

EXPANDED PRESIDENTS' COUNCIL – January 6, 2009
CC126 in Bill Brod Community Center • 8:30 – 10am

Present: **Presidents' Council Members:** Joanne Truesdell, College Pres; Bill Waters, FT Faculty Pres; Rosemary Teetor, PT Faculty Pres; Michael Vu, ASG Pres; Bill Zuelke, Exempt Pres; Steffen Moller, Chair of College Council; Jan Godfrey, VP of Instructional Services; Shelly Parini, Dean of College Advancement; Courtney Wilton, VP College Services; and (Recorder) Debbie Jenkins. **Employees in attendance:** Kate Gray, Terry Mackey, and BJ Rinearson.

TOPIC/CATEGORY	KEY POINTS/NEXT STEPS (ACTION)
Strategic Priorities	<p>President Truesdell encouraged everyone to discuss with other staff members and consider the following:</p> <ul style="list-style-type: none"> • [Attachment #1 Strategic Priorities] • 2008-2011 / 2009-12 Strategic Priorities: Is this a document that we can work with and leave unchanged for 3 years? (As opposed to changing it annually.) • IAs (Institutional Activities) would continue to change and evolve as they lead us toward achievement of goals set forth in the Strategic Priorities. • IA activities in conjunction with budgeting <p>Among those present it was determined:</p> <ul style="list-style-type: none"> • We need to look at the Strategic Priorities annually; however, they are general enough to leave them unchanged for 3 years. Keeping the same Strategic Priorities to develop yearly IAs creates a more cohesive set of budget requirements. • It is essential that we initiate conversations around the College values piece on a regular basis. <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Discuss the Process for College values review and 09-10 IA development. • Institutional Planning and Assessment 08-09 Mid-Year report will be provided at the January 13th Meeting in preparation for the January 14th Board meeting. • IAs will be presented to the Board, January 14, 2009.
Climate Survey Recommendations	<p>President Truesdell asked Presidents' Council members to read and review the draft document <i>Climate Survey Final Report 2006 and Recommendations for 2008</i> prior to presentation to the CCC Board of Education on January 14, 2009.</p> <ul style="list-style-type: none"> • Submit questions or any clarification needed regarding this document to Joanne Truesdell or Debbie Jenkins. <p><u>Next Steps:</u></p> <ul style="list-style-type: none"> • Finalized report to be distributed to PC members, Friday, January 9, 2009.
Preliminary Fall EOT Enrollment	<p>Jan Godfrey reported Fall EOT Enrollment:</p> <ul style="list-style-type: none"> • Reimbursable FTE is up 4.5% for fall term • Total FTE including non-reimbursable for fall 3.3% • We need to focus on week to week numbers. • We need a system in place to do more and better projections of FTE by department.
Preliminary Winter Enrollment	<p>Jan Godfrey reported on Winter Enrollment:</p> <ul style="list-style-type: none"> • Up in unduplicated headcount (6546) by 3.2%

	<ul style="list-style-type: none"> • Up in total FTE (1523.67) by 6.1% and reimbursable FTE (1517.67) by 6.3% • Currently up by 14.6% in LDC courses and down by 1.4% in Technical Prep courses • Significantly up in both headcount as well as FTE from the geographic areas of Canby, Damascus/Boring, Estacada, Gladstone and Clackamas (non-district). • Enrollment management strategies were discussed and all agreed we have a good design and plan but we can do more. <p>Retention concepts:</p> <ul style="list-style-type: none"> • Making “cold calls” to students that faculty may never have met. (Students who do not show up to the first day of class) <ul style="list-style-type: none"> ○ We need to establish and make clear, who is expected to make these calls. ○ What are the difficulties, challenges, and motivation for the people performing this task? ○ If faculty are expected to place these calls, commitment and expectations need to be outlined and clarified. ○ Once we have agreement amongst those involved and establish responsibility, training could take place. ○ Who should organize and give the training for making this type of contact/calls to students? <ul style="list-style-type: none"> ▪ Bill Zuelke/Counseling will research development of training options. • There is a need for more technical support to distance learning students • Healthy competitive ideas are needed for competing with other colleges for students. • We need to maintain a high level of hospitality. <p>Next Steps:</p> <ul style="list-style-type: none"> • CCSE: Student satisfaction survey results will be presented at Presidents’ Council on January 20th. • PC members are to <i>put the word out</i> to deans and department chairs of our need for ideas that can assist us in our pursuit of more accurate projections of FTE. This information is to be collected and reviewed at the next meeting on January 13, 2009. • Bill Waters and Rosemary Teetor will talk with faculty and report back on what faculty are current doing in the area of projecting FTE. • Bill Zuelke will talk to individual division representative to find out more on the topic of <i>why and who’s</i> dropping classes.
PC Meeting Dates	<p>[Attachment #2] Presidents’ Council projected meeting dates for 2009-10 were distributed for a first reading.</p> <p>Next Steps:</p> <ul style="list-style-type: none"> • This document will be submitted to Presidents’ Council on January 13, 2009 for final approval.
College Council	<p>Steffen Moller reported on the College Council agenda for next week. Topics to include:</p> <ul style="list-style-type: none"> • Distance Learning & Teaching Excellence • Travel Expenditures <p>For up-to-date information/minutes: http://www2.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings</p>
Association Reports: • ASG	<p>ASG / Michael Vu:</p> <ul style="list-style-type: none"> • Inter-club Council this Thursday, January 8 will meet with club member and advisors about how we can help them.

<ul style="list-style-type: none"> Classified Pt Faculty FT Faculty Exempt 	<ul style="list-style-type: none"> ASG Newsletter will be out within one week. ASG Blood Drive is coming up on January 27-28. <p><u>Classified / Kelly White:</u> No Report.</p> <p><u>PT Faculty / Rosemary Teetor:</u> Rosemary reported that she is excited to have very full classrooms!</p> <p><u>FT Faculty / Bill Waters:</u> Currently studying how we are going to treat position openings from last year and we should proceed.</p> <p><u>Exempt / Bill Zuelke:</u> No Report</p>
<p>Around the Table Updates</p>	<p>Bill Zuelke reporting:</p> <ul style="list-style-type: none"> Feb 4th and 5th Student Success Conference <ul style="list-style-type: none"> Bill will participate and lead a team to the conference along with faculty and ASG members. Learning Pathways will be the major theme. Bridging veterans: learning pathways, programs design, and first year model at Clackamas. Bill would like to invite any/all staff members who would like to participate: \$115.00 for registration/per person fee Coming Up February 26 / Skills Contest: Watch for information posted on the web, plus an update at Presidents' Council next month.
<p>President's Report</p>	<ul style="list-style-type: none"> Legislative Update / Legislative Summit, January 27-28: Joanne and Board members will be participating. Fireside Chat on the December 19th involved discussions on the Budget page. <ul style="list-style-type: none"> Staff members are requesting more specific information as to how much specific expenditures cost us. As we respond to these requests and post detailed information on the cost of individual items, it needs to be made clear that the posting of such information does not mean that the particular item/cost posted is targeted to be cut, reduced or replaced. Clarification is being requested as to the gap between revenue and expenditures. We aim to maintain a very open process. <u>Everything</u> is up for review, consideration and discussion.
<p>NEXT MEETING</p>	<p>Next Meeting: Presidents' Council, January 13, 2009 at 8:30 in CC126</p>
<p>UPCOMING MEETING DATES in 2008-09: 1/13, 1/20 (expanded), 1/27, 2/3, 2/10, 2/17 (expanded), 2/24, 3/3, 3/10, 3/17 (expanded), 3/24 (no meeting), 3/31, 4/7, 4/14, 4/21 (expanded), 4/28, 5/5, 5/12, 5/19 (expanded), 5/26, 6/2, 6/9, 6/16 (expanded), 6/23, 6/30.</p>	
<p>FIND PRESIDENTS' COUNCIL NOTES at F:\1MINUTES\Presidents Council\2008-09</p>	
<p>NUMBER OF HANDOUTS TO BRING: Presidents' Council – 20 copies; Expanded Presidents' Council – 35 copies</p>	
<p>PRESIDENTS' COUNCIL MEMBERS: Joanne Truesdell (President), Rosemary Teetor (PTF Pres), Michael Vu (ASG Pres), Bill Waters (FTF Pres), Kelly White (Clsfd Pres), Steffen Moller (Chair of College Council), Jan Godfrey (VP of Instructional Services), Shelly Parini (Dean of College Advancement), Courtney Wilton (VP of College Services), Debbie Jenkins, (Recorder), Bill Zuelke (Exempt Pres), BJ Rinearson (Director of Human Resources)</p> <p>EXPANDED COUNCIL MEMBERS: PC Members plus Cyndi Andrews, Joe Austin, Bill Briare, Diane Drebin, Scott Giltz, Bill Leach, Karen Martini, Maureen Mitchell, Chris Robuck, and Theresa Tuffli.</p>	