

June 24, 2004

04-177

RESOLUTION TO APPROVE BOARD POLICY
REVISIONS (Second Reading and Adoption -
Sections 600 & 700)

PREPARED BY:

Jan Coulton, Director, Public Affairs

APPROVED BY:

Dr. Preston Pulliams, District President

REPORT:

The Board appointed a subcommittee to review its policy manual. The subcommittee reviewed Chapters 600 and 700 and presented revisions to the Board for First Reading at the May 20, 2004 Board meeting. The subcommittee is recommending the adoption of the policies in Chapters 600 and 700 at the June 24, 2004 meeting.

RECOMMENDATION:

That the Board approve the revisions to policies in Chapters 600 and 700.

Resolutions 04-158 through 04-177 were moved for approval by Director Germond and it passed unanimously.

Portland Community College Board Policy

Chapter 600 – District Facilities

Policy B 601 Use of District Facilities and Equipment

Policy B 602 Parking at College Facilities

Use of District Facilities and Equipment - Policy B 601

The needs of the College's educational programs are to be given first priority in determining uses of PCC buildings and facilities. However, the Board also recognizes its responsibilities to serve the community in other ways. PCC will therefore make buildings and facilities available for community use if such does not conflict with needs of its educational programs or disrupt the operation of the College. Uses related to the mission of the college will be given priority.

The College President shall develop administrative procedures including fees as appropriate, for the use of district facilities and equipment by community organizations, private businesses or individuals.

June 2004

Parking at College Facilities – B 602

The college parking program is designed to encourage the reduction of single occupancy vehicles, through charging fees for parking and providing alternative transportation options and to provide safe, functional parking facilities. The Board shall establish fees for parking at college facilities. The President will recommend adjustments to the fees as needed to meet these goals.

The President will issue parking regulations, guidelines and procedures for obtaining permits, and a process for people to appeal citations. All staff, students and visitors who park motor vehicles in college parking lots shall obtain and display valid parking permits and abide by the parking regulations set by the college.

June 2004

Portland Community College Board Policy

Chapter 700 – Administration

- 701 Instructional Calendar
- 702 Political Activities
- 703 Naming of Buildings
- 704 Development of Private Fund Raising and the Pursuit of Public Grants
- 705 Pursuit of Entrepreneurial Activities
- 706 Establishment of Executive Officer Positions

Instructional Calendar – Policy B 701

The Board will approve the annual Calendar of Instruction. Proposed changes in the instructional calendar will be reviewed with the faculty and classified federations in accordance with collective bargaining agreements.

June 2004

Political Activities- Policy B 702

The Board directs the President to designate areas of each campus as “free speech” areas where college employees, outside groups and students can exercise their first amendment rights. Restrictions on the use of the locations shall be only to protect the safety of persons and property.

The Board directs the President to inform all College employees of the restrictions on public employee political activities imposed by ORS 260.432.

June 2004

Naming of Buildings – Policy B 703

The Board of Directors has sole authority to approve all names for buildings and areas within buildings. The Board prefers specific names for buildings and areas within buildings over letter or number designations. Such names should include a functional designation where appropriate, i.e. Fine Arts, Gallery, Theater, etc. Buildings may be named after individuals, geographic locations or historical events.

The Board is receptive to tying fund raising activities to the naming of buildings. The Board will consider proposals that the President may forward from the PCC Foundation Board for linking fund-raising with naming opportunities.

June 2004

Development of Private Fund Raising and the Pursuit of Public and Private Grants – Policy B 704

The Board encourages the development of private fund raising and the pursuit of public and private grants to support Portland Community College's mission.

The Board recognizes the Portland Community College Foundation as the private organization that exists to further the mission of the College. The Board authorizes the President to provide appropriate resources to support the work of the Foundation, on the condition that the activities of the Foundation are conducted to the benefit of the College and its students. The Board will appoint two of its own members to serve as ex-officio members of the Foundation Board.

The Board directs the President to provide it with an annual report of Foundation activities and goals and its annual financial audit.

June 2004

Pursuit of Entrepreneurial Activities – Policy B 705

The Board encourages the College President to carry out entrepreneurial activities to support Portland Community College's mission. The Board directs that benefits from such endeavors return to the college to support the college mission.

The College will limit direct sale to the general public to those goods and services that are substantially related to the mission of the College.

June 2004

Establishment of Executive Officer Positions – Policy B 706

The President shall recommend to the Board, and the Board shall approve, the designation of certain senior administrative positions as Executive Officers. Executive Officers shall be those senior administrators having responsibility for major budgetary and operational management as major sub-divisions of the President's overall scope of authority and responsibility

Executive Officers may be:

1. Authorized where appropriate to speak for the President
2. Delegated the authority and responsibility of the President during the President's absence
3. Authorized to attend Executive Sessions of the Board with the President's approval.
4. Assigned other authority and responsibilities as designated by the President.

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