**College Council Recharge Meeting**

**February 22, 2016**

**10-11:30am / RR117**

|  |
| --- |
| **Present:** Patty, Jil, Amanda (Co-Chair), John P., John G., Nora, Sunny, Jenelle, Kelly (ASG), Tami (recorder) |
| **Best Practices – Report out from John P, Sunny, Enrique & Patty**  1 & 2 on the agenda go together. Best practices for just the 8 committees. Best practices have already been done and are on the CCC committee website:  *College-wide Committees address college-wide issues and report to the College Council, which refers certain issues to Presidents' Council. Clackamas Community College stresses the importance of involving representatives from all constituencies—Full-Time Faculty, Part-Time Faculty, Classified Staff, Exempt Staff, and Student Body—to the extent possible, drawing upon the diversity of talents and perspectives embodied in the college community.*  *Duties of the committee chair include: manage the committee's charge; maintain the minutes and meeting schedule; ensure constituencies (Classified, Exempt, Full-Time Faculty, Part-time Faculty, and Students); assign rotating terms/slots; and ensure that each committee member is involved in the decision-making process. Examples of committees include ARC (SEM), Curriculum and ISP.*  *The different constituent associations or deans usually staff committees, and staff should express interest in committee participation to their departments and associations. Most positions on these committees rotate membership every three years, and additional rotating terms are assigned as needed. Reporting calendars vary depending on the scope of issues being discussed.*  Nora said the subcommittees of CUDC each have their own chair and meet regularly. Each has a specific scope of duty. These subcommittees manage themselves. Maybe Amanda and someone from CCR can meet with Phillip and Bob. The subcommittees for ISP and Curriculum break out and then come back together with the big group.  How do we implement this? Start off working with the committee chairs. This is what CCR has put forward as committee best practices. Looking for some consistency within the committees. Do we ask for open feedback or closed questions? Looking at current committee system, do these best practices fit? Make it better?  Should we send out to the 8 committees or add the CUDC subcommittees to make it 11?  Does ITOC has subcommittees? ITOC is like joint deans.  Tami will email the best practices document to the 8 committees. Set a deadline for feedback. Will we need to go to College Council with this? Ask committee chairs about their decision making process or policy? |
| **3. Confirm Understanding of Next Steps for Metrics**  Have already taken to College Council once. How were they received from members? These are 4 important data points from our climate survey. How can we use College Council to get at these questions? Can we accept by June?  Not appropriate to measure at College Council as the members are always changing. What is the effectiveness of College Council looking at these? How many people know what’s going on? Seems to be no logic to it.  How do we get information back to divisions/departments/areas? There is no communication committee. Concern is who is going to take to Presidents’ Council? How will it be presented?  BJ said to take to College Council so they did. No clear path. How can we regularly update? How can we know if CC is effective? What are indicators of a successful CC?  Does this need to go to PC? No, not ready to go to PC. Want to revisit as a whole group with Phillip present. Why do we even have metrics? What is the point? Maybe ask at Inservice?  Revisit metrics at next meeting. What is the purpose? Do we have to have them? Because of LEAN? |
| 4. Outline for Rest of Year  4.c.1 & 2 – deadlines need to match best practices. Voting – how they work? |
| To be included on the agenda for the next meeting on March 7:   * Metrics conversation – no PC before then * Nora/Amanda – subcommittee conversation / definition * Feedback from the committee chairs – best practices conversation |
| Meeting scheduled for March 21st is during spring break. Tami will cancel. |