

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
July 16, 2009

BOARD ATTENDANCE

Board Members Present:
Jim Harper, Bob Palmer, Gene Pitts, Harold Williams

EXECUTIVE SESSION

The Board of Directors convened an executive session for Employment of a Public Official and Real Property Transactions in accordance with ORS 192.660 (2), (a) (e) at 6:45 PM, adjourning at 7:45 PM.

CALL TO ORDER

Director Williams called the business meeting to order at 7:30 PM and invited all present to introduce themselves.

APPROVAL OF THE AGENDA

The agenda as published was approved with modifications including: Director Pitts' swearing in was conducted before the meeting began and the swearing in of the Vice Chair will occur at a later date.

ELECTION OF NEW CHAIR AND VICE CHAIR

President Pulliams called for nominations for Chair. Director Harper nominated Director Williams. The Board voted unanimously for Director Williams to serve as Board Chair for FY2009-2010. President Pulliams administered the oath of office to the new Chair. Chair Williams acknowledged Director Frisbee for her outstanding work as Chair during the past year and noted that a plaque will be presented to her at a later date in appreciation for her service as Chair of the College Board. Chair Williams then called for nominations for Vice Chair. Director Palmer nominated Director Squire for Vice Chair. The nomination passed unanimously. President Pulliams said the oath of office will be administered to the new Vice Chair at the earliest appropriate time.

APPROVAL OF MINUTES

The June 18, 2009 business meeting minutes were approved as published.

INFORMATION SESSIONS

Overview of Management/Confidential/Executive/District President Compensation Resolutions

Jerry Donnelly, Director, Human Resources

Mr. Donnelly provided background information regarding resolutions on the agenda relating to compensation for the college's management and confidential staff, the executive staff and the District President. He noted that three years ago a survey was conducted that indicated that overall compensation levels for management and confidential staff were 12% below the competitive market for salaries but benefits packages were found to be competitive with the market. Working with the President's Advisory Committee on Management and Confidential Compensation (PACMAC) a three-year remedial plan was developed and implemented. F09-10 would have been the third year and a pay increase of about 7.5% was anticipated. He said that the current economic climate requires the plan be revised in the following ways: salary structure will be adjusted to allow those employees at the top of their salary grade to receive an increase of 1.75% or less; managers not within 2% of the top of the scale will receive a 2% increase; those within 2% of the top of the scale would move to the top of the schedule. A 3% salary increase is being recommended for confidential employees along with increases in health insurance benefits for both management and confidential employees as indicated in Resolution 10-008.

Mr. Donnelly said Resolution 10-006 addresses executive officer compensation for the four campus presidents and the three district vice presidents who have individual contracts with the College. In a study about five years ago that compared PCC compensation to the local market, PCC executives were found to be paid below the market and adjustments were made to their compensation. Mr. Donnelly said it is proposed that for executive officers general expense accounts be increased to \$1,500 annually, and benefit packages be increased with health insurance increases the same as for management and confidential staff. He also noted that each of the executive staff proposed zero increase in their individual salaries.

Mr. Donnelly said Resolution 10-007 addresses modifications to Dr. Pulliams' life insurance and long-term disability coverage that are needed because those insurances will be provided through the Oregon Educator Benefit Board (OEBB) beginning this year and the OEBB plan features are different than those in Dr. Pulliams' current contract. Additionally, another year of distribution to the deferred compensation component of the president's retention incentive is included. He added that Dr. Pulliams has also proposed zero salary increase for the year.

Legislative Session Report

Dana Haynes, Manager, Public Affairs

Mr. Haynes reported that the Legislative Session saw special challenges due to the recession that threaten the Support Fund for Oregon's 17 Community Colleges as well as other publicly funded agencies and education. The budget

negotiation process included a high of \$500 million and a low of \$423 million that at the conclusion of the Legislative Session was set at \$450.5 million. Some other results from this legislative session include: 1.) funding for State agencies' deferred maintenance was made available in response to Oregon's high unemployment rate and that PCC received \$6.4 million in matching funds. He said PCC was seen in a favorable light because for many State agencies the requirement to hire for projects and spend allotted funds by the end of April was unmet. Oregon's community colleges however, had hired and spent their allotments filling 787 jobs with 94% going to Oregonians and 94% going to Oregon vendors (many of those women, minority and small emerging businesses). Additionally, PCC was able to get \$8 million in Oregon capital construction funds to build the Center for Careers in Education at Cascade Campus; 2.) The 2009-2010 Oregon Opportunity Grant financial aid will be 10% below the 2008-2009 academic year leaving many qualified students unfunded; 3.) House Bill 2011 was passed allowing senior citizens to audit community college classes when space allows and if the academic program approves; 4.) House Bill 2398 created the Career Readiness Certificate that certifies graduating students earning it as having the skills they need to be good workers in Oregon, thus better assuring them of gainful employment; 5.) House Bill 2557 provides for part-time faculty who are PERS-eligible to purchase insurance through the OEGB; 6.) House Bill 3117, the Career Pathways Program reverses some of the negative effect of the adverse impact law allowing needed programs to be created quicker; 7.) Senate Bill 44 allows a study to be conducted to determine whether Oregon community colleges and universities should replace the current quarter system to a semester system.

Bond Update

Linda Degman, Associate Director, Bond Program

Ms. Degman reported that hiring for seven bond staff positions is ongoing and should be completed in September. She said care is being given to assure bond projects include campus involvement and do not negatively impact the academic schedule or College operations. She also reported advertising for the RFP for Rock Creek Campus design and engineering services is nearly complete and will be followed with RFPs for other campuses and then in late fall recommendations brought to the Board.

Ms. Degman reported that work on the Willow Creek and Willamette Block Building projects are on schedule with move-in planned to begin in mid-November for Willow Creek and completion of the Willamette Block Building renovation in December

Bond Public Participation

Kristin Watkins, Associate Vice President, College Advancement

Ms. Watkins said implementation of the bond program offers an unprecedented opportunity for public engagement through decision-making and strengthened community relations. She explained that the process increases community support because it demonstrates PCC's commitment to diversity of ideas and enables issues to be identified and addressed early in the decision-making

process. In her research with other local agencies including Metro, TriMet, and Washington County, three developing principles and practices to help this process succeed were identified: 1.) Assure public input will have an impact on the project; 2.) Talk to participating public bodies to see how they would like to be involved; 3.) Communicate to participants in what ways their input will affect project decisions and outcomes. Ms. Watkins said constant communication about why things are being done and how they benefit the community is critical to continued community support. Ms. Watkins noted that Dr. Gerber is successfully using this type of public process to establish a PCC presence in Newberg. She said next steps include: hiring a bond public involvement manager; educating the college community on why this public process is being used; developing guidelines and principles about public involvement; communicating with the public about the process and what the College hopes to achieve; reviewing with the college community the level of public participation and community's interest in being involved. She added that meetings are ongoing with the Humboldt Neighborhood Association and Humboldt Voice Committee regarding Cascade Campus.

Board Retreat Planning Recommendations

Dr. Preston Pulliams, District President and Dr. Christine Chairsell, Vice President, Academic and Student Affairs

Dr. Pulliams asked Dr. Chairsell to report to the Board how the College will address their request made at the June Board retreat to develop a strategic plan that brings into closer alignment the College's Educational Master Plan (EMP) with the new requirements for accreditation.

Dr. Chairsell reviewed components of the 2002 Educational Master Plan including subsequent revisions and reviews since its adoption. She noted that passage of the 2008 bond initiative, the recession, and President Obama's education initiatives present challenges and opportunities for the College and the students. Dr. Chairsell added that the Board's request for review and revision of the mission, vision, values and goals, and revisions to the accreditation reporting process, make it a good time to align the two. She said the process will begin with Board members at the August 28 planning retreat and continue with the College in early Fall term. The process will also identify strategic focus areas and four to six themes to embed in the mission that define the College and what it wants to achieve for students in the next three to five years. She said the results would then be brought to the Board at the November business meeting.

PUBLIC COMMENT ON AGENDA ITEMS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BUSINESS MEETING

Director Harper proposed approval of Resolutions 10-001 through 10-013. The motion passed unanimously.

President Pulliams reported that Director Marilyn McGlasson has resigned and asked that a motion be entertained to fill that position. Director Harper moved that the Board fill the Zone 7 position as quickly as can be prudently done. The motion passed unanimously.

Other Reports:

Eddie Lincoln, Faculty Federation President,

Mr. Lincoln reported he just returned from Washington, D.C. where he met with both Oregon Senators about the imminent health care crisis and the Employees Free Choice Act. He said the Federation is preparing to mount an aggressive challenge against the Employees Free Choice Act if it is on the January or February ballots and that the Federation is in support of House Bill 2557 that will provide adjunct faculty access to the same group health care benefits that full time faculty enjoy. He added that HB 2557 will also hold colleges accountable through annual reporting and tracking of faculty staffing and salary ratios for review by the Legislature and the Governor.

Mr. Lincoln said the Faculty and Classified Federation members played a significant role in the passage of the 2008 bond initiative but to date neither federation has been consulted or included in planning regarding dispersal of bond funds. He said the membership would like have the opportunity to be included in this process.

Mr. Lincoln also noted that as the economy continues to deteriorate workforce training becomes even more critical in connecting trained students with employers as quickly as possible. He said that during the legislative session he served on many sub-committees with employers, retired presidents and administrators who spoke highly about the work that PCC has done in this area.

Anna Tannahill, Classified Federation Executive Vice President, Membership

Ms. Tannahill said she concurred with Mr. Lincoln's comments and requests. Additionally, she asked that consideration be given to the request for Federation involvement in the 2008 bond initiative planning because the changes that will occur will affect the lifestyles of many Classified Employees and the perspective they have on the outcomes should be considered. She also thanked Dr. Rule for hosting the Classified Retreat in June at Rock Creek Campus. She said the Classified Federation is preparing to work strongly against ballot issues that are anticipated to be included for the January election.

Board Reports:

Chair Williams thanked President Pulliams, staff, faculty, and students for their commitment to the College and asks that more work be done to bring

disenfranchised students to the College. He said he appreciated the efforts of both federations to unify the college.

District President Report:

President Pulliams congratulated Director Williams on being elected to serve as Chair and welcomed Director Pitts to the Board. President Pulliams asked that focus be placed not just on the difficulties of the recession but also the successes the College has experienced during this challenging time that were only possible because of the teamwork and dedication of faculty, staff, Federations, and executive officers.

Dr. Pulliams reminded the Board that their planning retreat will be conducted August 28th and that the Tobacco Free College Initiative will be implemented on September 9, 2009. He added that the Oregon Presidents' Council annual retreat will be held in mid-August with an agenda that includes items regarding funding sponsored by some of the smaller Oregon colleges that will threaten PCC's funding.

Dr. Pulliams invited Federation leaders to meet with him to discuss the continued need for lobbying interests including President Obama's education initiatives for the good of the College and the Federations.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:40 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on September 17 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 October 15, 2009