

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

MINUTES

BOARD OF DIRECTORS BUSINESS SESSION
Southeast Center, Mt Tabor Hall, Rooms 143/144
June 18, 2009

BOARD ATTENDANCE

Board Members Present:

Denise Frisbee, Jim Harper, Jaime Lim, Bob Palmer, David Squire, Harold Williams

EXECUTIVE SESSION

The Board of Directors convened an executive session for Labor Negotiation, Real Property Transactions and Information or Records Exempt from Public Inspection in accordance with ORS 192.660 (2), (d) (e) (f) at 6:55 PM, adjourning at 7:52 PM.

CALL TO ORDER

Chair Frisbee called the business meeting to order at 7:55 PM and invited all present to introduce themselves.

APPROVAL OF MINUTES

The May 21, 2009 business meeting minutes were approved as published.
Squire/Lim

APPROVAL OF THE AGENDA

The agenda was approved as published. Harper/Squire

INFORMATION SESSION I

Staff Report on Proposed Labor Agreements

Jerry Donnelly, Director, Human Resources

President Pulliams reported tentative agreements have been reached with both the Classified and Faculty Federations using the anticipated \$423-\$433 million State Revenue Forecast figures to reach the tentative agreements. He added that should the final Community College Support Fund amount fall below this figure contract negotiations with the federations might need to be reopened.

Mr. Donnelly reported that in addition to information provided in executive session both federations have agreed that there will be no increase in salary

schedules for the next two years; faculty , academic professionals and classified staff eligible for step movement will receive them in each year; over the course of the biennium new top steps will be added to salary schedules that will be implemented in a half step in the first year and a full step in the second year; College contributions to health care caps will increase for each of the four health care system tiers each year; benefits eligible part-time faculty who currently receive 50% of the employee only cap will be increased to 60%; and with the exception of three-person carpool parking permit fees will increase for all parking categories. He added that the salary table is going to be adjusted for new hires in a few Classified bargaining unit positions but current employees in those positions will have their pay rates grandfathered at current pay rates.

Mr. Donnelly expressed appreciation to the leadership of both the Classified and Faculty Federations for the professional manner in which the negotiations process was conducted. President Pulliams expressed his appreciation to the federations for the spirit in which the agreements were reached especially in light of the difficult economic climate regionally and statewide.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS MEETING

Director Williams proposed approval of Resolutions 09-097 and 09-098. The motion passed unanimously.

INFORMATION SESSION II

2009 PCC Prep Student Celebration Video

Dr. Nan Poppe, President, Extended Learning Campus (ELC)

Dr. Poppe showed a video created by students from Extended Learning

Students that contained interviews of students who had completed the PCC Prep, Gateway to College, and YES programs. The videos were used to inform current students of the benefits of continuing the programs to reach completion.

Jobs to Careers Program Update

Dr. Nan Poppe, President, Extended Learning Campus; Pamela Murray, Dean, Workforce Economic and Community Development; Sue Ann Jackson, Project Coordinator

Dr. Poppe reported that the ELC is charged with providing skilled workers for competitive workplaces and helping workers gain skills that allow them to advance in careers. She said that for the past three years the Robert Wood Johnson and Hitachi Foundations have provided grant funds to create an academic process to address the national problem of unskilled and under-skilled workers in the long-term health care industry. Ms. Murray reported the goal of the initiative was to create a program that could be replicated and make positive

improvements for workers, employers and those being cared for. Ms. Jackson added that before PCC created the program the only statewide training for these workers was the state mandated twelve hours of training on specific topics.

Ms. Jackson reported the new program is taught at employer facilities to workers using a 27 module work-based curriculum that was developed using job profiles and skill assessments of caregivers at two assisted living facilities. Facility workers have been trained to deliver the training in competency based modules that include competency demonstrations by students after they complete each module. She said this approach converts the entire organization to a learning environment. Ms. Jackson added that development of the program has created partnerships between various PCC departments and the employing facilities using the program. She added the facilities supervisors are participating in career exploration workshops and then helping front line workers explore education opportunities available to them. To date 125 front line workers and 30 trainers have been trained. The project has received support and endorsement from two industry associations that have asked PCC to share the program at seminars, workshops and conferences statewide. Additionally, Portland State University has been awarded a research grant by the Robert Wood Johnson Foundation to conduct an evaluation of the program. Preliminary findings indicate overall improvement in the standard of care at the pilot facilities with administrators and managers reporting participating employees seem to be more empowered and self-confident.

Ethics Point Update

Cherie Chevalier, Associate Vice President, Finance

Ms. Chevalier reported the Ethics Point system was implemented about a year ago in response to thefts at the College and requirements for increased security of internal controls. Employees were notified about the reporting system through advertising by the PCC purchasing department, on the PCC website and in meetings at the campuses. Since implementation six reports have been received and investigations completed with no determinations of financial impropriety.

Goal 6 -- Community

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

Ms. Massey said Service Learning extends the student's learning environment beyond the classroom and contribute to the community wellbeing. She noted that each year 12,000 – 14,000 students volunteer in community agencies. Those projects and volunteer efforts help students develop a more global perspective of the effect of their actions. She reported that last year PCC student volunteers worked almost 17,000 hours. Dr. Chairsell added that in this time of economic downturn unemployed students are listing service learning opportunities on their resumes to account for productive use of their time even though there are employment gaps.

Dr. Chairsell noted that staff and faculty professional development opportunities provide another element of enriching experiences that benefit participants, the College, and community. Dr. Chairsell asked Jennifer Alkezweeny, PCC Service Learning coordinator and Pattie Hill, from the ROOTS program to share experiences from their professional development opportunities this past year. She said this past year Ms. Alkezweeny worked as assistant director of the International Education program and Pattie Hill replaced her as PCC's Service Learning coordinator. Ms. Alkezweeny said in a grant-funded project she mentored three community colleges in Ohio, California, and North Carolina to develop successful service learning programs modeled after PCC's program at each of their colleges.

Ms. Hill said she came to PCC six years ago to upgrade her technical skills and found a new career. She said working as the Service Learning coordinator this past year was the most recent of many enriching and meaningful opportunities she has been able to take advantage of. She added that she feels very fortunate to work in the supportive atmosphere the College affords to students and staff.

Dr. Chairsell concluded the report by saying that the former PCC sustainability coordinator moved to Portland State University (PSU) and while attending a memorial event to honor Carmen Martinez at Rock Creek Campus she remarked that when PCC students transfer to PSU they are engaged, passionate, and want to participate in service learning. Dr. Chairsell said PCC students are the best measure of the College's success in providing education.

E6/NetZero Update

Randy McEwen, District Vice President and Dr. Linda Gerber, Sylvania Campus President

Dr. Gerber provided history in the implementation of E6/NetZero that began with President Pulliams' signing of the American College and University Presidents Climate Commitment in June of 2007. That commitment obliges PCC to reduce its carbon footprint by 80% of 1990 carbon emission levels by the year 2050 and includes goals related to reduce the use of water and other natural resources. To meet those challenges President Pulliams convened the Climate Energy Leadership Taskforce (CELT) at each campus to develop strategies for achieving the climate goals including creating a climate action plan by September 30, 2009. Classroom curriculum to train students for "green" jobs is being developed along with strategies to address meeting the climate goals. The framework for the process is called E6. She explained E1 is energy creation, E2 energy and natural resource conservation, E3 environmental stewardship, E4 is employment stimulus, E5 is education to prepare workers for green jobs, and E6 is effective and efficient use of college funds. NetZero is innovative strategies and practices that would significantly reduce Sylvania Campus's contribution to global warming while creating jobs and training students for employment in those jobs. She reported that Sylvania Campus was built 40 years ago in a time when conservation was not a concern and that the E6/NetZero project would be used to comprehensively renovate the campus using a strategy that could include

technologies such as a solar photovoltaic system, a waste energy system with a fuel cell that produces electricity from waste, closed loop geothermal system, onsite water harvesting and treatment, and other strategies. She added that this model could then be used at other aging community colleges.

Mr. McEwen provided a summary of the project's timeline that began about five months ago when Governor Kulongoski began describing his vision for Oregon's future economy related to green jobs, green technology, and green investment. In February 2009 PCC was contacted by the Governor's office, the State Department of Energy, and Gerding Edlen Development that the Federal government under the ARRA Stimulus Legislation was going to be interested in receiving proposals that focused on green-related facility retrofits and Sylvania Campus seemed to be a near perfect match for what they were looking for. He said that although a significant challenge, the objective should be for the project to meet LEED Platinum standards. Additionally, E6 and NetZero were joined to the project to create an even more significant end product that could serve as a learning laboratory of national significance. At the inaugural meeting of the Governor's Oregon Way Advisory Group in April Dr. Pulliams presented one of the first three proposals in Oregon. PCC Sylvania's E6/NetZero and received 50% funding for the project's technical assessment study that was recently completed. The study indicated that although challenging, achieving NetZero is possible. As a result of this preparation the College is currently the lead project in Oregon and will continue to focus on being prepared when funding becomes available.

**ADJOURNED BUSINESS SESSION AND CONVENED AS COLLEGE
BUDGET COMMITTEE IN ACCORDANCE WITH ORS 294.406**

**PUBLIC HEARING ON ADOPTION OF THE APPROVED BUDGET FOR FY
2010-2011 AND SUPPLEMENTAL BUDGET FOR FY 2008-2009 IN
ACCORDANCE WITH ORS 294.406 (1)**

2010 – 2011 Approved Budget Overview

Dr. Preston Pulliams, District President

President Pulliams reported that although state funding support could be higher when the Legislature passes the State budget PCC's budget proposal for the 2010-2011 biennium was created based on the \$420 million assumption that is prudent and responsible in light of the economic crisis. He added that if additional state funding is allotted the College would reduce the tuition increase scheduled for the second year and reevaluate college contributions to medical insurance premiums and other provisions described in the collective bargaining discussion.

2007 – 2009 Supplemental Budget Amendments

Wing-Kit Chung, Vice President, Administrative Services and Cherie Chevalier, Associate Vice President, Finance

Mr. Chung asked Ms. Chevalier to provide highlights to changes for the 2007-

2009 biennial budget that need to be formalized by the Board in order to comply with Oregon laws. Ms. Chevalier reported that the majority of the \$4 million in changes resulted from moving International Education into Academic Services, contractual items related to lump sum payouts, part-time faculty medical and dental issues, and funding from margin enrollment.

Public Comment

None

**ADJOURNED COLLEGE BUDGET COMMITTEE MEETING AND
RECONVENED BUSINESS SESSION**

PUBLIC COMMENT ON AGENDA ITEMS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BUSINESS MEETING

Director Harper proposed approval of Resolutions 09-099 and 09-109. The motion passed unanimously

Chair Frisbee noted that the position for Associate Vice President for College Advancement was created in Resolutions just approved and congratulated Kristin Watkins on being appointed to assume that role. Chair Frisbee also thanked staff for their diligent work in preparing the 2010-2011 biennial budget.

Other Reports:

Eddie Lincoln, Faculty Federation President noted completion of his first year as Faculty Federation President and reflected on the challenges and accomplishments of the year. He thanked the Board, staff and Federation membership for their support over the year and committed to continued service to students, moving the College forward, and supporting the College's communities.

Deborah Hall, Classified Federation President, reported that she too has completed her first year serving as President of the Classified Federation and thanked everyone for their support throughout the year. She noted challenges and triumphs as well as her appreciation for the college community at PCC. She invited the Board to attend the upcoming Classified and Confidential retreat at Rock Creek Campus.

Board Reports:

Director Williams described his long-term commitment to improving race relations and noted that in his 20 years of service to PCC as a Board member he observed more significant accomplishments in this area in the last year than any time before. He also thanked Director Lim for his friendship and commitment to service of the College and community.

Chair Frisbee thanked the Faculty/AP Federation President, the Classified Federation President, and student leaders for their support, involvement, and commitment to the College. She thanked Director Lim for his service and dedication. Chair Frisbee also noted Director McGlasson has resigned and that the Board will begin the search to appoint someone to the Zone 7 Board position. She thanked Board members, President Pulliams, staff, and students for making her year as Board Chair eventful and pleasurable.

District President Report:

President Pulliams thanked the executive staff, faculty, and staff for their part in creating the foundation for this year's team spirit that lead to numerous accomplishments. He commended the federations for their leadership and willingness to keep the doors to communication open. He reminded the Board of the June 24th work session and August 28th planning retreat. Dr. Pulliams thanked Director Lim for his service to the College and noted his commendable community involvement.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:20 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on July 16, 2009 at 7:30 PM in Board's Conference Room at the Sylvania Campus.

Harold Williams, Board Chair

Dr. Preston Pulliams, District President

Prepared by:

Lorna J. O'Guinn
Assistant to Board of Directors
Minutes approved on July 16, 2009