



PORTLAND COMMUNITY COLLEGE BOARD OF DIRECTORS

# Business Meeting



November 21, 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](mailto:boardmember@pcc.edu), please use ACCESSIBILITY in the subject line.

# Board of Directors Goals 2024- 2025

## 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 by receiving and reviewing trend reports on a quarterly basis.
- 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 the college to work towards being a designated Hispanic Serving Institution.

## 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 to ensure Operational Excellence, Academic Excellence, and Fiscal Sustainability.
- Provide holistic support to the President including mental health and wellbeing.
- 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.
- Attend all board retreats, board meetings and participate in one conference, as available, per year.

## 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, faculty and staff.

## Workforce

Strategic goal: Advocate for workforce development.

- 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 bond measures 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  
**BOARD OF DIRECTORS**  
PO BOX 19000, Portland, Oregon 97280

November 21, 2024

[Sylvania Campus](#)

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

Streaming Link: <https://portlandcc.zoom.us/j/97970379858>

Or Telephone: +1 669 900 6833 US6833 OR +1 253 205 0468 US

Webinar ID: 979 7037 9858

**AGENDA**

5:00 PM **EXECUTIVE SESSION** in accordance with ORS 192.660 (2), (a) employment of a public officer, (d) labor negotiations, (e) property transactions, (k) school safety.  
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.

5:40 PM **BOARD DINNER** (*invite only*)

6:10 PM **WORK SESSION** **OAK/ELM ROOMS**

- ACCT and OCCA Conferences Report-out
- Vacancy Appointment Process

6:45 PM **BUSINESS SESSION**

**Call to Order**

- Land Acknowledgment
- Approval of Agenda — November 21, 2024
- Approval of Minutes — October 17, 2024

7:00 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 found at the link. Deadline for signups: Wednesday, November 20 at 5:00 pm.

7:15 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, November 20 at 5:00 pm.

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- 7:30 PM      **REPORTS**
- ASPCC Senate President – Josh Hutchinson
  - PCC Federation of Faculty and Academic Professionals (AFT Local 2277) – Ben Cushing, President
  - PCC Federation of Classified Employees (AFT Local 3922) - Jeff Grider, President
  - Board Members

- 7:50 PM      **PRESIDENT’S UPDATES**
- President’s Reports
    - 1TT1 Spotlight
  - College Updates
    - PSU Partnerships

- 8:10 PM      **INFORMATION SESSIONS**
- ENTERPRISE: Cultivate a long-term sustainable college enterprise
- **2017 Bond Report** – Rebecca Ocken, Director, Planning & Capitol Construction
  - **2025-2027 Biennium Budget Calendar** – Dina Farrell, Vice President, Chief Financial Officer
- DELIVERY: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem
- **Enrollment Update** – Ryan Clark, Associate Vice President, Enrollment Strategy & Management

8:55 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

- 25-025 Commendation for Retiring Employees ..... 034
- 25-026 Continuous Appointment: Academic Professional ..... 035

CONTRACTS

- 25-027 Contract Approval for Sylvania Communications  
Technology Building Renovation and Site  
Improvements Design Services Schematic  
Design to BRIC Architecture Inc. .... 036
- 25-028 Authorization to Contract with Technolutions Inc.  
for the Slate Information Management  
System ..... 038

BOARD

- 25-029 Adoption of the College Calendar of Instruction  
for 2025-26 through 2026-27 ..... 040
- 25-030 Appointment of Delegates to Attend the Association  
of Community College Trustees (ACCT) 2025  
National Legislative Summit in Washington DC  
from February 9 – 12, 2025 ..... 045

9:10 PM      **ADJOURNMENT**

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Portland Community College  
PO BOX 19000, Portland, Oregon 97280

October 17, 2024

**BOARD MEETING MINUTES  
Sylvania Campus**

**ATTENDANCE**

Laurie Cremona Wagner, Greg McKelvey, Dan Saltzman, Kien Truong, Mari Watanabe, Kristi Wilson

**WORK SESSION**

The Board of Directors met in Work Session for a second reading of updates to the [Board Meeting Order of Agenda](#), discussion of the [Board Member Appointment Process](#), Board Member Meeting Topic Submission Process, and [Code of Ethics](#) Review.

**BUSINESS SESSION**

Chair Wilson called the Business Meeting to order at 6:45 pm and shared the Land Acknowledgement.

The October 17, 2024 agenda was approved as published. Saltzman/Cremona Wagner

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

The September 19, 2024 minutes were approved as published. Saltzman/McKelvey

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

**RECOGNITION**

Dr. Ho, Executive Vice President, presided in President Bennings' absence. Recognition was given to Indigenous People's Day (October 14), National Disability Employment Awareness Month (NDEAM), Domestic Violence Awareness Month, and National Cyber Security Awareness Month.

**#1TT1**

[The Grants Team](#) was acknowledged for their outstanding work and support for the college.

**PRESIDENT’S UPDATES**

Dr. Ho provided updates regarding Big Give Day, the PSU & PCC Signing Event, the President’s Workplan, K12 Alignment & Collaboration efforts, the college’s focus on work toward becoming a Hispanic Serving Institution (HSI), Recent Community Partnerships and work around Deep Dialogue Sessions concerning Shared Governance and Equity Framework.

**PUBLIC COMMENT ON AGENDA ITEMS**

NONE.

**CONSENT AGENDA**

Chair Wilson proposed approval of Resolutions 25-020 through 25-023.  
Watanabe/Cremona Wagner

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

**NON-CONSENT AGENDA**

Chair Wilson proposed approval of non-consent agenda item Resolution 25-024.  
Penson/Watanabe

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

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

NONE.

**REPORTS**

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

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:00 pm.

\_\_\_\_\_  
Kristi Wilson, Chair

\_\_\_\_\_  
Dr. Adrien L. Bennings, President

Prepared by:

\_\_\_\_\_  
Jennifer Hamlin, Board Coordinator

Minutes approved on November 21, 2024

November 21, 2024

25-025

COMMENDATION FOR RETIRING EMPLOYEES

PREPARED BY: Julie Kinney, Director, People Data & Systems

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 employees be recognized for their service:

<u>Retirees</u>	<u>Job Title</u>	<u>Years of Service</u>
Daniel Arnold	Technology Support Analyst	27
Jois Brownstein	ABE Instructor	6
Catherine Claridge	Enrollment Services Spec	12
Monty Docken	Custodian	25
Leslie Pullen-Romanio	Dental Clinic Coord	8
Lisa Whedon	Business Admin Instructor	14

RECOMMENDATION: That the Board commend these employees for their service to Portland Community College and wish them well in their retirement years.

November 21, 2024

25-026

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>
	Eva Galindo Quiroz	Accountant II



November 21, 2024

25-027

CONTRACT APPROVAL FOR SYLVANIA COMMUNICATIONS  
TECHNOLOGY BUILDING RENOVATION AND SITE  
IMPROVEMENTS DESIGN SERVICES SCHEMATIC DESIGN  
TO BRIC ARCHITECTURE INC.

PREPARED BY: John MacLean, Finance & Procurement Manager, Planning & Capital Construction

FINANCIAL RESPONSIBILITY: Rebecca Ocken, Director, Planning & Capital Construction

APPROVED BY: Dina Farrell, Vice President, Business & Finance/Chief Financial Officer  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem; Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: The 2022 Bond Program includes funding for the renovation of the Communications Technology (CT) building on the Sylvania Campus. The CT building was one of the original campus buildings opened in 1972 and, in addition to classrooms and offices, contains the Little Theater, the Writing Center, and the North View Gallery. The building requires a complete renovation to update all building systems and meet current programmatic needs. There will also be a need to identify and prepare swing space for programs housed in the CT Building to relocate during construction. The project will require upgrades to the Sylvania Campus grounds including improvements to the entryway from SW 49th Avenue.

At the February 2024 meeting the board, through BR 24-093, approved the award of the design contract to BRIC Architecture for services through the programming phase. That work has now been completed and BRIC have provided a further proposal for services through to completion of Schematic Design for CT building and full design services for swing spaces across the Sylvania Campus. The proposed fee \$3,677,302 which has been reviewed by PCC staff who recommend acceptance.

This will bring the approved design fees to \$4,738,971.

BRIC has engaged multiple COBID certified sub-consultants and the expected expenditures with them are \$2,378,233 which represents 50.2% of the total fee. The breakdown is shown below (some firms have multiple certifications).

WBE	\$1,785,488	37.7%
MBE	\$458,510	9.7%
ESB	\$454,650	9.6%
DBE	\$180,114	3.8%

**RECOMMENDATION:** That the Board of Directors authorize PCC to amend the contract with BRIC Architecture Inc for the Sylvania Campus CT Building Renovation to extend through the Schematic Design phase. The new approved contract amount will be \$5,212,868 which includes 10% contingency. Funding will be from the 2022 Bond. This amount is within the project budget.

November 21, 2024

25-028

AUTHORIZATION TO CONTRACT WITH  
TECHNOLUTIONS INC FOR THE SLATE INFORMATION  
MANAGEMENT SYSTEM

PREPARED BY: Michael Mathews, Interim Associate Vice President, Finance Operations and Compliance

FINANCIAL RESPONSIBILITY: José Dela Cruz, Ph.D, Vice President of Student Affairs

APPROVED BY: Dr. Katy Ho, Executive Vice President  
Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student; Delivery: Redefine time, place, and systems of educational delivery to create a more learner-centric ecosystem.

REPORT: Technolutions Inc provides licensing, hosting and support for their Slate Information Management System used by Admissions & Recruitment to support student outreach, applications, and data management.

The Community College Rules of Procurement CCR.205 allow for Cooperative procurement participation using the formal solicitation process and resultant Chemeketa Community College contract #10564000.

The current College contract was effective 3/1/2023 and expires on 12/31/2024 with the option to renew for four additional one (1) year terms. Exercising the renewal of the contract requires board approval because the total contract will exceed \$250,000. The contract may be amended for a total contract term of six years.

Cost breakdown:	Year 1-FY23	\$41,781;
	Year 2	\$125,000;
	Year 3	\$125,000;
	Year 4	\$125,000;
	Year 5	\$125,000;
	Year 6	\$62,500;

There are currently no firms registered with Oregon COBID that provide the Slate Information Management System.

**RECOMMENDATION:** The Board of Directors authorizes the College to enter into a contract amendment with Technolutions for Slate Information Management System for \$729,281.00 through 12/31/2028. This falls within the approved College General Fund budget.

November 21, 2024

25-029

ADOPTION OF THE COLLEGE CALENDAR OF  
INSTRUCTION FOR 2025-26 THROUGH 2026-27

PREPARED BY: Nikki Patterson, Director of Registration and Records/Registrar

APPROVED BY: Ryan Clark, Associate Vice President of Enrollment  
Management & Strategy  
Dr. Jose Dela Cruz, Vice President of Student Affairs

STRATEGIC THEME: Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: The academic year, as defined in the Faculty and Academic Professional Agreement, runs Fall term through Summer term. Each year, the calendar of instruction is reviewed and any necessary changes are put forth for approval.

The college maintains a 3-year academic calendar to aid in planning purposes. This revision adds the 2026-27 academic year to the already approved 2024-25 and 2025-26 calendars of instruction.

RECOMMENDATION: That the Board of Directors adopt the attached Portland Community College Calendar of Instruction for 2026-27.

Fall Term	2024-25	2025-26	2026-27
Teaching Days	56	56	56
Admissions Application Deadline	09/11/2024 (Mon)	09/10/2025 (Wed)	09/09/2026 (Wed)
<b>Classes Begin</b>	<b>09/23/2024 (Mon)</b>	<b>09/22/2025 (Mon)</b>	<b>09/21/2026 (Mon)</b>
Late Add Deadline*	10/01/2024 (Tue)	09/30/2025 (Tue)	09/29/2026 (Tue)
Drop Deadline*	10/01/2024 (Tue)	09/30/2025 (Tue)	09/29/2026 (Tue)
No Show Deadline*	10/01/2024 (Tue)	09/30/2025 (Tue)	09/29/2026 (Tue)
Audit Deadline (5:00pm)	10/01/2024 (Tue)	09/30/2025 (Tue)	09/29/2026 (Tue)
Withdraw Deadline*	11/30/2024 (Sat)	11/29/2025 (Sat)	11/28/2026 (Sat)
Grade Mode Change Deadline*	11/30/2024 (Sat)	11/29/2025 (Sat)	11/28/2026 (Sat)
<b>Classes End</b>	<b>12/15/2024 (Sun)</b>	<b>12/14/2025 (Sun)</b>	<b>12/13/2026 (Sun)</b>
Final Grades Due (5:00pm)	12/16/2024 (Mon)	12/15/2025 (Mon)	12/14/2026 (Mon)
Classes will be held on	11/30/2024 (Sat) 12/01/2024 (Sun)	11/29/2025 (Sat) 11/30/2025 (Sun)	11/28/2024 (Sat) 11/29/2026 (Sun)
College Inservice	09/16/2024 (Mon)	09/15/2025 (Mon)	09/14/2026 (Mon)
Pathways Inservice	09/17/2024 (Tue)	09/16/2025 (Tue)	09/15/2026 (Tue)
SAC Inservice	9/19/2024 (Thu) 10/30/2024 (Wed)	9/18/2025 (Thu) 10/29/2025 (Wed)	09/16/2026 (Thu) 10/28/2026 (Wed)
Holidays	11/11/2024 (Mon) 11/28/2024 (Thu) 11/29/2024 (Fri)	11/11/2025 (Tue) 11/27/2025 (Thu) 11/28/2025 (Fri)	11/11/2026 (Wed) 11/28/2026 (Thu) 11/27/2026 (Fri)

Winter Term	2024-25	2025-26	2026-27
Teaching Days	54	54	54
Admissions Application Deadline	12/18/2024 (Wed)	12/17/2025 (Wed)	12/16/2026 (Wed)
<b>Classes Begin</b>	<b>01/06/2025 (Mon)</b>	<b>01/05/2026 (Mon)</b>	<b>01/04/2027 (Mon)</b>
Late Add Deadline*	01/14/2025 (Tue)	01/13/2026 (Tue)	01/12/2027 (Tue)
Drop Deadline*	01/14/2025 (Tue)	01/13/2026 (Tue)	01/12/2027 (Tue)
No Show Deadline*	01/14/2025 (Tue)	01/13/2026 (Tue)	01/12/2027 (Tue)
Audit Deadline (5:00pm)	01/14/2025 (Tue)	01/13/2026 (Tue)	01/12/2027 (Tue)
Withdraw Deadline*	03/15/2025 (Sat)	03/14/2026 (Sat)	03/13/2027 (Sat)
Grade Mode Change Deadline*	03/15/2025 (Sat)	03/14/2026 (Sat)	03/13/2027 (Sat)
<b>Classes End</b>	<b>03/23/2025 (Sun)</b>	<b>03/22/2026 (Sun)</b>	<b>03/21/2027 (Sun)</b>
Final Grades Due (5:00pm)	03/24/2025 (Mon)	03/23/2026 (Mon)	03/22/2027 (Mon)
Non-Contract Day	01/20/2025 (Mon)	01/19/2026 (Mon)	01/18/2027 (Mon)
Holidays	01/20/2025 (Mon)	01/19/2026 (Mon)	01/18/2027 (Mon)

Spring Term	2024-25	2025-26	2026-27
Teaching Days	53	53	53
Admissions Application Deadline	03/19/2025 (Wed)	03/18/2026 (Wed)	03/17/2027 (Wed)
<b>Classes Begin</b>	<b>03/31/2025 (Mon)</b>	<b>03/30/2026 (Mon)</b>	<b>03/29/2027 (Mon)</b>
Late Add Deadline*	04/08/2025 (Tue)	04/07/2026 (Tue)	04/06/2027 (Tue)
Drop Deadline*	04/08/2025 (Tue)	04/07/2026 (Tue)	04/06/2027 (Tue)
No Show Deadline*	04/08/2025 (Tue)	04/07/2026 (Tue)	04/06/2027 (Tue)
Audit Deadline (5:00pm)	04/08/2025 (Tue)	04/07/2026 (Tue)	04/06/2027 (Tue)
Withdraw Deadline*	06/07/2025 (Sat)	06/06/2026 (Sat)	06/05/2027 (Sat)
Grade Mode Change Deadline*	06/07/2025 (Sat)	06/06/2026 (Sat)	06/05/2027 (Sat)
<b>Classes End</b>	<b>06/15/2025 (Sun)</b>	<b>06/14/2026 (Sun)</b>	<b>06/13/2027 (Sun)</b>
Final Grades Due (5:00pm)	06/16/2025 (Mon)	06/15/2026 (Mon)	06/14/2027 (Mon)
SAC Inservice	04/29/2025 (Tue)	04/28/2026 (Tue)	04/27/2027 (Tue)
Holidays	05/26/2025 (Mon)	05/25/2026 (Mon)	05/31/2027 (Mon)
Commencement	06/13/2025 (Fri)	06/12/2026 (Fri)	06/11/2027 (Fri)

Summer Term	2024-25	2025-26	2026-27
Teaching Days	54	54	54
Admissions Application Deadline	06/11/2025 (Wed)	06/10/2026 (Wed)	06/09/2027 (Wed)
<b>Classes Begin</b>	<b>06/23/2025 (Mon)</b>	<b>06/22/2026 (Mon)</b>	<b>06/21/2027 (Mon)</b>
Late Add Deadline*	07/01/2025 (Tue)	06/30/2026 (Tue)	06/29/2027 (Tue)
Drop Deadline*	07/01/2025 (Tue)	06/30/2026 (Tue)	06/29/2027 (Tue)
No Show Deadline*	07/01/2025 (Tue)	06/30/2026 (Tue)	06/29/2027 (Tue)
Audit Deadline (5:00pm)	07/01/2025 (Tue)	06/30/2026 (Tue)	06/29/2027 (Tue)
Withdraw Deadline*	08/30/2025 (Tue)	08/29/2026 (Sat)	08/28/2027 (Sat)
Grade Mode Change Deadline*	08/30/2025 (Tue)	08/29/2026 (Sat)	08/28/2027 (Sat)
<b>Classes End</b>	<b>09/07/2025 (Sun)</b>	<b>09/06/2026 (Sun)</b>	<b>09/05/2027 (Sun)</b>
Final Grades Due (5:00pm)	09/08/2025 (Mon)	09/08/2026 (Tue)	09/07/2027 (Tue)
Holidays	6/19/2025 (Thu) 07/04/2025 (Fri) 09/01/2025 (Mon)	6/19/2026 (Fri) 07/03/2026 (Fri) 09/07/2026 (Mon)	06/18/2027 (Fri) 07/05/2027 (Mon) 09/06/2027 (Mon)

# Portland Community College Calendar of Instruction 2024-2025

## 16-Month Calendar

Calendar for 16 month employees and for programs and classes with variable starting dates and lengths.

June - 2024							July - 2024							August - 2024							September - 2024							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1		1	2	3	H	5	6						1	2	3	1	H	3	4	5	6	7
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	8	9	10	11	12	13	14	
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	15	16	17	18	19	20	21	
16	17	18	H	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	22	23	24	25	26	27	28	
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	31	29	30						
30																												
October - 2024							November - 2024							December - 2024							January - 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
		1	2	3	4	5						1	2	1	2	3	4	5	6	7				H	2	3	4	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	
13	14	15	16	17	18	19	10	H	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	H	H	H	WB	28	19	H	21	22	23	24	25	
27	28	29	30	31			24	25	26	27	H	H	30	29	WB	WB				26	27	28	29	30	31			
February - 2025							March - 2025							April - 2025							May - 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1						1		1	2	3	4	5						1	2	3		
2	3	4	5	6	7	8	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	
9	10	11	12	13	14	15	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	
16	17	18	19	20	21	22	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	
23	24	25	26	27	28		23	24	25	26	27	28	29	27	28	29	30			25	H	27	28	29	30	31		
							30	31																				
June - 2025							July - 2025							August - 2025							Sept - 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7			1	2	3	H	5						1	2		H	2	3	4	5	6	
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	H	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					
														31														

- Classes begin**
- Classes end**
- Inservice**
- SAC Inservice**
- Days on which the college is generally closed except for emergency services**
- Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.**
- Commencement**
- WB **Winter Break**  
December 24, 2024 - Jan 1, 2025
- Spring Break**  
March 24-28, 2025

- Holidays:**
- Juneteenth\* June 19, 2024
  - Independence Day July 4, 2024
  - Labor Day September 2, 2024
  - Veterans Day November 11, 2024
  - Thanksgiving Day November 28, 2024
  - Day after Thanksgiving November 29, 2024
  - Day before Christmas December 24, 2024
  - Christmas Day December 25, 2024
  - Day after Christmas December 26, 2024
  - Winter Break December 27, 2024
  - Winter Break December 30, 2024
  - Winter Break December 31, 2024
  - New Year's Day January 1, 2025
  - Martin Luther King Day\* January 20, 2025
  - Memorial Day May 26, 2025
  - Juneteenth\* June 19, 2025
  - Independence Day July 4, 2025
  - Labor Day September 1, 2025

- Faculty Contract Days:**
- 163 Instructional Days
  - 13 Non-teaching Contract Work
  - 4 Holidays
  - 180 Instructional Days
- 
- All holidays are subject to bargaining contracts
- \*Non-Contract Day

**College-wide Inservice Day: September 16, 2024**  
**SAC Chair and Administrative Support Meeting: September 16, 2024 from 1:00 - 4:00**  
**Pathways Inservice Day: September 17, 2024**  
**SAC Inservice Days: October 30, 2024 & April 29, 2025**  
**SAC Inservice Half-Day (Optional): September 19, 2024**

# Portland Community College Calendar of Instruction 2025-2026

## 16-Month Calendar

Calendar for 16 month employees and for programs and classes with variable starting dates and lengths.

June - 2025							July - 2025							August - 2025							September - 2025							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
1	2	3	4	5	6	7			1	2	3	H	5							1	2		H	2	3	4	5	6
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	
15	16	17	18	H	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	
29	30						27	28	29	30	31			24	25	26	27	28	29	30	28	29	30					



# Portland Community College Calendar of Instruction 2026-2027

## 16-Month Calendar

Calendar for 16 month employees and for programs and classes with variable starting dates and lengths.

June - 2026							July - 2026							August - 2026							September - 2026												
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S						
	1	2	3	4	5	6				1	2	H	4												1				1	2	3	4	5
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	H	8	9	10	11	12						
14	15	16	17	18	H	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19						
21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26						
28	29	30					26	27	28	29	30	31		23	24	25	26	27	28	29	27	28	29	30									
														30	31																		
October - 2026							November - 2026							December - 2026							January - 2027												
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S						
				1	2	3	1	2	3	4	5	6	7				1	2	3	4	5							H	2				
4	5	6	7	8	9	10	8	9	10	H	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9						
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16						
18	19	20	21	22	23	24	22	23	24	25	H	H	28	20	21	22	23	H	H	26	17	H	19	20	21	22	23						
25	26	27	28	29	30	31	29	30						27	H	WB	WB	WB			24	25	26	27	28	29	30						
																										31							
February - 2027							March - 2027							April - 2027							May - 2027												
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S						
	1	2	3	4	5	6		1	2	3	4	5	6					1	2	3								1					
7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8						
14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15						
21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22						
28							28	29	30	31				25	26	27	28	29	30	23	24	25	26	27	28	29							
																										30	H						
June - 2027							July - 2027							August - 2027							Sept - 2027												
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S						
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7					1	2	3	4					
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	5	H	7	8	9	10	11						
13	14	15	16	17	H	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	12	13	14	15	16	17	18						
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	19	20	21	22	23	24	25						
27	28	29	30				25	26	27	28	29	30	31	29	30	31					26	27	28	29	30								

- Classes begin
- Classes end
- Inservice
- SAC Inservice
- Days on which the college is generally closed except for emergency services
- Non-working days for 180-day contracted instructors unless assigned to fulfill the 180-day contract.
- Commencement
- WB Winter Break**  
December 24, 2024 - Jan 1, 2027
- Spring Break**  
March 22-26, 2027

- Holidays:**
- Juneteenth\* June 19, 2026
  - Independence Day July 3, 2026
  - Labor Day September 7, 2026
  - Veterans Day November 11, 2026
  - Thanksgiving Day November 26, 2026
  - Day after Thanksgiving November 27, 2026
  - Day before Christmas December 24, 2026
  - Christmas Day December 25, 2026
  - Day after Christmas December 28, 2026
  - Winter Break December 29, 2026
  - Winter Break December 30, 2026
  - Winter Break December 31, 2026
  - New Year's Day January 1, 2027
  - Martin Luther King Day\* January 18, 2027
  - Memorial Day May 31, 2027
  - Juneteenth\* June 18, 2027
  - Independence Day July 5, 2027
  - Labor Day September 6, 2027

- Faculty Contract Days:**
- 163 Instructional Days
  - 13 Non-teaching Contract Work
  - 4 Holidays
  - 180 Instructional Days
- 
- All holidays are subject to bargaining contracts
- \*Non-Contract Day

**College-wide Inservice Day: September 14, 2026**  
**SAC Chair and Administrative Support Meeting: 09/14/2026 from 1:00 - 4:00**  
**Pathways Inservice Day: September 15, 2026**  
**SAC Inservice Days: October 28, 2026 & April 27, 2027**  
**SAC Inservice Half-Day (Optional): September 17, 2026**

November 21, 2024

25-030

APPOINTMENT OF DELEGATES TO ATTEND THE ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (ACCT) 2025 NATIONAL LEGISLATIVE SUMMIT IN WASHINGTON DC FROM FEBRUARY 9-12, 2025

PREPARED BY: Jennifer Hamlin, Board Coordinator

FINANCIAL RESPONSIBILITY: Dr. Adrien Bennings, President

APPROVED BY: Dr. Adrien L. Bennings, President

STRATEGIC THEME: Belonging: Transform our learning culture toward creating a sense of belonging and well-being for every student; Enterprise: Cultivate a long-term sustainable college enterprise

REPORT: In accordance with Board Policy B 2735, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT National Legislative Summit in Washington, DC, from February 9-12, 2025.

RECOMMENDATION: That the Board of Directors appoint Laurie Cremona Wagner, Mari Watanabe and Tiffani Penson to represent the College at the 2025 ACCT National Legislative Summit.

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.