

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 21, 2008

**BOARD ATTENDANCE**

Board Members Present:

Denise Frisbee, Jim Harper, Marilyn McGlasson, Bob Palmer, David Squire,  
Harold Williams

**EXECUTIVE SESSION**

The Board of Directors convened an executive session for Real Property Transactions and Litigation in accordance with ORS 192.660 (1), (e) (h) at 6:50 PM, adjourning at 7:35 PM.

**CALL TO ORDER**

Chair Harper called the business meeting to order at 7:45 PM and invited all present to introduce themselves.

**APPROVAL OF MINUTES**

The January 9, 2008 and January 17, 2008 business meeting minutes were approved as published.

**APPROVAL OF THE AGENDA**

The agenda was approved as published.

**INFORMATION SESSIONS**

Board and College Roles and Responsibilities in a Bond Campaign

Jeff Condit, Miller Nash, LLP

President Pulliams introduced Jeff Condit, College legal counsel and Randy McEwen, PCC District Vice President and asked them to brief the Board about the roles and responsibilities in the bond campaign. Mr. Condit provided information on areas of election law the Board needs to be aware of going forward with the potential bond election campaign: timing, important details in

crafting the ballot title, and political activity after the measure has been referred to the ballot.

Mr. Condit said that in the November 4<sup>th</sup> 2008 general election the double majority requirement of measure 50 will not be a factor. In order to place a measure on the November 4<sup>th</sup> ballot it must be referred by Board Resolution and filed with the county elections officer no later than September 4<sup>th</sup>, 2008. A ballot title will need to be crafted using a specific number of words and the words used need to be well-chosen. The key in crafting the ballot title is to make sure everything that is to be funded with this bond election is clearly described. The number of words and detailed description of the intended use of bond funds is required for that ballot title as defined by state statute. A challenge is to be sure the title is specific but not so specific that it limits the flexibility to take advantage of opportunities not known at the outset of the crafting of the title. Inappropriate use of bond funds could mean they might have to be repaid from general funds if construction not specifically authorized by the ballot title is done using bond funds. He complimented the Board in the work that has been done in bond programming and said care needs to be taken in crafting the ballot title and explanatory statement so that they reflect what the bond program is intended to accomplish. Additionally, both the ballot title and explanatory statement need to be filed at the same time. The 500 word explanatory statement will be published in the Voter's Pamphlet following the ballot title. It must be impartial in nature and it offers the opportunity to more fully explain to the voters what the bond initiative is going to do. There is a process for filing and publishing the ballot title. Although Mr. Condit has not seen this done in a money initiative, he said the title can be challenged if someone feels it does not truly and impartially reflect the intent of the bond initiative.

Mr. Condit reminded the Board and everyone at the College that while those affiliated with the College will want the bond measure to pass, after the Board has adopted the resolution to refer the measure to the ballot, political activity for or against the ballot measure by the College is strictly limited by the Little Hatch Act. No public employee can promote or oppose a candidate, ballot measure, or initiative petition while on the job during working hours. No third party can try to influence or coerce public employees or officers while on the job or during working hours. No College funds can be expended directly promoting or opposing the bond measure. Once the bond initiative goes on the ballot, promoting or working on political committees may only be done on non-working hours. An exception to this rule is that campaign buttons or tee shirts may be worn but this must be in a manner so that it can't be construed as official promotion or gives the appearance of coercing public employees to participate. After the Board puts the measure on the ballot the College is free to publish and distribute impartial informational materials about the bond measure such as the dollar amount and what the College is going to do with the money. In this process care must be taken that informational material does not promote or oppose the ballot materials. Mr. Condit notes that the Secretary of State has a rule that if it

does so, even if not clearly stated, it can be construed as partial and the College can be fined by the Secretary of State. Another important exemption is that elected officials i.e. Board members, are exempt from this rule and may promote or oppose while on the job during working hours but are prohibited from using College staff, computers, or equipment for this purpose.

Director Frisbee commented that the information had been very helpful and thanked Mr. Condit. Chair Harper also thanked Mr. Condit for his presentation.

#### Update from the Commissioner's Office

Dr. Camille Preus, Commissioner, Department of Community Colleges and Workforce Development (CCWD)

Dr. Preus shared highlights of the Governor's education enterprise and the governor's goal of 40-40-20. The 40-40-20 goal means by the year 2025 40% of Oregon's population will have bachelor's degrees, 40% will have an associate's degree or professional certificate and 20% will have at least a high school diploma. Oregon's current breakdown of educational attainment is 28-33-26-13 which means 13% of Oregonians have not earned a high school diploma.

Additionally, the 33% includes all who have attended college for any class but have not necessarily earned a degree or certificate. Reaching the 40-40-20 goal for 2025 will mean that all adult Oregonians will hold at least a high school diploma because this skill level will be needed in preparing for Oregon's future economy.

She said that in August the State Board of Education looked at the 40-40-20 goal and the legislative budget notes to CCWD and created a work plan to accomplish the goals for both K-12 and community colleges. Dr. Preus added that budget note one reiterates that Oregon's community colleges are governed by elected Boards of Directors whose responsibility is to assure that state funding provided through CCWD be used for working toward meeting the key performance measures for its respective school and to be aware of and report those key performance measures. She noted that PCC's Board is meeting those requirements. Over the past ten years or so those reports have formed CCWD's report to the Legislature on the aggregate progress of all 17 Oregon community colleges in meeting these performance measures. She provided examples of how this information might be disaggregated to show the level of each college's success in meeting the key performance measures. Disaggregating the information allows information about how those successes were achieved, to be shared with the other colleges. The second budget note deals with revenue amounts for each college and how that revenue supports the accomplishment of performance measures.

Dr. Preus said that in order to really work at a response to the goal of 40-40-20 and the budget notes, CCWD put together a work plan that includes four key forces that drive the agenda for improvement of community college outcomes: 1.) Budgets must connect to outcomes/performances; 2.) Performance measures

must match desired outcomes; 3.) Investment strategies must generate movement in key performance measures to increase student success; 4.) Public education must define the need for expanded capacity and the implications with and without the resources.

Commissioner Preus noted those from PCC serving on a committee of community college partners to develop strategies for aligning state, local, and national level indicators of success are Laura Massey, Michael Dembrow, Nan Poppe, and Scott Huff. Dr. Preus said she appreciated that PCC is providing four talented people who along with others from Oregon community colleges are helping CCWD develop the response to the budget notes using the four drivers listed above. She said there are eighteen current key legislative performance measures CCWD is held to. She also noted that every biennium target numbers have inched upward indicating that both measuring and improving performance are required to meet legislative expectations. Examination of the eighteen 2007-2009 key performance measures by the committee has shown that many legislators and policy makers associate measurement of the exit standards with why people go to college but that does not adequately capture the comprehensive mission of a college. The committee has collected information from all 17 Oregon community colleges that will be used to develop a meaningful measure to propose to legislators that will better capture institutional effectiveness indicators. The committee feels student success can best be measured using four steps: 1.) Assess their level of readiness; 2.) Finish what they start; 3.) Move on to different levels; 4.) Reach an end point. This measurement method works for students whether they are degree seeking, skill building, or retraining to gain needed job skills. The draft of the conceptual model was developed from these steps. She asked the Board to review the conceptual model and report back to her whether or not they feel it accurately portrays how each set of skills builds on the other and whether it is clearly understandable. She complimented those serving on the response team from PCC for the inclusiveness in their expertise in being able to define and then measure what constitutes student success within community colleges.

She concluded by asking the Board for insight, comments, or questions on the information she presented. President Pulliams said one issue that came up in discussion at the January PCC Board retreat was the value of the GED and that a review will be conducted next month about how many PCC students are in the GED program, the size of the budget, and how completion of the program benefits students. Some of the Board members questioned the value of the GED program to students in attaining degrees or certificates, in attaining college admission, and the value in entering the workforce. He then asked Dr. Preus if she would share her sense of this program's value. Dr. Preus responded that some students come to community college to pre-test and test and that attaining GED is sometimes the first success in learning these students experience. She values it for its ability to spark a renewal of what learning can mean. She noted that Steve Reader from Portland State University conducted a study using

census data from a national literacy survey of GED students and found they fare somewhat better than high school dropouts and about the same as some high school graduates in earning ability over time. Chair Harper remarked that coming from the private sector he sees companies hiring students with an AA for entry level jobs but not high school or GED graduates. He added that earning a GED does not qualify students to get into the military and that the limited amount of money for education might make more impact if used to help students with technical training. Dr. Preus replied that while she understands the challenge in determining the equilibrium between investment and value the value of the GED for the individual student seems to be on the positive side. Chair Harper thanked Dr. Preus for her report and asked if other directors had comments or questions. Director Williams said that he lives in the Jefferson High School neighborhood and he supports Chair Harper's position that achieving the GED is of little or no value and gives false hope in that it does not increase income earning ability for students completing the program. He added that in the global market place a high school diploma does not provide much income earning ability for graduates and that more care needs to be given to providing training to students to better prepare them to be wage earners. Chair Harper asked if other Board members had additional comments, and there were none.

Director Squire asked Dr. Preus if committee discussions about the goals and measurements include the cost of delivery of meeting the goals because higher expectations will require adequate funding to achieve them. He suggested that more effective ways of delivering services should be explored as the conceptual model is developed. Dr. Preus replied the committee has begun conversation with community college staff in various areas on best practices for achieving increased student success in enrollment from course to course, term to term, to transition or degree. Chair Harper thanked Commissioner Preus for her report. President Pulliams acknowledged Dr. Preus for her leadership and the professionalism she brings to CCWD and that he recognizes the difficult role she has in working with all 17 Oregon community colleges along with the political challenges.

#### Sylvania Campus Update

Dr. Linda Gerber, Sylvania Campus President

Dr. Gerber presented each Board member with flashlights designed by machine manufacturing technology student, Chad Vino. She noted that creating the flashlight meant many steps had to be completed including programming three CNC machines, a manual lathe, and a laser engraver. The project was designed for 300 high school students who visited Sylvania Campus and were allowed to create the metal parts of the flashlights using the machines Mr. Vino had programmed. Their visit also included a visit with electronics engineering students who helped them assemble the flashlights they had machined, and helped them learn about the PCC engineering program. Dr. Gerber noted that this type of outreach has been particularly effective because students are interacting in a real way with the programs PCC has to offer.

Dr. Gerber announced this year is Sylvania Campus' 40<sup>th</sup> birthday and that at one time nearly all of the College's FTE and headcount was generated by Sylvania Campus. She said that other campuses and centers have been added to the District but Sylvania still provides about 39% of the reimbursable FTE for the College, about 28% of the headcount, with about 20% of the students reporting themselves as members of minority ethnic, or racial groups. She also noted faculty are involved with many academic and co-curricular activities with the students.

She said that some of the programs are offering added options to increase value to students. The electronics engineering program launched the biomedical engineering option this year and enrollment in the electronics engineering program is up 22% over last year. Additional options being explored for the electronics engineering program include robotics, alternative energy, wireless, and data communication. Adding these specialized options to established programs provides valuable training to students that increase their market value to employers. Other departments such as computer information systems also offer specialized options to students in their programs. The machine manufacturing technology program received about \$800,000 in new software equipment currently being installed that will allow the College to provide advanced precision sheet metal skill training.

Dr. Gerber also noted other programs that are doing well and growing each term include gerontology and other health professions. The Sylvania Campus health programs task force is continually assessing community needs and developing new programs of study for PCC students that address health care and allied health care needs. She talked about the experimental accelerated nursing course that is wholly paid for by the employers for selected people currently working in hospitals. These students are at the end of the third term of this program with 100% of those who started the program remaining in the program.

Dr. Gerber went on to describe a few of the many projects and events ongoing at Sylvania Campus. The automotive program will include alternative fuel engines and had a training last summer for educators across the country who are learning to teach alternative fuel engine repair. Chemistry faculty are developing a distance learning chemistry sequence including lab experiments that can be mailed to students and then mailed back to faculty for grading. A new environmental center has been developed through a grass-roots process that is stocked with resources that faculty and students are visiting and using and that is staffed by an AmeriCorps volunteer. Student Development has a New Transitions Program for displaced homemakers and single parents. President Pulliams noted that April Fong, a biology instructor, has been selected as the Oregon Outstanding Teacher in Science and Mathematics in Higher Education by the Oregon Academy of Science. Dr. Gerber added this is the 66<sup>th</sup> annual award and is a special tribute to Ms. Fong's dedication and teaching talent in that

this is the first time it has been awarded to a community college instructor. A delegation of students will travel to New Orleans as volunteers in the post-Katrina relief effort. The ROOTS Program continues to provide college success support for first generation, under-prepared, low income college students. Students in the ROOTS Program have a retention rate of 84% and a cumulative GPA of 3.20. Many community outreach events have been held that provide interaction and support for the community. Upcoming opportunities for 2007-08 include a Clean Water Festival for 5<sup>th</sup> and 6<sup>th</sup> graders and the Intel Science Fair for high school students. In conclusion she said current enrollment is strong and expected to remain strong and that many opportunities are continually being explored to provide programs and events that benefit students and the community.

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

None

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

None

### **BUSINESS MEETING**

Director McGlasson proposed approval of Resolutions 08-053 through 08-058. The motion passed unanimously.

#### *Other Reports:*

Michael Dembrow, Faculty Federation President noted that although the Resolution for next year's sabbaticals was approved he feels it falls short of the amount faculty deserve and requests that additional sabbatical funding support be included in next year's budget. Mr. Dembrow thanked Dr. Pulliams on behalf of faculty and staff for his continued effort in presenting bond initiative information sessions across the District. He said faculty and academic professionals will be voting in early March on whether or not to support the bond initiative effort. Mr. Dembrow reported high attendance for the month-long African Film Festival, which includes viewing African films followed by discussion on compelling issues.

ASPCC Student Representative, Victoria Galanopolus reported students have been reviewing how the bond initiative will benefit them and will be voting in the near future on whether or not to support it. Ms. Galanopolus said students have voted to request increasing their student activity fee funding by \$.25 to support a sustainability revolving loan fund, club sports, and a small cost of living increase. Additional information will be provided to the Board in the next month. The District Student Council has also voted to support the Faculty Federation's recommendation to only allow smoking on College parking lots although many would prefer smoke free campuses.

*Other Reports:*

*Board Reports:*

Director Frisbee reported that over the past several months much planning and preparation has been undertaken toward the Board's March consideration of proposing a construction bond to voters in November 2008. She expressed the Board's appreciation to faculty and students for giving careful consideration to supporting the bond initiative. She noted the Board's enthusiasm about the opportunities a successful bond initiative campaign could provide in meeting the needs of students by replacing antiquated equipment and facilities. She said staff has studied demographics and analyzed program needs in assembling the project list that is very closely tied to programs and the Board's goals of access and quality programs. Additionally, students, faculty, staff, community leaders, and business partners have been engaged and queried in the proposal development process. The Board has been reviewing, studying, meeting with community and business leaders, and attending information sessions at each PCC campus and the Southeast Center for almost a year and the Board feels ready to make a decision about whether or not to go forward with the bond initiative. President Pulliams has presented the proposed bond initiative to the Portland Business Alliance and the East Portland Chamber of Commerce, and has received support in each instance. Dr. Pulliams will continue meetings with organizations. Business leaders and partners are excited about this bond initiative because they see its value in the College's ongoing effort to provide a well-trained workforce. Additionally, educators in Washington and Multnomah counties have been enthusiastic audiences. In January, Board members began talking to various groups and attending campus information sessions about the proposed bond initiative and they have received valuable feedback.

She noted the vigilant effort of Mr. McEwen in preparing estimated costs of the bond projects. Additionally, a campaign team has held five meetings since the beginning of January, a fund raising effort is being lead by Jill Kirk-Ireland of Intel and a group of Portland area business leaders, and a campaign consultant has been hired. The campaign consultant remarked that the amount of work and progress done to date is impressive. Director Frisbee closed saying that whatever decision the Board makes in March a careful deliberative process has been used to evaluate the needs of the community and the College and to ensure the bond will respond to those needs and that the College is in a good position to receive support for the bond.

Chair Harper reported that the trip to the ACCT Legislative Summit in Washington, D.C. attended by himself, Directors Frisbee and Williams, President Pulliams, Lorna O'Guinn, and Dana Haynes was successful and the delegation was well-received by the legislators representing areas of the College District. Each legislator expressed support for PCC saying that they are very pleased at what is being accomplished and they would like the College to continue with current efforts.

*District President Report:*

President Pulliams reported that Lucia Barnett, past Classified Federation President, has announced her retirement effective March 1<sup>st</sup>. He said he appreciated her leadership of professional activities in the College and Public Safety Department and her leadership of the Classified Federation.

President Pulliams asked Mr. McEwen to report on the revenue forecast and its possible effect on the proposed bond initiative. Mr. McEwen said the Revenue forecast showed a decline in revenue of approximately \$170 million. He noted that although the past five quarters of the revenue forecast have been choppy the report does not represent multiple quarters of a declining revenue forecast. The effect of Chairman Bernanke's characterization of the economy as deteriorating that came out a few days after the State's revenue forecast is not known. State revenues don't appear to be growing and will probably be lower due to reduced capital gains generated taxes in 2008.

Mr. McEwen noted the financial plan for the bond proposal assumes a modest 2% to 3% revenue growth in State funding rather than the Governor's goal of 10%. Additionally, Mr. McEwen and Mr. Chung have recommended to President Pulliams that any revenue growth from new initiatives funded from previous budgets be banked for strategic investments and not authorize any additional base budget increases.

President Pulliams then asked Mr. McEwen to respond to concerns of some Board members for an update on safety and security planning district wide in light of the recent tragedies on college campuses. Mr. McEwen said measures have been taken district-wide that include developing a crisis communication plan, conducting a survey to identify classrooms not having lockable doors, installing an interim active-shooter alert system at each campus, issuing a RFP and selecting a vendor to provide an alarm system at Rock Creek Campus to begin beta testing as a permanent warning system. If this system proves successful it will be installed at each campus at a cost of nearly \$2 million. Additionally, staff have been provided keys to lock "panic bar" doors and remotely operated electronic locks on exterior doors have been installed at Central Portland Workforce Training Center; all fire alarms have been tested and verified to be operational; tactical walk throughs with local law enforcement agencies have been conducted; an instant messaging feature has been implemented through Flash Alert; a training session has been completed for members of the President's staff on the Incident Command System, and PCC's Director of Public Safety has been FEMA-certified as an incident commander with plans to FEMA-certify two additional staff. If approved, the bond will provide about \$6 million for safety and security improvements.

Director Williams asked what protection has been planned for the Board. Mr. McEwen replied there is none other than that for students and staff.

President Pulliams said this work has been a team effort and every effort is being taken to respond to this situation including classified and faculty have met and discussed campus safety, campus presidents have taken a leadership role in the effort, and active shooter drills have been conducted at various sites.

President Pulliams commended Sylvia Welch and the Affirmative Action Equity Committee for their outstanding work on the Black History Month event at OMSI and asked her to provide a brief report to the Board. Ms. Welch reported that on February 8<sup>th</sup> almost 200 people attended a presentation by Dr. Freeman A. Hrabowski, III, President of the University of Maryland, Baltimore County, about the access imperative. Dr. Hrabowski told people they should tell their story and he shared his story with the audience. Many were moved to tears then laughter. Ms. Welch said the audience listened intently when he explained how he was able to get more African-American students, especially males, into Ivy League graduate and medical schools than anyone else in the country and he gave students in the audience advice about what they could do to help themselves get the education they want. President Pulliams added the presentation was followed by discussion and planning with equity committees from each of the campuses about how PCC can implement some of the measures Dr. Hrabowski discussed. He also complimented the Black History Month efforts of Director Williams. President Pulliams said Dr. Gatewood is leading the effort to develop a plan for increasing educational opportunity for males of color. When the plan is completed Dr. Gatewood will prepare a report that will be shared with the Board.

President Pulliams invited Dr. Gatewood to make an announcement about a Cascade Campus Student. Dr. Gatewood said Eli Herr, Cascade Campus ASPCC President, will be recognized with other students from across the United States at the American Association of Community Colleges (AACC) convention in Philadelphia on April 5th as Oregon's New Century Scholar. Along with the award Mr. Herr will receive a \$2,000 scholarship. Dr. Gatewood noted this is the third consecutive year the award recipient has been a Cascade Campus student.

President Pulliams concluded his report by acknowledging the Board for their active roles of support for College activities in the last several weeks that included attendance at the ACCT Legislative Summit in Washington, D.C., the Legislative Reception at Southeast Center, the bond information sessions, the Gateway to College Program dinner, and Black History Month events.

## **ADJOURNMENT**

There being no further business, the meeting adjourned at 9:11 PM.

## **NEXT MEETING**

The next business meeting of the Portland Community College Board of Directors will be held on March 20, 2008 at 7:30 PM in Event Center at the Rock Creek Campus.

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Jim Harper, Board Chair  
President

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Dr. Preston Pulliams, District

Prepared by:

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Lorna J. O'Guinn  
Assistant to Board of Directors

Minutes approved on March 20, 2008