

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 14, 2011

**BOARD ATTENDANCE**

Board Members Present:

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

**EXECUTIVE SESSION**

The Board of Directors convened an executive session for Employment of a Public Officer, Labor Negotiations and Real Property Transactions in accordance with ORS 192.660 (2), (a), (d), and (e) at 6:45 PM, adjourning at 7:35 PM.

**CALL TO ORDER**

Chair Squire called the business meeting to order at 7:40 PM and invited all present to introduce themselves.

**APPROVAL OF THE MINUTES**

The June 16, 2011 minutes were approved as published.

**APPROVAL OF THE AGENDA**

The agenda was approved as published.

**ELECTION OF NEW CHAIR AND VICE CHAIR**

Chair Squire called for nominations for Chair. Director Pitts nominated Director Harper. The Board voted unanimously for Director Harper to serve as Board Chair for FY 2011-12. President Pulliams administered the oath of office to the new chair. Chair Harper acknowledged Director Squire for his outstanding work as Chair over the past year and presented him with a plaque in appreciation for his service as Chair of the College Board. Director Squire announced with concurrence of the Board, his final action as Board Chair was to nominate Chair Harper for the OCCA Howard Cherry Award. Chair Harper thanked the Board for the nomination. He then called for nominations for Vice Chair. Director Palm nominated Director Frisbee for Vice Chair. The nomination passed unanimously. President Pulliams administered the oath of office to the new Vice Chair.

## **INFORMATION SESSIONS**

### Certificate of Achievement for Excellence in Financial Reporting

Cherie Chevalier, Associate Vice President, Finance

Dr. Pulliams noted this is the 19<sup>th</sup> sequential year this award has been bestowed on the College. He called Ms. Chevalier and her staff forward to be recognized for their efforts.

### Cascade Campus Development Options

Algie Gatewood, Cascade Campus President; Rebecca Ocken, Manager, Bond Facilities Project; and Will Dann, THA Architect

Dr. Gatewood, Ms. Ocken and Mr. Dann reported the stakeholders engagement process over the past 18 months included many people from internal and external Cascade Campus communities has narrowed development options from about a dozen to two. Illustrations of those proposals were provided to the Board along with the positive and negative aspects of each option. They reported that work to develop the options would continue with the groups and that conceptual study of each building in each location along with utility and sustainability analyses and other detailed studies would be conducted and a final proposal that best complements the neighborhood and meets the academic needs of the College would be brought to the Board when completed.

### Update and Recommendations for PEAK

Cherie Chevalier, Associate Vice President and Greg Rapp, Business Administration Faculty

Ms. Chevalier reported she and Greg Rapp Co-chaired the President's Entrepreneurship Advisory Council (PEAK); a group of 30 people tasked by Dr. Pulliams with identifying entrepreneurial opportunities for PCC. They reported the committee was divided into four sub-committees with goals of creating a proactive ideation process, selecting promising ideas, implementing the innovation, and diffusing innovations throughout the organization. She said some ideas submitted were already in use or were in the process of being implemented. Four of the 38 proposals received were chosen for implementation; 1.) Sending Dr. Pulliams holiday greeting electronically instead of by mail, 2.) allowing voluntary unpaid time off for Classified and Academic Professionals, 3.) paying bills using E-payables, and 4.) changing the cell phone policy. The ideas selected for implementation in the first year will need seed money of \$72,000 but will save the College \$200,000 - \$500,000 in the first year and the savings for some of the ideas will be used to fund implementation of other cost saving ideas.

### Update on Changes in College Procurement

Steve Hopf, Division Manager, Finance

Mr. Hopf reported the original procurement rules were adopted by participating Oregon community colleges in 2005. He said Resolution 12-013 includes sections 100 and 200 for statewide community college rule changes and section 300 contains changes specifically for PCC. He added that some of PCC's changes such as the rules around small works projects have been now been

adopted statewide. Mr. Hopf explained there are two primary proposed changes in section 300; standardization of the intermediate procurement cap and a new policy to establish a Small Works Roster for PCC.

### **Adjourned the Business Session and Convened as Local Contract Review Board**

**Public Hearing on Exemption from Competitive Bidding** in accordance with ORS 279C.335 (2) and (5)

#### Staff Report on CMGC

Randy McEwen, District Vice President and Linda Degman, Associate Director, Bond Program

Mr. McEwen and Ms. Degman reported that although Oregon contracting law requires competitive low bid process be used for most jobs, Construction Manager/General Contractor (CMGC) can be used when approved by the local Contract Review Board as has been done at PCC many times in the past. They said using CM/GC at Rock Creek Campus would provide the flexibility needed to address the complexity of the large-scale projects with the least negative impact to campus operations, staff, students, faculty and make sure that the operations can continue and classes can be taught.

### **Adjourned Contract Review Board and Reconvened as Business Session**

#### **PUBLIC COMMENT ON AGENDA ITEMS**

None

#### **PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

#### **BUSINESS MEETING**

Chair Harper reported before being adopted Resolution 12-011 should be modified to change the proposed building name to the Senator Margaret Carter Technology Education Building. Director Frisbee proposed adoption of the revision to Resolution 12-011. The motion passed unanimously. Director Pitts proposed approval of Resolutions 12-001 through 12-017 including the correction to 12-011 .The motion passed unanimously

Dr. Pulliams invited Dr. Gatewood to introduce Senator Carter and provide a brief report to the Board of the reasons for renaming the Cascade Campus Technology Education Building (TEB) to the Senator Margaret Carter Technology Education Building. Dr. Gatewood asked that Senator Carter also come forward. Dr. Gatewood described the many ways Senator Carter's personal and professional history has been intertwined with PCC Cascade Campus over the past 27 years; as counselor; founder of the Skill Center, and political champion for PCC and its students. He presented Senator Carter to the Board.

Senator Carter thanked the Board for honoring her by renaming the Cascade Campus Technology Education Building to the Senator Margaret Carter Technology Education Building. She provided a brief history of her experience with PCC that began with her as a student and continues today. She said she champions community colleges because the community college system creates job opportunity and instills hope and belief for many people who otherwise would not have had education opportunity.

*Other Reports:*

Michael Morrow, Faculty Federation President, congratulated Senator Carter on behalf of the Faculty/Academic Professional Federation for the being recognized for her valuable service to PCC by having the Cascade TEB renamed in her honor. Mr. Morrow said Rowan Wolf, PCC Sociology instructor, had received an emergency lung transplant and now awaits a heart transplant. He thanked all who made contributions to help with the out-of-pocket expenses for the Ms. Wolf's transplant. He reported he and others from PCC toured the Newberg facility and said the Faculty Federation has concerns that the cubicle-style meeting areas will be inadequate to meet FERPA standards for conferencing with students. Mr. Morrow also expressed concern that federal-level budget cuts and reductions are likely to reduce or eliminate grant programs that many PCC students rely on. Mr. Morrow reported that contract bargaining, although moving very slowly, is still moving forward.

Les French, Classified Federation, reported bargaining is progressing very slowly and as of July 1 Classified employees have been working without a contract. He also reported Classified Union is forming a team to participate in the upcoming Autism Speaks walk and they are planning to participate in other community efforts.

ASPCC Student Representative, Doug Taylor reported as a Summer term student he participated in the first Sallie Mae financial aid disbursement and that disbursement saw both complications and successes. He emphasized the importance of financial aid to students in being able to maintain their day-to-day lives and allow them to continue their educations. Mr. Taylor reported he attended the June press conference on the Middle College alliance between PCC, Jefferson High School, and Oregon University that will be of benefit to all Jefferson High school students including many who are at-risk low-income students who would not likely have access to higher education. He added that ASPCC has added a new 20-hours per week student leader position dedicated to outreach to these students.

*District President Report:*

Dr. Pulliams thanked Director Squire for serving as Board Chair over the past year and for his leadership and energy in promoting PCC, its staff and its faculty. He invited the Board to attend the Governor's signing of SB 242 at Rock Creek Campus on July 20<sup>th</sup>. Dr. Pulliams also reminded the Board of their planning retreat at Sylvania Campus in the Board Rooms on August 26<sup>th</sup>.

**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 September 15, 2011 at 7:30 PM in Building 9, Rooms 122 b and c at the Rock Creek Campus.

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Jim Harper, Board Chair

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Dr. Preston Pulliams, District President

Prepared by:

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Lorna J. O'Guinn  
Assistant to Board of Directors

Minutes approved on September 15, 2011