

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

MINUTES

BOARD OF DIRECTORS BUSINESS MEETING
Sylvania Campus, Conference Rooms A & B
July 21, 2005

BOARD ATTENDANCE

Board Members Present:

Denise Frisbee, James Harper, Jaime Lim, Doreen Margolin, Karen McKinney, Harold Williams

EXECUTIVE SESSION

The Board of Directors convened an executive session for Labor Negotiations, Real Property Transactions and Litigation in accordance with ORS 192.660 (2)(d,e,h) at 6:46 PM, adjourning at 7:32 PM

BUSINESS MEETING

CALL TO ORDER

Vice Chair Williams called the business meeting to order at 7:36 PM, and asked all present to introduce themselves.

APPROVAL OF MINUTES

The June 16, 2005 business meeting minutes were approved as published.

APPROVAL OF THE AGENDA

The agenda was approved as published.

President Pulliams administered the Oath of Office to Director Frisbee and Director Harper, newly elected board members. Director Williams called for the election of the Chair of the Board position. Director Margolin moved that Director Williams be elected as Chair of the Board for the year 2005/2006. The motion was seconded by Director McKinney and passed unanimously. Chair Williams called for nominations for Vice Chair. Director Lim moved that Director Margolin be elected Vice Chair. Director McKinney seconded the motion, which passed unanimously. President Pulliams administered the Oath of Office to Chair Williams and to Vice Chair Margolin.

Chair Williams expressed his appreciation to the Board for selecting Director Margolin and himself as Chair and Vice Chair respectively. Because of the economic situation that PCC faces he asked that we pull together as a team to be successful. He recommended that we get out of our comfort zones, look at situations from a perspective that we haven't seen before, look at the future of the institution, and find balance. If we do that, we will achieve the goals we have before us.

INFORMATION SESSION

Legislative Update

David Goldberg, Director of Institutional Advancement, reported that the leadership of the Oregon Legislature and the Governor are still in private budget negotiations and therefore the "final" biennial community college funding is not yet known. Rumor has it that a budget deal is close and may be achieved by the weekend. The funding range that is still being discussed for the community college support fund is \$424 million to \$434 million. Mr. Goldberg projects that the support fund will likely be funded at \$428 million. The other community college funding issues before the Legislature include approval of capital projects (six projects are being considered none of which are at PCC) and increased funding of the Oregon Opportunity Grant to enable it to fund all eligible full-time students in the first year and to be open to part-time students in the second year of the biennium. There is still a proposal to provide PCC with a direct appropriation to fund the Skills Center.

House Bill 2060 has passed the House and Senate and we understand the Governor will sign it into law. The Bill enables the Department of Community Colleges and Workforce Development (CCWD) to design and provide an alternative retirement plan to Oregon community colleges for senior management. CCWD will obtain an alternative (to PERS) retirement plan and administer it. Individual community college boards may apply to participate in the plan. The Governor initially opposed the Bill when it included all community college employees. He has now agreed to sign the plan that allows limited participation. The purpose of the Bill is to aid community colleges in recruiting out-of-state management with a more portable retirement program.

In addition, Governor Kulongowski has asked the Joint Boards of Education (Board of Higher Education and the Board of Education) to work on four areas of coordination during the interim. These are: 1. Vision; 2. Seamlessness; 3. Budget; 4. Data. This is to try to make the transition of students from community colleges to OUS work better. Governor Kulongowski went to the National Governors' meeting and he came back with a vision of one board. There is not a lot of support for that in the state. As you will hear from his plan, he will attempt to bring the entire educational enterprise under one leadership. This is a step in that direction.

And one of the themes is a transfer bill, without teeth or resources. Stated to OUS and community colleges, the Legislature and high schools want to see a seamless trail for students to transfer anywhere they want and have those credits hold up. This is not a big problem in Oregon. Our students transfer very well to PSU, OSU, OIT. As far as

we can see that system works very well and we are trying to grow it. This is a benefit to students.

The Governor had one of eight town hall meetings around the state at PCC this week announcing his Education Enterprise Plan. This followed the House Speaker's plan to take a portion of state personal income tax and dedicate it to K-12 funding and lock it in with nine percent increases. The Governor has come up with a plan to take 61% of all state revenues to fund Pre-K through graduate schools, not capital, just operating budgets. And frame this in one Educational Enterprise. And have this year's appropriations be the base year and every subsequent biennium to increase a minimum of 10%. And if there is additional money, that could be applied for. What we liked about this plan is it gives us predictability. We wouldn't have to go through these zero base budgets generation where the Governor give us a number that we don't believe, but it's the only number that was there. It gives us some stability and improves the budget process. The argument that we are hearing is that it comes late in the session; consequently, we don't think it will get out of the Senate much less into the House. Second, the Legislature believes the Governor is usurping its power by assigning a fixed amount that would have an automatic increase. Third, the K-12 folks believe it will lock in a base that is much too low because this year's budget is woefully small. The Governor has projected this out and the state economist has claimed that over the next three bienniums the state will increase revenues an average of 12% per year. That is a prognostication in a very uncertain future and that's why he has capped the increase at 10% and any difference he has some plans for. It's a bold move and Mr. Goldberg wishes the Governor had done it six months ago. If it doesn't get passed in this legislative session the Governor will present his budget based on this assumption for the next biennium, 2007/2009. So we can anticipate seeing a budget at whatever our number is locked in at, plus a 10% base. As you know the Governor will present a budget and the Legislature will do what it wants with the budget. It will make for an interesting legislative session next time. This concluded Mr. Goldberg's report.

Dr. Pulliams was asked by OCCA for a statement on the Governor's plan. He has testified before a senate committee about this plan. Overall he spoke positively of the plan and gave his support, with the caveat that there are some problems with the details. The details have not been worked out. And the floor where the plan starts is too low for community colleges since it is based on what has been appropriated for this year. Dr. Pulliams' position is \$440 million was a reasonable amount to ask. The Governor's staff has confirmed with Dr. Pulliams that they are still working out the details and that all negotiations are still open. Dr. Pulliams thanked Mr. Goldberg for his report.

Internal and External Diversity Report

President Pulliams stated that one of the Board's goal as part of the College mission statement is diversity. We agree to promote and celebrate diversity in our student body, faculty and staff, in order to enrich the educational experience. The Board has been consistent in supporting diversity initiatives, and supporting actions that we are taking at PCC to be a diverse institution. One of Dr. Pulliams' commitments to the Board was that

he would have an external committee take a look at PCC and how they view this issue. Dr. Pulliams welcomed Mr. Lou Boston as our guest. Mr. Boston agreed to Chair the External Diversity Advisory Committee. Dr. Pulliams also welcomed Dr. Brooke Gondara, who represents the Internal Diversity Advisory Committee. The two committees worked together with Ms. Sylvia Welch as liaison.

Ms. Welch recognized the members of the External Committee present: Mr. Jerry Donnelly and Dr. Algie Gatewood; from the Internal Committee: Dr. Paul Hill, Mr. Neal Naigus, Ms. Maureen Judge-Morris and Mr. Michael Dembrow. Ms. Welch thanked all members of the committee and also extended thanks to her assistant Chau Hoang, who supported each committee.

Ms. Welch gave an update on the *Grow Your Own* project that is now titled the *Faculty Internship Program*. It is a Mentor/Mentee program. PCC is trying to grow our own diverse faculty. At this time, we have 4 or 5 candidates to interview. They have gone through the application process. They look like promising candidates. We advertised on listserves and by word of mouth for candidates. Dr. Marvin Kaiser, Dean of Liberal Arts at Portland State University, asked Dr. Alice Jacobson and Ms. Welch to come and talk to the deans every Tuesday for three weeks at the PSU deans' meeting. He felt it would be good for his graduate students. PSU recommended a number of students for the program. After the interviews, the mentees will be paired with mentors. They will go to workshops on communication skills, learning skills, navigating the community college, and learning PCC's processes and procedures. They start by observing and gradually by the third term they will be the instructor in that class. Ms. Welch thinks this process will work very well and will keep the Board posted.

Ms. Welch talked about the recommendations of the Internal/External Diversity Advisory Committees and how those recommendations came about. For years PCC has gone through the workforce analysis and came up with the same results. It was felt if we continued doing the same thing we would continue getting the same results. The charge given by the President was to put together the advisory committees. The Internal Diversity Advisory Committee met for the first time March 11, 2005, and External Diversity Advisory Committee met February 10, 2005. They analyzed the situation and have a list of recommendations to give the Board. If the Board likes the recommendations and wants to go forward, which she does recommend, the report would go back to the Cabinet and Dr. Pulliams for further review and implementation.

Chair of the External Committee, Mr. Lou Boston, spoke for the External Diversity Advisory Committee and highlighted its accomplishments. Mr. Boston thanked Dr. Gatewood for his support on the committee along with the other 11 members. The Committee realized the impetus has to be on faculty hiring and to do a better job of hiring people of color as faculty members. The other question the Committee explored is how do we brand PCC has a welcoming institution that celebrates diversity in all aspects. Not only from the faculty standpoint but from the students' viewpoint. The focus should be that the community understands what is in it to come to PCC and why.

The committee also decided to look at some other things: Community stakeholders and partnerships. Are there enough opportunities in construction projects and with contractors in PCC for minorities? What about workforce development and apprenticeship training opportunities?

The other aspect is how do we brand PCC as a culture that honors and welcomes diversity in all aspects. To do that, the Committee developed a mission statement and at the same time built a business case that talks about diversity. What is diversity, what does it mean to PCC? The Committee talked to the community in a number of different ways. The Committee built a business plan and a business model that identified best practices. The Committee recognized that this institution really is a business and it is run as a business. The value of diversity in a business aspect is this: Parents and students will look at diversity as a value proposition. Diversity adds to market share and the return on investment. It adds to client share and customer base. This generates revenue. This will help differentiate PCC from the other institutions that students have to choose from.

What are other opportunities? There has to be more collaboration between PCC and the business communities. PCC needs to partner more with the Portland Business Alliance. PCC needs to get the message out to the community and let students know the benefits of coming to PCC.

The Committee did a top-to-bottom analysis. What was the past history? What was the accountability? The Committee believes accountability has to start at the top. Dr. Pulliams had already decided that that was his role. Accountability goes from the top to the bottom. The External Committee turned it over to the Internal Committee for implementation. Mr. Boston reported that both Committees have arrived at the same conclusion: diversity is a must and it must be implemented.

Key recommendations reported: For faculty hiring and recruiting purposes, a video should be done with Dr. Pulliams as the star; PCC should target minority communities and faculty; all brochures, and all posters should mirror diversity; the web site should reflect diversity and there should be a link directly to Dr. Pulliams talking about PCC.

The Committee then asked "What are the next steps?" The Committee then developed the Business Case from which Mr. Boston read the major points of the roadmap to diversity and the diversity mission statement. (See handout given to the Board, page 9 and page 11).

Mr. Boston thanked Chau Hoang, Administrative Assistant to Ms. Welch, the External committee for their hard work, and Dr. Pulliams.

Dr. Brook Gondara spoke on behalf of the Internal Diversity Advisory Committee to give its recommendations.

There are four recommendations from the Subcommittee on Hiring Practices and four recommendations that came from the Subcommittee on Campus Climate. (See handout, page 1).

1. Work at diversifying the part-time faculty pool. Improve the tracking of part-time faculty hires. To do this, increase the effectiveness of the part-time data base that already exists and conduct an affirmative action audit of this data base to determine a base-line number of faculty of color within the pool. Use the improved data base as a primary source for qualified part-time hires. An additional strategy is to facilitate “career ladders” for existing staff. Another strategy is the “Grow Your Own” program that Ms. Welch reported on earlier. An additional recruitment tool would be to host yearly gatherings for the external community for those interested in becoming faculty, but are unsure of the process. Motivate departments to recruit diverse part-time faculty through department responsibility and modeling.
2. Improve the strategies used for external hiring. To create a campus climate in which diversity hiring is a key value. Hold deans and managers responsible for growing diverse candidates as they arrive and enter the ranks of faculty. Adjust the language of the ideal candidate profile. Diversify the external hiring pool by partnering with other Oregon community colleges.
3. Utilize making direct appointments in a more workable manner for purposes of diversity.
4. Improve retention of new faculty of color through successful mentoring.

Dr. Gondara described the recommendations of the Campus Climate Subcommittee:

1. Create a district diversity officer for the district. The committee feels that this needs to be a separate position from the Affirmative Action Director.
2. Create an advocacy board to review and advance diversity at each campus. Each campus should establish diversity goals.
3. Further the curriculum in fostering diversity. Hold faculty accountable for engaging students in diversity and integrating diversity into the curriculum.
4. Build professional development around diversity for all staff and into the assessment process for each staff.

President Pulliams thanked both committees and he said that we don’t see this as an indictment of PCC, but that we need to do more at PCC. Dr. Pulliams accepted the report and plans to work on the next steps in terms of an action plan at the Board retreat in August.

Director Harper thanked the committee, saying he thinks it is achievable.

Chair Williams said he believes this report is a great piece of work. He has one question about creating a Diversity Officer. Why have two? PCC already has the Affirmative Action director. Who would have the authority? Chair Williams believes that lines of authority may be easily blurred.

President Pulliams looks forward to further discussion of implementation of the diversity recommendations with the Board at the retreat in August.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS SESSION

Director Margolin moved to approve consent agenda items 06-001 to 06-005. The motion was seconded and approved.

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BOARD REPORTS

Other Reports:

Michael Dembrow spoke to the Affirmative Action plan. The Faculty Federation supports the plan. One of the top goals is to help move the college forward in diversifying the faculty; looking within the institution for talented people and trying to attract people from across the country. It was a real pleasure to be part of the Internal Committee.

Mr. Dembrow reported that the unions are in contract negotiations. One of the challenges that we face is the cost of rising health benefits and insurance. At a meeting last week he heard a report about the benefits crisis. We need to push for national and state solutions. Michael Dembrow offered his congratulations to the new Chairs and Board members.

Lucia Barnett said that she is happy with the College's efforts on staff development and the training for lead employees on how to be lead employees. Faculty and Classified employees are contributing to the golf tournament being sponsored by the Foundation. The Classified Federation will be sponsoring a pin.

Kyle Cady reported that students are enjoying the summer.

Board Reports:

Director Margolin reported she is on the Board of the ACCT. She went to Washington DC last week to a retreat. One of the things they accomplished is the election of Noah Brown as CEO of ACCT. He has worked for ACCT for about nine years and is committed to public policy and she excited about having him lead the organization. She is looking forward to the ACCT National Congress in September in Seattle. A number

of Board members are planning to attend. She gave a short memo to the Board members from ACCT about federal issues and the ACCT position on some federal issues.

Chair Williams thanked President Gatewood for the great job with Project Clean Slate. They were expecting 400 people, 3000 showed up. This was a blessing for these people. They are able to bring changes in their lives by clearing their records. There were 30 attorneys, 5 judges, half the staff of the DA's office, and all of the Cascade Public Safety team there to help out. They were able to clear records for 1000 people. Project Clean State Two will take place in September and CNN news will be there to cover the event. This is a national model. Dr. Gatewood made sure PCC had a good public image. Chair Williams thanked all involved for the good work.

President's Report

President Pulliams welcomed the two new board members and looks forward to working with them. Dr. Pulliams acknowledged and commended the leadership of the Board Chairman with Project Clean Slate and how well it went. Dr. Pulliams also mentioned that when he recently went to Salem to ask for more money, all the talk at the Capital was about Project Clean Slate and what a good project it was.

President Pulliams reminded the Board about the Board retreat August 26-27. He will be sharing the planning agenda at the next Board meeting. And he will have the opportunity to provide the Board with an update on the Educational Master Plan and an update on the President's Initiatives. He will also need to talk with the Board about facilities and the campus master plans. The Board has agreed to meet with Vicki Willis about style and working together. He will have an official agenda for the retreat at the next meeting.

President Pulliams wants the Board to know PCC has been officially accredited by the NW Commission on Colleges and Universities. The accreditation visit was successful and they were complimentary in terms of how they were treated by staff and faculty. They did list four recommendations that are not considered serious which will be shared with Board members in a letter. The Commission will conduct a focus visit in two years which is typical and not a negative. He offered a copy of the full report to any Board member wanting one.

ADJOURNMENT

There being no further business, the meeting was adjourned by Director Williams at 8:40 PM.

NEXT MEETING

The next meeting of the Portland Community College Board of Directors will be held on August 11, 2005 at 7:30 PM in Board's Conference room at the Sylvania campus.

Chair Williams

President Pulliams

Prepared by:

Lorna J. O'Guinn
Assistant to Board of Directors

Minutes approved on September 15, 2005