

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

July 16, 2020  
Via remote access

**BOARD MEETING MINUTES**

**ATTENDANCE**

Mohamed Alyajouri, Denise Frisbee, Jim Harper, Tiffani Penson, Dan Saltzman,  
Michael Sonnleitner, Alex Díaz Rios, Riley Turner

**EXECUTIVE SESSION**

The board met in accordance with ORS 192.660 (2), (a) employment of a public official, (e) real property, (f) information exempt from public disclosure (attorney-client privilege) and (h) litigation.

**WORK SESSION**

The board met in work session and received updates about hiring diversity and discussed the board budget and roles.

**CALL TO ORDER**

Chair Harper called the Business Meeting to order at 6:04 pm.

**APPROVAL OF THE AGENDA**

The July 16, 2020 agenda was approved as published. Sonnleitner/Frisbee

Alyajouri – Yes	Harper - Yes	Sonnleitner – Yes
Díaz Rios - Yes	Penson – Yes	
Frisbee - Yes	Saltzman – Absent	

The June 18, 2020 meeting minutes were approved as published. Alyajouri/Frisbee

Alyajouri – Yes	Harper - Yes	Sonnleitner – Yes
Díaz Rios - Yes	Penson – Yes	
Frisbee - Yes	Saltzman – Absent	

**ELECTION OF CHAIR AND VICE CHAIR**

Chair Harper made a motion to elect Mohamed Alyajouri as Chair for 2020-2021.

Harper/Frisbee

Alyajouri – Yes	Harper - Yes	Sonnleitner – Yes
Díaz Rios - Yes	Penson – Yes	
Frisbee - Yes	Saltzman – Yes	

Chair Harper called for a motion to elect Vice Chair for 2020-2021. Director Díaz Rios made a motion to elect Tiffani Penson. Díaz Rios/Saltzman

Alyajouri – Yes	Harper - Yes	Sonnleitner – Yes
Díaz Rios - Yes	Penson – Yes	

Frisbee - Yes

Saltzman – Yes

The newly elected Chair Alyajouri and Vice Chair Penson were sworn in by President Mitsui. Riley Turner was also sworn in as Student Board Member.

### **INFORMATION SESSIONS**

#### *COVID-19 Update – Mark Mitsui, President*

The COVID-19 reopening leadership team, or COLT, has been formed. I want to acknowledge and thank the lead of that team, Jessica Johnson, who is our internal auditor and graciously accepted a reassignment to lead the several different COVID-19 groups that are working on reopening. The context for this is an Executive Order from the Governor. There have been several orders relative to higher education and the first was the Executive Order we used to plan for the summer quarter and it allowed for a limited number of exceptions to the ban on face to face instruction. Primarily in those disciplines needed for emergency response – healthcare and first responder training, as well as a handful of other sectors and disciplines. Criteria was established for identifying and prioritizing the programs that had courses that could not be taught online. I do want to emphasize that the faculty, administrator staff, APs, have all done an amazing job in transitioning to remote in online courses. Over 2600 sectors were transferred over to remote or online and that tremendous amount of creativity and innovation was utilized and demonstrated by our people as they converted the courses.

COLT is busy putting administrative procedures forward. You will see a reopening policy in the consent agenda that more explicitly, and specifically to COVID-19, delegates authority to the President to develop administrative procedures. My understanding is that you have already done that in other policies, but we thought that it might be helpful to have a policy that is more specific to COVID-19. COLT has put together the first three administrative procedures regarding reopening. The first Executive Order covered summer quarter for all intents and purposes. The second Executive Order was, because of its timeline, really oriented for fall. However, an important part of that order included the Oregon Health Authority standards for in person instruction in higher education. The second Executive Order and OHA standards have provided additional criteria for us to build administrative procedures. The first procedure approved is the administrative procedure around face coverings. A second is the administrative procedure for social distancing and hand hygiene. The third procedure that I have approved is the enforcement and complaint protocol. We are scheduled to begin the limited number of in person course offerings on Monday.

Vice President of Finance and Administration Eric Blumenthal and his team have been working on acquiring PPE in adequate amounts and of the appropriate kind so that we can open on time.

Our enrollment went down about 20% in spring quarter compared to our usual enrollment. For the summer quarter we are about 6.8% above our usual enrollment.

#### *President's National and Local Board Service – Mark Mitsui, President*

President Mitsui provided an update on the external work he is involved in on behalf of the college.

President Mitsui gave an account of his national, regional, and local board service, including American Council on Education (ACE), Second Nature, President's Alliance on Higher Education and Immigration, American Association of Community Colleges, Phi Theta Kappa, National Skills Coalition, Aspen Institute, Northwest Commission of Colleges and Universities, Governor's Workforce Talent Development Board, and OCCA.

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

We want to start by referencing something President Mitsui has been reiterating a lot for the college community, which is that our YESS work really is our racial equity plan. This is our way of actualizing equitable student outcomes. It is our intentional and measured approach to transforming our systems. The next key activities for YESS work include Academic and Career Pathways teams, advising redesign, community of care work group, English Speakers of Other Languages (ESOL)/Adult Basic Education (ABE) work group, strategic course scheduling work group. Key milestones for Fall Quarter 2020 include all students assigned an advisor by Pathway, case managed advising using EAB, All Pathways Team members and Advisors receive grounding training in anti-bias culturally responsive practice, continued implementation of course placement and developmental education efforts, and continued implementation of Pathways to Opportunity.

Academic and Career Pathways implementation design teams will work across Pathways to identify aspects of the student experience that should be consistent. Each team will design an implementation plan to strengthen the experience of all students within the Pathway. 122 people from every employee classification have volunteered to be involved in the teams. Teams are committed to the core values of engagement, authenticity, collaboration and ownership as we intentionally center our conversations in an equity framework that ensures systemic action grounded in honoring student identity and needs. Advising redesign experienced accelerated implementation due to COVID-19.

The College's equitable student success metrics are comprised of both leading and lagging indicators. Collectively they identify where progress is being made toward equitable student success as well as outcomes where equity gaps continue. These metrics include credits successfully completed, retention, momentum points, graduation and transfer, success rates (high enrolling courses). Momentum points are measures of students' progression in their first year of college that research has found correlate with educational goal attainment in subsequent years. These leading indicators enable the college to evaluate the potential longer-term effect of large scale systems, processes and policy changes. We know we need to look outside to better understand the student experience beyond the metrics. 3200 students responded to a 57 item survey in the

middle of spring term. Findings include disaggregated data about challenges students experience for fully engaging in online courses.

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

None

### **BUSINESS SESSION**

Chair Harper proposed approval of Resolutions 21-001 to 21-018. Sonnleitner/Frisbee

Alyajouri – Yes

Harper - Yes

Sonnleitner – Yes

Díaz Rios - Yes

Penson – Yes

Frisbee - Yes

Saltzman – Absent

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

None

### **REPORTS**

Faculty and Academic Professionals: Frank Goulard

I wanted to put a special mention to thank President Mitsui for working with OCCA and the HECC to get special attention to higher education and, in particular, community colleges for funding and other resources. We have a HECC meeting coming up August 12-13, where we finalize the CCSF request to go to the Governor. It looks pretty certain that we will authorize the \$701 million request for the community college support fund (CCSF) for the 2021-2023 biennium.

Board Members:

Student Director Turner

We begin our training with our new district student council. Based on our conversations last spring, I expect our focus to remain on direct student service and support through our food justice task force, as well as housing and financial aid initiatives.

Director Frisbee

I wanted to thank Jim for his year of service as Board Chair and you have positioned us wonderfully with Mohamed and Tiffani.

Director Penson

Thank you all for voting me in as Vice Chair.

Director Sonnleitner

I remain concerned about SACs and regular faculty having input into the curriculum scheduling and decisions that affect their own lives.

President Mitsui

Congratulations to Chair Alyajouri and Vice Chair Penson. Thank you to Jim for serving as Chair and welcome Riley.

Finalized gift agreement for the Caroline Moore Writer's Estate. The estate is 5.1 acres with a log house. This was a competitive application process, so kudos to the HARTS council that partnered with Ann Prater and the Foundation to put the proposal together that eventually won. The estate includes a \$3 million gift to go towards the care of the home, as well as programmatic elements, for the next 20 years.

We also received a generous donation of \$1 million by Ann Naito to the Pathways to Opportunity project. More to come on that particular development.

I want to thank everyone who assisted in pushing back on the particularly cruel rule that ICE issued that, if enacted, would have basically forced almost all of our international students to leave the United States immediately. Many of us thought that this was an intentional strategy to force higher education institutions to reopen regardless of health and safety consequences.

I wanted to thank Dr. Ho and Dr. Lang for their great work with YESS, particularly amidst the pandemic. We do believe there is no equity neutral system and any system that has a negative impact upon underserved communities or students, even if that impact is not intentional, needs to be interrogated to identify how we can change it.

#### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:16 pm.

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Mohamed Alyajouri, Chair

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Mark Mitsui, President

Prepared by:

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Jeannie Moton, Executive Coordinator

Minutes approved on August 20, 2020.