

PRESIDENTS' COUNCIL MINUTES
February 2, 2010
CC 126 in Bill Brod Community Center • 8:30 – 10:00 am

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

Distance Learning Committee

Steve Beining presented the Distance Learning Committee Recommendation for the College to adopt Moodle as its learning management system.

- This is a second presentation to Presidents' Council. (The first presentation was made on December 8, 2009.)
- See *Executive Summary* (handout #1) for an outline of the implementation plan.
- See *Distance Learning - LMS Upgrade Project* (handout #2) for additional plan details.
- See *Distance Learning Committee Recommendation Presentation of Comprehensive Moodle Implementation Plan* powerpoint (handout #3)
- All the questions asked at the December 8, 2009 Presidents' Council meeting (listed on handout #1, page 2) were reviewed and answered.

The Moodle implementation plan was discussed and anticipated costs:

- There will be a three step conversion process (phase 1-3); see handout #2
- It will take approximately 453 hours to transfer 380 Internet-supported courses.
- Moodle uses a minimal amount of nested folders.
- Staffing implications over 15 weeks; Instructional designers are Steve and Joel; and interns are to be hired (in process).
- Costs associated with the move to a fully integrated version of Moodle (see handout #2)
- This project has tie-ins to several organizational goals.
- Impacts on ITS: Like Blackboard, Moodle is hosted externally so minimal impact on ITS is expected.
- How Moodle adds value for students; see handout #3 slide 6-7
- Faculty Training Program; see handout #3 slide 7-9; regularly scheduled open sessions (15 hrs/wk); evening hours training times will be added to this schedule; and onsite training for satellite campuses.
- Training and Support Process; see handout #2
- Distance Learning will lend financial support for conversion training.

Other Comments and Anticipated Events

A quick outline of some anticipated events (to be outlined by Steve Beining) will be distributed by the association presidents; Eric Lewis, Rosemary Teetor and Kelly White:

- The *Faculty Moodle Training Program* is anticipated to begin, Monday, February 8:
- Moodle Orientation session in S181 at 3 PM (please register with Joel Sheller). A brochure with many planned training sessions will be distributed to faculty mailboxes and via email, so look there for details of the many opportunities that will be offered to help faculty learn this new tool.
- Course Materials Transfer: A complete description of the process that will be used to manage the transfer of course materials will be made available.
- Communication Plan: Faculty and staff will be updated regularly through FYI, email, presentations at council, committee, and department meetings, and other established communication paths.
- Contact Distance Learning: Anyone with questions about the Moodle migration should contact the Distance Learning Department; Steve Beining, Joel Sheller, or Ann Boisselle.

Next Steps:

- Security issues with a single login situation were discussed; Courtney Wilton will have further discussions with Joe Austin. Joe will report back to Presidents' Council in the near future on this topic.
- **Presidents' Council Members approved the Distance Learning Committee's recommendation to move forward with Moodle as the college's new Learning Management System (LMS) beginning February 8, 2010.**
- Information, findings and Presidents' Council decisions will be made known and discussed at College Council on February 5, 2010.

College Council

Friday, February 5 – College Council Agenda:

- Library Fine Changes
- Grounds Committee / Annual Report
- Web Committee Consultant's Report / Annual Report
- International Education Committee – Annual Report
- Moodle Recommendation / Steve Beining

Association Reports

Associated Student Government (ASG) / Alyssa Fava:

- ASG is working with OCCSA on a postcard campaign for the Oregon Opportunity Grant.
 - Collecting postcards from students in support of the Oregon Opportunity Grant until February 12, 2010 which is when they hope to go to Salem and lobby.
- Annual flower and balloon sale benefiting childcare grants: Stop by the ASG Office in CC 152 to check out prices and place your order. Staff can have their flowers or balloons delivered to another staff member on campus by an ASG member for \$1.00 or by the CCC Cougar Mascot for \$5.00.
- Student intramurals are taking place.

Classified / Kelly White:

- Bargaining Team: There will be a follow-up survey next week.
- Staff are very busy meeting deadlines and heavy workloads.

PT Faculty / Rosemary Teetor:

- Bargaining training is scheduled
- There has been a robust application response for professional development and health insurance reimbursement.

FT Faculty / Eric Lewis:

- Faculty forums are being pulled together.
- Restructuring meetings have been very energetic.
- Opening in Faculty Senate: Jackie Flowers will be the replacement
- Passing of Measures 66 & 67: Faculty are very relieved
- A second faculty survey will be coming out soon.
- Many staff members and students are grieving the loss of a very special colleague, Ritch Espino. He was an inspiration to many!

Exempt / Bill Briare:

Thursday, March 18: Exempt staff are in the process of planning the all staff breakfast.

Around the Table Updates

Dealing with issues surrounding the loss of a colleague, friend and instructor, Ritch Espino: Elizabeth expressed her appreciation and acknowledged everyone (including those involved through the Employee Assistance Program) who pulled together in support of staff and students as they pass (and continue passing) through the grieving process.

Science Department:

- Appreciates all the support received from staff, the counseling department and volunteers.
- Arrangements have been made for students to complete the science classes taught by Ritch.
- Memorial Service for instructor Ritch Espino: Saturday, February 13, at 2 p.m. in the Gregory Forum.
- Contributions can be made to the Ritch Espino Children's Fund at any OnPoint Credit Union.

The Art Department is hosting a reception for artist Gene Flores on Thursday, Feb. 4, from noon to 1 p.m., in the Alexander Gallery, followed by a talk by the artist in the painting studio in the Art Center.

Legislative conference calls have begun:

- One bill being discussed that impacts community colleges; funding increase for the Oregon Opportunity Grant
- February 8th: Financial forecast announcement
- PERS rate increase/decisions/impact: Yet to be determined.
- There may be a need to revise our enrollment targets.

On behalf of President Truesdell, Shelly Parini and Elizabeth thanked Associated Student Government members, association leaders and all of the staff members for their hard work and time spent getting the word out to students and community members regarding measures 66 & 67.

Next Steps:

- Courtney is going to check into all-staff announcement capabilities with our new phone system and report back.

UPCOMING MEETING DATES in 2009-10:

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).

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

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.

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