

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

BUSINESS SESSION  
December 13, 2018  
Sylvania Campus  
12000 SW 49th Avenue, Portland, OR 97219

**BOARD MEETING MINUTES**

**ATTENDANCE**

Valdez Bravo, Denise Frisbee, Jim Harper, Chair Kali Thorne Ladd,  
Michael Sonnleitner and Mohamad Karim

**EXECUTIVE SESSION**

In accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (d) labor negotiation (e) real property transactions and (h) litigation. (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) litigation and (k) school safety

**WORK SESSION**

The work session was called to order at 4:47 pm by Chair Thorne Ladd. Internal Auditor Jessica Johnson gave an annual report to the board. She presented a PowerPoint with details of last year's audit and upcoming plans. President Mitsui commended Jessica for her hard work. Eric Blumenthal introduced Ken Kuhns from Kuhns and Company to discuss the external audit of the college. He confirmed that the records kept by PCC staff were accurate and clean. He assessed that PCC complies with all state and federal laws. They found no weaknesses in the internal controls. Interim Vice President Eric Blumenthal provided an update on the budget work happening. A PowerPoint was presented for discussion. He covered the Community College Support Fund from the Governor's Office. The budget is being created with principles in place. The college has started the process earlier this year than in the past. Interim Vice President Blumenthal presented a few scenarios. Cabinet is working to close the \$15.7 million gap using the base budget scenario. Chair Thorne Ladd referenced the board priorities and the annual strategic calendar. Student Board Member Mohamad Karim discussed the proposed increase to the student activity fee. Director Sonnleitner gave a brief update on the Diversity, Equity and Inclusion committee of the board.

**CALL TO ORDER**

Chair Thorne-Ladd called the business meeting to order at 6:30 pm.

**APPROVAL OF THE AGENDA**

The agenda was approved as published. Sonnleitner/Harper

The October 18, 2018 meeting minutes were approved as published. Bravo/Harper

The November 15, 2018 meeting minutes were approved as published. Harper/Bravo

**ADJOURN BUSINESS SESSION AND CONVENE AS LOCAL CONTRACT REVIEW BOARD**

Public Hearing on Exemption from Competitive Bidding in accordance with ORS 279C.335 (2) and (5)

Linda Degman provided background on the process and the reasoning for the request.

Public Comment on Exemption from Competitive Bidding

None

**ADJOURN LOCAL CONTRACT REVIEW BOARD AND RECONVENE AS BUSINESS MEETING**

**INFORMATION SESSIONS**

Ken Kuhns and Company—Ken Kuhns

Mr. Kuhns noted that PCC has earned the best rating on an audit that can be earned. He noted that the College complies with State of Oregon rules that include all financial records, contracts, laws, federal funding and policies.

Student Activity Fee—Mohamad Karim, Chair, District Student Council and Teri Fane, Student Body President, Cascade Campus

Ms. Fane provided background information on the Student Activity Fee and who and what it serves. A PowerPoint was presented to the board with a proposed increase. Director Sonnleitner complemented the two presenters on their process.

Governor's Budget—Mark Mitsui, College President

President Mitsui gave the Board of Directors an overview of the news coming out of the Governor's Office. The base budget and the investment budget are two scenarios. The base budget could cause us to raise tuition 35% and the investment budget could alleviate this.

**PUBLIC COMMENT ON AGENDA ITEMS**

None

**BUSINESS MEETING**

Chair Thorne Ladd proposed approval of Resolutions 19-048 through 19-058.  
Harper/Bravo

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

Simon Jarwosky: Department Funding

**Reports**

Students

Mohamad Karim, Chair, District Student Council

Classified  
Jeff Grider, President, Classified Federation

Faculty and Academic Professionals  
Frank Goulard, President, FFAP

Board Members  
Director Harper remarked that the Senior Studies Institute event last week was a great event. These are the folks training to be ambassadors. They are a great resource for PCC.

Director Sonnleitner noted it seems the media is neglecting that last Monday was National Human Rights Day.

Director Bravo noted yesterday was International Health Care Day.

President  
President Mitsui noted that faculty member Kim Smith was a keynoter for a United Nations education conference in the Philippines. He thanked Linda Degman for continuing conversation around housing. Chair Thorne Ladd got a standing ovation for her Dear Oregon letter at the Oregon Leadership Summit last week. He attended Dan Saltzman retirement event last week, as Dan was a past board member. He thanked all that attended the President's Circle event. Adult Attainment Committee now has a goal equivalent to 40-40-20. Recently had a visit from the ATD coaches, great work is being done all over the district.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 7:28 pm.

  
Kali Thorne Ladd, Chair

  
Mark Mitsui, College President

Prepared by:  
  
Jeannie Moton, Executive Coordinator

Minutes approved on January 17, 2019.