Board of Directors
Meeting Agenda

October 26, 2015

#thinkPCCfirst

Please print double-sided in support of Board Policy B707 - Sustainable Use of Resources
AGENDA

4:30 PM  NASA Scholar Student Reception and Dinner

6:00 PM  Executive Session
In accordance with ORS 192.660 (2), (a) Employment of a Public Official, (d) Labor Negotiation, (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) Litigation

7:30 PM  Call to Order  
CC 238/239 B and C

- Introductions
- Approval of Minutes – September 17, 2015
- Approval of Agenda

7:35 PM  Information Sessions
- Presidential Search Update and Presentations—Gene Pitts and Kali Thorne-Ladd (15 minutes)
  o Academic Search (15 minutes)
  o Association of Community College Trustees (15 minutes)
  o Gold Hill Associates (15 minutes)

8:35 PM  Public Comment on Agenda Items (A sign-up sheet is on a table at the entrance of the meeting room.)

8:45 PM  Business Session

Consent Agenda:  (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board.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.)

PERSONNEL

16-033  Approval of Personnel Actions—October 26, 2015

Academic Professional Appointments:
Miguel Arellano Sanchez, Multicultural Center Coordinator, Office of the Dean of Student Development, Sylvania Campus
Garrett Cimino, Student Conduct and Retention Coordinator, Office of the Dean of Student Development, Sylvania Campus
Kevin Crowley, Environmental Health and Occupational Safety Specialist, Senior Finance and Administration
Maria Hill, International Student Advisor Academic and Student Affairs (Temporary)
Lisa Lam, Student Resource Specialist, Office of the Dean of Student Development, Sylvania Campus (Temporary)
Jessie Levine, Academic Advising Specialist, Office of Dean Student Development, Sylvania Campus (Temporary)

Administrative Appointments:
Michele Cruse, TRiO Student Support Services Program Director, Office of the Dean of Student Development, Cascade Campus (Temporary)
DeLinda Martin-Huggins, Student Life/Leadership Development Manager, Office of the Dean of Student Development, Rock Creek Campus (Temporary)

Faculty Appointments:
Amy Cakebread, Instructor, Mathematics, Mathematics and Industrial Technology Division, Sylvania Campus (Temporary)
Carly Clark, Counselor, Office of the Dean of Student Development, Southeast Campus (Temporary)
Noah Dear, Instructor, Mathematics, Mathematics and Science Division, Cascade Campus (Temporary)
Ericka Goerling, Instructor, Psychology, Liberal Arts and Pre-College Programs Division, Cascade Campus (Temporary)
Rodney Lee, Instructor, Physics, Science and Engineering Division, Sylvania Campus (Temporary)
Justin Mortensen, Instructor, Computer Aided Drafting and Design, Mathematics, Sciences and CTE Division, Southeast Campus (Temporary)

BIDS/CONTRACTS
16-034 Authorize an Increase to Opsis Architecture’s Contract to Provide Architectural Services for Rock Creek Campus 2008 Bond Program ...................... 073
16-035 Authorize an Increase to Stantec Consulting Services Inc. (Formerly Sparling Inc.) Contract for District Wide Electronic Security Project ...................... 075

8:50 PM Public Comment on Non-Agenda Items (A sign-up sheet is on a
table at the entrance of the meeting room.)

9:00 PM  **Reports** (5 minutes each)
- Faculty and Academic Professionals
- Classified
- Students
- Board Members
- President

9:25 PM  **Adjournment**
PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS  
12000 S.W. 49th Avenue - Portland, OR 97219

BUSINESS SESSION  
September 17, 2015  
Rock Creek Campus, Building 9, Events Center  
17705 NW Springville Road, Portland, OR 97229

MINUTES

WORK SESSION
The Board of Directors met at 4:30 to discuss the Internal Auditor Charter and 2015-2016 Board Goals. There was also an update on updates that have been happening in TSS.

BOARD ATTENDANCE
Denise Frisbee, Jim Harper, Ken Madden, Chair Deanna Palm, Vice Chair Gene Pitts, Kali Thorne-Ladd, Michael Sonnleitner

EXECUTIVE SESSION
The Board of Directors met in accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (a) Employment of a Public Official, (d) Labor Negotiation, (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) Litigation

CALL TO ORDER
Chair Palm called the business meeting to order at 7:36 pm and invited all present to introduce themselves.

APPROVAL OF THE MINUTES
The April 16, 2015 and August 20, 2015 meetings minutes were approved as published. Pitts/Frisbee

APPROVAL OF THE AGENDA
The agenda was approved as published. Harper/Madden

INFORMATION SESSIONS
Rock Creek Campus Update — Dr. Sandra Fowler-Hill, Campus President, Rock Creek  
Dr. Fowler-Hill presented at campus update which included services, programs and bond work.

SW Corridor — Linda Degman, Director, Bond Program  
Ms. Degman presented a report to the board with updates and plans for the SW Corridor options from Tri-Met.

Resolution Background #16-030 — Jim Langstraat, Associate Vice President, Finance
and Administration
Mr. Langstraat provided supporting material for the enclosed resolution.

Presidential Search Update — Gene Pitts and Kali Thorne-Ladd
An update was provided on the process thus far for the search and what the next steps will be.

PUBLIC COMMENT ON AGENDA ITEMS
None

BUSINESS MEETING
Chair Palm proposed approval of Resolutions 16-021 through 16-032. The motion passed unanimously. Madden/Harper

PUBLIC COMMENT ON NON AGENDA ITEMS
Alyssa Pinter, Introduction
Molly Walker, Introduction

REPORTS
AP and Faculty Federation: Frank Goulard
Classified: Jean Garside
ASPCC: Tony Vezina
Board Members: Jim Harper
President: Sylvia Kelley

ADJOURNMENT
There being no further business, the meeting adjourned at 8:41.

NEXT MEETING
The next business meeting of the Portland Community College Board of Directors will be held on October 22, 2015 at 7:30 PM at the Sylvania Campus.

Deanna Palm, Chair
Sylvia Kelley, Interim President

Prepared by:

Jeannie Moton, Assistant to Board of Directors

Minutes approved on October 26, 2015
October 22, 2015

16-033 APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Sylvia Kelley, Interim President

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

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

1. Academic Professional Appointment—Miguel Arellano Sanchez
   Multicultural Center Coordinator
   Office of the Dean of Student Development, Sylvania Campus
   Annual Salary: $46,710 Grade: 5 Step: 1
   Effective: September 21, 2015
   Education: Oregon State University MEd 2014
   Oregon State University MS, Sociology 2010
   Most Recent Experience: Oregon State University Social Change Leadership Programs Coordinator
   Applicant Flow:
   Gender       Ethnicity
   26  Male       19  White (not of Hispanic Origin)
   40  Female     11  Black or African American
                  6   Asian
                  19  Hispanic/Latino
                  1   Native Hawaiian or Other Pacific Islander
                  6   Two or More Selections
                  4   Not Disclosed
       66  Total

2. Academic Professional Appointment—Garrett Cimino
   Student Conduct and Retention Coordinator
   Office of the Dean of Student Development, Rock Creek Campus
   Annual Salary: $43,859 Grade: 4 Step: 1
   Effective: October 19, 2015
   Education: University of Southern Mississippi MSW, Social Work 2011
   University of Utah BS, Psychology 2008
   Salt Lake Community College AS, Psychology 2007
   Most Recent Experience: University of Southern Mississippi Counselor
   Applicant Flow:
   Gender       Ethnicity
   23  Male       30  White (not of Hispanic Origin)
3. Academic Professional Appointment – **Kevin Crowley**
   Environmental Health and Occupational Safety Specialist, Senior
   Finance and Administration
   Annual Salary: $59,428  Grade: 5  Step: 8
   Effective: October 14, 2015
   Education: California State University  Environmental and Occupational
              Health Science
              California State University  Environmental and Occupational
              Health Science
   Most Recent Experience: Washington State University
                           Industrial Hygienist
   Applicant Flow:
   Gender  Ethnicity
   7 Male  5 White (not of Hispanic Origin)
   2 Female  1 Hispanic/Latino
   1 Not Disclosed  4 Not Disclosed
   10 Total

4. Academic Professional Appointment (Temporary) – **Maria Hill**
   International Student Advisor
   Academic and Student Affairs
   Annual Salary: $41,184  Grade: 3  Step: 1
   Effective: August 27, 2015 to July 20, 2016
   Education: Southern Oregon University  MA, Applied Psychology  2004
              Edith Cowan University  BA, Psychology  1994
   Most Recent Experience: Portland Community College
                           Graduation and Transcript Evaluator
   Applicant Flow: Article 3.64 Appointment

5. Academic Professional Appointment (Temporary) – **Lisa Lam**
   Student Resource Specialist
   Office of the Dean of Student Development, Southeast Campus
   Annual Salary: $42,624  Grade: 3  Step: 2
   Effective: September 8, 2015 to June 20, 2016
   Education: Portland State University  MS, Education, Leadership and Policy  2014
              University of Oregon  JD, Law  2008
              University of Oregon  BS, Political Science  2005
   Most Recent Experience: Portland Community College
Applicant Flow: Article 3.64 Appointment

6. **Academic Professional Appointment (Temporary)**– **Jessie Levine**
Academic Advising Specialist
Office of Dean Student Development, Sylvania Campus
Annual Salary: $56,126  Grade:  3  Step:  10
Effective: September 15, 2015 to June 20, 2016
Education: Portland State University  MS, Education Policy, 2005
Foundation and Administration
Most Recent Experience: Portland Community College
Learning Skills Specialist

7. **Administrative Appointment (Temporary)**– **Michele Cruse**
TRiO Student Support Services Program Director
Office of the Dean of Student Development, Cascade Campus
Annual Salary: $73,333  Grade:  K
Effective: September 11, 2015 to August 31, 2020
Education: Portland State University  MS, Public Administration 2002
University of Pittsburg  BA, Public Administration 2000
Most Recent Experience: Portland Community College
Interim Director of TRiO Student Support Services, Sylvania Campus
Applicant Flow: Direct Appointment

8. **Administrative Appointment (Temporary)**– **DeLinda Martin-Huggins**
Student Life/Leadership Development Manager
Office of the Dean of Student Development, Rock Creek Campus
Annual Salary: $53,914  Grade:  I
Effective: September 21, 2015 to June 20, 2016
Education: Portland State University  MSE, Policy, Foundations and Administrative Studies 2011
George Fox University  BA, Management and Organizational Leadership 2009
Most Recent Experience: Portland Community College
Student Leadership Assistant Coordinator
Applicant Flow: Direct Appointment

Gender  Ethnicity
21  Male  24  White (not of Hispanic Origin)
30  Female  11  Black or African American
2  Asian
8  Hispanic/Latino
6  Not Disclosed
51 Total
9. **Faculty Appointment (Temporary) – Amy Cakebread**  
   Instructor, Mathematics  
   Mathematics and Industrial Technology Division, Sylvania Campus  
   Annual Salary: $53,965 Step: 3  
   Effective: August 21, 2015 to June 20, 2016  
   Education:  
   - Portland State University MST, Mathematics 2011  
   - University of Portland MAT, Education 2007  
   - Portland State University BS, Mathematics 2002  
   Most Recent Experience: Portland Community College  
   Instructor, Mathematics (Adjunct)  
   Applicant Flow: Article 3.64 Appointment

10. **Faculty Appointment (Temporary) – Carly Clark**  
    Counselor  
    Office of the Dean of Student Development, Southeast Campus  
    Annual Salary: $57,831 Step: 6  
    Effective: August 21, 2015 to August 20, 2016  
    Education:  
    - Oregon State University MS, Counseling 2007  
    - University of Oregon BA, Psychology 2005  
    Most Recent Experience: Portland Community College  
    Counselor  
    Applicant Flow: Article 3.64 Appointment

11. **Faculty Appointment (Temporary) – Noah Dear**  
    Instructor, Mathematics  
    Mathematics and Science Division, Cascade Campus  
    Annual Salary: $52,140 Step: 2  
    Effective: August 21, 2015 to June 20, 2016  
    Education:  
    - Portland State University MS, Mathematics 2013  
    - University of Oregon BS, Mathematics 2011  
    Most Recent Experience: Portland Community College  
    Instructor, Mathematics (Temporary)  
    Applicant Flow: Article 3.64 Appointment

12. **Faculty Appointment (Temporary) – Ericka Goerling**  
    Instructor, Psychology  
    Liberal Arts and Pre-College Programs Division, Cascade Campus  
    Annual Salary: $52,140 Step: 2  
    Effective: August 21, 2015 to June 20, 2016  
    Education:  
    - Fielding Graduate University MA, Psychology 2013  
    - Lewis and Clark College MA, Counseling 2003  
    - Psychology  
    - Portland State University BS, Psychology 2003  
    Most Recent Experience: Portland Community College  
    Instructor, Psychology (Adjunct)  
    Applicant Flow: Article 3.64 Appointment
13. **Faculty Appointment (Temporary) – Rodney Lee**  
**Instructor, Physics**  
Science and Engineering Division, Sylvania Campus  
Annual Salary: $55,854  
Step: 4  
Effective: August 21, 2015 to June 20, 2016  
Education:  
- University of Maryland  
  MA, Chemical and Life Science  
  2014  
- Swinburne Center for Astrophysics and Supercomputing  
  MS, Astronomy  
  2003  
- Sonoma State University  
  BS, Physics  
  1997  
Most Recent Experience: Portland Community College  
  Instructor, Physics (2 term Daily Rate)  
Applicant Flow: Article 3.64 Appointment

14. **Faculty Appointment (Temporary) – Justin Mortensen**  
**Instructor, Computer Aided Drafting and Design**  
Mathematics, Sciences and CTE Division, Southeast Campus  
Annual Salary: $53,965  
Step: 3  
Effective: August 21, 2015 to June 20, 2016  
Education:  
- Friends University  
  MS, Management Information Systems  
  2002  
- Brigham Young University  
  BS, Mechanical Engineering  
  1997  
Most Recent Experience: Chemeketa Community College  
  Instructor, Mathematics (Adjunct)  
Applicant Flow: Gender and Ethnicity Description

<table>
<thead>
<tr>
<th>Gender</th>
<th>Ethnicity</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>Male</td>
<td>6</td>
</tr>
<tr>
<td>5</td>
<td>Female</td>
<td>8</td>
</tr>
<tr>
<td>3</td>
<td>Not Disclosed</td>
<td>2</td>
</tr>
<tr>
<td>5</td>
<td>Hispanic/Latino</td>
<td>5</td>
</tr>
<tr>
<td>22</td>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN October 22, 2015 PERSONNEL REPORT

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Male</td>
<td>6</td>
</tr>
<tr>
<td>Female</td>
<td>8</td>
</tr>
<tr>
<td>White (not of Hispanic Origin)</td>
<td>10</td>
</tr>
<tr>
<td>Black or African American</td>
<td>1</td>
</tr>
<tr>
<td>Asian</td>
<td>2</td>
</tr>
<tr>
<td>Hispanic/Latino</td>
<td>1</td>
</tr>
</tbody>
</table>
October 26, 2015

16-034

AUTHORIZE AN INCREASE TO OPSIS ARCHITECTURE’S CONTRACT TO PROVIDE ARCHITECTURAL SERVICES FOR ROCK CREEK CAMPUS 2008 BOND PROGRAM

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Sylvia Kelly, Interim President

REPORT: On October 15, 2009, BA 10-024, the Board of Directors awarded the architectural services contract for the Rock Creek Campus 2008 bond program to Opsis Architecture. Thereafter additional resolutions were approved (BA 10-058, 11-090, 12-072, 13-064 and 14-131) to include additional scope and costs. To date the Board of Directors approved a contract total of $6,810,000 for services including campus master planning, initial scoping for all the proposed projects, land use planning, TSS projects, Building 7 addition, Building 2 CTE renovations, Building 5 addition, and Seismic Improvements for Building 2 and 3.

The Bond Program is requesting an increase to the contract to include various project changes, totaling $398,200. This amount consists of the following work: preparing construction documents and specifications to renovate portions of the Building 3; design services for Building 2 to accommodate the Computer Resource Center revisions; landscape plans to accommodate new direction on NW side of Building 5, performed analysis to locate new poles and lighting fixtures to match other campus lights, design and documentation of planting and temporary irrigation to meet Clean Water Services requirements, proposed locations for the Lee Kelly sculpture; backfill and renovation for Building 9; change orders for Building 2 and 3 voluntary seismic improvements; and, providing design/specification and coordination for the West Campus Farm Improvements.
With the additional costs of $398,200, the revised total for Opsis contract will be $7,208,200.

RECOMMENDATION: That the Board of Directors authorize an increase on Opsis Architecture design services contract for the Rock Creek Campus 2008 Bond Program, in the amount of $398,200 with revised contract total of $7,208,200. All expenditures for these services will be from 2008 bond funds.
October 26, 2015

16-035

AUTHORIZE AN INCREASE TO STANTEC
CONSULTING SERVICES INC (FORMERLY
SPARLING INC.) CONTRACT FOR DISTRICT WIDE
ELECTRONIC SECURITY PROJECT

PREPARED BY: Avelina Gulmatico, Procurement Coordinator

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstaat, Vice President, Finance and
Administration
Sylvia Kelley, Interim President

REPORT: On October 17, 2014, BA 14-043, the Board of
Directors approved a contract with Sparling (now
known as Stantec Consulting Services Inc) to provide
consulting services related to upgrading access control
and security cameras throughout the College for
$180,000. Sparling has also been serving as a sub
consultant on the campus design teams in order to
facilitate the implementation of the security
requirements for new construction projects and major
building renovations throughout the College.

The district wide electronic security project scope,
delivery method, and schedule are now more defined
and the Request for Proposal to hire a specialty
contractor to work on the electronic security project has
been issued (deadline of October 29, 2015). Due to
the nature of the work the Bond Program has a need to
continue working with Stantec for security integration
and their unique knowledge and understanding of the
College’s security needs and requirements, as well as
their technical expertise related to electronic systems.
The additional scope of work includes construction
administration work associated with the district wide
electronic security project; development of enhanced
startup and functional testing of new systems; and
video surveillance camera and network assessment,
optimization, and configuration. Stantec will be
providing assessment of existing network infrastructure
and security cameras, provide recommendations on
how the equipment optimally function with less network resources. The estimated additional cost is $110,000.

RECOMMENDATION: That the Portland Community College Board of Directors authorize the Bond Program to continue working with Stantec Consulting Services, Inc to provide security consulting services for an additional cost of $110,000 with the revised contract total of $290,000. And extend the contract term through December 30, 2016. The funding will be covered by 2008 Bond Program fund.
Board members recognized during discussion that several goals from previous goal-setting are not time-specific but are “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2014-2015 and 2015-2016 planning cycles.

Legacy Goals

- Monitor the college’s budget to proactively respond to changes in funding.
- Prioritize the college’s commitment to equity by creating a nationally renowned culture for diversity, equity and inclusion.
- Lead the development of a fundraising strategy to advance important initiatives, e.g. Future Connect; collaborate with PCC Foundation efforts.
- Be actively involved in governmental affairs and advocacy; monitor statewide restructuring efforts in HECC and OWEB.
- Cultivate and maintain clear and consistent communication between Board of Directors and President.
- Drive student success.

Board Priorities

- Approve a PCC Strategic Plan and prioritize implementation endeavors.
- Identify and implement a completion strategy with an emphasis on advising, that results in an increased rate of completion by 2016, and is on track to rank among the highest nationally within five years.
- Adopt a strategy that achieves increased K-12 enrollment and dual credit across districts and student populations.
- Cultivate and maintain clear and consistent communication between Board of Directors and President.
- Adopt a strategy to expand use of technology in academic, administrative and student services support.
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.