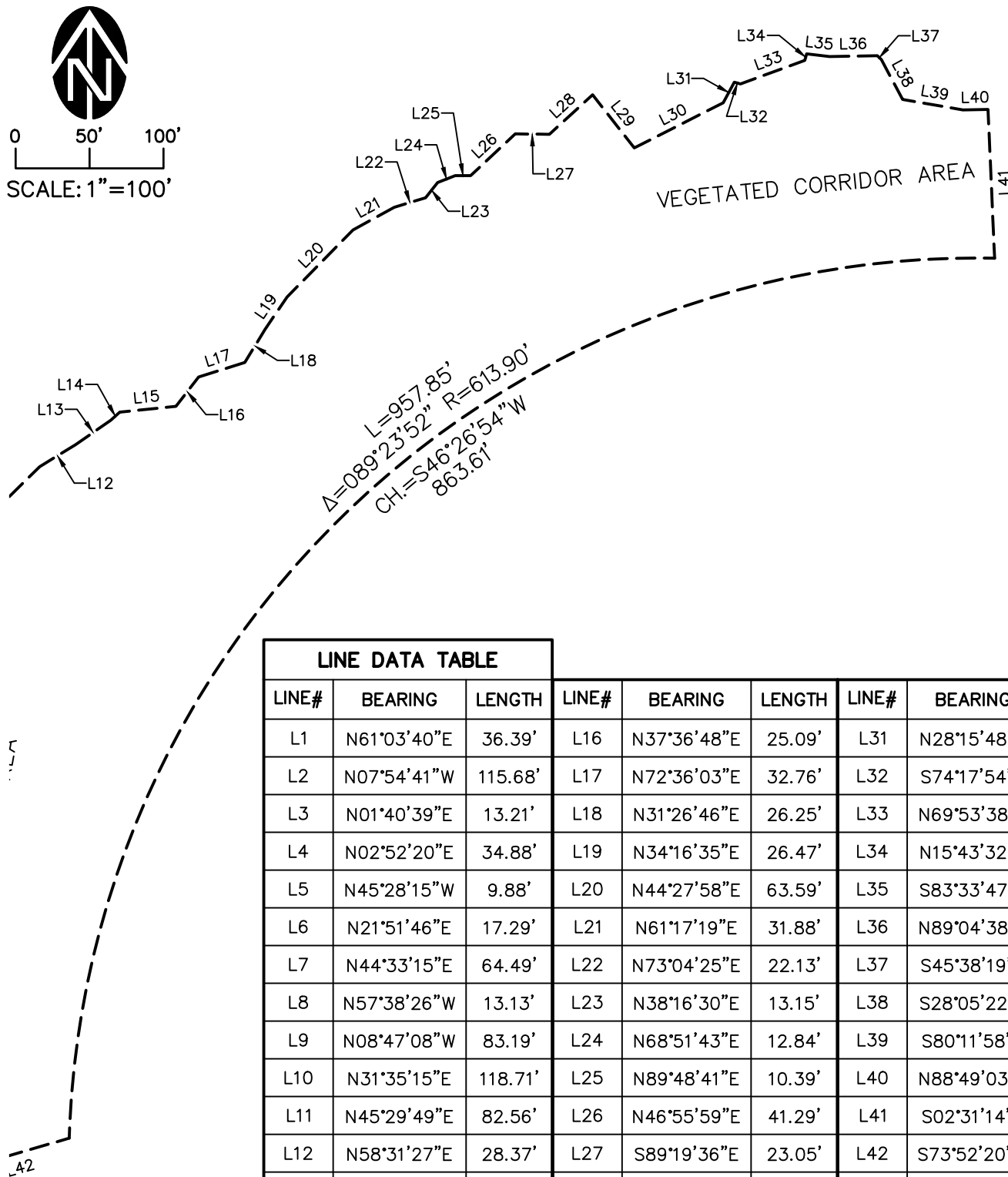


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LINE DATA TABLE								
LINE#	BEARING	LENGTH	LINE#	BEARING	LENGTH	LINE#	BEARING	LENGTH
L1	N61°03'40"E	36.39'	L16	N37°36'48"E	25.09'	L31	N28°15'48"E	15.80'
L2	N07°54'41"W	115.68'	L17	N72°36'03"E	32.76'	L32	S74°17'54"E	4.32'
L3	N01°40'39"E	13.21'	L18	N31°26'46"E	26.25'	L33	N69°53'38"E	46.34'
L4	N02°52'20"E	34.88'	L19	N34°16'35"E	26.47'	L34	N15°43'32"E	4.55'
L5	N45°28'15"W	9.88'	L20	N44°27'58"E	63.59'	L35	S83°33'47"E	15.68'
L6	N21°51'46"E	17.29'	L21	N61°17'19"E	31.88'	L36	N89°04'38"E	32.28'
L7	N44°33'15"E	64.49'	L22	N73°04'25"E	22.13'	L37	S45°38'19"E	3.80'
L8	N57°38'26"W	13.13'	L23	N38°16'30"E	13.15'	L38	S28°05'22"E	30.53'
L9	N08°47'08"W	83.19'	L24	N68°51'43"E	12.84'	L39	S80°11'58"E	41.37'
L10	N31°35'15"E	118.71'	L25	N89°48'41"E	10.39'	L40	N88°49'03"E	17.00'
L11	N45°29'49"E	82.56'	L26	N46°55'59"E	41.29'	L41	S02°31'14"E	100.76'
L12	N58°31'27"E	28.37'	L27	S89°19'36"E	23.05'	L42	S73°52'20"W	79.39'
L13	N55°12'45"E	29.11'	L28	N47°35'04"E	39.60'	L43	S77°24'35"W	34.57'
L14	N48°02'55"E	8.18'	L29	S38°09'10"E	45.70'	L44	S78°55'33"W	71.25'
L15	N84°09'07"E	38.19'	L30	N63°05'19"E	67.45'			

## EXHIBIT A

### PAGE 5 OF 5

LOCATED IN THE SW 1/4 OF SECTION 18  
TOWNSHIP 1 N, RANGE 1 W, W.M.  
WASHINGTON COUNTY, OREGON

DATE	2018-02-22
DRAWN BY	DDL
CHECKED BY	GRA
REVISION	1
JOB NO.	1297-004(W)



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February 27, 2020

20-108

APPROVAL OF PROFESSIONAL LEAVES FOR FY20 –  
21 FACULTY AND ACADEMIC PROFESSIONALS

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

FINANCIAL  
RESPONSIBILITY: Katy Ho, Vice President, Academic Affairs

RECOMMENDED  
FOR APPROVAL 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:

**Joanna Sullivan**  
**Full-Time Faculty: ESOL, in BATCPL**

Duration: Spring 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: I would like to improve my Spanish through language school and intensive immersion in Oaxaca, Mexico in order to better serve the Spanish speaking community at PCC. I will also be volunteering for a nonprofit micro-loan agency that serves women artists, teaching English to the artist entrepreneurs. I will be able to share my experience with the business classes at PCC.

The proposal supports PCC's Core Themes: My focus is on diversity, equity and inclusion. We need to recognize that the Spanish-speaking community is significant in Oregon, and having bilingual employees at PCC will improve their experience at the college at all levels, from application to graduation.

**Jessica Bernards**  
**Full-Time Faculty: Math Department**

Duration: Fall 2020

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: Create everything needed for the "Flipped Plus" approach Wendy Fresh and I created for MTH251 and 252. This includes instructional videos over every objective of MTH251 and MTH252, daily activities for in class along with instructor directions and answer keys and an instructor manual that can be shared across the district with instructors wanting to use this model. The amount of work to create instructional videos and authentic, meaningful activities for every objective that are inclusive, culturally responsible and align with disability standards is extremely high. I want to ensure that they're done right and that this model can easily be used by any instructor at PCC with little to no experience using the flipped model before.

The core outcomes this supports are: communication, critical thinking and problem solving, and self-reflection.

Additionally, this method of instruction aligns with PCC's YESS Initiative and Mission Statement with quality

education, diversity, equity and inclusion, and increasing success rates of all students across the board. Students coming from our "flipped plus" model have been asking for it to continue into the calculus series. We have also seen tremendous success in our MTH 111 and 112 classes currently using this model: completion rates in the 70% and 80% range, 49% decrease in number of withdraws, 21% increase in final exam scores, and 27% more As all while creating an inclusive and fun learning environment.

**Alex Jordan**

**Full-Time Faculty, MSHP division (math department)**

Duration: Fall 2020; Winter 2021

Salary: 75% of Annual Scheduled Salary (Two-term leave)

Purpose: We use open-source software for textbooks in ten math courses. In the first term I will be adding features that support worksheet production to pair with the textbooks. I will also bring certain interactive features to the HTML versions of these textbooks and our online homework system.

In a second term, I would integrate our OER textbooks with a system that allows faculty to track student completion of interactive elements. Our basic algebra OER will be due for revisions that I can apply. The state organization Open Oregon wants a statewide online homework platform, and I would help get it started.

The proposal supports PCC's Core Themes:

Access and Diversity: This work supports creation and maintenance of no-cost/low-cost course materials for students, with multiple access points (HMTL, PDF, Word) to each material.

Student Success: Some of this work supports alternate learning profiles for college mathematics. In particular, learning through interactive online activities, and stronger organization tools for the instructor to be alerted when students are falling behind.

Quality Education: Some of this work affords us the opportunity to apply lessons from learning assessment to our math course materials, improving their quality..

**Chris Brooks**  
**Full-Time Faculty, History**

Duration: Spring 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: I propose to develop a world history curriculum for PCC, with a significant potential impact for students. World history represents both broader coverage of world regions, cultures, and events and provides a counter-narrative to older, western-dominated paradigms. Already a mainstay of college curricula across the country, world history could (and should) become one of the major areas of PCC's history course offerings.

The proposal supports PCC's Core Theme:  
Economic Development and Sustainability: history courses, world history included, are integral to numerous majors and fields with excellent job prospects and remuneration.

Quality Education: world history is the most up-to-date and relevant field of broad historical survey available to students from a wide variety of backgrounds.

Diversity, Equity and Inclusion: world history is specifically designed to break down western-dominated narratives, emphasizing global interconnections, forms of both oppression and resistance throughout history, and the historical processes that set the stage for present-day conflicts and the related possibilities of reconciliation and justice.

**Andrew Garland-Forshee**  
**Full-Time Faculty, Social Sciences and Human Development**

Duration: Spring 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: Highly skilled and well-intentioned early education and human service practitioners often experience high rates of anxiety, compassion fatigue, trauma, and exhaustion. The combination of work-life and personal stressors often leaves practitioners with few resources to support personal wellness, thus contributing to imbalance, burnout, physical

and emotional disability, and ultimately employment turn over. My proposed sabbatical includes two areas of focus: (1) complete a 200-hour Yoga Teacher Training with specialized coursework in yoga for social justice, and (2) develop a faculty “toolkit” of mindfulness and contemplative-based practices to be used in ECE, HUS, and other disciplines across PCC.

The proposal supports PCC’s Core Themes: This proposal aligns with current explorations of wellness practices across the PCC district, directly supporting the PCC value of “continuous professional and personal growth of our employees and students, including emphasis on fit and healthy lifestyles that decrease disease and disability.” Decreasing disease and disability ultimately helps students to “achieve their personal and professional goals and increases student success and completion rates.” Additionally, using a lens of “diversity, equity, inclusion” to support “quality education” and “culturally responsive teaching practices” in the development of curriculum and materials, I will continue to support the College’s efforts and enhance my personal and professional development regarding “equitable student success.”

**Diane Edwards**

**Full-Time Faculty, MAIT/Mathematics**

Duration: Winter 2021; Spring 2021

Salary: 75% of Annual Scheduled Salary (Two-term leave)

Purpose: Some of my college involvement includes placement, math support (ALC/ALM) courses, department chair, and other YESS work. As I move from my chair role, I am inspired to focus on YESS, related to college/SAC issues and to invigorate my passion within the classroom. My two YESS related topics are:

Term one: Student Math placement and relationship building. I plan to meet with area high school math departments to research how specific high school math classes match PCC math classes and math placement. I intend to share and gather information between PCC YESS/SAC teams and high school math programs, to create and build relationships, and to have an end result of specific information that will help to continually improve our

community relationships, our math placement process, and student success.

Term two: Algebra: Your money and your health. America's financial aid debt and America's personal health are huge concerns and for some time I've been frustrated by the lack of meaningful learning activities in algebra courses and textbooks to help students relate to and better understand these topics. I plan to research these topics to create such activities for MTH 70, (a current YESS focused course) and other algebra courses as appropriate.

The proposal supports PCC's Core Themes: 1) Access and Student Success objective related to increasing the percent of PCC students successfully progressing toward their educational goals, and, 2) Diversity, Equity, and Inclusion objectives related to all students achieving high and equitable rates of success.

**Carey Larson**

**Academic Professional, LAPP/Student Learning Center**

Duration: Summer 2020

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: I respectfully request a professional leave for the summer term of 2020, during which I can fulfill my responsibility of staying current in my technological skills and software certifications, as well as investigate new training materials and technology learning tools for our students, faculty and staff. The uninterrupted time granted by a sabbatical is essential to completing these goals within a reasonable time frame and will enrich my contributions to the PCC community as we embark on our new approach to digital literacy in higher education.

The proposal supports PCC's Core Themes: Access that  
Student Success  
Quality Education  
Diversity, Equity and Inclusion

**Roberta Richards**

**Full-Time Faculty, Library**

Duration: Spring 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: Recently I overheard a student in the library say to her friend, "I hate my English class because we keep talking about climate change." As climate change moves from a back-burner issue to one that is impossible to ignore, it will demand more attention in all aspects of our lives, including campus conversations and classrooms across the disciplines. My project seeks a deeper understanding of the complexities around incorporating climate change into the curriculum, including disinformation and psychological and emotional impacts, and sharing what I learn about best practices for an informed and culturally responsive approach to climate change communication.

The proposal supports PCC's Core Theme: Access and student success: students are more likely to be successful when climate change is addressed in a culturally competent way. Sustainability: the project seeks to build the college's capacity to address a fundamental sustainability issue. Quality education: the project will provide faculty with tools for understanding the complexity and nuances of including climate change in the curriculum. Diversity, equity and inclusion: the project brings a social justice lens to the issue of climate change.

**Charma Boeschen**  
**Full-Time Faculty, LAPP/Spanish**

Duration: Spring 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: To collect material and create activities to diversify the Spanish second-year curriculum. My goal is to diversify our second-year curriculum by collecting authentic materials that better represent Afro-Latin American and indigenous cultures of the Spanish-speaking world, currently underrepresented in our second-year text books.

The proposal supports PCC's Core Theme: Cultural awareness

**Lynda Williams**  
**Academic Professional, Advising**



Duration: Winter 2021

Salary: 100% of Annual Scheduled Salary (One-term leave)

Purpose: The approaches I employ as an academic advising practitioner will need to be re-imagined and reshaped to accommodate the intended outcomes of the PCC Achieving the Dream/YESS initiative. I will use this leave opportunity to increase my capacity for quality advising by: completing courses for certification as an Educational Success Coach with a focus on culturally competent coaching, exploring benefits and challenges of academic advising within a Guided Pathways paradigm (with particular focus on advising students who are first-generation, low-income, or racial/ethnic minority), and investigating, examining and cataloging advising strategies likely to be equitable and effective in the Guided Pathways practice model.

The proposal supports PCC's Core Themes: Student Success and Quality Education - Exploring the benefits and challenges of academic advising within a Guided Pathways paradigm, and operationalizing ways that benefits can be amplified and challenges mitigated in my advising interactions with students, especially those who are first-generation, low-income, or racial/ethnic minority.

Diversity, Equity and Inclusion - Becoming certified as an Educational Success Coach with a focus on culturally competent coaching. Investigating, examining and cataloging advising strategies likely to be most equitable and effective in each of the Guided Pathways practice areas.

**Jessica Johnson**  
**Full-Time Faculty, Liberal Arts and Precollege / English**

Duration: Fall 2020; Winter 2021

Salary: 75% of Annual Scheduled Salary (Two-term leave)

Purpose: In order to more effectively mentor and support diverse students whose stories should be widely read, watched, and heard, I will embark on a period of personal study in the art and craft of building an audience. To achieve this goal, I will attend creative writing conferences, workshops, and

residencies, gaining knowledge, connections, and time in which I can study what others do and try it myself. Besides personal knowledge and experience that I can deploy in the classroom and in program-level discussions, my final product will be a shareable, practical curriculum on how to build a creative resume, connect with an audience, and create community around one's work.

The proposal supports PCC's Core Theme: Access, student success, quality education, and (somewhat less so) economic development, and sustainability. The extended application details specifically how the project supports each of these core themes.

# Board of Directors Goals 2019-2020

## **Diversity, Equity and Inclusion**

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

- PCC increases the recruitment, hiring and retention of employees of color.
- PCC increases the awarding of contracts to MWESB companies.
- The PCC Board of Directors will establish and implement a way of including DE & I into the policy making process and other key board functions.

## **Equitable Student Success**

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

- PCC improves access, retention, and completion rates for all students and reduces and then eliminates disparities in these rates for low-income students and students of color.
- Board members utilize personal and professional networks to establish new strategic partnerships that bring new resources to the goal of improving outcomes for students (e.g., resources that address student housing and food insecurity, the PCC Campaign for Opportunity, etc.)

## **Mission Fulfillment**

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:

- Engage, at the board level, in the PCC Strategic Planning Process and prepare for the board role in the next accreditation visit.
- Continue to engage in coordinated, strategic advocacy with city, county, regional, state and federal governments.
- Continue strategic oversight of critical college performance through the Audit Committee, dashboard review, budget presentations, evaluation of the president, etc.
- Evaluate the PCC President relative to his work plan.

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The PCC Board of Directors met for a retreat on July 26, 2019. From that meeting a working agreement was established. This is that agreement:

- |  |   |
|--|---|
| • Treat each other with respect          | • Plan agenda thoughtfully              |
| • Listen with an empathic mind and heart | • Be prepared                           |
| • Be honest, act with integrity          | • Create a positive working environment |
| • Call in/Call out                       | • Be aware of impact as well as intent  |
| • Conduct effective meetings             | • Stay true to board goals              |
| • Stay engaged                           | • Reference Legacy Goals in meetings    |
| • Start/Stop on time                     |   |

*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.*