



Board of Directors **Meeting Agenda**

July 21, 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 SESSION
July 21, 2016
Newberg Center
135 Werth Blvd., Newberg, OR 97132

AGENDA

- | | | |
|---------|---|--|
| 4:00 PM | Work Session | Subterra Restaurant |
| | Strategic Planning — Sylvia Kelley, Jim Langstraat, Traci Fordham, Cheryl Scott | |
| 5:00 PM | Board Dinner | Subterra Restaurant |
| 6:00 PM | Executive Session | Subterra Restaurant |
| | 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 | Newberg Center, Rooms 115/116 |
| | <ul style="list-style-type: none">• Introductions• Approval of Minutes – June 16, 2016• Approval of Agenda | |
| 7:35 PM | Swearing in of Elected Officials | |
| | <ul style="list-style-type: none">• Election of 2016-2017 Chair and Vice Chair• Swear in Chair and Vice Chair• Swear in Student Director | |
| 7:45 PM | Announcement on Presidential Candidate | —Gene Pitts, Board Chair |
| 8:00 PM | Information Sessions | |
| | <ul style="list-style-type: none">• Newberg Center Update—Lynn Quinn Montoya (10 minutes)• Enrollment Reporting—Jim Langstraat (10 minutes)• Volunteer Literacy Tutoring Update — Jessica Howard (5 minutes) | |
| 8:25 PM | Public Comment on Agenda Items | (A sign-up sheet is on a table at the entrance of the meeting room.) |
| 8:30 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.)

	<u>PERSONNEL</u>	<u>Page</u>
17-001	Approval of Personnel Actions—July 21, 2016.....	001
	Academic Professional Appointments:	
	Aimee Bosland, Vocational Trainer Workforce, Economic and Community Development Division, Extended Learning Campus (Non- General Fund Temporary)	
	Larisa Felty, Learning Skills Specialist, Office of the Dean of Student Development, Rock Creek Campus	
	Nick Fenger, Vocational Trainer, Workforce, Economic and Community Development Division, Extended Learning Campus (Non- General Fund Temporary)	
	Irene Reskin, Vocational Trainer, Workforce, Economic and Community Development Division, Extended Learning Campus (Non- General Fund Temporary)	
	Administrative Appointments:	
	Tanya Batazhan, Division Dean of Student Support Services (Interim), Office of the Dean of Student Development, Sylvania Campus (Temporary)	
	Kevin Bradley, Corrections Education Director, Workforce, Economic and Community Development Division, Extended Learning Campus	
	Derrick Foxworth, Public Safety Director, Finance and Administration	
	Elizabeth Lundy, Vice President of Academic Affairs (Interim), Academic and Student Affairs (Temporary)	
	Michael Northover, Chief Information Officer, Office of the President	
	Karen Paez, Dean of Instruction (Interim), Office of the Campus President, Sylvania Campus (Temporary)	
	Jim Perez, Vice President of Student Affairs (Interim), Academic and Student Affairs (Temporary)	
	Maria Wagner, Director, Library Services (Interim), Academic Affairs, (Temporary)	
	SaronaLee Wilde, Payroll Manager, Finance and Administration	
	Retirees:	

17-002	Commendation of Retiring Employee – Dene' Bowles.....	006
17-003	Commendation of Retiring Employee – Wendy Brown	007
17-004	Commendation of Retiring Employee – Lovina Query	008
17-005	Commendation of Retiring Employee – Lorraine Renard.....	009
17-006	Commendation of Retiring Employee – Phillip Thurber	010
<u>BIDS/CONTRACTS</u>		
17-007	Authorize District President or Designee to Negotiate the Voluntary Sale of College Owned Real Property at the Cascade Campus.....	011

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

8:40 PM **Reports** (5 minutes each)

- Faculty and Academic Professionals
- Classified
- Students
- Board Members
- President

9:05 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 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

June 16, 2016
Southeast Campus, Community Hall
2035 SE 82nd Avenue, Portland, OR 97216

MINUTES

BOARD ATTENDANCE

Denise Frisbee, Jim Harper, Ken Madden, Chair Deanna Palm, Vice Chair Gene Pitts, and Michael Sonnleitner

EXECUTIVE SESSION

The Board of Directors convened an executive session to discuss 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 7:30 pm and invited all present to introduce themselves.

APPROVAL OF THE MINUTES

The May 19, 2016 meetings minutes were approved as published. Pitts/Frisbee

APPROVAL OF THE AGENDA

The agenda was approved as published. Madden/Harper

RECOGNITION

The Board of Directors presented five PCC alumni with the Diamond Alum Award.

INFORMATION SESSIONS

The Board of Directors received updates from Dr. Jessica Howard on the Southeast Campus, Dr. Kendra Cawley and Vanessa Wood provided a report from the Grant's office, Lisa Bledsoe gave a brief report regarding the a resolution up for consideration, and Director Pitts gave an update on the Presidential Search.

PUBLIC COMMENT ON AGENDA ITEMS

BUSINESS MEETING

Chair Palm proposed approval of Resolutions 16-123 through 16-140. Harper/Frisbee

Roll call vote was taken on Consent Agenda Item 16-141 Resolution to Approve to B202 Board Policy Addition of Student Representation on the PCC Board of Directors (Second

Reading). It passed with a 7/0 vote.

PUBLIC COMMENT ON NON AGENDA ITEMS

Gabrielle Korhahrehs provided an introduction to the board. Simon Jaworsky made public comment regarding security at Rock Creek Campus.

REPORTS

Frank Goulard provided updates on the Faculty and Academic Professional Federation. Jeff Grider gave updates on the Classified Union. Tony Vezina gave his final report as the District Student Council Chair.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:52 pm.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on July 21, 2016 at 7:30 PM at the Newberg Center.

Deanna Palm, Chair

Sylvia Kelley, Interim President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on July 21, 2016.

Gender		Ethnicity	
13	Male	27	White (not of Hispanic Origin)
27	Female	1	Black or African American
		1	Asian
		5	Hispanic/Latino
		2	Two or More Selections
		4	Not Disclosed
		<hr/> 40	Total

3. Academic Professional Appointment (Non-General Fund Temporary)– Nick Fenger

Vocational Trainer

Workforce, Economic and Community Development Division, Extended

Learning Campus

Annual Salary: \$39,250 Grade: 2 Step: 1

Effective: June 21, 2016

Education:	Milwaukee School of Engineering Portland State University	BS, Mechanical Engineering MEd, Curriculum and Instruction
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Most Recent Experience: Portland Community College
Vocational Trainer (Casual)

Applicant Flow:

Gender		Ethnicity	
16	Male	37	White (not of Hispanic Origin)
35	Female	2	Black or African American
2	Not Disclosed	4	Asian
		2	Hispanic/Latino
		3	Two or More Selections
		5	Not Disclosed
		<hr/> 53	Total

4. Academic Professional Appointment (Non-General Fund Temporary)– Irene Reskin

Vocational Trainer

Workforce, Economic and Community Development Division, Extended

Learning Campus

Annual Salary: \$40,622 Grade: 2 Step: 2

Effective: June 21, 2016

Education:	Stevens Institute of Technology	MS, Industrial Organizational Psychology
	Montclair State University	BA, Psychology

Most Recent Experience: Portland Community College
Instructor/Career Specialist (Casual)

Applicant Flow:

Gender		Ethnicity	
16	Male	37	White (not of Hispanic Origin)
35	Female	2	Black or African American
2	Not Disclosed	4	Asian
		2	Hispanic/Latino
		3	Two or More Selections

5	Not Disclosed
53	Total

5. Administrative Appointment (Temporary)– Tanya Batazhan

Division Dean of Student Support Services (Interim)

Office of the Dean of Student Development, Sylvania Campus

Annual Salary: \$90,191 Grade: N

Effective: July 1, 2016 to June 20, 2017

Education: Portland State University MBS, Business Administration 2008

Portland State University BS, Business Administration 2003

Most Recent Experience: Portland Community College
Program Manager III

Applicant Flow: Direct Appointment

6. Administrative Appointment– Kevin Bradley

Corrections Education Director

Workforce, Economic and Community Development Division, Extended
Learning Campus

Annual Salary: \$71,198 Grade: L

Effective: June 9, 2016

Education: Portland State University MS, Educational Leadership 2012
Warner Pacific BS, Business Administration 1993

Most Recent Experience: Portland Community College
Eyeglass Program Coordinator

Applicant Flow:

Gender

Ethnicity

20	Male	34	White (not of Hispanic Origin)
22	Female	3	Black or African American
4	Not Disclosed	2	Asian
		3	Hispanic/Latino
		4	Not Disclosed
		46	Total

7. Administrative Appointment– Derrick Foxworth

Public Safety Director

Finance and Administration

Annual Salary: \$100,306 Grade: M

Effective: July 1, 2016

Education: University of Portland BS, Business Marketing and Management 1980

Most Recent Experience: Portland Community College
Public Safety Lieutenant

Applicant Flow:

Gender

Ethnicity

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

<u>1</u>	Hispanic/Latino
4	Total

8. Administrative Appointment (Temporary)– Elizabeth Lundy

Vice President of Academic Affairs (Interim)

Academic and Student Affairs

Annual Salary: \$162,000 Grade: R

Effective: July 18, 2016 to June 29, 2017

Education:	Oregon State University	MS, Mathematics	1986
	University of Nebraska at Kearney	BS, Mathematics	1976
		Education	

Most Recent Experience: Northwest Innovations
Higher Education Consultant

Applicant Flow: Direct Appointment

9. Administrative Appointment– Michael Northover

Chief Information Officer

Office of the President

Annual Salary: \$152,000 Grade: Q

Effective: July 11, 2016

Education:	St. Peter's College	MBA, Management Information
		Systems
	University of Newcastle	BS

Most Recent Experience: Virtual Information Executives
Consulting CIO

Applicant Flow: Presidential Appointment

10. Administrative Appointment (Temporary)– Karen Paez

Dean of Instruction (Interim)

Office of the Campus President, Sylvania Campus

Annual Salary: \$97,359 Grade: O

Effective: June 1, 2016 to June 20, 2017

Education:	University of Oregon	Ph.D, Counseling Psychology
	University of Oregon	MS, Counseling and Family
		Services
	Auburn University	BA, Psychology

Most Recent Experience: Portland Community College
Division Dean, Sylvania Campus

Applicant Flow: Direct Appointment

11. Administrative Appointment (Temporary)– Jim Perez

Vice President of Student Affairs (Interim)

Academic and Student Affairs

Annual Salary: \$166,700 Grade: R

Effective: August 15, 2016 to June 30, 2017

Education:	Gonzaga University	Ph.D, Educational	1991
		Leadership/	
		Administration	

	Eastern Washington University	M.Ed, Guidance and Counseling	1984
	Eastern Washington University	BA, Sociology	1975
Most Recent Experience:	Eastern Washington University Interim Dean, College of Arts, Letters and Education		
Applicant Flow:	Direct Appointment		

12. Administrative Appointment (Temporary)– Maria Wagner

Director, Library Services (Interim)

Academic Affairs

Annual Salary: \$78,319 Grade: M

Effective: June 23, 2016 to June 30, 2017

Education:	University of Washington (iSchool)	MLIS, Library and Information Sciences	2011
	Portland State University	BA, English	

Most Recent Experience: Portland Community College
Manager, Library Technology

Applicant Flow: Direct Appointment

13. Administrative Appointment– SaronaLee Wilde

Payroll Manager

Finance and Administration

Annual Salary: \$84,000 Grade: K

Effective: June 23, 2016

Most Recent Experience: Ecova, Inc.
Payroll Manager

Applicant Flow:

Gender		Ethnicity	
1	Male	9	White (not of Hispanic Origin)
10	Female	1	Hispanic/Latino
1	Not Disclosed	1	Two or More Selections
		1	Not Disclosed
		<hr/>	
		12	Total

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN July 21, 2016 PERSONNEL REPORT**

Male	5	White (not of Hispanic Origin)	10
Female	8	Black or African American	1
	13	Hispanic/Latino	2
			13

July 21, 2016

17-002

COMMENDATION OF RETIRING EMPLOYEE –
DENE' BOWLES

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Dene' Bowles has performed faithfully in her duties as a Resource Support Assistant IV for Portland Community College since June 18, 2002. She retires effective May 31, 2016.

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

July 21, 2016

17-003

COMMENDATION OF RETIRING EMPLOYEE –
WENDY BROWN

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Wendy Brown has performed faithfully in her duties as an Employment Specialist for Portland Community College since January 24, 1994. She retires effective June 30, 2016.

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

July 21, 2016

17-004

COMMENDATION OF RETIRING EMPLOYEE –
LOVINA QUERY

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Lovina Query has performed faithfully in her duties as Full-time and Part-time Instructor, and Department Chair for Portland Community College since September 20, 2001. She retires effective August 15, 2016.

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

July 21, 2016

17-005

COMMENDATION OF RETIRING EMPLOYEE –
LORRAINE RENARD

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Lorraine Renard has performed faithfully in her duties as a Computing Technology Specialist, Office Support IV, and Part-time Instructor for Portland Community College since June 19, 1995. She retires effective June 30, 2016.

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

July 21, 2016

17-006

COMMENDATION OF RETIRING EMPLOYEE –
PHILLIP THURBER

PREPARED BY: Human Resource Department Staff

APPROVED BY: Sylvia Kelley, Interim President

REPORT: Phillip Thurber has performed faithfully in his duties as a Full-time and Part-time Instructor for Portland Community College since December 1, 1993. He retires effective June 30, 2016.

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

July 21, 2016

17-007

AUTHORIZE DISTRICT PRESIDENT OR DESIGNEE TO
NEGOTIATE THE VOLUNTARY SALE OF COLLEGE
OWNED REAL PROPERTY AT THE CASCADE CAMPUS

PREPARED BY: Linda Degman, Director, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

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

REPORT: The College's Cascade Campus, includes property located at 820-828 N. Killingsworth Street, known as the Kanjaya Building. The Kanjaya property was purchased in 2010, to potentially expand onto and develop the south side of N. Killingsworth Street. During the Bond planning and development work at Cascade a decision was made to only develop on the north side of Killingsworth. Since the purchase, the building has been used as a staging area for contractors and sub-contractors throughout the course of Bond work at the Cascade Campus. With Bond-related construction coming to an end, the space is no longer needed for construction-related temporary workspace.

At this time, the cost of renovating the Kanjaya building for future use exceeds the current financial ability of the College. The sale of the Kanjaya building provides a development opportunity for the neighborhood.

RECOMMENDATION: That the Board delegate authority to the District President or designee to negotiate the sale of the Kanjaya Building to a third-party buyer, upon the concurrence of College Counsel.



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.