

Portland Community College  
**President's Cabinet**

Wednesday - November 15<sup>th</sup>, 2017  
 Conference Room 233B  
 8:30AM – 11:30 AM

**Notes**

Time	Topic	Presenters	Strategic Theme	Action	Requested by
<b>Present</b>	8:00 am Continental Breakfast	Sylvia Kelley, Jim Langstraat, Eric Blumenthal, Kimberly Baker Flowers, Traci Fordham, Lisa Bledsoe, Ryan Aiello, Michael Northover, Rob Steinmetz, Jen Piper, Karen Paez, Marc Goldberg			
<b>Standing Items</b>	8:30 am Sylvia's's Updates	Sylvia	Think Fearless	--	Mitsui
	<ul style="list-style-type: none"> <li>• Board Meeting – November 16, review agenda               <ul style="list-style-type: none"> <li>○ There will be an optional tour at Willow Creek</li> <li>○ Looking at each board goal at each work session – Tying the workplan and SEM and AtD together</li> <li>○ Vote on Board goals</li> <li>○ Debrief</li> </ul> </li> <li>• Cabinet Meetings cancelled:               <ul style="list-style-type: none"> <li>○ November 22<sup>nd</sup></li> <li>○ December 27<sup>th</sup></li> </ul> </li> <li>• Bond – Passed! Bond advisory committee will be put together, will engage a large group of people</li> <li>• All Managers Meeting Dec. 6<sup>th</sup> – Cabinet held after meeting</li> <li>• Veteran's grant up for approval, result of a lot of lobbying will be used to set up the VRC coordinator at the SE campus and also help support other campus VRC's, will need a discussion on how will it continue – All approved</li> </ul>				
	8:50 am Equity and Diversity – Kim	<ul style="list-style-type: none"> <li>• Swastikas on campus, DLDC faculty &amp; staff asking where cabinet is on leading these issues.</li> <li>• Get a plan, send messages, communication and community care plan. Please meet with teams and ask questions. Tia will share on google drive.</li> <li>• Working on Expressive Conduct to get an institutional statement</li> <li>• SE is discussing how valuable is it to post a message, there is not a college wide message for hate speech, we can not use the term hate speech. What is defacement and what is free speech.</li> <li>• When do we follow up to align all of your concerns (DEI), who will keep that holistic look at the district level</li> <li>• Please do not characterize your speech, be mindful</li> </ul>			
	CRT handout <ul style="list-style-type: none"> <li>• Five steps, experiencing moments where the college is looking at us, does this align with our mission. Please get well- versed in using this due to social political times</li> <li>• Run positions through CRT, give framing language</li> </ul>				

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- If you need identity cards please let Kim know

9:00 am Budget – Jim

- Working with a 3% decline, big question is what will happen with enrollment, will the board want to do some kind of tuition rollback, February is the deadline. Is it a conversation with the board currently?
- Shortfall is now \$5.5M
- Salary and benefits has changed because of negotiations
- 750k savings because of bond passing, election costs can be paid out of the new bond funds

<b>Exception Requests</b>	<b>Position Title</b>	<b>Requested by</b>	<b>Position Type</b>	<b>Pos #</b>	<b>Approved</b>
9:10 am	Media Services Lead CA	Northover	Existing Vacant	999493	Yes
	Media Services Lead RC	Northover	Existing Vacant	999382	Yes
	Media Services Lead SE	Northover	Existing Vacant	995891	Yes
	Media Services Supervisor	Northover	Existing Vacant	995548	<b>Hold for one month</b>
	Associate Dean of Student Development	Fowler-Hill	Existing Vacant	996712	Yes
	Library Technician	Ho	Temp Appt	999179	<b>More info</b>
	Multicultural Center Asst Coor SY	Avery	Temp Appt	995744	Yes
	Specialist/Co-op Ed/Student Employment	Avery	Existing Vacant	999028	Yes
	Specialist/Student Resources	Avery	Existing Vacant	996075	Yes
	FOMS II	Langstraat	Existing Vacant	999297	Yes
	Custodian	Langstraat	Existing Vacant	999342	Yes
	FOMS III	Langstraat	Existing Vacant	997923	Yes
	Custodian	Langstraat	Existing Vacant	996547	Yes
	FOMS II	Langstraat	Existing Vacant	995327	Yes
	FOMS III / Electrician	Langstraat	Existing Vacant	995938	Yes
	Mgr/Facilities Comm Specialist	Langstraat	Existing Vacant	995115	<b>Hold</b>
	Buyer/Contract Specialist	Langstraat	Existing Vacant	998047	Yes
	Financial Aid Director	Steinmetz	Existing Vacant	995477	Yes
	Dean Math and College Success	Avery	Existing Vacant	999972	Yes

**Vacancy Report**

10:00 am Lisa and Eric

Conversations with deans crucial regarding 1222's, how will monies meet the needs, there are different understandings. If they are not meeting their enrollment, the monies are being spent elsewhere. Budgets need to be adjusted to enrollment

**Updates**

**Round Table** *It was agreed that Round Table would not be done at every cabinet*

## President's Cabinet

11:00 am Jim

- Second round of interviews, will be bringing three candidates bringing to campus

Kim

- Housing food insecurity executive summary is done. We have recommendations. DEI communication plan, please inform your people.
- We did a qualitative and quantitative simultaneously climate survey with students, data subcommittee specific to DEI.
- Social justice work shop, board invited to attend
- Faculty DEI Feb speaker, in March there will be a summit and October there is a regional conference

Lisa

- New Organizational Development Director Mariah Cisse, has reputation of building wonderful things from nothing. Broad level of leadership experience

Rob

- SEM retreat went well, a few opposing views, will begin to prioritize. Feedback from ICAT on how to proceed on priorities. How deep can we go, build a comprehensive detailed plan around goals once they are set with projectable outcomes. Hoping to have a plan in place by February. Cabinet will engage in that once it's finalized. Small reorg, review for approval in January. May be controversial for some people but will relieve some confusion

Marc

- Kentucky Community College development career pathways model, visiting learning about SNAP 50/50, Daniel Adams new career pathways. Director, Ken Dodge leaving consequence of unstable funding, grant funded.

***Adjourn***

11:30 am