

PRESIDENTS' COUNCIL MINUTES

November 8, 2011

CC 126 • 3 – 4:30 p.m.

PC Members	Attendance	Guests:	Attendance
Joanne Truesdell (President)	X		
Adam Hall (FTF Pres)	X		
Steve Beining (FTF Elect)	Absent		
Jennifer Rueda (PTF Pres)	Absent		
Tamera Davis & Lizz Norrander (Clsfd Pres)	Davis		
Sean Briare (ASG Pres)	X		
Bob Cochran (Exempt Pres)	X		
Bob Cochran (Chair of College Council)	X		
Elizabeth Lundy (VP of Instructional Services)	Absent		
Shelly Parini (Dean of College Advancement)	Absent		
Courtney Wilton (VP of College Services)	Absent		
Marsha Edwards (Dean of HR)	Absent		
Janet Paulson (PIO)	Absent	Recorder, Debbie Jenkins	X

25Live

Tami Strawn, Scheduling and Logistics Specialist reported on the 25Live, meeting and event spaces trainings scheduled to take place on the Oregon City campus:

- Trainings are in process and scheduled to take place on November 8, 9, 10, 15 and 17. For more details please contact Tami at ext. 3226.
- Anyone who cannot make the currently scheduled training dates can request individual or departmental training appointments through Stephen Moller or Tami. Email address: 25livesupport@clackamas.edu
- The Go Live date for the Oregon City campus is November 21.
- Tami requested that she be contacted if anyone notices any spaces/rooms missing within the system (so she can add it).
- Tami gave an overview of the room scheduling process. You can reserve not only rooms but also chair, table and/or IT set-up needs – all at the same time!
- Harmony and Wilsonville are next on the list for training. It is hoped that Harmony and Wilsonville will be on-board with 25Live by January 2012.

Board Policy Review – 1st Reading of Sections E & G

Section E: Support Services (Handout #1)

History/review:

November 8: Presidents' Council – first reading

November 9: Board of Education – first reading

Discussion items:

Board Policy ECAC: Video Surveillance

- Clarification of interrelationships with bargaining agreements, notification was discussed.
- Paragraphs three and four were unclear as to intent and connection. Joanne will request input from Peggy Holstedt, Oregon School Board Association in regard to video recordings.
- Process and procedures regarding how Video Surveillance is used will be contained in Administrative Regulations to be developed.

Board Policy EEBA: Use of College Owned Vehicles

No further follow up discussion was required.

With regard to each board policy, sometimes the word “president” is used and sometimes “president/or designee.” Clarify when it is the president or when it can be delegated. Follow up with Peggy Holstedt regarding clarification.

Next Steps – Board Policy Section E:

November 18: 1st Reading College Council

December 2: 2nd Reading College Council

December 6: 2nd Read/Approval Presidents' Council

December 14: 2nd Read/Approval Board of Education

Section G: Personnel (Handout #2)

History/review:

November 8: Presidents' Council – first reading

November 9: Board of Education – first reading

Board Policy GBB: Shared Governance

- Statements of Decision Making are in a different policy and are clearer than the new Shared Governance policy. This is because Shared Governance is not the same as Decision Making. Shared Governance is more of a broad policy on involvement expectations on behalf of the board, not procedural on how decisions are made.
- Move number 6 to number 1 location.
- Values and missions can be included in the administrative regulation.
- Ask Peggy Holstedt to set up the preamble; the mission, vision, philosophy, and values will be reviewed as we continue with accreditation processes.
- This policy will return to Presidents' Council on December 6 (as 2nd Reading or approval) and the Preamble to board policy will also be provided. These same materials will be presented to College Council for first reading November 18.

Board Policy GBC: Staff Ethic

- Add "s" to Ethic on policy and table of contents.

Board Policy GBK/JFCG/KGC: Tobacco Use on College Premises

- First sentence "tobacco use areas": Better define areas. Install indicators that make it clear that smokers need to stay put in the smoking area(s).
- Tobacco designation may imply we are going to create "chew" spittoons near ashtrays. Revisit the policy for more clarity.
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Board Policy GBL: Personnel Records

- Last sentence: It was suggested to change the word "Release" to "Access": "Access of personnel records by parties other than..."
- Add and additional sentence that references collective bargaining agreements.

Institutional Standards for Faculty Qualifications: On Hold; state law driven; reviewing state statutes; more review to follow.

Next Steps – Board Policy Section G:

November 18: 1st Reading College Council

December 2: 2nd Reading College Council

December 6: 2nd Read/Approval Presidents' Council

December 14: 2nd Read/Approval Board of Education

College Council

College Council

- The next meeting is scheduled for November 11 from 12-1:30 p.m. in CC 127.
- Agendas and minutes: <http://www2.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings>

Association Reports

Associated Student Government (ASG) / Sean Briare:

- ASG is planning a Thanksgiving Basket Drive for Clackamas Community College students. An email has been sent to association and exempt leaders explaining/outlining food needs for the baskets.
- November 10: Veterans' Day celebration barbecue from 11:30-1:30 p.m. in the quad.

Classified / Tamera Davis & Lizz Norrander:

- November 9: Tamera is traveling to Washington DC to attend the 2nd of 3 conferences for Leaders for Tomorrow. She is looking forward to a long weekend of learning and training.
- Classified are challenging the other Associations (Full-time Faculty and Part-time Faculty) and Exempt in the Thanksgiving Basket Drive for students.

PT Faculty / Jennifer Rueda:

No report. Jennifer was in attendance at the Part-time Faculty mediation meeting.

FT Faculty / Adam Hall:

- November 16: Adam is looking forward to participating and speaking at the Classified Appreciation event.

Exempt / Bob Cochran:

- November 16: Finishing up final details and planning for the Classified Appreciation event.

UPCOMING MEETING DATES in 2011-12:

2011: 11/15 (EPC), ~~11/22~~ (no meeting), 11/29 (BAG), 12/6, 12/13 (EPC), ~~12/20, 12/27, 1/3/12~~ (no meeting)

2012: ~~1/3/12~~ (no meeting), 1/10, 1/17, 1/24 (EPC), 1/31 (BAG), 2/7, 2/14, 2/21 (EPC), 2/28 (BAG), 3/6, 3/13, 3/20 (EPC & BAG), ~~3/27, 4/3~~ (no meeting), 4/10, 4/17 (EPC), 4/24 (BAG), 5/1, 5/8, 5/15 (EPC), 5/22, 5/29 (BAG), 6/5, 6/12, ~~6/24~~ (no meeting), and 6/26 (BAG).

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

PRESIDENTS' COUNCIL MEMBERS Joanne Truesdell (President), Adam Hall (FTF Pres), Steve Beining (FTF Pres. Elect), Jennifer Rueda (PTF Pres), Tamera Davis & Lizz Norrander (Clsfd Pres), Sean Briare (ASG Pres), Bob Cochran (Chair of College Council), Elizabeth Lundy (VP of Instructional Services), Shelly Parini (Dean of College Advancement), Courtney Wilton (VP of College Services), Marsha Edwards (Dean of HR), Bob Cochran (Exempt Pres), Janet Paulson (Public Information Officer), and Debbie Jenkins.

EXPANDED PRESIDENTS' COUNCIL MEMBERS: PC Members plus Deans, Bob DelGatto, and Karen Martini.

Budget Advisory Group Members: Executive Team, Deans, Associate Deans, Association Presidents, Steve Beining, Rosemary Teetor, Lynda Graf, Tami Strawn, Chris Robuck, and Jennifer Rueda.
