

EXPANDED PRESIDENTS COUNCIL – July 15, 2008
CC 127 in Bill Brod Community Center • 8:30 – 10am

Present: **Presidents Council Members:** Joanne Truesdell, College Pres; Bill Waters, FT Faculty Pres; Kelly White, FT Classified Pres; Rosemary Teetor, PT Faculty Pres; Bill Zuelke, Exempt Pres; Michael Vu, ASG Pres; Jan Godfrey, VP Instructional Services; BJ Rinearson, Director of Human Resources; (Recorder) Debbie Jenkins. **Employees in attendance:** Theresa Tuffli, Scott Giltz, Kate Gray, Janet Paulson, Chris Robuck, Diane Drebin, and Karen Martini.

TOPIC/CATEGORY	KEY POINTS/NEXT STEPS (ACTION)
Welcome	Joanne welcomed everyone
Best Practices of Presidents Council	A document describing where PC minutes can be located was distributed. [handout #1] Looking out over the past year and what EPC members would like to see in the future, those present shared ideas on what works well and what we can improve. NEXT STEPS: Feedback given today will be used to guide our next EPC orientation meeting in September. [document #3]
August 19 or September 9 Agenda	Joanne has been asked to represent the larger colleges at the Oregon Presidents Council Retreat on August 10-13. They will be discussing base funding, the implementation schedule, and the budget request going to the governor's office for review in September. Due to this scheduling conflict the EPC meeting originally planned for August 12 has been canceled. <ul style="list-style-type: none"> • EPC members were asked to consider August 19 or September 9 as new EPC meeting possibilities. NEXT STEPS: Everyone was asked to contact Debbie and inform her of date preferences. Debbie will contact EPC members by email when a determination is made by the President as to our next EPC orientation meeting date, time and location. NOTE: (At the time of minutes approval by the President, on July 17, it has been determined to hold the next EPC on September 9. The meeting will take place at CCC/Harmony from 8:30-12:00 p.m.)
Job Openings: Classified FT, Accountant AR, Business Office Classified FT,	<u>Chris Robuck reporting:</u> Financial Aid and Accountant AR, Business Office This key position is the liaison between the Business Office and Enrollment Services. This person issues the Financial aid checks and makes sure we are reimbursed by the federal government for approximately \$12M per year. This is a general fund position level 7. <u>Diane Drebin reporting:</u> Enrollment Services Systems Support Specialist This is a key position responsible for electronic data uploads and downloads to the Department of Education, National Student Clearinghouse and the Oregon Department of Revenue. It supports the entire division operational functions in support of Financial Aid and Enrollment Services. Skills to coordinate Datatel testing, learning of and development of the report writer tool developed by IT are required. This is a general fund position level 6. Joanne asked everyone to please encourage people who are interested in applying and have the skill set necessary to perform these jobs. No questions or concerns were voiced regarding either position. <u>Presidents Council approved both positions to be moved forward.</u> NEXT STEPS: HR will open/advertise both positions internally.
In-Service Update	<u>BJ Rinearson reporting:</u> There will be weekly updates to the draft In-Service schedule distributed today [handout #2] . <ul style="list-style-type: none"> • The planning committee will continue to meet every Tuesday in HR. • We are still accepting suggestion for a name/title for In-Service week. • We have finalized our keynote speaker, Rusty Stevens, President of North Carolina Community College. • Sustainability will be our focus throughout In-Service week.

	<ul style="list-style-type: none"> • Due to lack of participation, we are considering removing Staff Olympics from the schedule of activities. However, we will remain open to discussions/suggestions regarding this. • Wednesday's theme is <i>Back to Roots of CCC</i>. • Trainings for Classified Staff will take place outside of In-Service week. Supervisors are encouraged to support their classified staff in attending these trainings. • Orientation activities are still in the planning stages for department chairs and part time faculty. <p>NEXT STEPS: BJ asked everyone to continue contacting her (email or call) with input regarding the In-Service Schedule.</p>
<p>Around the Table Updates</p>	<p><u>FT Faculty / Bill Waters:</u> FT faculty have received alerts to watch for health care notices coming by email and the U.S. mail, informing them of the urgency of the upcoming insurance registration.</p> <p>Joanne thanked those participating on the medical insurance task force for making this transition process a success for everyone. She also thanked those responsible for their efforts to get the word out via advertising and alerts making it clear to all, the importance of the registration process.</p> <p><u>PT Faculty / Rosemary Teetor:</u></p> <ul style="list-style-type: none"> • Applications for reimbursement for health care insurance costs is in process and we are answering many unanticipated questions. The first disbursement of funds will take place on August 1 and will continue term by term in the future. • Handouts for In-Service are being determined. • Rosemary will be attending the OEA Uniserve Council retreat in Bend - the end of August <p><u>Classified / Kelly White:</u> Sharon Maggard our Veterans Service Coordinator is serving as the 1st Vice President of the Western Association of Veteran Education Specialists (WAVES). WAVES is a regional organization that includes all the states served by the Muskogee Region Veterans Office. The annual conference will be held here in Portland with over 300 participants. The purpose of the conference is to learn about current or pending legislation concerning Veterans and their education benefits. This year's conference is especially important because of the new legislation that was just passed revamping the GI Bill.</p> <p>Oregon's community colleges have voted for Lynda Graf to serve her second and final three-year term as a member of the OEA Board of Directors. This board consists of members from all over the state and is represented by K-12, ESD, retirees and community colleges.</p> <p>Kelly White plans to attend the OEA Summer Leadership Training at Kah-Nee-Ta, August 13 -15 and the training session for new presidents.</p> <p>The Classified Association has approved the new MOA regarding Article 5. Section 11 of our contract pertaining to LGPI reclassification.</p> <p>ASG / Michael Vu ASG membership training is coming up.</p> <p>Exempt / Bill Zuelke Nothing to report.</p>
<p>President's Report</p>	<p><u>Joanne Truesdell:</u></p>

	<p>The yellow mailer card from HR announcing medical insurance pending changes was a great eye catcher. The Medical Insurance Task Force has done a wonderful job making the necessary decisions, helping us through the transitioning process, and making people aware of what they need to do to get registered.</p>
<p>General Announcements</p>	<p><u>Maureen Mitchell reporting:</u> We are moving to Harmony and are very excited!</p> <p><u>Scott Giltz reporting:</u> Customized training has moved to DeJardin.</p> <p>Scott has been a part of a group developing a statewide basic skills credential for technicians that would have a pathway to sustainable technology such as wind turbine, solar, and wave energy technology. Some of the schools on board with this program are CCC, Linn Benton, and PCC. This will be approximately a 45 credit certificate. This will be a core skills certificate that would prepare students to become technicians in the field of renewable energy. We are looking to move this forward to the State Board of Education for approval by Fall.</p> <p><u>Bill Zuelke reporting:</u> New student orientation is Friday, September 19 from 7:30-3:30 p.m.</p> <p>The Association of Student Services administrators are meeting next week and we will be hosting a 2 day conference for student services professionals who are new to the field or developing skills in leadership. Four members of the Classified staff will also attend.</p> <p>The Foundation is hosting a golf tournament on July 21st to support our athletic department.</p> <p>The state career pathways organization has a focus this year of enlisting high school counselors and community college advisors and counselors to direct them to the pathways framework. Bill is on the statewide task force to coordinate this effort. CCC has been chosen as a pilot place to kick off this training on September 11. This is a career visioning process where the world of careers and the world of academics come together and study how people move in and out of them. We will need to develop academic models to reflect goals, dreams and the life long pathways to get you there. There will be opportunities for training on pathways during In-Service week.</p> <p><u>Diane Drebin reporting:</u> Late in spring term we were audited by the Federal Government / Veterans' Department and we passed with flying colors. We have a number of classified and exempt staff attending the NW Datatel users conference group in Coos Bay. IT is presenting on R18 conversion and implementation. In August we will be hosting the summer ORACRO (professional association of Oregon registrar officers) professional workshops.</p> <p>Enrollment for summer / start of 3rd week: headcount up 10% and FTE is up 6% Enrollment for early fall: headcount up 5%, and FTE is up 2%</p> <p><u>Theresa Tuffli reporting:</u> The move to the new Harmony building began last Monday. Theresa extended an invitation to everyone to feel free to stop by any time and she would be glad to show you around. Thursday, July 17 is the last day to enter the old Harmony building prior to the salvage and demolition processes.</p>

Theresa shared stories from acquaintances who told her how much they appreciated the assistance received from our Disabilities Resource Center plus the “awesome” education they are getting at CCC. Many kudos were given to Theresa’s staff for a job well done during the chaos of moving. Much appreciation was also voiced to Plant Services personnel for their phenomenal services, ITS staff for their great energy, and Lease Crutcher Lewis who was great to work with!

UPCOMING MEETING DATES in 2007-08:

9/9(expanded), 9/16 (expanded), 9/30,10/7, 10/14, 10/21 (expanded), 10/28...

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, Courtney Wilton, Shelly Parini, Jan Godfrey, Anne Donelson (Director of Public Affairs), Steffen Moller (Chair of College Council), Debbie Jenkins, (Recorder), Kelly White (Clsfd Pres), Bill Waters (FTF Pres), Bill Zuelke (Exempt Pres), Rosemary Teetor (PTF Pres), Michael Vu (ASG Pres), BJ Rinearson (Director of Human Resources)

EXPANDED COUNCIL MEMBERS: PC Members plus, Joe Austin, Bill Briare, Colline Brown, Diane Drebin, Scott Giltz, Kate Gray, Bill Leach, Karen Martini, Maureen Mitchell, Chris Robuck, and Theresa Tuffli..