



Board of Directors **Meeting Agenda**

June 18, 2015

#thinkPCCfirst

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
June 18, 2015
Southeast Campus, Community Hall
2305 SE 82nd Avenue, Portland, OR 97216

AGENDA

- 4:00 PM **Work Session** **Mt. Tabor, Room 143**
- Accreditation
 - Achievement Compact
 - Workforce Development
 - Strategic Planning Update
 - Internal Auditor Update
 - OPC/OCCA
- 6:00 PM **Executive Session** **Mt. Tabor, Room 143**
- 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) and (h) Litigation
- 7:30 PM **Call to Order** **Community Hall**
- Introductions
 - Approval of Minutes – April 16, 2015 and May 18, 2015
 - Approval of Agenda
- 7:35PM **Information Session**
- Legislative Update – Meghan Moyer (10 minutes)
 - Communication Update – Jennifer Boehmer (10 minutes)
- 7:55 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)
- 8:00 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.)

PERSONNEL

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Academic Professional Appointments:

Haydee Goldenberg, Career Exploration Center
Coordinator, Office of the Dean of Student
Development, Rock Creek Campus

Tiff Hayes, International Student Activities
 Coordinator, Academic and Student Affairs
 Teresa Li, International Student Admissions Specialist
 Office of the Dean of Student Development,
 Academic and Student Affairs

Administrative Appointments:

Sylvia Kelley, Acting President, Office of the President
 (Temporary)

Valerie Moreno, Technology Solutions Services
 Division Manager, Administrative Services

Chabre Vickers, Interim Community Relations
 Manager, Southeast/Extended Learning
 Campus, Office of the Campus President,
 Southeast/Extended Learning Campus

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BOARD

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8:05 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

8:10 PM **Reports** (5 minutes each)
 Faculty and AP
 Classified
 Students
 Board Members
 President

8:35 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.

BOARD OF DIRECTORS
Portland Community College
PO BOX 19000, Portland, Oregon 97280

SPECIAL SESSION
May 18, 2015

Sylvania Campus, CC 238/239
12000 SW 49th Avenue
Portland, OR 97219

MINUTES

BOARD ATTENDANCE

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

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), (f) Information Exempt from Public Disclosure (Attorney-Client Privilege) consideration of information or records exempt by law from public inspection; ORS 192.502(9) and 40.255 (lawyer-client privilege).

CALL TO ORDER

Chair Palm called the business meeting to order at 7:30 pm and invited all present to introduce themselves.

APPROVAL OF THE AGENDA

The agenda was approved as published. All approved. Frisbee/Madden

BOARD ANNOUNCEMENTS

Chair Palm called Jeff Condit with Miller Nash to present to the Board of Directors. He presented a document for consideration, a Separation Agreement between the College and Dr. Jeremy Brown. It has been executed by Dr. Brown and it coming to the Board of Directors for a decision tonight. Terms and conditions of the Separation Agreement include, basically Dr. Brown upon execution of this agreement will cease performing the functions of the President of PCC. He will continue on the payroll until June 30, 2015 and then his employment will be terminated. He will receive a severance payment from the College in the amount of \$300,000. Payment for \$100,000 will made on July 1, 2015 and the remaining \$200,000 will be paid on January 10, 2016. We will also pay his attorneys fees of \$11, 080. In return for that, the College receives a release in full of all claims. There are other provisions in the Separation Agreement relating to ADA and other benefits but these ar the material terms of the agreement.

Director Pitts made a motion to approve the Separation Agreement with Dr. Jeremy Brown as presented and authorize Chair Deanna Palm to execute the agreement on behalf of the board. Director Harper seconded the motion.

Roll Call Vote:

Wilton: Yes
Thorne-Ladd: Yes
Harper: Yes
Pitts: Yes

Palm: Yes
Frisbee: Yes
Madden: Yes

Motion carries.

Attorney Jeff Condit noted that there needs to be a second motion to appoint a replacement for Dr. Brown and exercising the authority of the President. A second motion needs to be made authorizing Vice President Sylvia Kelley to assume the functions of President until the board can select an interim president.

Director Thorne-Ladd made a motion to authorize District Vice President Sylvia Kelley to assume the duties of President of Portland Community College pending appointment of an interim president. Director Wilton seconded the motion.

Roll Call Vote:

Wilton: Yes
Thorne-Ladd: Yes
Harper: Yes
Pitts: Yes

Palm: Yes
Frisbee: Yes
Madden: Yes

Motion carries.

Director Palm noted that while there is no public comment on agenda items for this meeting, there is a regularly scheduled board meeting on Thursday, May 21 where comments can be made at that time.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:37 pm.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on May 21, 2015 at 7:30 PM at the Sylvania Campus.

Deanna Palm, Chair

Sylvia Kelley, Acting President

Prepared by:

Jeannie Moton, Assistant to Board of Directors

Minutes approved on June 18, 2015.

June 18, 2015

15-134

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Sylvia Kelley, Acting 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– Haydee Goldenberg

Career Exploration Center Coordinator

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$50,330 Grade: 4 Step: 5

Effective: June 1, 2015

Education: California State University BA, Psychology 1985

Most Recent Experience: Portland Community College
Employment Specialist-Career Pathways

Applicant Flow:

Gender	Ethnicity
5 Female	1 White (not of Hispanic Origin)
	4 Hispanic/Latino
	<hr/> 5 Total

2. Academic Professional Appointment– Tiff Hayes

International Student Activities Coordinator

Academic and Student Affairs

Annual Salary: \$42,624 Grade: 3 Step: 2

Effective: June 29, 2015

Education: Western Washington University BA, Communication 2007

Green River Community College AA 2005

Most Recent Experience: Green River Community College
Interim International Student Activities Manager

Applicant Flow:

Gender	Ethnicity
66 Male	133 White (not of Hispanic Origin)
139 Female	8 Black or African American
5 Not Disclosed	23 Asian
	16 Hispanic/Latino
	1 Native Hawaiian or Other Pacific Islander
	5 Two or More Selections
	<hr/> 24 Not Disclosed
	210 Total

3. Academic Professional Appointment– Teresa Li

International Student Admissions Specialist

Office of the Dean of Student Development, Academic and Student Affairs

Annual Salary: \$38,670 Grade: 2 Step: 1

Effective: April 22, 2015

Education:	Portland State University	M.Ed, Teaching English to Speakers of Other Languages	2015
	Portland State University	BA, Applied Linguistics	2011

Most Recent Experience: Portland State University
Admissions Representative

Applicant Flow:

Gender

Ethnicity

24	Male	43	White (not of Hispanic Origin)
42	Female	3	Black or African American
3	Not Disclosed	13	Asian
		3	Hispanic/Latino
		7	Not Disclosed
		<hr/> 69	Total

4. Administrative Appointment (Temporary)– Sylvia Kelley

Acting President

Office of the President

Annual Salary: \$170,000

Effective: May 21, 2015 to July 20, 2015

Education:	University of Texas at Dallas	MA, Public Management, Negotiations and Conflict Resolution	1994
	University of San Francisco	BS, Organizational Behavior and Human Relations	1983
	College of the Sequoias	AS, Business and Social Science	

Most Recent Experience: Portland Community College
Vice President

Applicant Flow: Direct Appointment

5. Administrative Appointment– Valerie Moreno

Technology Solutions Services Division Manager

Administrative Services

Annual Salary: \$107,000 Grade: N

Effective: May 29, 2015

Education:	DeVry University	BS, Network and Communications Management	2003
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Most Recent Experience: Northwestern University
 Manager, Network and Communication Services

Applicant Flow:		Ethnicity	
Gender			
24	Male	21	White (not of Hispanic Origin)
2	Female	1	Black or African American
3	Not Disclosed	4	Hispanic/Latino
		1	Two or More Selections
		2	Not Disclosed
		29	Total

6. Administrative Appointment (Temporary)–Chabre Vickers

Interim Community Relations Manager, Southeast/Extended Learning Campus
 Office of the Campus President, Southeast/Extended Learning Campus

Annual Salary: \$59,979 Grade: I

Effective: May 5, 2015 to May 5, 2016

Most Recent Experience: Big Brothers, Big Sisters Columbia Northwest
 Vice President of Brand Experience

Applicant Flow: Direct Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
 PROPOSED TO BE HIRED IN June 18, 2015 PERSONNEL REPORT**

Female	<u>5</u> 5
White (not of Hispanic Origin)	1
Black or African American	1
Asian	1
Hispanic/Latino	<u>2</u> 5

June 18, 2015

15-135

CONTINUOUS APPOINTMENT: FACULTY & ACADEMIC
PROFESSIONALS

PREPARED BY: Nancy Cloud, Administrative Assistant, Human Resources

APPROVED BY: Gordon Herbst, Interim Vice President, Finance and Administration
Sylvia Kelley, Acting President

The President RECOMMENDS that the following Faculty and Academic Professionals, having fulfilled the required probationary period, be granted continuous appointment, effective September 1, 2015:

Continuous Appointments	Job Title
Andrew Black	Academic Advising Specialist
Diana Blake	Admissions Specialist
Maria Alejandra Bonifacino	Instructor/World Languages/Spanish
Christopher Brooks	Instructor/History
Magda D'Angelis-Morris	Instructor/Dental Assistant
Erik Dean	Instructor/Economics
Amanda Gallo	Academic Advising Specialist
Heather Griffo	Instructor/Business Administration
Blake Hausman	Instructor/DE Reading & Writing
Andrew Hilt	Instructor/Geology & General Science
Elaine Hunter	Specialist/Environmental Health & Occupational Safety
Josephine Hunter	Financial Aid Advisor
Jessica Krstanovic	Financial Aid Advisor
DeLinda Martin-Huggins	Assistant Coordinator/Student Leadership
Katherine McDonald	Marketing Specialist
Delia McQueen	Instructor/Physical Education
Phyllis Petteys	Accessibility Specialist
Jonathan Riker	Instructor/Chemistry
Ariana Ritchie	Academic Advising Specialist
Rebecca Robinson	Instructor/Management & Supervisory Development
Traci Simmons	Learning Skills Specialist
Tatiana Snyder	Instructor/Psychology
Cara Tang	Instructor/Computer Information Systems
Jonathan Wherry	Instructor/Mathematics
Terry Wynkoop	Instructor/Nursing
<hr/>	
Special Continuous Appointments	Job Title
Johanna Nuno	Student Resource Specialist

JUNE 18, 2015

15-136

CONTINUOUS APPOINTMENTS: ADMINISTRATION

PREPARED BY: Nancy Cloud, Administrative Assistant, Human Resources

APPROVED BY: Gordon Herbst, Interim Vice President, Administrative Services
Sylvia Kelley, Acting President

The President RECOMMENDS that the following Administrators, having fulfilled the required probationary period, be granted continuous appointment, effective July 1, 2015:

Continuous Appointments	Job Title
Oscar Aguila	Campus Facilities Custodial Manager
Kevin Edwards	Library Supervisor
Gene Flores	Division Dean
Andrew Freed	TSS Manager
Charles Geiger	Campus Facilities Custodial Manager
Anne Haberkern	Director/Curriculum Support Office
Frank Harris	Campus Facilities Custodial Manager
Francis Julian	Division Dean
Jack Kilgore	Associate Manager/Facilities Maintenance
James Langstraat	Associate Vice President/Finance Services
Alyson Lighthart	Division Dean
Karen Maxwell	Campus Facilities Custodial Manager
Janis Nichols	Community Relations Manager
Kaela Parks	Director/Disability Services
Mark Parkvold	Campus Facilities Custodial Manager
Sarah Tillery	Division Dean
Heidi VanBrocklin	Supervisor/PE Facilities/Sport Athletics
Laura Ward	Energy Resource Manager
Daniel Wenger	Division Dean

June 18, 2015

15-137

COMMENDATION OF RETIRING EMPLOYEE –
JANICE CHAMBERS

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Acting President

REPORT: Janice Chambers has performed faithfully in her duties as a Mechanical Engineering Instructor and Electrical Engineering/Engineering Tech Instructor, for Portland Community College since September 22, 1987. She retires effective June 30, 2015.

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

June 18, 2015

15-138

COMMENDATION OF RETIRING EMPLOYEE –
LAWRENCE JACKSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Acting President

REPORT: Lawrence Jackson has performed faithfully in his duties as an Academic Computer Specialist II for Portland Community College since September 23, 1996. He retires effective June 30, 2015.

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

June 18, 2015

15-139

COMMENDATION OF RETIRING EMPLOYEE –
STEPHEN MAINVILLE

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Acting President

REPORT: Stephen Mainville has performed faithfully in his duties as Instructor Composition/Literature for Portland Community College since September 1, 1992. He retires effective June 30, 2015.

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

June 18, 2015

15-140

COMMENDATION OF RETIRING EMPLOYEE –
STEVEN MARSHALL

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Acting President

REPORT: Steven Marshall has performed faithfully in his duties as Instructional Support Technician IV and Part-time Instructor for Portland Community College since September 19, 1977. He retires effective June 30, 2015.

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

June 18, 2015

15-141

COMMENDATION OF RETIRING EMPLOYEE –
MICHAEL SONNLEITNER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Acting President

REPORT: Michael Sonnleitner has performed faithfully in his duties as a Political Science Instructor, for Portland Community College since September 1, 1988. He retires effective June 30, 2015.

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

June 18, 2015

15-142

ACCEPT BID/AWARD CONTRACT FOR TELEPHONE
MAINTENANCE

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist, Procurement

FINANCIAL
RESPONSIBILITY: Leslie Riester, Associate Vice President, Technology
Solution Services

APPROVED BY: Sylvia Kelley, Acting President

REPORT: The College has a need for Telephone software support and systems maintenance to provide regular authorized technical support, scheduled system upgrades, and warranty repair of the VOIP telephone system used throughout the district. The telephone system installed and in use at PCC is the Customer Interaction Center system, a product of Interactive Intelligence, Inc. The estimated cost for these services will exceed the \$100,000.00 threshold, which requires a formal solicitation process, Request for Proposal (RFP).

On February 13, 2015, the RFP was released and made available to all interested vendors. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system and the PCC Solicitation website. A total of twenty four (24) vendors registered and received a copy of the RFP.

At the proposal submission closing time of 10:00 AM on April 8, 2015, the College had received a total of two (2) proposals. The committee members consisting of TSS support staff evaluated all proposals based on the following criteria: Upgrade & Implementation, Cost/Pricing of Services & Warranty, Vendor Qualifications, Maintenance & Support Service, and Customer References. After reviewing the proposals, the committee asked both proposers to attend an oral interview. Below are the two (2) proposers and their final evaluation scores. The award was made to the proposer receiving the highest total evaluation score

Initial Proposal Score -

Proposers	Evaluation Scores
Avant Point	162
Avtex Solutions LLC	204

Oral Interview Score –

Avant Point	323
Avtex Solutions LLC	386

Total Scores:

Avant Point	485
Avtex Solutions LLC	590

Note: None of the vendors who submitted proposals were MWESB firms.

After careful review the committee recommended awarding the contract to Avtex Solutions LLC.

RECOMMENDATION: The Board of Directors accept the proposal and award the contract to Avtex Solutions LLC. The initial contract will be valid for three (3) years with an option to renew annually for two (2) – one (1) year periods, five (5) years total term. The contract amount is not to exceed \$1,682,447.00, for the entire five (5) year term. Funding will be from the Utility Fund.

June 18, 2015

15-143

AUTHORIZE CONTRACT WITH EMERICK
CONSTRUCTION TO PROVIDE CONSTRUCTION
MANAGEMENT/GENERAL CONTRACTOR SERVICES
FOR THE NEWBERG CENTER ROOF REPAIR
PROJECT

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Acting President

REPORT: On December 11, 2014, BA 15-069, the Board of Directors approved an expedited contracting process in order to address the emergency circumstances on the Newberg Center roof. The College discovered significant water damage to many of the panels, which provide the basic structure of the roof as well as its insulation. To reduce the risk of further damage to the building and the potential safety hazard, the Bond Program went through an expedited procurement process of selecting the most qualified CM/GC in early part of January 2015. The Bond Program staff requested proposals from CM/GCs: Hoffman Construction, Fortis Construction and Emerick Construction. A small committee was formed to evaluate the proposals and interviewed all contractors. After careful review, the committee selected Emerick Construction based on pre-determined criteria including experience with projects of similar scope, budget, schedule and technical complexity. The review committee's decision was unanimous.

The selected contractor, together with consultants and Bond Program staff, will do further investigation on the extent of the damage and will put together the best approach for completing the project. The first phase is installation of modular buildings, the contractor submitted a proposed work and cost of \$317,000. These are required to accommodate classes and administrative functions while the building is closed for repair. The modular buildings will need to be ready for occupancy by

summer term 2015. The remaining scope and cost of the construction are not yet available, however, the Bond Program budgeted \$2 million for the completion of the construction for the Newberg roof repair project, which includes the cost of the pre-construction work and modular installation.

Time is of the essence to complete this work and we will not know the extent of the damage or repair until demolition begins. The contractor will need to complete the demolition and put back the roof structure within the dry summer months because once the structural roof is taken off the whole inside of the building will be exposed. Due to the nature of this work we are requesting the Board approve the full \$3,000,000 for this project.

RECOMMENDATION: That the Board of Directors authorizes the Bond Program to contract with Emerick Construction to provide CM/GC Services for full completion of Newberg Roof Repair project for \$3 million. Expenditures will be covered by the 2008 bond funds.

June 18, 2015

15-144

AUTHORIZE AN INCREASE TO FORTIS
CONSTRUCTION'S CONTRACT TO PROVIDE
CONSTRUCTION MANAGER/GENERAL
CONTRACTOR (CM/GC) SERVICES FOR ROCK
CREEK CAMPUS 2008 BOND PROGRAM

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Acting President

REPORT: On July 14, 2011 (BA 12-012), the Board of Directors adopted findings and approved an exemption to authorize the use of the CM/GC alternative contracting method for the Rock Creek Campus.

On December 8, 2011 (BA 12, 065), the Board of Directors awarded the construction Manager/General Contractor contract to Fortis Construction. Thereafter, additional resolutions were approved (BA 12-065, 12-110, 12-121, 13-008, 13-065, 14-016, 14-070, 14-116, 14-134 and 15-131) to include additional scope and Guaranteed Maximum Prices (GMP) for Fortis's contract. To date the Board of Directors approved a contract total of \$42,933,884 and this total include GMPs for the following projects: Building 7 partial demolition and addition, Building 2 CTE renovations, VOIP and generator projects, Central Distribution relocation, storm water detention pond improvements, Building 1 reconfiguration and renovation, Building 5 demolition and construction, Building 2 renovations and Building 2 and 3 seismic upgrades.

The Bond Program is requesting authorization for GMPs to Fortis's contract which includes egress road project which is adding a secondary emergency campus exit to 185th Avenue, Building Construction Technology (BCT) relocation and changes that are required in order for the egress road to be placed in its optimal location, and main entry project that widens and changes the entry per

county requirements for \$2,157,380 and an owner contingency in the amount of \$173,000. The total amount of this increase is \$2,330,380.

RECOMMENDATION: That the Board of Directors authorize Fortis Construction to continue working on the RC Campus contract for an additional cost of \$2,300,380, the revised CM/GC contract total for the Rock Creek Campus 2008 bond program is \$ 45,264,264. Funding for these projects will be from the 2008 Bond Fund.

June 18, 2015

15-145

AUTHORIZE INCREASE TO GBD ARCHITECTS'
CONTRACT TO PROVIDE ARCHITECTURAL SERVICES
FOR SYLVANIA CAMPUS 2008 BOND PROGRAM

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Acting President

REPORT: On November 19, 2009, BA 10-030, the Board of Directors awarded the architectural services contract for the Sylvania Campus 2008 bond program to GBD Architects. Thereafter additional resolutions were approved (BA 10-057, 11-004, 11-068, 11-076 (admin. corr. in 11-130), 12-073, 13-068, and 14-027) to include additional scope and costs. To date the Board of Directors approved a contract total of \$9,559,994 for preliminary assessment, planning, programming, design and construction administration for numerous projects.

The Bond Program is requesting additional scope to the contract to include projects that have developed based on campus and FMS priorities, the total amount of increase is \$ \$2,302,367 and this cost includes the following projects: CC Building east entry project (\$160,000), additional move and furniture coordination (\$150,000), two projects in the HT Building, Radiography imaging equipment upgrades (\$235,000) and Dental Laboratory exam chairs replacement (\$169,505). The FMS projects includes the Sylvania site lighting project (\$351,165) which plans for upgrades to the perimeter and parking lot lighting to address electrical and safety concerns. The project is a high priority for FMS with remaining bond funding. The CT Little Theater project (\$20,000) is an added FMS project.

Finally, the CC Building project renovations have increased in complexity and will require additional phase(s) due to constraints with the existing mechanical systems and accommodations for building occupants

during construction. Also, the impact on current layouts of seismic renovations and changes in uses necessitates a holistic review of the district administration and foundation areas (\$226,135). There are 5 phases of work for the CC Building and phase 1 is complete. The scope and cost for CC Building construction administration for Phases 2-3 and the design for Phases 2-5, is \$990,562.

RECOMMENDATION: That the Board of Directors authorizes GBD Architects to provide a continuation of architectural services for the Sylvania Campus for the 2008 bond program for an additional cost of \$2,302,367, the revised contract total will be \$11,862,361. Expenditures for these architectural services will be from the 2008 bond funds.

June 18, 2015

15-146

AUTHORIZE AN INCREASE TO HOFFMAN
CONSTRUCTION'S CONTRACT TO PROVIDE
CONSTRUCTION MANAGER/GENERAL
CONTRACTOR (CM/GC) SERVICES FOR CASCADE
CAMPUS 2008 BOND PROGRAM

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Acting President

REPORT: On December 8, 2011 (BA 12-060), the Board of Directors adopted the findings and approved the exemption to authorize the use of the CM/GC alternative contracting method for Cascade Campus.

And, on March 15, 2012 (BA 12-087), the Board of Directors awarded the CM/GC contract for Cascade Campus 2008 Bond Program to Hoffman Construction. Thereafter, additional resolutions were approved (BA 13-028, 13-058, 13-054, 13-067, 13-077, 13-091, 14-118, 14-133 and 15-056) to include additional scope and guaranteed maximum pricing (GMPs) to Hoffman's contract. To date the Board of Directors approved a contract total of \$41,654,847. This total includes GMPs for the following projects: underground parking structure, paragon building, security improvements and surface parking, academic building, student center projects, TEB classrooms, generators and mechanical unit replacement at Terrell Hall.

The Bond Program is requesting authorization for the following GMP's to Hoffman's contract which includes Library and plaza upgrades and Student Center demolition \$ 5,092,205, SSB renovations \$1,928,036, generator project \$1,660,977, and an owner contingency \$690,000. The total increase is \$9,376,218. This will complete all the Bond work at Cascade.

RECOMMENDATION: That the Board of Directors authorize an increase to Hoffman Construction's contract to provide CM/GC services for the Cascade Campus 2008 bond program for an additional cost of \$9,376,218, the revised contract total will be \$51,031,065. Expenditures will be from the 2008 bond funds.

June 18, 2015

15-147

DELEGATE AUTHORITY TO DISTRICT PRESIDENT
OR DESIGNEE TO ENTER INTO AN
INTERGOVERNMENTAL AGENCY AGREEMENT (IGA)
WITH CLEAN WATER SERVICES FOR WETLAND
ENHANCEMENT ON PCC ROCK CREEK CAMPUS

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Dr. Sylvia Kelly, Acting President

REPORT: As part of the 2008 Bond Program, the College would like to partner with Clean Water Services (CWS) to enhance and restore floodplain and riparian area adjacent to Rock Creek Campus. The proposed North Bethany Floodplain Enhancement and Wetland Restoration Project will enhance approximately sixty (60) acres of grass-dominated floodplain along upper Rock Creek area. CWS wishes to obtain the easement at no cost in exchange for performing the wetland enhancement project and mitigation credits for future work at the Rock Creek Campus. The partnership will allow CWS to not only enhance the vegetated corridor, satisfying emergency exit and service access development requirement, but also the wetland/floodplain that would otherwise not be enhanced by the College. The enhancement of the floodplain will improve water quality and stormwater management within the Rock Creek basin. The enhancement area will be used by academic programs at Rock Creek Campus as an outdoor learning lab.

This project will bring the PCC owned wetland at Rock Creek back to its natural state at no cost to PCC, thus creating a resource for the College's enhancement, natural history, and environmental curriculum.

RECOMMENDATION: That the Board of Directors authorize the Acting District President or her designee to enter into an

Intergovernmental Agency Agreement with Clean Water Services for wetland enhancement on PCC's Rock Creek campus property.

June 18, 2015

15-148

APPLY TO THE STATE BOARD OF EDUCATION FOR
APPROVAL OF THE LESS THAN ONE-YEAR CAREER
PATHWAY CERTIFICATE IN LANDSCAPE
TECHNOLOGY ENTRY LEVEL FOR PORTLAND
COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL
RESPONSIBILITY: Karen Sanders, Division Dean, Business, Applied Technology and College Preparation

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

REPORT: The proposed Less Than One-Year Career Pathway Certificate in Landscape Technology Entry-Level is for individuals preparing for entry-level employment in the landscape industry. The 17-credit certificate includes industry specific coursework such as math/computation for landscapers, sustainable landscaping and plant identification, establishment and maintenance. All courses are currently offered, as they are required of other certificates and degrees. The career pathway certificate is the first rung in a student's career ladder, supporting their advancement from maintenance worker to crew lead/foreman to landscape manager/designer/owner. To pursue their career growth students will need to continue their education by pursuing the 34-credit Landscape Service Technician and any of three AAS Degrees offered within the Landscape Technology Department. The Landscape Technology Advisory Committee recommended the development of the entry-level certificate because employers have a need for better-trained employees.

RECOMMENDATION: That the College be authorized to submit an application to the Oregon State Board of Education for the Less Than One-Year Career Pathway Certificate in Landscape Technology Entry-Level for Portland Community College.

June 18, 2015

15-149

APPOINTMENT OF DELEGATES TO ATTEND THE
OREGON COMMUNITY COLLEGE ASSOCIATION
(OCCA) NEW BOARD MEMBER ORIENTATION AT
OREGON GARDEN RESORT IN SILVERTON,
OREGON, FROM JULY 21-22, 2015

PREPARED BY: Jeannie Moton, Assistant, Board of Directors

APPROVED BY: Sylvia Kelley, Acting President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the 2015 OCCA New Board Member Orientation at Oregon Garden Resort in Silverton, Oregon, from July 21-22, 2015.

RECOMMENDATION: That the Board of Directors approves Michael Sonnleitner to attend the OCCA New Board Member Orientation.

June 18, 2015

15-150

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION COMMUNITY COLLEGE TRUSTEES
(ACCT) GOVERNANCE LEADERSHIP INSTITUTE IN
WASHINGTON, DC FROM AUGUST 2-5, 2015

PREPARED BY: Jeannie Moton, Assistant, Board of Directors

APPROVED BY: Sylvia Kelley, Acting President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the 2015 (ACCT) Governance Leadership Institute in Washington, DC from August 2-5, 2015.

RECOMMENDATION: That the Board of Directors approves Michael Sonnleitner to attend the ACCT Governance Leadership Institute.

June 18, 2015

15-151

PCC ACHIEVEMENT COMPACT TARGETS FOR
2015 – 2016

PREPARED BY: Laura Massey, Director of Institutional Effectiveness

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

REPORT: Academic and Student Affairs staff presents and recommends Board approval of Portland Community College's 2015 – 2016 Achievement Compact Targets to the Outcome Measures. This will be submitted to the Oregon Education Investment Board no later than July 1, 2015 pending changes to current legislation.

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

Portland Community College
Achievement Compact for 2015-16

Outcome Measures	2013-14 Actual		2014-15 Projected		2015-16 Target	
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs	987	NA	800	NA	800	NA
Certificates/Oregon Transfer Modules	3010	1535	2829	1443	2660	1356
Associate degrees	3529	1786	3317	1679	3118	1578
Transfers to four-year institutions	9607	3143	9031	2954	8489	2777
Programs of study (under development)						
Are students making progress at the college?						
Number (&/or % where indicated) of students:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)	65.5	63.8	66.0	64.0	66.0	64.0
Enrolled in Dev. Ed. Math who complete (%)	59.7	56.6	60.0	57.0	62.0	60.0
Who earn 15/30 college credits in the year (#)	21103	12303	19837	11565	18647	10871
	8357	5016	7856	4715	7384	4432
Who pass a national licensure exam (#/%)	95%	NA	95%	NA	95%	NA
Are students making connections to and from the college?						
Number of students who:	All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools	5189	1206	4878	1134	4585	1066
Are dual enrolled in OUS	2612	891	2455	838	2308	787
Who transfer to OUS	6925	2363	6510	2221	6119	2088
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:	All	Underrepresented	All	Underrepresented	All	Underrepresented
What is the level of public investment in the district?						
	2013-14 Actual		2014-15 Projected		2015-16 Target	
State funds	64,371,236		71,751,740		81,760,641	
Local Property tax revenue	29,482,198		30,514,075		31,582,068	
Total state and local operating funds	93,853,434		102,265,812		113,612,709	

D4A Data Updated as of 2/9/2015

Portland Community College Achievement Compact for 2015-16
For Underrepresented Students: Actual for 2013-14

Outcome Measures Actual for 2013-14	African-American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:						
Adult HS diplomas/GEDs	NA	NA	NA	NA	NA	NA
Certificates/Oregon Transfer Modules	111	211	52	9	75	1327
Associate degrees	120	267	38	15	97	1509
Transfers to four-year institutions	373	716	101	46	349	2009
Programs of study (under development)						
Are students making progress at the college?						
Number (&/or % where indicated) of students:						
Enrolled Dev. Ed. Writing who complete (%)	57.1	71.69	54.12	74.29	56.54	62.79
Enrolled in Dev. Ed. Math who complete (%)	46.39	59.33	53.64	58.5	56.54	55.84
Who earn 15/30 college credits in the year (#)	979	2116	222	113	825	10633
	305	752	95	46	300	4457
Who pass a national licensure exam (#/%)	NA	NA	NA	NA	NA	NA
Are students making connections to and from the college?						
Number of students who:						
Are dual enrolled in Oregon high schools	160	595	41	44	364	*
Are dual enrolled in OUS	107	249	21	6	69	577
Who transfer to OUS	249	542	72	33	248	1550
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:						

D4A Data Updated as of 2/9/2015

Portland Community College Achievement Compact for 2015-16
For Underrepresented Students: Projected for 2014-15

Outcome Measures Projected for 2014-15	African-American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:						
Adult HS diplomas/GEDs	NA	NA	NA	NA	NA	NA
Certificates/Oregon Transfer Modules	105	211	45	9	75	1200
Associate degrees	110	267	35	15	97	1300
Transfers to four-year institutions	360	716	95	46	349	1800
Programs of study (under development)						
Are students making progress at the college?						
Number (&/or % where indicated) of students:						
Enrolled Dev. Ed. Writing who complete (%)	57	72	54	74	57	63
Enrolled in Dev. Ed. Math who complete (%)	48	60	55	60	58	57
Who earn 15/30 college credits in the year (#)	920	1900	205	104	820	9777
	305	752	95	46	279	4112
Who pass a national licensure exam (#/%)	NA	NA	NA	NA	NA	NA
Are students making connections to and from the college?						
Number of students who:						
Are dual enrolled in Oregon high schools	200	595	41	44	364	*
Are dual enrolled in OUS	100	240	18	6	59	560
Who transfer to OUS	240	530	65	30	240	1300
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:						

Portland Community College Achievement Compact for 2015-16
For Underrepresented Students 2015-16

Outcome Measures Target for 2015-16	African-American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:						
Adult HS diplomas/GEDs	NA	NA	NA	NA	NA	NA
Certificates/Oregon Transfer Modules	105	215	43	9	75	1100
Associate degrees	100	275	91	15	97	1200
Transfers to four-year institutions	350	720	90	46	349	1752
Programs of study (under development)						
Are students making progress at the college?						
Number (&/or % where indicated) of students:						
Enrolled Dev. Ed. Writing who complete (%)	60	73	56	76	60	65
Enrolled in Dev. Ed. Math who complete (%)	50	62	57	61	60	60
Who earn 15/30 college credits in the year (#)	895	2000	205	104	800	9600
	291	775	95	46	300	4000
Who pass a national licensure exam (#/%)	NA	NA	NA	NA	NA	NA
Are students making connections to and from the college?						
Number of students who:						
Are dual enrolled in Oregon high schools	250	600	41	44	364	*
Are dual enrolled in OUS	100	250	18	6	59	540
Who transfer to OUS	230	550	65	30	240	1200
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:						

June 18, 2015

15-152

RESOLUTION ADOPTING THE PORTLAND
COMMUNITY COLLEGE SUPPLEMENTAL BUDGET
FOR THE 2013-2015 BIENNIUM, AUTHORIZING
TRANSFERS BETWEEN APPROPRIATION UNITS,
CATEGORIES AND FUNDS; AND INCREASES IN
TOTAL BUDGET AUTHORITY

PREPARED BY: Christina Day, Budget Manager, Financial Services

APPROVED BY: James Langstraat, Associate Vice President,
Financial Services
Gordon Herbst, Interim Vice President, Administrative
Services
Sylvia Kelley, Acting President

REPORT: In June 2013, the District adopted a biennial budget based on estimated fund balances and labor negotiation results. In February 2014, the District adopted a supplemental budget (#1) to adjust the FY13-15 Adopted Budget for changes related to labor negotiations, finalization of the annual audit, and changes in State of Oregon community college allocations. Staff found it necessary to present a 2nd supplemental budget for the FY13-15 Biennium (#2) in June 2015 to adjust for increases due to tuition-funded incentive course enrollment, transfers to fund capital construction projects and other minor adjustments. A third supplemental budget for the 2013-15 Biennium (#3) became necessary to adjust for additional labor negotiation changes and revenue from surplus sales. Staff again finds it necessary to present a supplemental budget for the FY13-15 Biennium (#4). This supplemental budget provides adjustments for bond proceeds from a refunding issue, changes to transfers between funds, equipment purchases, and adjustments to ensure biennium-end budgetary compliance.

The changes presented are necessary to ensure compliance with the requirement of Sections 294.463 (Transfer of appropriations within fund or between funds) and 294.471/294.473 (Supplemental Budgets) of the Oregon Revised Statutes. This budget amendment will not require an additional tax levy.

RECOMMENDATION: Staff recommends the Board of Directors approve this Resolution to amend the Biennial Fiscal Year 2013-15 Budget as outlined in the attached Exhibit A.

BE IT THEREFORE RESOLVED that the budget for the Portland Community College District as adopted for the 2013-15 biennium commencing July 1, 2013 is hereby amended as outlined in Exhibit A.

ADOPTED BY THE GOVERNING BOARD OF THE
PORTLAND COMMUNITY COLLEGE DISTRICT
THIS 18th DAY OF June 2015.

ATTEST:

APPROVED:

Sylvia Kelley
Acting President

Deanna Palm
Chair
Board of Directors

EXHIBIT A

	2013-15 Biennium ADOPTED BUDGET	FY14 #1 Supplemental Budget	FY14 #2 Supplemental Budget	FY15 #3 Supplemental Budget	FY15 #4 Supplemental Budget	2013-15 Biennium ADJUSTED BUDGET
GENERAL FUND						
REVENUES:						
From local sources						
Property Tax - current year	\$55,743,294	0	0	0	0	\$55,743,294
Property Tax - prior year	1,453,482	0	0	0	0	1,453,482
Tuition and fees	210,809,836	0	4,091,109	0	0	214,900,945
Interest from investments	1,079,268	0	0	0	0	1,079,268
Other local sources	2,229,376	0	240,000	169,965	10,830	2,650,171
From state sources	118,158,464	15,698,705	0	0	0	133,857,169
GO Bond Proceeds	0	0	0	0	166,260	166,260
Operating transfers in:						
From Contracts & Grants Fund	3,276,181	0	0	0	0	3,276,181
From CEU/CED	355,119	411,227	0	0	683,071	1,449,417
From PERS Internal Reserve	3,360,884	0	0	0	0	3,360,884
From Bookstore Fund	996,779	0	0	0	0	996,779
From Auxiliary Fund	142,545	0	0	0	6,274	148,819
From Student Financial Aid Fund	511,936	0	0	0	0	511,936
From Capital Lease Purchase	1,000	18,000	0	0	(2,692)	16,308
From Print Center Fund	91,542	0	0	0	0	91,542
From Parking Operations Fund	771,502	0	0	0	0	771,502
From Food Services Fund	113,939	0	0	0	0	113,939
Total Operating Revenues	399,095,147	16,127,932	4,331,109	169,965	863,743	420,587,896
Beginning Fund Balance	21,500,000	(3,887,451)	0	0	0	17,612,549
TOTAL GENERAL FUND REVENUES	\$420,595,147	\$12,240,481	\$4,331,109	169,965	\$863,743	438,200,445
BY APPROPRIATION UNIT:						
Program Areas						
Sylvania	89,007,521	\$3,402,826	233,040	1,601,415	32,424	94,277,226
Rock Creek	59,325,658	\$1,751,921	687,745	1,871,490	518,954	64,155,768
Cascade	51,049,112	\$859,396	479,706	874,814	264,085	53,527,113
Extended Learning	24,001,282	\$2,438,387	1,473,617	1,711,487	911,835	30,536,608
Non-program areas:						
Personal Services	109,852,394	\$4,135,680	1,479,723	2,849,283	(1,488,052)	116,829,028
Materials, Services & Supplies	47,043,087	(\$1,826,245)	(814,376)	354,080	5,352,761	50,109,307
Capital Outlay	2,337,788	(\$6,945)	0	(690,038)	505,070	2,145,875
Transfers	4,580,991	(\$8,194)	950,000	0	592,187	6,114,984
Bond Issuance Costs	0	\$0	0	0	166,260	166,260
Contingency	25,354,426	1,493,655	(158,346)	(8,402,566)	(5,991,781)	12,295,388
Total Appropriation	412,552,259	12,240,481	4,331,109	169,965	863,743	430,157,557
Unappropriated Ending Fund Balance	8,042,888	0	0	0	\$0	8,042,888
TOTAL GENERAL FUND REQUIREMENTS	420,595,147	12,240,481	4,331,109	169,965	863,743	438,200,445

	2013-15 Biennium ADOPTED BUDGET	FY14 #1 Supplemental Budget	FY14 #2 Supplemental Budget	FY15 #3 Supplemental Budget	FY15 #4 Supplemental Budget	2013-15 Biennium ADJUSTED BUDGET
AUXILIARY FUND						
REVENUES:						
Facilities Usage	\$603,982	0	0	0	0	\$603,982
Campus Activities	\$177,346	0	0	0	0	\$177,346
Other Revenues	\$60,800	0	0	0	0	\$60,800
Transfers	1,000	9,385	0	0	10,621	\$21,006
Total Operating Revenues	\$843,128	\$9,385	\$0	\$0	\$10,621	\$863,134
Beginning Fund Balance	639,160	28,911	0	0	0	668,071
TOTAL GENERAL FUND REVENUES	\$1,482,288	\$38,296	\$0	\$0	\$10,621	\$1,531,205

EXPENDITURES AND OTHER REQUIREMENTS:

Facilities Usage	\$779,102	\$6,920	\$0	\$2,414	\$0	\$788,436
Campus Activities	\$314,454	\$580	\$0	\$289	(\$6,274)	\$309,049
Sustainability	\$15,000	\$0	\$0	\$0	\$0	\$15,000
Transfers	\$142,545	(\$8,138)	\$0	\$0	\$14,413	\$148,820
Contingency	200,000	38,934	0	(2,703)	2,482	238,713
Sub-total	\$1,451,101	\$38,296	\$0	\$0	\$10,621	1,500,018
Unappropriated Ending Fund Balance	31,187	0	0	0	0	\$31,187
TOTAL AUXILIARY FUND REQUIREMENTS	\$1,482,288	\$38,296	\$0	\$0	\$10,621	\$1,531,205

	2013-15 Biennium ADOPTED BUDGET	FY14 #1 Supplemental Budget	FY14 #2 Supplemental Budget	FY15 #3 Supplemental Budget	FY15 #4 Supplemental Budget	2013-15 Biennium ADJUSTED BUDGET
CEU/CED FUND						
REVENUES:						
CEU/CED Charges	11,603,901	0	0	0	0	11,603,901
Other local sources	2,329,707	0	0	0	0	2,329,707
Transfer	633,037	0	0	0	0	633,037
Total Operating Revenues	\$14,566,645	\$0	\$0	\$0	\$0	\$14,566,645
Beginning Fund Balance	372,751	440,100	0	0	0	812,851
TOTAL REVENUES	\$14,939,396	\$440,100	\$0	\$0	\$0	\$15,379,496

EXPENDITURES AND OTHER REQUIREMENTS:

Sylvania Campus	\$432,869	(\$2,830)	\$0	\$845	\$0	\$430,884
Extended Learning Campus	12,998,617	\$17,959	\$0	\$140,011	\$0	\$13,156,587
Cascade Campus	84,424	\$668	\$0	\$1,351	\$0	\$86,443
Transfers	988,156	\$0	\$0	\$0	\$461,261	\$1,449,417
Contingency	435,330	424,303	0	(\$142,207)	(\$461,261)	256,165
Sub-total	\$14,939,396	\$440,100	\$0	\$0	\$0	\$15,379,496
Unappropriated Ending Fund Balance	0	0	\$0	\$0	\$0	\$0
TOTAL FUND REQUIREMENTS	\$14,939,396	\$440,100	\$0	\$0	\$0	\$15,379,496

	2013-15					2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	FY15 #4	Biennium
CONTRACTS AND GRANTS FUND	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
REVENUES:						
Local Sources	11,922,650	0	0	0	\$500,000	12,422,650
State Sources	13,330,137	0	0	0	\$0	13,330,137
Federal Sources	31,879,962	0	0	0	(\$500,000)	31,379,962
Transfers	376,403	0	0	0	0	376,403
Total Operating Revenues	\$57,509,152	\$0	0	0	0	\$57,509,152
Beginning Fund Balance	2,491,518	(230,719)	0	0	\$0	2,260,799
TOTAL REVENUES	\$60,000,670	(230,719)	0	0	0	\$59,769,951

EXPENDITURES AND OTHER REQUIREMENTS:

State Grants	\$13,330,366	\$0	\$0	0	\$0	\$13,330,366
Federal Contracts	\$29,142,593	\$0	0	0	(\$500,000)	\$28,642,593
Local Contracts	\$11,954,502	\$0	0	0	\$500,000	\$12,454,502
Transfers	\$3,276,181	\$0	0	0	\$0	\$3,276,181
Contingency	2,297,028	(230,719)	0	0	0	2,066,309
Sub-total	\$60,000,670	(230,719)	\$0	\$0	\$0	\$59,769,951
Unappropriated Ending Fund Balance	0	0	\$0	0	\$0	\$0
TOTAL FUND REQUIREMENTS	\$60,000,670	(230,719)	\$0	\$0	\$0	\$59,769,951

	2013-15					2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	FY15 #4	Biennium
FOOD SERVICES FUND	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
	BUDGET	Budget	Budget	Budget	Budget	BUDGET
REVENUES:						
Food Sales	11,393,876	0	0	0	0	\$11,393,876
Interest	6,000	0	0	0	0	\$6,000
Transfers	0	0	0	0	0	\$0
Total Operating Revenues	\$11,399,876	\$0	\$0	\$0	0	\$11,399,876
Beginning Fund Balance	582,084	32,755	0	0	0	\$614,839
TOTAL REVENUES	\$11,981,960	\$32,755	\$0	\$0	\$0	\$12,014,715

EXPENDITURES AND OTHER REQUIREMENTS:

Food Service Operations	\$11,037,899	(18,451)	0	76,290	120,000	\$11,215,738
Transfers	\$113,939	0	0	0	\$0	\$113,939
Contingency	830,122	51,206	0	(76,290)	(120,000)	\$685,038
Sub-total	\$11,981,960	\$32,755	\$0	\$0	\$0	\$12,014,715
Unappropriated Ending Fund Balance	0	0	0	0	\$0	\$0
TOTAL FUND REQUIREMENTS	\$11,981,960	\$32,755	\$0	\$0	\$0	\$12,014,715

	2013-15					2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	FY15 #4	Biennium
EARLY RETIREMENT FUND	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
REVENUES:	BUDGET	Budget	Budget	Budget	Budget	BUDGET
Interest	120,554	0	0	0	0	\$120,554
Transfers	456,288	0	0	0	573,428	\$1,029,716
Total Operating Revenues	\$576,842	\$0	\$0	\$0	\$573,428	\$1,150,270
Beginning Fund Balance	1,848,116	(341,137)	0	0	0	\$1,506,979
TOTAL REVENUES	\$2,424,958	(\$341,137)	\$0	\$0	\$573,428	\$2,657,249

EXPENDITURES AND OTHER REQUIREMENTS:

Other post-retirement benefits	\$1,334,848	\$0	\$0	\$0	\$0	\$1,334,848
Contingency	200,000	0	0	0	0	\$200,000
Sub-total	\$1,534,848	\$0	\$0	\$0	\$0	\$1,534,848
Unappropriated Ending Fund Balance	890,110	(341,137)	0	0	573,428	\$1,122,401
TOTAL FUND REQUIREMENTS	\$2,424,958	(\$341,137)	\$0	\$0	\$573,428	\$2,657,249

	2013-15					2013-15
	Biennium	FY14 #1	FY14 #2	FY15 #3	FY15 #4	Biennium
DEBT SERVICE (G.O. BOND) FUND	ADOPTED	Supplemental	Supplemental	Supplemental	Supplemental	ADJUSTED
REVENUES:	BUDGET	Budget	Budget	Budget	Budget	BUDGET
Property Tax - current	90,642,213	0	0	0	0	\$90,642,213
Property Tax - prior	800,000	0	0	0	0	\$800,000
Debt Proceeds from Refunding	0	0	0	0	38,200,000	\$38,200,000
Interest	148,254	0	0	0	0	\$148,254
Total Operating Revenues	\$91,590,467	\$0	\$0	\$0	\$38,200,000	\$129,790,467
Beginning Fund Balance	2,630,514	2,304,256	0	0	0	\$4,934,770
TOTAL REVENUES	\$94,220,981	\$2,304,256	\$0	\$0	\$38,200,000	\$134,725,237

EXPENDITURES AND OTHER REQUIREMENTS:

Debt Service - Principal	\$50,589,236	\$0	\$0	\$0	\$0	\$50,589,236
Debt Service - Interest	39,967,876	0	0	0	0	\$39,967,876
Defeased Bond Payment to Escrow	0	0	0	0	38,200,000	38,200,000
Sub-total	\$90,557,112	\$0	\$0	\$0	\$38,200,000	\$128,757,112
Unappropriated Ending Fund Balance	3,663,869	2,304,256	0	0	0	\$5,968,125
TOTAL FUND REQUIREMENTS	\$94,220,981	\$2,304,256	\$0	\$0	\$38,200,000	\$134,725,237

June 18, 2015

15-153

RESOLUTION ADOPTING THE PORTLAND
COMMUNITY COLLEGE BUDGET FOR THE 2015-2017
BIENNIUM COMMENCING JULY 1, 2015, MAKING
APPROPRIATIONS AND DETERMINING AND
DECLARING AD VALOREM TAX LEVIES

PREPARED BY: Christina Day, Budget Manager, Financial Services

APPROVED BY: James Langstraat, Associate Vice President, Financial
Services
Gordon Herbst, Interim Vice President-Finance and
Administration
Sylvia Kelley, Acting President

REPORT: On April 16, 2015, the Board of Directors of Portland
Community College District, acting as the Budget
Committee, approved the Biennium 2015-2017 budget.

On May 19, 2015, the Multnomah County Tax
Supervising and Conservation Commission (TSCC), after
due notice and a public hearing on the budget and by a
majority vote of members of the Commission, certified
the Biennium 2015-2017 budget with no objection and in
substantial compliance with the requirement of the
Oregon Budget Law. There were no changes made to
the budget after TSCC's certification.

RECOMMENDATION: That the Board of Directors approve this resolution
adopting the budget of the Portland Community College
District for the Biennium 2015-2017 commencing July 1,
2015 in the total sum of \$1,296,170,403 for the following
funds and appropriations as set forth as follows.

BE IT RESOLVED that the Board of Directors of the Portland Community College District hereby adopts the budget for the Biennium 2015-2017 in the total amount of \$1,296,170,403.

BE IT FURTHER RESOLVED that the amounts for the fiscal year beginning JULY 1, 2015 and for the purposes shown below are hereby appropriated.

	1st Year of Biennium 2015-17	2nd Year of Biennium 2015-17	Total Biennium 2015-17
General Fund	\$ 222,300,827	\$ 241,275,207	\$ 463,576,034
CEU/CED Fund	9,015,123	9,040,796	18,055,919
Auxiliary Fund	634,294	959,370	1,593,664
Contracts and Grants Fund	29,739,117	34,601,851	64,340,968
Student Activities Fund	2,301,610	2,246,213	4,547,823
Student Financial Aid Fund	183,632,880	182,982,836	366,615,716
Capital Projects Fund	5,460,945	5,135,888	10,596,833
Capital Construction Fund	69,300,000	61,160,349	130,460,349
College Bookstore Fund	18,334,997	22,042,826	40,377,823
Food Services Fund	8,073,081	6,892,725	14,965,806
Parking Operations Fund	8,306,920	6,875,504	15,182,424
Print Center Fund	1,190,676	1,259,696	2,450,372
Risk Management Fund	3,218,618	8,016,816	11,235,434
P.E.R.S. Internal Reserve Fund	8,736,252	35,704,143	44,440,395
Debt Service (G.O.) Bond Fund	41,958,162	45,774,607	87,732,769
P.E.R.S. Debt Service Fund	8,611,252	8,975,198	17,586,450
Early Retirement Fund	767,424	1,644,200	2,411,624
Total All Funds	<u>\$ 621,582,178</u>	<u>\$ 674,588,225</u>	<u>\$ 1,296,170,403</u>

Note: the 2nd year Biennium total includes Unappropriated Ending Fund Balance

GENERAL FUNDPrograms areas:

Sylvania Campus	\$93,860,132
Rock Creek Campus	\$63,033,362
Cascade Campus	\$53,436,158
Southeast (formerly Ext Learning)	\$21,878,830
Office of the President	\$10,113,466
Office of the Exec Vice President	\$16,995,590
Administrative Services	\$102,756,164
Academic & Student Affairs	\$46,040,202
Transfers	9,128,918
Contingency	\$29,163,570
TOTAL APPROPRIATIONS	\$446,406,392
Unappropriated Ending Fund Balance (see note)	17,169,642
TOTAL GENERAL FUND	\$463,576,034

CONTRACTS AND GRANTS FUND

State Grants	\$13,191,836
Federal Grants	32,502,207
Local Contracts	12,937,393
Transfers	3,517,886
Contingency	2,191,646
TOTAL APPROPRIATIONS	\$64,340,968
Unappropriated Ending Fund Balance (see note)	0
TOTAL CONTRACTS AND GRANTS FUND	\$64,340,968

STUDENT FINANCIAL AID FUND

College Funded Programs	\$810,958
Federal Programs	364,252,494
Short Term Student Loan Program	275,050
Transfer	447,214
Contingency	830,000
TOTAL STUDENT FINANCIAL AID FUND	\$366,615,716

COLLEGE BOOKSTORE FUND

Bookstore Operations	\$28,606,182
Transfers	3,249,587
Contingency	3,022,234
TOTAL APPROPRIATIONS	\$34,878,003
Unappropriated Ending Fund Balance (see note)	5,499,820
TOTAL COLLEGE BOOKSTORE FUND	\$40,377,823

Note: Unappropriated ending Fund Balance is not an appropriation.

FOOD SERVICES FUND

Food Services Operations	\$13,987,701
Transfers	119,458
Contingency	858,647
TOTAL FOOD SERVICES FUND	<u>\$14,965,806</u>

PARKING OPERATIONS FUND

Parking Operations	\$12,466,479
Transfers	1,096,886
Contingency	1,619,059
TOTAL APPROPRIATIONS	<u>\$15,182,424</u>
Unappropriated Ending Fund Balance (see note)	0
TOTAL PARKING OPERATIONS FUND	<u>\$15,182,424</u>

PRINT CENTER FUND

Print Center Operations	\$2,162,929
Transfers	88,974
Contingency	134,914
TOTAL APPROPRIATIONS	<u>\$2,386,817</u>
Unappropriated Ending Fund Balance (see note)	63,555
TOTAL PRINT CENTER FUND	<u>\$2,450,372</u>

RISK MANAGEMENT FUND

Self Insurance & Risk Administration	\$5,677,462
Contingency	759,774
TOTAL APPROPRIATIONS	<u>\$6,437,236</u>
Unappropriated Ending Fund Balance (see note)	4,798,198
TOTAL RISK MANAGEMENT FUND	<u>\$11,235,434</u>

CEU/CED (1900) FUND

Sylvania Campus	\$80,000
Cascade Campus	89,492
Extended Learning Campus	17,146,549
Transfers	289,878
Contingency	450,000
TOTAL APPROPRIATIONS	<u>18,055,919</u>
TOTAL CEU/CED (1900) Fund	<u>18,055,919</u>

Note: Unappropriated ending Fund Balance is not an appropriation.

AUXILIARY FUND

Facilities Usage	\$802,638
Campus Activities	256,224
Sustainability Projects	15,000
Transfers	39,390
Contingency	155,336
TOTAL APPROPRIATIONS	\$1,268,588
Unappropriated Ending Fund Balance (see note)	325,076
TOTAL GENERAL FUND	\$1,593,664

STUDENT ACTIVITIES FUND

Sylvania Campus Programs	\$1,336,749
Rock Creek Campus Programs	\$1,184,478
Cascade Campus Programs	\$929,114
Extended Learning Campus Programs	\$587,784
District-wide Programs	\$281,623
Contingency	\$228,075
TOTAL STUDENT ACTIVITIES FUND	\$4,547,823

CAPITAL PROJECTS FUND

Capital Outlay	7,795,000
Contingency	800,000
TOTAL APPROPRIATIONS	\$8,595,000
Unappropriated Ending Fund Balance (see note)	2,001,833
TOTAL CAPITAL PROJECTS FUND	\$10,596,833

CAPITAL CONSTRUCTION FUND

Sylvania Campus	\$21,500,000
Cascade Campus	\$9,500,000
Rock Creek Campus	\$26,000,000
Southeast Center	\$700,000
District-wide Projects	\$25,300,000
Contingency	40,000,000
TOTAL APPROPRIATIONS	123,000,000
Unappropriated Ending Fund Balance (see note)	7,460,349
TOTAL CAPITAL CONSTRUCTION FUND	\$130,460,349

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

Transfers	\$17,636,450
Contingency	\$200,000
Unappropriated Ending Fund Balance (see note)	26,603,945
TOTAL INTERNAL CHARGE-P.E.R.S\RESERVE	\$44,440,395

Note: Unappropriated ending Fund Balance is not an appropriation.

EARLY RETIREMENT FUND

Personal Services	\$1,334,848
Contingency	<u>200,000</u>
TOTAL APPROPRIATIONS	\$1,534,848
Unappropriated Ending Fund Balance (see note)	<u>876,776</u>
TOTAL EARLY RETIREMENT FUND	<u><u>\$2,411,624</u></u>

DEBT SERVICE (G.O. Bonds) FUND

Debt Service	\$84,373,150
Unappropriated Ending Fund Balance (see note)	<u>3,359,619</u>
TOTAL DEBT SERVICE (G.O. Bonds) FUND	<u><u>\$87,732,769</u></u>

CAPITAL LEASE/PURCHASE FUND

Debt Service	\$0
Transfers	<u>\$0</u>
TOTAL CAPITAL LEASE/PURCHASE FUND	<u><u>\$0</u></u>

P.E.R.S. DEBT SERVICE FUND

Debt Service	\$17,586,450
TOTAL DEBT SERVICE (G.O. Bonds) FUND	<u><u>\$17,586,450</u></u>

Note: Unappropriated ending Fund Balance is not an appropriation.

NOW THEREFORE BE IT RESOLVED, that the Board of Directors of the Portland Community College District hereby imposes the taxes provided for in the adopted budget and that these taxes are hereby imposed and categorized for the tax year 2015-2016 and for 2016-2017 upon the assessed value of all taxable property within the Portland Community College District of Clackamas, Columbia, Multnomah, Washington, and Yamhill Counties, of the State of Oregon. The following allocation and categorization, subject to the limit of Section 11b, Article XI of the Oregon Constitution make up the aforementioned levy:

For the 1st year of the biennium period July 1, 2015 to June 30, 2016:

Amount Subject to the Education Limitation:

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

**constitutionally established by Ballot Measure 50*

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

Debt Service Fund \$35,362,057

For the 2nd year of the biennium period July 1, 2016 to June 30, 2017:

Amount Subject to the Education Limitation:

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

**constitutionally established by Ballot Measure 50*

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

Debt Service Fund \$48,192,000

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

ADOPTED BY THE GOVERNING BOARD OF THE PORTLAND COMMUNITY COLLEGE DISTRICT THIS 18th DAY OF JUNE, 2015.

ATTEST:

APPROVED:

Sylvia Kelley
Acting President

Deanna Palm
Chair, Board of Directors

Board of Directors Goals

Board members recognized during discussion that several goals from previous goal-setting are not time-specific but are “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2014-2015 and 2015-2016 planning cycles.

Legacy Goals

- Monitor the College’s budget to proactively respond to changes in funding.
- Prioritize the College’s commitment to equity.
- Lead the development of a fundraising strategy to advance important initiatives e.g. Future Connect; collaborate with PCC Foundation efforts.
- Be actively involved in governmental affairs and advocacy; and monitor statewide restructuring efforts in HEC and OWEB.

Strategic Priorities and Goals 2014-2015 / 2015-2016

- Approve a PCC Strategic Plan and prioritize implementation endeavors.
- Identify and implement a completion strategy with an emphasis on advising, that results in an increased rate of completion by 2016, and is on track to rank among the highest nationally within five years.
- Adopt a strategy that achieves increased K-12 enrollment and dual credit across districts and student populations.
- Cultivate and maintain clear and consistent communication between Board of Directors and President.
- Adopt a strategy to expand use of technology in academic, administrative and student services support.

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.