

**PRESIDENTS' COUNCIL MINUTES**  
**December 8, 2009**  
**CC 126 in Bill Brod Community Center • 8:30 – 10:00 am**

PC Members	Attendance	Guests/Presenters:	Attendance
Joanne Truesdell (President)	X	Scott Giltz	X
Eric Lewis (FTF Pres)	Absent	Bill Waters	X
Bob DeGatto (FTF Elect)	Absent	Steve Beining	X
Rosemary Teetor (PTF Pres)	X	Lynda Graf	X
Kelly White (Clsfd Pres)	X	Annika Fitzsimmons	X
Alyssa Fava (ASG Pres)	X		
Bill Briare (Exempt Pres)	X	Debbie Jenkins, Recorder	X
Chris Robuck (Chair of College Council)	X		
Elizabeth Lundy (VP of Instructional Services)	Absent		
Shelly Parini (Dean of College Advancement)	X		
Courtney Wilton (VP of College Services)	X		
Jan Godfrey (Dean of HR)	X		
Janet Paulson (PIO)	X		

Scott Giltz reported on the C-Tech Youth Coordinator position opening:

- Position was vacated in August 2009
- The Clackamas Education Service District has decided to keep the position rather than subcontract with Clackamas.

**Next Steps:**

- A resolution will be presented to President Truesdell by Scott Giltz today that will modify the contract with the CESD.

**Distance Learning Committee Recommendation**

Steve Beining presented a powerpoint on the *Learning Management System (LMS) Upgrade Project*.

The Distance Learning Committee (DLC) recommendations are reflected in handout #1:

- Strategic Priorities & Operations Components: The job of Presidents' Council (PC) is to review education management systems and give initial feedback.
- As Chair of the Distance Learning Committee, Steve Beining shared committee findings and recommendations to move forward with this research/pilot process that began one year ago, winter term 2008.
- As PC members are participants in the approval and decision-making processes, they must determine what this project means for the college, anticipate impact (good or bad), and determine next steps.
- The DLC has conducted surveys; studied current models of alternative LMS methods/systems; spoke with users of alternative LMS methods at other colleges; PSU is moving away from Blackboard but has not yet determined what it is moving to; Lane Community College has moved to Moodle; involved dozens of faculty members and staff in the study; research was faculty led; campus-wide; and major stakeholders (English and Business) were involved throughout.
- Moodle research findings: Cost savings at ½ the cost of Blackboard; meets instructor and student needs (3 out of 4 students are in support of Moodle).
- Moodle pilot participants and those on the DLC are listed on handout #1.
- The recommendation (from the DLC) after research into Blackboard Version 9 and Moodle, is to change the LMS to "Moodle"; 7 of 9 faculty members on the DLC support this recommendation as the best option for the college.
- DLC recommends moving to Moodle and having the platform in place by July 1, 2010

**Next Steps:**

- <http://depts.clackamas.edu/dl/> (for more information on DLC activities)
- If approved, Moodle training sessions (2 hour training at beginning of each term for students) will be offered; will work to streamline training processes and information postings.

Steve Beining will return to Presidents' Council with a specific comprehensive implementation plan to include timelines.

Examples of questions to be addressed are:

- What are the costs anticipated for FT and PT Faculty and their departments to transition their courses over?
- What specific training is anticipated for faculty and students? (How to best support students in a learning environment.)
- What is the actual dollar amount we would save by moving from Blackboard to Moodle?
- What is the specific IT support that will be needed?
  - One time expenses or ongoing (to lend the best support to students)?
  - What are the resource implications to our student – what does the added value get students?

- How does this give students a positive learning experience and the support they would need?
- What is the actual cost to implement and run Moodle?
- Middleware costs?
- Would the integration process require special support to infrastructure?
- What are the staffing implications? (Does IT Services have the manpower and time to make the switch and support system needs?)
- Should we start with a basic Moodle learning version then as money becomes available move forward and spend on integration processes?
- How much will integration cost? How is integration funded?
- If we move beyond the basic package, what is the cost? Where will the dollars come from?

## **Governance & Communication Task Force**

G&C 1 – Governance and Communication (Handout #2)

A sub-committee update was given: Shelly Parini, Eric Lewis, Rosemary Teetor, Alyssa Fava, Lynda Graf and Joanne Truesdell

- The sub-committee met last week and discussed; whether or not the key indicators are reasonable; how we know if we are on track; and what outcome indicators would be influenced.

A discussion followed regarding committee meetings and communication needs:

- Students need at least two days warning to attend committee meetings.
- Strengthen technology interfacing with the latest technology to engage staff at all campuses
- Platform to give and receive input regarding committees

### **Next Steps:**

- Place Governance & Communication Task Force discussion on the PC agenda for 1/12/10
- Cancel PC on December 15<sup>th</sup>
- PC members are to review G&C 1 (handout #2) and approve or suggest additions/changes as to where we are at this point in time.

## **College Council**

Chris Robuck gave an update on College Council discussions:

- Received an update on tobacco use
- College Council will not meet again until January
- Steve Beining presented the DLC presentation given here today

## **Association Reports**

Associated Student Government (ASG) / Alyssa Fava:

- Alyssa introduced Annika Fitzsimmons.
- Thursday, December 10 / ASG Holiday Party: Students and staff are invited to participate and celebrate the holidays from 6-8:00 p.m. Bill Zuelke will be dressed up as Santa Claus.
- Friday, December 11: Niceness at Noon
- ASG is working hard and heavily involved in many activities: Recruiting high school students; assisting students with applications for student aid (FAFSA); planning and organizing for the Skills Contest (classroom set-ups, finalizing skills books etc.) taking place on February 25<sup>th</sup>; Job Fair; and Annika will be speaking at a community outreach event this evening at a Gladstone City Council meeting.

Classified / Kelly White:

The Classified Executive Team is gearing up and putting together gifts to distribute to the night crew at their All Staff Recognition event 12/10/09.

PT Faculty / Rosemary Teetor:

- Part time faculty are looking forward to the All Staff Recognition event on Thursday and the presentation of the SuccessMaker award.
- Rosemary reported that she already had two classes that have filled for the upcoming term (reading and her morning GED class). Another class due to begin on February 27<sup>th</sup> is already half full!

FT Faculty / Eric Lewis:

Bill Waters sitting in for Eric Lewis - no report

### Exempt / Bill Briare:

Bill reminded everyone that the Exempt holiday breakfast normally held in the month of December has been moved to the end of winter term.

### Next Steps:

- Janet Paulson will post a reminder to the FYI regarding this change of date.

## **Around the Table Updates**

### **FlashNet**

Janet asked permission to move forward and advertise an offering to staff and students for an emergency communication notification opportunity, in addition to ConnectEd.

- ConnectEd is and will remain the primary emergency notification system to staff and students.
- FlashNet is good for general messaging of inclement weather etc., but not as dependable for emergency notifications as Connect Ed.
- For a small annual fee of \$250 (paid by the College), up to 5,000 people can receive notification of inclement weather announcements; in addition to posted messages in the CCC Portal a complimentary text base notification service is available to staff and students.
- Janet received permission to post the offering.

## **President's Report**

Oregon Opportunity Grant: Workforce Investment Services training dollars are now completely obligated and there is no further funding available.

Federal work study jobs are available now and we need to get the word out that those jobs and funds are available. Bill Zuelke and Diane Drebin working to get the word out; Perkins dollars go down when use of work study goes down.

Dec. 21-23 the Harmony and Wilsonville campuses will be closed to the public. All services will be available at the Oregon City campus during this time.

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### **UPCOMING MEETING DATES in 2009-10:**

~~12/15~~ (canceled / expanded), ~~12/22~~ (no meeting), ~~12/29~~ (no meeting), 1/5, 1/12, 1/19 (expanded), 1/26 (BAG), 2/2, 2/9, 2/16 (expanded), 2/23 (BAG), 3/2, 3/9, 3/16 (expanded), ~~3/23~~ (no meeting), 3/30 (BAG), 4/6, 4/13, 4/20 (expanded), 4/27 (BAG), 5/4, 5/11, 5/18 (expanded), 5/25 (BAG), 6/1, 6/8, and 6/15 (expanded).

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

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**PRESIDENTS' COUNCIL MEMBERS:** Joanne Truesdell (President), Eric Lewis (FTF Pres), Bob DelGatto (FTF Pres. Elect), Rosemary Teetor (PTF Pres), Kelly White (Clsfd Pres), Alyssa Fava (ASG Pres), Chris Robuck (Chair of College Council), Elizabeth Lundy (VP of Instructional Services), Shelly Parini (Dean of College Advancement), Courtney Wilton (VP of College Services), Jan Godfrey (Dean of HR), Bill Briare (Exempt Pres), Janet Paulson (Public Information Officer), and Debbie Jenkins, Recorder.

**EXPANDED COUNCIL MEMBERS:** PC Members plus Bill Waters, Cyndi Andrews, Joe Austin, Diane Drebin, Scott Giltz, Bill Leach, Karen Martini, Maureen Mitchell, Steffen Moller, Theresa Tuffli, and Bill Zuelke.

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**BAG Members:** Executive Team, Deans, Association Presidents, Bill Waters, Bob DelGatto, Lynda Graf, Mike Watkins or Wes Bruning.

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