



Board of Directors
Meeting Agenda
Budget Committee

April 20, 2017

#thinkPCCfirst

Portland Community College Board of Directors

Vision

Building futures for our Students and Communities

Mission

Portland Community College supports student success by delivering access to quality education while advancing economic development and promoting sustainability in a collaborative culture of diversity, equity and inclusion.

Core Themes

- Access and Student Success
- Economic Development and Sustainability
- Quality Education
- Diversity, Equity and Inclusion

Approved January 21, 2016

Who We Are

Portland Community College is a public, multi-campus, comprehensive community college serving the lifelong learning needs of our students. We offer college transfer programs; career and technical education programs; adult basic skills; opportunities to develop English as a second language; high school completion and dual credit; community and continuing education programs; and service-learning opportunities that foster the development of civic responsibility and engagement. Through extensive partnerships with business, industry, labor, educational institutions and the public sector, we provide training and learning opportunities for the local and state workforce and promote economic and community development.

We Value

- Effective teaching and student development programs that prepare students for their roles as citizens in a democratic society in a rapidly changing global economy
- An environment that is committed to diversity as well as the dignity and worth of the individual
- Leadership through innovation, continuous improvement, efficiency, and sustainability
- Leadership through the effective use of technology in learning and all College operations
- Being a responsible member of the communities we serve by actively participating in their development
- Quality, lifelong learning experiences that helps students to achieve their personal and professional goals
- Continuous professional and personal growth of our employees and students including an emphasis on fit and healthy lifestyles that decrease disease and disability
- Academic Freedom and Responsibility - creating a safe environment where competing beliefs and ideas can be openly discussed and debated
- Collaboration predicated upon a foundation of mutual trust and support
- An agile learning environment that is responsive to the changing educational needs of our students and the communities we serve – making students marketable for jobs in the future and promoting economic development
- The public's trust by effective and ethical use of public and private resources

BOARD OF DIRECTORS
Portland Community College
PO BOX 19000, Portland, Oregon 97280

BUSINESS SESSION
April 20, 2017
Cascade Campus
705 N. Killingsworth Street, Portland, OR 97217

AGENDA

- | | | |
|---------|--|------------|
| 5:00 PM | Board Dinner | SSB 209C |
| 5:45 PM | Work Session <ul style="list-style-type: none">• Budget Review• Legislative Update | TH 112 |
| 7:00 PM | Executive Session
In accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (d) labor negotiations, (h) litigation | SSB 209C |
| 7:30 PM | Call to Order—Business Session <ul style="list-style-type: none">• Introductions• Approval of Minutes – March 2, 2017 and March 16, 2017• Approval of Agenda | SU 203/204 |
| 7:35 PM | Adjourn Business Session and Convene College Budget Committee Meeting

Public Hearing on Adoption of the Proposed Budget for FY 2017-18 in accordance with ORS 294.406 (1) <ul style="list-style-type: none">◆ Budget Office Updates –Jim Langstraat (10 minutes)◆ Review of Proposed Budget – Mark Mitsui and Jim Langstraat (15 minutes)◆ Public Comment on Proposed Portland Community College 2017-19 Biennium Budget (20 minutes) | |
| 8:20 PM | Adjourn College Budget Committee Meeting and Reconvene Business Session | |
| 8:20 PM | Information Sessions <ul style="list-style-type: none">• Cascade Campus Update – Dr. Karin Edwards (10 minutes)• 2008 Bond Update – Sylvia Kelley and Linda Degman (15 minutes)• OCCA Update – Denise Frisbee (10 minutes) | |

9:10 PM **Public Comment on Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:15 PM **Business Session**

Consent Agenda: (All items will be approved by consent agenda unless an item is withdrawn by request of a member of the Board. A separate motion will then be required to take action on the item in question.)

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<u>PERSONNEL</u>	
17-089 Approval of Personnel Actions–April 20, 2017	552
Academic Professional Appointments:	
Jami Hinshaw, Student Conduct and Retention Coordinator, Office of the Dean of Student Development, Sylvania Campus	
Joshua Mead, Links High School Programs Outreach Coordinator, Liberal Arts and Pre-College Division, Southeast Campus (NonGeneral Fund)	
Flamur Vehapi, College Success Coach, Office of the Dean of Instruction, Southeast Campus (NonGeneral Fund)	
Administrative Appointments:	
Darrin Hotrum, Internal Auditor, Office of the President	
Jeff Lamont, Title IX Investigator, Office of the President	
Al McQuarters, Dean of Instruction (Interim), Office of the Dean of Instruction, Southeast Campus (Temporary)	
Rebecca Robinson, Division Dean – Math Science and CTE (Interim), Math, Sciences and Career Technical Education Division, Southeast Campus (Temporary)	

<u>BIDS AND CONTRACTS</u>	
17-090	Accept an Interagency Cooperative Contract with FieldTurf USA Inc. to Provide Labor and Materials for the Completion of the Sylvania Campus Track Resurfacing Project 555
17-091	Authorization to Extend Lease for Capitol Park Building for the 2008 Bond Program 557
17-092	Authorize Purchase of F5 Load Balancer from Convergeone 558
17-093	Authorize Purchase of Splunk Security Information and Event Management (Siem) 559
17-094	Grant Authority to Sole Source and Purchase Mechatronics Equipment from Lab Corp 560

<u>BOARD</u>	
17-095	Appointment of Delegates to Attend the Association of Community College Trustees (ACCT) 2017 Community College Annual Leadership Congress in Las Vegas, NV from September 25-28, 2017 562

17-096	Apply to the State Board of Education for Approval of the Cyber Security Less Than One-Year Certificate for Portland Community College	563
17-097	Apply to the State Board of Education for Approval of the Family and Human Services AAS for Portland Community College	564
17-098	Adopt the Updated Investment Standards and Practices for Portland Community College	565
17-099	Approval of the Portland Community College Proposed Budget and the Property Tax Levies for the 2017-2019 Biennium	574

9:20 PM **Public Comment on Non-Agenda Items** (A sign-up sheet is on a table at the entrance of the meeting room.)

9:25 PM **Reports** (5 minutes each)

- Faculty and Academic Professionals
- Classified
- Students
- Board Members
- President

9:50 PM **Adjournment**

The Board of Directors meetings are held in accordance with open meeting laws and accessibility requirements. If a person with a disability needs assistance in order to attend or participate in a meeting, please notify the Board of Director’s Office at least 48 hours in advance by calling (971) 722-4365 or by email at boardresolutions@pcc.edu. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance of the meeting room.

BOARD OF DIRECTORS
Portland Community College
PO BOX 19000, Portland, Oregon 97280

BUSINESS SESSION
March 2, 2017
Sylvania Campus
12000 SW 49th Avenue
Portland, Oregon 97219

BOARD MEETING MINUTES

ATTENDANCE

Denise Frisbee, Jim Harper, Ken Madden, Vice Chair Kali Thorne-Ladd, Deanna Palm, Michael Sonnleitner and Molly Walker

EXECUTIVE SESSION

The board met in executive session at 5:00 pm to discuss in accordance with ORS 192.660 (2), (d) labor negotiations (e) real property. Lisa Bledsoe updated on the first steps of bargaining. Linda Degman and Jan Bottcher discussed the Kanjaya property.

Executive session adjourned at 5:30 pm.

CALL TO ORDER

Vice-Chair Thorne-Ladd called the business meeting to order at 6:45 pm.

APPROVAL OF THE AGENDA

The agenda was approved as published. Harper/Sonnleitner

ELECTION OF VICE CHAIR

Chair Thorne-Ladd asked for a motion to elect a vice-chair. Director Palm made a motion to elect Jim Harper as vice-chair. Palm/Sonnleitner

SWEARING IN OF CHAIR

President Mitsui sworn in Jim Harper as vice-chair.

INFORMATION SESSIONS

President Mark Mitsui, Jim Langstraat and Eric Blumenthal provided an update on the upcoming budget planning process.

PUBLIC COMMENT ON AGENDA ITEMS

International Student Tuition
Nista Shresta
Tammy Tran

BUSINESS MEETING

Chair Thorne-Ladd proposed approval of Resolutions 17-075 through 17-077.
Harper/Palm

SWEARING IN OF BOARD MEMBER

President Mark Mitsui swore in new appointed board member, Mohamed Alyajouri for the vacant Zone 6 position.

PUBLIC COMMENT ON NON AGENDA ITEMS

None

REPORTS

Students-Molly Walker

Faculty and Academic Professionals-Frank Goulard

Classified-Jeff Grider

Board Members-Ken Madden, Jim Harper, Michael Sonnleitner, Kali Thorne-Ladd

President-Mark Mitsui

ADJOURNMENT

There being no further business, the meeting adjourned at 6:57 pm.

Kali Thorne-Ladd, Chair

Mark Mitsui, College President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on April 18, 2017.

PORTLAND COMMUNITY COLLEGE - BOARD OF DIRECTORS
PO BOX 19000 - Portland, OR 97280

BUSINESS SESSION

March 16, 2017
Southeast Campus
1626 SE Water Avenue, Portland, Oregon 97214

BOARD MEETING MINUTES

ATTENDANCE

Mohamed Alyajouri, Jim Harper, Deanna Palm, Chair Kali Thorne-Ladd, Michael Sonnleitner and Molly Walker

WORK SESSION

Chair Thorne-Ladd called the work session to order at 4:30 pm. Foundation executive board members joined in on the conversation regarding the bond campaign planning.

EXECUTIVE SESSION

The board met in executive session at 6:45 pm to discuss In accordance with ORS 192.660 (2), in accordance with ORS 192.660 (2), (d) labor negotiations and (k) campus safety.

Linda Degman presented an update on the Portland Metro Partnership. Gary Christiansen provided an update on litigation regarding the Newberg Center.

Executive session adjourned at 7:15 pm.

CALL TO ORDER

Chair Thorne-Ladd called the business meeting to order at 7:30 pm.

APPROVAL OF THE MINUTES

The February 23, 2017 meeting minutes were approved as published. Harper/Sonnleitner

APPROVAL OF THE AGENDA

The agenda was approved as published. Palm/Sonnleitner

INFORMATION SESSIONS

Southeast Campus Update, Dr. Jessica Howard, Campus President
Dr. Howard updated the board on Southeast Campus. The update provided connection to the work happening at Southeast and the President's work plan. Campus hiring practices reflect a commitment to diversity. The campus has engaged in intentional onboarding of all new full-time faculty around equity driven student centered practices. A few initiatives happening at Southeast are Belonging Workgroup, Affinity Spaces, STEM Center, Conversation Café.

Southeast is host to many events, these include cultureSEast and Multicultural Night. The Multicultural Night was led by students. More than fifteen cultures were represented.

Oregon Community College Association, John Wykoff, Deputy Director
Mr. Wykoff provided an update on the budget work in Salem. Community colleges and universities are usually the first to be cut from budgets, but this year the funding was flat. Legislators have realized that the budget shouldn't be balanced on the backs of students.

Most of the major decisions regarding the budget will be held off until the May forecast. This could be because legislators are waiting until the end of the cycle to have tough conversations regarding PERS reform. Oregon Promise was budgeted at \$40 million and the co-chairs fund it at \$20 million, after a statue was removed limiting it to \$10 million. A concern with Oregon Promise is that skewing the equity of the program. Students with the most need are not being served by it. They would like to see the copays removed and the 2.5 GPA removed. The Opportunity Grant did get an increase in the governor's budget. The funding from this should not be cut to fund the Oregon Promise.

A major issue being looked at currently transferability. The universities are pushing back, legislators are in agreement with the community colleges on making the systems navigable. Open education resources is another bill that would help HECC with funding to continue the work on reducing costs for students.

CTE Alignment bill has a lot of support. High schools and community colleges are working to get this moved through for approval. There are several bills for PERS reform. They will not likely move forward as the measures are extreme. The changes need to be done in a thoughtful way to avoid many retirements in the state.

Good news this session, there are fewer Taskforce Bills and unfunded mandate bills.

Workforce Development/Community Education, Marc Goldberg, Associate Vice President
WDCE has developed a strategic plan with mission, principles, goals, initiatives and performance measures. Goals include fiscal, performance, team and service components. Public partnerships to leverage the expertise across two counties. Oregon Manufacturing Innovation Center is a huge project with many public and private partnerships that is being developed. Gregg Meyer has been doing great work in Washington and Columbia County to line up with employers and schools.

Willow Creek Center will be housing a new mechatronics program. These skills are transferrable to other industry sectors. The vision is that Willow Creek will become an Advanced Technology Center. Key performance measures have been created and data has been collected that is being distilled into a report. Grants fund WFD at 60%, this is year to year.

PUBLIC COMMENT ON AGENDA ITEMS

None

BUSINESS MEETING

Chair Thorne-Ladd called for a motion to remove Resolution 17-086. Palm/Sonnleitner

Chair Thorne-Ladd proposed approval of Resolutions 17-078 through 17-088.
Harper/Alyajouri

PUBLIC COMMENT ON NON AGENDA ITEMS

None

REPORTS

Molly Walker provided an update for the District Student Council.

Frank Goulard and Elisabeth Davidson provided updates on behalf of the Faculty and Academic Professional Federation and the Classified Union.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:58 pm.

Kali Thorne-Ladd, Chair

Mark Mitsui, College President

Prepared by:

Jeannie Moton, Executive Coordinator

Minutes approved on April 20, 2017.

Parole and Probation Officer

Applicant Flow:			
Gender		Ethnicity	
15	Male	20	White (not of Hispanic Origin)
16	Female	6	Black or African American
1	Not Disclosed	3	Hispanic/Latino
		1	Two or More Selections
		2	Not Disclosed
		<u>32</u>	Total

6. Administrative Appointment (Temporary)– Al McQuarters

Dean of Instruction (Interim)

Office of the Dean of Instruction, Southeast Campus

Annual Salary: \$108,250 Grade: O

Effective: April 3, 2017 to July 7, 2017

Most Recent Experience: Portland Community College
Division Dean (SE Campus)

Applicant Flow: Direct Appointment

7. Administrative Appointment (Temporary)– Rebecca Robinson

Division Dean – Math Science and CTE (Interim)

Math, Sciences and Career Technical Education Division, Southeast Campus

Annual Salary: \$87,873 Grade: N

Effective: April 3, 2017 to July 7, 2017

Education: University of Massachusetts BS, Plant & Soil Science
Marylhurst University MSM, Organizational Development

Most Recent Experience: Portland Community College
Instructor, Management/Supervisory Development

Applicant Flow: Direct Appointment

**ETHNIC AND GENDER DESCRIPTION OF STAFF
PROPOSED TO BE HIRED IN APRIL 20, 2017 PERSONNEL REPORT**

Male	5	White (not of Hispanic Origin)	5
Female	2	Black or African American	1
Not Disclosed	0	Asian	0
	<u>7</u>	Hispanic/Latino	1
		American Indian/Alaskan Native	0
		Native Hawaiian/Pacific Islander	0
		Two or More Selections	0
		Not Disclosed	0
			<u>7</u>

April 20, 2017

17-090

ACCEPT AN INTERAGENCY COOPERATIVE
CONTRACT WITH FIELDTURF USA INC. TO PROVIDE
LABOR AND MATERIALS FOR THE COMPLETION OF
THE SYLVANIA CAMPUS TRACK RESURFACING
PROJECT

PREPARED BY: Avelina Gulmatico, Procurement Coordinator, Financial Services

FINANCIAL
RESPONSIBILITY: Tony Ichsan, Director, Facilities Management Services
Karen Paez, Dean of Instruction, Sylvania Campus

APPROVED BY: Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: The College has a need to hire a qualified contractor to resurface the existing track at Sylvania Campus. It has been fourteen (14) years since the track was resurfaced. It was done in 2003 based on a contract approved by the Board of Directors (BA 03-14). The track is currently showing wear and tear and some areas of the surface are separating from the foundation. This can be a safety risk to students, staff and community who use the track daily. A well-constructed, well-maintained track can remain in good condition for at least twenty (20) years. Resurfacing helps improve the durability and extends the life expectancy (or useful life) of the surface, at a fraction of the cost of new track. The proposed cost of resurfacing the track is \$200,950 with the scope of work including removal/disposal of old surface, materials/products, installation, stripping and other services necessary to complete the project. This work includes a six (6) year warranty. The project is estimated to be completed by June 30, 2017.

After careful review, the department staff selected FieldTurf USA Inc (affiliated with Beynon Company) to provide materials and services for Track & Court Surfaces, based on a cooperative contract with Inter-Mountain Education Service District and Association of Educational Purchasing Agencies (AEPA).

The Inter-Mountain ESD and AEPA are purchasing cooperative agencies that allow educational institution members with pre-determined pricing by approved vendors whose products/services have already bid at a national level. The contract (ref: IFB #16, Athletic-001) is valid through February, 2018 with possible term extensions through February, 2020. The College Procurement rules, PCC-46-0450, allow the use of interstate cooperative procurement.

RECOMMENDATION: That the Board of Directors approve the contract with FieldTurf USA Inc (affiliated with Beynon Company) to provide materials and services to resurface SY Campus Track. The estimated cost for this project is \$221,045 (includes proposed cost of \$200,950 and \$20,095 or 10% project contingencies). The contract is based on a cooperative contract with Inter-Mountain Education Service District and Association of Educational Purchasing Agencies (AEPA), valid through February 2018. The \$150,000 is covered by the SY Dean of Instruction (1000 fund) and remaining amount will be covered by FMS Department (2000 fund).

April 20, 2017

17-091

AUTHORIZATION TO EXTEND LEASE FOR CAPITOL
PARK BUILDING FOR THE 2008 BOND PROGRAM

PREPARED BY: Cau Chung, Accounting Manager, Bond Program

FINANCIAL
RESPONSIBILITY: Linda Degman, Director, Bond Program

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: With Resolution 09-075, the Board authorized a lease at the Capitol Park Building of approximately 5,000 sq. ft. to provide space for staff to operate the 2008 Bond Program. Contiguous space was not available on any PCC Campus for the program. The current lease expires June 30, 2017. It is necessary to extend the lease through June 30, 2019, at which time a significant portion of the bond work will be completed, and remaining bond staff can likely be absorbed onto campuses. The initial authorization was for \$460,000. Previous resolutions included 14-069 for \$160,000 to extend the lease through June 30, 2016, and 16-118 for \$104,000 to extend the lease through June 30, 2017. An additional \$216,072 is required to extend the lease through the revised date.

This request plus the earlier authorizations totals \$940,072. Funding for the lease will come from the 2008 Bond Program.

RECOMMENDATION: That the Board of Directors authorize the extension of the lease of the Capitol Park Building through June 30, 2019. The cost for the extension is approximately \$216,072. Expenditures for the lease will be from the 2008 bond funds.

April 20, 2017

17-092

AUTHORIZE PURCHASE OF F5 LOAD BALANCER
FROM CONVERGEONE

PREPARED BY: Layla Otey, Lead Buyer, Information Technology

FINANCIAL
RESPONSIBILITY: Michael Northover, CIO, Information Technology

APPROVED BY: Mark Mitsui, College President

REPORT: Portland Community College's Information Technology Department requests Board Approval to acquire F5 load balancers to replace the current end-of-life F5 load balancers. The F5 load balancers distribute the network load efficiently across multiple servers and they provide network monitoring for IT security.

The F5 load balancers cost \$182,408. Maintenance is \$30,566 annually, for three years, and the implementation cost is \$23,400. The total cost including three year maintenance and implementation is \$266,940. These funds are fully budgeted within the FY17-FY20 IT General Fund budget.

Because this procurement exceeds \$150,000, procurement rules require that we put this out to competitive bid. However, because this is replacement of existing ("end-of-life") technology from a vendor with an existing contract with PCC, the President has waived procurement rules in this instance.

IT purchasing performed required due diligence for Minority, Women & Emerging Small Businesses (MWESB) by checking the Certification Office for Business Diversity (COBID) per Board Policy B-506. There is no F5 authorized reseller in the COBID directory of certified firms.

RECOMMENDATION: That the Portland Community College Board of Directors ratify the President's waiver of procurement rules in this instance and approve the acquisition of replacement F5 load balancer hardware. The agreement will not exceed \$266,940. Funding is provided by the General Fund.

April 20, 2017

17-093

AUTHORIZE PURCHASE OF SPLUNK SECURITY
INFORMATION AND EVENT MANAGEMENT (SIEM)

PREPARED BY:

Layla Otey, Lead Buyer, Information Technology

FINANCIAL
RESPONSIBILITY:

Michael Northover, CIO, Information Technology

APPROVED BY:

Mark Mitsui, College President

REPORT:

Portland Community College's Information Technology Department requests Board Approval to acquire Splunk Enterprise licensing through their approved reseller CDW-G. Splunk will allow the college to detect IT security risks, monitor network use, and to collect and audit data for regulatory requirements including PCI and the Gramm Leach-Bliley Act.

The Splunk Enterprise software, maintenance and implementation, will cost \$400,000. These funds are fully budgeted within the FY17-FY20 IT General Fund budget.

The College is utilizing a cooperative contract with State of Oregon; reference IT HVAR Contract #5603. The College Procurement Rules (CCR.205) allow the use of cooperative contracts without going through an additional competitive process.

IT purchasing performed required due diligence for Minority, Women & Emerging Small Businesses (MWESB) by checking the Certification Office for Business Diversity (COBID) per Board Policy B-506. There is no F5 authorized reseller in the COBID directory of certified firms.

RECOMMENDATION:

That the Portland Community College Board of Directors approve the acquisition of Splunk Enterprise licenses. The agreement will not exceed \$400,000. Funding is provided by the General Fund.

April 20, 2017

17-094

GRANT AUTHORITY TO SOLE SOURCE AND
PURCHASE MECHATRONICS EQUIPMENT FROM
LAB CORP

PREPARED BY: Sandy Wanner, Procurement, Bond Program

FINANCIAL RESPONSIBILITY: Linda Degman, Director, Bond Program
Marc Goldberg, Associate Vice President, Workforce and
Community Development

APPROVED BY: Sylvia Kelley, Executive Vice President
Mark Mitsui, College President

REPORT: A new Mechatronics program is being implemented at the Willow Creek Center. The program is being designed to address the advanced manufacturing industry's need for a talent pipeline of skilled workers, and meet our community's need to have better pathways into middle skill jobs. This program can help address some of the inequities seen in the industry for underrepresented populations and non-native English speakers, by providing a pathway to skill up and advance into living wage jobs that responds to the industry's evolving use of technology.

The College has a need to purchase equipment for the new program. Through ongoing and extensive face-face and virtual meetings, site visits and research, an investigation of industry and community colleges throughout the region was completed. Considering the variation of industry throughout state, it is clear that our program needs to meet local stakeholders requirements.

Through this extensive research it became clear that SMC equipment is the best choice for our program and we would like to move forward with purchasing the equipment through Lab Corp. Our recommendation to partner with SMC for Mechatronics training equipment purchased through Lab Corp is consistent with the methodology of partnership with industry leaders and stakeholders who will eventually hire our program graduates. This decision enables program leadership and collaboration among our partners that included local industry, regional community colleges, OTC/Oregon

Employment Department and related PCC programs. This decision specifically and best meets the needs of the local industry, students and PCC. This recommendation has been vetted with industry and academic leaders and realizes the Oregon Talent Council's mission of closing the gap between industry and higher education.

The SMC equipment is only sold through one vendor, Lab Corp, therefore we are requesting a sole source to purchase the equipment.

A sole source with Lab Corp will offer PCC

- Backing from Boeing Portland and Puget Sound and advisory committee members
- Enable collaboration with curriculum development with Clark College and I5 corridor community colleges mentioned above.
- Enable collaboration with high schools
- Relevance to local industry surrounding Willow Creek
- Lab Corp has diverse product offering beyond SMC that will meet program's long-term needs

Funding for this first round of equipment is coming from an OTC grant that expires on June 30, 2017. To begin this new Mechatronics program, hire staff, develop curriculum, and choose the right equipment has been an extensive and time-consuming process that involved many stakeholders, as outlined above. Which means time is of essence and the equipment needs to be ordered this month or we would lose the grant funding.

RECOMMENDATION: That the Board of Directors authorize the Department and Bond Program to sole source the equipment purchase through Lab Corp. The estimated cost of the purchase will be \$234,000. Funding will come from the OTC Grant.

April 20, 2017

17-095

APPOINTMENT OF DELEGATES TO ATTEND THE
ASSOCIATION OF COMMUNITY COLLEGE
TRUSTEES (ACCT) 2017 COMMUNITY COLLEGE
ANNUAL LEADERSHIP CONGRESS IN LAS VEGAS,
NV FROM SEPTEMBER 25-28, 2017

PREPARED BY: Jeannie Moton, Executive Coordinator, Office of the President

APPROVED BY: Mark Mitsui, College President

REPORT: In accordance with Board Policy B 210, the Board of Directors recognizes the benefits derived by the College through membership in various educational organizations and from attendance of directors at state and national meetings which deal with community college issues. The Chair and Vice Chair have considered a slate of delegates to attend the ACCT Leadership Congress in Las Vegas, NV from September 25-28, 2017.

RECOMMENDATION: That the Board of Directors appoint Mohamed Alyajouri, Jim Harper and Kali Thorne-Ladd as delegates to represent the College at the ACCT Leadership Congress.

April 20, 2017

17-096

APPLY TO THE STATE BOARD OF EDUCATION FOR
APPROVAL OF THE CYBER SECURITY LESS THAN ONE-
YEAR CERTIFICATE FOR PORTLAND COMMUNITY
COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL RESPONSIBILITY: Phil Seder, Interim Division Dean, Business and Computing

APPROVED BY: Elizabeth Lundy, Interim Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: This proposed Cyber Security Fundamentals Less Than One-Year Certificate is for individuals in the information technology industry who want cyber security skills, knowledge, and a credential for career opportunities and advancement. One Computer Information Systems department goal is to become recognized as a Center of Academic Excellence in Cyber Defense (CAE-CD), which is a program cosponsored by the National Security Agency (NSA) and Department of Homeland Security (DHS). The certificate content and outcomes are mapped to the cores set of cyber defense knowledge units. Cyber security continues to grow in importance, and demand outstrips supply of appropriately educated professionals. The Computer Information Systems Industry Advisory Committee stressed the importance of security throughout the industry and the need for employees to have the critical skills and knowledge. The 28-credit certificate provides basic cyber security competencies for those pursuing a career in the IT field. It can be used as a foundation for the Computer Information Systems AAS and transfer to a bachelor program. The Cyber Security Certificate has been reviewed and approved by the Computer Information Systems Industry Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Oregon State Board of Education for the Cyber Security Less Than One-Year Certificate for Portland Community College.

April 20, 2017

17-097

APPLY TO THE STATE BOARD OF EDUCATION FOR
APPROVAL OF THE FAMILY AND HUMAN SERVICES AAS
FOR PORTLAND COMMUNITY COLLEGE

PREPARED BY: Sally Earll, Curriculum Coordinator, Curriculum Support Services

FINANCIAL RESPONSIBILITY: Marilyn McGuire, Interim Division Dean, Health Professions, Early Education/Family Studies and Physical Education

APPROVED BY: Elizabeth Lundy, Interim Vice President, Academic Affairs
Mark Mitsui, College President

REPORT: This proposed Family and Human Services AAS is for individuals who want to work in the human services field to support and improve the lives of individuals by helping them function more effectively and successfully by providing support and access to resources. Human services professionals can work in a variety of setting, including public, private, and nonprofit social service agencies, programs for the aging, and programs serving children, youth, and families. Upon completion of the AAS degree in Family and Human Services, students are prepared for entry-level positions working under the direction of social workers, counselors, psychologists, or other professionals with advanced education and experience. Employment opportunities include case manager, child advocate, home visitor, social and human service assistant, life-skills trainer, youth care counselor, family advocate, personal agent, and access specialist. The AAS is a multidisciplinary program and includes courses from the Alcohol and Drug, Gerontology, Psychology, Sociology, Early Childhood Education, Criminal Justice, and Family and Human Services programs. The Family and Human Services AAS has been reviewed and approved by the Family and Human Services Industry Advisory Committee.

RECOMMENDATION: That the College be authorized to submit an application to the Oregon State Board of Education for the Family and Human Services AAS for Portland Community College.

April 20, 2017

17-098

ADOPT THE UPDATED INVESTMENT STANDARDS
AND PRACTICES FOR PORTLAND COMMUNITY
COLLEGE

PREPARED BY: Dee Wilson, Bursar and Treasury Manager, Financial Services

APPROVED BY: Eric Blumenthal, Associate Vice President, Finance
Jim Langstraat, Vice President, Finance and Administration Mark Mitsui, College President

REPORT: ORS 294.035 and Portland Community College Board Policy B502 require the Investment Officer of the college to review and update our investment standards and practices periodically and to solicit input from the Oregon Short Term Fund Board.

The Board last approved revisions to the PCC Investment Standards and Practices in August 2014.

The proposed revision serves to align the Cash and Investment Program, covered under Board Policy B 502, with PCC's sustainability goals by requiring the college to divest from fossil fuel companies and invest in a socially responsible manner.

On November 29, 2016, treasury staff confirmed that proposed changes to the Investment Standards and Practices, included in Exhibit A of this resolution, were of a nature that did not require review by the Oregon Short Term Fund Board.

RECOMMENDATION: That the Board adopts the revised Investment Standards and Practices in Exhibit A.

Investment Standards and Practices

I) Scope

These Standards and Practices hereinafter referred to as the “investment policy”, apply to activities of the Portland Community College District (PCC) with regard to the investment of all financial assets, including bond proceeds. These funds are accounted for in PCC’s Comprehensive Annual Financial Report (CAFR). The amount of funds falling within the scope of this investment policy over the next three years, including bond proceeds, is expected to range between \$100 million and \$370 million.

II) Governing Authority

PCC’s investment program shall be operated in conformance with PCC’s Board Policy B502, Oregon Revised Statutes and applicable Federal Law. Specifically, this investment policy is written in conformance with ORS 294.035; 294.040; 294.052; 294.135; 294.145; and 294.810. Any revisions or extensions of these sections of the ORS shall be assumed to be part of this investment policy immediately upon being enacted. The College may, without competitive bidding, contract for the purpose of the investment or borrowing of funds when such investment or borrowing is contracted pursuant to duly enacted statute.

III) Objectives

The primary objectives, in priority order, of investment activities shall be:

- A) **Preservation of capital:** Investments shall be undertaken in a manner that ensures the preservation of capital in the portfolio. The objective will be to mitigate credit risk and interest rate risk.
 - 1) **Credit Risk:** The risk of default may be mitigated by investing in high-grade securities, and diversifying the investment portfolio so that potential losses on individual securities will be minimized.
 - 2) **Interest Rate Risk:** The risk that the market value of securities in the portfolio will decline due to changes in interest rates shall be mitigated by structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations.
- B) **Liquidity:** Investments shall be undertaken in a manner that seeks to ensure sufficient liquidity to meet all anticipated operating requirements, including construction draws of bond proceeds.
- C) **Diversification:** Investments shall be undertaken in a manner that reduces unnecessary risk by avoiding over concentration in specific security types, issuance, issuer, industries, and, to the extent permitted by cash requirements, maturity ranges.
- D) **Yield:** The Investment Officer shall maintain a maximum rate of return throughout budgetary and economic cycles given the constraints and spirit of these Standards and Procedures.

IV) Prudence

The standard of prudence to be used by investment officials shall be the “prudent person” standard, which states, *“Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the safety of their capital as well as the income to be derived.”* The prudent person standard shall be applied in the context of managing the overall portfolio.

V) **Ethics and Conflicts of Interest**

Officers and employees involved in the investment process shall refrain from personal **financial** activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. Disclosure shall be made to the governing body. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of PCC. Officers and employees shall, at all times, comply with the State of Oregon Government Standards and Practices code of ethics set forth in ORS Chapter 244.

VI) **Indemnification**

The district shall indemnify, hold harmless and defend Investment Officers and any College employees engaged in investment activities from personal liability for losses that may occur during the course of administering these Investment Standards and Procedures, provided deviations from expectations are reported and appropriate action is taken to control adverse developments within a timely fashion as defined in this investment policy.

VII) **Governing Body**

The PCC Board of Directors will retain ultimate fiduciary responsibility for invested funds. Monthly reports will be prepared and provided to the Board upon request, pursuant to, and with sufficient detail to comply with ORS 294.085 and 294.155.

VIII) **Delegation of Authority**

The Vice President for Administrative Services and Associate Vice President of Financial Services shall be responsible for oversight of the investment program, and the Treasury Manager shall serve as the Investment Officer. The Investment Officer will invest per the terms in this standards and procedures, and per the terms in the following: ORS 294.035 to 294.053, 294.125 to 294.145, and 294.810. The Investment Officer may delegate to specified treasury position(s) the authority to conduct transactions on behalf of PCC, subject to the Investment Standards and Practices contained herein. Delegation of authority shall be in writing. The Investment Officer and treasury staff members authorized to conduct transactions must be bonded individuals.

IX) **Internal Controls**

The investment officer and AVP of Finance are responsible for establishing and maintaining an adequate internal control structure designed to reasonably assure that invested funds are invested within the parameters of these investment standards and, protected from loss, theft or misuse. A written internal control policy shall be reviewed and updated periodically by the Investment Officer.

- A) The concept of reasonable assurance recognizes that the cost of a control should not exceed benefits likely to be derived and the valuation of costs and benefits requires estimates and judgments by management. Internal controls shall address the following points:
1. Compliance with Investment Standards and Practices, investment diversification by type and maturity
 2. Control of collusion.
 3. Separation of transaction authority from accounting and record keeping.
 4. Avoidance of physical delivery of securities when possible and address control requirements for physical delivery

5. Clear delegation of authority to subordinate staff members.
6. Confirmation of transactions for investments and wire transfers in written or digitally verifiable electronic form.
7. Dual authorizations of non-repetitive wire and automated clearing house transfers
8. Staff training
9. Review, maintenance and monitoring of automated and manual security procedures.

X) Audits

An external auditor shall provide an annual independent review of the College investments to assure compliance with Oregon state law, PCC policies and procedures and internal controls. Such audit will include tests deemed appropriate by the auditor.

XI) Broker/Dealer Qualification and Review

The Investment Officer shall determine which Broker/Dealer firms and registered representatives are authorized for the purposes of investing funds within the scope of this investment policy. The following minimum criteria must be met before Broker/Dealer firms and affiliated registered representatives are authorized to execute investment transactions. The Investment Officer may impose more stringent criteria.

- A) A list will be maintained of approved Broker/Dealer firms and affiliated registered representatives. Broker/Dealer firms must meet the following minimum criteria:
 1. Must be registered with the Securities and Exchange Commission (SEC)
 2. Must be registered with the Financial Industry Regulatory Authority (FINRA)
 3. Must provide most recent audited financials
 4. Must provide FINRA Focus Report filings

- B) Approved Broker/Dealer employees who execute transactions with the College must meet the following minimum criteria:
 1. Must be a registered representative with the Financial Industry Regulatory Authority (FINRA)
 2. Must be licensed by the state of Oregon
 3. Certification, in writing, of having read, understood and agreed to comply with the most current version of this investment standards and procedures

- C) Annual review of all authorized Broker/Dealers and their registered representatives will be conducted by the Investment Officer. Factors to consider include:
 1. Pending investigations by securities regulators
 2. Significant changes in net capital
 3. Pending customer arbitration cases
 4. Regulatory enforcement actions

XII) Depositories and Collateralization

All financial institutions who desire to become depositories must be qualified Oregon Depositories pursuant to ORS Chapter 295.

XIII) Competitive Bids

- A. The Investment Officer shall obtain and follow a protocol to receive competitive bid information on all investments purchased or sold in the secondary market. Competitive bids or offers should be obtained, when possible, from at least three separate brokers/financial institutions or through the use of a nationally recognized trading platform.
- B. In the instance of a security for which there is no readily available competitive bid or offering on the same specific issue, then the Investment Officer shall document quotations for comparable or alternative securities.
- C. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities as the same original issue price. However, the Investment Officer is encouraged to follow internal protocols for quotations on comparable securities.
- D. The Investment Officer shall routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

XIV) Safekeeping and Custody

All trades of marketable securities will be executed (cleared and settled) by delivery vs. payment (DVP) to ensure that securities are deposited in PCC's safekeeping institutions prior to the release of funds.

Securities will be held by independent third-party safekeeping institutions selected by PCC. All securities will be evidenced by safekeeping receipts in PCC's name. Upon request, the safekeeping institutions shall make available a copy of its Statement on Standards for Attestation Engagements (SSAE) No. 16.

XV) Diversification by Security Type and Institution

It is the policy of the College to diversify its investments. Where appropriate, exposures will be limited by security type, maturity, issuance and issuer. In accordance with ORS Sections 294.035, 294.040, 294.052 and 294.810, the following securities are authorized for purchase.

A. Investment Instruments	Maximum Percent of Portfolio
1. U.S. Treasury Obligations	100%
2. Securities of U.S. Government Agencies and Instrumentalities	75%
Investment in U.S. Government Agencies and Instrumentalities shall be limited to a maximum of 25% per entity.	
3. Bankers' Acceptances	25%
Bankers' acceptances issued by qualified financial institutions as defined in ORS Section 294.035 (h)(B) , which have obtained a rating of A1 (Standard and Poor's) or P1 (Moody's), or an equivalent rating by any nationally recognized rating agency, must meet the same asset requirements as those	

discussed under *Repurchase Agreements*.

4. Time Certificates of Deposit (TCD) 25%

TCD's must be FDIC insured, and collateralized in accordance with ORS Chapter 295.001 to 295.108. Exception to the yield objective and asset requirements (discussed under *Repurchase Agreements*) may be made for deposits in financially sound community banks for up to the current FDIC insurance limit per institution.

No more than 25% of PCC's total investable funds shall be held in deposits or investment instruments which represent the liability of a single commercial bank or bank holding company.

Bank demand deposits in qualified depository institutions are considered cash vehicles and not investments and are therefore outside the scope of this investment policy. Pursuant to ORS 294.035(3)(d), time deposits, certificates of deposit and savings accounts are considered investments and within the scope of this investment policy.

5. Corporate Indebtedness 35%

Commercial paper must be rated A1 by Standard & Poors or P1 by Moody's, or an equivalent rating by any nationally recognized rating agency. Corporate notes, bonds and debentures must be rated AA or better by Standard & Poor's or Aa or better by Moody's, or an equivalent rating by any nationally recognized rating agency.

The minimum weighted average credit rating of the portfolio's rated investments shall be Aa/AA/AA by Moody's Investors Service; Standard & Poor's; and Fitch Ratings Service respectively or an equivalent rating agency. Corporate indebtedness is subject to a valid registration statement on file with the SEC or issued under the authority of section 3(a)(2) or 3(a)(3) of the Securities Act of 1933 as amended. Corporate indebtedness must be issued by a commercial, industrial or utility business enterprise, or by or on behalf of a financial institution.

Investment in corporate indebtedness shall be limited to a maximum of 5% for one corporate entity (including any related affiliates) and 20% by industry sector.

6. Repurchase Agreements 25%

In accordance with ORS Section 294.035(11), investments in repurchase agreements must be for no more than seven (7) days and must be at least 102% collateralized by direct U.S. Government or U.S. Government agency securities. Banking institutions from which repurchase agreements are purchased must have holding company assets of at least \$5 billion and execute a master repurchase agreement with the College. PCC will not enter into any reverse repurchase agreements.

7. Regional, State, and Municipal Debt Obligations 25%

PCC will limit its purchases to lawfully issued debt obligations of the agencies and instrumentalities of the State of Oregon and its political subdivisions that have a long-term rating of A or an equivalent rating or better or are rated on the settlement date in the highest category for short-term municipal debt by a nationally recognized statistical rating organization.

Per ORS 294.040, the bonds of issuers listed in ORS 294.035 (3)(a) to (c)

may be purchased only if there has been no default in payment of either the principal or the interest on the obligations of the issuing county, port, school district or city, for a period of five years next preceding the date of the investment.

8. Investment Pools – PCC may participate, up to the legal limit, in the Local Government Investment Pool (LGIP) as authorized under ORS Section 294.810. 75%*

B. If additional types of securities are considered for investment, per Oregon state statute, they will not be eligible for investment until these standards have been amended and the amended version is adopted by the college.

C. The value of at least 10% of funds from the general fund, available for investing, to meet budgeted operating expenditures will be invested in the Oregon Short Term Fund or investments maturing in less than 90 days to provide sufficient liquidity.

XVI) Market Liquidity

The Investment Officer shall take reasonable steps to improve secondary market liquidity by limiting the par amount invested* in a specific debt issuance. Recommended guidelines include:

<u>Issue Type</u>	<u>Maximum of issuance (par)</u>
US Agency Securities	50%
Corporate Commercial Paper	50%
Corporate Notes and Bonds	25%
Municipal Bonds	50%

* Issued under a single CUSIP.

XVII) Maximum Callable Exposure

The maximum percent of callable securities in the portfolio shall be 50%.

XVIII) Investment Maturity

The maximum stated final maturity of individual securities in the portfolio shall be five (5) years, except as otherwise stated in this investment policy. The maximum portfolio average maturity (measured with stated final maturity) shall be 2.5 years.

Investments shall not be made predicated upon selling the security prior to maturity. The Investment Officer may adjust the contents of the portfolio based on the available markets and the relative values of competing instruments.

XIX) Total Prohibitions

Purchase of standby commitments or forward commitments in excess of 14 business days (in accordance with ORS Section 294.145 are specifically prohibited.

Securities not specifically addressed by this investment policy are prohibited for investment purposes.

XX) Divestment & Social Responsibility

PCC is committed to operational practices that model the sustainable use of resources. Holding securities issued by fossil fuel companies is inconsistent with the college's sustainability goals. Therefore, the Treasury Manager will not invest in securities of fossil fuel companies (as listed in the Carbon Underground 200 or comparable fossil fuel indices). Indices shall be reviewed prior to any energy sector investment. Indices shall also be reviewed for changes not less than annually.

The college is committed to advancing the promotion and protection of human rights and fundamental freedoms. In support of this commitment and the inherent belief in the dignity and worth of each individual, The Treasury Manager shall invest in a socially responsible manner when feasible. The Board understands that socially responsible investments are not always self-evident and it is not possible to be informed of every activity that a business undertakes. ~~There are likely to be products and services that can be used in ways that are both responsible and contrary to a shared notion of responsibility. Further, a college with resources the size of Portland Community College's investable funds will not be able to influence the decisions of the businesses in which it invests, or chooses not to invest.~~

A copy of the college's investment holdings shall be shared annually with the District Student Council for review and comment.

The above restrictions apply only to investments purchased directly by the College.

XXI) Interest Rate Risk:

Interest rate risk will be mitigated by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

- A) The following strategies will be employed to control and mitigate adverse changes in the market value of the portfolio due to changes in interest rates:
1. Investment maturities should be matched with expected cash outflows to mitigate market risk.
 2. Investment maturities not matched with cash outflows, including liquid investments under one year, should be staggered to mitigate re-investment risk.
 3. No commitments to buy or sell securities may be made more than 14 days prior to the anticipated settlement date, or receive a fee other than interest for future deliveries.
 4. The maximum percent of callable securities in the portfolio shall be 50%.

XXII) Securities Lending Prohibited

The College shall not lend securities nor directly participate in a securities lending program.

XXIII) Investment of Bond Proceeds

The Investment Officer will determine the investments best suited for the bond proceeds. These investments will be segregated for both tracking and arbitrage purposes within the district's overall portfolio and invested in a manner consistent with this investment policy, Internal Revenue Service requirements, trust indentures, if any, Oregon Revised Statutes (Chapter 294) and expected drawdown schedules. This provision also applies to bond proceeds received in defeasance of previously issued debt.

XXIV) Portfolio Monitoring, Reporting and Compliance

The Investment Officer shall routinely monitor the contents of the portfolio comparing the holdings to the markets, relative values of competing instruments, changes in credit quality, and benchmarks. If there are advantageous transactions, the portfolio may be adjusted accordingly.

A quarterly report of investment performance will be prepared at the direction of the Investment Officer and distributed to the Vice President of Administrative Services, Associate Vice President of Financial Services. The report will contain investments classified on a principal basis.

A) The report will include, at a minimum, the following:

1. A listing of all investments held during the reporting period showing: par value, principal, accounting book value, market value, type of investment, issuer, credit ratings and yield to maturity
2. Average maturity of the portfolio
3. Maturity distribution of the portfolio
4. Average portfolio credit quality
5. Average weighted yield to maturity
6. Distribution by type of investment.
7. Distribution of transactions among financial counterparties such as Broker/Dealers.
8. Violations of portfolio guidelines or non-compliance issues

XXV) Benchmark

The Investment Officer shall benchmark monthly portfolio performance duration against available indices which accurately reflect the composition of the investment portfolio, such as the Local Government Investment Pool. Other indices which may be used include a nationally recognized 3 month Treasury Bill index or a 1-3 Year Us Government/Corporate AA Rated index.

XXVI) Accounting Method and Pricing

PCC shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP). The accounting principles are those contained in the pronouncements of authoritative bodies including but not necessarily limited to, the American Institute of Certified Public Accountants (AICPA); the Government Accounting Standards Board (GASB); the General Accounting Office (GAO); and the Financial Accounting Standards Board (FASB).

Market valuations shall be obtained for all portfolio holdings on a monthly basis and recorded in the investment performance report for the portfolio. Accounting will record the market value of portfolio holdings as of fiscal year end, each year on June 30.

XXVII) Procedural Review

The investment policy shall be updated periodically as necessitated by material changes in legislative and administrative rules or in the College's investment strategies. In accordance with ORS Section 294.135a, all changes will be submitted to the Oregon Short Term Fund Board for comment prior to review and re-adoption by PCC's Board of Directors.

To ensure consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law and financial and economic trends, this investment policy will be reviewed and made available to the Board annually.

Any investment held prior to the adoption of this policy shall be exempted from the requirements of this policy. At maturity or liquidation, such monies shall be reinvested as provided by this policy.

XXVIII) Adoption

| These Investment Standards and Practices are adopted by the PCC Board this ~~XXst~~20th Day of April, 2017

ORIGINAL POLICY ESTABLISHED: 09/09/1991

REVISION DATES: 07/28/1992
06/10/1997
05/03/2001
07/15/2004
09/16/2010
08/21/2014

April 20, 2017

17-009

APPROVAL OF THE PORTLAND COMMUNITY COLLEGE
PROPOSED BUDGET AND THE PROPERTY TAX LEVIES
FOR THE 2017-2019 BIENNIUM

PREPARED BY: Dina Farrell, Budget Manager

APPROVED BY: Eric Blumenthal, Associate Vice President, Finance
Jim Langstraat, Vice President, Finance and Administration
Mark Mitsui, College President

REPORT: The President has delivered his budget message and the budget document for the 2017-2019 Biennium to the Board of Directors of Portland Community College District. The Board, acting as the Budget Committee, has reviewed and completed the public input process on the Proposed Biennial Budget for 2017-2019 as required by ORS 294.428.

RECOMMENDATION: That the Board of Directors, acting as the Budget Committee of the College, approves the Portland Community College District Proposed Budget for 2017-2019 Biennium, including the property tax levies for the next 2 years as outlined below, for submission to the Multnomah County Tax Supervising and Conservation Commission.

For the 1st year of the biennium period July 1, 2017 to June 30, 2018:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed value

*constitutionally established by Ballot Measure 50

Amount Excluded from the Limitation (to repay G.O. Bonds):

Debt Service Fund 41,144,055

For the 2nd year of the biennium period July 1, 2018 to June 30, 2019:

Amount Subject to the Education Limitation:

General Fund \$0.2828* per \$1,000 of assessed value

*constitutionally established by Ballot Measure 50

Amount Excluded from the Limitation (to repay G.O. Bonds):

Debt Service Fund \$30,911,689

APPROVED BY THE GOVERNING BOARD OF THE PORTLAND
COMMUNITY COLLEGE DISTRICT THIS 20th DAY OF APRIL 2017.

ATTEST:

APPROVED:

Mark Mitsui
College President

Kali Thorne-Ladd
Chair, Board of Directors



Board of Directors Goals 2016-2017

Board members recognized during discussion that several goals from previous goal-settings are not time-specific but are, rather “legacy priorities” that will apply, with a degree of contemporary variation, in any year. Other priorities and goals were identified that are specific to the 2016-2017 planning cycles.

Legacy Goals

1. Ensure an environment of success that encourages access and timely completion
2. Prioritize the college’s commitment to the creation of a nationally renowned culture for diversity, equity and inclusion
3. Track and evaluate Portland Community College operations and execution of the Strategic Plan by way of regular Board meeting Dashboard reviews
4. Be an engaged advocate for Portland Community College in:
 - a. Governmental affairs and governmental advocacy
 - b. Development of fundraising strategies targeting the advancement of important initiatives (e.g. Future Connect, PCC Foundation efforts, etc.)
5. Cultivate and maintain clear and consistent communication between the Board of Directors and the President

Board Priorities

- Support Portland Community College's enhanced, District-wide efforts to:
 - Recruit, hire, and retain faculty and staff from historically underrepresented groups;
 - More systematically and strategically address the achievement gap for students of color
 - Increase the utilization of Minority Women Emerging Small Business for college contracting
- Advance Portland Community College’s adoption and funding of technology infrastructure and policies that reflect industry best practices
- Support the President in the development of college-wide plans, and in strengthening internal college communication
- Ensure Board readiness for a successful Portland Community College 2017 Bond Campaign
- Ensure that Portland Community College remains a relevant workforce training partner of choice in the communities it serves

The College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, veteran status, age, sexual orientation, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under anti-discrimination laws. In addition, the College complies with applicable provisions of the Civil Rights Act of 1964 (as amended), related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Section 504 of the Rehabilitation Act of 1973, Americans with Disabilities Act of 1990 (as amended), Uniformed Services Employment and Reemployment Rights Act ("USERRA"), and all local and state civil rights laws. Under this policy, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of this policy and other College efforts designed for that purpose.