

February 16, 2023

23-108

COMMENDATION FOR RETIRING EMPLOYEE-  
UNDERWOOD, JAN (30 YEARS)

PREPARED BY: Melissa Morton, HRIS Specialist, Human Resources

FINANCIAL  
RESPONSIBILITY: Julie Kinney, Acting Director, Human Resources

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. Delivery: Redefine time, place and systems of educational delivery to create a more learner-centric ecosystem. Workforce: Respond to community and workforce needs by developing a culture of agility

REPORT: Jan Underwood has performed faithfully in her duties as Full-time Faculty & Part-time Faculty for Portland Community College since September 21, 1992. She retires effective December 31, 2022.

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.