

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

MINUTES

BOARD OF DIRECTORS BUSINESS SESSION
Sylvania Campus, Board Rooms A/B
February 18, 2010

BOARD ATTENDANCE

Board Members Present:

Denise Frisbee, Jim Harper, David Squire, Harold Williams, Deanna Palm

EXECUTIVE SESSION

The Board of Directors convened an executive session for Labor Negotiations and Real Property Transactions in accordance with ORS 192.660 (2), (d) and (e) at 6:50 PM, adjourning at 7:40 PM.

CALL TO ORDER

Chair Williams called the business meeting to order at 8:00 PM and invited all present to introduce themselves.

APPROVAL OF THE MINUTES

The January 21, 2010 minutes were approved as published.

APPROVAL OF THE AGENDA

The agenda was approved as published.

INFORMATION SESSIONS

Oregon Community College Update

Dr. Camille Preus, Commissioner, Oregon Department of Community Colleges and Workforce Development, reported that the current legislatively approved Oregon community college budget stands at \$450.5 million reflecting 10% reduction from the 2007-09 biennium. This reduces state FTE reimbursement from the \$2,778.00 high in the 2007-2009 biennium to \$2,252 for 2009-2011. She added that anticipated enrollment growth through the end of the biennium would effectively cause reimbursement to drop below \$2,000 per FTE.

Dr. Preus reported Oregon uses the Essential Budget Level (EBL) to determine annual state budget increases, historically less than 2% annual increase for services and supplies. She said that Governor Kulongouski created the Forecasting Committee to review and suggest legislative alternatives to correct

problems created by using the EBL method because it does not take into consideration actual increases in costs for supplies, salaries, health care, or retirement expenses. She noted that Wing-Kit Chung and Frank Goulard served on the committee and thanked them for their efforts.

Dr. Preus noted that Oregon community colleges serve about 20% of the state population and that education needs have shiFTEd by about 4% from Career Technical Education (CTE) to Lower Division Transfer which means a different course load must be offered than just two years ago.

Director Harper asked Dr. Preus to talk about the committee comprised of community college presidents and business officers who are reviewing the potential growth funding formula. Dr. Preus said that reimbursement based on enrollment growth alone results in some Oregon community colleges not having the ability to achieve high enrollment increases and therefore receiving a much smaller portion of state funding. Chair Williams questioned that changing the funding formula from highest enrollment increases receiving a larger portion of funding punishes schools that serve the largest number of students. Dr. Preus said the continued enrollment growth without a cap could cause FTE reimbursement to fall even further and for small schools incapable of bringing in additional funding that could bring substantial financial hardship. She added that insights and possible resolutions determined by the committee will be shared with Oregon Community College Association (OCCA), the Oregon Presidents' Council (OPC), and the State Board of Education.

Ethics Law Updated

Jeff Condit, College Counsel, reported that Senate Bill 30, Oregon ethics law, went into effect on January 1, 2010. SB 30 was enacted to remedy unintended consequences from the 2007 ethics law. One change in the 2007 law that disallowed entertainment gifts entirely and other gifts limited to an annual cumulative total of \$50 from anyone having administrative or legislative interest related to public employees or boards of directors, is that entertainment gifts are now included in the allowed \$50 annual gift amount. Additionally the definition of "having administrative or legislative interest in the entity" has been modified to "legislative or administrative interest in a decision of that official". He said care should be taken by all PCC employees, officials, and board members when accepting gifts from anyone that can even remotely be considered as having a legislative or administrative interest in any decision that person might play a decision role in.

Another change is that invitations to community events that are generally open to the public are no longer ethics law violations. Under the 2007 ethics law, trips to look at products could not generally be accepted from vendors. Revisions to that law expand the fact-finding mission exception to include vendor trips for those having approval from the appointing authority at the college. Additionally, the trip must be related to your job. He noted that approval for these trips has to be part of the college's public record. He concluded his report saying that the quarterly

statement of economic interest reporting requirement has been changed to an annual reporting and that he believes only the District President and Associate Vice President of Financial Services would be required to file reports.

Workforce Analysis Report

Sylvia Welch, Director, Affirmative Action, said the Workforce Analysis Report provides a snapshot of PCC's workforce on November 1st of 2009. It includes full-time and part-time employees organized by job group category, gender, ethnic identity, and the various funding categories. The report takes into account availability of minorities and females from relevant labor areas having the required skills in areas the College recruits. Also taken into account is the percentage of promotable, transferrable and trainable minorities and women within a specified labor area. She said the labor market availability data is updated every year and because the labor force changes from year to year utilization figures change as well and that goals are adjusted according to the updated figures.

Ms. Welch provided a detailed description of the data included in the Workforce Analysis Report. She said that although the College is not at parity in some areas, minority hires have been increased in all but professional/non-faculty. She added that each campus has a diversity committee that formulates strategies to help the hiring process. Chair Williams asked if effort was being made to hire a workforce that reflects the cultural diversity of the communities they serve. Ms. Welch said that effort is being made to do that but finding qualified applicants is sometimes not possible.

Dr. Pulliams said Ms. Welch has announced plans to retire. He commended her commitment to the College's diversity and affirmative action goals and her work with the faculty intern program.

House Bill 3056

Wing-Kit Chung, Vice President Administrative Services, said HB 3056 that was passed by the 2009 legislature and became effective January 1, 2010 requires local governments that would like to establish or extend existing urban renewal areas (URA) to get agreement from taxing districts that overlap any portion of the proposed urban renewal area. He said URAs are established to issue long term debt, usually 20 to 30 years, to help the businesses create infrastructure within the URA and that the debt is repaid through incremental tax assessment within the URA boundaries. He added that each URA is a separate entity with its own taxing authority and that proposed additions or changes can affect overlapping school districts, special districts, and counties. To be allowed to make the changes requires a 75% concurrence of the overlapping districts based on the taxing percentage of those districts. He said currently Tualatin and Beaverton are in the process of making URA requests. Mr. Chung said the College's path forward will be to research the financial, legal, and other impacts in both the short and long term for PCC and to continue discussing with other jurisdictions any plans and approaches they might have regarding URA changes.

PUBLIC COMMENT ON AGENDA ITEMS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BUSINESS MEETING

Director Harper proposed approval of Resolutions 10-061 through 10-068. The motion passed unanimously.

Dr. Pulliams suggested that with the passage of Resolution 10-065 approving the Board Audit Committee Charter the next step would be to begin working on operational matters such as who the Board might select to chair , the committee, and other people that might be considered to serve on the committee. He also suggested consideration be made regarding filling the internal auditor position. Director Harper replied that the Board will select the chair and committee members from names submitted for consideration and the internal auditor position would be filled as soon as staff has a candidate.

Other Reports:

Eddie Lincoln, Faculty Federation President,

Mr. Lincoln described observations of students that have participated in PCC's employment training program that helps a growing number of students retrain and go into internships that can eventually lead to jobs. He said, in part, this is possible because of PCC's reputation in the business community for providing interns with high quality training. He praised administration, faculty, Academic Professionals, and classified employees for their continued effort, especially in these times of record breaking enrollment and for their commitment to providing quality education and services to students.

ASPCC Student Representative, Dani Jones reported the District Student Council (DSC) is holding campus forums to explore the selection versus election hiring process for ASPCC leaders and feedback will be discussed at the next DSC meeting. She also reported that Christina Lais has been selected as the DSC student representative for the Distance Learning Task Force. Ms. Jones concluded by reporting that students recently took part in a rally to lobby Oregon senators and representatives asking them to increase Oregon Opportunity Grants.

Board Reports:

Director Harper reported the Foundation is \$34,000 short of reaching the Miller Match grant goal and asked that consideration be given to making donations

before the March 31 deadline to help reach this goal. He added the funds would provide additional scholarships that students are seeking.

Chair Williams thanked Dr. Gatewood and Mr. McEwen for their representation at the Portland Development Commission (PDC) meeting on Urban Renewal Areas (URAs). He also noted a recent instance of harassment of a PCC student of color by city and police officials and asked that the college write a letter objecting to that action. Chair Williams reported Reverend John H. Jackson, who made significant contributions to the Portland civil rights efforts, will be honored in a dedication ceremony at Cascade Campus of Dr. Jackson's collection of writing and a reading room in his memory.

District President Report:

Dr. Pulliams asked Dana Haynes, Manager, Public Affairs, to provide a legislative update. Mr. Haynes reported that the halfway mark of the supplemental legislative session is filled with frenetic energy as a large number of bills are being considered. He added that the February revenue forecast reflected a reduction of \$183 million from the previous revenue forecast and the total state budget went from \$14.7 billion to \$14.5 billion. He reported that John Wycoff, Oregon Community College Association (OCCA), was able to craft a partial remedy for deficiencies with the Oregon Opportunity Grant that targeted 7,000 community college students who qualified for the grant but were unable to receive funding. He said that there would still be 7,000 students who do not receive funding but they will not all be from community colleges.

Mr. Haynes reported that candidates are visiting to PCC campuses to make announcements regarding upcoming political races and issues. John Kitzhauber, gubernatorial candidate, will visit Cascade Campus to announce his education platform and Bill Bradbury recently announced his plan to run for governor at Sylvania Campus. Additionally, Oregon Congressman Kurt Schrader and Maryland Congressman Chris Van Holland visited Sylvania Campus to talk about small business and jobs and employment.

Dr. Pulliams asked Kristin Watkins, Associate Vice President, College Advancement to provide an update on the federal appropriations request. Ms. Watkins said staff are preparing the college's annual federal appropriation requests that will include a green jobs training request for \$850,000, and a \$200,000 request for Health Information Technology and Informatics Associates degree development.

Dr. Pulliams reminded the Board that the ACCT Legislative Summit has been rescheduled to March 11-13 in Washington, D.C. He commended Ms. O'Guinn for her efforts in keeping travelers informed during the February snow storm that eventually resulted in cancellation of the February conference.

Dr. Pulliams noted that PCC Black History month's events began in late January with the Step Africa performance. He thanked Director and Mrs. Harper as well

as students and staff for attending the event. He thanked Ms. Welch for her leadership and efforts in arranging the event.

He reported that the move into the Downtown Center is nearly complete and complimented Mr. Chung, Dr. Chairsell and Ms. Degman for their leadership in this endeavor. He reminded Board members of the upcoming President's Club reception to celebrate the opening of the PCC downtown presence.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:35 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on March 18, 2010 at 7:30 PM in Building 9, Room 122b at the Rock Creek Campus.

Harold Williams, Board Chair

Dr. Preston Pulliams, District President

Prepared by:

Lorna J. O'Guinn
Assistant to Board of Directors

Minutes approved on April 15, 2010