

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 19, 2012

BOARD ATTENDANCE

Board Members Present:

Denise Frisbee, Jim Harper, Deanna Palm, Bob Palmer, Gene Pitts, David Squire

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 7:50 PM.

CALL TO ORDER

Chair Harper called the business meeting to order at 8:00 PM and noted the great loss of Director Williams. He said that others from many parts of the United States who had known and worked with Director Williams expressed sadness at his passing and remembered his honest dealings and willingness to strongly defend what he believed in. Chair Harper said it will be a difficult task to find someone to fill the valuable role Director Williams played in serving the entire PCC community.

Chair Harper then invited all present to introduce themselves.

APPROVAL OF THE MINUTES

The June 21, 2012 minutes were approved as published.

APPROVAL OF THE AGENDA

The agenda was approved as published.

ELECTION OF NEW CHAIR AND VICE CHAIR

Chair Harper nominated Director Frisbee to serve as board chair for FY 2012-2013. The Board voted unanimously in favor of Director Frisbee serving as Board Chair for FY 2012-13. President Pulliams administered the oath of office to the new chair.

Chair Frisbee thanked Director Harper for his outstanding work as Board Chair over the past year and for enthusiastically representing Portland Community College (PCC) as he served community colleges on a national level through his role on the ACCT Board and his involvement in Gateway to College as well as serving as liaison to OCCA and OSBA. Chair Frisbee then presented Director Harper with a plaque of appreciation.

INFORMATION SESSIONS

Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for FY 2011 - Jim Langstraat, Associate Vice President, Finance

Dr. Pulliams called Langstraat forward and Mr. Langstraat suggested also calling forward Jim Crofts, Manager, Accounting Services and Sally Gregory, Manager, Financial Reporting to be recognized for their efforts that resulted in PCC earning the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting for the year ending June 30, 2011.

Legal Process for Filling Board Vacancies - Jeff Condit, College Counsel

Mr. Condit provided an overview of the statutory requirements for filling the Zone 2 vacancy as stated in ORS 341.335. He also advised the board there are no specific rules for selecting the appointee to serve until the 2013 special election except that the person selected must be a Zone 2 resident and any discussion by the board members in quorum must be done in public session.

PEAK Update - Jim Langstraat, Associate Vice President, Finance/PEAK Co Chair and Greg Rapp, PEAK Co Chair

Mr. Rapp reported that six of the 60 projects submitted to the President's Entrepreneurial Advisory Council (PEAK) for implementation consideration are being recommended to Dr. Pulliams for implementation next year. He reviewed PEAK's mission and process and described the awareness and engagement process used within the PCC community to generate the 60 project proposals.

Mr. Langstraat reviewed projects funded from the 2011 proposals that have a combined projected annual savings or revenue for PCC of \$400,000 - \$500,000. He reported these projects included changing Dr. Pulliams' annual printed holiday card to email, changing PCC's cell phone policy, implementing a vendor e-payables plan, paper use reduction, improvements to the CLIMB Center facility, and changes to video and multimedia production. He added that while some of the projects have not netted cost saving/revenue generating results as high as anticipated the college has benefitted from exploring the options.

Mr. Rapp reviewed the 2012 proposals that include implementation of a centralized document shredding program, enhancement of surplus equipment auctions, modification to the adjunct faculty appointment notification system, implementation of a PC power management system, using 3-wheeled delivery tricycles at Cascade Campus, and implementation of a district-wide wellness program. He said in a February 2011 visit to Intel Oregon President Obama said

“If we want to win the future, America has to out-build, and out-innovate, and out-educate, and out-hustle the rest of the world. That’s what we’ve got to do.” Mr. Rapp said he believes initiatives like PEAK provide a great opportunity to PCC for accomplishing all of that.

Directors Harper and Squire complimented the program and Director Squire suggested utilizing the vast innovation and entrepreneurial speaker resources as well as organizations in and around Portland and Seattle

Transportation Demand Management Update - Wing-Kit Chung, Vice President, Administrative Services and Linda Eden, Director, Auxiliary Services

Mr. Chung reported that about 18 months ago a transportation consultant was hired and a District-wide steering committee selected to review and propose updates to the college’s Transportation Demand Management Plan (TDM) that has been in place since 1992.

Ms. Eden said the objective of TDM is to provide affordable access to PCC’s academic system while supporting PCC’s mission, vision and sustainability initiative. She reported two accomplishments of the current TDM toward those objectives include 10% reduction in single occupancy vehicle (SOV) traffic on campuses in the first 10 years of the current TDM and over 300% increase in ridership for PCC’s shuttle service use since 1999.

Ms. Eden reported that the role of TDM is identifying transportation issues and developing solutions. She provided examples of transportation issues and mitigation. Ms. Eden said requirements of regulatory agencies such as the Department of Environmental Quality must also be met. She added that the goal in updating the TDM is to identify each campus and center’s transportation issues and develop solutions that are sustainable, affordable and workable for PCC students, staff and visitors.

Chair Frisbee expressed appreciation for identifying and addressing the challenges around transportation needs in PCC’s multi-campus district and asked for more information about transportation difficulties at both Sylvania and Rock Creek Campuses and why the shuttle service for Rock Creek Campus is not effective in meeting transportation needs.

Ms. Eden speculated that some shuttle riders only use the service occasionally to get to classes not on their main campus but Rock Creek students seem to be more likely to have classes that are not so centrally located creating the need for increased shuttle use. She said the question would be addressed further on the annual shuttle service survey to identify specific shuttle needs.

Axkana Rios, Rock Creek student, added that some issues around student use of shuttles are frequency of shuttle rides sometimes resulting in campus to campus trips that take two to three hours and that few students are aware that shuttle service is available to them and is paid for through a student fee paid with tuition.

Chair Frisbee asked what is being done to increase stakeholder participation in SOV reduction since transportation accounts for 62% of PCC's carbon footprint. She also asked about what TriMet's willingness to help resolve the transportation issues especially at Sylvania and Rock Creek Campuses.

Ms. Eden said TriMet continues to be an involved party in providing transportation to and from PCC campuses but due to their funding difficulties they are less able to provide reliable information about the costs for bus passes and increasing frequency of service.

Director Palm reported that TriMet is currently undertaking a Westside transportation study that includes Rock Creek to be able to be better informed of the transportation needs and solutions.

PUBLIC COMMENT ON AGENDA ITEMS

None

PUBLIC COMMENT ON NON-AGENDA ITEMS

None

BUSINESS MEETING

Director Harper proposed approval of Resolutions 13-001 through 13-012. The motion passed unanimously.

Other Reports:

Frank Goulard, Faculty Federation President, said although he was unable to attend Director Williams' memorial he remembered Director Williams as being an open and warm person who was always interested in what people had to say.

Mr. Goulard thanked Director Harper for his year of serving as Chair and congratulated Directors Frisbee and Palm for being elected into the board's leadership positions for the 2012-13 academic year. He also congratulated Lisa Bledsoe on being selected as the Human Resources Director.

Mr. Goulard reported Faculty and Academic Professional Federation members would be attending the AFT National Convention and the conference for Contingent Adjunct Faculty of North America. He added upcoming Portland events include the New Faculty Institute, Department Chair Institute, Federation Executive Council Retreat and the annual back to school barbeque at Willamette Park.

Deborah Hall, Classified Federation President, congratulated newly elected Chair Frisbee and Vice Chair Palm and thanked outgoing Chair Harper for his year of service to the college. She noted Director Williams' empty chair and thanked all

who worked to make the college's memorial for him the respectful, loving tribute that it was.

Ms. Hall congratulated Southeast Center on the selection of their new Campus President, Lisa Bledsoe for being selected to serve as Human Resources Director and Bob Hanks on being selected as the new Executive Director for CLIMB. She also congratulated the Financial Services team for earning the GFOA financial reporting award. She thanked Connie Plowman for providing a strategic planning component, consolidating the entire CLIMB team into one location, and implementing monthly communication meetings for all CLIMB staff while she served as Interim Executive Director. Ms. Hall also expressed appreciation for PEAK and the opportunity it provides for everyone to share ideas that will benefit the college.

Ms. Hall noted the Classified Federation would also be sending representatives to the AFT National Convention at Detroit. She also reported elections for PCC Classified Federation officers had been completed.

ASPPC Student Representative, Axkana Rios, reported Rock Creek Campus students continue working in the Community Learning Garden growing vegetables that are then used in the cafeteria. He added that waste from the vegetables is then composted and used in the garden creating a sustainability loop. He noted that Rock Creek's Veterans Resource Center and the Women's Resource Center have remained open through Summer Term to serve student needs. He said tours for high school students throughout the Portland area have been conducted to expose them to community college opportunities. He added that the Potty Press is still being used to inform students of events such as the upcoming Red Cross blood drive as well as volunteer opportunities.

Board Reports:

Director Harper reported the Board had reviewed Dr. Pulliams' annual self-evaluation and that the Board is very, very pleased with Dr. Pulliams accomplishments. He added at the August Board Planning Retreat the Board will review and revise Dr. Pulliams' proposed goals and objectives in preparation for his retirement and the transition to a new District President.

Director Harper moved to delegate authority to Chair Frisbee to oversee the process of appointing someone to serve as Zone 2 Trustee until the 2013 Special Election. The motion passed unanimously.

Director Pitts reported that to date no applicants had come forward to fill the vacant audit committee position. He added that he and Director Squire would appreciate any qualified applicant nominations to move the process forward.

Chair Frisbee reported she and Director Palm have continued work with Neal Naigus and Kristin Watkins to prepare a draft schedule for public forums to be conducted in September and October for gathering input from internal and external

stakeholders in preparation of the profile to be used in the District President search and the information would then be presented at the October board meeting.

District President Report:

Dr. Pulliams thanked board members who attended the July 12th Memorial to Director Harold Williams. He remembered Director Williams' as being respected as a leader respected by many throughout the community and nation for his tireless efforts. He also thanked faculty and staff for their work on the memorial program and Cascade Campus staff for hosting the memorial service.

President Pulliams announced that the August 16th board meeting had been cancelled and the August 24th would include a brief business session.

Dr. Pulliams reported that even with implementation of the Deletion for Nonpayment (DNP) process Summer Term enrollment is flat. He noted that this is significant because other Oregon community colleges are beginning to experience enrollment drops and it was anticipated DNP might cause a reduction in enrollment.

Dr. Pulliams said Dr. Jessica Howard had been selected as the Southeast Extended Learning Campus president and that she would arrive in mid-August. He thanked Dr. Kolins for his extraordinary service as interim campus president.


ADJOURNMENT

There being no further business, the meeting adjourned at 9:15 PM.

NEXT MEETING

The next business meeting of the Portland Community College Board of Directors will be held on September 20, 2012 at 7:30 PM in Building 9, Room 122 at the Rock Creek Campus.


Denise Frisbee, Board Chair


Dr. Preston Pulliams, District President

Prepared by:


Lorna J. O'Guinn
Assistant to Board of Directors

Minutes approved on September 20, 2012