



**Portland  
Community  
College**

# Board of Directors

## AGENDA

June 20, 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  
**June 20, 2013**  
**SOUTHEAST CENTER, COMMUNITY HALL**  
**BOARD OF DIRECTORS**  
PORTLAND COMMUNITY COLLEGE  
12000 S.W. 49th Avenue  
Portland, Oregon

AGENDA

- 5:00 PM      **Study Session** – Community Hall
- 6:00 PM      **Board Dinner** – Mt. Tabor, Room 106
- 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
- 7:45 PM      **Call to Order**
  - Introductions
  - Approval of Minutes – May 16, 2013
  - Approval of Agenda
- 7:50 PM      **Public Hearing** – in accordance with ORS 294.456 on the Adoption of the Approved Budget for the 2013-15 biennium that has been certified by the Tax Supervising Conservation Commission (TSCC) and supplemental Budget for the 2011-13 biennium. Also, a hearing on the approval of the 2013-14 Achievement Compacts for PCC as part of the budget process.
  - 2013-15 Approved Budget overview -- Dr. Preston Pulliams, Wing-Kit Chung and Jim Langstraat
  - 2011-13 Supplemental Budget -- Jim Langstraat
  - 2013-14 Achievement Compacts for PCC -- Dr. Christine Chairsell and Laura Massey
  - Board Discussion
  - Public Comment
- 9:10 PM      **Information Session**
  - ♦ Dragon Boat Presentation – Lennie Kesterson (5 minutes)
  - ♦ Presentation of Service Award - Denise Frisbee (5 minutes)
  - ♦ Foundation Update – Chris Neilsen (10 minutes)
  - ♦ EAC Update – Sylvia Gray (10 minutes)
  - ♦ Executive Leadership Development – Lisa Bledsoe (10 minutes)

9:50 PM      **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:55 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.)

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### BOARD

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### BUDGET

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10:00 PM	<b>Public Comment on Non-Agenda Items</b> (A sign-up sheet is on a table at the entrance of the meeting room.)	
10:05 PM	<b>Reports</b> Faculty Classified Students Board Members President	
10:15 PM	<b>Adjournment</b>	

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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  
Sylvania Campus, College Center Building, Board Rooms A/B  
May 16, 2013

**BOARD ATTENDANCE**

Board Members Present:

Chair Denise Frisbee, Vice Chair Deanna Palm, Directors Jim Harper, David Squire, Kali Thorne-Ladd

**STUDY SESSION**

The Board of Directors convened for a study session presented by Dr. Preston Pulliams to discuss Affirmative Action and Equity at Portland Community College.

**EXECUTIVE SESSION**

The Board of Directors convened an executive session to discuss 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 at 6:45 PM, adjourning at 7:30 PM.

**CALL TO ORDER**

Chair Frisbee called the business meeting to order at 7:35 pm and invited all present to introduce themselves.

**APPROVAL OF THE MINUTES**

The April 18, 2013 minutes were approved as published. Squire/Ladd

**APPROVAL OF THE AGENDA**

The agenda was approved as published. Harper/Palm

**INFORMATION SESSIONS**

Diversity Goal Report

Dr. Chris Chairsell, Vice President, Academic and Student Affairs and Laura Massey, Director, Institutional Effectiveness

Laura Massey gave a report on the parity of faculty and students of the community that we serve. Student diversity by campus differs dramatically. Non-credit students are the most diverse than all the students. Twenty-one percent of PCC employees are persons of color. The number of employees hired last year was 24% fewer than the prior year;

of those 39 hires of new full-time faculty, 23% were persons of color. Overall, we are providing services to a more diverse population. Dr. Chairsell closed with the fact that all of this will be tied to the Achievement Compacts because we will be measured by the progress of our diverse populations and under-represented and economically disadvantaged.

#### Quality Education Goal

Dr. Chris Chairsell, Vice President, Academic and Student Affairs and Laura Massey, Director, Institutional Effectiveness

Laura Massey gave an update to the board of directors on the quality of the education our students are getting. How students perform when they leave PCC is assessed by entities external from the college. Some examples of these are how students perform are tracked on certification and licensing board exams or transfers to universities. These measures indicate that students are having a quality learning experience while they are at PCC.

#### Achievement Compact

Dr. Chris Chairsell, Vice President, Academic and Student Affairs and Laura Massey, Director, Institutional Effectiveness

Laura Massey and Chris Chairsell reported on the 2013-14 Achievement Compact data assumptions and what direction the college is taking. As a reminder the preparation of this document requires the college to provide 88 projections of how the year will end in various categories of performance. Some these measures have no data to respond, because we do not control the data. The good news is some of the measures can be compared to previous years and can give us a good idea for this year. Projections are data based, targets are informed by projections, but then there are some estimates made based on external factors. She went over last year's assumptions and what is being proposed for next year.

#### Designated State Health Program

Wing-Kit Chung, Vice President, Administrative Services

Mr. Chung reported that there is a mandate from the Governor's office for healthcare Intergovernmental Agreement (IGA). A bit of background on this is that in July 2012 the Federal Government approved Oregon's amendment request to Medicaid Demonstration Wavier. This is in response to one of the Governor's Healthcare Initiative to allow the state to move forward with the changes. After careful legal review, it was decided that it was a legal mandate from the State. The money transferred back and forth to the State will be treated as a pass-through so it will not impact the budget. Risks for the financial exchange have been minimized for the college. We will work with Oregon Health Authority and work to implement a provision in this IGA. No action is needed from the board as the IGA is with the President.

### **PUBLIC COMMENT ON AGENDA ITEMS**

None

## **BUSINESS MEETING**

Director Ladd proposed approval of Resolutions 13-089 through 13-094. The motion passed unanimously. Ladd/Harper

## **PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

### *Other Reports:*

Peter Seaman, Vice President, Faculty and AP Federation

Mr. Seaman made comments regarding the state funding, noting the difficult decision to raise tuition. He also comments on the amicable labor relations the college has enjoyed over the years. In good times, we all enjoy the benefits together; in bad times, we all share the burden together. Lastly he thanked David Squire for his years of service to the college. He also wished Dr. Pulliams a happy and relaxing retirement.

Deborah Hall, President, Classified Federation

Ms. Hall noted that over the last couple of weeks she has dealt with a lot of calls from classified staff on how they are being treated based on the color of their skin. It is troubling that the situations don't change. Everyone should feel they have a place anywhere within PCC. Having Dr. Pulliams at PCC over the last nine years, has given employees of color something to strive for.

### *Board Reports:*

Director Squire commented on the PCC Lobby Day and thanked everyone who participated, and Director Ladd echoed it. Chair Frisbee enjoyed the students being a part of the day. Director Squire also added that it really paid off because the folks we met with didn't always know everything.

### *District President Report:*

Dr. Pulliams noted Board Members event attendance and thanked them. Kristin Watkins reported that the City of Beaverton meeting is one step closer to expanding Future Connect to Washington County. He also reported that there was a clerical error of students were not supposed to be admitted to the nursing program. He personally extended his apologies to the students who were notified.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:53 pm.

## **NEXT MEETING**

The next business meeting of the Portland Community College Board of Directors will be held on June 20, 2013 at 7:30 PM at the Southeast Center.

\_\_\_\_\_  
Denise Frisbee, Board Chair

\_\_\_\_\_  
Dr. Preston Pulliams, District President

Prepared by:

\_\_\_\_\_  
Jeannie Moton, Assistant to Board of Directors

Minutes approved on June 20, 2013

June 20, 2013

13-095

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- **Phillip Christain**

Academic Advising Coordinator

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

Annual Salary: \$71,324                      Grade: 4                      Step 16

Effective: May 21, 2013

Education: Grand Canyon University                      MED 2006

Educational Administration

University of Oregon                      BS 1983

Recreation and Park Management

Most Recent

Experience: Portland Community College  
Interim Academic Advising Coordinator

Applicant Flow:	Gender	Ethnicity
1	Male	6 White (not of Hispanic Origin)
7	Female	1 Black or African American
0	Not Disclosed	1 Hispanic/Latino
8		8 Total

2. Academic Professional Appointment (Temporary)- **Magdalena Tolva**

Academic Advising Specialist

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$50,858                      Grade: 3                      Step 8

Effective: June 3, 2013 to June 2, 2014

Education: Portland State University                      BA 2002

Psychology

Most Recent

Experience: Portland Community College  
International Student Advisor

Applicant Flow: Article 3.64  
Appointment

3. Administrative Appointment- **Gene Flores**

Division Dean of Visual and Performing Arts and Design

Visual and Performing Arts and Design Division, Sylvania Campus

Annual Salary: \$81,104 Grade: N

Effective: May 24, 2013

Education:	University of Iowa	MFA	1996
	Art		
	University of Iowa	MA	1995
	Art		
	University of Texas	BFA	1992
	Painting and Printmaking		

Most Recent

Experience: Portland Community College  
Interim Division Dean of Visual and Performing Arts and Design

Applicant Flow: Direct Appointment

4. Administrative Appointment-**Miriam Friedman**

Dean of Student Development

Office of the Dean of Instruction and Student Development,  
Southeast/Extended Learning Campus

Annual Salary: \$93,500 Grade: O

Effective: July 8, 2013

Education:	Portland State University	MS	2005
	Education Policy		
	University of Massachusetts	BA	1992
	Psychology		

Most Recent

Experience: Portland Community College  
Director, Grants Office

Applicant Flow:	Gender	Ethnicity
	48 Male	60 White (not of Hispanic Origin)
	42 Female	12 Black or African American
	2 Not Disclosed	2 Asian
		4 Hispanic/Latino
		4 Two or More Selections
		10 Not Disclosed
	<hr/> 92 Total	<hr/> 92 Total

5. Administrative Appointment (Temporary)- **Gabriel Hunter-Bernstein**

Educational Programs Director

Arts and Professions Division, Cascade Campus

Annual Salary: \$75,583 Grade: M

Effective: June 21, 2013 to June 20, 2015

Education:	California State University	MA	1983
	Education		

Boston University  
Elementary Education

BS 1977

Most Recent

Experience: Portland Community College  
Arts and Professions Program Manager

Applicant Flow: Direct Appointment

6. Administrative Appointment- Sarah Kate Kinder Doyle

Career Pathways Manager

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

Annual Salary: \$66,440 Grade: K

Effective: May 13, 2013

Education: University of Oregon BA 2000  
International Studies

Most Recent

Experience: Portland Community College  
Workforce Development Manager

Applicant Flow:	Gender	Ethnicity
24	Male	52 White (not of Hispanic Origin)
49	Female	6 Black or African American
2	Not Disclosed	6 Hispanic/Latino
		1 Native Hawaiian/Pacific Islander
		1 Two or More
		9 Not Disclosed
<hr/>	<hr/>	<hr/>
75		75 Total

7. Administrative Appointment- William Parnell

Library Supervisor

Academic and Student Affairs

Annual Salary: \$50,000 Grade: F

Effective: June 10, 2013

Education: University of California BA 1997  
Economics

Most Recent

Experience: Marylhurst University  
Access Services Manager

Applicant Flow:	Gender	Ethnicity
28	Male	72 White (not of Hispanic Origin)
68	Female	3 Black or African American
8	Not Disclosed	3 Asian
		8 Hispanic/Latino
		3 Two or More
		15 Not Disclosed
<hr/>	<hr/>	<hr/>
104		104 Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN *June 20, 2013* PERSONNEL REPORT**

Male	4
Female	<u>3</u>
	7

White (not of Hispanic Origin)	4
Black or African American	1
Hispanic/Latino	<u>2</u>
	7

June 20, 2013

13-096

COMMENDATION OF RETIRING EMPLOYEE –  
LORNA O'GUINN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lorna O'Guinn has performed faithfully in her duties as an Executive Assistant to the Board, an Instructional Administrative Assistant for the Health Professions Department and an Office Support Assistant for the Presidents Office for Portland Community College since November 2, 1998. She retired effective September 30, 2012

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

June 20, 2013

13-097

COMMENDATION OF RETIRING EMPLOYEE –  
SPENCER HINKLE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Spencer Hinkle has performed faithfully in his duties as a Part Time and Full Time Instructor in Building Trades for Portland Community College since September 28, 1978. He retired effective December 20, 2012.

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

June 20, 2013

13-098

COMMENDATION OF RETIRING EMPLOYEE –  
S. ROWAN WOLF

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: S. Rowan Wolf has performed faithfully in her duties as a Manager, Applications Specialist and Part Time and Full Time Instructor in the Sociology Department for Portland Community College since January 1, 1991. She retires effective December 20, 2012.

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

June 20, 2013

13-099

COMMENDATION OF RETIRING EMPLOYEE –  
RITA OPLATEKOVA

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Rita Oplatekova has performed faithfully in her duties as a Custodian, Office Support Series II and an Accounting Assistant I for Portland Community College since March 16, 1982. She retires effective November 30, 2012.

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

June 20, 2013

13-100

COMMENDATION OF RETIRING EMPLOYEE –  
SALLY RAHMAN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Sally Rahman has performed faithfully in her duties as a Part Time Cashier, Business Office for Portland Community College since November 7, 2005. She retired effective October 31, 2012.

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

June 20, 2013

13-101

COMMENDATION OF RETIRING EMPLOYEE –  
MELODY MCMURRY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Melody McMurry has performed faithfully in her duties as a Full-time and Part-time Sociology Instructor for Portland Community College since September 26, 1989. She retired effective December 31, 2012.

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

June 20, 2013

13-102

COMMENDATION OF RETIRING EMPLOYEE –  
THOMAS ROBERTSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Thomas Robertson has performed faithfully in his duties as a Full-time Biology Instructor for Portland Community College since September 1, 1995. He retired effective December 31, 2012.

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

June 20, 2013

13-103

COMMENDATION OF RETIRING EMPLOYEE –  
CAROLE DUNN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Carole Dunn has performed faithfully in her duties as a Payroll Specialist for Portland Community College since February 25, 2005. She retires effective December 14, 2013.

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

June 20, 2013

13-104

COMMENDATION OF RETIRING EMPLOYEE –  
ANTONIO GUIZA

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Antonio Guiza has performed faithfully in his duties as as OSS2, Computer Client Support Specialist and Program/ Analyst I for Portland Community College since July 1, 1992. He retires effective January 18, 2013.

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

June 20, 2013

13-105

COMMENDATION OF RETIRING EMPLOYEE –  
VIRGINIA JORGENSEN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Virginia Jorgensen has performed faithfully in her duties as a Full Time Instructor in Dental Assisting for Portland Community College since September 1, 1997. She retires effective January 18, 2013.

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

June 20, 2013

13-106

COMMENDATION OF RETIRING EMPLOYEE –  
JEROME LASSELLE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jerome Lasselle has performed faithfully in his duties as a Full Time Instructor in Business Administration for Portland Community College since September 13, 1982. He retires effective December 31, 2012.

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

June 20, 2013

13-107

COMMENDATION OF RETIRING EMPLOYEE –  
BIRGIT WEDEL

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Birgit Wedel has performed faithfully in her duties as a Media Center Assistant, Library Resource Center Technician II, Senior Library Technician and Library Supervisor for Portland Community College since July 1, 1982. She retires effective December 31, 2012.

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

June 20, 2013

13-108

COMMENDATION OF RETIRING EMPLOYEE –  
HOLLIS ADAMS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Hollis Adams has performed faithfully in her duties as a Part Time Faculty, Full Time Faculty and Department Chair for Portland Community College since September 29, 1975. She retires effective March 30, 2013.

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

June 20, 2013

13-109

COMMENDATION OF RETIRING EMPLOYEE –  
JODY TAYLOR

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jody Taylor has performed faithfully in her duties as a Full Time Instructor in Food and Nutrition and Department Chair for Portland Community College since September 10, 1979. She retires effective March 22, 2013.

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

June 20, 2013

13-110

COMMENDATION OF RETIRING EMPLOYEE –  
MARY LARSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Mary Larson has performed faithfully in her duties as a Cook, Coordinator/Dining Center, and Supervisor/Food Services for Portland Community College since December 31, 1993. She retires effective April 19, 2013.

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

June 20, 2013

13-111

COMMENDATION OF RETIRING EMPLOYEE –  
KHAMTANH LUANGPHASY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Khamtanh Luangphasy has performed faithfully in his duties as a Custodian, Lead Custodian and Maintenance Custodian for Portland Community College since October 13, 1981. He retires effective May 31, 2013.

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

June 20, 2013

13-112

COMMENDATION OF RETIRING EMPLOYEE –  
DANIEL CLAUSSEN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Daniel Claussen has performed faithfully in his duties as a Part Time and Full Time ESOL Instructor for Portland Community College since January 7, 2002. He retires effective June 20, 2013.

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

June 20, 2013

13-113

COMMENDATION OF RETIRING EMPLOYEE –  
LOIS GILLESPIE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lois Gillespie has performed faithfully in her duties as a Media Center Assistant, LRC Technician II, Library Tech III, Sr. Library Technician and Supervisor/Library for Portland Community College since September 23, 1988. She retires effective June 1, 2013.

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

June 20, 2013

13-114

COMMENDATION OF RETIRING EMPLOYEE –  
LINDA JONES

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Linda Jones has performed faithfully in her duties as an Early Education & Family Studies Instructor for Portland Community College since September 1, 1995. She retires effective June 20, 2013.

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

June 20, 2013

13-115

COMMENDATION OF RETIRING EMPLOYEE –  
MICHAEL LAWRENCE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Michael Lawrence has performed faithfully in his duties as Part Time and Full Time Faculty for Portland Community College since September 28, 1981. He retires effective April 26, 2013.

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

June 20, 2013

13-116

COMMENDATION OF RETIRING EMPLOYEE –  
JEANNE LINCOLN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jeanne Lincoln has performed faithfully in her duties as Office Support Staff 7 and Administrative Assistant for Portland Community College since August 11, 1999. She retires effective April 30, 2013.

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

June 20, 2013

13-117

COMMENDATION OF RETIRING EMPLOYEE –  
SHIRLEY TAYLOR

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Shirley Taylor has performed faithfully in her duties as an Office Assistant II in the Career Resource Center for Portland Community College since January 5, 2001. She retires effective May 31, 2013.

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

June 20, 2013

13-118

COMMENDATION OF RETIRING EMPLOYEE –  
MARK SCHWEBKE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Mark Schwebke has performed faithfully in his duties as a Computer Specialist for Portland Community College since August 13, 1990. He retires effective June 30, 2013.

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

June 20, 2013

13-119

COMMENDATION OF RETIRING EMPLOYEE –  
GARY SMITH

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Gary Smith has performed faithfully in his duties as Part Time and Full Time Faculty in Dental Technology for Portland Community College since September 24, 1979. He retires effective June 20, 2013.

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

June 20, 2013

13-120

COMMENDATION OF RETIRING EMPLOYEE –  
MICHAEL WARWICK

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Michael Warwick has performed faithfully in his duties as Full Time Philosophy Instructor for Portland Community College since September 1, 1997. He retires effective June 20, 2013.

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

June 20, 2013

13-121

COMMENDATION OF RETIRING EMPLOYEE –  
SANDRA WANNER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Sandra Wanner has performed faithfully in her duties as a Procurement Section Leader, Procurement/Risk Management Assistant, Buyer/Contract Specialist, Data Control Clerk, Clerk/Word processor, Registration Clerk and Office Support for Portland Community College since June 10, 1987. She retires effective June 20, 2013.

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

June 20, 2013

13-122

COMMENDATION OF RETIRING EMPLOYEE –  
LEANNA DEEDS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Leanna Deeds has performed faithfully in her duties as a Secretary, Information Clerk, Office Support Series I and Customer Service Operator for Portland Community College since July 10, 1972. She retires effective June 30, 2013.

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

June 20, 2013

13-123

COMMENDATION OF RETIRING EMPLOYEE –  
JOHN PERSEN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: John Persen has performed faithfully in his duties as Coordinator, Minority Women and Emerging Small Businesses and Procurement, Manager, Bond Procurement and Manager, Bond MWESB & Procurement for Portland Community College since December 12, 2001. He retires effective April 30, 2013.

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

June 20, 2013

13-124

COMMENDATION OF RETIRING EMPLOYEE –  
ANDREA (GAYLE) PACE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Andrea (Gayle) Pace has performed faithfully in her duties as Full-time and Part-time Computer Applications/Office Systems Instructor for Portland Community College since January 4, 1982. She retires effective May 31, 2013.

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

June 20, 2013

13-125

COMMENDATION OF RETIRING EMPLOYEE –  
CHARLOTTE MILLER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Charlotte Miller has performed faithfully in her duties as Computing Technology Specialist and casual and student help for Portland Community College since October 01, 1999. She retires effective June 30, 2013.

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

June 20, 2013

13-126

COMMENDATION OF RETIRING EMPLOYEE –  
JANE ROGNLIE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jane Rognlie has performed faithfully in her duties as a Full-time and Part-time Reference Librarian for Portland Community College since January 8, 2001. She retires effective July 1, 2013.

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

June 20, 2013

13-127

COMMENDATION OF RETIRING EMPLOYEE –  
CAMILLA (CAMI) BISHOP

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Cami Bishop has performed faithfully in her duties as a Student Affairs Coordinator and Student Leadership Coordinator for Portland Community College since January 13., 1986. She retires effective June 30, 2013.

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

June 20, 2013

13-128

COMMENDATION OF RETIRING EMPLOYEE –  
JORGE E ESPINOSA

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jorge Espinosa has performed faithfully in his duties as Director/Affirmative Action and Speech Instructor for Portland Community College since April 3, 1989. He retires effective June 20, 2013.

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

June 20, 2013

13-129

COMMENDATION OF RETIRING EMPLOYEE –  
LEE SIU FAN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lee Siu Fan has performed faithfully in her duties as a Coordinator/Training Program for Students with Disabilities and Coordinator/Culinary Assistant Program for Portland Community College since November 20, 2000. She retires effective August 31, 2013.

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

June 20, 2013

13-130

COMMENDATION OF RETIRING EMPLOYEE –  
LESLIE L. FRENCH

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Leslie French has performed faithfully in his duties as a Part Time AV Tech Assistant/Media Services and Media Services Coordinator for Portland Community College since September 23, 2002. He retires effective June 21, 2013.

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

June 20, 2013

13-131

COMMENDATION OF RETIRING EMPLOYEE –  
PATRICIA GALBRETH

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Patricia Galbreth has performed faithfully in her duties as a Part Time Lab Technician, Instructional Support Tech I, Office Support Series 2, Graduation/Transcript Evaluator and Enrollment Services Specialist for Portland Community College since September 14, 1992. She retires effective June 20, 2013.

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

June 20, 2013

13-132

COMMENDATION OF RETIRING EMPLOYEE –  
PAULA JOHNSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Paula Johnson has performed faithfully in her duties as an Employment Assistant, Compensation/Classification Specialist and Benefits/Compensation Specialist for Portland Community College since August 1, 1988. She retires effective May 31, 2013.

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

June 20, 2013

13-133

COMMENDATION OF RETIRING EMPLOYEE –  
PRESTON PULLIAMS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Preston Pulliams has performed faithfully in his duties as College President for Portland Community College since April 12, 2004. He retires effective June 30, 2013.

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

June 20, 2013

13-134

COMMENDATION OF RETIRING EMPLOYEE –  
TERI MILLS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Teri Mills has performed faithfully in her duties as a Full-time Nursing Instructor for Portland Community College since September 10, 1979. She retires effective June 30, 2013.

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

June 20, 2013

13-135

COMMENDATION OF RETIRING EMPLOYEE –  
JOSEPH WRIGHT

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Joseph Wright has performed faithfully in his duties as a Full-time and Part-time Management and Supervision Instructor for Portland Community College since February 3, 1976. He retires effective June 20, 2013.

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

June 20, 2013

13-136

COMMENDATION OF RETIRING EMPLOYEE –  
KATHLEEN RICHARDSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Kathleen Richardson has performed faithfully in her duties as a Full-time and Part-time Biology Instructor for Portland Community College since March 31, 1997. She retires effective June 20, 2013.

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

June 20, 2013

13-137

COMMENDATION OF RETIRING EMPLOYEE –  
SUE QUAST

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Sue Quast has performed faithfully in her duties as Distance Education Productions Manager, Television Production Coordinator and Part-time Faculty for Portland Community College since December 13, 1988. She retires effective June 30, 2013.

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

June 20, 2013

13-138

COMMENDATION OF RETIRING EMPLOYEE –  
LILY O'RIELLY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lily O'Rielly has performed faithfully in her duties as a Full-time and Part-time Mathematics Instructor for Portland Community College since January 3, 1984. She retires effective June 30, 2013.

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

June 20, 2013

13-139

COMMENDATION OF RETIRING EMPLOYEE –  
LYNN WILSON-DEAN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lynn Wilson-Dean has performed faithfully in her duties as PACTEC Manager for Portland Community College since December 16, 2009. She retires effective June 30, 2013.

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

June 20, 2013

13-140

COMMENDATION OF RETIRING EMPLOYEE –  
THOMAS GALLIMORE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Thomas Gallimore has performed faithfully in his duties as a Part Time and Full Time Public Safety Officer for Portland Community College since April 4, 1996. He retires effective June 28, 2013.

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

June 20, 2013

13-141

COMMENDATION OF RETIRING EMPLOYEE –  
MARSHALL MEYER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Marshall Meyer has performed faithfully in his duties as a Full-time Health Education Instructor for Portland Community College since February 21, 1998. He retires effective June 30, 2013.

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

June 20, 2013

13-142

COMMENDATION OF RETIRING EMPLOYEE –  
BRUCE DORN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Bruce Dorn has performed faithfully in his duties as a Part Time Faculty and Transit Service Operator for Portland Community College since January 8, 1996. He retires effective June 17, 2013.

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

June 20, 2013

13-143

COMMENDATION OF RETIRING EMPLOYEE –  
JEAN OLNEY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Jean Olney has performed faithfully in her duties as a Part-time Transit Services Operator for Portland Community College since March 27, 2009. She retires effective June 30, 2013.

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

June 20, 2013

13-144

COMMENDATION OF RETIRING EMPLOYEE –  
LYNDA NOLAND

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: Lynda Noland has performed faithfully in her duties as a Library Technician for Portland Community College since September 8, 1999. She retires effective June 30, 2013.

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

June 20, 2013

13-145

CONTINUOUS APPOINTMENTS: ADMINISTRATION

PREPARED BY: Nancy Cloud, Human Resources Assistant

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

The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2013:

Continuous Appointments	Job Title
Michele Cruse	Manager, Accounts Receivable
Loretta Goldy	Division Dean

June 20, 2013

13-146

CONTINUOUS APPOINTMENT: FACULTY & ACADEMIC  
PROFESSIONALS

PREPARED BY: Nancy Cloud, Human Resources Assistant

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

The President RECOMMENDS that the following Faculty and Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2013:

<u>Continuous Appointments</u>	<u>Job Title</u>
Kristin Benson	Records & Enrollment Services Coordinator
Jessica Bernards	Instructor, Mathematics
Michael Boggs	Instructor, Physical Education
David Brackett	Instructor, Chemistry
Janice Brown	Academic Advising Specialist
Ann Cary	Instructor, Mathematics
Amy Clubb	Instructor/Computer Application Systems
Dawn Coakes	Instructor, Radiology Technology
Jackilyn Cypher	Instructor, EMT
Daniel Davidson	Academic Advising Specialist
Jeffry De Mott	Coordinator, Financial Aid
Diane Edwards	Instructor, Mathematics
Justin Elardo	Instructor, Economics
Jeremy Estrella	Instructor, Speech
Ross Folberg	Instructor, Mathematics
Christina Friedle	Instructor, Geography
Alicia Gonzalez	Assistant Coordinator/Women's Resource Center
Laura Hall	Coordinator, Community Ed Program
Troy Jesse	Instructor, Biology
Beth Kaufka	Instructor, Development Education/English
Gregory King	Student Resource Specialist
Rachel Krueger	International Education Program Specialist
Daniel Kruger	Instructor, EET
Katie Leonard-Floyd	Instructor, Aviation Science
Morgan Lindberg	Instructor, Japanese
Tammy Louie	Instructor, Mathematics
Beverly Marden	Instructor, Mathematics
Alexandra Maros	Instructor, Business Administration
Kristin Martin	Coordinator, Women's Resource Center

Michael Meagher	Instructor, Health
Lara Messersmith-Glavin	Instructor, Development Ed/English
Todd Nashiwa	Academic Advising Specialist
Tara Nelson	Instructor, Mechanical Engineer
Joshua Peters McBride	Club & Programs Specialist
Jeffrey Pettit	Instructor, Mathematics
Tyler Phillis	Instructor, Diesel Service Mechanic
Roberta Richards	Reference Librarian
Christopher Rose	Instructor, Composition & Literature
Rebecca Ross	Instructor, Mathematics
Elissa Rust	Instructor, Composition & Literature
Tamara Ryan	Specialist, Coop Ed/Student Employment
Keri Salim	Learning Skills Specialist
Shelly Samson	Academic Advising Specialist
David Sandrock	Instructor, Landscape
Nicole Schilling	Financial Aid Advisor
Nicole Seery	Club & Programs Specialist
Hsiao-Yun Shotwell	Instructor, Chinese
Wally Standley	Instructor, Auto Body Repair
Marilyn Thomas	Instructor, Biology
Roberta Victorino	Specialist, EMS Program
Christine Weber	Instructor, Visual Arts
Zenia Woods	Instructor, Interpreter Training

#### Special

#### Continuous

#### Appointments

#### Job Title

Maria Bako*	Employment Specialist
Jose Gonzalez	Community Resource Specialist
Christopher Hamreus	Student Resource Specialist
Rut Martinez-Alicea	Rape Prevention Education Specialist
Marelis Ramirez	Student Resource Specialist
Tammy Sanders	Accountant II
Emma Zwaschka	Student Resource Specialist

\*The District President RECOMMENDS that Special Continuous Appointment be retroactively granted to Maria Bako, Employment Specialist, whose appointment status has not previously been ratified by the Board. Ms. Bako was hired July 1, 1995, fulfilled the required probationary period and was eligible for Special Continuous Appointment effective September 1, 1998.

June 20, 2013

13-147

GRANT EXPENDITURE AUTHORITY TO CONTRACT  
WITH VIRTUAL INFORMATION EXECUTIVES.

PREPARED BY: Steven J. Hopf, Procurement

FINANCIAL  
RESPONSIBILITY: Leslie Riester, AVP Technology Solution Services

APPROVED BY: Jim Langstraat, AVP, Financial Services  
Wing-Kit Chung, VP Administrative Services  
Dr. Preston Pulliams, District President

REPORT: In November of 2012 the College entered into an Agreement with Virtual Information Executives (VIE) to provide network consulting services. This Agreement was based on a cooperative Washington Department of Information Services master contract #T12-MST-628. Staff has determined a need to expand the services to include network consulting work to upgrade the PCC network infrastructure and to help with high-level design and deployment of a new architecture. In addition, VIE will provide a Manager for the PCC Network Team for up to four months, or until a permanent manager is hired.

VIE is currently working with Washington DIS to extend their contract. To ensure continued service to the college VIE has committed to holding the original contract terms and pricing constant through June 30, 2015.

RECOMMENDATION: That the Portland Community College Board grant authority to extend its current Agreement with VIE two additional years for Project Management, Network Architect, Security Policy and other network consulting services at a cost not to exceed \$500,000.00.

June 20, 2013

13-148

ACCEPT PROPOSALS AND AWARD CONTRACTS  
FOR HAZARDOUS MATERIALS TESTING SERVICES  
TO MULTIPLE SERVICE PROVIDERS

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda M. Degman, Director, Bond Program

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 contract with multiple contractors to provide hazardous materials testing services, on an as-needed basis, for Collegewide needs including Bond construction projects. Services will include but not be limited to the following: perform asbestos-containing materials site assessment surveys; perform asbestos abatement air monitoring and reporting findings; collect samples and provide reports. The College will contract with five (5) qualified proposers. The combined total of all contracts will exceed the \$150,000 threshold, which requires formal solicitation and Board of Directors approval.

On March 15, 2013 the Request for Proposals (RFP) was published in the Daily Journal of Commerce newspaper and the State of Oregon ORPIN system. The RFP document was made available and accessible on the College's Solicitation website. By the closing date of April 15, 2013 a total of twenty-five (25) firms received a copy of the RFP, of which five (5) are registered with Oregon Minority/Women/Emerging Small Business, and three (3) plan centers. On the RFP deadline of April 15, 2013 at 2:00 P.M., a total of nine (9) proposals were received. The proposals were evaluated based on the following criteria: Firm background, experience, staffing, project scheduling and coordination, fees and compensation. The proposers with highest final evaluation points will be given the award recommendation. Below is a list of proposers and their final evaluation points:

<b>Proposer's Name</b>	<b>Final Evaluation Points</b>
PBS Engineering Environmental	350
Cardno ATC	346
Forensic Analytical	338
G2 Consultants Inc	329
Certified Environmental Consulting LLC (CEC)	327
PSI	315
GeoDesign Inc	299
Alpha Environmental*	295
AMEC	294

\*Registered with Oregon Minority, Women-owned, Emerging Small Business

After careful review, the evaluation committee members selected the five (5) highest scored proposers to provide hazardous materials testing services: PBS Environment, Cardno ATC, Forensic Analytical, G2 Consultants Inc and Certified Environmental Consulting (CEC).

**RECOMMENDATION:** That the Board of Directors authorize the department to issue a contract(s) with PBS, Cardno ATC, Forensic Analytical, G2 Consultants, and CEC. Each of the contracts will be issued for \$50,000 for a five (5) year term, valid through July, 2018. Funding will come from the General Fund and Bond Fund.

June 20, 2013

13-149

RATIFY CONTRACT AND AUTHORIZE CONTINUED  
USE OF THE INTER-GOVERNMENTAL  
COOPERATIVE CONTRACT FOR THE ACQUISITION  
OF PODIUMS, PROJECTORS, WIRELESS DATA  
POINTS AND RELATED TECHNOLOGY WITH OETC

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda M. Degman, Director, Bond Program

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

REPORT: Classroom podiums were developed as a technology standard in the 2000 Bond. The standard teaching podium in classrooms includes a computer that provides an internet connection, and equipment that controls the overhead audio/visual projection. Podiums provide faculty with a similar teaching experience between classrooms and across campuses. Wireless data points are installed throughout the college to establish communication between the various components and the network. In 2010, the current Podium Project was launched through the 2008 Bond Program to add a podium to remodeled classrooms and classrooms previously without podiums. In 2012, the Digital Conversion project began upgrading existing podiums to the new digital standard, which was adopted in 2011.

PCC is a member of the Organization for Educational Technology & Curriculum (OETC). OETC is non-profit corporation formed by educational institutions to increase the efficiency of processes by which those institutions make technology and curriculum-related purchases. OETC represents over 900 educational institutions and is governed by a Board of Directors comprised of teachers and administrators from the northwest and Alaska. In 2010, OETC awarded a competitive bid for complete podium systems, (current contracts are valid through April, 2014.) The OETC podiums included all of the

equipment we were previously purchasing individually as a pre-assembled podium. Purchasing podiums and related equipment from OETC streamlined the college's podium procurement and installation process.

Since 2010, as a part of the ongoing 2008 Bond program, podiums and related equipment have been purchased for new building classrooms and remodeled classrooms, along with upgrading old technology (Digital Conversion) for various classrooms at Sylvania, Rock Creek, Cascade, Newberg, and Southeast Center from OETC.

The total spending on podiums and related equipment since 2010 has been \$616,150. The majority of spending has been for smaller individual renovation projects at multiple classrooms around the district that are not part of new construction efforts. All of the purchases for each of these podium projects to date have been individually under the \$150,000 threshold, for which no Board approval is required; however, cumulatively over several years the aggregate amount is over the \$150,000 threshold. Due to the fast paced timeframe, separate management of these projects, the five-year envisioned project duration, and the smaller dollar amount of each unit the cumulative total expenditures on the podiums will rise to a level that if taken together requires Board approval. Due to all these factors we are now asking the Board to ratify those previous purchases.

Remaining podiums and related equipment purchases to complete the balance of the projects including retrofits in existing classrooms, digital upgrades, and classrooms in new buildings is estimated at \$2,285,190, which exceeds the \$150,000 threshold, and requires the Board of Directors approval.

All the Podium purchases and upgrade projects combined are estimated to total \$2,901,340 over the life of the 2008 Bond TSS work.

TSS staff anticipates using OETC for the majority of the remaining podium purchases. There might be circumstances where classroom requirements will necessitate a different system.

The College Procurement Rules (CCR 214) allow the use of cooperative contracts such as has been negotiated by OETC without issuing a competitive process (which would duplicate what OETC has previously done)

**RECOMMENDATION:** That the Board of Directors ratify the contract and authorize staff to continue using an inter-governmental contract with OETC for the remaining acquisition of podiums. The estimated total cost for all projects is \$2,901,340 (includes \$616,150 previously spent and an estimated \$2,285,190 to spend this fiscal year through 2015). Funding will be from the 2008 Bond Fund.

June 20, 2013

13-150

AUTHORIZATION FOR O'NEILL/WALSH COMMUNITY BUILDERS TO PROVIDE CONSTRUCTION SERVICES FOR THE RENOVATION OF THE GERMAN AMERICAN SOCIETY PROPERTY FOR THE SOUTHEAST CENTER BOND CONSTRUCTION PROJECT

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: With Board Resolution 12-059, the Board of Directors adopted the findings and approved the exemption to authorize the use of the Construction Manager/General Contractor (CM/GC) alternative contracting method for Southeast Center.

After a formal Request for Proposals process, per Resolution 12-075 (\$500,000), the Board awarded the CM/GC contract for the Southeast Center 2008 bond program to O'Neill/Walsh Community Builders. Resolutions to date, including 13-027 (\$26,749,147), 13-059 (\$905,525), 13-066 (\$2,362,460), 13-079 (683,613) and 13-090 (\$1,100,000) have authorized \$32,300,745 for work including the learning commons, student commons, Legin demolition, Tabor Kitchen, German American Society (GAS) pre-work, and a project contingency.

The college purchased the former GAS properties as part of the 2008 bond program in conjunction with plans to develop the Southeast Center into a comprehensive campus. The campus plan includes utilizing the 1911 Building of the GAS as the campus administration and district community education offices. Renovations to the building include seismic upgrades, new mechanical systems, internal upgrades, and removal of non-historic later additions to the building. The guaranteed maximum price (GMP) for the project is \$3,897,009.

The GAS renovation in this resolution plus the earlier pre-work (\$200,000 included in Res. 13-079) totals \$4,097,009 This resolution plus the earlier authorizations total \$36,397,754. Construction is anticipated to be complete in the GAS by the end of Summer 2014.

RECOMMENDATION: That the Board of Directors authorize O'Neill/Walsh Community Builders to complete the renovation to the GAS building for a total of \$3,897.009. The funds are from the 2008 Bond Program.

June 20, 2013

13-151

ACCEPT BID AND AWARD CONTRACT FOR  
INTERACTIVE VIDEO CLASSROOMS UPGRADE  
DISTRICTWIDE TO COMVIEW, INC.

PREPARED BY: Avelina Gulmatico, Bond Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda M. Degman, Director, Bond Program

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 contractor to upgrade existing interactive video classrooms (IVC) located throughout the College. This upgrade will convert old analog equipment to digital with high definition and provides an alternative class option for students. The improvements support Distance Learning and upgrade TSS Media Services technology. The four (4) IVC are located in Sylvania Campus, TCB 107; Southeast Center, Mount Tabor 120; Cascade Campus, Moriarty Room 216; and, Rock Creek Campus, Building 9 Room 201. The current IVCs were installed a decade ago and have outdated analog equipment nearing the end of its useful life. The successful contractor will provide equipment and services including complete design details, consulting, equipment replacement, installation, testing and configuring a fully operational system. By upgrading this summer (project starting in July, 2013), it will provide an enhanced learning experience to the College's Distance Learning students for Fall 2013. The estimated cost of this project is expected to exceed the \$150,000 threshold, which requires formal solicitation and Board of Directors approval.

On May 24, 2013 the Invitation to Bid (ITB) was published on Daily Journal of Commerce. The ITB document was made available and accessible on the College's Solicitation website. By the closing date of June 10, 2013 a total of sixteen (16) vendors received a copy of the ITB. Out of the sixteen (16) vendors, two (2) are registered with Oregon Minority/Women/Emerging

Small Business and four (4) are plan centers. A pre-bid meeting was held on May 28, 2013; representatives from four (4) vendors attended the meeting. On the bid deadline of 11:00 A.M., June 10, 2013, the College received one bid from CompView, Inc. This best value bid was evaluated based on the following criteria: Cost, Company/Staff Experience and Schedule. This bid received 453 total points and was given the award recommendation.

Because only one bid was received, the option of re-bidding the project was considered. However, some of the existing equipment is currently not functioning and it is the College's desire to have IVC upgrades completed before Fall Term 2013. The ITB planned for Summer work, which is less disruptive to campus operations, while class loads are lower. Re-issuing the ITB would delay the project and miss the desired timeline. In addition, the bid received was within the budgeted \$300,000 for the project.

Finally, the bidder received high evaluation points from the reviewers. CompView Inc. is a reputable company, and has a broad range of systems experience related to classroom AV upgrades, distance learning, and lecture capture. They have a local office and recently completed projects of similar scope for University of Oregon and Lane Community College. After careful review, the committee recommended accepting the bid and awarding the contract to CompView, Inc.

**RECOMMENDATION:** That the Board of Directors authorize the College to accept the bid and award the contract to CompView, Inc. for the completion of interactive video classrooms upgrades, a total of \$253,079. Funding is from 2008 Bond Funds.

June 20, 2013

13-152

APPOINTMENT OF DELEGATES TO ATTEND THE  
ASSOCIATION OF COMMUNITY COLLEGE  
TRUSTEES (ACCT) 2013 COMMUNITY COLLEGE 44<sup>th</sup>  
ANNUAL LEADERSHIP CONGRESS IN SEATTLE, WA  
FROM OCTOBER 2-5, 2013

PREPARED BY: Jeannie Moton, Assistant, Board of Directors

APPROVED BY: Dr. Preston Pulliams, District President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT Leadership Congress in Seattle, WA from October 2-5, 2013

RECOMMENDATION: That the Board of Directors appoint Denise Frisbee, Jim Harper, Ken Madden, Deanna Palm and Kali Thorne-Ladd as delegates to represent the College at the ACCT National Legislative Summit.

June 20, 2013

13-153

APPROVE BOARD POLICY B 215 PRESIDENT  
EMERITUS (SECOND READING)

PREPARED BY: Kristin Watkins, Associate Vice President, Advancement

APPROVED BY: Denise Frisbee, Board Chair

REPORT: The Board of Directors of Portland Community College may grant President Emeritus status to a retiring or retired college president. President Emeritus status should be reserved to honor, in retirement, a college president who has provided outstanding and distinguished service to Portland Community College and has served a significant portion of his or her career at the college.

Emeritus status is given to an individual who has demonstrated exceptional commitment and contributions to the College, exemplifying the highest standards of personal and professional integrity, civic responsibility, vision and leadership.

RECOMMENDATION: That the Board adopt the Board Policy B 215 (Exhibit A).

## Portland Community College President Emeritus Policy

The Board of Directors of Portland Community College may grant President Emeritus status to a retiring or retired college president. President Emeritus status should be reserved to honor, in retirement, a college president who has provided outstanding and distinguished service to Portland Community College and has served a significant portion of his or her career at the college. Outstanding and distinguished service is defined as service which goes beyond the normal duties and responsibilities of the appointment, and which have had extraordinary impact on the college and/or broader community. Emeritus status is given to an individual who has demonstrated exceptional commitment and contributions to the College, exemplifying the highest standards of personal and professional integrity, civic responsibility, vision and leadership. The designation identifies the college president as a continuing member of the college community. The title of President Emeritus may be awarded posthumously.

### Nomination and Approval:

A member of the PCC Board of Directors may nominate a retiring or retired college president to become President Emeritus. The title must be approved by a majority vote of the PCC Board of Directors.

### Rights, Privileges and Responsibilities:

In addition to the benefits and privileges received by all retired faculty and staff, a college president granted emeritus status will also receive:

- A resolution naming and honoring the college president as President Emeritus;
- Listing in the college catalog and website;
- Use of the title “President Emeritus” in community and professional activities;
- Invitations to college events and activities; and
- The option to participate in commencement exercises.

The current College President may call upon the President Emeritus to provide counsel or to serve in various volunteer roles and/or capacities in support of the college.

Presidents Emeriti are not required to continue to serve the college community.

The title of President Emeritus confers no remuneration, rights to employment, or benefit in addition to those provided above. Presidents Emeriti do not exercise any of the authority or administrative functions associated with holding a staff position at the college.

The Board of Directors retains the authority to withdraw a President Emeritus title at its discretion as it deems necessary and appropriate.

June 20, 2013

13-154

PCC ACHIEVEMENT COMPACT TARGETS FOR 2013 -  
2014

PREPARED BY: Laura Massey, Director of Institutional Effectiveness

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

REPORT: Academic and Student Affairs staff presents and  
recommends Board approval of Portland Community  
College's 2013 – 2014 Achievement Compact Targets to  
the Outcome Measures. This will be submitted to the  
Oregon Education Investment Board no later than July 1,  
2013

RECOMMENDATION: That the Board of Directors accept and approve the  
Achievement Compact as is presented for submission to  
the State.

# Portland Community College Achievement Compact for 2013-14

Outcome Measures	2011-12 Actual		2012-13 Projected		2013-14 Target	
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs	1,412	N/A	1,450	N/A	1,475	N/A
Certificates/Oregon Transfer Modules	918	444	1,350	675	1,500	750
Associate degrees	3,232	1,471	3,400	1,500	3,500	1,575
Transfers to four-year institutions	10,005	3,251	10,100	3,275	10,200	3,300
Programs of study (under development)						
Are students making progress at the college?						
Number ( &/or % where indicated) of students:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)	63.7%	62.6%	63%	62%	64%	63%
Enrolled in Dev. Ed. Math who complete (%)	60.8%	58.6%	60%	58%	61%	59%
Who earn 15/30 college credits in the year (#)	22,480/ 9,288	12,864/ 5,570	22,500 9,300	12,900 5,600	22,500 9,300	12,900 5,600
Who pass a national licensure exam (#/%)	92.5%	N/A	600/93%	N/A	600/93%	N/A
Are students making connections to and from the college?						
Number of students who:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools	4,217	1,011	4,300	1,200	4,400	1,300
Are dual enrolled in OUS	2,625	915	2,700	950	2,800	975
Who transfer to OUS	7,100	2,414	7,150	2,420	7,250	2,450
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:	All	Underrepresented	All	Underrepresented	All	Underrepresented
What is the level of public investment in the district?						
(Note: Public investment content will be provided by the state)	2011-12 Actual		2012-13 Projected		2013-14 Target	
State funds						
Local Property tax revenue						
Total state and local operating funds						

Community College Achievement Compact for 2013-14  
For Underrepresented Students 2011-12

Outcome Measures Actual for 2011-12	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	39	63	8	*	8	395
Associate degrees	91	181	37	*	20	1,313
Transfers to four-year institutions	425	552	89	29	193	2,433
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	52.9%	66.6%	56.7%	65.0%	55.5%	63.3%
Enrolled in Dev. Ed. Math who complete (%)	44.6%	61.9%	53.5%	63.0%	57.0%	58.3%
Who earn 15/30 college credits in the year (#)	1,042/343	1,882/739	268/99	99/38	654/239	11,393/5,069
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	99	590	32	26	263	*
Are dual enrolled in OUS	<del>1282</del> 128	175	31	10	28	652
Who transfer to OUS	262	416	66	22	125	1,865
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						

\*Data suppressed

Note: CCWD provided "1,282" on this form in error though 128 (the correct value) was in the accompanying CCWD provided excel spreadsheet.

Community College Achievement Compact for 2013-14  
For Underrepresented Students 2012-13

Outcome Measures Projected for 2012-13	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	50	80	10	5	15	615
Associate degrees	100	210	40	*	30	1,400
Transfers to four-year institutions	430	575	90	35	200	2,450
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	52%	71%	49%	64%	65%	62%
Enrolled in Dev. Ed. Math who complete (%)	44%	61%	56%	51%	58%	57%
Who earn 15/30 college credits in the year (#)	1040/340	2000/800	270/100	120/50	700/250	11400/5100
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	100	625	30	30	280	N/A
Are dual enrolled in OUS	128	200	30	12	35	660
Who transfer to OUS	260	425	65	25	140	1,870
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						

\*Data suppressed

Community College Achievement Compact for 2013-14  
For Underrepresented Students 2013-14

Outcome Measures Targets for 2013-14	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	50	90	10	10	20	600
Associate degrees	100	225	40	10	35	1,350
Transfers to four-year institutions	430	600	90	40	210	2,375
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	53%	72%	50%	65%	66%	63%
Enrolled in Dev. Ed. Math who complete (%)	45%	62%	57%	52%	59%	58%
Who earn 15/30 college credits in the year (#)	1040/340	2100/850	270/100	125/60	725/275	11000/5000
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	100	650	30	35	300	N/A
Are dual enrolled in OUS	130	225	30	15	40	625
Who transfer to OUS	260	450	65	30	150	1,850
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						

June 20, 2013

13-155

APPOINT BOARD MEMBER TO THE BOARD AUDIT  
COMMITTEE TO FILL THE REMAINDER OF THE  
FOUR-YEAR (4) TERM DUE TO A RECENT CHANGE  
IN THE COMMITTEE

PREPARED BY: Wing-Kit Chung, Vice President, Administrative Services

APPROVED BY: Dr. Preston Pulliams, District Vice President  
Denise Frisbee, Board Chair

REPORT: In April 2010, the PCC Board appointed Director Bob Palmer and Director Gene Pitts as Board Audit Committee members, with Director Palmer as Chair of the Committee in Resolution 10-087 for a four-year term. Director Palmer notified the Board that he would not be able to serve the remaining of his four-year term in summer 2011. In September 2011, through Resolution 12-036, the Board appointed Director Squire to replace Director Palmer and designated Director Pitts to be the chair for the remaining time of the initial four -year (4) term. In the Spring 2013, Director Squire has decided not to run for re-election. As such, he will not be available to serve as the Board member in the Audit Committee starting July 1, 2013. The Board needs to replace him. The Board Chair and Vice Chair have considered potential Board members for the replacement assignment.

RECOMMENDATION: That the Board appoint Chair Denise Frisbee as a member of the Committee to fill the remaining of the four-year (4) term through April 2014.

June 20, 2013

13-156

AUTHORIZE THE COLLEGE PRESIDENT OR  
DESIGNEE TO NEGOTIATE AND EXECUTE AN  
AMENDMENT TO THE JULY 1, 2008 TRANSFER  
AGREEMENT BETWEEN THE COLLEGE AND  
GATEWAY TO COLLEGE NATIONAL NETWORK  
(GtCNN) TO TRANSFER THE TRADEMARK  
“GATEWAY TO COLLEGE” TO GtCNN AND TO  
EXECUTE ALL DOCUMENTS NECESSARY TO  
TRANSFER THE TRADEMARK

PREPARED BY: Jeff Condit, College Legal Counsel  
Randy McEwen, College Vice President

FINANCIAL  
RESPONSIBILITY: Wing-Kit Chung, Vice President, Administrative Services

APPROVED BY: Dr. Preston Pulliams, College President

REPORT: Resolution 08-025 of 18 October 2007 authorized the “spin-off” of the Gateway to College National Network as a separate Oregon non-profit corporation. PCC developed and operated the Gateway to College program starting in 2000. This program is designed to work with 16-20 year old individuals who have either dropped out of high school or who are on the verge of dropping out to enable them to obtain a high school diploma and earn college credit at the same time. The success of the Gateway to College program attracted the attention of the Bill and Melinda Gates Foundation, which provided PCC grant funds in 2003 to fund the replication of the Gateway to College program at other community colleges across the nation.

The transfer agreements authorized by Resolution 08-025 were completed on 1 July 2008. Among other things, those agreements provided that:

- PCC agreed to license the Gateway to College intellectual property to GtCNN to allow use of this property in connection with the Gateway to College program at other colleges. These “licensed materials” were defined as “...any and all materials and works of authorship used in connection with the Programs, including but not limited to curriculum, outlines, course

descriptions, books, course material, course packs, teaching material and aids, and training material created or developed by Licensor prior to the Effective Date" (1 July 2008);

- PCC retained ownership of the trademark Gateway to College;
- PCC granted to GtCNN an exclusive, royalty-free license to use the trademark solely in connection with the Programs;
- GtCNN agreed that "any and all intellectual property rights that may be acquired by Licensee's use of the Licensed Materials and the Licensed Mark (trademark) will inure to the sole benefit of" PCC;
- the agreement was perpetual, but could be terminated in certain breach situations.
- the PCC Board of Directors may appoint up to two (subsequently revised to three) members of the GtCNN Board of Directors.
- GtCNN agreed to continue to recognize PCC as the originator of Gateway to College by having PCC's logo appear on all materials and advertising for the GtCNN program in no less a fashion than was the practice prior to the agreement (when Gateway to College was solely a PCC program).

On 29 April 2013, GtCNN requested that this agreement be modified substantially to transfer the trademark "Gateway to College" and cited a number of reasons for that request. As the original Transfer Agreement was authorized by the PCC Board, any amendment to the agreement needs to be authorized by the Board.

**RECOMMENDATION:** That the President or designee be authorized to negotiate and execute an amendment to the July 1, 2008, Transfer Agreement to transfer the trademark to GtCNN, and to negotiate and execute any other documents necessary to implement the amendment, subject to the concurrence of the Board Chair and College Legal Counsel.

June 20, 2013

13-157

SUBMIT NOMINATIONS FOR THE ASSOCIATION OF  
COMMUNITY COLLEGE TRUSTEES 2013 AWARDS  
PROGRAM

PREPARED BY: Kate Chester, Public Relations Manager, College  
Advancement

APPROVED BY: Dr. Preston Pulliams, College President

REPORT: The Association of Community College Trustees (ACCT) sponsors an annual awards program to recognize the excellence of community college groups and individuals in furthering the mission of community colleges. Awards are submitted for initial consideration on a regional basis (Southern, Western, Pacific, Central, and Northeast). Regional award winners are then considered for selection to receive the awards on a national level, at ACCT's Leadership Congress in October 2013.

RECOMMENDATION: The Board approve the following nominations for the Regional ACCT 2013 Awards Program:

Trustee Leadership Award – Denise Frisbee, for outstanding service, leadership and vision to Portland Community College and other two-year postsecondary institutions, locally, regionally and beyond.

Faculty Member Award – Bryan Hull, for excellence in teaching and commitment to Portland Community College's Internationalization Initiative, locally, regionally and beyond.

June 20, 2013

13-158

RESOLUTION ADOPTING THE PORTLAND COMMUNITY  
COLLEGE SUPPLEMENTAL BUDGET FOR THE 2011-  
2013 BIENNIUM, AUTHORIZING TRANSFER OF FUNDS  
FROM CONTINGENCY ACCOUNTS; TRANSFERS  
BETWEEN APPROPRIATION UNITS AND CATEGORIES;  
TRANSFERS BETWEEN FUNDS; AND INCREASES IN  
TOTAL BUDGET AUTHORITY

PREPARED BY: Christina Day, Budget Manager

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

REPORT: In June 2011, the District adopted a biennial budget based on estimated fund balances and labor negotiation results. In December 2011, the Board approved a supplemental budget (#1) primarily related to year-end and labor adjustments. In June 2012, the Board adopted a second supplemental budget (#2) related to the final implementation of labor negotiation results and continued enrollment growth for FY 2011-12. In February 2013, a third supplemental budget (#3) for the FY 2011-13 Biennium was approved, primarily to reflect the College's decision to increase base student full time equivalents (SFTE) to 28,000 for tuition revenue. Staff now finds it necessary to present a 4<sup>th</sup> supplemental budget for the FY11-13 Biennium. This supplemental budget request includes adjustments for reductions in state funding allocations and subsequent reductions in expenditures, along with final distributions of margin revenues and minor adjustments to ensure budgetary compliance.

The changes presented are necessary to reflect changes and ensure compliance with the requirement of Sections 294.463 (Transfer of appropriations within fund or between funds) and 294.471/294.473 (Supplemental Budgets) of the Oregon Revised Statutes. This budget amendment will not require an additional tax levy. Due to legislative changes to local budget law in 2009, a TSCC hearing is no longer required, and this Supplemental Budget may now be adopted by Board resolution.

RECOMMENDATION: Staff recommends the Board of Directors approve this

Resolution to amend the Biennial Fiscal Year 2011-13  
Budget as outlined in the attached Exhibit A.  
BE IT RESOLVED, that the budget for the Portland  
Community College District as adopted for the 2011-13  
biennium commencing July 1, 2011 is hereby amended as  
outlined in Exhibit B.

ADOPTED BY THE GOVERNING BOARD OF THE  
PORTLAND COMMUNITY COLLEGE DISTRICT  
THIS 20th DAY OF June 2013.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Dr. Preston Pulliams  
District President

\_\_\_\_\_  
Denise Frisbee  
Chair  
Board of Directors

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
<b>GENERAL FUND</b>						
<b>REVENUES:</b>						
From local sources						
Property Tax - current year	\$52,125,293	0	0	0	0	\$52,125,293
Property Tax - prior year	1,434,170	0	0	0	0	1,434,170
Tuition and fees	157,849,298	3,100,000	19,814,846	12,973,695	0	193,737,839
Interest from investments	1,079,268	0	0	0	0	1,079,268
Other local sources	2,210,710	0	(396,924)	0	1,600,000	3,413,786
From state sources	114,040,332	0	0	0	(4,900,000)	109,140,332
Operating transfers in:				0		0
From Contracts & Grants Fund	4,228,186	0	0	0	0	4,228,186
From CEU/CED	450,000	0	(33,206)	0	333,206	750,000
From PERS Internal Reserve	1,292,895	0	0	0	0	1,292,895
From Bookstore Fund	945,578	0	0	0	5,000	950,578
From Auxiliary Fund	106,434	3,750	0	0	0	110,184
From Student Financial Aid Fund	426,390	0	0	0	100,000	526,390
From Print Center Fund	95,868	0	0	0	0	95,868
From Parking Operations Fund	1,172,378	0	0	0	0	1,172,378
From Food Services Fund	97,914	0	0	0	0	97,914
Total Operating Revenues	337,554,714	3,103,750	19,384,716	12,973,695	(2,861,794)	370,155,081
Beginning Fund Balance	26,807,776	5,353,381	0	0	0	32,161,157
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$364,362,490</b>	<b>\$8,457,131</b>	<b>\$19,384,716</b>	<b>\$12,973,695</b>	<b>(\$2,861,794)</b>	<b>402,316,238</b>
<b>BY APPROPRIATION UNIT:</b>						
<b>Program Areas</b>						
Sylvania	81,295,501	\$6,349,569	2,139,570	878,892	2,800,294	93,463,826
Rock Creek	48,502,057	\$3,926,606	5,488,913	3,845,913	1,708,972	63,472,461
Cascade	41,305,914	\$3,280,756	5,298,475	3,108,675	1,959,948	54,953,768
Extended Learning	15,994,711	\$2,652,958	3,528,903	1,555,215	1,148,665	24,880,452
<b>Non-program areas:</b>						
Personal Services	92,964,528	\$3,815,999	3,453,656	(238,901)	2,670,180	102,665,462
Materials, Services & Supplies	44,163,036	(\$215,867)	434,939	(1,070,710)	(741,146)	42,570,252
Capital Outlay	2,756,880	(\$8,000)	101,210	(10,000)	(492,000)	2,348,090
Transfers	6,570,370	74,000	100,326	0	(98,524)	6,646,172
Contingency	21,482,014	(11,418,890)	(1,161,276)	4,904,611	(11,818,183)	1,988,276
Total Appropriation	355,035,011	8,457,131	19,384,716	12,973,695	(2,861,794)	392,988,759
Unappropriated Ending Fund Balance	9,327,479	0	0	\$0	\$0	9,327,479
<b>TOTAL GENERAL FUND REQUIREMENTS</b>	<b>364,362,490</b>	<b>8,457,131</b>	<b>19,384,716</b>	<b>12,973,695</b>	<b>(2,861,794)</b>	<b>402,316,238</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
<b>AUXILIARY FUND</b>						
<b>REVENUES:</b>						
Facilities Usage	\$715,782	0	0	0	0	\$715,782
Campus Activities	\$268,994	0	0	0	0	\$268,994
Other Revenues	\$67,800	0	0	0	0	\$67,800
Transfers	0	0	0	0	6,159	\$6,159
Total Operating Revenues	\$1,052,576	\$0	\$0	\$0	\$6,159	\$1,058,735
Beginning Fund Balance	576,162	(60,744)	0	0	-	515,418
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$1,628,738</b>	<b>(60,744)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,159</b>	<b>\$1,574,153</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Facilities Usage	\$735,731	\$0	\$0	\$0	\$6,159	\$741,890
Campus Activities	\$586,573	(\$18,750)	\$0	\$0	\$0	\$567,823
Sustainability	\$0	\$15,000	\$0	\$0	\$0	\$15,000
Transfers	\$106,434	\$3,750	\$0	\$0	\$0	\$110,184
Contingency	200,000	(60,744)	0	0	0	139,256
<b>Sub-total</b>	<b>\$1,628,738</b>	<b>(60,744)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,159</b>	<b>1,574,153</b>
Unappropriated Ending Fund Balance	0	0	0	0	0	\$0
<b>TOTAL AUXILIARY FUND REQUIREMENTS</b>	<b>\$1,628,738</b>	<b>(60,744)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,159</b>	<b>\$1,574,153</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
<b>CEU/CED FUND</b>						
<b>REVENUES:</b>						
CEU/CED Charges	12,431,462	0	(33,206)	0	0	12,398,256
Other local sources	4,102,068	0	0	0	0	4,102,068
Transfer from General Fund	0	0	0	0	30,000	30,000
Total Operating Revenues	\$16,533,530	\$0	(\$33,206)	\$0	\$30,000	\$16,530,324
Beginning Fund Balance	377,469	521,132	0	0	0	898,601
<b>TOTAL REVENUES</b>	<b>\$16,910,999</b>	<b>\$521,132</b>	<b>(\$33,206)</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$17,428,925</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Sylvania Campus	\$528,530	\$0	(\$11,461)	\$0	\$211	\$517,280
Extended Learning Campus	15,494,116	\$34,919	\$254,847	\$0	\$77,587	\$15,861,469
Cascade Campus	79,420	(\$146)	\$2,092	\$0	\$209	\$81,575
Transfers	450,000	\$0	(\$33,206)	\$0	\$333,206	\$750,000
Contingency	358,933	486,359	(245,478)	0	(381,213)	218,601
<b>Sub-total</b>	<b>\$16,910,999</b>	<b>\$521,132</b>	<b>(\$33,206)</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$17,428,925</b>
Unappropriated Ending Fund Balance	0	0	\$0	\$0	\$0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$16,910,999</b>	<b>\$521,132</b>	<b>(\$33,206)</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$17,428,925</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
<b>CONTRACTS AND GRANTS FUND</b>						
<b>REVENUES:</b>						
Local Sources	10,694,898	1,020,239	0	0	\$50,000	11,765,137
State Sources	15,171,273	840,502	0	0	\$0	16,011,775
Federal Sources	33,296,602	948,388	0	0	\$0	34,244,990
Transfer from General Fund	380,920	(132,000)	243,520	0	(50,000)	442,440
Total Operating Revenues	\$59,543,693	\$2,677,129	243,520	0	0	\$62,464,342
Beginning Fund Balance	5,435,056	(2,809,129)	0	0	0	2,625,927
<b>TOTAL REVENUES</b>	<b>\$64,978,749</b>	<b>(\$132,000)</b>	<b>243,520</b>	<b>0</b>	<b>0</b>	<b>\$65,090,269</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
State Grants	\$14,087,027	\$0	\$0	\$0	\$0	\$14,087,027
Federal Contracts	\$30,916,993	\$0	0	0	\$0	\$30,916,993
Local Contracts	\$10,279,487	(132,000)	243,520	0	\$1,000,000	\$11,391,007
Transfers	\$4,228,186	\$0	0	0	\$0	\$4,228,186
Contingency	2,975,538	0	0	0	(1,000,000)	1,975,538
<b>Sub-total</b>	<b>\$62,487,231</b>	<b>(\$132,000)</b>	<b>\$243,520</b>	<b>\$0</b>	<b>\$0</b>	<b>\$62,598,751</b>
Unappropriated Ending Fund Balance	2,491,518	0	\$0	\$0	-	\$2,491,518
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$64,978,749</b>	<b>(\$132,000)</b>	<b>\$243,520</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,090,269</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
<b>STUDENT ACTIVITIES FUND</b>						
<b>REVENUES:</b>						
Student Activities Fee	3,640,000	141,227	0	0	0	\$3,781,227
Other local sources	70,000	0	0	0	0	\$70,000
Interest Income	8,000	0	0	0	0	\$8,000
Total Operating Revenues	\$3,718,000	\$141,227	\$0	\$0	\$0	\$3,859,227
Beginning Fund Balance	850,000	(141,227)	0	0	0	\$708,773
<b>TOTAL REVENUES</b>	<b>\$4,568,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,568,000</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Sylvania Campus	\$1,552,792	\$4,371	\$13,145	\$0	9,453	\$1,579,761
Rock Creek Campus	\$1,129,521	\$356	\$2,560	\$0	1,349	\$1,133,786
Cascade Campus	981,329	\$2,588	\$4,669	\$0	3,903	\$992,489
Extended Learning Campus	320,658	\$957	\$2,066	\$0	1,469	\$325,150
District-wide programs	383,700	0	(6,000)	0	0	\$377,700
Contingency	200,000	(8,272)	(16,440)	0	(16,174)	\$159,114
<b>Sub-total</b>	<b>\$4,568,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,568,000</b>
Unappropriated Ending Fund Balance	0	0	\$0	\$0	-	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$4,568,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,568,000</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
<b>STUDENT FINANCIAL AID FUND</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
<b>REVENUES:</b>					0	
Private Sources	4,312,404	0	0	0	0	\$4,312,404
Federal Sources	381,333,506	0	0	0	0	\$381,333,506
Interest	17,174	0	0	0	0	\$17,174
Transfers	1,338,844	0	0	0	0	\$1,338,844
Total Operating Revenues	\$387,001,928	\$0	\$0	\$0	\$0	\$387,001,928
Beginning Fund Balance	590,587	439,201	0	0	0	\$1,029,788
<b>TOTAL REVENUES</b>	<b>\$387,592,515</b>	<b>\$439,201</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$388,031,716</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
College Funded Programs	\$924,300	\$0	\$0	\$0	0	\$924,300
Federal Programs	\$385,130,668	\$0	\$0	\$0	0	\$385,130,668
Short Term Student Loans	596,000	\$0	\$0	\$0	0	\$596,000
Transfer	426,390	\$0	\$0	\$0	100,000	\$526,390
Contingency	515,157	439,201	0	0	(100,000)	\$854,358
<b>Sub-total</b>	<b>\$387,592,515</b>	<b>\$439,201</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$388,031,716</b>
Unappropriated Ending Fund Balance	0	0	\$0	\$0	-	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$387,592,515</b>	<b>\$439,201</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$388,031,716</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
<b>CAPITAL PROJECTS FUND - 2000</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Other Sources	200,000	0	\$0	\$0	0	\$200,000
Interest	200,000	0	\$0	\$0	0	\$200,000
Transfers	4,000,000	0	(24,035)	0	(74,683)	\$3,901,282
Total Operating Revenues	\$4,400,000	\$0	(\$24,035)	\$0	(\$74,683)	\$4,301,282
Beginning Fund Balance	11,635,192	141,993	0	0	0	\$11,777,185
<b>TOTAL REVENUES</b>	<b>\$16,035,192</b>	<b>\$141,993</b>	<b>(\$24,035)</b>	<b>\$0</b>	<b>(\$74,683)</b>	<b>\$16,078,467</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Capital Outlay	\$5,100,000	\$0	\$0	\$0	(74,683)	\$5,025,317
Transfers	\$0	\$0	\$0	\$0	0	\$0
Contingency	3,000,000	141,993	(24,035)	0	0	\$3,117,958
<b>Sub-total</b>	<b>\$8,100,000</b>	<b>\$141,993</b>	<b>(\$24,035)</b>	<b>\$0</b>	<b>(\$74,683)</b>	<b>\$8,143,275</b>
Unappropriated Ending Fund Balance	7,935,192	\$0	\$0	\$0	-	\$7,935,192
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$16,035,192</b>	<b>\$141,993</b>	<b>(\$24,035)</b>	<b>\$0</b>	<b>(\$74,683)</b>	<b>\$16,078,467</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
<b>CAPITAL CONSTRUCTION FUND - 2200</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
<b>REVENUES:</b>						
Interest	2,800,000	0	0	0	0	\$2,800,000
Proceeds from Bond Sales	174,000,000	0	0	0	0	\$174,000,000
State Sources	8,000,000	0	0	0	0	\$8,000,000
Other Revenues	200,000	0	0	0	0	\$200,000
Transfers	0	0	0	0	0	\$0
Total Operating Revenues	\$185,000,000	\$0	\$0	\$0	\$0	\$185,000,000
Beginning Fund Balance	119,000,000	7,857,267	0	0	0	\$126,857,267
<b>TOTAL REVENUES</b>	<b>\$304,000,000</b>	<b>\$7,857,267</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$311,857,267</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Sylvania Campus	\$35,000,000	\$0	\$0	\$0	0	\$35,000,000
Cascade Campus	\$16,000,000	\$0	\$0	\$0	10,000,000	\$26,000,000
Rock Creek Campus	\$17,000,000	\$0	\$0	\$0	8,500,000	\$25,500,000
Southeast Campus	\$18,000,000	\$0	\$0	\$0	11,000,000	\$29,000,000
District-wide Projects	\$25,911,776	\$48,803	\$79,323	\$0	413,544	\$26,453,446
Bond Issuance Costs	\$1,000,000	\$0	\$0	\$0	500,000	\$1,500,000
Transfers	\$0	\$0	\$0	\$0	0	\$0
Contingency	60,000,000	7,808,464	(79,323)	0	(30,413,544)	\$37,315,597
<b>Sub-total</b>	<b>\$172,911,776</b>	<b>\$7,857,267</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$180,769,043</b>
Unappropriated Ending Fund Balance	131,088,224	0	\$0	\$0	\$0	\$131,088,224
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$304,000,000</b>	<b>\$7,857,267</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$311,857,267</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
<b>COLLEGE BOOKSTORE FUND</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
<b>REVENUES:</b>						
Sale of Merchandise	31,519,242	0	0	0	0	\$31,519,242
Interest	155,846	0	0	0	0	\$155,846
Miscellaneous Income	116,040	0	0	0	0	\$116,040
Total Operating Revenues	\$31,791,128	\$0	\$0	\$0	\$0	\$31,791,128
Beginning Fund Balance	11,252,312	705,962	0	0	0	\$11,958,274
<b>TOTAL RESOURCES</b>	<b>\$43,043,440</b>	<b>\$705,962</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$43,749,402</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Bookstore Operations	\$29,955,132	\$508,013	\$17,781	\$0	1,938,430	\$32,419,356
Transfers	\$1,045,229	\$0	\$0	\$0	5,000	\$1,050,229
Contingency	2,295,733	197,949	(17,781)	0	(1,943,430)	\$532,471
<b>Sub-total</b>	<b>\$33,296,094</b>	<b>\$705,962</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$34,002,056</b>
Unappropriated Ending Fund Balance	9,747,346	0	\$0	\$0	\$0	\$9,747,346
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$43,043,440</b>	<b>\$705,962</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$43,749,402</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
<b>FOOD SERVICES FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Food Sales	9,949,853	0	\$0	\$0	0	\$9,949,853
Interest	6,090	0	\$0	\$0	0	\$6,090
Transfers	298,953	0	9,000	0	0	\$307,953
Total Operating Revenues	\$10,254,896	\$0	\$9,000	\$0	0	\$10,263,896
Beginning Fund Balance	607,431	60,121	0	0	0	\$667,552
<b>TOTAL REVENUES</b>	<b>\$10,862,327</b>	<b>\$60,121</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,931,448</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Food Service Operations	\$9,880,312	\$61,038	\$125,395	\$0	484,111	\$10,550,856
Transfers	\$97,914	\$0	\$0	\$0	\$0	\$97,914
Contingency	884,101	(917)	(116,395)	0	(484,111)	\$282,678
<b>Sub-total</b>	<b>\$10,862,327</b>	<b>\$60,121</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,931,448</b>
Unappropriated Ending Fund Balance	0	0	\$0	\$0	\$0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$10,862,327</b>	<b>\$60,121</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,931,448</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
<b>PARKING OPERATIONS FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Parking Permits	7,711,086	0	0	0	0	\$7,711,086
Parking Fines	465,608	0	0	0	0	\$465,608
Misc Revenue	2,541,600	0	0	0	0	\$2,541,600
Interest	35,582	0	0	0	0	\$35,582
Transfer from General Fund	0	74,000	0	0	0	\$74,000
Total Operating Revenues	\$10,753,876	\$74,000	\$0	\$0	\$0	\$10,827,876
Beginning Fund Balance	1,942,632	823,912	0	0	0	\$2,766,544
<b>TOTAL REVENUES</b>	<b>\$12,696,508</b>	<b>\$897,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,594,420</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Operations	\$8,828,199	\$106,520	\$56,348	\$0	\$30,170	\$9,021,237
Transfers	\$1,272,031	\$0	\$0	0	0	\$1,272,031
Contingency	1,596,278	791,392	(56,348)	0	(30,170)	\$2,301,152
<b>Sub-total</b>	<b>\$11,696,508</b>	<b>\$897,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,594,420</b>
Unappropriated Ending Fund Balance	1,000,000	0	\$0	0	0	\$1,000,000
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$12,696,508</b>	<b>\$897,912</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$13,594,420</b>

	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
<b>PRINT CENTER FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Internal Charges	1,109,558	0	0	0	0	\$1,109,558
External Charges	61,430	0	0	0	0	\$61,430
Copy Machine revenues	1,172,713	0	0	0	0	\$1,172,713
Misc revenues	8,386	0	0	0	0	\$8,386
Total Operating Revenues	\$2,352,087	\$0	\$0	\$0	\$0	\$2,352,087
Beginning Fund Balance	449,870	(67,658)	0	0	0	\$382,212
<b>TOTAL REVENUES</b>	<b>\$2,801,957</b>	<b>(67,658)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,734,299</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Operations	\$2,156,568	\$15,781	\$26,878	\$0	(6,151)	\$2,193,076
Transfers	\$195,519	\$0	\$0	\$0	\$0	\$195,519
Contingency	449,870	(83,439)	(26,878)	0	6,151	\$345,704
<b>Sub-total</b>	<b>\$2,801,957</b>	<b>(67,658)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,734,299</b>
Unappropriated Ending Fund Balance	0	0	0	0	0	\$0
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$2,801,957</b>	<b>(67,658)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,734,299</b>
	2011-13					2011-13
	Biennium	FY12 #1	FY12 #2	FY13 #3	FY13 #4	Biennium
<b>RISK MANAGEMENT FUND</b>	<b>ADOPTED</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>Supplemental</b>	<b>ADJUSTED</b>
<b>REVENUES:</b>	<b>BUDGET</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>BUDGET</b>
Charges to Depts	2,882,072	0	0	0	0	\$2,882,072
Insurance Reimbursements	600	0	\$30,000	\$0	-	\$30,600
Interest	136,948	0	0	0	0	\$136,948
Total Operating Revenues	\$3,019,620	\$0	\$30,000	\$0	\$0	\$3,049,620
Beginning Fund Balance	3,187,547	458,861	0	0	0	\$3,646,408
<b>TOTAL REVENUES</b>	<b>\$6,207,167</b>	<b>\$458,861</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,696,028</b>
<b>EXPENDITURES AND OTHER REQUIREMENTS:</b>						
Self-insurance and Risk Admin	\$3,338,802	\$7,079	\$151,915	\$0	2,271	\$3,500,067
Transfers	\$0	\$0	\$0	\$0	-	\$0
Contingency	1,005,559	(7,079)	(121,915)	0	(2,271)	\$874,294
<b>Sub-total</b>	<b>\$4,344,361</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>-</b>	<b>\$4,374,361</b>
Unappropriated Ending Fund Balance	1,862,806	458,861	0	0	0	\$2,321,667
<b>TOTAL FUND REQUIREMENTS</b>	<b>\$6,207,167</b>	<b>\$458,861</b>	<b>\$30,000</b>	<b>\$0</b>	<b>-</b>	<b>\$6,696,028</b>

June 20, 2013

13-159

RESOLUTION ADOPTING THE PORTLAND  
COMMUNITY COLLEGE BUDGET FOR THE 2013-2015  
BIENNIUM COMMENCING JULY 1, 2013, MAKING  
APPROPRIATIONS AND DETERMINING AND  
DECLARING AD VALOREM TAX LEVIES

PREPARED BY: Christina Day, Budget Manager

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

REPORT: On April 18, 2013, the Board of Directors of Portland  
Community College District, acting as the Budget  
Committee, approved the Biennium 2013-2015 budget.

On May 21, 2013, the Multnomah County Tax  
Supervising and Conservation Commission (TSCC), after  
due notice and a public hearing on the budget and by a  
majority vote of members of the Commission, certified  
the Biennium 2013-2015 budget with no objection and in  
substantial compliance with the requirement of the  
Oregon Budget Law. There were no changes made to  
the budget after TSCC's certification.

RECOMMENDATION: That the Board of Directors approve this resolution  
adopting the budget of the Portland Community College  
District for the Biennium 2013-2015 commencing July 1,  
2013 in the total sum of \$1,434,148,907 for the following  
funds and appropriations as set forth as follows:

BE IT RESOLVED that the Board of Directors of the Portland Community College District hereby adopts the budget for the Biennium 2013-2015 in the total amount of \$1,434,148,907.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning JULY 1, 2013 and for the purposes shown below are hereby appropriated.

	Total Fund Appropriations	Unappropriated Ending Fund Balance	Total Fund
General Fund	\$412,552,259	\$8,042,888	\$420,595,147
CEU/CED (1900) Fund	14,939,396	0	14,939,396
Auxiliary Fund	1,451,101	31,187	1,482,288
Contracts and Grants Fund	60,000,670	0	60,000,670
Student Activities Fund	4,227,525	0	4,227,525
Student Financial Aid Fund	404,157,541	0	404,157,541
Capital Projects Fund	10,556,413	3,175,022	13,731,435
Capital Construction Fund	262,500,000	2,879,087	265,379,087
College Bookstore Fund	37,581,877	9,377,586	46,959,463
Food Services Fund	11,981,960	0	11,981,960
Parking Operations Fund	11,877,741	1,000,000	12,877,741
Print Center Fund	2,683,918	58,191	2,742,109
Internal Charge-P.E.R.S./Reserve	20,604,477	33,255,376	53,859,853
Risk Management Fund	4,686,836	2,791,157	7,477,993
Early Retirement Fund	1,534,848	890,110	2,424,958
Debt Service Fund (G.O. Bonds)	90,557,112	3,663,869	94,220,981
P.E.R.S. Bond Fund	16,183,593	0	16,183,593
Capital Lease/Purchase Fund	907,167	0	907,167
TOTAL	<u>\$1,368,984,434</u>	<u>\$65,164,473</u>	<u>\$1,434,148,907</u>

Note: Unappropriated Ending Fund Balance is not an appropriation.

**GENERAL FUND**Campus programs areas:

Sylvania Campus	\$89,007,521
Rock Creek Campus	\$59,325,658
Cascade Campus	\$51,049,112
Extended Learning Campus	\$24,001,282

Non-program areas:

Personal Services	109,852,394
Materials & Services	47,043,087
Capital Outlay	2,337,788
Transfers	4,580,991
Contingency	<u>\$25,354,426</u>
TOTAL APPROPRIATIONS	<u>\$412,552,259</u>
Unappropriated Ending Fund Balance (see note)	8,042,888
TOTAL GENERAL FUND	<u><u>\$420,595,147</u></u>

**CONTRACTS AND GRANTS FUND**

State Grants	\$13,330,366
Federal Grants	29,142,593
Local Contracts	11,954,502
Transfers	3,276,181
Contingency	<u>2,297,028</u>
TOTAL APPROPRIATIONS	<u>\$60,000,670</u>
Unappropriated Ending Fund Balance (see note)	0
TOTAL CONTRACTS AND GRANTS FUND	<u><u>\$60,000,670</u></u>

**STUDENT FINANCIAL AID FUND**

College Funded Programs	\$821,544
Federal Programs	401,400,152
Short Term Student Loan Program	599,620
Transfer	511,936
Contingency	<u>824,289</u>
TOTAL STUDENT FINANCIAL AID FUND	<u><u>\$404,157,541</u></u>

Note: Unappropriated ending Fund Balance is not an appropriation.

**COLLEGE BOOKSTORE FUND**

Bookstore Operations	\$33,470,951
Transfers	996,779
Contingency	<u>3,114,147</u>
TOTAL APPROPRIATIONS	<u>\$37,581,877</u>
Unappropriated Ending Fund Balance (see note)	<u>9,377,586</u>
TOTAL COLLEGE BOOKSTORE FUND	<u><u>\$46,959,463</u></u>

**FOOD SERVICES FUND**

Food Services Operations	\$11,037,899
Transfers	113,939
Contingency	<u>830,122</u>
TOTAL FOOD SERVICES FUND	<u><u>\$11,981,960</u></u>

**PARKING OPERATIONS FUND**

Parking Operations	\$9,392,270
Transfers	771,502
Contingency	<u>1,713,969</u>
TOTAL APPROPRIATIONS	<u>\$11,877,741</u>
Unappropriated Ending Fund Balance (see note)	<u>1,000,000</u>
TOTAL PARKING OPERATIONS FUND	<u><u>\$12,877,741</u></u>

**PRINT CENTER FUND**

Print Center Operations	\$2,294,057
Transfers	91,542
Contingency	<u>298,319</u>
TOTAL APPROPRIATIONS	<u>\$2,683,918</u>
Unappropriated Ending Fund Balance (see note)	<u>58,191</u>
TOTAL PRINT CENTER FUND	<u><u>\$2,742,109</u></u>

Note: Unappropriated ending Fund Balance is not an appropriation.

**RISK MANAGEMENT FUND**

Self Insurance & Risk Administration	\$3,711,061
Contingency	<u>975,775</u>
TOTAL APPROPRIATIONS	<u>\$4,686,836</u>
Unappropriated Ending Fund Balance (see note)	<u>2,791,157</u>
TOTAL RISK MANAGEMENT FUND	<u><u>\$7,477,993</u></u>

**CEU/CED (1900) FUND**

Sylvania Campus	\$432,869
Cascade Campus	84,424
Extended Learning Campus	12,998,617
Transfers	355,119
Contingency	<u>435,330</u>
TOTAL APPROPRIATIONS	<u>14,306,359</u>
Intrafund Transfers	<u>633,037</u>
TOTAL CEU/CED (1900) Fund	<u><u>14,939,396</u></u>

**AUXILIARY FUND**

Facilities Usage	\$779,102
Campus Activities	314,454
Sustainability Projects	15,000
Transfers	142,545
Contingency	<u>200,000</u>
TOTAL APPROPRIATIONS	<u>\$1,451,101</u>
Unappropriated Ending Fund Balance (see note)	31,187
TOTAL GENERAL FUND	<u><u>\$1,482,288</u></u>

**STUDENT ACTIVITIES FUND**

Sylvania Campus Programs	\$1,357,878
Rock Creek Campus Programs	\$1,034,516
Cascade Campus Programs	\$882,688
Extended Learning Campus Programs	\$356,434
District-wide Programs	\$335,733
Contingency	<u>\$260,276</u>
TOTAL STUDENT ACTIVITIES FUND	<u><u>\$4,227,525</u></u>

Note: Unappropriated ending Fund Balance is not an appropriation.

**CAPITAL PROJECTS FUND**

Capital Outlay	7,556,413
Contingency	3,000,000
TOTAL APPROPRIATIONS	<u>\$10,556,413</u>
Unappropriated Ending Fund Balance (see note)	<u>3,175,022</u>
TOTAL CAPITAL PROJECTS FUND	<u><u>\$13,731,435</u></u>

**CAPITAL CONSTRUCTION FUND**

Sylvania Campus	\$37,000,000
Cascade Campus	\$45,500,000
Rock Creek Campus	\$50,000,000
Southeast Center	\$43,000,000
District-wide Projects	\$47,000,000
Contingency	<u>40,000,000</u>
TOTAL APPROPRIATIONS	<u>262,500,000</u>
Unappropriated Ending Fund Balance (see note)	<u>2,879,087</u>
TOTAL CAPITAL CONSTRUCTION FUND	<u><u>\$265,379,087</u></u>

**INTERNAL SERVICE-P.E.R.S\RESERVE**

Transfers	\$20,404,477
Contingency	\$200,000
Unappropriated Ending Fund Balance (see note)	<u>33,255,376</u>
TOTAL INTERNAL CHARGE-P.E.R.S\RESERVE	<u><u>\$53,859,853</u></u>

**EARLY RETIREMENT FUND**

Personal Services	\$1,334,848
Contingency	<u>200,000</u>
TOTAL APPROPRIATIONS	<u>\$1,534,848</u>
Unappropriated Ending Fund Balance (see note)	<u>890,110</u>
TOTAL EARLY RETIREMENT FUND	<u><u>\$2,424,958</u></u>

Note: Unappropriated ending Fund Balance is not an appropriation.

**DEBT SERVICE (G.O. Bonds) FUND**

Debt Service	\$90,557,112
Unappropriated Ending Fund Balance (see note)	3,663,869
<b>TOTAL DEBT SERVICE (G.O. Bonds) FUND</b>	<b>\$94,220,981</b>

**CAPITAL LEASE/PURCHASE FUND**

Debt Service	\$906,167
Transfers	\$1,000
<b>TOTAL CAPITAL LEASE/PURCHASE FUND</b>	<b>\$907,167</b>

**P.E.R.S. DEBT SERVICE FUND**

Debt Service	\$16,183,593
<b>TOTAL DEBT SERVICE (G.O. Bonds) FUND</b>	<b>\$16,183,593</b>

Note: Unappropriated ending Fund Balance is not an appropriation.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Portland Community College District hereby imposes the taxes provided for in the adopted budget and that these taxes are hereby imposed and categorized for the tax year 2013-2014 and for 2014-2015 upon the assessed value of all taxable property within the Portland Community College District of Clackamas, Columbia, Multnomah, Washington, and Yamhill Counties, of the State of Oregon. The following allocation and categorization, subject to the limit of Section 11b, Article XI of the Oregon Constitution make up the aforementioned levy:

For the 1<sup>st</sup> 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*

AND, that the President of the Portland Community College District be hereby authorized and directed to file with the County Assessor of each County in which the Portland Community College District is located, a notice of tax levy and a true copy of the budget as finally adopted in accordance with the provisions of ORS 310.060 and ORS 294.555.

ADOPTED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS 20th DAY OF JUNE, 2013.

**ATTEST:**

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Dr. Preston Pulliams  
District President

**APPROVED:**

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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.*