

**PRESIDENTS COUNCIL – November 6, 2007**  
**CC 126 in Bill Brod Community Center • 8:30 – 10am**

| TOPIC / CATEGORY                   | KEY POINTS / NEXT STEPS (Action)   |
|------------------------------------|--|
| President's Report                 | <ul style="list-style-type: none"> <li>President Truesdell thanked all students, staff, and faculty who attended the Veteran's Career and Benefits Fair on Saturday, November 3. The weather was excellent and the day was a tremendous success. Attendees appreciated having a myriad of information available at one location and were interested in opportunities for themselves as well as for their families. Jan Godfrey pointed out that this event was representative of an incredible connection with our partners. Clackamas County distributed box lunches. We had Army National Guard from Washington, DC and visitors from the Georgia National Guard who were interested in observing the event as a national model. The employment office was represented and employers were on hand prepared to offer jobs on the spot. An assessment is being conducted and statistics regarding outcomes from the event will be available soon.</li> </ul>   |
| Alumni Project                     | <ul style="list-style-type: none"> <li>The Foundation has been working on an alumni project and Karen Martini expressed particular thanks to Diane Drebin, Tara Sprehe, and Stephen Brouwers for doing a great deal of work to make this project happen. Initially, in this effort to expand our donor base and reach out to alums, 14,000 names have been secured. All FERPA guidelines have been carefully observed in this process. From that group, a sample of 5,000 names has been sent to the vendor for a "clean up" process with will involve obtaining updated mailing information. The resulting data will be incorporated in the Foundation data base. Joanne will reach out to this group through a letter, reestablishing a connection with the college and giving them an opportunity to participate in Foundation scholarship efforts. The Foundation will carefully track the resulting data and report back on results. Amy Erekson Varga is also working with departments for names of cohorts and former students. Amy has also captured the names of over 600 'friends' thorough a My Space account.</li> </ul> |
| Outcomes Task Force Update         | <ul style="list-style-type: none"> <li>Bill Briare distributed the current input from this task force, the AAOT General Education Outcomes document (attached). This document is being developed as a response to accreditation. Language on our document aligns with the state outcomes group and is meant to answer the outcome question, "What will students have when they leave here and how do you know this?" This document will be reviewed by the College Board in December and will be published in the new catalog.</li> </ul>  |
| Position Opening Requests:         | <ul style="list-style-type: none"> <li>Trainer, Athletic Department – ten month position – Position opening approved.</li> <li>YPOP Secretary–ten month –(paid from Alternative Program contracts) – Position opening approved</li> </ul>  |
| College Wide Communications        | <ul style="list-style-type: none"> <li>The Communication Matrix (attached) distributed by Anne Donelson had previously been reviewed and approved by Presidents Council in regard to the first two items, Board of Ed and President. Anne opened the next four news sources listed, Executive Council, Presidents Council, Joint Deans Meeting and College Council to discussion.</li> </ul>   |
| Harmony Visioning                  | <ul style="list-style-type: none"> <li>Shelly Parini reminded all that a very important Harmony Vision Planning meeting is set for November 13 in the OIT Gym. The meeting is a step toward building a united vision and guiding the development of the Harmony Campus. Shelly urged everyone to try to make the meeting if at all possible. For those who cannot attend, Shelly urged them to go to <a href="http://www.harmonyvision.org">www.harmonyvision.org</a> and complete the very short survey so that they can have a voice in the vision process.</li> </ul>   |
| Processes<br>How do Policy & Admin | <ul style="list-style-type: none"> <li>Joanne Truesdell will create a document which outlines the procedures and will share with Presidents Council at a future date.</li> </ul>   |

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|----------------------|--|
| Regs come into being |  |
| Other                | <ul style="list-style-type: none"> <li>Courtney Wilton noted that Karen Stubblefield has agreed to stay through the end of June and will be working with and training the new, soon to be hired, HR Director.</li> </ul> |

**UPCOMING MEETING DATES in 2007:**

~~11/13~~, 11/20 (expanded), 11/27, 12/4, 12/11, 12/18 (expanded), 1/8, 1/15 (expanded), 1/22, 1/29, 2/5, 2/12, 2/19 (expanded), 2/26, 3/4, 3/11, 3/18 (expanded), 3/25, 4/1, 4/8, 4/15 (expanded), 4/22, 4/29, 5/6, 5/13, 5/20 (expanded), 5/27...

**FIND PRESIDENTS COUNCIL NOTES at F:\1MINUTES\Presidents Council\2007-08**

**NUMBER OF HANDOUTS TO BRING:** Presidents Council – 20 copies; Expanded Presidents Council – 35 copies

**PRESIDENTS COUNCIL MEMBERS:** Joanne Truesdell, Baldwin van der Bijl, Courtney Wilton, Shelly Parini, Jan Godfrey, Anne Donelson (Director of Public Affairs), Steffen Moller (Current Chair of College Council), Mike Caudle (Clafd Pres), Kate Gray (FTF Pres), Bill Leach (Exempt Pres), Rosemary Teetor (PTF Pres), Tim Lussier (ASG Pres)

**EXPANDED COUNCIL MEMBERS:** PC Members plus Joe Austin, Bill Briare, Diane Drebin, Scott Giltz, Karen Martini, Maureen Mitchell, Chris Robuck, Theresa Tuffli and Bill Zuelke

## General Education Outcomes

### ARTS AND LETTERS \* COMPUTATION \* DIVERSITY \* HUMANITIES AND PERFORMING ARTS \* SOCIAL SCIENCES \* SPEECH \* THINKING SKILLS \* WRITING

Draft 11/05/07

#### ARTS AND LETTERS

As a result of completing the AAOT at Clackamas Community College a student should be able to, interpret and engage in the Arts and Letters\*, making use of the creative process to enrich the quality of life, critically analyze personal values and ethics within the stream of human experience, and engage more fully in local and global issues.

#### COMPUTATION

As a result of completing the AAOT at Clackamas Community College a student should be able to use college-level mathematics to analyze and solve problems. A student should also be able to recognize when mathematics is applicable to a scenario, apply appropriate mathematics in its solution, and accurately interpret and communicate the results.

#### SOCIAL SCIENCES

As a result of completing the AAOT at Clackamas Community College students should be able to apply analytical skills to historical and contemporary social phenomena so as to explain, evaluate, and predict human behavior and apply knowledge and experience critically so as to realize an informed sense of self, family, community, and the diverse social world in which we live.

#### HUMANITIES AND PERFORMING ARTS

As a result of completing the AAOT at Clackamas Community College students will be able to analyze and form critical responses to the Humanities and performing arts; actively explore conventions and techniques of significant forms of human thought, expression, and communication.

#### SPEECH

As a result of completing the AAOT at Clackamas Community College students will be able to use knowledge of various influences on the communication process to create and interpret messages; and organize and deliver effective verbal and nonverbal messages for a variety of purposes and settings.

#### THINKING SKILLS

As a result of completing the AAOT at Clackamas Community College students will, in the arts and humanities, in the social sciences, and in the natural sciences, be able to 1) recognize, critically analyze, and objectively evaluate ideas expressed artistically, orally, and in written form; 2) identify and gather the information required to do so; 3) integrate information from a variety of sources and of various types into a coherent understanding of a complex idea, situation, or problem; 4) learn independently.

## WRITING

As a result of completing the AAOT at Clackamas Community College students will be able to write fluently and revise effectively; write appropriately for a variety of audiences, situations, and academic disciplines; critically respond to and defend positions on complex ideas, issues, and texts; and pursue research, judge sources' credibility, and give credit where due.

## (DIVERSITY)

As a result of completing the AAOT at Clackamas Community College students will attain and demonstrate foundational knowledge to apply analytical skills, knowledge and experience critically so as to explain, understand, and appreciate the diverse world in which we live.

+As a result of completing the AAOT at Clackamas Community College students transferring from CCC to OUS four-year institutions should attain comparable GPAs.

\* Arts and Letters' refers to works of art, whether written, crafted or designed, and performed, and documents of particular poignancy and significance in statement or design

## Communication Matrix

| News Source | Communication Objective   | Channel(s)  | Audience  |
|-------------|---|---|---|
|             |   | <i>*Note: channels in italic represent new ideas</i>  |   |
| 8/27/07     |   |   |   |
| Board of Ed | <p>Agenda<br/>Decisions &amp; long-range plans<br/>Archival, legal</p> <p>Staff/Board communication</p> | <p>Press release of meeting<br/>FYI recap of each meeting<br/>Minutes<br/><i>Link to minutes on FYI Today</i><br/><i>Publicity for minutes on FYI Today</i><br/><i>Minutes posted on CCC website Board page</i><br/><i>Prior to 1 board meeting each term 4-5 p.m. "open house" for board and staff to mingle, talk</i></p> | <p>External<br/>Internal</p> <p>External<br/>Internal</p> |
| President   | <p>Familiarity, transparency</p> <p>Community Relations</p>   | <p><i>Once per term "Fireside chat" (open forum in the fireside lounge)</i><br/><i>Once per term all-staff e-mail update on issues</i><br/>Inservice "State of the College"<br/><i>Annual "State of the College" at chambers</i><br/><i>"State of the college" speech posted on website</i></p>                             | <p>Internal</p> <p>External</p>                           |

|                      |   | Media visits  |  |
|----------------------|---|---|--|
| Executive Council    | Decision-making, transparency   | <i>Add brief report to President's Council; shows up in minutes; minutes posted as below</i>  | Internal   |
| Presidents Council   | Decision-making, long-range plans   | Minutes posted, <i>linked from FYI Today</i><br>News of importance featured in FYI Today  | Internal   |
| Joint Deans Meeting  | Decision-making   |   | Internal   |
| College Council      | Transparency  | <i>Minutes linked from FYI Today</i>  | Internal   |
|                      |   |   |  |
| News Source          | Communication Objective   | Channel(s)  | Audience   |
| College Committees   | Let staff know issues and decisions   | <i>Link to committee minutes from FYI Today</i>   | Internal   |
| Emergency/<br>Crisis | Inform staff and public of emergency<br>(Options at right: Which used depends on nature of emergency) | Record ext. 5555<br>All-staff audix<br>All staff e-mail<br>Use "runners" as necessary<br>Message on website scroll<br>Record info on main college phone system (if appropriate)<br>Alert media as to PIO<br>Press releases, interviews<br>Send updated information authorized by IC | Internal<br><br><br><br><br><br><br><br><br><br>External |
| Events               | Promotion; attendance   | All-staff Audix<br>Press Releases<br>Paid Advertising   | Internal<br>External                                     |

|                            |   |  |  |
|----------------------------|---|--|--|
|                            |   | <b>Web stories, schedule features</b>  |  |
| <b>Staff</b>               | <b>Buy-in; good ideas</b>   | <i>Form "C.H.A.T." - (Communication Helps All Things) a cross-campus task force that discusses the effectiveness of internal communication and offers suggestions for more</i><br><i>Periodic "SmartCards" of helpful tips</i><br><i>Establish employee blog</i> | <b>Internal</b>                        |
| <b>Staff Announcements</b> | <b>Alert staff to breaking news (traffic emergencies, campus safety issues, etc.)</b> | <b>(In order of urgency)</b><br><b>All-staff Audix</b><br><b>All-staff e-mail</b><br><b>FYI Today</b>  | <b>Internal</b>                        |
|                            |   |  |  |
| <b>News Source</b>         | <b>Communication Objective</b>  | <b>Channel(s)</b>  | <b>Audience</b>                        |
| <b>Staff Recognition</b>   | <b>Morale, promotion</b>  | <b>FYI Monthly</b><br><b>FYI Today</b><br><b>Smart staff web stories</b><br><b>Schedule marketing pages</b>  | <b>Internal</b><br><br><b>External</b> |
| <b>Class offerings</b>     | <b>Marketing the college</b>  | <b>Catalog</b><br><b>5 schedules</b><br><b>Website</b><br><b>Paid ads</b>  | <b>External</b>                        |
| <b>CCC Outcomes</b>        | <b>Accreditation, legislative compliance</b>  | <i>New Outcomes (from enrollment services) published in schedule each term</i>   | <b>External</b>                        |

|                    |   |  |                 |
|--------------------|---|--|-----------------|
|                    |   | <i>CCC SmartBook also has new outcomes<br/>Website features outcomes</i>   |                 |
| <b>Legislative</b> | <b>Informational, promotional,<br/>compliance</b> | <i>Smart book for legislators (handout -<br/>simple, memorable facts, outcomes)<br/>Invitations to use campus facilities</i> | <b>External</b> |
| <b>Federal</b>     | <b>Appropriations, goodwill</b>                   | <i>Smart book (above)<br/>Invitations to use campus facilities</i>   | <b>External</b> |
|                    |   |  |                 |

**DRAFT**