

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

BUSINESS SESSION  
June 27, 2019  
Sylvania Campus  
12000 SW 49<sup>th</sup> Avenue, Portland, Oregon 97219

## **BOARD MEETING MINUTES**

### **ATTENDANCE**

Mohamed Alyajouri, Valdez Bravo, Denise Frisbee, Vice Chair Jim Harper, Chair Kali Thorne Ladd, Deanna Palm and Michael Sonnleitner.

### **WORK SESSION**

The board met for a work session to hear various reports. Emma Kallaway provided an update to the board on the legislative session in Salem. President Mitsui updated the board on the dashboard that is being developed. Denise Frisbee updated the board on work that OCCA is taking on.

### **CALL TO ORDER**

Chair Thorne Ladd called the business meeting to order at 7:03 pm.

### **APPROVAL OF THE AGENDA**

A motion was made to remove resolution 19-116 from the consent agenda. Frisbee/Palm

The June 27, 2019 agenda was approved as amended. Bravo/Alyajouri

The May 16, 2019, June 10, 2019 and June 20, 2019 meeting minutes were approved as published. Harper/Palm

### **RECOGNITION**

Governance Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting (CAFR Program). This is the 27th year that the PCC Finance Team has received this award. This award was established to encourage state and local governments to go beyond the minimum requirements of generally accepted accounting principles, in the spirit of transparency and full public disclosures. President Mitsui presented Jim Croft, Sally Gregory and the Finance Team with the certificate.

National Institute for Staff and Organizational Development (NISOD) is a membership organization committed to promoting excellence in teaching, learning and leadership at community and technical colleges. For over 40 years NISOD has provided programs and resources for community and technical colleges that want to make the most of their professional dollars. This year's PCC Award recipients include: Becca Parker Love, Jim Earley, Danielle Parker, Josh Cary, Josh Laurie, Laura Horani, Maylorie Townsend, Michael Bene, Sarah Elsasser, and Zoe Cooper-Caroselli.

Sam and Margaret Brooks, Community Leaders and PCC Partners have been influential leaders in Portland and throughout the state of Oregon for many years. They have used their influence to support and partner with PCC in a myriad of ways. Sam established the first business incubator program on the Cascade Campus, served on the PCC Foundation Board, and served on the District President's "Kitchen Cabinet." Through Oregon Association of Minority Entrepreneurs (OAME) Sam routinely invites administrators from the college to provide information and updates about the college at the monthly Coffee and Issues Meeting. Sam has publicly supported the college's bond requests and consistently maintained representation from PCC on the OAME advisory board. Through the Brooks Foundation, Margaret supports single mothers who are PCC students and she currently serves as a member of the Cascade Campus President's Council. Chair Thorne Ladd presented Sam and Margaret Brooks with a certificate and key to the college.

Board Service Appreciation for Valdez Bravo, Deanna Palm and Kali Thorne Ladd. Valdez Bravo was elected in 2017 but because of a recent move out of his Zone, he will be stepping down effective June 30. As a first generation Latino college student, an Army veteran, a former PCC student, instructor and advisory board member, he brought a diverse set of perspectives to the PCC Board of Directors. He was given a certificate and key to the college.

Kali Thorne Ladd was appointed to the PCC Board of Directors after the death of long standing board member Harold Williams. With her appointment in 2012 she was the second African American female to serve on the board and the first African American female chair in PCC history. She was given a certificate and a PCC gavel.

Deanna Palm has served on the board since 2009 and has been a fearless advocate for Workforce and CTE. Director Palm was awarded a certificate and a gavel.

#### **ADJOURN AS BUSINESS SESSION AND CONVENE AS COLLEGE BUDGET COMMITTEE**

Review of Proposed Budget – Eric Blumenthal asked the board to approve supplemental budget for 2017-2019 and the proposed budget for 2019-2021. Eric stated that this year PCC made the supplemental budget a public hearing and announced it in the Oregonian because of the issuance of the pension obligation bonds from last November. This authorizes transfers between appropriation units, money coming out of the contingency for individual appropriation units, changes in total budget authority because of the issuance of the bonds and use of the bond proceeds to pay the issuance cost for the general obligation costs of FY 2018.

The proposed budget is the same budget that was brought to the Board in April 18, 2019 and there are no changes or corrections made to the budget since that meeting. Eric met with the Tax Supervising and Conservation Commission, which is a requirement because PCC operates and levies taxes within Multnomah County. The budget was reviewed by the Executive Director Craig Gibbons, whom he met with a couple times to go through the proposed budget. On June 15th PCC held a public hearing at the Downtown Center, which

a number of board members attended. We received certification from the Tax Supervising and Conservation Commission that day and are now able to move forward with adopting the proposed budget.

Public Comment - None

Non-Consent Agenda: Vote will be by poll of the Board of Directors

Adopt the Supplemental Budget for the FY 2017-2019 Biennium in accordance with ORS 294.463-473

19-107        Resolution Adopting the Portland Community College Supplemental Budget for the 2017-2019 Biennium, Authorizing Transfers Between Appropriation Units, Categories and Funds; Use of Contingency Funds; And Changes in Total Budget Authority in accordance with ORS 294.463-473

Motion to call for the vote moved by Bravo/Sonnleitner. All approve and motion Passes.

Adopt the proposed Budget for FY 2019-2021 Biennium in accordance with ORS 294.456

19-108        Resolution Adopting the Portland Community College Budget for the 2019-2021 Biennium Commencing July 1, 2019, Making Appropriations and Determining and Declaring Ad Valorem Tax Levies in Accordance with ORS 294.456

Motion to call for the vote moved by Palm/Alyajouri. All approve and motion passes.

### **INFORMATION SESSIONS**

Sylvania Campus Update—Dr. Lisa Avery

Dr. Avery tried something different for this campus update. She highlighted how the work at Sylvania overlaps and intersects with the President's Work Plan, especially with instructional excellence. Dr. Avery presented a few examples of what Sylvania Campus has been doing to focus on and highlight instructional excellence. She recognized Karen Paez, Dean of Instruction and Linda Fergusson-Holmes, TLC Coordinator who have done an outstanding job of broadening the scope of who is participating in faculty development, expanding the audience that they are reaching, and casting a wider net for the way our TLC serves faculty and accordingly students.

Educational Advisory Committee (EAC) Update—Josephine Pino, Chair of EAC

The EAC and its six standing committees represent shared governance bodies of PCC. The EAC operates under current bylaws that allow for up to 49 members, the majority of who are full time faculty members, up to 25 full time faculty; it also includes part time faculty, members of student affairs, administration and operations. We currently have a task force that has examined the issue of member representation with best practices research. The focus of the majority of EAC work is to consider and recommend policy and curricular proposals to the PCC president. The EAC meets monthly, additionally the EAC Leader Team comprised of Josephine and the chairs of the six standing committees meet

monthly with the Vice President of Academic Affairs, Vice Presidents of Student Affairs, and President Mitsui. Josephine would like to recognize Pete Haberman, Wendy Palmer and Allison Allen Hall who are stepping down from their roles as chairs of standing committees. William Butler-Paisley will be serving as the new Student Development Committee (SDC) Chair, Blake Hausman will chair the Academic Policies and Standards (APS) Committee, and Dr. Heather Mayer will chair the Advancement of Educators Committee. APS Committee's primary responsibility is to review and develop the academic policies and standards of the college and to recommend them to the EAC and then the President if voted upon favorably. The EAC has added a Sanctuary Statement, an updated student code of conduct and a statement to the syllabus inspired by a Critical Race Theory workshop. There is ongoing work on revising the grading guidelines, creating a new transfer credit policy and collaborated with degrees and certificates to establish degree requirements. The Advancement of Educators Committee was established as a standing committee two years ago. The Curriculum Committee's primary responsibility is the overall integrity of courses, they review and recommend new courses, revision to courses, general education designations, cultural literacy designations, and embedded related instruction. Over the past few years the college has been working to develop a new framework for our general education program. The key component of the new framework is aligning our general education program with our general education outcomes, previously known as core outcomes, and making sure they are assessed. Every course that wants to be on the gen ed list must submit a signature assignment that maps to a rubric that aligns with that outcome, which gives us a means of assessing our gen ed outcomes. A number of ad hoc committees were created to assess these outcomes. GEARS (the General Education Assessment Review Subcommittee) is a subcommittee of the Curriculum Committee. This "ad hoc" subcommittee will be responsible for reviewing and recommending courses that apply to be part of the General Education program under PCC's new framework. It is comprised of faculty with expertise from the following groups: CC, DSACs, LAC, and D&C. GEARS reviewed 507 courses and started discussing how to incorporate an equity lens and inclusive language into our review process. Degrees and Certificates (DAC) Committee ensures the value, viability, and vitality of PCC degrees and certificates to students, employers, transfer institutions, faculty and state. Created four new certificates: AAS-CIS: Cybersecurity, AAS-DSTE: Caterpillar Electric Power-ThinkBig AAS, ACERT-LAT: Arboriculture Less Than One-Year Certificate, and ACERTP-GRAP: Activity Professional Certificate. The Student Development Committee, whose responsibility is to review and recommend policies and procedures that directly affect student life, created a new Student Code of Conduct.

### **PUBLIC COMMENT ON AGENDA ITEMS**

None

### **BUSINESS MEETING**

Chair Thorne Ladd proposed approval of Resolutions 19-109 through 19-134, excluding 19-116. Palm/Frisbee

Chair Thorne Ladd announced a Commendation for State Senator and 2016 PCC Diamond Alum Jackie Winters who recently passed away.

Non-Consent Agenda: Vote will be by poll of the Board of Directors

19-135 Appointment of a Board Member to Fill the Vacancy in Zone 5 in Accordance with ORS 341.335(3) for the Remainder of the Term through June 30, 2021.  
Harper/Palm

Alyajouri - Yes, Sonnleitner - No, Harper - Yes, Thorne Ladd - Yes, Palm - Yes, Frisbee - Yes, Bravo - No 5 Yeas - 2 Nays Appointment passes.

### **PUBLIC COMMENT ON NON AGENDA ITEMS**

None

### **REPORTS**

Classified: Jeff Grider

Faculty and Academic Professionals: Frank Goulard

Board Members:

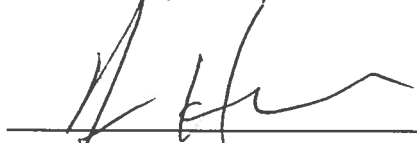

Chair Thorne Ladd, Directors Alyajouri, Bravo, Frisbee and Palm all made closing comments for the board's last meeting.

Director Sonnleitner stated the DEI Committee has a written report to be posted online.

President

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:49 pm.

  
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Jim Harper, Vice Chair  
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Mark Mitsui, College President

Prepared by:

  
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Jeannie Moton, Executive Coordinator

Minutes approved on July 18, 2019.