

# OPERATIONS COUNCIL MEETING MINUTES

**Date:** June 4, 2025, | **Time:** 12 p.m. - 1:30 p.m. | **Location:** RR110/Hybrid | **Recorder:** Jessi

**Zoom Recording:** [https://clackamas.zoom.us/rec/share/0xqNES6mpVsmrHM2r8lDIkKZjfemri8vwUEGbvrvy-4U5JYzth75AoFHVe54VMq.rKJZ\\_o45pUre12ts?startTime=1749064084000](https://clackamas.zoom.us/rec/share/0xqNES6mpVsmrHM2r8lDIkKZjfemri8vwUEGbvrvy-4U5JYzth75AoFHVe54VMq.rKJZ_o45pUre12ts?startTime=1749064084000)

## Topic/Items

- Committee Report Out's
- Set date for In-Service
- Overview of past year's work
- Member Replacement

## Quick recap

The Operations Council conducted a comprehensive year-in-review, discussing various ongoing projects, policy updates, and campus improvements. The council addressed administrative matters, including membership changes, building naming policies, and communication strategies, while also reviewing facilities upgrades, IT initiatives, and upcoming events. Additionally, the group explored potential future uses of the campus for community events and considered updates to policies regarding drones and student activities.

## Operations Council Year-in-Review Presentation

The Operations Council begins their meeting with a year-in-review presentation. Jessi shared a PowerPoint summarizing the council's accomplishments over the past year. The presentation is intended to provide a comprehensive overview for those who may have missed previous meetings and will be recorded and made available on the council's website.

The Operations Council reviews its mission, charter, and membership, with Felicia set to replace Jim as co-chair next year and Greg replacing Jenny Miller. The group discusses the bond work progress, highlighting a new "bond snapshot" feature in board meeting agendas that provides a concise update on all projects. The council considers making this snapshot a standing item in their meetings to keep members informed about ongoing construction and operational impacts on campus.

The group discusses ongoing projects, including a policy review involving Saby, who is working on approximately 190 policies. They also mention the emergency management plan revision, which incorporates lessons learned from a recent cyber event and is nearly finalized.

The college safety uniform update and signage update projects are also discussed, with the latter focusing on consistent signage across campus buildings. Nora inquires about potentially renaming the Pauling Center, and it is revealed that while there are no major objections from leadership, the change would have significant administrative impacts. The discussion concludes with some background on why the building was originally named after Linus Pauling.

### **College Building Naming Policy Review**

The group discusses potential changes to building naming policies and practices at the college. SD suggests renaming the Dye Learning Center due to concerns about the namesake's writings. Nora mentions plans to update the center and pursue donors for naming rights. The group also talks about past building naming donations, with Niemeyer and ITC given as examples. They acknowledge the need for a more formal policy on naming rights and donations. Sunny provides an update on a new system for collecting FTE data for events across campuses. The meeting concludes with a discussion about amending board policy to allow for a student skateboarding club, which will require further work in the coming year.

### **Campus Drone Policy Update Needed**

The group discusses the need for an updated drone policy on campus. They note that while a board policy exists from 2018, it may no longer comply with FAA requirements. The policy covers community members, students, and staff, requiring compliance with FAA regulations and approval from the President or designee. The group suggests creating an Administrative Regulation (AR) to provide more detailed guidelines, including notification procedures and safety checks. They also emphasize the importance of involving relevant departments, such as Digital Media, in policy discussions.

### **Retreat Planning Discussion**

The group discusses scheduling a retreat, aiming for mid-September, possibly on the 16th, 17th, or 18th. They face challenges due to conflicting schedules, including ramp-up week activities. The retreat is planned to be in-person, lasting 3-4 hours, with the drone policy as one of the topics to be discussed.

### **Enhancing Council Communication Strategies**

The Operations Council discusses improving communication about council activities, including the possibility of sending monthly emails with highlights and rebranding the College Council. They also consider better utilization of the SG Corner for sharing meeting recordings and minutes. The council welcomes new members Felicia and Greg and reflects on the structure of their public meetings and year-end review.

### **Campus Construction and Tech Updates**

Construction of a large 60-foot by 10-foot shelter near the throwing cage is set to begin, funded by the Skipper family and approved by the city. Multiple campus projects are underway, including athletics, a walking path loop, and the Lewelling maintenance yard. IT is replacing or updating approximately 250 machines to Windows 11 by October 15th, affecting student labs, classrooms, and staff offices. The college has decided to move Colleague to a cloud-based SASS solution, which will be an 18–24-month project impacting all departments. Additionally, a college-wide assessment of all systems and technologies is planned to create a roadmap for improvements over the next 2-3 years.

### **Campus Access Control During Snow Days**

The facilities team is planning to install gates on Douglas loop to control campus access during snow or ice days. One gate will be placed near FRC and DYE, while another will be near the Myers Road entrance. This will allow limited access to certain areas like the Bus Mall and Orange Lot while restricting access to athletic fields and other parking lots. The gates will only be used on rare occasions when the campus is closed due to weather conditions. The team is also addressing concerns about students sleeping in cars on campus by putting up signs prohibiting overnight stays.

### **Zoom Phone System Implementation Plan**

The IT team is considering replacing the current expensive phone system with Zoom Phone, which is easier to manage and upgrade. They are conducting a proof of concept to ensure that essential features like emergency services notification, campus lockdown capabilities, and existing phone numbers can be retained. While some departments, like the one represented in the discussion, use their phones frequently, others rarely use their desk phones, making the switch potentially beneficial for cost savings and efficiency.

### **Campus Events and Facility Planning**

The group discusses upcoming campus events, including the potential renaming of the DRC to Disability and Accessibility Services. They review graduation preparations, with 461 students and 2,737 guests expected to attend. The event will have additional seating, water supplies, and portable restrooms. The group also explores the possibility of using the campus as a community venue for large events in the future, considering factors such as parking, electricity, and restroom facilities. They note that such use would likely be limited to weekends and summers to avoid conflicts with school activities.