Vision
Building futures for our Students and Communities

Mission
Portland Community College advances the region’s long-term vitality by delivering accessible, quality education to support the academic, professional, and personal development of the diverse students and communities we serve.

Who We Are
Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

We Value
- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that help students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility - creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve – making students marketable for jobs in the future and promoting economic development
- The public’s trust by effective and ethical use of public and private resources

Goals
Access: Access to learning opportunities will be expanded through the cultivation of community and business partnerships.

Diversity: Lifelong learning opportunities will be accessible to all and enriched by the diversity of our students, faculty and staff.

Quality Education: Educational excellence will be supported through assessment of learning and practicing continuous improvement and innovation in all that we do.

Student Success: Outstanding teaching, student development programs and support services will provide the foundation for student skill development, degree completion and university transfer.

Economic, Workforce, and Community Development: Training provided to individuals, community and business partners will be aligned and coordinated with local economic, educational and workforce needs.

Sustainability: Effective use and development of college and community resources (human, capital and technological) will contribute to the social, financial and environmental well-being of communities served.
AGENDA

5:00 PM  **Work Session**  CC 241
- Internal Auditor
- OCCA/OPC Update
- Strategic Plan Next Steps
- College Conversations: Equity Update

7:00 PM  **Executive Session** - in accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) Litigation

7:30 PM  **Call to Order**  CC 238/239
- Introductions
- Approval of Agenda

7:35 PM  **Information Session**
- Faculty Focus: John Farnum, Philosophy Instructor (10 minutes)
- Legislative Update: Rob Wagner and Meghan Moyer (10 minutes)
- Budget Update: Wing-Kit Chung and Jim Langstraat (10 minutes)
- Title IX Compliance: Kim Baker-Flowers (10 minutes)

8: 15 PM  **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

8:20 PM  **Business Meeting**

**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 take action on the item in question.)
Academic Professional Appointments
Rachael Pecore, Community Education Program Coordinator, Workforce, Economic and Community Development Division, Southeast/Extended Learning Campus
Jennifer Satalino-Stone, Dual Credit Coordinator, Academic and Student Affairs (Temporary)
Christina Shafer, Student Conduct and Retention Coordinator, Office of the Dean of Student Development, Southeast/Extended Learning Campus (Temporary)

Administrative Appointments
Christopher Brady, Program Manager I, Liberal Arts and Pre-College Division, Southeast/Extended Learning Campus (Temporary)
Stacey Kemi, Library Supervisor, Academic and Student Affairs
Meghan Moyer, Government Relations Director, Office of the President
M. Nichoel Patterson, Enrollment Services Program Manager, Academic and Student Affairs (Temporary)

Faculty Appointment
Todd Duncan, Instructor, Physics, Science and Engineering Division, Sylvania Campus (Temporary)

Retirees:
15-072 Commendation of Retiring Employee – Wing-Kit Chung ...................................................... 188
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15-076 Delegate Authority to President to Negotiate Lease for Southeast Campus Childcare Center ................. 192

BOARD
15-077 Portland Community College 2015 Distinguished Patron Award Nominees ........................................ 193
8:25 PM  **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

8:30 PM  **Reports** (5 minutes each)
- Faculty and AP
- Classified
- Students
- Board Members
- President

8:55 PM  **Adjournment**

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 PCC Disability Access Services at least 48 hours in advance at (971) 722-4341 (voice) or (503) 246-4072 (TTY). A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.
January 15, 2015

15-071 APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Dr. Jeremy Brown, President

RECOMMENDATION: That the Board of Directors approve the following actions:

A. Approval of new hires, new positions and change of position

1. **Academic Professional Appointment-Rachael Pecore**
   Community Education Program Coordinator
   Workforce, Economic and Community Development Division, Southeast/Extended Learning Campus
   Annual Salary: $46,710 Grade: 5 Step: 1
   Effective: December 22, 2014

   Education:
   - Schumacher College
     Holistic Science MS 2005
   - Oregon State University
     BioResource Research BS 2001
     International Studies BA 2001

   Most Recent Experience:
   - Story Tracks
     Small Business Owner

   Applicant Flow:
   - Gender
     - Male 9
     - Female 25
     - Not Disclosed 2
   - Ethnicity
     - White (not of Hispanic Origin) 25
     - Black or African American 2
     - Asian 2
     - Hispanic/Latino 1
     - Not Disclosed 6
   - Total 36

2. **Academic Professional Appointment (Temporary)-Jennifer Satalino-Stone**
   Dual Credit Coordinator
   Academic and Student Affairs
   Annual Salary: $44,116 Grade: 3 Step: 3
   Effective: December 15, 2014 to June 20, 2015

   Education:
   - Portland State University
     Business Administration MBA 1995
   - University of Oregon
     Economics BS 1989
Most Recent Experience: Portland Community College
Dual Credit Coordinator (Interim)

Applicant Flow: Gender      Ethnicity
11 Male          17 White (not of Hispanic Origin)
14 Female        1 Black or African American
                1 Asian
                2 Hispanic/Latino
                4 Not Disclosed

25 Total       25 Total

3. Academic Professional Appointment (Temporary)-Christina Shafer
Student Conduct and Retention Coordinator
Office of the Dean of Student Development, Southeast/Extended Learning Campus
Annual Salary: $46,983 @ .5 FTE  Grade: 4  Step: 3
Effective: January 6, 2014 to November 17, 2015

Education: Western Kentucky University  MA  2007
           Counseling and Student Affairs
           Oregon State University  BA  2003

Most Recent Experience: Portland State University
Assistant Director of Residential Education

Applicant Flow: Gender      Ethnicity
9 Male          15 White (not of Hispanic Origin)
11 Female       2 Black or African American
1 Not Disclosed 2 Asian
               1 Hispanic/Latino
               1 Not Disclosed

21 Total       21 Total

4. Administrative Appointment (Temporary)-Christopher Brady
Program Manager I
Liberal Arts and Pre-College Division, Southeast/Extended Learning Campus
Annual Salary: $53,914  Grade: I
Effective: November 24, 2014 to August 31, 2015

Education: Portland State University  MS  2007
           Special Education
           Portland State University  BS  2005
           Health Studies

Most Recent Experience: Portland Community College
Culinary Assistant Program Coordinator

Applicant Flow: Direct Appointment

5. **Administrative Appointment—Stacey Kemi**
Library Supervisor
Academic and Student Affairs
Annual Salary: $50,000  Grade: F
Effective: December 11, 2014

Education:
- Indiana University  MLS  2004
- University of Oregon  BS  2000

Most Recent Experience:
- Monsoon Commerce
  Training Manager

Applicant Flow:

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47 Total

6. **Administrative Appointment—Meghan Moyer**
Government Relations Director
Office of the President
Annual Salary: $94,059  Grade: M
Effective: January 2, 2015

Education:
- American University  MA  2007
- Political Science
- American University  BA  2002
- Political Science

Most Recent Experience:
- SEIU Local 503
  Senior Political and Policy Strategist/Lobbyist

Applicant Flow:

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33 Total

186
7. **Administrative Appointment (Temporary) - M. Nichoel Patterson**
   Enrollment Services Program Manager
   Academic and Student Affairs
   Annual Salary: $53,914  Grade:  I
   Effective: December 21, 2014 to December 20, 2015

   Education: Humboldt State University  BA  1999
   Theatre Arts

   Most Recent Experience: Portland Community College
   Senior Enrollment Services Specialist

   Applicant Flow: Direct Appointment

8. **Faculty Appointment (Temporary) - Todd Duncan**
   Instructor, Physics
   Science and Engineering Division, Sylvania Campus
   Annual Salary: $53,965  Step:  3
   Effective: January 5, 2015 to September 6, 2015

   Education: University of Chicago  PhD  1997
   Astronomy
   Cambridge University  MA  1994
   Physics
   University of Illinois  BS  1992
   Physics

   Most Recent Experience: Portland Community College
   Instructor, Physics (Adjunct)

   Applicant Flow: Article 3.64 Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF**
**PROPOSED TO BE HIRED IN January 15, 2015 PERSONNEL REPORT**

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January 15, 2015

15-072 COMMENDATION OF RETIRING EMPLOYEE – WING-KIT CHUNG

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Wing-Kit Chung has performed faithfully in his duties as Director of Financial Services, Associate Vice President of Finance Services, Vice President of Finance and Vice President of Administrative Services for Portland Community College since July 12, 1991. He retires effective January 31, 2015.

RECOMMENDATION: That the Board commend him for his service to Portland Community College and wish him well in his retirement years.
January 15, 2015

15-073  COMMENDATION OF RETIRING EMPLOYEE – SUSAN GARBER

PREPARED BY: Human Resource Department Staff
APPROVED BY: Dr. Jeremy Brown, President

REPORT: Susan Garber has performed faithfully in her duties as an Instructor/Alcohol & Drug Counseling for Portland Community College since September 28, 1981. She retires effective March 30, 2015

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.
January 15, 2015

15-074  COMMENDATION OF RETIRING EMPLOYEE – MICHAEL KIES

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Michael Kies has performed faithfully in his duties as a Full Time Faculty in Civil and Mechanical Engineering for Portland Community College since September 1, 1997. He retires effective December 31, 2014.

RECOMMENDATION: That the Board commend him for his service to Portland Community College and wish him well in his retirement years.
January 15, 2015

15-075 COMMENDATION OF RETIRING EMPLOYEE – KATHY STONE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Kathy Stone has performed faithfully in her duties as an Accountant II, Vending Operations Clerk and an Accounting Clerk for Portland Community College since June 20, 1994. She retires effective February 27, 2015

RECOMMENDATION: That the Board commend her for her service to Portland Community College and wish her well in her retirement years.
January 15, 2015

DELEGATE AUTHORITY TO PRESIDENT TO NEGOTIATE LEASE FOR SOUTHEAST CAMPUS CHILDCARE CENTER

PREPARED BY: Kathy Kiaunis, Finance Manager, Bond Program

FINANCIAL RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Dr. Sylvia Kelley, Vice President
Dr. Jeremy Brown, President

REPORT: The Childcare facility in the former German American Society property (GAS) will be completed in late Spring 2015 with an anticipated opening in Fall 2015. The College desires to explore viable childcare service delivery models, and enter into a lease with a service provider that best meets the College’s desired criteria for licensing, service delivery, hours, and fees. College purchasing policies require that any lease that may exceed $150,000 receive board approval.

As service provider tenants are identified, the College would like to engage in negotiations for a lease, and determine lease rates, hours of operation, and other considerations, with the assistance of College Counsel, and is requesting that the Board delegate authority to the President or his designee to negotiate the lease agreement.

RECOMMENDATION: That the Board delegate authority to the President or his designee to negotiate the lease agreement for the Southeast Campus childcare facility, subject to the prior concurrence of College Counsel.
January 15, 2015

PORTLAND COMMUNITY COLLEGE 2015
DISTINGUISHED PATRON AWARD NOMINEES

PREPARED BY: Rob Wagner, Associate Vice President, College Advancement

APPROVED BY: Dr. Jeremy Brown, President

REPORT: In 2007, the Board established the Portland Community College Distinguished Patron Award to recognize extraordinary levels of service to the College.

To date, ten Patron Awards have been bestowed. Award recipients include Richard and Sharon Helzer, and Doreen Margolin (posthumously, 2007); Norma Jean Germond (2008); Barbara Raz and Mary Holmstrom (2009); Lee and Virginia Finders (posthumously, 2010); the James F. and Marion L. Miller Foundation (2011); the Intel Corporation and The Oregon Community Foundation (2012); No award (2013); Ross Leinhart and Sheila Edwards-Lienhart (posthumously, 2014).

For the 2015 Patron Award the College President nominates The Renaissance Foundation.

The Renaissance Foundation was founded by Irvin Levin, a leader in retail financial services, and Stephanie Fowler, a psychotherapist and counselor. Together, Mr. Levin and Ms. Fowler have been champions of higher education at many institutions, including Portland Community College. Their family foundation, The Renaissance Foundation is a major donor ($60,000) to the PCC Future Connect Program. For the last three years, this gift has provided transfer advising services to 10 Future Connect students who are named Renaissance Scholars. Upon transfer from PCC to a four-year institution within the state of Oregon, Renaissance Scholars receive a scholarship. This year, The Renaissance Foundation committed yet another significant gift of $89,500 to fund a new student mentoring program, the Cascade African American Men’s Scholar Project. The project matches 10 Mentors and 30 Mentees at the Cascade Campus, providing a
paid leadership opportunity. Mentors who complete the mentoring program receive a transfer scholarship from the Renaissance Foundation; Mentees who complete the program are eligible to apply for transfer scholarships.

RECOMMENDATION: To award the 2015 Portland Community College Distinguished Patron Award to The Renaissance Foundation at the PCC Foundation Gala on April 10, 2015.
APPLY TO THE STATE BOARD OF EDUCATION FOR APPROVAL OF THE CERTIFICATE IN EMERGENCY MEDICAL SERVICES FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL RESPONSIBILITY: John Saito, Division Dean, Allied Health, Emergency and Legal Services

APPROVED BY: Dr. Christine Chairsell, Vice President, Academic and Student Affairs
Dr. Jeremy Brown, President

REPORT: The proposed Certificate in Emergency Medical Services is for individuals who want to become a licensed Emergency Medical Technician (EMT). The target for this certificate is any individual whose goal is to have a career in emergency medical services. The certificate includes 10 credits of EMT Part I and Part II, which prepares students for the certification exam. The certificate also includes competencies that students need to be prepared for the field position of EMT/Ambulance driver. Competencies include ambulance-operator training, hazardous-materials awareness, patient extrication, EMS communication systems, therapeutic communications, patient care and documentation, and college-level writing. Development of the certificate was based upon a recommendation from the EMT Advisory Committee specifically.

RECOMMENDATION: That the College be authorized to submit an application to the Oregon State Board of Education for the Certificate in Emergency Medical Services for Portland Community College.
The College prohibits unlawful discrimination based on 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 in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with 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, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College’s programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.