



**Portland
Community
College**

Board of Directors

AGENDA

April 18, 2013

PLEASE PRINT DOUBLE-SIDED IN SUPPORT OF
BOARD POLICY B707 - SUSTAINABLE USE OF RESOURCES

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 helps 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.

BUSINESS SESSION
April 18, 2013
Cascade Campus, Moriarty Arts and Humanities Building, Auditorium
BOARD OF DIRECTORS
PORTLAND COMMUNITY COLLEGE
12000 S.W. 49th Avenue
Portland, Oregon

AGENDA

- 6:00 PM **Board Dinner** – Terrell Hall, Room 112
- 6:45 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), and (h) Litigation
- 7:30 PM **Call to Order**
- Introductions
 - Approval of Minutes – March 21, 2013
 - Approval of Minutes – April 1, 2013
 - Approval of Agenda
- 7:35 PM **Adjourn Business Session and Convene as College Budget Committee**
- 7:35 PM **Public Hearing on Adoption of the Proposed Budget for FY 2013-15 in accordance with ORS 294.406 (1)**
- ◆ Review of Proposed Budget – President Pulliams, Wing-Kit Chung, and Jim Langstraat (15 minutes)
 - ◆ Public Comment on Proposed Portland Community College 2013-15 Biennium Budget (20 minutes)
- 8:10 PM **Adjourn College Budget Committee Meeting and Reconvene Business Session**
- 8:10 PM **Information Session**
- ◆ SE Visioning-Dr. Jessica Howard (20 minutes)
 - ◆ Equity/ROOTS-Dr. Rhea Combs and Lynn Quinn (30 minutes)
 - ◆ Diversity Goal Report-Dr. Chris Chairsell and Laura Massey (10 minutes)
 - ◆ Cascade Women's Resource Center and Passage to Higher Education-Debbie Stone and Noni Causey (10 minutes)

9:20 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:30 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.)

| | <u>PERSONNEL</u> | <u>Page</u> |
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| 13-082 | Approval of Personnel Actions – April 18, 2013 | 247 |
| | Academic Professional Appointments: | |
| | Jessica Krstanovic, Financial Aid Advisor, Academic and Student Affairs | |
| | Peter Ritson, Environmental Center Coordinator, Science and Engineering Division, Sylvania Campus | |
| | Administrative Appointments: | |
| | Dawn Davis, Interim Director of Community Education, Workforce, Economic and Community Development Division, Southeast/Extended Learning Campus, Temporary | |
| | Jennifer de Laix, Compensation and Benefits Manager, Administrative Services | |
| | Kurt Simonds, Dean of Instruction, Office of the Campus President, Cascade Campus | |

| | <u>PERSONNEL CONTRACTS</u> | |
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| 13-083 | Approval of Contract for Dr. Jeremy Brown as College President of Portland Community College | 250 |

| | <u>BIDS/CONTRACTS</u> | |
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| 13-084 | Delegate Authority to District President to Extend Lease for Shipyard Commerce Center Facility | 251 |
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| 13-086 | Authorization to Purchase New Furniture from Cooperative Contracts for District-Wide Bond Projects | 253 |
| 13-087 | Authorization to Contract with Right Systems Inc. to Provide Professional Services Related to Network Infrastructure | 255 |

BUDGET

| | | |
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| 13-088 | Approval of the Portland Community College Proposed Budget and the Property Tax Levies for the 2013-15 Biennium | 257 |
|--------|---|-----|

9:35 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:45 PM **Reports**
 Faculty
 Classified
 Students
 Board Members
 President

10:00 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.

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS
12000 S.W. 49th Avenue - Portland, OR 97219

MINUTES

BOARD OF DIRECTORS BUSINESS SESSION
Rock Creek Campus, Building 9, Room 122 a/b
March 21, 2013

BOARD ATTENDANCE

Board Members Present:

Chair Denise Frisbee, Vice Chair Deanna Palm, Jim Harper, David Squire, Gene Pitts, Kali Thorne Ladd

STUDY SESSION

The board received information updates from Advancement on a recent public opinion poll and the new PCC micro site.

EXECUTIVE SESSION

The Board of Directors convened an executive session for Labor Negotiation, Real Property Transactions, Information Exempt from Public Disclosure (Attorney-Client Privilege) and Litigation Employment of a Public Officer, Labor Negotiations and Real Property Transactions in accordance with ORS 192.660 (2), (d), (e), (f), and (h) at 6:45 PM, adjourning at 8:05 PM.

CALL TO ORDER

Chair Frisbee called the business meeting to order at 8:10 PM and invited all present to introduce themselves.

APPROVAL OF THE MINUTES

The February 21, 2013 minutes were approved as published. Harper/Squire

APPROVAL OF THE AGENDA

The agenda was approved as published. Squire/Harper

INFORMATION SESSIONS

Annual Internal Audit Report

Dave Terry provided an overview of the 2012 internal audits conducted and reported to management and the Board Audit Committee during the 2012 calendar year. This annual report helps demonstrate the adherence to international standards for the internal auditing and the Boards commitment to being good stewards of public funds. Mr. Terry provided a brief overview of the internal audit reports. He covered the four

audits of 2012; these were Financial Aid, Corrections Education, Aviation Science and Contracted Flight Instruction, and Adult Basic Education with Title II Grant Funds.

Overall, management generally agreed with the audit recommendations made within the reports and have taken steps to develop corrective action plans to address the recommendations. Some of the issues have been resolved to date.

He covered each report with more detail, along with executive summaries.

Rock Creek Campus Update

Dr. Birgitte Ryslinge, Interim President, Rock Creek Campus, Dr. Betsy Julian, Dean of Science and Technology, Rock Creek and Ms. Laura Fellman, Physics Faculty and Faculty Department Chair, Rock Creek

Dr. Ryslinge gave a few brief updates about Rock Creek. There was a brief video focusing on STEM at Rock Creek. Dr. Julian concentrated on the outreach they are doing to get student into the STEM fields. They shared a slide show with the group of activities that have happened at Rock Creek highlighting students.

Rock Creek was selected by Intel to offer a 6-week program for students enrolled in STEM courses. They were only 4 campuses across the country that was selected. They will be able to handle up to 150 students from universities, community colleges and high school graduates who will be in an engineering or computer science programs. Intel hopes to be able to recruit students for internships from this program.

Presidential Search Update

Chair Denise Frisbee gave an update on the where the board stands in the process of the search. They are reviewing the feedback forms received from the campus forums and their notes from the interviews. A decision will be made soon on this critical matter. Everyone is committed to the students and the excellence of the institution.

Adjourn Business Session and Convene as College Budget Committee in Accordance with ORS 294.406 (2)

President's Budget Direction

Dr. Pulliams offered some opening remarks that the theme of this year's process is uncertainty in terms of what will happen when. There are a number of large sources of revenue that we have no idea where they will end up because of the fragileness of the economy that determines the funding we will receive from the state. Another factor is the large PERS costs increase and what may end up with the plans for the Governor to make revisions to the system. We still do not know the costs for the completion agenda and the factors around achieving that. They all could have a major impact to our budget. We will have further conversations on how we make the budget investments and where to put dollars in terms in of the completion agenda.

The co-chairs budget was released on March 4, the number was disappointing. We expected it to be higher than the Governor's numbers, but it was the same with 2% hold back in the 2nd year of the biennium. The college has stayed conservative about the number which has left us in good shape.

PCC has served 7,300 FTE students for whom we receive no additional state funding. We cannot continue to do this; it has put us in a deficient operating position. The sense was that we still need to support access but with a balanced approach to support the completion agenda as well. Planning for a future of slowly declining enrollment is the reality we need to face with the economy improving. We are at -1.5% now. Also, despite these economic challenges, there are parts of the college and programs that need investments such as the SE Center moving to a comprehensive campus.

The principle direction is if the state revenue increases, the benefits will be shared between tuition and cost reduction. . We are continuing to guard against decreasing enrollment, but we must keep the governors intent very clear that it is not about funding growth but about completion. We cannot predict how that will end up. The shift is going to begin with the new biennium and we need to prepare how that will affect the bottom line. We have also made adjustments to fund the operating cost of new facilities presented in February 21 after the timing of building completion was re-aligned,

Dr. Pulliams wanted it to be publically clear that he will not support a package of decisions that includes the \$6/\$5 tuition increases and normal compensation benefits for faculty and staff. We must also stop any deficient spending going forward. The minimum board requirement is that the fund ending balance does not go below 8%, after subtracting out the deferred 8th payment from the next biennium to which we have no legal claim until the legislation approves it.

The news does not look positive as far as locking down the numbers soon. The board and all of you realize the challenge of this size budget without real numbers, which are all estimates, which is our best approach. We will be conservative as possible to keep the college in a good financial stead. When the revenue picture gets formulated, we will look at all investment opportunities including a rollback of the 2nd year tuition increase. We will continue to engage the college stakeholders in our budget planning process. The BPAC committee is meeting monthly to give feedback on the budget development. There may be a need to extend the membership across the district. We hosted and will continue to keep the college informed as we move through this process of budgeting. There were a number of forums to update the district on the budget thoughts and progress in February and March of this year. We will also continue to push the PEAK initiatives to look at efficiencies and new ideas for cost savings.

This is a difficult reality. Dr. Pulliams stated that one of his most basic responsibilities is to articulate the realities as he sees it. This does change from time to time, but for four years we have 40% more students with 20% decreased funding from the state. There is no quick fix to this on the horizon. We must continue to reduce cost unless we are willing to ask students to bear more of the cost, which is entirely unfair and unacceptable.

Budget Development Assumptions

Wing-Kit Chung followed up with more specifics about what Dr. Pulliams talked about regarding some of the changes since February 21. Jim Langstraat reported that the big

change since the meeting was the co-chairs budget and the 2% hold back. The 2% hold back for us represents about \$2.5M. Right now it is all scheduled to come out of the second year of the biennium, should these PERS and other reforms not take place.

The completion allocation formula is still in developing so nothing has been agreed upon yet. Right now there is no change in the funding based upon completion allocation formula. That is moving the funding scenario from headcount to completion outcomes. There will be some type of completion outcome funding for the upcoming biennium. The intent is that the decision will come from OEIB. There is still the same cap on enrollment from the state. We are over-enrolling above the funding level. Tuition increases were approved by the board of \$6 and \$5.

We are building the base budget on 28K credit tuition paying student FTE for this next biennium. The property tax estimate is remaining firm with about \$750K increase each year. In November we were looking at a deficient in the 6.26M range for the 2-year biennium. That was based on the board approving the \$6 and \$5 tuition increase. Changes since then is taking out the \$2.5M hold back from the co-chairs budget in the 2nd year of the biennium, as we have done our work on the detailed budget that goes into the accounting system we talked about under the Title III granted funded positions that will move to general fund. The bond build out estimate has been updated; we need fewer dollars in the first year of the biennium because not everything is happening according to the original bond schedule. In preparing for negotiations, the insurance amount was unbudgeted as well as employee tuition waivers. Those are being increased to bring them up to an actual expenditure level. That brings the revised deficient down to \$7M for the first year of the biennium, up to \$12M for the second year of the biennium. Previously we have talked about the three tracks that we are looking for expenditure reductions.

The Three Tracks of Planning:

- **Track 1:** Compensation and Benefits cost reduction opportunities--all employee groups. This track is subject to collective bargaining. The meeting with the federations is underway.
- **Track 2:** 4% Reduction target for each executive area (campuses and divisions). This will achieve about \$7.2 million in savings.
- **Track 3:** District-wide actions and efficiencies, up to \$1.5 million in saving in the 2nd year of the biennium

If Track 1 reductions are successful, we would be able to balance the second year of the budget and in the first year, there would be a little surplus to replenish fund balance for some of the over expenditures in recent years.

We are still working on the detail of the budget that will be presented to the board at the April meeting. As we get new information our estimates may change over time, but that is where we are at this point. The legislature is still meeting and going through deliberations around the budget. At the April 18 board meeting, the board will meet as a budget committee and hold a hearing on the proposed budget and adopt a resolution to approve it. It is important for the board to realize that even after this point, changes can still be made through the adoption of a supplemental budget. May 16 will be the next Oregon Economic Revenue Forecast; it is likely that we will not know our final

funding amount from the state until that report is out. May 21 there will be a hearing with TSCC to certify our approved budget. Then on June 20 the board will hear the certified budget and adopt the budget.

Board Budget Discussion

Director Ladd asked if they would be voting on the budget in April. Chair Frisbee stated that there is a hearing in April and it must be adopted in June. Wing-Kit Chung explained that there is a 3-step process we need to go through. The first one is the approval by the Budget Committee. In Multnomah County the Board of Directors serves as the Budget Committee. Once the budget is approved in April it then has to go through the certification process for Multnomah County. Once they certify the budget, the board will meet in June as a Board to hear it again and adopt it so can receive appropriation and levy taxes. Dr. Pulliams noted that it can change, it is not locked. It is limited by a 10% increase after the budget is approved. There is no limit in decreasing. 10% of PCC's budget is in the \$18-19M range for the general fund. Even if the state came forward with additional funding it would fall in that 10%.

Public Comment

Pablo Nieves Valenzuela, Rock Creek Director of Legislative Affairs for ASPCC District Student Council stated that as a student he has asks what students can do to help community colleges across the state. Usually we are told to organization and mobilize the student body and make your voices heard by the Oregon legislators. The District Student Council is ready to do that and at the beginning of next term they are going to be mobilizing the student body to a state-wide rally on April 25th in Salem. We are hoping to get significant coverage. The students are doing their part, but would like to know how to work with the Board of Education and the Board of Directors and what this body is doing to help us out on that front. Chair Frisbee thanked him for his efforts in this cause. She added that the board has been working with the legislators through our Government Relations Director, Rob Wagner who has been organizing our interactions with our legislators. Just last week we all called our various legislators and have made many trips to Salem. Pablo added that as students it would be great for everyone to go into lobby appointments together. Director Harper stated the more we can partner with each other's efforts we can show students and board members and faculty will make a big difference in Salem. Director Palm stated that another that could be really effective is that a lot of legislators come up on the weekends and hold town halls throughout their communities, connecting with them in their communities will help PCC stand out. Mr. Valenzuela stated that it is great that our messaging is on the same page. Director Ladd asked Mr. Valenzuela to let Rob know of events that he feels that board members' attendance would be beneficial.

Adjourn College Budget Committee and Reconvene as Business Session

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS MEETING

Director Harper proposed approval of Resolutions 13-074 through 13-081. The motion passed unanimously. Harper/Squire

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

Other Reports:

Frank Goulard, President, Faculty and AP Federation

He noted that finals are coming up and folks are gearing up for Spring Term. He will be attending the ICTCM Math Conference in Boston; this trip was funded by outside sponsors. Part of his role is to recruit exhibitors to the National Math Conference in Community Colleges which he is the Exhibits Chair. The statewide AFT Oregon Convention held in Bend. Michael Dembrow will be attending, along with other Representatives from the area.

Pablo Nieves Valenzuela, Director of Legislative Affairs for ASPCC District Student Council, Rock Creek

There is a lot planned for Spring Break, students are being sent to Washington, DC to lobby federal Senators and Representatives. This is a program from ASPCC. We will be finalizing the selections for the legislative internship program. Next term, we will be awaiting word from the Oregon Presidents Council and the student fee autonomy resolution. Once we get this feedback, there will be discussion at each campuses and how to deal with it. We will be having a recruitment campaign for the April 25th Rally Day in Salem. The campaign will last three weeks and look very similar to voter registration. ASPCC will be sponsoring a book exchange for students, along with planning the end of the year party for students.

Board Reports:

Director Harper wanted to recognize and thank the Chair and Co-Chair for their work on the Presidential Search Committee, along with Neal Naigus. We had the opportunity to talk to a lot of faculty, staff, and students. It was a good chance to see what we are all about and what we are doing.

Director Squire especially thanked Chair Frisbee for her leadership and keeping everyone on track.

Director Frisbee thanked the board and stated that this is a very hard-working board and in the last month there has been a great deal on their plates and they have stepped up. This board is committed to the college.

District President Report:

Dr. Pulliams called Kristin Watkins to quickly update the group on the Campaign for Opportunity. This is the commitment of Dr. Pulliams to raise \$1M before he leaves on July 1, 2013. She reported that the campaign is past the half way mark towards the goal. We are working to bring in some net proceeds of \$150,000 for the Gala. There are a number of prospects to raise the rest of the money. Dr. Pulliams stated that there is an opportunity to give tonight.

Dr. Pulliams thanked Directors Ladd and Harper for attending the Black History Month event. He commended Dr. Combs was an exciting Black History Month.

He thanked Chair Frisbee and Directors Harper and Squire for attending the Harold Williams events, also for attending the Foundation receptions for the presidential finalists. Dr. Pulliams noted that he has heard great things in terms of the process, and know firsthand it works best when it is an open process. People are engaged and that is how it works.

He recognized Vice Chair Palm and Directors Squire and Pitts for attending the Rock Creek Beam Signing for Building 7. This reflects the spirit of this board and their willingness to step up.

Reminder to all that Spring Break is next week.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:35 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on April 18, 2013 at 7:30 PM at Cascade Campus.

Denise Frisbee, Board Chair

Dr. Preston Pulliams, District President

Prepared by:

Jeannie Moton, Assistant to Board of Directors

Minutes approved on April 18, 2013

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS
12000 S.W. 49th Avenue - Portland, OR 97219

MINUTES

BOARD OF DIRECTORS SPECIAL SESSION
12000 S.W. 49th Avenue - Portland, OR 97219
April 1, 2013

BOARD ATTENDANCE

Board Members Present:

Chair Denise Frisbee, Vice Chair Deanna Palm, Jim Harper, Gene Pitts, Kali Thorne Ladd

EXECUTIVE SESSION

The Board of Directors convened an executive session for Public Officer in accordance with ORS 192.660 (2), (a) at 6:00 PM, adjourning at 7:00 PM.

CALL TO ORDER

Chair Frisbee called the special session meeting to order at 7:07 PM and invited all present to introduce themselves.

Presidential Search Update

Denise Frisbee, Chair, PCC Board of Directors

Chair Frisbee updated that the Board is united behind the selection of Dr. Jeremy Brown. The next steps will be to begin contract negotiations for approval at the April 18, 2013 board meeting.

Chair Frisbee gave a recap of the process.

The Board of Directors really listened to all the feedback and value all opinions shared in the process. She acknowledges the work of the Search Advisory Committee. It was a strong team with very different roles within the college.

Dr. Brown is a collaborative leader who strives to build strong internal and external relationships. He works with a vision and brings people along with that vision. He is a great communicator who will be able to help PCC move forward. He is an innovator, who will look for opportunities to strengthen PCC even as the budget tightens. We are confident that he gets PCC and believes in our mission. His experience as President at Edinboro University in Pennsylvania and then as the Provost and Vice President for Academic Affairs at State University New York at Canton were very pertinent to our deliberations.

One thing that we will note, as Oregon's aggressive education reform continues, we will need further collaboration among community colleges and universities, and we were impressed with Dr. Brown's ability to be an asset to PCC as we work to improve

coordination across the institutions.

He was a teacher by training with first-hand knowledge with what student's needs, and we are confident that he will bring the required student center approach to leadership here at PCC.

Finally, we are aware that funding is a huge issue and Dr. Brown's track record as a significant fundraiser and developing external partnerships will be invaluable to us.

He and his family are excited about moving to Portland. He is excited about the opportunity to lead PCC.

These decisions are hard and this has been big decision for the Board to make. She noted how honored and grateful they are for the opportunity to serve the college. This is a task that is the utmost undertaking we can have. We will keep everyone posted as the contract negotiations start. He will need everyone's support to be a successful president, and we know we can count on you all to help with that. The transition planning will happen before July to meet the needs to welcoming a new president.

Chair Frisbee named all the folks who were on the Search Committee.

PUBLIC COMMENT ON AGENDA ITEMS

Deborah Hall commented that she was very impressed with the entire process and was honored to be a part of the process. She will do everything to wrap their arms around Dr. Brown, because his success is our success.

Frank Goulard echoed Deborah's comments, and the Faculty/AP Federation wants to be collaborative for the sake of the entire community, college, and our staff and students. He asked Chair Frisbee to recognize the committee. He thanked the Chair and Vice Chair for their leadership.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:24 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on April 18, 2013 at 7:30 PM at Cascade Campus.

Denise Frisbee, Board Chair

Dr. Preston Pulliams, District President

Prepared by:

Jeannie Moton, Assistant to Board of Directors
Minutes approved on April 18, 2013

April 18, 2013

13-082

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Dr. Preston Pulliams, District 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-Jessica Krstanovic

Financial Aid Advisor

Academic and Student Affairs

Annual Salary: \$37,536

Grade: 2

Step: 1

Effective: March 21, 2013

Education: New School University
Liberal Arts

BA 2006

Most Recent

Experience: Portland Community College
Financial Aid Technician II

Applicant Flow: Gender

Ethnicity

1 Male

1 White (not of Hispanic Origin)

4 Female

1 Hispanic/Latino

1 American Indian/Alaskan Native

1 Native Hawaiian/Pacific Islander

1 Not Disclosed

5 Total

5 Total

2. Academic Professional Appointment-Peter Ritson

Environmental Center Coordinator

Science and Engineering Division, Sylvania Campus

Annual Salary: \$47,202 @ .5 FTE

Grade: 4

Step: 4

Effective: March 25, 2013

Education: University of California, Santa Cruz
Geochemistry

Ph.D. 1994

University of California, San Diego
Chemistry

BA 1987

Most Recent

Experience: Southwest Washington Amphibian Monitoring Project
Program Director

Applicant Flow: Gender

Ethnicity

30 Male

63 White (not of Hispanic Origin)

| | | | |
|----|---------------|----|------------------------|
| 54 | Female | 2 | Asian |
| 5 | Not Disclosed | 8 | Hispanic/Latino |
| | | 1 | Two or More Selections |
| | | 15 | Not Disclosed |
| 89 | Total | 89 | Total |

3. Administrative Appointment (Temporary)-**Dawn Davis**

Interim Director of Community Education

Workforce, Economic and Community Development Division,
Southeast/Extended Learning Campus

Annual Salary: \$73,731 Grade: M

Effective: March 11, 2013 to September 11, 2013

| | | | |
|------------|---------------------------|----|------|
| Education: | Portland State University | MS | 2007 |
| | Education | | |
| | Ohio State University | BS | 1976 |
| | Zoology | | |

Most Recent

Experience: Portland Community College
Community Education Program Coordinator

Applicant Flow: Direct Appointment

4. Administrative Appointment-**Jennifer de Laix**

Compensation and Benefits Manager

Administrative Services

Annual Salary: \$87,500 Grade: N

Effective: April 29, 2013

| | | | |
|------------|--------------------------------|------|------|
| Education: | Northern Arizona University | M Ed | 2004 |
| | Counseling and Human Relations | | |
| | University of Arizona | BA | 1993 |
| | Russian and Slavic Languages | | |

Most Recent

Experience: Tucson Medical Center
Manager, Compensation and Analytics

| | | |
|-----------------|---------------|------------------------------------|
| Applicant Flow: | Gender | Ethnicity |
| 10 | Male | 23 White (not of Hispanic Origin) |
| 20 | Female | 1 Black or African American |
| 2 | Not Disclosed | 2 Asian |
| | | 1 Native Hawaiian/Pacific Islander |
| | | 5 Not Disclosed |
| 32 | Total | 32 Total |

5. Administrative Appointment-**Kurt Simonds**

Dean of Instruction

Office of the Campus President, Cascade Campus

Annual Salary: \$109,287 Grade: O

Effective: March 21, 2013

| | | | |
|-------------------------|--|-----------------------------------|------|
| Education: | University of Connecticut | Ph.D | 1998 |
| | Rhetoric and Composition Theory | | |
| | University of Pittsburgh | MFA | 1995 |
| | Fiction Writing | | |
| | Harvard University | AB | 1981 |
| | English and American Language and Literature | | |
| Most Recent Experience: | Portland Community College | | |
| | Division Dean, Liberal Arts and Sciences | | |
| Applicant Flow: | Gender | Ethnicity | |
| | 61 Male | 66 White (not of Hispanic Origin) | |
| | 33 Female | 11 Black or African American | |
| | 5 Not Disclosed | 3 Asian | |
| | | 3 Hispanic/Latino | |
| | | 1 American Indian/Alaskan Native | |
| | | 3 Two or More Selections | |
| | | 12 Not Disclosed | |
| | <hr/> 99 Total | <hr/> 99 Total | |

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN *April 18, 2013* PERSONNEL REPORT**

| | |
|--------------------------------|---------|
| Male | 2 |
| Female | 3 |
| | <hr/> 5 |
| White (not of Hispanic Origin) | 4 |
| American Indian/Alaskan Native | 1 |
| | <hr/> 5 |

April 18, 2013

13-083

APPROVAL OF CONTRACT FOR DR. JEREMY
BROWN AS COLLEGE PRESIDENT OF PORTLAND
COMMUNITY COLLEGE

PREPARED BY: Lisa Bledsoe, Director, Human Resources

APPROVED BY: Denise Frisbee, Board Chair

REPORT: The Chairperson of the Board recommends adoption of the following resolution:

The Board has conducted a national search to find a permanent replacement for President, Dr. Preston Pulliams. The Board has agreed that Dr. Jeremy Brown has exhibited outstanding talents in academic leadership, community partnerships, fundraising and administration.

RECOMMENDATION: That the Board of Directors retain the services of Dr. Brown as president of Portland Community College beginning July 1, 2013. That the Board execute an employment contract with Dr. Brown with the following terms: the contract shall be for three years, with a base salary of \$205,000 through June 20, 2014; salary for subsequent years to be determined by negotiation between the President and the Board; an automobile allowance of \$14,400 annually; general expense allowance of \$24,000 annually; and a housing allowance of \$24,000 annually. The College shall provide a supplemental term life insurance policy in the maximum amount of \$500,000. The President shall be entitled to other benefits available to other College Administrative staff as approved by the Board and provided in the contract.

April 18, 2013

13-084

DELEGATE AUTHORITY TO DISTRICT PRESIDENT
TO EXTEND LEASE FOR SHIPYARD COMMERCE
CENTER FACILITY

PREPARED BY: Steven J. Hopf, Finance Division Manager

FINANCIAL
RESPONSIBILITY: Jessica Howard, Campus President

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: On May 1st, 2010 the College entered into a three year lease with Shipyard Commerce Center to provide shop access for the College's Welding Technology Program. This Agreement has been very beneficial to the College and its students by providing real world application to its training curriculum. College purchasing policies require that any lease that may exceed \$150,000 receive board approval.

At this time, the College would like to extend the lease for this facility for two additional years, and is requesting that the Board delegate authority to the District President or his designee to negotiate the lease extension.

RECOMMENDATION: That the Board delegate authority to the District President or his designee to extend the lease of the Shipyard's LLC facility. Total expenditure for the lease term not exceed \$300,000.

April 18, 2013

13-085

DELEGATE AUTHORITY TO DISTRICT PRESIDENT
TO NEGOTIATE LEASE FOR CENTRAL
DISTRIBUTION SERVICES WAREHOUSE

PREPARED BY: Kathy Kiaunis, Bond Finance Manager

FINANCIAL
RESPONSIBILITY: James Langstraat, Associate Vice President of Finance

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT: The College's Central Distribution Services (CDS) function is currently housed in Building 1 at Rock Creek Campus. As part of the 2008 Bond planning for the Rock Creek Campus, it was determined that a more central location for CDS relative to the college district would be a benefit, and that Building 1 could be re-deployed for Rock Creek Campus facilities management, security services and campus storage. Moving these services to Building 1 assists with the planning for the renovation of Building 5, and helps reduce its square footage needs and cost projections. A leased space for CDS is being pursued at this time, because it will allow flexibility to determine the longer-term location and configuration of the service delivery method for CDS. College purchasing policies require that any lease that may exceed \$150,000 receive board approval.

At this time, the College would like to engage in negotiations for a lease for the Central Distribution Services warehouse, with the assistance of College Counsel and a real estate broker, and is requesting that the Board delegate authority to the District President or his designee to negotiate the lease agreement.

RECOMMENDATION: That the Board delegate authority to the District President or his designee to negotiate the lease agreement for the Central Distribution Services warehouse, subject to the prior concurrence of College Counsel.

April 18, 2013

13-086

AUTHORIZATION TO PURCHASE NEW FURNITURE
FROM COOPERATIVE CONTRACTS FOR DISTRICT-
WIDE BOND PROJECTS

PREPARED BY: Kathy Kiaunis, Manager, Bond Finance

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services
Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT: Projects completed as a part of the 2008 Bond Program are being furnished with a combination of the re-use of existing furniture, purchase of used furniture, and the purchase of new furniture. On March 19, 2009 (BA 09-063), the Board authorized the purchase of used furniture for the Bond Program. Acquisition of new furniture will be accomplished through established cooperative contracts for furniture. Authorization is requested at this time to purchase up to \$5 million of furniture and related products through cooperative contracts for the Cascade Campus, Rock Creek Campus, Sylvania Campus and Southeast Center. Available contracts include:

- State of Oregon contracts 9722, 9727, 9728, 9729, for Herman Miller systems furniture and components, valid through 8/4/2014; State of Oregon Contract 9721, for Hayworth systems furniture and components, valid thru 8/4/2014; State of Oregon Contracts 9713, 9714, 9715, 9716, and 9717 for Ergonomic Task Seating, valid thru 3/26/2014.
- King County Directors' Association contracts for several types of systems furniture, valid through 10/2013.
- State of Washington, General Administration contracts for systems furniture and components, valid through 01/31/2015.

- State of Washington, Education School District 112 contracts (multiple contracts with various termination dates) for furniture.
- Other cooperative contracts available from organizations, such as National Joint Powers Alliance, and U.S. Communities.
- Local public agency contracts, including Washington County, Multnomah County, and City of Portland.

For any items that are currently not on any existing cooperative contracts, the College intends to issue a formal and/or informal competitive bidding process (depending on estimated contract value) prior to placing an order.

RECOMMENDATION: That the Board of Directors authorize the purchase of new furniture and related products from cooperative contracts for a total of \$5 million. The funds are from the 2008 Bond Program.

April 18, 2013

13-087

AUTHORIZATION TO CONTRACT WITH RIGHT
SYSTEMS INC. TO PROVIDE PROFESSIONAL
SERVICES RELATED TO NETWORK
INFRASTRUCTURE

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL
RESPONSIBILITY: Linda M. Degman, Director, Bond Program
Leslie Riester, Associate Vice President, Technology
Solutions Services

APPROVED BY: Wing-Kit Chung, Vice-President, Administrative Services
Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT: The College has a need to hire a consultant to provide comprehensive services related to the Network infrastructure area, as directed by Technology Solution Services staff (TSS). The services consist of the following: providing additional networking staff resources to install, configure, upgrade, and patch electronic equipment including network switches, uninterruptable power supplies (UPS'), and other telecommunications hardware and software in the Telecommunication rooms throughout the College District. TSS's contract with Right Systems initially was approved for \$43,000 in 2012. Due to the anticipated amount of work needed, the contract amount was increased to \$145,000, which is below the threshold requiring Board approval. In addition, similar work, estimated at \$60,000, is also needed for Bond related projects for new and renovated buildings. It is essential that we control the number of contractor teams performing network infrastructure work, as a basic configuration control measure. The combined total for this contract exceeds \$150,000 threshold, which requires a formal competitive process and Board of Directors approval based on Board Policy B505.

The College is using a cooperative contract with the Washington State Department of Enterprise Services, which allows public agencies and higher educational

institutions to contract directly with the Right Systems. The contract with Right Systems Inc. (reference #T08-MST-733) will expire on June 30, 2013. Since our contract with Right Systems, Inc. will be in place well before the expiration date and be less than one year, we are authorized to continue our work with them through our scope of work. The use of cooperative contract is exempt from competitive process, per the College Procurement Rule (CCR 214).

RECOMMENDATION: That the Board of Directors authorize TSS Department to continue contracting with Right Systems Inc., to provide consulting services for a total of \$145,000 and for an additional work related for the Bond Program with an estimated cost of \$60,000. The total contract is \$205,000. The \$ \$145,000 is covered by the General Fund and \$60,000 will be from the Bond Fund.

April 18, 2013

13-088

APPROVAL OF THE PORTLAND COMMUNITY COLLEGE
PROPOSED BUDGET AND THE PROPERTY TAX LEVIES
FOR THE 2013-2015 BIENNIUM.

PREPARED BY: Christina Day, Budget Manager

APPROVED BY: James Langstraat, Associate Vice President, Finance
Wing-Kit Chung, Vice President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: The President has delivered his budget message and the budget document for the 2013-2015 biennium to the Board of Directors of Portland Community College District. The Board, acting as the Budget Committee, has reviewed and completed the public input process on the Proposed Biennial Budget for 2013-2015 as required by ORS 294.428.

RECOMMENDATION: That the Board of Directors, acting as the Budget Committee of the College, approves the Portland Community College District Proposed Budget for 2013-2015 Biennium, including the property tax levies for the next 2 years as outlined below, for submission to the Multnomah County Tax Supervising and Conservation Commission.

For the 1st year of the biennium period July 1, 2013 to June 30, 2014:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed
value

*constitutionally established by Ballot Measure 50

Amount Excluded from the Limitation (to repay G.O. Bonds):

Debt Service Fund \$47,804,770

For the 2nd year of the biennium period July 1, 2014 to June 30, 2015:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed
value

*constitutionally established by Ballot Measure 50

Amount Excluded from the Limitation (to repay G.O. Bonds):

Debt Service Fund \$48,623,118

APPROVED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY
COLLEGE DISTRICT THIS 18th DAY OF APRIL 2013.

ATTEST:

APPROVED:

Dr. Preston Pulliams
District President

Denise Frisbee
Chair, Board of Directors

Portland Community College does not tolerate unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, marital status, height/weight ratio, disability, veteran status, age, or sexual orientation in any area, activity or operation of the District. In addition, the college complies with the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), USERRA – Uniformed Services Employment and Reemployment Rights Act, and all county, state and federal civil rights laws. Accordingly, equal opportunity for employment, admission, and participation in the college's benefit and services shall be extended to all persons, and the college shall promote equal opportunity and treatment through a positive and continuing affirmative action plan.