

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

MINUTES

BOARD OF DIRECTORS BUSINESS SESSION
Cascade Campus, Moriarty Arts and Humanities Building Auditorium
April 15, 2010

BOARD ATTENDANCE

Board Members Present:

Jim Harper, Bob Palmer, Gene Pitts, David Squire, Harold Williams, Deanna Palm

EXECUTIVE SESSION

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

CALL TO ORDER

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

APPROVAL OF THE MINUTES

The February 18, 2010 and March 18, 2010 minutes were approved as published.

The agenda was approved as published.

Dr. Pulliams noted that Resolution 10-090 was revised after publication of the agenda and that a copy of the revision was provided to each Board member.

INFORMATION SESSIONS

Public Hearing Request

Jeff Condit, College Council

Dr. Pulliams reported that an employee request was received for the Board to hear an employee claim that the College failed to provide reasonable accommodation as required by the Americans with Disabilities Act. Dr. Pulliams called Jeff Condit forward to provide information regarding the Board's rights and responsibilities in rendering a decision on this request.

Mr. Condit reported that Board policy B206 (Nondiscrimination) and B207 (Nonharassment) provide a process for any person who believes they have been discriminated against to request a Board hearing on their complaint but that to hear or not hear a complaint is a Board decision. Mr. Condit also advised the Board that they would need to vote following a motion whether or not to hear the complaint at a future Board meeting.

Director Harper moved that the Board not hear the complaint and the motion passed unanimously.

Cascade Campus Update

Dr. Algie Gatewood, Cascade Campus President shared highlights of some of the recent events and visits from dignitaries at Cascade Campus and noted that Spring term enrollment is nearly 11,000. He introduced Damon Hikok and asked him to report on the Cascade Middle College program that serves students from Jefferson, Roosevelt, and Marshall high schools.

Mr. Hikok noted that 95% of Cascade Middle College participants are at-risk students who did not plan to attend college and that many of them would not likely have completed high school before participating in the Middle College program. The program was started in 2004 to help students gain skill and confidence to believe in their ability to succeed. He said that in 2007 Dr. Gatewood and Portland Public Schools revamped the program into the successful model used today.

Mr. Hikok said Middle College students take regular transferrable college classes while still in high school and that participating students receive individual support and encouragement they need to help them succeed. Mr. Hikok added that help includes pre-college developmental classes as needed in writing, math, and English. Mr. Hikok also said no special recruitment is done, that all students from these high schools are allowed to participate, and that the program is committed to helping students achieve academic success. He added that since 2007 89% of students completing the program have gone on to college and that the program continues to support students even after they finish because they still have questions and need that support to succeed in college programs.

Dr. Gatewood thanked Mr. Hikok for his dedication to the students in the program. He then asked Jerry Brask, Chair of the Paralegal program, to provide a program report.

Mr. Brask reported that the Paralegal program has been at the Cascade Campus for the past 35 years and that the program offers both a two-year associates degree and a one-year certificate. He said students are trained to work under the supervision of lawyers, law firms, corporate council offices, not-for-profits as well as other related opportunities. Mr. Brask added that over 300 students take classes annually in the Paralegal Program. He noted that the program is highly

regarded in the legal community and that PCC students are fortunate to have the only community college campus law library in Oregon.

Mr. Brask noted that after a rigorous two-year process the PCC Paralegal program was awarded American Bar Association (ABA) approval. He noted PCC is the first Oregon program to achieve this national benchmark for paralegal education and that it will provide PCC students a competitive edge.

Dr. Gatewood congratulated Mr. Brask on the successful program noting that he has received program compliments from the legal community. Dr. Pulliams added that he has received compliments about the program's students from high ranking court officials. Dr. Pulliams also congratulated Mr. Hikok for his work with Portland Public Schools to expand the Middle College program effort.

Newberg Site Planning Update

Linda Degman, Associate Director, Bond Program and Gary Sutton, Manager, Bond Facilities Program, reported that the Willow Creek Center has been awarded the LEED Platinum certificate and thanked the Board for their support in building that facility.

Ms. Degman reported that in order to meet PCC's commitment to the Newberg community to offer classes beginning the Fall Term of 2010 four classrooms at the Chehalem Cultural Center will be leased as a temporary site. She said the Newberg facility that will be built and operational for Fall 2011 classes is a site that presents design opportunities and challenges including a highway bypass that may be constructed across the southeast corner of the property. She added that parking and transportation studies are underway that include consideration for possible traffic and noise that would be generated if the bypass is built. Ms. Degman said all 14 contractors that responded to an RFP were selected to go forward into the qualification process that will be completed in August. She added three or four of the 14 contractors will be selected for participation in oral interviews based on a combination of project cost and MWESB rating, and from that group a contractor will be selected.

Ms. Degman said the College is working with the Energy Trust of Oregon on a pilot program to reduce energy consumption for the Newberg facility by 60% with the goal of achieving NetZero. She reported this building is a unique opportunity because the Energy Trust of Oregon is providing funding to help pay for design costs for program and technical assistance. Additionally, if in the process it is determined the goal can't be met the project can be converted to the LEED process being used for other PCC construction without having to pay back funding provided from the Energy Trust of Oregon.

Mr. Sutton reported that the schematic/design phase is underway, that a construction company is being selected, and the 12,000 sq ft, single story building is expected to be completed in time for classes to be held in it Fall Term

2011. He said the 15.5 acre site's first building will be developed to maximize day lighting capability, include storage tanks for collection and treatment of rainwater to be used for irrigation and toilet flushing, use of geothermal systems for heating and cooling, passive ventilation and operable windows that allow natural pass-through ventilation, about 8,000 sq ft photovoltaic solar panels, and other options such as high efficiency light fixtures. Mr. Sutton reported the building will include five classrooms, testing and tutoring space, and space for custodial and maintenance supplies. He said the 12,000 sq ft building project includes an extension of Werth Blvd. that will run directly through the property and creation of about 130 parking spaces.

Director Squire asked about the difference of energy savings of NetZero over LEED Platinum. Ms. Degman explained that NetZero means the building will take no energy off the grid and that will be achieved either through energy efficiency savings on the site itself or produced through methods like solar, geothermal, and others.

OCCA Update

Andrea Henderson, Executive Director, Oregon Community College Association (OCCA) began her report by presenting a plaque to Director Harper and expressing her appreciation for his leadership while serving as Chair of the OCCA Board of Directors over the past year.

Ms. Henderson reported that Oregon community colleges are facing significant financial challenges because the budget outlook for the upcoming biennium is expected to include a \$2.5 billion shortfall, community college enrollment growth so far this year is 17%, and funding cuts for this biennium and anticipated cuts for the next biennium. She said OCCA will continue lobbying efforts to the legislature for additional funding to ensure that all Oregonians turning to community colleges can get into classes. She added that the budget shortfall will mean the community college funding request sufficient to pay for current and projected enrollment increases will not likely be adequately funded. She reported that Director Harper serves on the committee that is developing the legislative funding request and that the committee is working with the Oregon State Board of Education to develop unified funding requests. Ms. Henderson reported funding would be requested for capital construction and that a draft list has been prepared for presentation in the next legislative session. She said another funding request would be for additional funding for the Oregon Opportunity Grant that provides student financial aid. She said the OCCA Board will ask local boards to discuss these funding requests to assure that OCCA is advocating what best serves Oregon students. Ms. Henderson reported that increasingly funding is being sought from federal sources such as the Reconciliation Bill and the Keep Educators Employed Act.

Ms. Henderson reported the two requirements resulting from the last legislative session are: 1.) Conduct a study to evaluate the benefits of the quarter and

semester systems, report the findings, and present a recommendation to the legislature; 2.) Conduct a study to determine if Oregon community colleges should grant four-year Applied Baccalaureate degrees, determine what the governance and funding implications would be, and what the impact to all interested stakeholders would be.

Director Harper noted that in joint executive committee meetings with the State Board of Education and OCCA, schools are reporting that they are turning students away because of inadequate funding. He believes it is very important that Oregon community colleges continue working together and that Ms. Henderson's leadership plays an important role in the process.

Director Squire asked if the budget support figure needed to address increased enrollment had been determined and if it had what that amount would be. Ms. Henderson said a specific amount has not been determined but the OCCA Board will continue discussion. She this funding request is to address enrollment associated costs because current funding cannot sustain the numbers of currently enrolled students.

Chair Williams asked if offering an Applied Baccalaureate degree would create an unnecessarily challenging situation for community colleges. Ms. Henderson replied that the OCCA Board of Directors has been and continues to be in conversations but has not yet come to a conclusion.

Audit Committee and Internal Auditor Update

Randy McEwen, District Vice President reported that as the Board has directed hiring an internal auditor is moving forward. Human Resources has graded the position and determined the compensation range. Additionally, Resolution 10-087 was included in the April 2010 consent agenda to appoint Director Palmer to serve as Chair and Director Pitts to serve as the second Board member for the audit committee. Mr. McEwen added that citizen members will be selected from names that have been submitted by board members.

Budget Update

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

Mr. Chung said PCC is working with the cabinet, BPAC, and other college constituents to address the challenges of reduced state support and high enrollment to prepare a budget proposal to present to the Board at the June meeting.

Ms. Chevalier reported that information has been presented at prior Board meetings about the impact of increased enrollment on PCC's current and future budgets along with possible solutions to best address growth over the next three bienniums. She said careful evaluation of the most prudent approaches to these issues continues to move forward in production of a budget that puts the college

in the most favorable financial position possible. She added that because some budget areas have increased revenue and expenses associated with the high enrollment, a supplemental budget will need to be presented in the June board meeting in a public hearing.

Tualatin Urban Renewal Initiative Update

Wing-Kit Chung, Vice President, Administrative Services

Mr. Chung reported that on April 6th *The Oregonian* reported the Tualatin City Council had decided to withdraw their request for the Tualatin Urban Renewal extension. Mr. Chung confirmed this information with Mr. Doug Rux, Tualatin Development Director. Mr. Chung was told the decision came about because support from overlapping districts was not assured and citizen support was not as enthusiastic as the city council would like it to be. Mr. Rux reported to Mr. Chung that the City of Tualatin is considering revising the request and resubmitting it under HB 3056.

Renegotiation of PCC EBS Lease

Randy McEwen, District Vice President reported the College has received an offer from SprintClearwire for a 30-year contract to lease a portion of the broadcast spectrum bandwidth assigned to the College by the Federal Communication Commission (FCC). This would replace a 20-year contract with Sprint that expires in five-years. The current offer from SprintClearwire has a present value of \$2 million - \$3 million. To evaluate the offer an appraiser for broadcast spectra was hired to evaluate the offer and its terms. Mr. McEwen said the broadcast spectrum bandwidth appears to have a value significantly higher than SprintClearwire's \$2 million - \$3 million proposal. He reported that the options will continue to be explored and will be brought to the Board for approval when final figures are determined.

PUBLIC COMMENT ON AGENDA ITEMS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BUSINESS MEETING

Director Palmer proposed approval of Resolutions 10-078 through 10-090-corrected. The motion passed unanimously.

Other Reports:

Eddie Lincoln, Faculty Federation President, congratulated Dr. Pulliams on receiving the Regional Leadership Award from the Council for the Advancement and Support of Education (CASE). He reported the federation is currently engaged in labor negotiations with the reopening of the contract. Mr. Lincoln also noted the federation received a thank you letter from Mr. Warren Defour for the federation's contribution to help replace lost wages following his injury. Mr. Lincoln also noted the faculty and academic professionals' effort to meet the ever growing number of students' needs as they train or retrain for jobs.

ASPCC Student Representative, David King, reported that discussion and forums have been concluded regarding the selection versus election process for choosing student representatives for ASPCC and the decision has been made to continue using the selection process. He also reported the District Student Council (DSC) reviewed priorities set in the fall and decided to create priority action committees for two of the five: sustainability and childcare. He concluded his report saying the end of the year party will be called the Enchanted Masquerade, is scheduled for Friday, May 13th, 8pm to midnight, at the Melody Ballroom.

Board Reports:

Director Palm reported she attended the inaugural event at Genentech where many speeches were given and that PCC was repeatedly recognized for providing the flexible training needed for their workers. She also noted that the Hillsboro Chamber of Commerce will host an event that will welcome small business administrators and the Region 10 Regional Administrator at the Willow Creek Center.

Chair Williams thanked Dr. Poppe for her service to PCC and wished her well in her retirement.

District President Report:

Dr. Pulliams asked Dr. Chairsell to provide a brief report about the upcoming accreditation visit and the role Board Members would be asked to take. Dr. Chairsell said an accreditation team of two people would visit PCC on April 26 and 27. She said the College's five-year report has been submitted and discussion with the accreditation team has begun in preparation for their visit. Dr. Chairsell asked Board members to consider participating in a discussion with the accreditation team around governance, particularly the mission statement and the plan forward for strategic planning.

Dr. Pulliams asked Kristin Watkins to provide a brief update on the College's work with the K-12 systems, particularly the high schools in the Portland Public School District. Ms. Watkins reported that in response to the Board's request for increased engagement with K-12 systems within the PCC District she, Dr. Pulliams, Dr. Gatewood, and Dr. Poppe have attended meetings with

Superintendent Carol Smith from Portland Public Schools (PPS) and her staff to discuss ways the College might be involved in PPS high school redesign. She said Portland Public Schools is meeting with district citizens to find out how they would like PCC to be involved in their high school redesign. Ms. Watkins said that PCC has let PPS know that when those discussions have been completed PCC would be happy to work with PPS in implementation of the high school redesign.

Ms. Watkins also reported that Mayor Adams has proposed funding scholarships at PCC and Mt. Hood community colleges through the Future Connect Scholars program. She said the program would provide scholarships and vital student services to about 500 students. Ms. Watkins said 8th grade students in Portland and Multnomah County that have been identified as academically at-risk students who continue to work hard, stay engaged in high school through completion of their high school diploma, and then enroll at PCC or Mt. Hood the following Fall would be eligible for scholarships. Ms. Watkins said Mayor Adams has proposed using \$500,000 from city funds for each of the next two years with funds likely to come from the water and sewer bureaus. She said additional funding and support will be sought from corporate and private donors. She asked Board members to consider writing letters of support for this program to the mayor and Portland commissioners.

Dr. Pulliams commended Ms. Watkins for her leadership in the Foundation's successful efforts to earn the Miller Match that doubles this funding campaign's donations of \$320,000 into \$640,000. Ms. Watkins concluded by reporting that last year's Miller Match allowed award of 371 additional student scholarships. Dr. Pulliams commended PCC Faculty, staff, and others who supported the effort.

Dr. Pulliams reminded the Board that commencement will be held June 11th at 6:30 pm in the Memorial Coliseum. He also reminded them the annual retirement dinner will be held May 14, at 4:30 pm in the Sylvania Campus dining area. Dr. Pulliams also invited Board members to attend the May 6, PCC Foundation Scholarship reception at 5:30 pm at the Convention Center.

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 May 20, 2010 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 May 20, 2010

