



**Portland  
Community  
College**

# Board of Directors

## AGENDA

October 16, 2014

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.

BOARD OF DIRECTORS  
PORTLAND COMMUNITY COLLEGE  
PO BOX 19000, Portland, Oregon 97280

BUSINESS SESSION  
October 16, 2014  
12000 SW 49<sup>th</sup> Avenue, Portland, OR 97219  
Sylvania Campus, Conference Rooms A and B  
AGENDA

- 4:30 PM      **Working Dinner Session**      Oak Room
- OCCA/OPC
  - Strategic Planning
  - Audit Committee
- 6:00 PM      **Executive Session** - in accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege) and (h) Litigation
- 7:00 PM      **Call to Order**
- Introductions
  - Approval of Minutes – September 18, 2014
  - Approval of Agenda
- 7:05 PM      **Recognition**
- NASA Scholars
- 7:10 PM      **Information Session**
- Faculty Focus – April Ann Fong, Biology (10 minutes)
  - Accelerated Learning – Chris Chairsell, Kendra Cawley, and Beth Molenkamp (10 minutes)
  - Makers' Space – Dieterich Steinmetz, Gregg Meyer and Benny Hill (10 minutes)
- 7:40 PM      **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)
- 7:45 PM      **Business Session**
- Consent Agenda:** (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

Office of the Dean of Instruction (Temporary)  
 Vijendra Kumar, Accountant I, Administrative Services  
 Lucas Givens, Retention and Multicultural Center  
 Coordinator, Office of the Dean of Student Development,  
 Cascade Campus  
 Deborah Hyde, Apprenticeship and Training Specialist, Arts  
 and Professions Division, Cascade Campus (Temporary)  
 Jeannie LaFrance, Career Exploration Center Coordinator,  
 Office of the Dean of Student Development, Sylvania  
 Campus (Temporary)

**Administrative Appointments:**

Mary Bradbury Jones, Professional Development and  
 Training Director, CLIMB Center for Advancement,  
 Southeast/Extended Learning Campus (Temporary)  
 Darilis Garcia-McMillian, Outreach, Orientation and  
 Enrollment Services Director, Academic and Student  
 Affairs (Temporary)  
 Sue Leung, Interim Director, Allied Health, Allied Health,  
 Emergency and Legal Services (Temporary)  
 Jayde Theobald, Program Manager I, CLIMB Center for  
 Advancement, Southeast Extended Learning Campus  
 (Temporary)  
 Burke Thornburg, Associate Manager, Facilities  
 Maintenance, Administrative Services

**Faculty Appointments:**

Jenna Bell, Instructor, Engineering, Science and Engineering  
 Division, Sylvania Campus (Temporary)  
 Daynia Daby, Counselor, Academic and Student Affairs  
 Megan Jasurda, Counselor, Academic and Student Affairs  
 Kendon Kraska, Instructor, Psychology, Liberal Arts and  
 Pre-College Division, Southeast/Extended Learning  
 Campus (Temporary)  
 Anders Rasmussen, Instructor, Aviation Maintenance  
 Technology, Math, Aviation and Industrial Technology  
 Division, Rock Creek Campus  
 Japheth Rauscher, Instructor, Chemistry, Science and  
 Technology Division, Rock Creek Campus (Temporary)  
 Catherine Thomas, Instructor, English for Speakers of Other  
 Languages, Liberal Arts and Pre-College Division,  
 Southeast/Extended Learning Campus (Temporary)

**Retirees:**

15-044 Commendation of Retiring Employee –  
 Robert Nickerson ..... 117

**BIDS/CONTRACTS**

15-045 Authorization for O'Neill/Walsh Community Builders to  
 Provide Retail Construction Services for the Southeast  
 Campus Bond Construction Project..... 118

**BOARD**

15-046      Approve the Projected Small Works Project  
List for Fiscal Year 2014-15..... 120

7:50 PM      **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

7:55 PM      **Reports** (5 minutes each)  
                Faculty  
                Classified  
                Students  
                Board Members  
                President

8:20 PM      **Adjournment**

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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

PLANNING AND BUSINESS SESSION  
September 18, 2014  
Rock Creek Campus  
Building 9, Room 122 B and C  
17705 NW Springville Road, Portland, OR 97229

**MINUTES**

**PLANNING SESSION**

Board members met for a planning session to discuss board development, priority setting, and set the board goals for 2014-2015.

**EXECUTIVE SESSION**

The Board of Directors met at 5:30pm in accordance with ORS 192.660 (2) - (a) Employment of a Public Official, (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege) and (h) Litigation

**BOARD ATTENDANCE**

Denise Frisbee, Jim Harper, Vice Chair Madden, Chair Deanna Palm, Gene Pitts, Courtney Wilton

**CALL TO ORDER**

Chair Palm called the business meeting to order at 6:10 pm and invited all present to introduce themselves.

**APPROVAL OF THE MINUTES**

The August 21, 2014 Board Meeting minutes were approved as published. Harper/Ladd

**APPROVAL OF THE AGENDA**

The agenda was approved as published. Frisbee/Harper

**INFORMATION SESSIONS**

Preview of the Year

Dr. Jeremy Brown, President

Dr. Brown gave a preview for the upcoming year. Some assumptions he noted were: students first, quality education, accessibility to our campuses and courses, value, a commitment to diversity and equity, meeting needs of local economy, and a commitment to sustainability.

He listed some of the major objectives for the upcoming year. The first is finalizing the strategic plan. We hope to present it to the board this Fall for approval. The next phase will involve the prioritization of the different elements within the plan and engaging the campus communities. The second objective is the biennium budget; there will be a lot of work with advocacy at the Governor's office, the legislature and our communities. We will begin putting together the report for Accreditation with the on site visit scheduled in April 2015. Work will begin on projections with enrollment in programs which will help with budget planning. An

external consultant will be at various campuses later this month to provide a review of technology operations, governance and structure. They will be using a lot of data from other institutions as well as also engaging focus groups. We are engaging residents in Columbia County to determine their needs and desires for a center there. The Advancement Office will play a role in government relations this year. Recruitment efforts are in place to recruit traditional students in the 52 high schools within our district. We are undergoing a space utilization study to determine our current classroom usage and comparing them with standards that are used in various states. There will be two senior level searches that Chris Chairsell will manage; these are Wing-Kit's replacement and president of the Sylvania Campus. HECC and OEIB initiatives have been and continue to be monitored by staff in regards to higher education. Discussions will start regarding academic programs with respect to the needs of local businesses and how they fit in to what we currently offer.

### Enrollment Update

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

Laura Massey gave an update on past and current enrollment data and trends. A few things to note are we peaked in enrollment in 2011-12 with a 44% increase and there is a strong relationship to FTE and recessions/unemployment rates. The distribution of FTE makes up 56% of our lower division transfer courses, with the other 44% being Development Education, Career Tech Education, and All Others. For fall, the College is down about 4.8%, which is better than predicted. By the end of this term, we will have well over 40% of our 2014-15 annual FTE will be measured. At the end of 2013-2014, we were on target for what we predicted. Although enrollment is declining, we knew that would be happening. The other thing happening at the same time is that we are increasing our capacity from the bond. The good news is even though enrollments are declining, we are still way above what we thought we would need to operationalize these buildings. We are able to delivery instruction and student services better than ever because of the bond. Swan Island opened, and we transferred very specific and appropriate programs to the island and that is going to expand our capacity not only for traditional education but for workforce development. We also have SE Campus that is growing into our fourth comprehensive campus, increasing capacity there. As Dr. Brown has noted, our budget and expenses have been conservative but also appropriate. We budgeted for a 7% decline, so we are in good shape. In this coming year, we will be looking into the campus and the program enrollments. We want to be sure to ensure efficiency and access. We are looking for a unique opportunity to rebalance the college programs so that students across our district have access to really dynamic programs, while at the same time ensure that at each campus a student will be able to complete their AAOT. We will begin to look at new programs to address the emerging industries here in Portland and the Northwest. Director Wilton asked how the college was being proactive about managing budget. Dr. Chairsell responded that a lot of it is managing positions. On a college wide basis on both the instruction and student services side, we are looking where the enrollments are and where the part-time and full-time faculty ratio in the department. There is a plan to hire around 25 faculty members this year. We are taking advantage of doing full-time, 1-year temporary employment because we just don't know. Director Ladd asked how we compare with other metro regions in terms of growth and decline. Dr. Chairsell noted that the decline in enrollment is a national occurrence. We are better off than anyone in Oregon, but it is hard to compare with the rural areas. On average we grew more than most urban areas around the country, part of that was because Oregon was hit a little harder in the recession. Other large urban areas have been declining for a

couple of years now, for more than 6%.

#### PCC Bond Program Update

Sylvia Kelley, Vice President and Linda Degman, Director, Bond Program

Ms. Kelley listed the key objectives for the Bond as approved by Resolution 08-075. Linda Degman updated the board on how campus bond needs are being met and the timeline for that work. Updates have been made to CTE at Rock Creek, Sylvania, and Cascade. College transfer classes and labs have been renovated or will be renovated on all campuses by fall 2014. On the Student Services side, Answer Centers will be open on each campus to help better serve our students. Also, we are now offering child care at Cascade through the Albina Headstart, we are planning for childcare at Southeast. Student areas to enhance student life have been upgraded or renovated.

There have been technology upgrades to classrooms, wireless access, VoIP, and new computers for student use in various areas on the campuses. There has been other work on various buildings throughout the District adding classroom space, parking and improving ADA accessibility.

Enrollment baseline for the bond in 2006 was estimated at 23,000 FTE. The final FTE that was needed at completion of the bond is 28,000 FTE, based on updated state resources (CCSF) level. For 2013-2014 academic year, PCC was at 31,900 FTE.

#### Advancement Update

Rob Wagner, Associate Vice President, Advancement

Mr. Wagner presented an update to the board members on the advancement office. He outlined the role of Advancement to share the Strategic Plan with the internal and external college stakeholders. He gave an update on Government Relations and updates from Salem on various committees and the budget. The Foundation raised almost \$3M, which is a record. They distributed over \$1M in scholarships for the first time. He mentioned a few upcoming events, which are all on the board of director calendar.

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

Steve Buckstein, Senior Policy Analyst & Founder, Cascade Policy Institute made public comment 15-042 Resolution In Support of the Oregon Opportunity Initiative. He provided his testimony to the Board of Directors. He asked the board members not support the Initiative stating that “whatever the value of a college degree is to an individual, it’s becoming clear that Opportunity Initiative state funding of those degrees is likely to cost taxpayers more than they gain.”

### **BUSINESS MEETING**

Chair Palm proposed approval of Resolutions 15-033 through 15-039 that are on the consent agenda. The motion passed unanimously. Harper/Wilton

Roll Call vote taken on the following resolutions that were on the Non Consent Agenda:

Dr. Brown asked Randy McEwen and Wing-Kit Chung to come forward and update the Board of Directors on this item.

15-040      Authorization for Howard S. Wright Constructors to Provide Construction Services for Renovations and Sitework for the



### Sylvania Campus Bond Project

(Yes: Denise Frisbee, Jim Harper, Ken Madden, Deanna Palm, Gene Pitts, Kali Thorne-Ladd; No: Courtney Wilton)

- 15-041 Board Resolution for Executive Officer Compensation and Benefit Adjustments for FY2014-15  
(Yes: Denise Frisbee, Jim Harper, Ken Madden, Deanna Palm, Gene Pitts, Kali Thorne-Ladd; No: Courtney Wilton)
- 15-042 Resolution In Support of the Oregon Opportunity Initiative  
(Yes: Denise Frisbee, Jim Harper, Ken Madden, Deanna Palm, Kali Thorne-Ladd; No: Gene Pitts, Courtney Wilton)

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

Michael Sonnelitner made comments on Strategic Planning. He commented he is worried about the morale. He senses it every day in the work place. He sees wide spread disillusionment and dissatisfaction with the language in the plan. Morale is not good, and it would be a mistake to adopt the plan in October.

### **REPORTS**

#### Faculty

Frank Goulard, President, AP and Faculty Federation

He reported on the busy week of In-Services at all the campuses and centers. He appreciates the comments on Michael Sonnelitner, regarding morale. We should always be mindful of this. He invited the board members to attend the Federation and Faculty Back to School BBQ at Willamette Park on Friday, September 26 from 5:00-8:00. SAC In-Service Day is planned for October 29 throughout the District. Strategic Plan is a focus on their radar and it would be appreciated if approval was held off until November.

#### Classified

Deborah Hall, President, Classified Union

She commented that she was happy to have Dr. Brown at In-Service this year. Classified folks were glad to participate in the Strategic Planning process at In-Service. She touched on the disparity of salary, and that it takes a Classified staff person 17 years to reach their top potential salary.

#### Board Members

Director Ladd reiterated the fact that every person who works at PCC is valuable, and she does notice an income disparity at PCC and what certain positions pay. Chair Palm noted that we are on a timeline to approve the strategic plan in November.

#### President

Dr. Brown noted the PCC Foundation Golf event was great with 220 golfers and 56 teams, raising nearly \$140,000. He thanked all the board members who attended various events on behalf of the college. The Boeing Company offered paid internships to all twelve of our PCC Rock Creek Aviation Maintenance Technology students who applied. PCC was ranked number 5 in the nation for awarding AA degrees. The Maker's Space at Sylvania got some great press from CNN recently. We have gotten approval on being the contracting college for OCCC. Dr. Brown will be serving on the Board of Directors for Oregon Institute of

Technology.

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:16 pm.

### **NEXT MEETING**

The next business meeting of the Portland Community College Board of Directors will be held on October 16, 2014 at 7:30 PM at the Sylvania Campus.

\_\_\_\_\_  
Deanna Palm, Chair

\_\_\_\_\_  
Dr. Jeremy Brown, President

Prepared by:

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

Minutes approved on October 16, 2014

October 16, 2014

15-043

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Dr. Jeremy Brown, President

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

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

1. Academic Professional Appointment-Hannah Cherry

Service-Learning Coordinator

Academic and Student Affairs

Annual Salary: \$46,983                      Grade: 4                      Step: 3

Effective: September 22, 2014

Education: California State University                      MS                      2013  
Counseling

University of Southern California                      BS                      2002  
Public Policy and Management

Most Recent

Experience: California State University  
Program Coordinator, SERVE/Outreach and Recruitment

Applicant Flow:	Gender	Ethnicity
13	Male	44 White (not of Hispanic Origin)
43	Female	1 Black or African American
4	Not Disclosed	4 Asian
		2 Hispanic/Latino
		1 Native Hawaiian/Pacific Islander
		2 Two or More Selections
		6 Not Disclosed

60	Total	60	Total
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2. Academic Professional Appointment (Temporary)- Jose Esparza

Outreach and Recruitment Specialist

Office of the Dean of Instruction

Annual Salary: \$51,788                      Grade: 5                      Step: 4

Effective: September 1, 2014 to September 1, 2015

Education: Gonzaga University                      MA                      2009  
Organizational Leadership

Education: Washington State University                      BA                      2004  
Comparative Ethnic Studies

Most Recent

Experience: Portland Community College  
Student Resource Specialist  
Applicant Flow: Article 3.64 Appointment

3. Academic Professional Appointment-Vijendra Kumar

Accountant I

Administrative Services

Annual Salary: \$47,811

Grade: 1

Step: 9

Effective: September 21, 2014

Most Recent

Experience: Portland Community College

Accounting Technician II

Applicant Flow: Gender

Ethnicity

1 Male

4 White (not of Hispanic Origin)

5 Female

1 Native Hawaiian/Pacific Islander

1 Not Disclosed

6 Total

6 Total

4. Academic Professional Appointment- Lucas Givens

Retention and Multicultural Center Coordinator

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$46,710

Grade: 5

Step: 1

Effective: October 6, 2014

Education: Gonzaga University

MA

2011

Organizational Leadership

Appalachian State University

BS

2006

Sociology

Most Recent

Experience: Portland Community College

Multicultural Center Assistant Coordinator

Applicant Flow: Gender

Ethnicity

31 Male

25 White (not of Hispanic Origin)

62 Female

21 Black or African American

1 Not Disclosed

7 Asian

20 Hispanic/Latino

3 American Indian/Alaskan Native

3 Native Hawaiian/Pacific Islander

9 Two or More

6 Not Disclosed

94 Total

94 Total

5. Academic Professional Appointment (Temporary)- Deborah Hyde

Apprenticeship and Training Specialist

Arts and Professions Division, Cascade Campus

Annual Salary: \$41,184

Grade: 3

Step: 1

Effective: September 19, 2014 to June 20, 2015

Education: Portland Community College AA 2002  
Environmental Studies

Most Recent

Experience: City of Portland  
Resource Management Coordinator

Applicant Flow: Article 3.141 Appointment

6. Academic Professional Appointment (Temporary)- Jeannie LaFrance

Career Exploration Center Coordinator

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$57,418 Grade: 5 Step: 7

Effective: September 2, 2014 to August 31, 2015

Education: Lewis and Clark College BA 1988  
English

Most Recent

Experience: Portland Community College  
Illumination Project Coordinator

Applicant Flow: Article 3.64 Appointment

7. Administrative Appointment (Temporary)- Mary Bradbury Jones

Professional Development and Training Director

CLIMB Center for Advancement, Southeast/Extended Learning Campus

Annual Salary: \$91,675 Grade: M

Effective: September 24, 2014 to September 24, 2016

Education: Webster University MA 1993  
Human Resources Development  
University of Kansas BA 1990  
Communications Studies

Most Recent

Experience: Marylhurst University  
Dean of the School of Business

Applicant Flow: Direct Appointment

8. Administrative Appointment (Temporary)- Darilis Garcia-McMillian

Outreach, Orientation and Enrollment Services Director

Academic and Student Affairs

Annual Salary: \$87,500 Grade: N

Effective: August 21, 2014 to August 20, 2016

Education: Hampton University PhD 2014  
Educational Management  
University of Texas MA 2009  
Communication  
Eastern Michigan University MA 2002  
College Student Personnel  
University of Michigan BA 1996  
Communication

Most Recent  
 Experience: Portland Community College  
 Registration Services Manager  
 Applicant Flow: Direct Appointment

9. Administrative Appointment (Temporary)- Sue Leung

Interim Director, Allied Health  
 Allied Health, Emergency and Legal Services  
 Annual Salary: \$75,000 Grade: L  
 Effective: September 15, 2014 to September 15, 2015  
 Education: Biola University MA 1997  
 Clinical Psychology  
 California State University BA 1994  
 Psychology

Most Recent  
 Experience: Portland Community College  
 Instructor, Psychology (Adjunct)  
 Applicant Flow: Direct Appointment

10. Administrative Appointment (Temporary)- Jayde Theobald

Program Manager I  
 CLIMB Center for Advancement, Southeast Extended Learning Campus  
 Annual Salary: \$53,914 Grade: I  
 Effective: May 21, 2014 to August 21, 2015  
 Education: University of Colorado MA 2009  
 Interdisciplinary Humanities  
 Southern Illinois University BS 2000  
 Education

Most Recent  
 Experience: Portland Community College  
 Program Specialist  
 Applicant Flow: Direct Appointment

11. Administrative Appointment-Burke Thornburg

Associate Manager, Facilities Maintenance  
 Administrative Services  
 Annual Salary: \$70,000 Grade: K  
 Effective: September 18, 2014  
 Education: Portland Community College AAS 2006  
 Facilities Maintenance Technology

Most Recent  
 Experience: Portland Community College  
 Facilities Maintenance Specialist 3  
 Applicant Flow: Gender Ethnicity  
 37 Male 37 White (not of Hispanic Origin)  
 2 Female 1 Hispanic/Latino

<u>1</u>	Not Disclosed	<u>2</u>	Not Disclosed
40	Total	40	Total

12. Faculty Appointment (Temporary)-Jenna Bell

Instructor, Engineering

Science and Engineering Division, Sylvania Campus

Annual Salary: \$50,374 Step: 1

Effective: August 21, 2014 to June 20, 2015

Education: Portland State University MS 2012

Mechanical Engineering

Portland State University BS 2009

Mechanical Engineering

Spokane Falls Community College AA 1995

Art

Most Recent

Experience: Portland Community College  
Instructor, Engineering (Adjunct)

Applicant Flow: Article 3.64 Appointment

13. Faculty Appointment – Daynia Daby

Counselor

Academic and Student Affairs

Annual Salary: \$52,140 Step: 2

Effective: September 1, 2014

Education: Notre Dame University MA 2003

Counseling Psychology

University of Minnesota BS 1999

Family Social Sciences

Most Recent

Experience: Portland Community College  
Counselor (Adjunct)

Applicant Flow:	Gender	Ethnicity
13	Male	31 White (not of Hispanic Origin)
31	Female	4 Black or African American
1	Not Disclosed	1 Asian
		6 Hispanic/Latino
		1 Two or More
		2 Not Disclosed
<u>45</u>	Total	<u>45</u> Total

14. Faculty Appointment – Megan Jasurda

Counselor

Academic and Student Affairs

Annual Salary: \$50,374 Step: 1

Effective: September 1, 2014

Education: Portland State University MA 2014

Educational Leadership and Policy  
University of Wisconsin  
Dance BA 2006

Most Recent

Experience: Lower Columbia College  
Director of Disability Support Services

Applicant Flow:	Gender	Ethnicity
13	Male	31 White (not of Hispanic Origin)
31	Female	4 Black or African American
1	Not Disclosed	1 Asian
		6 Hispanic/Latino
		1 Two or More
		2 Not Disclosed
45	Total	45 Total

15. Faculty Appointment (Temporary)- Kendon Kraska

Instructor, Psychology  
Liberal Arts and Pre-College Division, Southeast/Extended Learning  
Campus

Annual Salary: \$52,140 Step: 2

Effective: August 21, 2014 to June 20, 2015

Education:	Western Michigan University	MA	2005
	Disability Studies		
	University of West Georgia	MA	1993
	Psychology		
	Bowling Green University	BS	1989
	Liberal Studies		

Most Recent

Experience: Portland Community College  
Psychology (Adjunct)

Applicant Flow: Article 3.64 Appointment

16. Faculty Appointment-Anders Rasmussen

Instructor, Aviation Maintenance Technology  
Math, Aviation and Industrial Technology Division, Rock Creek Campus

Annual Salary: \$50,374 Step: 1

Effective: September 1, 2014

Education:	Moody Aviation/Moody Bible Institute	BS	2008
	Mission Aviation Technology		
	Spokane Community College	AAS	2005
	Aviation Maintenance Technology		

Most Recent

Experience: Pioneers, Inc.  
Field Staff

Applicant Flow:	Gender	Ethnicity
29	Male	22 White (not of Hispanic Origin)



1	Not Disclosed	1	Asian
		3	Hispanic/Latino
		1	Two or More Selections
		3	Not Disclosed
<hr/>	30	<hr/>	30
	Total		Total

17. Faculty Appointment (Temporary)- Japheth Rauscher

Instructor, Chemistry

Science and Technology Division, Rock Creek Campus

Annual Salary: \$52,140 Step: 2

Effective: August 21, 2014 to June 20, 2015

Education:	University of California	PhD	2008
	Chemistry		
	University of California	BA	2004
	Chemistry		

Most Recent

Experience: Portland Community College  
Chemistry (Adjunct)

Applicant Flow: Article 3.64 Appointment

18. Faculty Appointment (Temporary Job Share)-Catherine Thomas

Instructor, English for Speakers of Other Languages

Liberal Arts and Pre-College Division, Southeast/Extended Learning Campus

Annual Salary: \$53,965 @ .50 FTE Step: 3

Effective: August 21, 2014 to June 20, 2015

Education:	Portland State University	MA	2007
	Teaching English to Speakers of Other Languages		
	Portland State University	BA	2001
	Applied Linguistics		

Most Recent

Experience: Portland Community College  
Instructor, English for Speakers of Other Languages  
(Adjunct)

Applicant Flow: Article 3.64 Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN October 16, 2014 PERSONNEL REPORT**

Male	7	White (not of Hispanic Origin)	12
Female	11	Asian	2
	<hr/>	Hispanic/Latino	2
	18	Native Hawaiian/Pacific Islander	1
		Two or More Selections	1
			<hr/>
			18

October 16, 2014

15-044

COMMENDATION OF RETIRING EMPLOYEE –  
ROBERT NICKERSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Robert Nickerson has performed faithfully in his duties as a Career Placement Specialist and Employment Specialist for Portland Community College January 10, 1979. He retires effective September 4, 2014.

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

October 16, 2014

15-045

AUTHORIZATION FOR O'NEILL/WALSH COMMUNITY BUILDERS TO PROVIDE RETAIL CONSTRUCTION SERVICES FOR THE SOUTHEAST CAMPUS BOND CONSTRUCTION PROJECT

PREPARED BY: Kathy Kiaunis, Finance Manager, Bond Program

FINANCIAL RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Wing-Kit Chung, Vice President, Administrative Services  
Sylvia Kelly, Vice President  
Dr. Jeremy Brown, 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), 13-090 (\$1,100,000), 13-150 (\$3,897,009), 14-008 (\$472,214) and 14-100 (\$938,000) and 15-024 (\$859,438) have authorized \$38,467,406 for work including the Library, Student Commons, Legin demolition, Mt. Tabor Kitchen and renovations, German American Society (GAS) renovations and demolitions, off-site improvements, U-Haul demolition and a project contingency.

The first floor of both Library and Student Commons has been allocated for retail space, to serve the needs of the staff and students, and community. These spaces, creation of which was part of the original scope for the Southeast Bond program, were developed to create an active campus edge that interacts with the surrounding neighborhood to help support development of community-based commercial activity. In July 2013, with

Resolution14-026, the Board delegated authority to negotiate leases for these spaces. A lease has been executed for the Library space, and Letters of Intent (LOI) are in process for two of the Student Commons spaces.

The retail spaces were built with minimal infrastructure at the time of initial construction, because specific tenants had not been identified. At this time, tenant improvements (TI's) including utilities are required to prepare the Library retail space for occupancy. The guaranteed maximum price (GMP) for the improvements is \$121,578.

This resolution plus the earlier authorizations total \$38,588,984. Construction is anticipated to be complete in the Fall 2014.

**RECOMMENDATION:** That the Board of Directors authorize O'Neill/Walsh Community Builders to complete the SE Library retail space for \$121,578. The funds are from the 2008 Bond Program.

October 16, 2014

15-046

APPROVE THE PROJECTED SMALL WORKS PROJECT  
LIST FOR FISCAL YEAR 2014-15

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist, Procurement

FINANCIAL  
RESPONSIBILITY: Keith Gregory, Interim Director, Facilities Management Services

APPROVED BY: Jim Langstraat, Associate Vice President, Finance  
Wing-Kit Chung, Vice President, Administrative Services  
Dr. Jeremy Brown, President

REPORT: The Board adopted Resolution 12-013 in July 2011, allowing the college to operate a small works retainer program. It has proven to be very beneficial to the college in managing small facility projects, and has allowed college staff the flexibility to offer more contracting opportunities to the Minority, Women and Emerging Small Business (M/W/ESB) firms which is a board contracting goal.

The college had a contract with the Oregon University System (OUS), who was the original owner/administrator of the retainer program. OUS elected to stop their participation in the retainer program after July 1, 2014. Oregon State University (OSU) has agreed to be the new owner/administrator of the program. The college is in the process of executing a new contract with OSU in order to continue to utilize the small works retainer program. In order to participate in the Small Works Project Program, interested vendors have to go through a vigorous qualifying process managed now by OSU, based on the quality of work, price and a few other criteria.

The attached list contains projects that staff may initiate during this fiscal year. For FY 2014-15, the aggregate estimated amount is \$4,422,500. This is a proposed list based on current college priorities and is subject to changes if the college's needs change. At the end of the fiscal year staff will provide the Board with a report detailing the actual projects initiated; the Vendors selected; and the status of each project. The result of 2013-14 project list (Resolution 14-071) is captured in Exhibit B. Staff is pleased to report that PCC achieved a 82% of M/W/ESB participation.

A \$500,000 small works contingency has been included to address unplanned and unforeseen building infrastructure and system failures that may occur. Projects funded from the \$500,000 contingency will be reported back to the Board. In addition a \$250,000 project has been included to contract with Architectural and Engineering Consultants for preplanned activities associated with FY 2015-16

construction projects. This will allow the college to move to a more proactive method of managing its construction projects.

**RECOMMENDATION:** That the Board of Directors acting in their capacity as Local Contract Review Board approve this list of projects in Exhibit A in the aggregate amount of \$4,422,500 for Fiscal Year 2014-15. The proposed projects will be funded from the General Fund, the Capital Project Fund and the Bond Fund.

**Exhibit 'A'****FMS Small Works Roster: Construction, Architectural and Engineering Projects for FY15**

<b>BUILDING</b>	<b>CAMPUS</b>	<b>TITLE</b>	<b>ESTIMATED COST</b>
DISTRICT WIDE	DIST	Arc Fault Electrical Protection	700,000
DISTRICT WIDE	DIST	Energy Saving Controls Upgrades	100,000
DISTRICT WIDE	DIST	Air Balancing	100,000
PERFORMING ARTS CENTER	SY	Chiller Replacement	150,000
HEATING PLANT	SY	Replace Heat Exchanger	200,000
BUILDING 2	RC	Replace D22 Air Handler	95,000
BUILDING 7	RC	Replace 140 Ton Chiller	375,000
CAMPUS WIDE	SY	Site Lighting Upgrades	700,000
DISTRICT WIDE	DIST	Painting Revitalization - All Buildings	100,000
DISTRICT WIDE	DIST	ADA Projects	200,000
DISTRICT WIDE	DIST	Emergency Lighting Upgrades	100,000
DISTRICT WIDE	DIST	Restroom Upgrades/Asbestos/Mold Abatement	400,000
HEALTH TECHNOLOGY	SY	Re-tile Gymnasium Shower Room Floor	152,500
PERFORMING ARTS CENTER	SY	Re-engineer Broken Pavers in the Courtyard	100,000
TERRELL HALL	CA	Roof-top Air Handler & Condenser	200,000
DISTRICT WIDE	DIST	Unplanned/Unscheduled Projects	500,000
DISTRICT WIDE	DIST	FY 15/16 Architectural, Engineering and Consulting Work	250,000
			<b>4,422,500</b>

## Exhibit B

## Contracts Issued via OUS Small Works Retainer Program

7/1/2013 - 6/30/2014

## PCC Facilities Management Services and Bond Program

Supplement NO.	Project	Contractor or Consultant	MWESB	Issue Date	Completion Date	Price	Amendments
PCC-110-C-12-4	CLIMB Center HVAC Renovation	Collins Mechanical Inc.	WBE, ESB	* 2/27/2013	12/27/2013	\$346,115	PCC-110-C-12-4-1
PCC-566-C-12-5	Distance Learning/Media Services Remodel at Sylvania Campus, Technology Classroom Building	TS Consulting, LLC	ESB	* 4/23/2013	11/21/2013	\$223,758	PCC-566-C-12-5-1, PCC-566-C-12-5-2, PCC-566-C-12-5-3
PCC-308-C-12-6	Administrative Boardrooms and Corridor Remodel, Sylvania Campus - Amo DeBernardis College Center (CC) Building (Re-Issued)	Howard S. Wright Constructors, Limited Partnership	No	* 6/28/2013	9/1/2013	\$77,823	PCC-308-C-12-6-1, PCC-308-C-12-6-2
PCC-343-C-12-7	Rock Creek Campus Kennel Project (2nd Re-Issue)	Hydro-Temp Mechanical, Inc.	No	11/17/2013	3/31/2014	\$96,799	
PCC-566-C-12-8	Design & Construction Services for the Foundation Office Remodel at Sylvania Campus	TS Consulting, LLC	ESB	11/25/2013	1/10/2014	\$18,570	PCC-566-C-12-8-1
PCC-667-C-12-9	Painting Services	Rainbow Painting Co. of OR, Inc.	No	2/7/2014	6/14/2014	\$125,000	
PCC-566-C-12-10	ADA Upgrade at Cascade Campus - Terrell Hall - Room 122	TS Consulting, LLC	ESB	2/7/2014	8/31/2014	\$162,226	PCC-566-C-12-10-1, PCC-566-C-12-10-2
PCC-523-C-12-11	Kiln Yard Expansion - Sylvania Campus	Pacificmark Construction Corp.	DBE, MBE, ESB	4/24/2014		\$379,614	PCC-523-C-12-11-1, PCC-523-C-12-11-2
PCC-59-P-13-3	Consulting and Design Services of District-Wide ADA Improvements	LEEKA Architecture and Planning	DBE, MBE, ESB	** 3/1/2013		\$121,356	PCC-59-P-13-3-1, PCC-59-P-13-3-2
PCC-332-P-13-5	Site Survey for Sylvania Kiln Yard	AKS Engineering & Forestry LLC	No	11/4/2013	11/29/2013	\$2,890	
PCC-35-P-13-6	Arc Fault/Flash Study Services	ICE Corporation	DBE, MBE, ESB	4/24/2014		\$140,300	
PCC-305-P-13-10	FFE Consulting/Design Services	Bainbridge	WBE	5/5/2014		\$25,000	
					<b>TOTAL</b>	<b>\$1,719,451</b>	

\* Note: These contracts were issued in fiscal year 2013, but the work was not completed until fiscal year 2014

\*\* Note: This is an ongoing contract with an option to renew through June 30, 2015



*The College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with applicable provisions of the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.*