



Board of Directors **Meeting Agenda**

February 18, 2016

#thinkPCCfirst

Portland Community College Board of Directors

Vision

Building futures for our Students and Communities

Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

Core Themes

- Access and Student Success
- Economic Development and Sustainability
- Quality Education
- Diversity, Equity and Inclusion

Approved January 21, 2016

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 and 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

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

BUSINESS AND PLANNING SESSION
February 18 2016
CLIMB Center, Rooms 302/303
1626 SE Water Avenue, Portland, Oregon 97214

AGENDA

8:00 AM Breakfast

8:30 AM **Call to Order: Business Session**

- Introductions
- Approval of Minutes – January 21, 2016
- Approval of Agenda

8:35 AM **Information Sessions**

- Kenneth Kuhns and Company – Ken Kuhns and Scott Muller (10 minutes)
- Presidential Search – Kali Thorne-Ladd and Gene Pitts (10 minutes)
- SW Corridor – Congressman Earl Blumenauer (20 minutes)

9:15 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:20 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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Academic Professional Appointments:

Charisse Loughery, Student Conduct and Retention
Coordinator, Office of the Dean of Student
Development, Rock Creek Campus

Harminder Pooni, International Student Admissions
Specialist, Office of the Dean of Student Development,
Rock Creek Campus

Administrative Appointments:

Celina Baguiao, Community Relations Manager
Office of the Campus President, Sylvania Campus

Karen Nielson, Director, Workforce Development Programs
Coffee Creek Correctional Facility (Temporary)

Traci Simmons, Associate Dean of Student Development
(Interim), Office of the Dean of Student Development,
Cascade Campus

Faculty Appointments:

Jimena Alvarado, Instructor, Women's Studies, Social
Sciences Division, Sylvania Campus (Temporary)

Angel Chesimet, Counselor, Disability Services, Academic
and Student Affairs, (Temporary)

Stephen Date, Instructor, Medical Assisting, Allied Health,
Emergency and Legal Services Division, Cascade
Campus (Temporary)

Mona Johnson, Counselor, Disability Services, Academic
and Student Affairs (Temporary)

Marie McGhee, Instructor, Nursing, Health Professions,
Early Childhood Education and Physical Education
Division, Sylvania Campus

Michelle Mueller, Instructor, Architecture, Visual and
Performing Arts and Design Division, Sylvania Campus
(Temporary)

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BOARD

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9:25 AM **Adjourn: Business Session**

Break (15 minutes)

9:40 AM **Call to Order: Board Planning Session**

9:45 AM Overview of Day Jillian Taylor

9:50 AM Strategic Plan Implementation Don Rushmer

10:50 AM **Board Exercise**
Clarify Role in Implementation of the Strategic Plan Jillian Taylor

11:30 AM President's Update Sylvia Kelley

- President's Goals
- AMRC Update
- OCCA/ACCT Update

12:15 PM Lunch

12:45 PM	Climate Survey	Kim Baker-Flowers
1:00 PM	Board Exercise Equity/Inclusion/Diversity	Kim Baker-Flowers
2:00 PM	Presidential Search Update	Gene Pitts and Kali Thorne-Ladd
2:20 PM	Break	
2:30 PM	Board Exercise Ideal Leadership Qualities for PCC President	Jillian Taylor
3:00 PM	Board Exercise SWOT Analysis and Discussion	Jillian Taylor
3:30 PM	Review, Action Items, Communications	Jillian Taylor
4:00 PM	Adjourn: Board Planning Session	

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. 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 21, 2016
Sylvania Campus, Rooms 238/239
12000 SW 49th Avenue, Portland, OR 97280

MINUTES

BOARD ATTENDANCE

Jim Harper, Ken Madden, Chair Deanna Palm, Michael Sonnleitner, Kali Thorne-Ladd

WORK SESSION

Board members met and discussed the PCC Foundation, Mission and Core Themes, SW Corridor, Budget Update, Auxiliary Services, HECC, OPC and OCCA.

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, (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 7:31pm and invited all present to introduce themselves.

APPROVAL OF THE MINUTES

The December 10, 2015 meetings minutes were approved as published. Madden/Harper

APPROVAL OF THE AGENDA

The agenda was approved as published. Thorne-Ladd/Sonnleitner

RECOGNITION

Jim Langstraat recognized that staff from the Budget Office have been awarded the Government Finance Officers Association award this year for their great work. Present to receive the award, Christina Day, Dana Peterson and Heather Monaghan.

INFORMATION SESSIONS

Sylvania Campus Update
Dr. Lisa Avery, Campus President, Sylvania

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

Mission and Core Themes

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

Budget, Tuition and Fees Report

Jim Langstraat, Vice President, Finance and Administration

PUBLIC COMMENT ON AGENDA ITEMS

Topic: College Mission

Sylvia Gray

Molly Walker

Kim Smith

Topic: Whiteness History Month

Jaqlyne Slaughter

Molly Walker (read a message from CA student, O'Nesha Cochran)

Charles Johnson

Topic: Tuition Resolution

Jaqlyne Slaughter

Charles Johnson

BUSINESS MEETING

Chair Palm proposed approval of Resolutions 16-053 through 16-066. Harper/Thorne-Ladd

Non Consent Agenda

16-067: YES: Ken Madden, Jim Harper, Deanna Palm, Kali Thorne-Ladd,
Michael Sonleitner

NO: None

Michael Sonleitner made a motion to amend Resolution 16-068 to reflect a \$3 decrease for non-resident student tuition. Kali Thorne-Ladd seconded the motion.

16-068: YES: Ken Madden, Deanna Palm, Kali Thorne-Ladd, Michael Sonleitner

NO: Jim Harper

PUBLIC COMMENT ON NON AGENDA ITEMS

None

REPORTS

AP and Faculty Federation: Frank Goulard

Classified: Jeff Grider

ASPCC: Fatmah Worfeley

Board Members: Kali Thorne-Ladd, Michael Sonleitner, Deanna Palm

President: Sylvia Kelley

ADJOURNMENT

There being no further business, the meeting adjourned at 9:39 pm.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on February 18, 2016 at 7:28 PM at the CLIMB Center.

Deanna Palm, Chair

Sylvia Kelley, Interim President

Prepared by:

Jeannie Moton, Assistant to Board of Directors

Minutes approved on February 18, 2016.

February 18, 2016

16-069

APPROVAL OF PERSONNEL ACTIONS

PREPARED BY: The Human Resources Department Staff

APPROVED BY: Sylvia Kelley, Interim 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– Charisse Loughery

Student Conduct and Retention Coordinator

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$47,688 Grade: 4 Step: 3

Effective: January 11, 2016

Education:	Portland State University	MS, Educational Policy, Foundations and Administration	2009
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Most Recent Experience: Western Oregon University BS, Health Education 2006
Western Oregon University
Program Coordinator, Student Affairs

Applicant Flow:

Gender

Ethnicity

3 Male 24 White (not of Hispanic Origin)

23 Female 5 Black or African American

18	Not Disclosed	3	Asian
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3 Hispanic/Latino

2 Two or More Selections

7 Not Disclosed

44 Total

2. Academic Professional Appointment– Harminder Pooni

International Student Admissions Specialist

Office of the Dean of Student Development, Rock Creek Campus

Annual Salary: \$42,045 Grade: 2 Step: 3

Effective: February 22, 2016

Education:	Washington State University	MA, Counseling Psychology	2010
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Most Recent Experience:	Washington State University	BS, Psychology	2008
	InsideTrack		
	Prospective Student Coach		

Applicant Flow:

Gender

Ethnicity

32	Male	52	White (not of Hispanic Origin)
63	Female	4	Black or African American
3	Not Disclosed	22	Asian
		4	Hispanic/Latino
		2	Native Hawaiian or Other Pacific Islander
		2	Two or More Selections
		12	Not Disclosed
		<hr/>	
		98	Total

3. Administrative Appointment– **Celina Baguiao**

Community Relations Manager

Office of the Campus President, Sylvania Campus

Annual Salary: \$69,000

Grade: J

Effective: January 26, 2016

Education: California State University,
Northridge

MPA, Public

2011

Administration

California State University,
Northridge

BA, Journalism

2006

Most Recent Experience: University of Oregon

Communication and Event Project Manager

Applicant Flow:

Gender		Ethnicity	
25	Male	60	White (not of Hispanic Origin)
62	Female	6	Black or African American
5	Not Disclosed	3	Asian
		9	Hispanic/Latino
		2	American Indian or Alaska Native
		2	Two or More Selections
		10	Not Disclosed
		<hr/>	
		92	Total

4. Administrative Appointment (Temporary)– **Karen Nielson**

Director, Workforce Development Programs

Coffee Creek Correctional Facility

Annual Salary: \$81,622

Grade: M

Effective: January 11, 2016 to April 11, 2016

Education: University of Connecticut

JD

1999

University of Connecticut

MSW, Social Work

1998

Eastern Nazarene College

BA, Social Work

1995

Most Recent Experience: Portland Community College

Director, Occupational Programs

Applicant Flow: Direct Appointment

5. Administrative Appointment (Temporary)– **Traci Simmons**

Associate Dean of Student Development (Interim)

Office of the Dean of Student Development, Cascade Campus

8. Faculty Appointment (Temporary)– Stephen Date

Instructor, Medical Assisting

Allied Health, Emergency and Legal Services Division, Cascade Campus

Annual Salary: \$52,922 Step: 2

Effective: January 4, 2016 to September 20, 2016

Education: Portland Community College AGS, General Studies 2011

Most Recent Experience: GreenField Health System
Clinical Services Manager

Applicant Flow:

Gender	Ethnicity
2 Male	2 White (not of Hispanic Origin)
1 Female	1 Black or African American
	3 Total

9. Faculty Appointment (Temporary)– Mona Johnson

Counselor, Disability Services

Academic and Student Affairs

Annual Salary: \$304.30 per day Step: 3

Effective: January 4, 2016 to June 20, 2016

Education: San Diego State University MS, Counseling 2000
University of California, San Diego BA, Psychology 1993

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

Applicant Flow: Article 3.64 Appointment

10 Faculty Appointment– Marie McGhee

Instructor, Nursing

Health Professions, Early Childhood Education and Physical Education Division, Sylvania Can

Annual Salary: 65,054 Step: 8

Effective: January 4, 2016

Education: Oregon Health Sciences MN, Nursing 2014
University Education
Walla Walla College BS 1993

Most Recent Experience: Concordia University
Assistant Nursing Professor

Applicant Flow:

Gender	Ethnicity
3 Male	9 White (not of Hispanic Origin)
11 Female	2 Black or African American
	1 American Indian or Alaska Native
	1 Native Hawaiian or Other Pacific Islander
	1 Two or More Selections
	14 Total

11 Faculty Appointment (Temporary)– Michelle Mueller

Instructor, Architecture
 Visual and Performing Arts and Design Division, Sylvania Campus
 Annual Salary: \$304.30 per day Step: 3
 Effective: January 4, 2016 to June 20, 2016
 Education: University of Oregon MAR, Architecture 1998
 Vassar College BA 1988
 Most Recent Experience: Portland Community College
 Instructor, Architecture
 Applicant Flow: Article 3.64 Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
 PROPOSED TO BE HIRED IN *February 18, 2016* PERSONNEL REPORT**

Male	1
Female	10
	<hr/> 11
White (not of Hispanic Origin)	6
Black or African American	1
Asian	1
Hispanic/Latino	1
Native Hawaiian/Pacific Islander	1
Two or More Selections	1
	<hr/> 11

February 18, 2016

16-070

COMMENDATION OF RETIRING EMPLOYEE –
SANDRA FERGUSON

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Sandra Ferguson has performed faithfully in her duties as a Job Developer/Work Experience Coordinator and Employment Specialist for Portland Community College since February 17, 1992. She retires effective March 25, 2016

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

February 18, 2016

16-071

COMMENDATION OF RETIRING EMPLOYEE –
LARRY VANFLEET

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Larry VanFleet has performed faithfully in his duties as a Computing Technical Specialist for Portland Community College since September 29, 1997. He retires effective February 29, 2016

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

February 18, 2016

16-072

AUTHORIZE FOOD SERVICES TO CONTRACT WITH
RICCA DESIGN STUDIOS AND GBD ARCHITECTS TO
PROVIDE DESIGN AND CONSULTING SERVICES
FOR THE SYLVANIA CAMPUS FOOD FACILITY
REMODEL

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Eden, Director, Auxiliary Services

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

REPORT: The College has a need to hire a consultant and design firm to provide a comprehensive plan and design to remodel the existing food service area at the Sylvania Campus, specifically the Forestview Market Place, Chill Smoothie (during the summer of 2016), followed by River City in FY 2017. In 2001, the Board of Directors approved the contract for the full remodel of the Sylvania Campus Food Service area (BA 01-013). Since September of 2001 (opening of remodeled food service area), an estimated 7.5 million customers have been served not including students, staff and visitors who use the facilities for Campus functions and events, catering, and employee training. Because of the amount of foot traffic in and out of the food service area, the operation now requires a remodel to address deficiencies associated with facility depreciation. The current infrastructure such as flooring and laminated paneling are worn out and splitting, resulting in mold/mildew growth. Cabinetry in the server area is falling apart, and water damaged plywood in specific areas is exposed, creating ideal conditions for bacterial growth. Production and service equipment has exceeded life expectancy and in some cases, can no longer be repaired. The dining room chairs and tables are scarred from wear and tear and vandalism.

During the Fiscal Year 15-17 budgetary process, Food Services submitted a capital plan to address

maintenance-related deficiencies associated with the Sylvania Food Services operation. The funding source identified for this project was predicated on Board Resolution 98-153 which was created to allow Auxiliary Services operations broader use of fund resources as per the Multnomah County Tax Supervising and Conservation Commission's recommendation.

After careful review, the Department selected to contract with the following firms: Ricca Design Studios, for their knowledge and continuity of kitchen design. Ricca Design was the Bond's general contractor's sub-consultant for the kitchen design work done at Cascade Campus, Southeast Campus, and Rock Creek Campus. The estimated proposed cost for Sylvania Campus Food Service area is \$44,000. The 2nd firm is GBD Architects, the current A/E consultant for Sylvania Campus 2008 Bond Program. GBD will be overseeing and managing the design work. The estimated cost for GBD's work is \$159,705. The overall estimated cost exceeds the \$150,000 threshold, which requires Board of Directors approval.

It is also the desire of the Department to contract with Balfour Beatty Construction (formerly Howard S Wright), current Construction Manager/General Contractor for Sylvania Campus 2008 Bond Program. Balfour Beatty will be managing the construction development. The GMP will be presented to the Board of Director for approval at a later date.

RECOMMENDATION: That the Board of Directors authorize Food Services to contract with Ricca Design Studios and GBD Architects for an estimated cost of \$243,705 (includes \$40,000 contingencies). These contracts will be valid through 2017. The project will be funded by a transfer from the Bookstore to Food Services based on Board Resolution 98-153.

February 18, 2016

16-0XX

AUTHORIZE SPENDING AUTHORITY INCREASE TO
EXISTING REQUIREMENTS CONTRACTS FOR THE
BOND PROGRAM

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstraat, Vice President, Finance & Administration
Sylvia Kelley, Interim President

REPORT: In 2010, the Board of Directors approved requirements contracts for the following services: Geotechnical Services, Building Construction Materials Testing Services and Commissioning Services. These contracts were awarded (on as needed basis) to multiple contractors for up to five (5) years. And in September, 2013, BA 14-028, the Board of Directors also approved contracts increase. At this time, the Bond Program requests another approval to increase the following existing contracts. Bond Program's construction projects are all under way, some have been completed, and the needs for these services have been higher than originally anticipated.

- 1) Geotechnical Services (BA 11-052), awarded to the following consultants: Geocon NW, Geodesign, GRI and PBS Engineering. The original contracts were approved for \$50,000 each and the Board authorized an increase of \$250,000 (BA 14-028). The Bond Program requests an additional \$200,000 to cover approved work orders and additional anticipated work through end of the Bond Program. The increase will be allocated to consultants, on as needed basis.
- 2) Building Inspection Services (BA 11-026), awarded to the following contractors: Carlson Testing, NW Geotech, PSI, Mayes and Kleinfelder. The original contracts were approved for \$100,000 each and the Board authorized an increase of \$500,000 (BA 14-028). The Bond Program requests an additional \$400,000 to cover approved work orders and

additional anticipated work through end of the Bond Program. The increase will be allocated to contractors, on as needed basis.

- 3) Commissioning Services (BA 11-050), awarded contracts to the following consultants: Glumac, NW Engineering, PAE, EESI, and Engineering Economics. The original contracts were approved for \$200,000 each and the Board authorized an increase of \$500,000 (BA 14-040). The Bond Program requests an additional \$400,000 to cover approved work orders and additional anticipated work through end of the Bond Program. The increase will be allocated to consultants, on as needed basis.

RECOMMENDATION: That the Board of Directors approves the additional spending authority for the Bond Program's existing requirements contracts for District bond work. Funding will be from the 2008 Bond Fund.

February 18, 2016

16-074

AUTHORIZE AN INCREASE TO EXISTING VMWARE
LICENSING CONTRACT WITH CDWG

PREPARED BY: Layla Otey, Buyer, Technology Solution Services

FINANCIAL
RESPONSIBILITY: Michael Northover, Interim CIO, Technology Solution Services

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

REPORT: Executive Summary

TSS is requesting Board approval for an expenditure of \$183,000 in fiscal year 2016. Approval is required because the amount is above \$150,000. **Monies are budgeted.** The total contract amount is for \$550,000 paid over a three-year period (funded by the General Fund).

The expenditure relates licensing to the following VMWare products (VMWare is the virtual operating system software installed on PCC servers).

1. VMWare virtual operating system
2. vSphere Operations Manager software for administering VMWare environments
3. NSX data center security software
4. Site Recovery Manager fail-over software

Rationale

This is a mission critical expenditure for the following reasons:

1. VMWare – renewal/growth cost

Right-sizing licenses: Licensing for original server footprint is expiring and additional servers have been brought online.

2. vSphere Operations Manager – renewal/growth cost

Right-sizing licenses: correlates with VMWare licenses (above)

3. NSX – incremental cost

The NRP project has made great strides in addressing security at the network and Firewall level. NSX will enable us to implement policy based security at the Server level

4. Manager (SRM) – incremental cost

PCC has historically had no Disaster Recovery capability. This is a critical compliance and risk issue for some systems. We are currently pursuing a strategy to implement Disaster Recovery capability. SRM is the software that will allow us to

fail-over to a second site and the recovery of connected systems.

Cost/Benefit

Enterprise License (ELA) vs Server-Based Licensing:

Currently licensed products are VMWare and vSphere Operations Manager – these are currently licensed on a “per-server” basis. We are proposing renewal as Enterprise licenses.

This ELA affords the following benefits:

- Cost Savings: bundling of software products resulting in a 55% cost saving on a per server basis
- Future Cash Flow: minimizes ongoing expansion and renewal costs
- Professional Services: ELA provides implementation and staff training credits
- Institutional Compliance: enable enterprise risk and compliance projects (Information Security and Disaster Recovery)

Procurement: CDWG State Contract

The College is using a cooperative contract with State of Oregon; reference IT HVAR Contract #5603. The College Procurement Rules (CCR 205) allow the use of cooperative contracts without going through an additional competitive process.

RECOMMENDATION: We recommend the Board approve the expenditure for the total contract amount of \$550,000 paid over a three-year period (funded by the General Fund).

February 18, 2016

16-075

ACCEPT PROPOSAL/AWARD CONTRACT FOR
SYLVANIA CAMPUS ARC FAULT CORRECTIONS TO
CHERRY CITY ELECTRIC

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services
Linda Degman, Director, Bond Program

APPROVED BY: Jim Langstraat, Vice President, Finance & Administration
Sylvia Kelley, Interim President

REPORT: On December 5, 2013 (BA 14-071), the Board of Directors approved a list of Facilities Management Services (FMS) capital projects planned to be executed using small works retainer program. The Districtwide Arc Fault is one of these approved projects, with an estimated cost of \$1,407,000. The first project to be executed under this Districtwide arc fault project is for Sylvania Campus. FMS will need to hire a contractor with the expertise and experience to plan and execute the Arc Fault corrections at Sylvania Campus. The services include planning and executing the corrections as specified in the consultant's drawings; coordinate work and project schedule with department's staff and other hired consultants; and provide documentation for all required breaker testing. Arc Fault electrical safety regulations have been changing over the years since the existing buildings were constructed and the College has not done the required study and subsequent corrections since the buildings were constructed. This work is part of the 2008 Bond Program maintenance initiative. It is the desire of the FMS Department to complete the arc fault corrections at Sylvania Campus by September 30, 2016. This schedule is contingent upon the amount of work needed after the successful contractor performs a more comprehensive analysis of current conditions. The electrical switchgear and panels will be upgraded and/or replaced to comply with federal and local regulations. The buildings involved in this work includes Health Technology (HT), Bookstore, Communications

Technology (CT) Performing Arts Center (PAC), Library, Amo Debernadis College Center (CC) Social Science and Technology (SST), Science and Technology (ST), Automotive and Metals (AM), Technology Classroom (TCB), South Classroom, Heat Plant (HP) and Campus Services (CSB). The contract exceeds the \$150,000 threshold, which requires a formal solicitation process.

On December 9, 2015, the Request for Proposal (RFP) was issued and advertised in the Daily Journal of Commerce with the RFP document posted and accessible on the College Solicitation website. There were 23 vendors registered, which included 9 plan centers and 2 MWESB firms, and received a copy of the RFP. The mandatory pre-proposal meeting was attended by representatives from ten (10) contractors. On January 13, 2016 at 10:00 A.M., the College received two (2) proposals. These proposals were evaluated and scored by the Committee members on these criteria: price, company's experience and qualifications, experience of foreman and staff assigned to the project, and project approach. The two proposers were interviewed and contract award is given to a proposer with highest total evaluation score. After careful review and combining both written proposal and oral interview scores, the final result is as follows:

Proposer	Written (Proposal) Score	Oral Interview Score	Total Evaluation Score
Cherry City Electric	251	253	504
EC Electrical	239	171	410

Note: No M/W/ESB firm submitted a proposal.

RECOMMENDATION: That the Board of Directors accept the proposal and award the contract to Cherry City Electric for the Arc Fault Corrections at Sylvania Campus. The total contract amount is \$406,800 includes base price of \$306,800 and \$100,000 to cover contingencies such as overtime and unforeseen conditions. This is covered by 2008 Bond Fund.

February 18, 2016

16-076

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: Jim Langstraat, Vice President, Finance and Administration
Sylvia Kelley, Interim 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, 15-056 and 15-146) to include additional scope and guaranteed maximum pricing (GMPs) to Hoffman's contract. To date the Board of Directors approved a contract total of \$51,031,065. 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, Library and Plaza upgrades, Student Center demolition and additional generators.

The Bond Program is requesting an increase to Hoffman's CM/GC contract to include the scope for installing generators at the Paragon Building and Public Service Building. The intent is to re-use existing generators from other buildings, which is a savings of about \$20,000. The scope includes installing ATS switches, standby panel for each building, wiring

necessary lighting and owner furnished AC unit. The estimated cost for this work is \$212,000 (includes \$6,200 for Telecom room A/C unit). In addition, the Cascade Campus gym will need to have glass installed to reduce the sound or noise between the floors. The estimated cost is \$80,000.

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 \$292,000 and the revised contract total will be \$51,323,065. The funds covered by the 2008 Bond fund.

February 18, 2016

16-077

RATIFY CONTRACT WITH ICE CORPORATION TO
PROVIDE CONSULTING SERVICES FOR SYLVANIA ARC
FAULT STUDY

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Bond Program

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services
Linda Degman, Director, Bond Program

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

REPORT: On December 5, 2013 (BA 14-071), the Board of Directors approved a list of Facilities Management Services (FMS) capital projects planned to be executed using small works Oregon University System (OUS) retainer program. The Districtwide Arc Fault is one of the approved projects, with an estimated project cost of \$1,407,000. As part of the 2008 Bond Program there is an initiative for FMS to do maintenance projects. The arc fault project has been on the list of projects for FMS. This districtwide arc fault project will begin at the Sylvania Campus and continue to the other campuses after completion at Sylvania. FMS needed to hire an electrical engineering consultant with the expertise and experience in providing a comprehensive Arc Fault study. Services include data collection documentation, reviewing and monitor data collected, coordination and analysis, create/update existing drawings, and construction administration. The contract exceeds the \$150,000 threshold, which requires a formal solicitation process.

The FMS Department contacted the following consultants with experience in this type of work, from the OUS Retainer Program, to provide a proposal including scope and costs:

Consultant Name	Fee (per hour)
ICE Corporation *	\$110
CVO Electrical	\$130
Arc Sine	\$150

Note: * Oregon Certified MWESB firm

RECOMMENDATION: That the Board of Directors authorize FMS Department to continue to contract with ICE Corporation to provide consulting services for the Arc Fault Study at Sylvania Campus. The total contract amount is \$290,000 (includes original proposal cost of \$140,300 and approved proposal change orders). This is covered by 2008 Bond Fund.

February 18, 2016

16-078

AUTHORIZE SPENDING AUTHORITY FOR MOVING,
FURNITURE INSTALLATION/DE-INSTALLATION AND
STORAGE SERVICES CONTRACTS WITH LILE
INTERNATIONAL, ALEXANDER'S MOBILITY SERVICES
AND PROJECT MANAGEMENT RESOURCES

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 Kelley, Interim President

REPORT: On January 2010, BA 10-053, the College Board of Directors approved contracts to provide moving, furniture installation/de-installation, and storage services for an amount of \$300,000 each through end of the Bond Program. The approved contractors were Alexander's Mobility Services, Graebel Oregon Movers, Project Management Resources (PMR), Lile International and Willamette Express. And on September 19, 2013, the movers' contracts were also extended for another year, through end of 2017.

At this time, the College Bond Program requests an additional authorization to increase the following movers' contracts by \$200,000 each. Contracts needing an increase are with Alexander's Mobility and Lile International. This amount will cover several moving projects and furniture installation/de-installation scheduled through end of the Bond Program's move projects at Cascade Campus, Newberg Center, Rock Creek Campus and other projects in other Campuses and Centers. No changes are needed for contracts with Graebel Oregon Movers and Willamette Express as the current approved authorization is sufficient to cover the work that has been assigned to them.

Also, the contract with Project Management Resources (PMR) will be increased by \$200,000, to cover district wide needs for small moving projects and furniture projects. PMR's has become a valuable resource to the college for move requests, procurement of used furniture, refurbishing

existing furniture, and installation/de-installation. They know all of our campuses and centers and provide timely service to the college departments. On September 20, 2015, BA 13-030, the Board of Directors approved an increase to PMR's contract of \$1,544,000 for used furniture purchases, moving, storage, refurbishment, and installation for Bond Program's projects. The new contract total will be \$1,744,000.

RECOMMENDATION: That the Board of Directors' approve the additional spending authority for moving, furniture installation/de-installation, and storage services with Alexander's Mobility and Lile International. These contracts will be increased by \$200,000 each, with a total contract amount of \$500,000 each. PMR's contract will be increased by \$200,000 (with an updated contract total of \$1,744,000). The \$200,000 for PMR's contract is covered by Department Funds (General fund) and the remaining amounts will be covered by the 2008 Bond Fund.

February 18, 2016

16-079

AUTHORIZATION TO UTILIZE AN INTER-
GOVERNMENTAL COOPERATIVE CONTRACT TO
PURCHASE ADA ACCESSIBLE BUSES

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

FINANCIAL
RESPONSIBILITY: Linda Eden, Director, Auxiliary Services

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

REPORT: The College's Parking and Transportation Department has need to purchase two (2) buses to transport students from campus to campus. The buses will be medium-duty, rear engine, ADA accessible, and will accommodate forty-two (42) or more passengers. The Department would like to utilize an existing intergovernmental cooperative contract (allowable without a competitive process per College Procurement Rules, CCR.205). The estimated cost of these buses will exceed the \$150,000 threshold, requiring the Board of Directors approval (B505).

The Parking and Transportation Department would like to utilize the State of Oregon Contract #4729, which has a competitively priced contract with Schetky NW Sales, Inc. for providing these buses.

RECOMMENDATION: . That the Board of Directors authorize the use of an intergovernmental contract for the provision of two (2) ADA Accessible Buses and award a contract to Schetky NW Sales, Inc. for a not-to-exceed amount of \$500,000. Expenditures for this contract will come from the Transportation and Parking Services fund.

February 18, 2016

16-080

AUTHORIZE SPENDING INCREASE WITH ROSE CITY
CONTRACTING'S CONTRACT TO PROVIDE
HAZARDOUS MATERIALS ABATEMENT SERVICES

PREPARED BY: Avelina Gulmatico, Bond Program, Procurement
Coordinator

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

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

REPORT: On May 9, 2011 (BA 11-114), the Board of Directors approved contracts for hazardous materials abatement services to four (4) contractors, valid through 2016 and for a not to exceed amount of \$200,000 per contract. Rose City Contracting, one of the four approved contractors, will need additional spending authority on their contract to cover approved work requests and additional anticipated work through end of the Bond Program. There is still spending authority for two of the contractors on the original list, however, after many attempts to use them they have not been able to meet the project timelines or have been unresponsive.

Rose City was selected to work on various large abatement works in different campuses because of the project timing, their availability and resources. Some of the projects they have done in different campuses include Southeast Campus Sitework project, Legin Restaurant demolition and German American Society Building remodel; Sylvania Campus ST, SS, CC, HT Buildings remodel. The spending authority increase for these projects were previously approved by the Board (BA 13-092 and 15-008), with a revised contract total of \$700,000. Rose City was also selected to do abatement for Cascade Campus, Library remodel; Rock Creek Campus, Building 5 addition project; and continuation of Sylvania Campus Buildings. With the combination of all of these projects, the contract is over expended by \$52,000. The Bond Program request an additional increase of \$300,000 to complete all the work

assigned and cover anticipated work through end of the Bond Program.

RECOMMENDATION: That the Board of Directors authorize an increase of \$300,000 to Rose City Contracting contract to provide hazardous materials abatement services through 2017, with the contract revised total of \$1,000,000. The funding is covered by the 2008 Bond Fund.

February 18, 2016

16-081

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: Jim Langstraat, Vice President, Finance and Administration
Sylvia Kelley, Interim 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, 15-131, 16-030, 16-060) to include additional scope and Guaranteed Maximum Prices (GMP) for Fortis's contract. To date the Board of Directors approved a contract total of \$51,573,219 and this total includes 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, Building 2 & 3 seismic upgrade and Building 7 chiller replacement (Department Funded project), Building 3 and 9 renovation projects.

The Bond Program would like to include the scope for West Campus Improvements (Farm Project Renovation). The scope includes remodeling the cattle handling and old barn (demolish), farm caretaker house (includes demo of existing house and installing modular home), sitework,

shop building, and Building Construction Technology restroom work. The total GMP for West Campus Improvements (Farm Project) is \$1,470,000.

RECOMMENDATION: That the Board of Directors authorize Fortis Construction to continue working on the RC Campus 2008 Bond Program, include the GMP for the West Campus Improvements (Farm Project), with total GMP of \$1,470,000 and \$147,000 for contingencies (overall total increase of \$1,617,000). The revised CM/GC contract total for the Rock Creek Campus 2008 bond program is \$53,190,219. Fund is covered by the 2008 Bond Program fund.

February 18, 2016

16-082

OFFICIAL RECOGNITION THAT CLASSIFIED
EMPLOYEE APPRECIATION WEEK WILL BE
CELEBRATED DURING THE FIRST FULL WEEK OF
MARCH IN 2016

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Jeff Grider, President, Classified Union
Sylvia Kelley, Interim President

REPORT: The College recognizes that education is essential to the future of our community, state, country and world; and the classified employees are an integral part of the services that PCC provides to the students and the community.

Classified employees work directly with students, faculty, academic professionals, parents, volunteers, business partners and community members to help provide a good learning environment in the community.

Classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students.

Classified employees with their diverse talents and true dedication, support the nurturing of students throughout the academic years.

Classified Employees do indeed "Keep the College Running".

RECOMMENDATION: That the Board of Directors proclaim March 7-11, 2016, to be PCC CLASSIFIED EMPLOYEE APPRECIATION WEEK and that the Board of Directors strongly encourage all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

February 18, 2016

16-083

APPROVAL OF PROFESSIONAL LEAVES FOR
FY16 – 17 FACULTY AND ACADEMIC
PROFESSIONALS

PREPARED BY: Mona Smith, Executive Assistant, Academic and Student Affairs

FINANCIAL
RESPONSIBILITY: Dr. Christine Chairsell, Vice President, Academic and Student Affairs

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Applications for professional leave were received and processed in accordance with Article 20 of the Agreement between Portland Community College and the Portland Community College Faculty Federation. The President has reviewed the applications and recommendations of the campus/district administration.

RECOMMENDATION: That the following Portland Community College faculty be granted professional leaves for the purpose, time period, and salary payments indicated:

Linda Ferguson-Kolmes Full-Time Faculty, Biology

Duration: Spring 2017

Salary: 100% of Annual Scheduled Salary

Purpose: To take graduate coursework in neuro-education and use advances in the science of learning to inform the development of materials to facilitate replacement of a traditional textbook for PCC's Marine Biology. Reformation of the structure of Marine Biology will leverage advancements in the understanding of diverse learners to better serve PCC students while laying the foundation for changes to be coordinated on a larger scale in sequence classes for Biology majors.

Diane Shingledecker Full-Time Faculty, CAS/OS & CBL

Duration: Winter 2017 and Spring 2017

Salary: 75% of Annual Scheduled Salary

Purpose: To attend the PSU Graduate Certificate Program in Service Learning and Community-Based Learning in Postsecondary Education next year. The program's Culminating Self-Directed Project would allow work with experienced mentors across the country in community college-specific program development. After completion of the work, the role in developing curriculum and resources will be expanded resulting in a broadening in learning experiences for students, faculty, and the community.

Joe Urbina Full-Time Faculty, ABE

Duration: Fall 2016

Salary: 100% of Annual Scheduled Salary

Purpose: To explore the history and rationale for the Common Core and to reveal the reasons for the Smarter Balance and the GED 2014 as high school

assessment instruments. Additionally, the exploration of the long history of the GED and its importance to PCC and Oregon's 40-40-20 plan. Detailed objectives and outcomes of the Oregon Common Core Standards, Smarter Balance and the GED 2014 will be outlined. Additionally, the Smarter Balance and the GED 2014 Exam will be compared and contrasted. The present status of the Common Core, Smarter Balance, and the GED 2014 Exam will be compiled into a snap shot. Finally, written suggestions for the SAC on Curriculum changes which should benefit instruction in assisting students to reach their goal of obtaining a GED and starting college.

Patrick Walters

Full-Time Faculty, English

Duration:

Winter 2017

Salary:

100% of Annual Scheduled Salary

Purpose:

To attend PSU full time attending three classes (Two are undergraduate courses: English Renaissance History and Transnational Cinema; One is a graduate course in Shakespeare). He intends to reenter the subject matter from a student's perspective, inform teaching with new pedagogical strategies learned from PSU counterparts, and return to students with a greater understanding of their challenges and viewpoints. This experience will be shared with department colleagues and other PCC colleagues at large upon return from leave.

Nancy Stoutenburg

Full-Time Faculty, Counseling

Duration:

Fall 2016, Winter 2017, and Spring 2017

Salary:

65% of Annual Scheduled Salary

Purpose:

To become a credentialed distance counselor, subsequently providing personal, career, and academic counseling for students who are not able to meet on campus. The process required for this credential includes: Preparation for and the passing of the National Counselor Examination for Licensure

and Certification; preparation and certification as a National Certified Counselor (NCC); concurrently take an approved Distance Credentialed Counselor Training course and obtain a certificate of completion. Curriculum includes: Distance counseling methods, ethical and legal standards for distance counseling (ACA – American Counseling Association, NBCC – National Board for Certified Counselors, etc.); technology needed for effective distance counseling, how to build strong working relationships with clients via distance, history and best practices of distance counseling and supervision, crisis intervention for distance counseling. Finally, she will research the successful community college distance counseling programs across the country in order to develop a distance counseling program at PCC. She will meet once a term with the Distance Learning Advisory Council (DLAC) to give progress reports and request feedback and suggestions, ensuring the ability to offer distance counseling services immediately upon return to work with PCC.

Jeff Jackle

Full-Time Faculty, Comp/Lit

Duration:

Fall 2016

Salary:

100% of Annual Scheduled Salary

Purpose:

For research time to outline a book project on Barbara Kopple, the only woman to win two Oscars for documentary filmmaking. The contract for this book has been secured with Edinburgh University Press (EUP) to publish in 2017. It will be the first anthology on Kopple and one of the few books to focus on the achievements and challenges faced by women directors. Time will be devoted to research, travel, and initial editing phases. The major research steps will include compiling and annotating every published article on Kopple, including movie reviews, interviews, and journal articles. Travel will include a research trip to New York, the home of Kopple's production company, Cabin Creek Films, to review raw footage, studio correspondence, and filmmaking journals/notes. Additionally, a personal interview is sought as well. Upon return to campus after the

leave, findings will be shared with colleagues in the Composition/Literature SAC including a range of teaching tools that colleagues can use to discuss documentary filmmaking and gender inequalities in Hollywood.

Alexa Maros

Full-Time Faculty, Business Administration

Duration:

Winter 2017 and Spring 2017

Salary:

75% of Annual Scheduled Salary

Purpose:

To immerse in the language and culture of a Spanish speaking country in order to achieve the following goals, resulting in the sharpening of teaching skills as they relate to globalization and the importance of culture competency when conducting business abroad: To renew and improve Spanish language skills; improve intercultural competence in the country of immersion; leverage improved language skills and cultural insight to better understand business culture and practice in Spanish speaking markets. Creation of several business-themed courses for the college, in partnership with Dominique Millard the ESOL Dept. Chair, designed to address the needs of non-native speakers who are interested in starting their own small business. Furthermore, these enhanced skills will support PCC in moving forward in improved cultural awareness and internationalization of courses.

Dominique Millard

Full-Time Faculty, ESOL

Duration:

Winter 2017 and Spring 2017

Salary:

75% of Annual Scheduled Salary

Purpose:

To research how placement and assessment occurs in language schools in Spain and understand the six-level rubric used to assess student competency levels and the DELE (Diplomas of Spanish as a Foreign Language) exam used to certify mastery levels. She will apply this knowledge to PCC to help improve methods of placement. Partnering with Alexa Maros

from the Business Administration (BA) department to create business-themed courses for PCC will be the capstone to the project. Additionally, to work with the CLIMB Center and the Small business Development Center to develop courses to meet the needs of non-native English speaking entrepreneurs.

Jason Pinkal

Academic Professional, Distance Education

Duration:

Spring 2017

Salary:

100% of Annual Scheduled Salary

Purpose:

To develop potential models for training and development programs for academic advising at PCC as well as researching resources that could be used in a new model. These programs for advisors will help PCC meet CAS (Council for Advancement of Standards) and NACADA (National Academic Advising Association) recommendations for advising programs, address Primary Recommendation #2 outlined in the AACRAO (American Association of Collegiate Registrars and Admission Officers) Executive Summary drafted last year and used as a blueprint for the advising counsel's effort to review and improve the advising experience at PCC. Ultimately, it is intended that these efforts will assist advisors of all types and experience levels in better supporting students through continued professional growth, consistent practices, and evidenced based approaches and interventions.

February 18, 2016

16-084

AUTHORIZE EXTENSION TO EXISTING PROFESSIONAL
SERVICES AGREEMENT WITH BROWN & BROWN
NORTHWEST AS AGENT OF RECORD FOR PROPERTY
AND LIABILITY INSURANCE

PREPARED BY: Cathy Huey, Buyer/Contract Specialist, Procurement

FINANCIAL
RESPONSIBILITY: Jim Langstraat, Vice President, Finance and Administration

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

REPORT: On March 17, 2011 (BA 11-083), the Board of Directors approved an award of a contract for the Agent of Record (AOR) for Property and Liability Insurance to Brown & Brown Northwest (formerly Beecher Carlson Insurance Agency) for a not-to-exceed amount of \$217,400.

While the existing contract is in its fifth and final year, Brown & Brown Northwest has been the College's AOR for Property and Liability Insurance since 2007. The contractor is the only agent in Oregon with access to the Public Entity Property Insurance Program (PEPIP), which is the single largest property insurance placement in the world. With more than 8,700 members and \$350 billion in total insured values, it is the broadest coverage available at a very competitive price. The College is currently purchasing \$100 million of earthquake coverage from PEPIP. Other programs are unable to provide this level of coverage and to find equivalent coverage outside of PEPIP, PCC's annual property insurance premium would likely cost upwards of 20% or more; approximately \$100,000. PCC has been in the PEPIP program since July of 2007.

Additionally, Brown & Brown Northwest is the largest Property and Casualty Coverage for Education (PACE) agent in Oregon, giving them leverage and negotiating strength that other agents cannot rival; has more self-insured public entity clients than any other agent in the State; has thorough knowledge of the College's operations and history, which gives them an advantage when consulting with PCC on risk and claim issues; and are well versed on all claim

issues the College has and could encounter. Their expertise in these areas brings significant savings to the College.

The five year cost to extend the existing contract with Brown & Brown Northwest at a continued 3% escalation rate is listed below, for a total of \$240,035.

Fiscal Year	Resolution Costs	Escalation
2016-2017	\$45,212	
2017-2018	\$46,568	3%
2018-2019	\$47,965	3%
2019-2020	\$49,404	3%
2020-2021	\$50,886	3%

RECOMMENDATION: That the Board of Directors approve additional funding to continue contracting with Brown & Brown Northwest for a not-to-exceed amount of \$240,035. The extension will be valid for three (3) years with two (2) one year renewals, not to exceed a five (5) year term. Expenditures for this contract will come from the General Fund.

February 19, 2016

16-085

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION COMMUNITY COLLEGE TRUSTEES
(ACCT) GOVERNANCE LEADERSHIP INSTITUTE IN
MIAMI, FLORIDA FROM APRIL 28-30, 2016

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Sylvia Kelley, Interim 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 2016 (ACCT) Governance Leadership Institute in Miami, Florida from April 28-30, 2016.

RECOMMENDATION: That the Board of Directors approves Michael Sonnleitner and Kali Thorne-Ladd to attend the ACCT Governance Leadership Institute.



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

- Hire PCC’s 6th President.
- Prioritize implementation endeavors for the PCC Strategic Plan.
- Adopt strategies for promoting a culture of diversity, equity and inclusion in a context which values student access, encourages timely completion and achieves student success.
- Adopt College Master Plan, including developing a PCC Center in Columbia County.
- Continue to implement the use of technology to advance academic, administrative and student services support.
- Prepare for the 2018 Bond Measure.
- Engage in Board development.
- Support the President in strengthening college internal communication.

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.