



# Board of Directors **Meeting Agenda**

October 26, 2015

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

BUSINESS SESSION  
October 26, 2015  
Sylvania Campus, Conference Room A and B  
12000 SW 49<sup>th</sup> Avenue, Portland, OR 97219

AGENDA

4:30 PM **NASA Scholar Student Reception and Dinner**

6:00 PM **Executive Session**

In accordance with ORS 192.660 (2), (a) Employment of a Public Official, (d) Labor Negotiation, (e) Real Property Transactions, (f) Information Exempt from Public Disclosure (Attorney-Client Privilege), (h) Litigation

7:30 PM **Call to Order**

CC 238/239 B and C

- Introductions
- Approval of Minutes – September 17, 2015
- Approval of Agenda

7:35 PM **Information Sessions**

- Presidential Search Update and Presentations— Gene Pitts and Kali Thorne-Ladd (15 minutes)
  - Academic Search (15 minutes)
  - Association of Community College Trustees (15 minutes)
  - Gold Hill Associates (15 minutes)

8:35 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

8:45 PM **Business Session**

**Consent Agenda:** (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

PERSONNEL

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16-033 Approval of Personnel Actions—October 26, 2015 ..... 068

**Academic Professional Appointments:**

Miguel Arellano Sanchez, Multicultural Center  
Coordinator, Office of the Dean of Student  
Development, Sylvania Campus

Garrett Cimino, Student Conduct and Retention  
Coordinator, Office of the Dean of Student  
Development, Sylvania Campus  
Kevin Crowley, Environmental Health and  
Occupational Safety Specialist, Senior  
Finance and Administration  
Maria Hill, International Student Advisor  
Academic and Student Affairs (Temporary)  
Lisa Lam, Student Resource Specialist, Office of the  
Dean of Student Development, Sylvania  
Campus (Temporary)  
Jessie Levine, Academic Advising Specialist, Office of  
Dean Student Development, Sylvania Campus  
(Temporary)

**Administrative Appointments:**

Michele Cruse, TRiO Student Support Services Program  
Director, Office of the Dean of Student  
Development, Cascade Campus (Temporary)  
DeLinda Martin-Huggins, Student Life/Leadership  
Development Manager, Office of the Dean of  
Student Development, Rock Creek Campus  
(Temporary)

**Faculty Appointments:**

Amy Cakebread, Instructor, Mathematics, Mathematics  
and Industrial Technology Division, Sylvania  
Campus (Temporary)  
Carly Clark, Counselor, Office of the Dean of Student  
Development, Southeast Campus (Temporary)  
Noah Dear, Instructor, Mathematics, Mathematics and  
Science Division, Cascade Campus (Temporary)  
Ericka Goerling, Instructor, Psychology, Liberal Arts and  
Pre-College Programs Division, Cascade Campus  
(Temporary)  
Rodney Lee, Instructor, Physics, Science and Engineering  
Division, Sylvania Campus (Temporary)  
Justin Mortensen, Instructor, Computer Aided Drafting and  
Design, Mathematics, Sciences and CTE Division,  
Southeast Campus (Temporary)

BIDS/CONTRACTS

16-034	Authorize an Increase to Opsis Architecture's Contract to Provide Architectural Services for Rock Creek Campus 2008 Bond Program .....	073
16-035	Authorize an Increase to Stantec Consulting Services Inc. (Formerly Sparling Inc.) Contract for District Wide Electronic Security Project.....	075

table at the entrance of the meeting room.)

- 9:00 PM      **Reports** (5 minutes each)
- Faculty and Academic Professionals
  - Classified
  - Students
  - Board Members
  - President
- 9:25 PM      **Adjournment**

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The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director's Office at least 48 hours in advance by calling (971) 722-4365 or by email at [boardresolutions@pcc.edu](mailto:boardresolutions@pcc.edu). A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.

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

**BUSINESS SESSION**  
**September 17, 2015**  
**Rock Creek Campus, Building 9, Events Center**  
**17705 NW Springville Road, Portland, OR 97229**

**MINUTES**

**WORK SESSION**

The Board of Directors met at 4:30 to discuss the Internal Auditor Charter and 2015-2016 Board Goals. There was also an update on updates that have been happening in TSS.

**BOARD ATTENDANCE**

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

**EXECUTIVE SESSION**

The Board of Directors met 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

**CALL TO ORDER**

Chair Palm called the business meeting to order at 7:36 pm and invited all present to introduce themselves.

**APPROVAL OF THE MINUTES**

The April 16, 2015 and August 20, 2015 meetings minutes were approved as published. Pitts/Frisbee

**APPROVAL OF THE AGENDA**

The agenda was approved as published. Harper/Madden

**INFORMATION SESSIONS**

Rock Creek Campus Update — Dr. Sandra Fowler-Hill, Campus President, Rock Creek  
Dr. Fowler-Hill presented at campus update which included services, programs and bond work.

SW Corridor — Linda Degman, Director, Bond Program  
Ms. Degman presented a report to the board with updates and plans for the SW Corridor options from Tri-Met.

Resolution Background #16-030 — Jim Langstraat, Associate Vice President, Finance

and Administration

Mr. Langstraat provided supporting material for the enclosed resolution.

Presidential Search Update — Gene Pitts and Kali Thorne-Ladd

An update was provided on the process thus far for the search and what the next steps will be.

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

None

### **BUSINESS MEETING**

Chair Palm proposed approval of Resolutions 16-021 through 16-032. The motion passed unanimously. Madden/Harper

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

Alyssa Pinter, Introduction

Molly Walker, Introduction

### **REPORTS**

AP and Faculty Federation: Frank Goulard

Classified: Jean Garside

ASPCC: Tony Vezina

Board Members: Jim Harper

President: Sylvia Kelley

### **ADJOURNMENT**

There being no further business, the meeting adjourned at 8:41.

### **NEXT MEETING**

The next business meeting of the Portland Community College Board of Directors will be held on October 22, 2015 at 7:30 PM at the Sylvania Campus.

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Deanna Palm, Chair

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Sylvia Kelley, Interim President

Prepared by:

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Jeannie Moton, Assistant to Board of Directors

Minutes approved on October 26, 2015

October 22, 2015

16-033

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Sylvia Kelley, Interim President

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

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

1. Academic Professional Appointment– Miguel Arellano Sanchez

Multicultural Center Coordinator

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$46,710 Grade: 5 Step: 1

Effective: September 21, 2015

Education: Oregon State University MEd 2014  
Oregon State University MS, Sociology 2010

Most Recent Experience: Oregon State University  
Social Change Leadership Programs Coordinator

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
26 Male	19 White (not of Hispanic Origin)
40 Female	11 Black or African American
	6 Asian
	19 Hispanic/Latino
	1 Native Hawaiian or Other Pacific Islander
	6 Two or More Selections
	4 Not Disclosed
	<hr/> 66 Total

2. Academic Professional Appointment– Garrett Cimino

Student Conduct and Retention Coordinator

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$43,859 Grade: 4 Step: 1

Effective: October 19, 2015

Education: University of Southern Mississippi MSW, Social Work 2011  
University of Utah BS, Psychology 2008  
Salt Lake Community College AS, Psychology 2007

Most Recent Experience: University of Southern Mississippi  
Counselor

Applicant Flow:

<u>Gender</u>	<u>Ethnicity</u>
23 Male	30 White (not of Hispanic Origin)

<u>7</u>	Not Disclosed
47	Total

### 3. Academic Professional Appointment– Kevin Crowley

Environmental Health and Occupational Safety Specialist, Senior  
Finance and Administration

Annual Salary: \$59,428                      Grade: 5                      Step: 8

Effective: October 14, 2015

Education:	California State University	Environmental and Occupational Health Science
	California State University	Environmental and Occupational Health Science

Most Recent Experience: Washington State University  
Industrial Hygienist

Applicant Flow:

Gender

## Ethnicity

7	Male	5	White (not of Hispanic Origin)
2	Female	1	Hispanic/Latino
1	Not Disclosed	4	Not Disclosed
		10	Total

#### 4. Academic Professional Appointment (Temporary) –**Maria Hill**

International Student Advisor  
Academic and Student Affairs

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

Effective: August 27, 2015 to July 20, 2016

Education:	Southern Oregon University	MA, Applied Psychology	2004
	Edith Cowan University	BA, Psychology	1994

Most Recent Experience: Portland Community College  
Graduation and Transcript Evaluator

Applicant Flow: Article 3.64 Appointment

**5. Academic Professional Appointment (Temporary)– Lisa Lam**

Student Resource Specialist

Office of the Dean of Student Development, Southeast Campus

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

Effective: September 8, 2015 to June 20, 2016

Education:	Portland State University	MS, Education, Leadership and Policy	2014
	University of Oregon	JD, Law	2008
	University of Oregon	BS, Political Science	2005

Most Recent Experience: Portland Community College



Instructor, Reading and Writing (Adjunct)  
 Applicant Flow: Article 3.64 Appointment

6. Academic Professional Appointment (Temporary)– Jessie Levine

Academic Advising Specialist

Office of Dean Student Development, Sylvania Campus

Annual Salary: \$56,126 Grade: 3 Step: 10

Effective: September 15, 2015 to June 20, 2016

Education: Portland State University MS, Education Policy, 2005  
 Foundation and Administration

Most Recent Experience: Portland Community College  
 Learning Skills Specialist

Applicant Flow: Article 3.64 Appointment

7. Administrative Appointment (Temporary)– Michele Cruse

TRiO Student Support Services Program Director

Office of the Dean of Student Development, Cascade Campus

Annual Salary: \$73,333 Grade: K

Effective: September 11, 2015 to August 31, 2020

Education: Portland State University MS, Public Administration 2002  
 University of Pittsburg BA, Public Administration 2000

Most Recent Experience: Portland Community College  
 Interim Director of TRiO Student Support Services, Sylvania  
 Campus

Applicant Flow:

Gender

21 Male  
 30 Female

Ethnicity

24 White (not of Hispanic Origin)  
 11 Black or African American  
 2 Asian  
 8 Hispanic/Latino  
 6 Not Disclosed  
 51 Total

8. Administrative Appointment (Temporary)– DeLinda Martin-Huggins

Student Life/Leadership Development Manager

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$53,914 Grade: I

Effective: September 21, 2015 to June 20, 2016

Education: Portland State University MSE, Policy, Foundations 2011  
 and Administrative Studies  
 George Fox University BA, Management and 2009  
 Organizational Leadership

Most Recent Experience: Portland Community College  
 Student Leadership Assistant Coordinator

Applicant Flow: Direct Appointment

9. Faculty Appointment (Temporary)– Amy Cakebread

Instructor, Mathematics

Mathematics and Industrial Technology Division, Sylvania Campus

Annual Salary: \$53,965 Step: 3

Effective: August 21, 2015 to June 20, 2016

Education:	Portland State University	MST, Mathematics	2011
	University of Portland	MAT, Education	2007
	Portland State University	BS, Mathematics	2002

Most Recent Experience: Portland Community College  
Instructor, Mathematics (Adjunct)

Applicant Flow: Article 3.64 Appointment

10. Faculty Appointment (Temporary)– Carly Clark

Counselor

Office of the Dean of Student Development, Southeast Campus

Annual Salary: \$57,831 Step: 6

Effective: August 21, 2015 to August 20, 2016

Education:	Oregon State University	MS, Counseling	2007
	University of Oregon	BA, Psychology	2005

Most Recent Experience: Portland Community College  
Counselor

Applicant Flow: Article 3.64 Appointment

11. Faculty Appointment (Temporary)– Noah Dear

Instructor, Mathematics

Mathematics and Science Division, Cascade Campus

Annual Salary: \$52,140 Step: 2

Effective: August 21, 2015 to June 20, 2016

Education:	Portland State University	MS, Mathematics	2013
	University of Oregon	BS, Mathematics	2011

Most Recent Experience: Portland Community College  
Instructor, Mathematics (Temporary)

Applicant Flow: Article 3.64 Appointment

12. Faculty Appointment (Temporary)– Ericka Goerling

Instructor, Psychology

Liberal Arts and Pre-College Programs Division, Cascade Campus

Annual Salary: \$52,140 Step: 2

Effective: August 21, 2015 to June 20, 2016

Education:	Fielding Graduate University	MA, Psychology	2013
	Lewis and Clark College	MA, Counseling	2003

	Portland State University	BS, Psychology	2003
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Most Recent Experience: Portland Community College  
Instructor, Psychology (Adjunct)

Applicant Flow: Article 3.64 Appointment

13. Faculty Appointment (Temporary)– Rodney Lee

Instructor, Physics

Science and Engineering Division, Sylvania Campus

Annual Salary: \$55,854 Step: 4

Effective: August 21, 2015 to June 20, 2016

Education: University of Maryland MA, Chemical and Life Science 2014  
Swinburne Center for Astrophysics and Supercomputing MS, Astronomy 2003  
Sonoma State University BS, Physics 1997

Most Recent Experience: Portland Community College  
Instructor, Physics (2 term Daily Rate)

Applicant Flow: Article 3.64 Appointment

14. Faculty Appointment (Temporary)– Justin Mortensen

Instructor, Computer Aided Drafting and Design

Mathematics, Sciences and CTE Division, Southeast Campus

Annual Salary: \$53,965 Step: 3

Effective: August 21, 2015 to June 20, 2016

Education: Friends University MS, Management Information Systems 2002  
Brigham Young University BS, Mechanical Engineering 1997

Most Recent Experience: Chemeketa Community College  
Instructor, Mathematics (Adjunct)

Applicant Flow:

Gender

Ethnicity

14 Male	12 White (not of Hispanic Origin)
5 Female	3 Asian
3 Not Disclosed	2 Hispanic/Latino
	5 Not Disclosed
	<hr/> 22 Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF  
PROPOSED TO BE HIRED IN *October 22, 2015* PERSONNEL REPORT**

Male	6
Female	8
	<hr/> 14

White (not of Hispanic Origin)	10
Black or African American	1
Asian	2
Hispanic/Latino	1
	<hr/> 14

October 26, 2015

16-034

AUTHORIZE AN INCREASE TO OPSIS  
ARCHITECTURE'S CONTRACT TO PROVIDE  
ARCHITECTURAL 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: Jim Langstraat, Vice President, Finance and  
Administration  
Sylvia Kelly, Interim President

REPORT: On October 15, 2009, BA 10-024, the Board of Directors awarded the architectural services contract for the Rock Creek Campus 2008 bond program to Opsis Architecture. Thereafter additional resolutions were approved (BA 10-058, 11-090, 12-072, 13-064 and 14-131) to include additional scope and costs. To date the Board of Directors approved a contract total of \$6,810,000 for services including campus master planning, initial scoping for all the proposed projects, land use planning, TSS projects, Building 7 addition, Building 2 CTE renovations, Building 5 addition, and Seismic Improvements for Building 2 and 3.

The Bond Program is requesting an increase to the contract to include various project changes, totaling \$398,200. This amount consists of the following work: preparing construction documents and specifications to renovate portions of the Building 3; design services for Building 2 to accommodate the Computer Resource Center revisions; landscape plans to accommodate new direction on NW side of Building 5 , performed analysis to locate new poles and lighting fixtures to match other campus lights, design and documentation of planting and temporary irrigation to meet Clean Water Services requirements, proposed locations for the Lee Kelly sculpture; backfill and renovation for Building 9; change orders for Building 2 and 3 voluntary seismic improvements; and, providing design/specification and coordination for the West Campus Farm Improvements.

With the additional costs of \$398,200, the revised total for Opsis contract will be \$7,208,200.

**RECOMMENDATION:** That the Board of Directors authorize an increase on Opsis Architecture design services contract for the Rock Creek Campus 2008 Bond Program, in the amount of \$398,200 with revised contract total of \$7,208,200. All expenditures for these services will be from 2008 bond funds.

October 26, 2015

16-035

AUTHORIZE AN INCREASE TO STANTEC  
CONSULTING SERVICES INC (FORMERLY  
SPARLING INC.) CONTRACT FOR DISTRICT WIDE  
ELECTRONIC SECURITY PROJECT

PREPARED BY: Avelina Gulmatico, Procurement Coordinator

FINANCIAL  
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstaat, Vice President, Finance and  
Administration  
Sylvia Kelley, Interim President

REPORT: On October 17, 2014, BA 14-043, the Board of Directors approved a contract with Sparling (now known as Stantec Consulting Services Inc) to provide consulting services related to upgrading access control and security cameras throughout the College for \$180,000. Sparling has also been serving as a sub consultant on the campus design teams in order to facilitate the implementation of the security requirements for new construction projects and major building renovations throughout the College.

The district wide electronic security project scope, delivery method, and schedule are now more defined and the Request for Proposal to hire a specialty contractor to work on the electronic security project has been issued (deadline of October 29, 2015). Due to the nature of the work the Bond Program has a need to continue working with Stantec for security integration and their unique knowledge and understanding of the College's security needs and requirements, as well as their technical expertise related to electronic systems. The additional scope of work includes construction administration work associated with the district wide electronic security project; development of enhanced startup and functional testing of new systems; and video surveillance camera and network assessment, optimization, and configuration. Stantec will be providing assessment of existing network infrastructure and security cameras, provide recommendations on

how the equipment optimally function with less network resources. The estimated additional cost is \$110,000.

**RECOMMENDATION:** That the Portland Community College Board of Directors authorize the Bond Program to continue working with Stantec Consulting Services, Inc to provide security consulting services for an additional cost of \$110,000 with the revised contract total of \$290,000. And extend the contract term through December 30, 2016. The funding will be covered by 2008 Bond Program fund.



# Board of Directors Goals 2015-2016

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 by creating a nationally renowned culture for diversity, equity and inclusion.
- 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; monitor statewide restructuring efforts in HECC and OWEB.
- Cultivate and maintain clear and consistent communication between Board of Directors and President.
- Drive student success.

## Board Priorities

- 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.



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