

**Portland Community College  
Cascade Campus  
Bond Advisory Committee**

**Next Meeting:  
Thursday, December 9, 2010  
6:00 – 8:00 pm  
Humboldt Gardens Opportunity Center  
5033 N. Vancouver**

**BAC Meeting Notes: Meeting 1**

**Meeting Date:** November 30, 2010, 6:00 – 8:00 pm

**Meeting Location:** Emmanuel Temple  
1033 N. Sumner, Portland, Oregon

**BAC Members:** Brian Murtagh, Kerri Melda, Paul Ajak, Larry Dortmund, Ben Torres, Sarah Crisp, Wesley Nelson, Assefash Melles, Isa Dean, Joe McFerrin, Jason Lim, Margaret Mahoney, Paula Barreto, Justin Elardo, Troy Jesse, Mark Tellis, Gauri Rajbaidya, Sonja Grove and Algie Gatewood

**PCC Staff:** Rebecca Ocken, Gina Whitehill-Baziuk, Linda Degman, Randy McEwen, Wing-Kit Chung, Kristin Watkins, Grant Bennett, Christine Egan, Abe Proctor

**Facilitators:** Sharif Abdullah and Jeanne Nyquist, IGS

**Welcome:**

The meeting was called to order at 6:05 pm. Dr. Algie Gatewood, President of PCC Cascade Campus, welcomed the Bond Advisory Committee Members (BAC) and PCC staff. Dr. Gatewood emphasized that BAC members have been invited to the table to:

- Share their ideas and opinions to help shape the future of the Cascade Campus, and
- Share the work of the BAC with the broader community.

Dr. Gatewood recognized that the PCC bond program will change the face of the Cascade Campus, as well as the neighborhood. The bond program provides an opportunity to ensure that the Cascade Campus is open, welcoming and reflective of the rich diversity of the community. Dr. Gatewood expressed his appreciation to the BAC members for contributing their time, energy and valuable advice toward building an excellent Campus and community for the future.

**Introductions:**

BAC members introduced themselves and shared their interests in serving on the BAC, in response to the question “What brings you to this room?” Summary of responses:

- To serve the community and help to integrate PCC into the community.

- To be a vital part of the community and to build relationships with PCC and the community.
- To make improvements to the Cascade Campus and help the College move forward.
- To provide input, as well as to learn about the development process.
- To make sure we pay attention to nuances that will benefit both the campus and the neighborhood.
- To get involved early in the process to help shape a positive outcome.
- To help PCC, its students, and the neighborhood to be successful.
- To pay attention to the financial aspect of the bond program and to integrate PCC into the community.
- To stand for teaching and learning and support our students.
- To support the neighborhood by making sure we design and site buildings appropriately and consider traffic impacts.
- To make sure we provide good opportunities for stakeholder input and involvement.
- To help ensure that we build the right buildings and place them in the right places.
- To participate in a great environment.

**Committee Charter:**

A first draft of the BAC charter was distributed to members at the meeting for their initial review. The facilitator provided an overview of key points of the draft BAC Charter and PCC Stakeholder Engagement Principles. It was noted that Cascade Campus President Algie Gatewood will serve as Chair of the BAC. The meetings will be facilitated. The role of the facilitator is to be neutral, facilitate the process, and record key discussion points. It was acknowledged that the BAC and the facilitator are committed to:

*‘Honor PCC Stakeholder Engagement Principles’*

*The following items were added to the list of College commitments: (page 2)*

7. The Committee Chair will redirect the committee if issues arise that are not within the parameters of the BAC.
8. PCC staff members will point out trade-offs that should be considered by the BAC.

**Ground Rules:** The BAC developed the following draft ground rules (to be added to the Charter) to guide future discussions:

- Respect the advisory role of the BAC.
- Share and honor diverse perspectives.
- Work toward the common purpose of the BAC.
- Observe basic civility in our discussions.
- Ensure that BAC members are able to express what is on their minds. Give individual members permission to ‘jump in’ and make comments.
- Respect all input.
- Be free to ask the facilitator to adjust the discussion process when needed to ensure that all perspectives are heard.
- Remain focused on our purpose and process.
- The Facilitator will redirect the committee if issues arise that are not within the parameters of the BAC.
- Be responsible for what we choose to divulge in the context of a public meeting.

- Use a 'bike rack' (parking lot) to record tangential issues and topics for later discussion with our partners.
- Be open to identifying and inviting other constituents to the table if there is a gap in information or input.
- At the end of each session the Committee will evaluate the meeting.

Committee members voiced several questions and comments:

- How is information passed on to PCC Executive Committee? How does information move to the next level? *Response:* Members of the Executive Committee, including Dr. Gatewood, are serving on the BAC. They have the responsibility to share the spirit and the content of the BAC's discussion with the full Executive Committee.
- How much money is involved? *Response:* \$374 million in the total Bond; Approximately \$60 million earmarked for the Cascade campus.
- If decisions have been made at higher levels that affect the PCC-BAC, will BAC be informed? *Response:* yes.

After discussion, BAC members gave their provisional approval of the first draft of the BAC Charter. It was acknowledged that the first discussion of the Charter was a brief overview. BAC members will have an opportunity to review the draft Charter and discuss any outstanding questions or issues at the next BAC meeting scheduled for December 9.

It was also noted that there will be time provided for public comment at the beginning of each BAC meeting. The agenda and schedule will need to be somewhat flexible to accommodate public input.

#### **Meeting Schedule:**

The BAC scheduled their next meeting for Thursday, December 9, 2010, from 6 pm – 8 pm. Location will be announced.

Subsequent meetings will be held twice monthly in January and February and once per month March – June. The preferred meeting schedule for most BAC members is:

- 3<sup>rd</sup> Thursday of the month
- 4<sup>th</sup> Thursday of the month

BAC members agreed to tentatively mark their calendars for the 3<sup>rd</sup> and 4<sup>th</sup> Thursdays through June. The meeting schedule will be revisited and finalized at the December meeting.

Dinner and free child care will be provided for BAC meetings. **BAC members are reminded to notify Christine Egan ([christine.egan15@pcc.edu](mailto:christine.egan15@pcc.edu)) of dietary restrictions or food allergies, and to RSVP for child care needs.**

#### **Housekeeping Items:**

The following correction to BAC Contact Information is noted:

- Email for Mark Tellis is: [Tellism@trimet.org](mailto:Tellism@trimet.org)
- Additional email for Joe McFerrin: [jmitchell@poicrahs.org](mailto:jmitchell@poicrahs.org)

**Adjourned:** The meeting was adjourned at 8:05 pm.

Recorder: Jeanne Nyquist, Innovative Growth Solutions