



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

Business Meeting



August 15, 2024



The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-7268 or by email at boardmember@pcc.edu, please use ACCESSIBILITY in the subject line.

Board of Directors Goals 2023-2024

Belonging

Strategic goal: Ensure that the Board of Directors and the President advance diversity, equity, and inclusion in measurable and strategic ways.

- Monitor the recruitment, hiring, and retention of employees of color.
- Monitor the awarding of contracts to D/M/W/ESB/SDV companies.
- Integrate people and culture centered strategies into its policymaking processes and all board functions.
- Support a people-centered approach to the well-being of students and staff.

Enterprise

Strategic goal: Through the development of policy, a strong relationship with the college president, and effective public advocacy, ensure that Portland Community College is well-positioned to meet the current and future needs of the communities it serves.

- Support the ongoing success of the President in leading the college.
- Engage in strategic advocacy with city, county, regional, state, federal and tribal governments.
- Engage in Board development by participating in evaluations, professional development, board structure and training.

Delivery

Strategic goal: The Board of Directors and the President holds itself accountable for improving equitable student success.

- Monitor semiannual performance on access, enrollment, retention, and completion rates for all students, and work with the President and Administration to reduce and eliminate disparities in these rates for low-income students and students of color.
- Utilize personal and professional networks to establish new strategic partnerships that bring new resources to the goal of improving outcomes for students (e.g., resources that address student housing and food insecurity, the PCC Campaign for Opportunity, etc.).
- Support the president in leading the college through financial support to Student Success initiatives

Workforce

Strategic goal: Advocate for workforce development.

- Understand strategic-level workforce data, and partner with the president and college administration to close talent and opportunity gaps and move students into quality, livable wage careers. Advocate for and support private, local, state and federal policy and investments in community colleges to promote holistic workforce development strategies.
- Communicate the benefits of the recent bond measure to community members, partners and stakeholders as it pertains to workforce development and equitable student success.

The PCC Board of Directors Working Agreement:

- Treat each other with respect
- Plan agenda thoughtfully/Conduct effective meetings
- Listen with an empathetic mind and heart
- Be prepared
- Be honest, act with integrity
- Create a positive working environment
- Call in/Call out
- Be aware of impact as well as intent
- Stay true to board goals
- Stay engaged
- Enable/empower all voices

Portland Community College
PO BOX 19000, Portland, Oregon 97280

July 18, 2024

**BOARD MEETING MINUTES
Sylvania Campus**

ATTENDANCE

Laurie Cremona Wagner, Greg McKelvey, Tiffani Penson, Kien Truong, Mari Watanabe, Kristi Wilson

EXECUTIVE SESSION

The PCC Board of Directors met in accordance with ORS 192.660 to discuss (i) employee-related performance and (k) school safety.

WORK SESSION

The Board of Directors met in Work Session to discuss Board Roles for FY 24-25. Second readings of two policies were provided for 1) the Adoption of BP 8118 – Data Governance Program and 2) Proposed Changes to B 216 – Prohibition of Sexual Harassment and Misconduct, in preparation for a vote during Business Session. Presentations were provided regarding [Introduction to Fiscal Sustainability Planning](#) and [Affordable Housing](#).

BUSINESS SESSION

Chair Cremona Wagner called the Business Meeting to order at 8:14 pm and shared the Land Acknowledgement. Chair Cremona Wagner stated, for the record, that the board had conducted the President’s annual review during Executive Session.

The July 18, 2024 agenda was approved as published. Watanabe/Penson
Cremona Wagner – Yes Saltzman – Absent Wilson – Yes
McKelvey – Yes Truong – Yes
Penson – Yes Watanabe - Yes

The June 20, 2024 minutes were approved as published. McKelvey/Wilson
Cremona Wagner – Yes Saltzman – Absent Wilson – Yes
McKelvey – Yes Truong – Yes
Penson – Yes Watanabe - Yes

ELECTION OF CHAIR AND VICE CHAIR

A motion was made to elect Mari Watanabe as Vice Chair for 2024-2025.
Wilson/Penson
Cremona Wagner – Yes Saltzman – Absent Wilson – Yes
McKelvey – Yes Truong – Yes
Penson – Yes Watanabe - Yes

A motion was made to elect Kristi Wilson as Chair for 2024-2025.

Watanabe/McKelvey

Cremona Wagner – Yes	Saltzman – Absent	Wilson – Yes
McKelvey – Yes	Truong – Yes	
Penson – Yes	Watanabe - Yes	

Once approved, Dr. Bennings swore in Chair Wilson and Vice Chair Watanabe.

Chair Wilson announced the Board Roles for FY 24-25 as follows:

- Audit Committee – Director Saltzman
- OCCA Representative – Director Truong
- Foundation Representative – Director McKelvey
- Foundation Representative – Director Cremona Wagner

Per discussions during Work Session, two board members will also serve as co-representatives on one of the working groups for the Policy Governance Implementation Team (PIT) this year:

- PIT Co-Representative - Director Penson
- PIT Co-Representative - Director Truong

RECOGNITION

Dr. Bennings recognized and congratulated Ben Cushing as the new Federation of Faculty and Academic Professionals (FFAP) President, and congratulated Jeff Grider on his continued role as Federation of Classified Employees (FCE) President.

PRESIDENT’S UPDATES

Dr. DeLa Cruz provided an update on enrollment. Dr. Bennings provided updates regarding the PCC Foundation’s receipt of \$75K from Lam Research to expand the partnership. PCC’s Dual Credit program was also highlighted for closing out the year with almost 20% increase in headcount.

INFORMATION SESSIONS

ENTERPRISE: Cultivate a long-term sustainable college enterprise
[FY 2024 Audit Update](#) – Dina Farrell and Eide Bailley

PUBLIC COMMENT ON AGENDA ITEMS

None.

CONSENT AGENDA

Chair Wilson proposed approval of Resolutions 25-001 through 25-009.

Penson/Watanabe

Cremona Wagner – Yes	Saltzman – Absent	Wilson – Yes
McKelvey – Yes	Truong – Yes	
Penson – Yes	Watanabe - Yes	

PUBLIC COMMENT ON NON-AGENDA ITEMS

None.

NON-CONSENT AGENDA

Chair Wilson proposed approval of Resolution 25-010. McKelvey/Penson

Cremona Wagner – Yes	Saltzman – Absent	Wilson – Yes
McKelvey – Yes	Truong – Yes	
Penson – Yes	Watanabe - Yes	

Chair Wilson proposed approval of Resolution 25-011. Truong/Watanabe

Cremona Wagner – Yes	Saltzman – Absent	Wilson – Yes
McKelvey – Yes	Truong – Yes	
Penson – Yes	Watanabe - Yes	

REPORTS

Reports were provided by Student Board Member Josh Hutchinson (pre-recorded) on behalf of the District Student Council; Jeff Grider, PCC Federation of Classified Employees (AFT Local 3922); Ben Cushing, PCC Federation of Faculty and Academic Professionals (AFT Local 2277); and Board Member Wilson.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:02 pm.

Kristi Wilson, Chair

Dr. Adrien L. Bennings, President

Prepared by:

Jennifer Hamlin, Board Coordinator

Minutes approved on August 15, 2024

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

August 15, 2024

[Sylvania Campus](#)

12000 SW 49th Avenue, Portland, OR 97219, CC Building, Rooms 233 A/B

Streaming Link: <https://portlandcc.zoom.us/j/97272883373>

Or Telephone: +1 253 215 8782 OR +1 346 248 7799

Webinar ID: 972 7288 3373

AGENDA

- 5:00 PM **EXECUTIVE SESSION** in accordance with ORS 192.660 (2), (i) employee-related performance.
Media Requests to join the Executive Session can be phoned in to 971.722.4365 or emailed to boardmember@pcc.edu by **noon of the meeting date**. Please use **MEDIA REQUEST** in the subject line.
- 5:30 PM **BOARD DINNER** (*invite only*)
- 5:45 PM **WORK SESSION** **OAK/ELM ROOMS**
 - Board Goals for FY 24-25
 - [2025-2028 PCC Strategic Plan Themes Update](#)
 - President's Workplan
- 7:00 PM **BUSINESS SESSION**
Call to Order
 - Land Acknowledgment
 - Approval of Agenda — August 15, 2024
 - Approval of Minutes — July 18, 2024
- 7:15 PM **SWEARING IN**
 - Swearing in Student Trustee
- 7:20 PM **PRESIDENT'S UPDATES**
 - President's Reports
 - Recognitions
 - [1TT1 Spotlight](#)
 - [Personnel Action Report \(PAR\)](#)
 - College Updates
- 8:00 PM **PUBLIC COMMENT ON AGENDA ITEMS**
Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be

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found at the link. Deadline for signups: Wednesday, August 14 at 5:00 pm.

8:15 PM **CONSENT AGENDA:** (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to act on the item in question.)

PERSONNEL
CONTINUOUS APPOINTMENT

25-012 Academic Professional014
25-013 Administration015

8:20 PM **PUBLIC COMMENT ON NON-AGENDA ITEMS**
Persons wishing to make public comment on agenda items can request a time slot by using this [link](#). Details and directions can be found at the link. Deadline for signups: Wednesday, August 14 at 5:00 pm.

8:35 PM **REPORTS**

- ASPCC Senate President – Josh Hutchinson
- PCC Federation of Classified Employees (AFT Local 3922) - Jeff Grider, President
- PCC Federation of Faculty and Academic Professionals (AFT Local 2277) – Ben Cushing, President
- Board Members

8:55 PM **ADJOURNMENT**

August 15, 2024

25-012

CONTINUOUS APPOINTMENT: ACADEMIC PROFESSIONAL

PREPARED BY: Juliette Anderson, People Partner, People Strategy, Equity & Culture

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy
Equity & Culture
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student

REPORT: The President RECOMMENDS that the following Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2024:

RECOMMENDATION:	<u>Continuous Appointment</u>	<u>Job Title</u>
	Jon Barber	Spec/ Academic Advising

August 15, 2024

25-013

CONTINUOUS APPOINTMENT: ADMINISTRATION

PREPARED BY: Juliette Anderson, People Partner, People Strategy, Equity & Culture

APPROVED BY: Dr. Howard Croom, Associate Vice President, People Strategy, Equity & Culture
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student

REPORT: The President RECOMMENDS that the following Managers, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2024:

RECOMMENDATION:	<u>Continuous Appointment</u>	<u>Job Title</u>
	Jason Pinkal	Dir/Advising & Career Svcs
	Jampa Yangon	Mgr/Campus Custodial Svcs
	Sage Learn	Chief of Staff & Exec Dir College Rel

It is against the College's policy for any manager, supervisor, faculty member, staff member, or student to engage in prohibited harassment or discrimination of any member of the College community. PCC adheres to all federal, state, and local civil rights laws and regulations prohibiting discrimination in public institutions of higher education, including applicable provisions of the Civil Rights Act of 1964 (as amended); related Executive Orders 11246 and 11375; Title IX of the Education Amendments Act of 1972; Section 504 of the Rehabilitation Act of 1973; Titles I and II of the Americans with Disabilities Act of 1990 (as amended); the Age Discrimination in Employment Act, the Uniformed Service Employment and Reemployment Rights Act, and all applicable federal, state, and local civil rights laws. PCC does not discriminate against any employee, applicant for employment, student, or applicant for admission on the race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law including protections for those opposing discrimination or participating in any resolution process on campus, with the Equal Employment Opportunity Commission or other human rights agencies. This policy covers nondiscrimination in both employment and access to educational opportunities. Therefore, any member of the PCC community who acts to deny, deprive, or limit the educational or employment and/or social access, benefits, and/or opportunities of any member of the PCC community, guest, or visitor on the basis of their actual or perceived membership in the protected classes listed above is in violation of PCC's policy on nondiscrimination.