



**Portland
Community
College**

Board of Directors

AGENDA

March 19, 2015

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
March 19, 2015
Sylvania Campus, College Center, 238/239 (A/B)
12000 SW 49th Avenue, Portland, OR 97219

AGENDA

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|----------|---|-------------------|
| 5:00 PM | Work Session <ul style="list-style-type: none">• OCCA/OPC Update | CC242 |
| 5:20 PM | Executive Session - in accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (a) Employment of a Public Official, (d) Labor Negotiation, (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) Litigation | |
| 6:45 PM | Board Dinner | Oak Room |
| 7:30 PM | Call to Order <ul style="list-style-type: none">• Introductions• Approval of Minutes, January 15, 2015 and February 19, 2015• Approval of Agenda | CC 238/239 |
| 7:35 PM | Recognitions <ul style="list-style-type: none">• 2015 Coca-Cola New Century Scholars | |
| 7:40 PM | Information Session <ul style="list-style-type: none">• OCCA – Andrea Henderson (10 minutes)• Tuition and Fees Considerations – Gordie Herbst (10 minutes)• Completion Investment Council – Chris Chairsell and Sylvia Gray (10 minutes)• Equity and Inclusion – Kim Baker-Flowers (10 minutes) | |
| 8:20 PM | Adjourn Business Session and Convene as College Budget Committee in Accordance with ORS 294.406 (2) <ul style="list-style-type: none">• President's Budget Direction• Budget Development Assumptions• Board Budget Discussion• Public Comment | |
| 8: 50 PM | Adjourn College Budget Committee and Reconvene Business Session | |

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

8:55 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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15-090	Approval of Personnel Actions–March 19, 2015	234
	Academic Professional Appointments	
	Dianna Antee, International Admissions and Enrollment Coordinator, Academic and Student Affairs (Temporary)	
	General Johnson, Multicultural Center Assistant Coordinator, Office of the Dean of Student Development, Cascade Campus	
	Administrative Appointments	
	Amber Cagle, Auxiliary Service Support Manager, Administrative Services	
	Retirees:	
15-091	Commendation of Retiring Employee – Lynda Dennese Kelsay.....	236
	Miscellaneous Personnel Resolutions:	
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	<u>BIDS/CONTRACTS</u>	
15-093	Accept Proposals/Award Contracts for General Construction Services.....	239
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9:00 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:05 PM **Reports** (5 minutes each)

Faculty and AP
Classified
Students
Board Members
President

9:30 PM **Adjournment**

The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the PCC Disability Access Services at least 48 hours in advance at (971) 722-4341 (voice) or (503) 246-4072 (TTY). A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.

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

BUSINESS SESSION

January 15, 2015
12000 SW 49th Avenue, Portland, OR 97219
Sylvania Campus, Conference Rooms A and B

MINUTES

BOARD ATTENDANCE

Denise Frisbee, Jim Harper, Ken Madden, Chair Deanna Palm, Gene Pitts, Kali Thorne-Ladd, Courtney Wilton.

WORK SESSION

Board Members met for a Work Session for discussions on the Internal Auditor position, OCCA/OPC, Strategic Plan Next Steps, and an Equity Update.

EXECUTIVE SESSION

The Board of Directors met at 7:00 pm 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), (h) Litigation.

CALL TO ORDER

Chair Palm called the business meeting to order at 7:37 pm and invited all present to introduce themselves.

APPROVAL OF THE AGENDA

The agenda was approved as published. All approved. Wilton/Pitts

INFORMATION SESSIONS

Faculty Focus

John Farnum, Instructor, Philosophy

Mr. Farnum has been teaching philosophy at Portland Community College for fifteen years. He is really proud to be a philosophy instructor here at PCC. He grew up in Portland, some of his friends went to PCC after high school and so he always feel like he is teaching his friends.

Talking about different perspectives, and realizing that other people have different ways of seeing the world. Those are things that are really powerful about philosophy. It's hard as a philosopher to just take a few minutes and talk about philosophy. He is honored to present a presentation today on philosophy. It's the birthday of Martin Luther King Jr., who would have been 86 today. As a philosopher he is connected to his philosophy in many ways.

The main thing for him and the work that he does at Portland Community College, he is position at the Director of the Center for Civic Participation. It is a dialogue based center that folks get together and have conversations about topical issues in the community, at Portland Community College, and in Portland—covering some national issues. They have been working to get this together, and is he is really proud to honor the people who volunteer their time with support. It's an all volunteer committee of faculty, staff and students. It's been going on for two years. He would like to recognize his colleagues and the work that they've done.

It's about dialogue, and this is what the legacy of Dr. Martin Luther King. In a letter from a Birmingham jail, he has four basic ways to start a nonviolent campaign. The first one is to collect facts about where the injustices are in our community. That is about perception of justice, is there justice in our communities, or is some of the things that are going on fundamentally unjust? He talks about these perceptions and how we can understand what justice is, that's very philosophical.

The second thing he says is the need to have negotiations, or dialogue with the people that we disagree with, this is the essence of nonviolence. When you represent yourself as a person to another person, it's something that Dr. King talked about with Martin Buber's philosophy, who was a Jewish philosopher. He wrote a book called "I and Thou". It's this idea that when you treat someone as a thou, not as a thing, an I-it relationship is an I-thing relationship. But as, I value/honor that person when you talk to them. You can negotiate in good faith, if people are still being unjust you have to start the process for action. That process starts with self-purification. It's a kind of self reflection of what are your motives? Why do you want to engage in change in the community? In order to do that, you have to be self reflective, which is something that is talked about in philosophy quite a bit. Then you can move to action. The nonviolent direct action is only when you can't have a respectful dialogue to change the unjust practices of our community. When we engage in dialogue we're doing something transformative. That's what philosophy has been about, and will continue to be about. The recognition that when we come together and have conversations we are better for it and it's about civil dialogue too. It's about coming together, looking at the differences that we have and trying to work through those as a community.

His road to philosophy has taken him to this point of being a teacher. He is really honored to have this long tradition of philosophers that have come before him. He hopes he will be able to impart in his students and in the community through these respectful dialogues that we organize and will carry on hopefully for the future. Hopefully the work that we do and that you support through your efforts is something that we value and that you value as well. It's something that is such an important mission for our community. It's also a transformative thing for everybody who has worked here.

Chair Palm thanked Mr. Farnum, and noted it reminds her about people our communities and how they become courageous leaders, including helping students become leaders in their own communities. It's an important part of career development

and professional development. It is really intriguing conversation that is happening. Sometimes we think it's all about, not just math but, you know, I was going to say math but Frank's not going to like that. But it is important. The other part of thinking and engaging and communicating from a team perspective, whether it's in an employee team but also from a community team is really important and valuable. So thank you for your work.

Director Madden stated he appreciates the comments about self-reflection. It's how we grow as a person, an individual, is reflecting on yourself and what you can do. He just had discussions with his own staff because it's easy to blame somebody else, but when you internalize what others are doing, that's how you can truly change the situation.

Mr. Goulard asked Mr. Farnum how he interacts with his students, how do you get them to think in a non-analytical, non-problem solving way, because most students want to know the answer. For instance, nursing, you diagnose the disease and then you treat it with a prescription or automotive, fixing a certain thing or setting a carburetor. In philosophy there isn't really a right or a wrong answer necessarily.

Mr. Farnum responded that here at PCC, there is such a diversity of offerings in the philosophy department. It's one of the best philosophy departments in community college in the United States. There are classes devoted to things like biomedical ethics that nurses can take. There are political philosophy classes, environmental ethics. Many different classes that get people to think about their society, themselves and what their role is within the community. Specifically about the biomedical ethics class, he has had a lot of nursing students come through and they always ask, well, what's the right answer? He tells them to look in the back of the book. There is no answer in the back of the book. They want to have that kind of what is right and what is wrong. When people start to think for themselves about what their role is in any situation, they have to think about how am I acting, how would other people act, what is the right thing to do for me and how do I justify that to others? He likes to talk a lot about, how would you justify this if somewhere were to ask why did you do that? What would your answer? I don't know is not really a good answer. Coming up with rational, reasons, perspectives, then also realize that other people have different opinions as well. To be able to communicate that in a civil way, I think is the goal of philosophy.

Director Thorne-Ladd noted that listening to him and given the context of all of the current events that have taken place over the last month, our society would be so much better if people stopped and thought. There's so much happening so quickly that people aren't taking the time to stop and reflect. It feels like it is having a detrimental impact on our society. Listening to him, and thinking, how can you get everyone to take a philosophy course.

Mr. Farnum responded that it's really interesting because the technology that has driven our ability to communicate with each other is so rapid. Matt Stockton teaches a class on media and critical thinking, one of the things is with this information age when people can say whatever they want whenever they want, sometimes they don't slow down.

They don't think through what they're saying and how hurtful it can be. So to really take that ability and to be a critical thinker about the way to use media, and the way that information does affect people and can be hurtful, is a lesson that we're trying to promote in our students. They can only do so much, but he sees a change in every student that comes to their classes. He can see that they've found something valuable from the experience.

Legislative Update

Rob Wagner, Associate Vice President, Advancement and Meghan Moyer, Director, Government Relations

Rob Wagner introduced the new Government Relations Director, Meghan Moyer. He has had the pleasure of knowing and getting to work with her since the late 90's. She has experience running political campaigns, working as a chief of staff for a state legislator. She achieved her Bachelor's and Master's degree at American University in Political Science, worked at the national level for the PTA. She returned to Oregon and lobbied and grew her political experience working for SCIU 503. She impressed many of us with her application and her dedication for the position, her commitment to our community college. Meghan, in addition to raising a three year old son, Parker, teaches nights at PCC Cascade, teaches PS 201, our U.S. political series, as well as 203, our state and local government series. She has worked in the classroom with our students. She understands who our students are and she's passionate about the mission of this college.

Mr. Wagner noted it's been a very busy week with the start of the 2015 Legislative session in Salem, and Meghan has jumped in with both feet, and hands, and shovels and other accoutrement that she's brought with her to Salem.

He has had the opportunity to get to know Meghan's wife Becca from time to time because he asks her to testify on legislation and in front of city councils. She is one of our amazing college success coaches with the Future Connect program.

Lastly, he acknowledged the legislative internship program on two fronts. Within ASPCC there is a fantastic cohort of interns that are headed down. Some of the placements in the offices that students will be stationed this legislative session in the offices of Speaker Kotek, Senator Dembrow, Representative Nosse, Representative Gallegos, Representative McLain from Washington County, Representative Carla Piluso from East County, Representative Smith Warner and Representative Gorsek, who is one of our Diamond alumni. Yet again, there is a fantastic cross section. He acknowledged Robert and Denise Frisbee for the endowed scholarship that they established last year for the continuation of the Legislative Internship Program. It is thrilling to have PCC interns in the Capitol, and getting an opportunity to work with everyone as we advocate for the budget and other priorities.

Ms. Moyer Well noted she is honored to be joining PCC full time and taking on government relations. She said certainly has some big shoes to fill and feel privileged

to work with Rob. I'm passionate about PCC. To be able to represent an institution that has changed so many lives here in Oregon is such a privilege. She hopes to continue to make a difference on behalf of the institution so that we can continue to serve our students. She looks forward to working with board members because she thinks of them as excellent ambassadors for PCC.

This meeting is aptly timed, because there has been a lot of development in the twelve days that she has been here. The first update of where the State Budget conversations are at. The second is to touch on some legislative concepts. Then the third is to briefly outline what we're looking at as a strategy heading into the 2015 session.

There have been a lot of developments related to the State Budget as it relates to community colleges. The first happened in December when the Governor released Governor's recommended budget. The funding level that he had allocated for the community college support fund, which is our primary source of funding from the State of Oregon, was \$500,000,000. This was an increase from the 13-15 biennium which was at \$465,000,000. But it was really insufficient to maintain current service level. So, that was a disappointment when the Governor's budget came out. Work has been done to communicate with legislators what that translated to in terms of impact on community colleges. Some conversations with legislators have been had about what \$500,000,000 would mean for PCC, which was an inability to make needed investments in order to serve students, and potentially look at making some tough decisions.

The Legislature released the Ways and Means Co-Chairs Budget Framework, which was early. Typically, it does not come before a session, usually comes at least a month in. One of highlights of the framework that was laid out is an increased investment in the community college support fund. The level right now is \$535,000,000 for the community college support fund. They also had a list of a \$150,000,000 of investments that they would want to make if revenue forecasts are up. On that list was an additional \$15,000,000 for the community college support fund. It's very encouraging. We are now at a point where \$535,000,000 is the low watermark. We'll be working really hard to secure that last \$15,000,000, knowing we are competing against a lot of priorities. It will be essential that we be able to make a strong case of prioritization. That \$15,000,000 need to come to community colleges versus the laundry list of other investments.

We certainly have a very strong case to make. We are developing talking points that are now being adjusted due to the Co-Chair's new framework. These will be available to board members as conversations are had in the community and with Legislators about why \$550,000,000 is the number that we need to begin the important work of moving forward to our goals to be a good partner in 40-40-20.

The truth is that \$550,000,000 is not adequate to be in line with meeting the goals of 40-40-20. The State's own number from the contractor was \$650,000,000 for this biennium this was what they deem necessary in order to be on track, but that's unrealistic in this budget framework. So the \$550,000,000 signifies a step in the right direction, we don't

want to imply that it is on course, because it's not. We will be implementing advocacy strategies in order to make the case for the \$550,000,000, and we look forward to board participation in that.

The second area to look at is what we're seeing related to Bills that have been filed. We've had over a thousand Bills filed. That will not be all of the Bills that are filed. We also anticipate for several days of session there will also be an onslaught of legislation. We've just begun to comb through all of the legislation that could potentially impact PCC. There are some highlights that I'd like to talk about. The first is Senate Bill 81, which is sponsored by Senator Mark Hass. That Bill would create a tuition waiver for community colleges. It's a piece of legislation that we are encouraged to see, the emphasis of looking at accessibility to PCC and all community colleges. It's something we'll really want to look at how it's currently being structured, where we think it would need to change in order to be viable. We are committed to engaging constructively in conversations about greater access to community college, and I think this is a really strong beginning to that conversation.

President Obama's announcement around his concept also brought a spotlight to the issue of access to community colleges. The two concepts in substance are quite different. They are structured very differently in their aspects of Obama's proposal that would be beneficial if they were in the concept by Senator Hass. It is very unlikely that President Obama's proposal is viable, from the reactions that have at least been reported from Congressional leadership. We should not budget on that, but it was encouraging for the conversation and the spotlight on the value of community colleges.

Second, is a piece of legislation that we are championing, and is chief sponsored by Representative Joe Gallegos. It is the Aspirations to College 2 Bill. This is trying to build a partnership with the State related to programs such as Future Connect, not only at PCC but at other institutions. Making sure that when we have programs that are showing such promise in areas where retention and success has been challenging that we are able to encourage those programs and make them sustainable. We will be there in the Legislature talking about PCC's Future Connect program and how our partnerships have allowed us to serve more students, but the need for the State to join that partnership. We look forward to having board members join in those conversations as well.

There is also legislation, or line items related to strategic investment in particular program areas, like STEM, or for technical education. Also included are skill centers and others. There will be very specific, targeted work to do related to seeing if we can't partner better with the State of Oregon. We will be developing these over the next several months as we get a sense of what the legislature is interested in engaging in. We are at a time when the Legislature is finally coming out of the haze of recession and they clearly are prioritizing education. If you look at what the Co-chairs chose to put their attention on, it was significantly toward education. We have a really compelling story to tell related to how PCC touches every aspect of 40-40-20. We want to be part of every aspect of that conversation.

The last part to touch on has to do with how we engage effectively with our elected leaders. There are some changes in key committee assignments, which create some opportunities for us. PCC legislators are well represented in key committees that we will be advocating in front of. There is a new Chair of the House Higher Education and Workforce Development Committee, it is Tobias Reed. He's from the Beaverton area, and he has been a very vocal and visible supporter of PCC. We will be engaging with him around issues affecting PCC. On that same committee is Representative Joe Gallegos as the Vice Chair as well as Jeff Reardon and Jennifer Williamson. The PCC District is represented.

In other committee assignments to highlight, we do have a new Education Chair on the Senate side, Senator Arnie Roblan. He is a former principal from the Oregon coast, and Senator Hass will continue to serve on that committee but he will not be Chair. There is some conversation about where community colleges are actually going to fall when it comes to policy. The Workforce Committee of the Senate is going to be chaired by Senator Michel Dembrow, it is his desire that community college actually fall into the Workforce Committee. It is not clear how the plan to draw that line, but we do know that at least some of our policy priorities will be falling under Workforce. Not only having Senator Dembrow, of the five Legislators serving on it we have three in the PCC District, Senator Kim Thatcher, who is the Vice Chair, and Senator Diane Rosenbaum.

The Ways and Means Committees, will be deciding budget issues. We don't have major changes in the full Ways and Means Committee, but we continue to have Senator Richard Devlin as one of the full co-chairs. Senator Rod Monroe and Representative Betty Comp continue to be the subcommittee chairs for education. But two new additions on the House side, are Representative Barbara Smith Warner and Representative Kathleen Taylor in our PCC District. They are new to the Education Subcommittee of Ways and Means.

An upcoming advocacy opportunity that PCC will be participating in is an ASPCC Higher Ed Rally, which is going to happen February 12th from the Capitol. This marks a strengthening in the larger higher education coalition, it is very important that the message be clear to Legislators that the entire higher education pie is not large enough. We are working collaboratively with the System of Public Universities as well as other community colleges. We hope to have a visible presence on that day. We will also be participating in the Oregon Community College Association Lobby Day on February 25th. We will be engaged in that, which will be a run up to the PCC Day at the Capitol which is scheduled for March 12th, which we are busily planning. It is coming together really well, and we're very excited about having our PCC up there.g you all there.

Chair Palm noted that was a great report. It hardly seemed like it's only been twelve days. Director Madden welcomed her aboard and truly appreciates that PCC seems to be proactive as opposed to reactive when it comes to legislative pursuits. It was a pleasure meeting her earlier this week at the Beaverton City Council meeting and we're very fortunate to have you.

Budget Update

Wing-Kit Chung, Vice President, Administrative Services and Jim Langstraat, Associate Vice President, Finance

Dr. Brown invited Wing-Kit Chung and Jim Langstraat to give a budget status for the current biennium. Dr. Brown noted this is Wing-Kit's last Board meeting presentation as he is retiring at the end of this month.

Mr. Chung noted that they will give an update of the current biennium and timelines, legal budget timelines, and Board involvement. We will also talk a bit about the preliminary assumptions that we want to plan our budgets for.

Jim Langstraat noted that we are halfway through the second year of the biennium, so it's a good time to take a look and see how we think we're doing. Of course, we know we're experiencing some enrollment decline. We've talked about this before. One of the other factors figuring into our enrollment right now is we've had over a 1000 FTE and dual credit students who right now are not generating any dollars for the college, but inflate our enrollment numbers. We're still experiencing that decline in 5%-6% range, but this is within the limits that we built this year's budget on.

The first year of the biennium we ended with a slight surplus in the general fund, around \$175,000. If you recall, our general fund operating budget is close to \$200,000,000 for the year. We also ended last fiscal year with a fund balance, or a reserve of about \$17,000,000. The Board has set a target for us of at least 8% operating revenue, expenditure fund balance. So that puts us at 9%, so we're still slightly above the Board's goal.

If you'll recall, 3 years before, 2013-14, to meet some of the demands of the increased enrollment during the great recession the college used about \$20,000,000 of the reserves. So one of our big goals for this biennium was to bring the budget revenues and expenditures back in line with each other, we're on target to do that. As we look at the data it can change from day to day. The last time we were thinking a deficit of \$500,000 for this year, which is about .25 of one percent of the budget. We're budgeting with a high degree of accuracy for the amount of uncertainty we have to deal with. It wouldn't be a surprise to see it go a percent higher or below that amount, just as the year progresses. It's hard to predict exactly what will happen with enrollment and other factors. We're going to be very close to that breakeven point again for the second year of the biennium. We've had some positive news in recent months, as the CCSF is updated for actual enrollment figures from last year, as it's updated things like the property and tax projects for this year, our funding from the State has bumped up.

We are going to have several opportunities to talk more about budget over the next months. In February the Board will also be looking at more budget discussion and making a decision around tuition fees for the next year. Usually in February or March we also bring in a supplemental budget that appends the current year's budget and

adjust for any additional revenue sources so we have legal authority to spend them as projected.

In March, the Board of Directors will meet as the Budget Committee to discuss the budget. In April, the President will give his budget message and present a proposed budget. The Board will meet as the Budget Committee and approve the proposed budget which then in May it goes to the Tax Supervising Conservation Commission for a hearing before coming back to the Board in June for final approval of the adoption of the budget and tax levies and appropriations.

Mr. Chung briefly there are so many unknowns out there, so this very preliminary thinking at this point. The good news that we just heard from the Co-Chair's framework, the \$535,000,000 number is promising. There are some risks out there still. At this point we're thinking we will still going with Governor's proposed budget, just to discuss our proposed budget and President's proposed budget.

A bit of a framework of our CCS funds, currently we are slightly about 30%; in the past we were about 28%-29%. As Jim mentioned, the recent data has shown us that our share of the pie went up partly because of the enrollment from the other community college dropped probably faster than we have over the last couple of years on average. One thing that is still in play for us is to cap funded enrollment for us. As of last year we're still about 3,000 FTE above the cap. There are three or four schools that are above the cap, the remaining are under the cap. As we go closer to the cap, his sense is our share of the pie might get a little bit bigger. That is just the direction that we're moving, which is positive for Portland Community College.

State dollars used to be the biggest piece of funding. The smallest piece was property taxes, it accounted for about 15% of total revenue for PCC. By law we can go up about 3% each year. This is approximately \$800,000 a year for the next two years. The enrollment is definitely going to be the challenge for us. As Jim mentioned that the last couple of years we were down 5%, and year before that was another 5%, winter term is about 6%.

Looking at the past of recession, this one behaved very differently than all the past recessions. It took longer to have the jobs coming back, a lot longer for all the economic signs to come back up. Oregon has always lagged behind the nation. Jim and I have had conversations with Laura Massey over the past few days on how we are going to think about 15-17 given all the parameters. We will continue to dip in the next fiscal year which is 15-16, and then it will flatten a little after in 16-17. The preliminary assumption at this point of our thinking is next that this year we'll be fine and the year after it's another 3%.

Mr. Langstraat noted that are going to remain conservative in our estimates for enrollment. Figuring that if enrollment comes in higher it's easier to adjust than if it comes in lower and we're forced into a reduction.

The next piece of the pie is about tuition. Determining the rate of tuition increases for the next biennium is key to the budget planning noted Mr. Chung. We still need further discussion before we come to you in February to bring a resolution for the tuition increase.

Just to provide some date, we currently tie at 7th in tuition for credit at \$92 per credit hour. If you add the tuition and fee in total, we're actually down to 12th of community colleges in Oregon. When resources provided for FTE, then we're almost to the bottom. We are about 15th of the 17 community colleges. Based on whatever factor is coming in the second year of the biennium, we can make a reasonable adjustment in the second year of biennium as far as tuition, like we did this year.

Director Frisbee asked when we say we're close to the bottom for all resources compared to the other community colleges, meaning the property tax and the CCSF. Mr. Chung, stated right, when we add the total public resources, plus tuition and fees, together and then divide by the FTE that we have, we're about fifteenth out of the seventeen. We are above Clackamas and Chemeketa. Director Thorne-Ladd asked if we are one of the most affordable schools? Dr. Brown responded that the Wing-Kit tuition makes it affordable, the money from the State and other sources that makes us the least amount of resources that we get. Director Wilton asked if they were factoring in the formula adjustments for small schools. Mr. Chung stated they were all inclusive. Chair Palm asked if this was the amount we have to spend on each student? Mr. Chung said it was the dollar available for us to spend for each student. Jim Langstraat cleared it up by saying we were a more efficient school because we have less resources and do more with our students. Director Wilton noted it is mostly because we get less FTE than most other colleges per the formula and I think it's less about the tuition rate and more about the mechanics of the funding formula, just because we don't get that small school adjustment. Mr. Langstraat noted the other element that really plays into that is we have so many students above the cap. Chair Palm explained that the 3,000 above the cap get allocated in and we don't receive anything from the state for them. Mr. Chung added that if we were to get funding for the 3,000 students over the cap we would have a few more million dollars. Director Frisbee commented that he mentioned a couple of other schools are subject to the cap, we're not the only college that deals with the cap. What other colleges are they? Mr. Chung responded that to his recollection they are Central, Chemeketa and other two are very small, Treasure Valley and Oregon Coast. By far we have the largest number above the cap than any other school. Central was less than a couple of hundred, Chemeketa is below hundred. Director Thorne-Ladd noted we prioritize access for students at PCC, the question becomes how do we insure that we can support them with that access, without limiting the access.

Mr. Chung added the other thing which with a preliminary assumption is on the expenditure side. We will have a slide about risks and uncertainty. We have some of these known expenditures that we need to address, these are salary adjustments; the known ones are the steps and their related benefits. The faculty step is a given and so that's included. We have to build in escalation for the PERS, and based on the latest

information is 1 ½ % increase, and that's about \$1 ½ million a year. To point out here is that we sold a pension obligation bond in 2003 and we sold it for \$119,000,000. The recent actual report told us that we have a \$120,000,000 in the credit account. So over eleven years we didn't spend one dollar out of that credit account. Basically, when we reduce the rates of the PERS we've been using the earning from PERS to buy down the rates. So had we not had the pension obligation bond account, the rate would have been 9.6 % more than the 1 ½ %. That would have been a \$9,000,000 hit to Portland Community College.

Then the other expenditures and assessment that we plan to do is a very small adjustment to the material, supply and services for the college district. Noted in our audit report, we need to up our rates reserve and early retirement reserve. There is a couple of years left on the bond build-out, so we're going to allow for those new buildings square footage and operating costs to be added.

We did the Title III grant, a FLAIR grant, which has successful for our students in educating them on financial issues. In the grant we made a commitment to make some of the grant funded positions permanent, so we need to add that to our cost structure going forward.

There are two, three other things that we've been talking to the Board about, is that as Jim mentioned we consumed \$20,000,000 from FY 11 to FY 13 of the fund balances and we want to make sure we can start replenishing that number so we have a buffer in case the economy dips again. Under the college strategic plan that was approved by the Board, we plan to have strategic initiatives and will need to set up funding for them.

Dr. Brown would like the college to set up a large equipment fund to go with our college large equipment needs. These are the few things on the top of our discussion as to how we are going to allocate whatever resources we have.

Jim and he are going tag team on these risks and uncertainties here. The Legislature is about to kick off in February and thanks to the good news from the Co-Chair the numbers are looking better. However, there are some risks. We will not know for sure what the final number is until June, or maybe even later. It depends on when the Legislature ends based on, according to Rob because now that we actually have annual legislature that the Legislature is scheduled to end sometime in July. Enrollment is still very tenuous. We know it is going to continue to decline, it could decline more than we anticipate. Labor negotiations are going to start in February for both of the Federations. There wouldn't have a final number for any of the settlements until June or maybe later. Jim has been keeping very close track of the kicker. Mr. Langstraat added that in the last economic forecast they were up to about 1.75 over the close of session forecast. If they're above 2% then the kicker goes, that would be about \$300,000,000. While that would not necessarily directly affect the CCF fund, it can impact what the Legislature feels they might have to work with. As they are considering things like an additional \$15,000,000 it could come into play in some of those areas. A lot of the latest information on employment and number of people returning to work has been

encouraging. It would not be a surprise if the kicker triggered. Wing-Kit Chung noted the other very major issue for us to watch out for is the Supreme Court 2013 Legislature relating to PERS. The saving was about 4.4% reduced. If it is reversed because another year has gone by they say it will be higher. The tricky part is that if they reversed it, they cannot implement it in the next biennium. If we impact it in the biennium after, then the rate is going up about 50%. The impact would have been 4.4%, but if they delay implementation it will be 6.6% because of interest on the negative number. This is something we need to be really, really careful and be watching out for. The assumption is that – and maybe Rob can fill in a little bit more – is that we will have a decision from the Supreme Court sometime in March.

The last bullet as Jim already mentioned, the dual enrollment is accounted for at least over 1000 FTE for Portland Community College. It's likely to increase; we will not get a single dime as long as we're capped. Mr. Langstraat added that the only other risk we are dealing with a legislative session so we can see changes comes through the legislative process, either in our favor or sometimes an unfunded mandate that could come along and not work as well in our favor. The last slide showed some of the parameters that we will prepare our 15-17 biennium budget. We have a legal requirement to continue to work on the budget to be able to levy tax, and the latest we can do that is in April. We have to have the board approve the budget based on many of the preliminary assumptions. Many of the major pieces will not be known and finalized until June or later. There is a Budget Planning Advisory Committee to the President and will continue to engage them to have further discussion on many of the budget issues, including the strategic budget initiatives. The allocation of the fee, major items that we mentioned earlier about setting up a replenishing fund balance and setting up the SIF and the large equipment fund. We're going to continually involve them in setting some priority when there are details about those SIF items. Fortunately, the Oregon law allows us to change our budget even after we adopt it. Assuming we know further information beyond June we can always change or adjust the budget through supplemental processes. This was a quick rundown on the budget update and preliminary thinking of the 15-17 budget. Any questions?

Director Wilton noted that this is not ideal, in terms of the timing. One thing that you can help us out with as we kind of kick this off is to give us some feedback on the certainty of state support. He knows it's not certain until it's approved because it's still contingent on the economy. He stated he imagines it's not going to be approved until May, but if feedback at some point as to whether the \$335,000,000 really is a low and/or if the kicker kicks is that conceivably going to drop. It's helpful for us to be able to understand kind of the odds. We don't want to be too conservative and yet we also don't want to get ahead of ourselves and assume we've got some money that ends up not being there, that's tougher. He doesn't know what the right answer is, but information will help. Enrollment is interesting, we're still doing better than the State average but it's interesting to still see it decline. It's been a long slog down, and then we went way up, obviously, he noted he isn't complaining, actually glad to see continued budgeting for that. It makes sense to be conservative about it, rather than assume it's going to be flat.

It's not ideal. We're making all these assumptions during the budget process and at a time when not much is known.

Director Thorne-Ladd asked if the healthcare reform impacted our expenditures. Mr. Langstraat commented that it could have some impact on our health insurance, but at this point it's going to have a very minimal dollar cost. Our health plans have already been in line, so strongly in compliance with the regulations that are under the Affordable Care Act. Wing-Kit Chung added we have what we call a medical contribution cap, we cap our cost but it's subject to negotiation, also.

Director Madden asked if the campaign Think PCC First, has had a return on investment and if it's had an effect on the enrollment? Dr. Brown answered that it's difficult to answer that. The other question to ask is what would have happened if we had not done. One certainly gets people thinking about PCC and coming here and then the other one is it to get people thinking about PCC period. There are some intangibles involved.

Director Madden asked about the dynamic between enrollment and job gain, and job loss in some cases. He asked if PCC was looking at the graph to that and gauging where we should be at. He always like to be ahead of the curve if possible, there are opportunities there for us. We can't control the property tax issue. We can lobby as much possible from the State but the enrollment is the only one thing that we control to some degree. He was talking earlier to the Board about workforce training and how when you start pulling people out of unemployment then they start going to work for employers, there is still a huge training feed with those groups too. Focusing employers in those areas could help offset some of the costs. He realizes enrollment is a little bit out of our control, but we do have more control than some of the other issues. Dr. Brown noted that is a good point. He thinks one of the things that we are doing is being much more active in terms of our outreach to the local high schools to recruit students. We're also very active in workforce development. The new AVP position will focus in on that. He suspects as we see enrollments decline we see workforce training increase, as you mentioned. We are gearing up for that.

Title IX Compliance

Kim Baker-Flowers, Director, Equity and Inclusion

Ms. Baker-Flowers reminded the group of the federal law. This is what kicked it all off back in 1972, for many years it was thought of as the athletics law, but has since changed quite a bit. She covered what Title IX is and the implications are for PCC?

It's a federal law that works in tandem with several federal acts that address sexual misconduct on college campuses. The law will require awareness and education for all PCC faculty and staff. In some instances there will be training requirements as well. This is a law that has aspects of compliance, if we are not in compliance with the law or some of the acts we can face monetary penalties.

This has not come out of the blue, PCC has been doing quite a bit over the last decade or so to try to address our environment. From her understanding, that she has been told we have a lot of things that we've done that are considered best practice in the State of Oregon. We have the PCC Women's Resource Centers. They've been providing advocacy, support and spreading awareness around sexual assault since the 1990's. They have a lot of different annual events that are sponsored by the WRC. They do victim advocacy and support, assistance in accessing community resources, and weekly support groups. These are just several things that have been in the process since the 90's, and will continue.

PCC did win an award and we've received funding to create a program called PCC Safe. It was in existence until the end of 2014, when the funding ran out. We do own the curriculum and at some point money willing, we'll be able to reinstate that here at PCC.

She covered some of the elements of Title IX. The major one that she tries to emphasize with different groups is that once a responsible employee has either actual constructive notice of sexual harassment or sexual misconduct, we are required to take immediate and appropriate steps to investigate what occurred. We have to take prompt and effective action to stop the harassment, remedy the effects and prevent the reoccurrence. This entails quite a bit. The responsible employee portion of the equation is crucial. A responsible employee includes any employee who has the authority to take action to address the harassment, has the duty to report the harassment, or is someone a student could reasonably believe has this authority or responsibility. This makes it pretty broad.

The requirements are if sexual misconduct occurs are investigate, stop, prevent and remedy. These are our requirements as an institution. We have an obligation to investigate. Investigate is a crucial element of this Title IX process. We must have trained individuals who are focused on due process. This is a different kind of orientation that has to be trained. We have to unbiased. We have to do a unbiased investigation that gives due process to both the respondent and the complainant in these cases.

These are governed by case law. We have Title IX that is sponsored by Office of Civil Rights (OCR) through the Department of Education, and the Department of Justice. They don't necessarily talk to each other, so we see a lot of laws and acts coming out in regard to Title IX that sometimes have disparate focuses. It's acknowledged, but at this point there's not much happening to make everything mesh well. We also have a proposed bipartisan Bill that's going through Congress right now that's been sponsored by Claire McCaskill and Kristen Gillibrand, and that is the Campus Accountability and Safety Act.

Currently under Cleary, if OCR ever comes to PCC and does an investigation and has findings, as we stand right now, we could be potentially dinged at the rate of \$35,000 for each finding. If this Bill passes through the Congress, Claire McCaskill wants it to go up

to \$150,000 per violation. They also have a penalty that within certain compartments under their Bill an institution could lose up to 1% of its operating budget, if not in compliance. She is a prosecutor by background and she very much wants colleges and universities to pay attention and take this seriously, and wants to make this happen through penalties if we don't.

The Cleary Act mostly has to do with the Office of Public Safety currently. We've been operating out of it since the 90's. We have a report that is housed on Public Safety's website and we can see the number of sexual assaults, rapes are all listed on there. Currently from the last reporting year there were 53 for PCC, that's across college.

Director Frisbee clarified there were 53 reported and there were assaults and what else? Ms. Baker-Flowers noted they could be stalking, rape, harassment, sexual assault, there are about five or six different categories that we report out on. We're required every year to do a comprehensive report by each campus and center. The Cleary Act at the campuses talk through different categories and they talk about campus security authority and what they mean when they say that are the campus police, which is our public safety and that's pretty self-explanatory.

The next implication and law that influences Title IX is VAWA, the Violence Against Women Act. VAWA was an act that came out, or was finally adopted in October 2014. Cleary deals with Public Safety and there were some things the Congress wanted to get through under Cleary that didn't make it in the original Bill, so they put a lot of it under VAWA. If you read through VAWA you'll see, again, there's a lot of disparate things that don't seem to mesh well. It's because they tried to put two Bills in one. What VAWA did, what came out in October is to make many more mandatory requirements that substantially amends Cleary.

It was signed into law and is effective as of July. What OCR has said they will do is that they will not be ogres right now. It was effective as of October 20th. But they are giving us until July 1st to get up to minimums on it. Currently right now they have 95 schools that are under investigation under OCR, the majority of which of whom came under investigation under in 2014.

She is part of a group of Title IX coordinators, and they gave us an example of an OCR report and did a training in Walla Walla. Examples of what he would consider to be OCR findings. For example was if a student is asked if they know who the Title IX coordinator is, and if more than two say no that will be considered a finding. Another one would if a student is asked what the appeals process for Title IX is, and if more than two students say no, that's considered a finding. Awareness is going to be a huge part of what we need to do as part of the Title IX Campaign.

Under VAWA, it addresses sexual assault, domestic violence, dating violence and stalking. Again, it requires and has mandatory reporting and training requirements under it, and it's going to prohibit retaliation.

Her duties as a designated Title IX coordinator for PCC are listed on a slide. She showed the quick list of what I need to be overseeing as a Title IX coordinator. She is supposed to insure that everyone is trained, she is the point person for all the campus complaints, she is the creator and implementer of appropriate policy. There is a team of folks helping with all of this. They help create our draft policy and we have deputies as well. Deputy Title IX Coordinators are helping from the different campuses and some of the divisions.

As far as litigation for Title IX there has been quite a bit that came out since the adoption of VAWA in October. It seems like almost every other week, especially up until December and there was something new that was happening on college campuses around Title IX. Some of the accused are coming back to colleges and universities and saying that they did not receive their due process and suing. That's why she is emphasizing that we have to have trained investigators who understand how to look at things through a due process lens. There's an increase of negligence based claims. There's a shifting of the view of what constitutes notice. This goes back to that responsible employee, and who a student would reasonably think would be a reporter.

Right now it's very much a fluid, constantly moving target. We're just keeping an eye on the changing law as the case law comes through, as the different Bills come through. We're just keeping on top of it and trying to shift and adjust as things happen.

Challenges as an institution are awareness of what Title IX is for all faculty, staff and students. We have some mandatory things that we're going to have to do. The example of findings makes it very imperative, that especially students understand what the process is and who the key people are. We are developing a marketing campaign in partnership with marketing which it to start sometime this month. We also have a challenge around training. We have mandatory requirements for public safety, yearly. We have mandatory requirements for investigators, yearly. We have mandatory requirements for students. We have to be able to show that they have had notice of what Title IX is and what our processes are. Another challenge is making sure that we are being proactive in regards to the shifts and the changes in the law as they come through. We also have a challenge around the funding for all the things we are going to be required to do around Title IX. Much of this came out of VAWA in October and there was no funding attached to any of these requirements as part of the law.

So far to respond to the challenges they have created a PCC Title IX Team. We've started on a gender based and sexual misconduct policy. We started that in late September with that team. That team has been meeting every other week since September to December and created the attached draft. We have created an initial Title IX brochure. We're trying to put it in all of the key areas so that we have something that can be handed to a victim, no matter where they go. If they report it out we have to have something that can be handed out. We have a first iteration of that ready and it's been sent out to the key areas. We are planning on having training for all the Title IX stakeholders in late February and she will be sitting as the Title IX coordinator with a group of other community colleges across the region. We are not the only ones that are

in the boat looking at this legislation and thinking how are we going to make this happen. Pretty much everyone else in our region is looking at this and thinking how are we going to make this happen. So we're trying to share resources, think through ideas and how best to respond so that we stay below the radar with OCR.

The team is made up of all of the DOS's, some of the DOI's, representatives from HR, Public Safety, all of the student conduct officers. We asked that everyone from the campus presidents for representation from the different areas.

She presented a flowchart of how they are going to handle investigations. Again, this has been part of our work in the last couple of months. If we have a victim who comes and says this happened to me, this is how we think through and how we will handle investigations moving forward.

So, as a Board, she needs your willingness to learn and educate yourself around Title IX and be responsive to the changing legislation. Hopefully, she will be able to come in front of you all and let you know any things that are causing panic signals at the institution and your support for the policies and the procedures that will be presented at a later meeting.

Director Harper commented that thanked her for the report. He also wanted to remind everyone that this is something we are doing because we have to do, but because it is the right thing to do to make sure our faculty, staff and students feel safe. Director Pitts echoed Director Harper's comments.

Kim Baker-Flowers responded, she does have a team. Dr. Brown has made it very, very clear we are going to try to be the best practice organization institution in Oregon. We have a wonderful team of people who have worked very, very hard to do as much as they've done in the last couple of months. There is dedication.

Director Wilton it looks really challenging organizational. As a collaborator you need to be able to look at it as a team and independently. How are you doing with that? Ms. Baker-Flowers commented that she is trained as a lawyer. So the due process and the unbiased hat is pretty natural for her. So far it's been manageable. We've got the team and there's so many subject matter experts on that team. The WRC's have been doing so much work, especially around prevention and victims advocacy that I feel really confident, especially in that area because there's so much that happened prior to my arrival.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS MEETING

Chair Palm proposed approval of Resolutions 15-071 through 15-078 that are on the consent agenda. The motion passed unanimously. Thorne-Ladd/Pitts

Chair Palm noted that as a part of our consent agenda we are approving, reluctantly Wing-Kit's retirement at the end of this month. So just want to take an opportunity to thank you so much for your service and best wishes to you in the future and hopes for great success as you move forward into retirement.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

REPORTS

Faculty and Academic Professionals Federation

Frank Goulard, President, AFP Federation

Mr. Goulard reflected back on the budget presentation, at the HECC level we're formulating a ten year stair step budget for the next ten years, the next five biennia. The funding in our Achievement Subcommittee will formulate that and move that on to the overall HECC, the general HECC to probably this spring sometime. It's important to keep in mind the big picture in that we may complain about \$500,000,000 or \$535,000,000, and we should, but the important thing is if we're serious about making any kind of progress towards 40-40-20 on behalf of our students and their success, then let's lobby or remind our legislators of the overall goal. We're not \$550,000,000, or whatever the number ends up being come June, we want to look, therefore \$645,000,000 in the next biennium, and therefore \$780,000,000 in the biennium after that, etcetera, etcetera, because in 2025 it needs to be 1.1 Billion for CCFS for example. So let's not lose sight of the big picture as we focus, of course, on the small picture of this coming six months.

The other part I had, Jean and I will be at Winter School, which is our Classified and Faculty Federation's attendance at our annual meetings at the coast a week from tomorrow. We have each about eight attendees attending. It's the best educational experience we have throughout the twelve month year. We get really intense training on whether it's handling grievances, contract interpretations, community engagement, community relations, you name it, it's just wonderful stuff. Speakers are brought in from all over the country, very good trainers and speakers to help us out. It's a statewide effort, twenty-two locals from around the State from our AFT participate. So we're looking forward to that.

BPAC, you've heard many times, the acronym stands for Budget and Planning Advisory Council. We used to have a budget advisory council, and separately a planning advisory council, when President Pulliams started we decided to combine the two. It is now one council with about thirty folks from across our district helping. Jeremy as well as Jim Langstraat, Wing-Kit Chung formulate things that always involve budget.

So some of the things on the slide show, I won't take issue with but we, as a college, you as a board, need to be mindful of. Is it a conservative direction or is it too loose direction, and as Jim has pointed out, you need to be balanced and not cry that the sky

is falling. Let's keep updated, as some of you have said, on what's coming toward us, what are some of the assumptions.

I think Director Wilton asked, or maybe it was Director Frisbee what our enrollments have been. We're down 5% a year now, we were up from 2008 through 2013, we were up roughly 44% over that 5-year time period in enrollment. Then the year before last, or last year actually, we're down about 5%. There was a plateau year in between there, and now down 5%. This year we're on track, we're down 5% or so. So if it's down 10% in the last two years, including this year, and was up 44% before that, it's about 30% that we are still up. We have a lot more students, than we did eight years ago, and in the next ten years we're going to serve many, many more. Whether it's thanks to some kind of reduced tuition through the community college free tuition at a federal or a state level, plus serving all the students that are supposedly going to be 100% graduated from high school instead of the current 69%, we need resources. Hence, back to our lobbying efforts for this 10-year budget plan for the Community College Support Fund, of which we get approximately 30%. I appreciate you listening.

Classified Federation

Jean Garside, President

I did want to though especially thank all the Board and Jeremy for coming to our Christmas Party at the Southeast Center in December, it was great. There were a few bumps, but I think overall it went very well. Truly appreciated seeing all of you there. Looking forward to bargaining, and like Frank said, we're having our training coming up and a lot of people are excited for that. We hope everyone is energized and ready to go for the new year.

ASPCC

David Betts, Executive Director, DSC

He took a quick moment as a safe ally, to note it is Sexual and Domestic Violence Awareness Month. There are activities all across the District to raise awareness. He invited Kim Baker-Flowers to the DSC at any time, so that way we can confront this as students to students as well. Covering the atmosphere of the country, we will be having Tim Wise speak at Cascade Campus coming up the 29th of this month. He's a nationwide proponent for white allies and ally-ship and how to be a better one.

ASPCC is continuing to work with Parking and Transportation to create a budget that incorporates student opinions, addresses the need to increase the funding and also being mindful of the strategic plan as far as accessibility and sustainability. As a District, also to help save the students money, each campus offered over 1,200 textbooks through the book exchange books and purchase for less than they would at the bookstore and also sell them back for more than they would be getting. ASPCC is in the final weeks of presenting the Student Activity Fee Increase Proposals to the PCC Administration, we have gained support from last year and this year's DSC, students in and outside of the District Leadership Programs and the Deans of Students. They are currently working with Chris Chairsell to meet with the Cabinet as well as feedback. They look forward to presenting the proposal to the Board in February.

We think that should everything go through we will be able to reinstate some programs like the Safe Program and get the diversity retention centers back up to par. That concludes my report.

Board Reports

Director Harper thanked Frank Goulard for all the work that he's been doing at HECC and working with the State and thinking and keeping an eye out for Community College. Chair Palm also thanked him for participating at the OCCA Board's Planning Session.

Mr. Goulard responded that Director Harper is always modest but he wanted to thank each of the seven board members, along with Dr. Brown and all our college folks who put in endless time. It's not in our job descriptions, but we all do it with heart and that's great.

Director Ladd thanked Kim Baker-Flowers and President Brown, and everyone else who has been involved in a lot of the tough equity conversations on campus. There's a lot that's been happening and some of the conversations are really hard. She is proud to be part of a college that is willing to have them, and willing to grapple with the tough things and recognize we can do better and we're committed to doing better.

President

He thanked the leadership that we have with our student leadership and federation leadership for doing such a great job and really working collaboratively with the institution for all of the right reasons. It's a pleasure to work with you, so thank you for that. He thanked the federations for inviting us to your Christmas party. My six year old had a fantastic time, so thank you for that.

Dr. Brown also thanked Chair Palm and Directors Harper and Ladd for being at the holiday party. Thanks also to Chair Palm and Director Frisbee for being at the OCCA Board Forum at Clatsop recently. It's good that we continue to engage with our colleagues throughout the state and community college affairs. Also, we have a very good turnout from the Board at the 12th Leadership Summit at the Oregon Convention Center last week. It was great that you were there in force. We talked a lot about all of the things that are happening in the state, and also inspiring us to move forward. He also thanked Vice Chair Madden for being present at the Beaverton City Council meeting on Tuesday in support of our Future Connect program. So wonderful that you did that.

A lot of great things going on, but he picked out two things. One is Tuesday, there will be an event at for the new building dedications at Cascade. We've launched a new bus advertising program, so if you're stuck in traffic and you think PCC first you'll see it on the back of the bus in front of you. We're delighted that the buses will be debuting in January, so just after the new year. It's part of all the things we want to do to have people thinking about PCC first as they're going around town, because we really need to have a lot of advocacy in the next few months when we talk about our budget and remind people of the great things that we do, and the fantastic people who work here.

Chair Palm thanked all for participating here this evening. Thanks for the great Board turnout, this is a great way to start out the new year.

ADJOURNMENT

The meeting was adjourned at 9:20 pm.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on February 19, 2015 at 7:30 PM at the Climb Center.

Deanna Palm, Chair

Dr. Jeremy Brown, President

Prepared by:

Jeannie Moton, Assistant to Board of Directors

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

BUSINESS SESSION

February 19, 2015

1626 Southeast Water Avenue, Portland, OR 97412
CLIMB Center, Auditorium, Room 102

MINUTES

BOARD ATTENDANCE

Jim Harper, Chair Deanna Palm, Gene Pitts, Courtney Wilton

WORK SESSION

The Board of Directors met at 5:00 pm to discuss OCCA, OPC, Budget Update, Strategic Planning, Space Utilization, and Legislative Updates.

EXECUTIVE SESSION

The Board of Directors met at 7:00 pm 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), (h) Litigation

CALL TO ORDER

Chair Palm called the business meeting to order at 7:34 pm and invited all present to introduce themselves.

APPROVAL OF THE AGENDA

The agenda was approved as published. All approved. Pitts/Wilton

APPROVAL OF THE MINUTES

The October 16, 2014 and December 11, 2014 Board Minutes were approved as published. Harper/Wilton

INFORMATION SESSIONS

Faculty Focus

Jessica Bernards, Instructor, Math

Ms. Bernards will present to the board members a presentation on Incorporating Study Skills into Developmental Math Classes. The history of how this program was developed was because of a need to increase student success in developmental math classes. They found that students in these classes lacked the study skills needed for success. The program is geared specifically for math study skills, where the loss of class time was minimal. Students have option, they pick four of the seven topics to complete. This way the students have a choice in which topics they explore. It takes four weeks to complete the program.

Each lesson is broken into three parts. There is a video to watch before each lesson. Then they will complete a work sheet, to verify they watched the video and to help them reflect on what they have learned. They then have a class discussion that is a quick 5 minute activity. They cover one to two topics per week at the beginning of the term and the assignments count as part of a homework or participation grade.

A lot of colleges are now using this in their classrooms on a national level. It has been implemented in both face-to-face and online class settings. In an online class, instead of worksheets/in-class activities, the discussion board is utilized to create a class discussion on the topics.

She had five PCC instructors pilot the program and returned data to her. The instructors compared data from two identical classes, one that used the study skills program and one that did not. Other than the study skills program, the classes were run the same. The record took into account the number of students seated on day one of class and at the last day of class to track retention. She also tracked whether it helped with final grades. The results showed that the classes who used the study skills program had on average 10% higher pass rates, 3% higher overall grades and 3% higher final exam grades. Every class that used the program had increases; one class actually recorded a 16% increase in pass rates.

Of the students that took a survey after the program, 89% said they think the program should be used in all developmental courses.

Chair Palm thanked Ms. Bernards for the presentation. Director Harper asked Ms. Bernards asked if students could take this program before they take a Developmental Math class. She noted that this is run in conjunction with the class, but they do finish the program before the first exam. The program is more directed toward changing bad habits in regards to study habits, therefore spreading it out over a few weeks help with this. Director Wilton noted that the data shows that math is a barrier for so many students. It is good to see the improvement and that this is working. He asked if the dropout rates for the classes were still high. She noted that the trend across the nation is that it is still high. This program is not being used in every math class, but in the classes that it is being used, it is helping. Each student is different, and there are a lot of outside factors affecting student's lives. Helping students with things we can control is how we can help them be successful.

CLIMB Update

Bob Hanks, Executive Director, CLIMB

Mr. Hanks gave a broad overview of the CLIMB Center. There are four areas of focus at CLIMB, these are Professional Development and Training, Health Professions, Small Business Development Center (SBDC) and Life by Design NW. Professional Development and Training focuses on organizations and government agencies with customized training needs. Helping to train or retrain employees business and employee for efficiency and impact.

There are 25 employees at the CLIMB Center, this number does not include business advisors with the SBDC or part-time faculty. There are three business units. There are 21 classrooms in the building. We also do a lot of work offsite, doing trainings at the different campuses. We served over 13,000 students and generated revenue of \$3 million and gave back \$4.2 million to the college, 60% of the profits go back to the College. About a year and a half ago, they went through a Strategic Planning process and identified five strategic focus areas. These are Marketing and Lead Generation, New Program and Course Offerings, External and Internal Networking/Relationship Building, Maximize and Effectively Manage Human Capital Resources, Create a High Level of Customer/Client Satisfaction.

About two years ago there were four distinct departments at the CLIMB Center each with

their own financial operations, ways of registering students, way to make purchases. Know there are three key business units; an operations team, business development team and a programmatic team. They are getting closer to having one set of books to work from, and developing centralized practices for better collaboration for the departments at the CLIMB Center.

The Small Business Development Center focuses on entrepreneurs, small business owners, international trade, business advising, workshops and business resources. There are now two other centers beside the one at the CLIMB Center. The others are located at Willow Creek and the newly opened one at the Southeast Campus. We are the only international trade center in Oregon. The SBDC did 3,800 hours in business advising and 1,737 business training hours. They helped create 170 jobs and retain 85 jobs for workers.

Health Professions is the largest program, generating 70% of the revenue at CLIMB. It provides continuing education for health practitioners, training for certifications, American Heart Association provider and renewals, and offers short-term, entry-level health programs. The program trained 5,806 people in health fields. They have been focusing on new programs, and one of note is the RIAMP Program (Remote and Industrial Medi Program). Once a person completes the program they will be able to work on oil rigs and remote areas performing minor surgeries. The average pay for the position is \$150,000. In addition, they are working very closely with Career Pathways to build internships for entry level students. They are also securing additional sites for the CNA and Phlebotomy Programs.

Professional Development is partnering with WSI for Certified Production Technician Program. They are working closely with the College to build a customized assessment program for coaches at PCC, as well as an MSD Program. They conducted 161 course, trained 3,305 employees and served 34 businesses.

The last focus area is Life by Design NW. The program focuses on baby boomers transitioning to the next phase of their lives. People talk about Life by Design all over the region. It has been revamped over the last year to focus on workers over 50 and working to get older workers back in the workforce.

Open Education Resource

Chris Chairsell, Vice President, Academic and Student Affairs and Jen Klaudinyi, Librarian Ms. Klaudinyi started by noting the problem that textbooks costs have increased 812% over the years. Some students choose not to purchase books due to the costs. A recent survey showed that the number is as high as 65%, of those 94% expected their grades would suffer due to this. This turns from a cost issue to a student success issue. Open Educational Resources *are teaching, learning, and research material in any medium that reside in the public domain or have been released under an open licenses that permits their free use and re-purposing by others.* Basically, these are different types of learning materials that can be accessed for free and adapted by instructors and shared. These can be in lots of different forms from tutorials to multi-media to full textbooks. In the context of OER initiatives at different institutions, most institutions also include support for other types of low cost materials, including things that are created by instructors and may be shared internally within the department, but not released for broad sharing; as well as materials that are already paid

for by a library subscription. Initiatives often support adoption of other low cost materials as well.

A steering committee for OER has been formed with stakeholders from all around the college, including students, faculty representatives, library staff, distance learning, disability services and the bookstore. There is cabinet support from Drs. Chairsell and Fowler-Hill. Dr. Donna Reed provides administrative support. Rachel Bridgewater is a co-chair of the steering committee.

The committee started with a survey targeting faculty to assess readiness. The survey noted that there is high-interest at PCC, but low awareness of the resources. They also formed a broad interest group where folks can discuss open educational resources via an email group. They created websites and online guidance including a guide targeting instructors who are interested in exploring where these resources exist and the process that it takes to adopt them. There is training for the librarians throughout the college, in order to help them help instructors who are searching for these materials. They have provided messaging for the Subject Area Committees, and will continue to offer uniform messaging for the SAC meetings. At the state and national level there has been some work on policies. There have been a few HECC Forums focused on Textbook Affordability; there has been representation from PCC at these meetings.

The committee is taking an inventory of the OER work already done at the college. They are also reaching out to interested faculty and SAC Members. There will be an all-day Faculty training on February 26 and 27 at Sylvania. These are hands-on workshops. There will be an Open Education Week, March 9-13 at which PCC will provide other training opportunities at the different campuses. They are also in the midst of identifying barriers and gaps around the college and researching the potential impact. The research being done is focusing on high enrollment course, with high material costs that have readily available open resources. When she was at Lane Community College, she estimated to save students near \$500,000 a year. Tacoma Community College set a goal to save students of \$500,000 over two years. They exceeded that goal by \$500,000 with savings closer to \$1,000,000. Maricopa Community Colleges in Arizona had a goal of \$5 million over 5 years, and are well on their way sitting at \$2 million in savings to date. There is great potential to make a huge impact here at PCC.

The challenges that will be faced are time, pressure to move quickly, recognition of the problem, developing support and policies, and financial planning. Time is the biggest challenge, this work takes time and requires support. There is pressure to move quickly. This is a double-edged sword. In order to have a successful initiative we need to be intentional, we need to provide planning and support structures, as well as a need for funding. HECC has been focused on how to make textbooks more affordable, not necessarily focusing on OER. As more and more OER advocates attend the HECC forums, the conversation has been shifting to consider other models. There is a need to develop an institutional statement of support and policies. The policy group is working on to provide recommendations. There are also financial planning and bookstore concerns. As textbook revenue is lost from the bookstore, there needs to be other ways to provide funding.

Chair Palm noted that after attending a recent conference she is looking forward to the opportunity to save students on textbook costs. Director Wilton noted the challenges, and

asked if the quality was comparable. What the textbook companies offer is more than just a book, including a suite of services. His sense is that most folks think the college can declare that we want to do something, but really can't as the faculty have control over the textbook issue. Ms. Klaudinyi responded that there were a few different components to the question. The piece to address right now is that almost all of the faculty that she speaks with is interested in doing this work. It is a matter of having the time to undertake it, especially if agreement across large groups is needed. The second question about quality and it being comparable, lots of the institutions that are undertaking these initiatives are focusing on high enrollment classes. Classes in the sciences, biology, anatomy, physiology, the social sciences, psychology, there are a lot of high quality materials that exist in those areas. Another component is that the beauty of open educational resources is that you don't have to adopt the entire thing. You can take pieces of it that work, create your own pieces, adapt what is there and mix and match things from other places. There is a great potential for most classes to adopt many high quality resources that are out there. We are moving more towards more polished open materials that have been peer reviewed and vetted and are adopted in other places. She noted she doesn't think that is a 100% easy choice, but if folks are invested and they have time, then it very reasonable to have a collection of high quality resources for their students that are open and free. An issue being investigated by the policy sub group is looking at funding models as far as instructors making the switch and the time involved and possibly compensating or incentivizing the instructors.

Director Pitts asked if she has seen any outcomes of students who are using the open resource. She responded that this is still in the beginning phases of doing this type of research because mass adoptions are just starting to happen in the last five years or so. There are a handful of studies that she has seen show that students perform at least as well or better using open resources. There are a couple of reasons folks usually talk about in the context of that, one it that instructors are really able to hone in on their learning objectives and be selective about the materials. The second piece is that students had access to those materials on Day 1. The third piece is that engaging in this work really makes the instructor reflect about what they are trying to do with their courses. Director Pitts noted that is encouraging. He also went back to the inference that there doesn't seem to be a lot of support materials for the instructors and wanted to know if it was a big gap and whether it would be filled over time by the Open Source Community. She noted there are different products for different subjects, such as math, there are test banks for some. There are collections and banks but they are not matched up with the resource, so it still take time to select and create the questions with the resource that was adopted.

Director Harper thanked her, as this has so much potential with what the board is trying to do for making college more affordable and accessible to everybody. At a conference he recently attend, the state of Washington, that all of the community colleges have adopted this. She noted that the state had a state-wide funded project where teams of instructors create open courses, low cost courses for their highest enrolling 80 courses at the 20year level. There is a depository where faculty can go and look through those materials. She does know that it had good success in certain colleges with adoption and less success in other colleges. He noted that he can't see why PCC would have great success with someone like her working on it. He added that it is really exciting and the faster to put it together the better.

Rob Wagner, Associate Vice President, Advancement and John Horvick, DHM Research

Mr. Wagner reminded the board that almost three years ago the board held an annual board retreat where Strategic Communications was discussed. It began with research about what the public thinks about PCC also how we talk about the college. That extends to everything we do within Advancement throughout the district and community from fundraising, enrollment services, student success initiatives and government relations during the legislative session. December 2012, led an RFP with several pollster, and DHM came out as the best. It was the first detailed comprehensive civic engagement survey that we have every done at the college. End of January 2015, we had an opportunity to refresh the data, and those will be presented here.

Mr. Horvick started by saying that DHM is an independent nonpartisan public opinion research firm based in Portland. They do work across the NW and across the country, but their home is the Portland Metro region. They have been around for about forty years, focusing mostly on higher education. Although, they touch on other community issues as well from transportation to plan use policy. He works for a lot of public sector clients. In the last couple of years, as a messenger about what the public thinks, he often has to delivery bad news. One of the real pleasure to be presenting tonight is that PCC has really been one of the outliers.

He shared a few of the top results from this survey to the board know how well the public is thinking of PCC. A couple of questions this particular survey, folks were asked to rate the performance of PCC. This particular scale the measurements were from Excellent to Don't Know. Two-thirds, or 64% of the voters think positively of the operations and performance of PCC. Besides looking at the good, he noted we also need to look where the others are. If you see 28% said Don't Know, while just 7% gave a negative rating. That 28% are more likely to not have a personal connection with PCC. It stands for an opportunity to get the message out on how PCC is doing.

Other statements asked of voters, were if they Agree or Disagree with them. The statements included, *Provides students with the skills they need to compete in today's economy* (84% agree); and *Has a reputation for academic quality* (78%). These sorts of positive numbers and the lack of negative numbers are outstanding comparatively to what we typically see when we ask about performance at other public sectors. PCC might have to now be the new benchmark.

A few key messages that were presented in the survey regarding *Reasons to Support Public Investment in PCC*. In the future, 90% of voters think the majority of jobs will require education beyond high school. Communities that invest in higher education are more likely to have a prosperous economy, 88% of the voters agreed. People with a higher education are more able to support themselves financially for their entire lives without having to rely on government assistance, 83% agreed. For the last question, 85% of the voters agreed that without PCC, many people would not be able to go to college. These are some very specifics messages, thematically what we pick, first when we talk about PCC and what people are interested in hearing about our broad community benefits. PCC provides the institutions, not just benefits to the individual students but benefits to the community abroad. There are economic benefits with job opportunities, career training, opportunities for individuals to support themselves. On other surveys they have seen issues too, the issues around

economic development at the community college become more important to workforce development.

Lastly there was a test for public support for PCC Bond Renewal. There was a Cold Test were 41% would approve strongly and 31% approve somewhat, equally 72% support. As a pollster what he is looking for in a potential measure or levy to feel like you have a chance is 60% support and 30% strong support. That is not a hard fast rule, but a general guideline that is the sort of numbers to look for. There is a tendency to lose support on an issue. Then the reworded and told voters it was a renewal and if it passed tax rates would stay the same and if it failed they would save a little bit of money. The approval changed to 81% in support of it.

As a starting point, PCC is well regarded in the community. PCC has very strong messages, initially some very strong support for a bond.

Chair Palm thanked Mr. Horvick for the good news. Director Wilton asked is if there were variances of the different areas of PCC. Mr. Horvick would like provide the demographics of the data.

PUBLIC COMMENT ON AGENDA ITEMS

Open Education Resources

Michael Sonleitner, Instructor, Political Science

He provided copies of a report that was produced by a textbook Task Force that was appointed by the Educational Advisory Council. A two-year long period review of reducing textbook costs. These were taken to the EAC for approval. Ten recommendations to the faculty and staff to reduce costs, ten more to the institution. The institution did not approve all of the recommendations. One of the more controversial recommendations was to have the bookstore operate on a not for profit basis, not as a cost center for the institution. With the logic that the bookstore would then be able to be more competitive with costs for books purchased external to the bookstore and would stabilize the bookstore and making it more efficient. We have heard a lot about the OER options, these were in their infancy 10 years ago when he first became engaged with this study. He would urge the board to be cautious, when we have pressure to move quickly, that was a direct quote. When he hears that we need institution statement of support. Those are good things, and who is for higher textbook cost, no one right? He is very concerned about rushing into something that is relatively in its infancy. He would like to urge caution, there could be unintended consequences, including a lower of academic standards. Political Science as an area has looked into open sources. We have one faculty person who is a part-time teaching online who uses open sources. As a faculty in Political Science, we looked at his textbook and the others adopted and find it not to be of the same quality. It is a matter of style, communication style, being able to be absorbed by the student. Perhaps having a framework or platform that is of interest to the student right? It is not just a bad matter of information so keep that in mind please.

Tuition Fee Increase

Elizabeth Ackerman

I am coming to you today on behalf of the DSC regarding the tuition increase. Students are very concerned with the way that we have decided to increase tuition without getting student feedback. Students are very concerned about the cost. We know that in the Strategic Plan

that accessibility is one most important themes. Yet, when you don't include students in a conversation that affects their future, largely, it becomes an issue and it becomes an issue with the student body. With that we would like a freeze to be put on the 2nd year of the tuition increase as well as a freeze on the \$120 international student fee increase. We know that international students struggle the most to pay for college. They pay out of pocket, they can only work on campus, most campus jobs are only 10 hours a week, and not offered during breaks or over the summer. This has a huge impact on students. There is a student at Cascade, a 21 year old female, honor student, who works in the sex industry because she cannot afford her tuition without doing such. To afford her food, the roof over her head and her education, she has to sell her and be belittled by men then go home and do her homework. There is a 22 year old Cascade student who is an international student who cannot work legally, so he has to work under the table. He does not have the same protections that anyone with citizenship has. They do not have OHSA, Worker's Comp, often subject to harassment and lower wages then ho home and do homework. These sorts of stories are common, and she hears them every day as a student body vice-president and as the budget committee chair of the DSC. These students mean something to this college. These students are what makes this college work. Students are 51% of the stakeholders, but when you factor in the transfers from transportation, auxiliary services, and the bookstore. Students actually sit closer to a 60% stakeholder status. Discussion the potential extended the bond and worried about how the community feels about PCC. If PCC isn't supporting its student, it's students are not going to support PCC back. Students need to be uplifted, they need to be pulled out of poverty and given a chance. Please understand that this is not an attempt for students don't want to help PCC. We understand that it takes money to run a college but it also need autonomy when it what we are going to be paying back. When these decisions are made in a board room--this is not your pocket, interest rate, not your back that is carrying the debt. It is that of the students. You won't be the one who owes a house when you leave college, that is a huge factor. Dr. Brown, you have pictures of Einstein in your office, I assume he is a role model of sorts for you. She just read his autobiography, and he said that the greatest disease in this world is racism and inequality and poverty. We are perpetuating that when you make decisions in closed rooms without the community at large. It is important to remember these things as we go forward making decisions for others when you are not the ones affected by them. So please she asks to consider the 2nd tuition freeze, and a consideration to freeze the International Student Fee. Listen to the students, hear these stories because she is the one that hears them, they don't have too. She is the one to tell students the decision was made without them, that they didn't have a say. If that continues to happen, you will be pushing students into a corner. When you see the students at PSU, there is a breaking point and students will stand up for themselves. Listen to their stories before you make decisions without considering their feedback.

Miranda Kuntz

She is a single mom, with two children. She came here with hopes of a better future for them. Being involved in student government with ASPCC over the last two years that has given her a really unique opportunity to see inside and the way that things work. She feels the student body at large gets to see that, we are the voice into that window to see into that. What we honestly and truly ask of you is to involve students in this process. We have the opportunity as student leaders to step outside and engage the students around us. All these wonderful students here supporting us. Many of them will be greatly affected by this increase. The fact is we want to be part of the process we want to know the things that will

affect us long term. We want to be engaged, and PCC has given that to me. The opportunity to be empowered through engagement. That needs to happen more often and cannot be taken away from the student. By empowering students to really know what is going on around them and the things that are affecting them is giving them something much greater this education. It is giving them the skills for their lives. She asks that the students be considered throughout the process. They want to know, they want to be here and we do understand that the business of the college needs to run and a lot more goes into that the students see, but we are willing to learn. Working together is how we will achieve all these things.

Gaetan Nzowo

This is his second year at PCC. He is an international student from Congo where people gain less than \$1 a day. Here at PCC every available resource, amazing teachers, and student leadership coordinators. For international students they also have qualified and developed staff, however what he doesn't why there is such poor communication. Where is the lack of transparency when it comes to something as this. This is something really important that we care about. To show to the Board of Directors how this is important to us and how much we care about it. He asked the audience, if you missed your class tonight to be there please stand up. If you know anybody who wanted to be here but couldn't please stand up. If you came here because you would be affected by this increase, please stand up. You can see how much we care about this. We would like to be involved and we would like our voices to be heard. We would like to be part of the campus, we would like to be part of PCC Rock Creek.

Lidia Luns

She is a first-generation Latina college student in her family. What this tuition increase would for her, even though I am planning to graduate, it would take me longer. Her financial aid package only covers so much and parents cannot help with tuition. So again this tuition increase would make it incredible hard to attend the community college. As this meeting talking about making it affordability and making sure everyone has the same opportunities and accessible. She agrees that the Board takes into consider that they know a lot of students pay out of pocket and that financial aid only covers so much. That tuition increase will directly affect her and her community.

Naylamp Adanaque

An international student from Peru, here today because the increased tuition is something that worries me a lot because where he comes in Peru, the cost is like \$250. The worry about how much is the increase. If it is a \$5 increase for credit, and we have to take many more credits per term. The share will be \$60, plus the \$130 per term will be \$180 extra dollars, between 3 terms that would be \$540 dollars. He is really concerned about how his family and people who help him still be able to do that or if he will have to go back to Peru. He is pretty sure that he is not the only one. There are many international students that plan the money they need for the USA. I hope you will consider it.

Ben Nzowo

Ben is a first term ESOL student. Some students were not able to come because they didn't know this was on the agenda and couldn't get out of class or work. He is from Congo. He spent one year without studying after graduating because his family needed to save money. Now with these increases what am I supposed to tell my father. To tell his dad that he

needs to work more and kill himself every day to pay the tuition. They pay for rent, electricity, bus passes, water. We do our best, try our best, we can't work outside of PCC and kill ourselves every day for a better future.

Marcellin Kibouge

He is an international student from Congo. If there is one thing that I will not give up on as far as my life is an education. Actually, like Gaetan said in this moment I missed my physics class, which started at 6:00 pm and ended at 9:20. This was important to attend. He is studying electrical engineering and physics and should not have missed class but this is important and will affect him going to school. He is asking that when it is time to decide such things that affect students, they deserve to know. I won't call my dad and tell him they raised the tuition. My parents are in Africa, there are many issues that prevent that. He has to be prepared for it. Even his roommate wanted to come, because this brother is coming. The tuition is too high and we don't know how we are going to deal with it. If we are rejected from this country we will have no where to go. Increasing the tuition is you sending us the message to go back to our country.

Angel Camacho

First off, he is not allowed to get financial aid. He is able to be a PCC because of the DECA. He pays out of pocket, his little brother couldn't attend because he had to go to work with his dad and additional 3 siblings that look up to him. They see him struggle and they will not want to go to school just struggle. With more tuition the struggle will be harder. If he doesn't get his current tuition paid he will not be able to register. He doesn't know where he will get the money to continue his education.

Jessica Jennings

She thanked all the students who attended. She is 20 years and finishing up her degree to transfer for international development as a major. She is a waitress, works 20 hours a week. Her parents support their respective families, so they don't have much to offer her. She pays a lot out of pocket, and has to work. She has taken classes at almost every campus and online. She has a pretty good idea of how PCC works. She just wanted to mention that she believes that tuition increase are a first and foremost a student issues and why it wasn't addressed to them in the very beginning when this was first a concern I don't know why. Why it took only Monday where they had any idea that this was going to come up. She thinks it is completely unacceptable. You guys are all very, you've done a lot with your lives. Just reading some of the information. You know what else is out there. You guys should now that this being such an issue for us, you should have came and addressed this to us. You know that communication is important. Just like in any relationship communication is one of the most important things. Communication is just as important with your students. We are your students. We are here. You are here to help us. Right, so why communication wasn't involved I am not sure. Things happen, it's okay. But this is so vital. If you notice you have taken time out of our schedules could be use working, money out of our pockets that we could have paid for school. This is time in classes, education is like our first biggest focus and we have to leave from that, then that's not the job you are doing. You are taking away from our education. Lastly, there is absolutely no breakdown for us to see why there is an increase. She wants to see where that money is going, she wants to know where every dollar. Is it going to bonuses? Other things, or my education? She is addressing we need to come out of the dark, we need to communicate, this is my life, this is my education and this is my money and I feel like I need to be in charge of that.

Jason Sifford

He is a United States Veteran of the United State Navy. He really has no problem with how much money he has to spend at the college, because he has GI Bill Benefits so he doesn't have to worry about it. Yet, if he wasn't receiving his benefits he then he would be paying out of pocket. He would also like to know where that money would go. He has been fighting brain cancer for the last two years. He has benefits. He has medical benefits. One thing that he is here for is that he doesn't have the concerns over how much to spend for college, he is here today because he is a United States Veteran, he shows support for everybody in the United States, he also shows support for everybody internationally. He will continue to do this. He said he would continue to do it and asked others who were other United States Veterans. He will support everyone who comes down and tells these things. Anytime he asks for something, he will fight to get it down. He is fighting the rest of his term for his GI Bill to get his degree. He is tired of having to through fighting for everything due to his brain cancer. He will continue to do so and continue to show support for everyone setting here and tell you what they want.

Aylssa Pinter

She is attending PCC Rock Creek. She is works as the Clubhouse Coordinator in ASPCC. She is also the International Club Coordinator. She is almost 25 years old, she graduated high school a few years ago. It too her some time to get back to school for a number of reasons, but one of those reasons was that she had no idea how she was going to pay for her education. Her mom is a single mom, dad passed away when she was young. It was never even encourage for her to go to school. It was always, just get your high school done, you'll be fine, just work. So that is what I did, I worked. Then she realized it was very important to get a higher education. So she took out the max amount of loans and grants and just started her first term at PCC last year. She got involved right away with Work Study job as well as International Club. She first heard about this tuition increase on Monday at the Congress meeting. It was a surprise to her that it was going to be pushed so quickly. She presented this information to all her classes and developed her own presentation and had 5 minutes in each class. They were really confused and upset. The teachers were also concerned as they did not know either. Luckily she was able to have an International Club meeting today. She explained everything to them in terms that they could understand since some of them are not native English speakers. They were very shocked and some had no words. Overall they felt deceived because they had not be relayed this information at all. If I hadn't this might have passed today and they would be stuck in some serious situations. International students must take 12 or more, with a \$5 increase per credit and a \$120 fee, they will pay \$180 more each term than they are paying now. International students are required to take those 12 credits. They do not have the choice to take less to save that money. Tonight she is the voice of the students who wanted to be here tonight but couldn't because they are in class right now. They want you to know that this increase could be reason enough to not continue at PCC. She quoted a part of the proposal, "The data shows that the cost of the program surpasses the revenue generated by the program. This increase will only allow them to break even." What would the future of PCC look like if the students decided to leave?

Christine Cha

She is in a situation where her parents make too much money for her to get financial aid, but they don't enough to invest in her education. She is fully independent but is not at the age

where she can fill her own taxes and use her own income for financial aid. Her fellow studies have talked about her contradictions, but she asked how can we help students and the board members communicate better. For the transits and renewed buildings, you offered surveys, but why we have survey or ballots to approve for our education and money. According to the powerpoint earlier 59% of the community thought PCC was good, without PCC many students wouldn't be able to go to college but if the tuition keeps on rising, how many students would not enroll. How can we be as America students be 18 and allowed to vote for our President, to choose the one person to put our nation's safety in and not be allowed or a chance to decide what our tuition will be.

Ben Akande

He was going to pass on his time, but felt it wouldn't be fair to the 12 phone calls he received this morning. Once again he is going to say he is an international student, he is an ambassador and I am always there to listen to international students and those who feel that can't communicate with American citizens. Basically, he didn't hear about this tuition increase until this morning. He woke up to about 12 calls from international students telling him about the tuition increase. He heard about 35 personal stories just this afternoon on campus about students complaining. He is going to spare the same details of telling you have coming here was going to be a better dream and obviously we are expecting an increase, but not this much. His personal story of why this is going to affect him. He is a student from Nigeria, from a family of 8. His dad pays for his school fees. His mom doesn't work and technically 5 of them are abroad right now studying. It is the one thing for the school fees, basically the tuition increase has to happen, and he is going to have to tell him this. This is something he is not going to be happy to hear and most students today telling him how they are not allowed out the campus, but yet they have to pay for bus passes, insurance. This is about the same thing were they had an increase in insurance. They just got an email overnight and international students can bear witness to him that an email came overnight. We did get an email overnight saying there was an increase in insurance, just like that. He can tell you from the OIE, about fees you can ask other students there was a lot of students who did not come back last two terms just because of the increase. Increasing this right now is basically going to chase international students away. He has read so much about PCC and he knows PCC is trying to create a diverse economy. If this increase passes how is the diversity going to be there when most of the students are being chased away.

Chair Palm thanked the students for taking the time to attend, especially those who missed classed to be here. She noted she does understand what a hardship that is. She took a minute to note that we will be moving forward on the consent agenda but will make comments on 15-085.

Director Wilton noted that was a powerful experience. He commented he is so impressed with the PCC students. As he listened to the testimony, it was thoughtful, respectful, it was real and fundamental they have a point. He thinks we did not do a good job of communicating with you. In his mind, there are two issues, one is the actual increase. He has a hard time because costs didn't go up, if he looks were they are for community college's it is not out of line. He isn't saying it's not a hardship because he knows they are on a very tight budget. Looking at were PCC is versus others, PCC is in the lower half when tuition and fees are factored in. As a board member we have to weigh the harm that is done by raising tuition against the harm done of not raising it and then having to cut offerings

which affects students in terms of availability of the classes and also the quality. He noted he supported the increase, he doesn't love it. He thinks overall it is reasonable.

The other issue with communication, it is pathetic about how we handled it. He doesn't think they did a good job. There is no reason why we can't engage students before this. A lot of the unhappiness is about the job we did and almost taking students for granted not respecting you and assume you would want to be a part of this process. That is not okay. Personally, he said was sorry for that and hoped for a chance to do better. There will be a vote on this tonight because we have to, it has to been done so that financial aid can be calculated, it is on a tight timeline. It is going to happen, but there are things we can do in the current year to help you all understand. He doesn't want to be here next year listening to the same speeches. It is unacceptable, we can do better.

Director Harper noted that he agrees with Director Wilton. He loves PCC, he has been involved for over 50 years. PCC is all about the students, you out there, what you are doing and how important this is. He noted they looked at this to try to figure out how to do it without raising costs. Affordability is one of the most important things. Affordability and accessibility, he really appreciates you all being down her sharing input. He agrees they could have done a better job of letting you all know what was happening and why, why we have to do this. He thinks one of the things heard tonight, the textbooks, anything they can do to help reduce the cost and make it easier. That won't help right now, this coming term. He is going to vote yes also, he isn't doing it because he wants to, it's because he feels like he has to.

Director Pitts also echoed the comments about communications, not our shining moment. Unfortunately, the balance sheet has to balance. To that end, there is a requirement that there is a need to increase tuition and fees. He will be voting for it, he has been in their shoes, he knows how it hurts. He doesn't do it lightly, but unfortunately it is required. He does appreciate them all coming tonight and providing the series of powerful statements that were made here, and his heart really goes out to you all.

Chair Palm commented that the error that was made in terms of communication and certainly her personal commitment it to do better. Living on a budget herself, unplanned changes can have a big impact. A couple of the things you asked for tonight, she wants to consider those. A freeze in the 2nd year, is almost impossible to do without knowing what the state funding will be. The state legislature is in session right now, they have not determined how much money they are going to give to community colleges. We have to make a determination on tuition rates so that our students can receive their financial aid. We have to do that now. So you can see how those two things do not work well together. We are rolling the dice, what do we think they are going to give to us, and how do we set the tuition so that we can pay bills, keep the programs going, and keep the students able to access. That is a frustration that the board members have with the system that we have in place. The timing issues don't make a lot of sense for us. It is a difficulty. The second year we will consider a different amount in terms, she won't say they will not raise it, but it will be a consideration in terms of where state funding goes and what things are looking like, enrollment has a big deal on the funding as well. Yes, we heard what you have said tonight, yes we will take that into consideration for the second year. For the first year it is almost impossible for us to do anything different.

The international rate that set forward, she asked a few questions to staff. She wanted to know if the fee increase was tied to financial aid timing as well? The response was no. Is it possible for us as a board to consider the resolution and remove the international fee increase until we have further opportunity to consider that? The answer was yes. Applause from the crowd. She noted that she can't guarantee anything, and so the fact-interruption from the crowd. A student from the crowd asked, would it be nice if at least international students are involved in this process? Chair Palm responded certainly, one of the things that we have to be careful of is that we are not using local tax payer dollars to subsidize international students and that includes the handling of all the documents and the paperwork that goes along with that. One of the things that we have looked at is if we are staying true to that. She wants to go back and look at the data and we understand what the actual costs are. She is assuming there will have to be some fee increase. Dr. Brown noted that her response was right in terms of making sure we are covering our costs with respect to tax payers' monies.

BUSINESS MEETING

A motion was made by Director Wilton to amend Resolution 15-085 to remove: **International Students:** *An International student fees will be assessed at \$120 per student per term, starting Summer 2015.* The motion was seconded by Director Harper. Motion passed.

A motion was made to approve the amended Resolution 15-085. The motion passed unanimously. Harper/Pitts

Chair Palm proposed approval of Resolutions 15-079 through 15-087 with the amendment to 15-085 on the consent agenda. The motion passed unanimously. Wilton/Pitts

PUBLIC COMMENT ON NON-AGENDA ITEMS

Sylvania Campus President Search

Heiko Spoodeck, Math Coordinator, Sylvania Student Learning Center

Hello Chair Palm, Dr. Brown, and board directors. I am Heiko Spoddeck, Math Coordinator of the Sylvania Student Learning Center. I would like to clarify that today I am not speaking on behalf of any of the committees I am on. Rather, I speak as a faculty member and as a campus member at Sylvania, and as such I have heard many of my colleagues' comments concerning the fact that Dr. Suzanne Johnson was not one of the final candidates in the search for the Sylvania campus president.

I am here today to share my perspective with you. There are many aspects that I would love to address in this, but I will focus on two points in particular:

Point one. I have worked at Sylvania for 11.5 years, 9 of those as FT Faculty. In all these years, on whatever issue came up, I have always completely disagreed with some of my colleagues at this campus, no matter the issue. When employees across the campus started sharing their shock and disbelief about Dr. Johnson not being selected a finalist for the campus president position, I agreed with colleagues who I have disagreed with for all these many years. This level of standing united behind not just an issue, but an administrator, is absolutely unprecedented at Sylvania Campus. Dr. Johnson's integrity, understanding, and actions have united a campus that has been shaken by lots of changes in leadership,

policies, and enrollment decrease. Moreover, after having seen the three finalists at their forums, none of them measured up to Dr. Johnson as I have experienced her the past 7.5 months. A search process that does not acknowledge demonstrated leadership and competency of interim candidates excludes highly qualified and accomplished candidates and that is wrong.

This leads me into point two. PCC's search process was developed decades ago. It was designed to hire white able-bodied men, such were the times. And it has been working perfectly doing exactly that, allowing maybe a little gender variety. The finalists of the SY Campus President search are living proof of that. 3 white and able-bodied people, two of whom are men. What is important to understand is that the system was designed to produce exactly this outcome. So if we want a different outcome, we have to build a new system.

I applaud the Board of Directors for adopting the Strategic Plan and including a strong focus on diversity and equity. This search demonstrates yet again how much this is needed. I understand that there is nothing that can be done about the current search, but I hope that it will help the Board prioritize building a new search process from the ground up that includes Diversity and Equity right from the beginning and every step of the way.

I would like to conclude by reiterating that if highly successful leaders such as Dr. Johnson don't make it through our hiring process, it is time for us to make SIGNIFICANT changes and build a search process that leads to the results we strive for, not just some times, but ALL the time.

Thank you for listening.

Sylvia Gray, Faculty, History

Hello Chair Palm, Dr. Brown, and board directors. I am Sylvia Gray, History faculty and Educational Advisory Council (EAC) Chair, and I want to clarify that I am not speaking for the EAC. Rather, I speak as a faculty member and as a campus member at Sylvania, one who has heard many of the comments concerning the fact that Dr. Suzanne Johnson was not one of the final candidates in the job search for Sylvania campus president.

I want to acknowledge and say clearly that I believe everyone involved in all of the processes and decisions has had the best of intentions - all of them. They are my valued colleagues, and I respect them. Also, this is not meant in any way to disparage the fine finalists for the position. Still, I feel strongly enough about what has happened that I feel I must speak. Initially when Dr. Suzanne Johnson was appointed to the office of Sylvania campus president without seeming to go through a typical application process, there was concern about that lack of process. Now, on the other side of her service here, it has become apparent that in spite of those initial concerns, in less than a year she has won the hearts of staff and students from every corner in the college community. We then witnessed an unprecedented wave of shock and disbelief when she did not make it through to be a final candidate for the position of Sylvania Campus President.

How can someone who has clearly done a stellar and competent job in every way be overlooked in the choice of final candidates? One of the comments I have heard repeatedly is how particularly with regard to diversity issues, she was able to bring people together while

maintaining integrity and standing up for what is right. How does this affect college and campus climate and morale when someone so well proven and embraced is overlooked among the final candidates? It has been a chilling and demoralizing experience for many and has caused a questioning of the processes now in effect.

It has been said that it is important to “level the playing field” for outside candidates who may feel they are not being given the same consideration as internal candidates. I see it differently, and I know that many others do as well. For those internal candidates who are stepping up into a career development position, for instance, it would level the playing field in allowing them to be considered equally with outside candidates who may have more formal experience elsewhere. Should not loyalty and experience at this college be considered a positive, an asset, especially when they have given their hearts and best efforts to the students and to PCC.

I would like to carry this a step further and add that there are many part-time faculty and persons in casual positions who serve faithfully at PCC for 3, 5, 10, 30 years, yet who are overlooked when full-time positions open up. I believe a candidate’s actual experience in a position at PCC should be considered a strength and a positive. There should be a place for loyalty, devotion and service to PCC to be taken into account in the hiring processes, and there should be loyalty on the side of the college to these people in return.

Thank you.

REPORTS

Faculty and AP

Frank Goulard, President, AP and Faculty Federation

Mr. Goulard covered four quick things. The first is to applaud Jessica Bernards who spoke on Development Math and her efforts on student success. He has worked with her in the Math SAC, she is dynamite. Secondly, they attended a conference in Newport from January 24-26, both Classified and Faculty AP Federations attended. A handful of them went down and learned a lot on different aspects on governance, grievance handling, contract administration, political actions. It was very valuable, it happens every year. It is a great thing to participate in. Thirdly, Higher Ed Day at the Capitol last Thursday, was very successful. Along with other dates we have with officials, legislators, and so on, where we continue to make in-roads and hopefully positive results for community colleges and universities around the state. Their offerings to students in the name of student success and student affordability. Thanks to the students who were here tonight, not just the OER and the textbooks, but about tuition and the proposed international student fee. He applauds the board and Chair Palm for addressing it. As you just heard from Heiko and Sylvia, as they talked, he echoed most of their comments. Most of all we need to initiate a mechanism in our search criteria to involve assuring an interim or temporary candidate filling that position somehow a place in the last step, an interview. We owe it to them. They give their blood sweat and tears while they are an interim and temporary. They have gained a valuable experience, and in this case the ground swell of support from Sylvians, Classified, Faculty, AP’s, fellow managers. We collectively need to work on a process of a fair mechanism that doesn’t serve as a disadvantage to outsiders but it takes into account a weighted system of points for doing a like Dr. Johnson did and others in the past. As Sylvia Gray pointed out part-time face that same predicament as well as VP’s, Classified, trying to get a career path with that valuable experience they get to at least be acknowledged in that final round. To be

part of the final interviews, then it is up to the search committee to decide, and ultimately the hiring manager to then hire the one person.

Classified Union

Jeff Grider, Vice President, Classified Federation

Mr. Grider is with Public Safety. He noted that nothing is as important as Frank was talking about in regards to the process. There are already things in place such as when a Classified employee applies for another job and is qualified for the position, they are guaranteed an interview. This doesn't mean that they are guaranteed a job, but they get a place at the table with the other candidates. While this is a slightly different process, he thinks that there is room for a similar mechanism to be at that final table with the rest of the candidates. He is hoping that all can work together to fix it.

ASPCC

David Betts, ASPCC, District Student Council

He thanked Chair Palm on behalf of DSC for her leadership, and invited her as well as the other Directors to come talk to them anytime and engage DSC. He thanked the international students and the other student bodies who came out to voice their stories. Also, Heiko made a comment about something that he is always aware of, being a white male and having the glory of being a white male here in America. He was reluctant to take this position, but through a vision of his peers, they instilled this power to him and he is appreciative of the experience. He hopes to take his social advocacy and his awareness of the privileges that are given to him and others like him to heart when considered the voice of the students and the diversity at PCC.

He thanked them again for postponing. This has been a very busy time for ASPCC. They have been talking with the OAR Steering Committee of how to get awareness for students and also to faculty. They have been working with the Office of Equity and Inclusion and raising awareness about Title IX and the issues that affect everyone on campus and the retention of those students. They have also been in discussions concerning their program budget at district level as well as on each campus. With a downturn in enrollment and the expected budget short falls has them looking very closely and critically at programs as we prepare for hiring not only next year's cohort, but how the funding will work at each campus. Good news is, WACIPI, the 16th annual traditional POWWOW held on January 17 had hundreds of visitors and community members in attendance. This event sponsored by PCC and the Sylvania Multi-Cultural Center, with the proceeds supporting the Native American Student Scholarship which increases access and retention of Native American students. The current estimates were around \$2000 raised for the scholarship and an additional \$600 from the ASPCC Pendleton blanket raffle. The 25th Cascade Festival of African Films has been going on since February 6, and will continue running Thursday through Sunday until March 8. You are all encouraged to go see some of these excellent films. It showcases films from all over the African continent, celebrating and sharing the stories of rich cultures through the African lenses that are telling them. They have also been able to bring in great speakers like Arhu Gandhi and Tim Wise to the Cascade Campus in late January, with hundreds of students and faculty in attendance. Last Friday, they hosted Release Your Ball, the district bowling night at Grand Central. Were over 300 students attended and competed for bragging rights and a trophy, which now resides at Sylvania. This Battle of the Campuses will hopefully be a start in the rotation of student involvement.

Board Members

Chair Palm took a moment to recognize Dr. Johnson for her service at Sylvania, and it was truly appreciated. She hopes that her heart was warmed by the comments heard here tonight.

Director Harper thanked all of the students, and noted it was good to have them there and share with them how they feel. He wants them to know they were heard.

Director Pitts echoed his comments, the hard conversations are the ones that grow all closer together. He appreciates them taking the time out to have the difficult conversation. The board certainly heard it.

President

Dr. Jeremy Brown, President

Br. Brown noted that one of the things he loves about PCC is the students. They all make him immensely proud. The way that they compose themselves, the way they interact amongst each other and with the Board Members. The fact that you are all here at 10:00 pm and we started at 7:30 pm. Amazing. The showing is about what it is to be a PCC student and what it is to be PCC proud. You were all very eloquent in your discourse, you show a huge amount of decorum in the way you behave. It has been a very difficult evening, with some difficult decisions being made. The future is uncertain if we think about what is going to happen over the next couple months in Salem. We do hope that you will carry that passion with you to Salem to let people know how you feel about funding for community colleges. That it is vital that we get the funding that we need to provide you with an excellent education. You are fully taking advantage of that and making us proud.

Dr. Brown thanked the board members for their engagement in listening to you, for being sensitive to your stories and your situations. We are committed to affordability and access and opportunity. Those are really important things and I hope that you recognize that the board members don't show once a month. They do a lot of different things. He listed a few of the events and meetings they have attended. A few also just recently returned from a meeting in Washington, DC where they had the opportunity to go to Capitol Hill to meet with our local representatives and elected officials. One of the messages we carried to them was the need for us to provide year round funding through Pell grant. That message was heard loud and clear.

The new buildings at Cascade and we had a great event. The Rock Creek Campus had a donation of an airplane engine worth over \$300,000 to the Aviation Maintenance Program. The Southeast Campus has many local artists providing works that will be installed soon. This is the first phase in establishing a permanent collection of art for PCC's newest campus. The Sylvania Campus is holding a production of Hairspray, there will be a few surprise guests that will be in the play.

He thanked all the students again for all the wonderful things they do, he reminded people that on April 10 the PCC Foundation Gala will be held at Pure Space, and the Strategic Plan was officially launched with tremendous work of the Marketing Office.

Chair Palm took another opportunity to thank all the students for showing up. It won't always happen that they will win, but really important that your voices are heard. That is part of the

process and it is important for the Board to hear from them. To hear when things are working, for us to know if we are asking the right questions is important, and they help with that too.

ADJOURNMENT

There being no further business, the meeting adjourned at 10:01 pm.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on March 19, 2015 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 March 19, 2015.

March 19, 2015

15-090

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 (Temporary)–**Dianna Antee**

International Admissions and Enrollment Coordinator

Academic and Student Affairs

Annual Salary: \$41,184 Grade: 3 Step: 1

Effective: February 10, 2015 to February 9, 2016

Education: Portland State University MS 2014
Education

University of South Carolina BS 2009
Marketing

Most Recent

Experience: Portland Community College
Admissions Specialist

Applicant Flow: Article 3.64 Appointment

2. Academic Professional Appointment–**General Johnson**

Multicultural Center Assistant Coordinator

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$41,184@.75 FTE Grade: 3 Step: 1

Effective: February 16, 2015

Education: National College of Medicine ND 2009
Naturopathic Medicine

Central State University BS 1997
Biology

Most Recent

Experience: Portland Community College
Program Advisor, African American Men's Scholar
Project

Applicant Flow: Gender Ethnicity

15	Male	19	White (not of Hispanic Origin)
33	Female	9	Black or African American
1	Not Disclosed	6	Asian
		6	Hispanic/Latino
		5	Two or More Selections
		4	Not Disclosed
<hr/>		<hr/>	
49	Total	49	Total

3. **Administrative Appointment-Amber Cagle**

Auxiliary Service Support Manager

Administrative Services

Annual Salary: \$70,667

Grade: J

Effective: March 23, 3015

Education: Arizona State University BS 1994
Marketing and Communications

Most Recent

Experience: The Resort at the Mountain
Director of Sales and Marketing

Applicant Flow:	Gender		Ethnicity
8	Male	11	White (not of Hispanic Origin)
9	Female	2	Black or African American
2	Not Disclosed	1	Asian
		1	Native Hawaiian/Pacific Islander
		1	Two or More Selections
		3	Not Disclosed
<hr/>		<hr/>	
19	Total	19	Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN March 19, 2015 PERSONNEL REPORT**

Male	1
Female	2
	<hr/>
	3
White (not of Hispanic Origin)	2
Black or African American	1
	<hr/>
	3

March 19, 2015

15-091

COMMENDATION OF RETIRING EMPLOYEE –
LYNDA DENNESE KELSAY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Dr. Jeremy Brown, President

REPORT: Dennese Kelsay has performed faithfully in her duties as Part Time Faculty in EMS, Specialist/EMS Program and Full Time Instructor/EMT for Portland Community College since October 27, 1994. She retires effective March 31, 2015.

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

March 19, 2015

15-092

APPROVAL FOR LISA AVERY AS CAMPUS PRESIDENT –
SYLVANIA CAMPUS

PREPARED BY: Lisa Bledsoe, Associate Vice President, Human Resources

APPROVED BY: Dr. Jeremy Brown, President

REPORT: The College has conducted a national search to fill the position of Campus President – Sylvania Campus.

Dr. Avery has exhibited outstanding talents in academic and student leadership, community partnerships and administration and has been interviewed extensively throughout the application process by various groups within the PCC community.

Dr. Avery holds a Ph.D. in Social Work from the University of Illinois at Chicago, a Master of Social Work from the University of Illinois at Chicago and a Bachelor of Science in Research Psychology from Ball State University, and is currently employed as Vice Provost for Strategic Partnerships at the Community Colleges of Spokane.

Dr. Avery has previously held positions as Dean, Global Education and American Honors for the Community Colleges of Spokane, Dean of Instruction, Social Sciences, Human Services, Accounting and Economics and Academic Initiatives for Spokane Falls Community College, Interim Associate Dean, School of Social Work and Human Services for Eastern Washington University and as an instructor for Eastern Washington University and University of Southern Mississippi.

RECOMMENDATION: That the Board of Directors approve the appointment of Dr. Avery as Campus President – Sylvania Campus effective July 1, 2015. That the Board authorize the Administration to execute an employment contract with Dr. Avery with the following terms: the contract shall be for two years (terminating on June 30, 2017), with a base salary of \$150,000 to be adjusted for FY16 by the same increase as that applied to all other Executive Officers; an automobile allowance of \$5,055 annually; general expense allowance of \$2,500 annually.

Dr. Avery shall be entitled to other benefits available to other Executive Officers and College Administrative staff as approved by the Board. The College will provide a one-time relocation assistance of \$15,000 or actual moving expenses up to a maximum of \$25,000 in accordance with established College guidelines.

March 19, 2015

15-093

ACCEPT PROPOSALS/AWARD CONTRACTS FOR
GENERAL CONSTRUCTION SERVICES

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
Gordon Herbst, Interim Vice President, Administrative Services
Dr. Jeremy Brown, President

REPORT: The College has the need to contract with qualified
contractors to provide general construction services. It is
the College's intent to select two (2) contractors to provide
these services.

The scope of services to be provided include, but is not
limited to the following: Building alterations; Installing walls;
Sheetrock; Paint; Carpentry work; Tile work; Insulation
work; ADA building work; Installing doors and relights; Brick
work; Specialty projects; and other general construction
duties as requested.

A Request for Proposals (RFP) for these services was
issued and made available to all interested firms on January
8, 2015. The RFP was advertised in the Daily Journal of
Commerce, in the The Portland Observer News Paper, on
the State of Oregon Procurement Network (ORPIN), and on
the PCC Solicitation website. A total of forty-seven (47)
vendors, which included contractors; consultants; plan
centers; and other interested parties, ten (10) of which
indicated to be MWESB firms, registered and downloaded a
copy of the RFP document.

The RFP stipulated that the award will be made to the
bidder(s) whose bid results in the lowest overall ownership
cost or "best value" as it is determined by ORS 279.015(5),
and based upon the evaluation criteria listed below. The
evaluation may result in the awards being made other than
to the lowest priced proposals.

A total of eight (8) proposals were received by the due date of February 12, 2015 in response to the RFP.

Proposals were reviewed and rated by an evaluation committee made up of four (4) PCC employees, based on the following criteria: Qualifications of Staff; Experience working with schools or public agencies; Experience with projects of similar scope and size; Availability and Reliability; Resources and ability to meet deadlines; Fee Structure; and Ability to respond to emergency needs.

Proposals were received from the following companies:

<u>Company</u>	<u>Points</u>
Cedar Mill Construction	376
TS Gray Construction	376
Swinerton Builders	370
Pacificmark Construction*	362
Payne Construction, Inc.	341.5
Emerick Construction	325
Ruffin Construction*	323
SBS Construction*	309

Note: * Oregon Certified MWESB firms.

The evaluation committee recommends awarding the contracts to Cedar Mill Construction and TS Gray Construction.

RECOMMENDATION: That the Board of Directors accept the proposals from, and award contracts to Cedar Mill Construction and to TS Gray Construction, to provide General Construction Services. The total annual expenditure for these services is estimated at \$200,000. The initial contract period will commence March 20, 2015 (or as soon as possible after the contracts are negotiated) and end March 31, 2018 subject to renewal on an annual basis, beginning April 1, 2018 through March 31, 2020. The contracts shall not exceed five (5) years or a combined total of \$1,000,000. All expenditures for these services will be from the General and Capital Funds.

March 19, 2015

15-094

AUTHORIZE USE OF COOPERATIVE AGREEMENT FOR
CHECKPOINT INFORMATION TECHNOLOGY
PROFESSIONAL SERVICES

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program
Leslie Riester, Associate Vice President, Technology

APPROVED BY: Gordon Herbst, Interim Vice President, Administrative Services
Sylvia Kelley, Executive Vice President
Dr. Jeremy Brown, President

REPORT: On July 17, 2014 (BA 15-007), the Board of Directors approved the resolution to purchase CheckPoint firewall and security equipment from Presidio (authorized Oregon supplier), as part of the Network Redesign Project. The College placed and received the CheckPoint equipment order in the Fall of 2014. Right Systems, Inc. (BA 15-067) is providing engineering services in network design, testing and implementation, not firewall encoding. Presidio has the technical expertise to design firewall rules, which govern the comprehensive network security; they will install the CheckPoint core, edge firewall and security products.

Due to the scale and complexity of the College network, Technology Solutions Services (TSS) will need to purchase additional hardware and professional services from Presidio for programming and configuration of network equipment. The estimated service cost exceeds the \$150,000 threshold, and thus requires a formal solicitation process and approval by the Board of Directors.

The initial purchase of the CheckPoint firewall and security equipment products was based on the existing contract (ref # GS-35F-0511T, valid through June 26, 2017). Procurement of professional services can be included through the same contract as equipment purchases. GSA Schedule 70 is a Cooperative Purchasing Program, which allows State and Local Governments to take advantage of volume discounts offered on software, firmware, supplies, support equipment and services.

Additional hardware costs will be \$60,000. Professional services for the configuration and installation will be charged on an hourly basis, at a rate of \$170 to \$200 per hour. It is anticipated that approximately 800 hours will be required for the implementation. Total requested authorization is \$250,000, which includes a project contingency.

RECOMMENDATION: That the Board of Directors authorize Department staff to continue using the GSA IT Schedule 70 and contract with Presidio to provide IT professional services and purchase additional hardware. The total amount of contract will be for not-to-exceed \$250,000. Funding will be from 2008 Bond Program Fund.

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.