

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS
PO BOX 19000 - Portland, OR 97280

BUSINESS SESSION

August 17, 2017
Sylvania Campus
12000 SW 49th Avenue, Portland OR 97219

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Valdez Bravo, Jim Harper, Deanna Palm, Michael Sonnleitner, Kali Thorne-Ladd

WORK SESSION

The board met in Work Session at 5:04 PM.

EXECUTIVE SESSION

The board met in executive session at 6:30 pm to discuss In accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (d) Labor Negotiations and (i) Employment-related Performance of CEO

Executive session adjourned at 7:30 pm.

CALL TO ORDER

Chair Thorne Ladd called the business meeting to order at 7:33 pm and asked for introductions.

APPROVAL OF THE MINUTES

Chair Thorne Ladd asked for a motion to approve the July 27, 2017 meeting minutes. The meeting minutes were approved as published. Harper/Alyajouri

APPROVAL OF THE AGENDA

The agenda was approved as published. Sonnleitner/Palm

INFORMATION SESSIONS

Diversity Equity and Inclusion—Kim Baker-Flowers

Dr. Baker-Flowers updated the board on the work that the OEI has been doing. Besides being a compliance office to more work in diversity, equity and inclusion, looking at it on a holistic approach. The three major areas of work in the OEI office are Equal Opportunity/Nondiscrimination and non-harassment, Title IX and Diversity & Inclusion which includes many task forces and committees around the district.

Social Justice Workshop began in Fall 2016, since 2015 there have been over 700 faculty and staff participate in social justice workshops. Last year a pilot for a non-credit certificate was created. This is designed to focus on individual learning on issues relevant to diversity,

equity and inclusion in small groups.

A few other initiatives that OEI has been work on are Transforming White Privilege, Housing and Food Insecure Task Force, and a Trans-related Guidance Task Force to help the community create awareness around these concerns.

The OEI mark is a visual brand identity for the OEI office. It was created in partnership with DLDC and strategic communications.

District Leaders of Diversity Council is a group of leaders from around the college to help move this work forward. There are subcommittees within DLDC that are tasked with issues such as marketing, policy, Take 5, professional development and data. The LITE: Listening Intervention Team for Equity is also a subcommittee that was piloted fall 2016. This serves as a resource for Serves as a resource for PCC students, faculty, and staff who have experienced inequity or who are in need of guidance to successfully navigate challenging dynamics at the college across cultures, races, ethnicities, gender identity or expression, sexual orientations, ability, faiths and other aspects of individual and group identity

The DLDC Performance Management/Assessment Subcommittee is a group that created an Intercultural Competence Assessment tool for managers. The tool was implemented in March of 2017. As an organization and as individuals, we recognize the need for continuous development and evolution. As our understanding of equity and inclusion evolves, so will this tool.

Diversity Recruitment Program—Alisa Hampton and Greg Dockery

Alisa and Greg provided information to the board on what priorities and plans are for the diverse hiring at PCC. In 2015 the focus for diverse hiring was focused on full-time faculty and block hires. In 2016 management hires were added. In 2017 the very first Diversity Recruitment Plan for PCC was developed. In 2018 the focus will remain on management with the addition of Academic Professional and the Adjunct Faculty. Full-time faculty diverse hires were at an all-time high with 35% being of diverse backgrounds. Management diverse hires in 2017 increased by 12%.

Several slides were presented that provided detail of these groups.

The Diversity Recruiting Plan for 2017-2018 include marketing and social media, career and recruitment fairs, networking with local diverse organization and events, inclusion advocacy, focused faculty recruitment, and retention for new hires.

Strategic Initiative Updates

Advising—Rob Steinmetz, Heather Lang, Traci Simmons

Academic advising is critical to equitable student success as well as improved satisfaction with services and interventions. The expected outcomes are that advising will be a consistent model with a service delivery approach. The goal is to have improved organizational and administrative structure that is funded and sustainable. Key to the success will be integrating technology solutions and tools to support the service delivery

model to provide a positive user experience. A powerpoint can be found on the board website.

Online Education Resources: Math—Alex Jordan and Cara Lee

Alex Jordan reviewed what exactly an Open Educational Resource is and the project they are working on. This project is projected to save students up to \$2 million. The book was used in a pilot and student reviews rate it average to above average. The next step is to have the faculty use the book which will have to be approved by the department. A powerpoint with links and data was presented.

Non Credit Registration—Tonya Booker and Bonny Vosu

There are about 36,000 students enrolled in non-credit programs. Currently, the process for these students to register is very clunky. There are many complaints to Community Education because of this. The intention of developing easier processes for these folks would result in higher enrollments, increased revenue, greater operational efficiency, fewer student complaints, and increased customer satisfaction with PCC systems, efficient employer engagement, and improved access to data in order to promote data-driven decisions.

During the first year of the initiative we have conducted business analysis of current processes, evaluated potential solutions, conducted customer reference calls and incorporated a site visit and engaged in implementation and scoping calls.

There has been board engagement around the college. Folks from IT, Enrollment Services, Registrar, Bursar, Banner Team, Web Team, Institutional Effectiveness, Student Affairs, Financial Services and Human Resources have been engaged in conversations to develop best practices.

Next steps will be to evaluate the work done and make a recommendation.

PUBLIC COMMENT ON AGENDA ITEMS

Charles Bridgecrane Johnson

Topic: Diversity

BUSINESS MEETING

Consent Agenda

Chair Thorne-Ladd proposed approval of Resolutions 18-028 through 18-034.
Sonnleitner/Alyajouri

PUBLIC COMMENT ON NON AGENDA ITEMS

Charles Bridgecrane Johnson

Topic: Charlottesville-UVA, BLM,
Larnell Bruce

REPORTS

Classified Union

Jeff Grider noted that the day after the last board meeting was the all-day DLDC Retreat. I can't underscore enough the comments about what an incredible difference it has made to

have Kim Baker-Flowers running the ever-expanding Office of Equity and Inclusion, and Kim is pivotal in the success coming out of the District Leaders of Diversity Council. He noted it is an honor to work with such a great, dedicated group of folks.

This last month there was one bargaining session, which was the most productive session yet. The session scheduled for last Friday, which was unfortunately canceled, but that cancellation did allow a couple of Federation Team Members to attend the short PCC Board Meeting prior to *their* planning retreat.

He thanked all the hard-working, good-hearted folks who participated in all these retreats. Board, Union, and DLDC which many are in this room.

Faculty and Academic Professionals

Michele Marden reported for Frank Goulard. She teaches math at SY campus and is the FFAP Treasurer. Last month she shared about professional development focused on teaching practice. Another area that is a concern at PCC and could have repercussions for the college's growth: Participation in decision making and information sharing.

Unfortunately, some in our learning community don't believe their voices are heard. Some even believe that when administration asks for feedback, it is meaningless because the decision has already been made. This contributes to apathy and a jaded opinion that they are not valued.

Periodically, she finds herself in group where someone says, "We should start speaking at the board meetings!" Typically, this happens when people are so frustrated they don't know what else to do to have their ideas or concerns acknowledged. As far as she knows, this hasn't happened yet. A couple years ago, during a time of crisis at the college, she remembers when then Chair Director Palm asked employees to share their concerns with the board. This was appreciated. When people start talking about coming here to speak, she wonders if the board still want people to share? If so, on what topics? She also voice concerned over what information reaches the board level? Is it many-voiced and a full picture? Is many-voiced input appropriate for board work? Is the board deeply connected on things like the negotiations process, the implementation of bond funds, or the internal audit survey? Should they be? Are there times when the board's deliberations would be informed by a full range of opinions, but the voices are absent?

She isn't being presumptuous in sharing two ideas for the board to consider. First, when it is important to hear many voices, consider if the process of gathering input gives safety if people have concerns, unpopular opinions, or might fear repercussions. Speaking before the board is quite intimidating (and two minutes really isn't much time to share). Safety is needed for PT faculty who are job insecure and even for administrators who may be caught up in college politics and may not feel they can speak freely. Surveys may be a safe way to gather input. Perhaps also private conversational meetings. Or another idea is as much as your time allows, be involved in the processes for gathering information (or learn about how information was gathered). For example, for surveys, do board members

have input on crafting the survey and consider if the questions will be meaningful to the recipients? Know how the survey was promoted and distributed? If it went out during a time when there is a high chance of participation or during summer? Review of the raw input or are highlights/themes shared where opinions have been removed?

Reconnecting to professional development, if this is a topic that the board wishes to learn more about, she suggests a group share PCC's success and barriers, as well as best practice from other institutions. You may also wish to learn more broadly about professional development needs. Everyone she asked has shared there is something needed for their jobs and their employee class.

Board

Director Sonnleitner appealed greater community that this board is not to be feared, they are human beings.

Chair Thorne-Ladd thanked the board members for spending the day in the planning retreat. She thanked all the staff for the work that is being done with the strategic initiatives.


President

President Mitsui echoed Director Sonnleitner sentiments. He mentioned that Chair Thorne-Ladd and he will be submitting an OP ED piece around the events in Charlottesville. He gave a shout out to PCC Rock Creek for an award from Hillsboro 2035 for Outstanding Organization for 2017. We are also a finalists in the 2-year college category for a Climate Change Award from Second Nature. Thanks to Briar Schoon and Sandra Fowler-Hill for their support with sustainably efforts district wide.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:43 pm.


Kali Thorne-Ladd, Chair


Mark Mitsui, College President

Prepared by:


Jeannie Moton, Executive Coordinator

Minutes approved on October 19, 2017.