

## **PRESIDENTS' COUNCIL**

Minutes

October 4, 2016

### **MEMBERS PRESENT:**

Vice President David Plotkin

FTF President Nora Brodnicki

Admin/Conf. Rep Jarett Gilbert

PTF President Leslie Ormandy

ASG Representative Kimberly Quiroz

College Council Chair Sue Goff

PIO Lori Hall

HR Dean Patricia Anderson Wieck

Classified President Enrique Farrera

Recorder Denice Bailey

### CLASSIFIED APPRECIATION

Denice asked for volunteers from faculty and administration for the Classified Appreciation committee. The event is scheduled for November 10, from 2:00 to 3:30 p.m. Jarett agreed to send out an email to the Admin/Confidential group asking for volunteers. Denice asked for suggestions for a theme and the Council came up with Zombie Apocalypse. Patricia recommended shortening the event, as last year there weren't many attendees during the last half hour.

### COLLEGE SAFETY UPDATE

Lori reported CCC has negotiated with Clackamas County Sheriff's Office (CCSO) to have armed officers on campus as agreed to in the 2016/17 budget, and you may have seen them on campus. Nora said she heard the CCSO is short staffed, so CCC won't have regular officers on campus. Lori replied we won't see the same officer every time, but when the CCSO is fully staffed we will have a dedicated person. They will prioritize their coverage to when CCC is the busiest; peak student hours between 7:00 a.m. and 5:00 p.m. with intermittent coverage at all locations.

Lori also reported:

- Pete Kandratieff has been promoted to Interim Manager of Campus Safety and is responsible for supervising the Campus Safety Officers at all three sites. This is a temporary position, but we understand he is also interested in the permanent position. We are in the process of hiring two full time safety officers, with interviews scheduled for this week.
- A retired CCSO administrator will serve as Interim Director of College Safety, starting later this fall, which will fill the gap as we recruit for the permanent position. Nora asked about the hiring process. Lori replied that it is not fully nailed down yet. Our new VP of College Services Alissa Mahar will be involved in that process. Alissa starts work on October 31. Patricia said we will be looking at the job description to see if changes are needed.
- The 2016 Annual Security Report has been posted to the Campus Safety website.
- College parking lots have been color coded, which will help with signage and evacuation.
- Door locks and safety hardware on are order. The order of installation will be developed. Jarett asked if they will be installed at Harmony. Lori said the plan is that every classroom will be able to be locked from the inside.
- We will be selecting a new emergency notification system this year and information will be forthcoming about the transition.

- The FlashAlert system, used for weather outages and school closures, will be tested on October 18. This will be well promoted. Accounts that have not had a log-in since June 2015 will be deleted if account holders do not sign in by Friday.
- The Inservice active threat presentation was well attended. Patricia would like to see a presentation like this more often. It focused on being alert and aware, along with the run, hide, fight strategy.
- Evacuation maps are being developed and will be posted in each classroom. Lori shared a sample. These will be rolled out in the next couple of months. Jim Huckestein, Bob Cochran, Pete Kandratieff, and Tim Cato are working on this.
- The Emergency Safety Guide flipbook has been updated and is being reviewed right now. It will be posted in all classrooms and common spaces. Patricia suggested that Christina Bruck in the DRC review it as well.
- Incident Command training certificates were distributed to those who took the 100 and 200 level class last spring. Planning on a 300 level course for those who will be in leadership roles.

#### ACCREDITATION RECOMMENDATION PROGRESS UPDATE

David reminded everyone of the recommendations from NWCCU accreditation visit:

1. Academic Freedom Policy
2. Gen Ed Outcomes for CTE
3. Assessment Integration
4. Core Theme Planning Integration
5. Core Theme Indicators

He said we are working on things that are due this year. First is a report, due October 15, which describes policies and the process for reporting substantive changes. Examples of substantive changes are creating or ending an academic program or starting distance learning. We have a process in place and are putting together the report now. Sue reported the policies will be brought to College Council this Friday.

In May, we must submit the 2017 Spring Year One mission and core themes report. This is the beginning of the cycle we just finished with the Year Seven visit last spring. In addition, we need to provide an addendum on recommendation 1, 2, and 3.

We are just beginning this report. The accreditation steering committee will be working on this. We don't need fixes, but do need to show progress by May. We have already made changes to come into alignment as recommended by the commission.

David reviewed the work being done for the addendum on recommendations 1, 2, and 3.

The college has made space and time available for faculty to work on assessment on Fridays. Meetings will be mandatory until the program assessment plan is approved. Nora asked if there are alternate dates for those teaching or who have other commitments on Fridays. David said yes, but it was very few people. He believes faculty is engaged and the work is progressing well and feels confident that we will have much more than adequate responses to all recommendations by the deadlines.

## OTHER

ASG – Kimberly reported the Week of Welcome has been successful. ASG had the Dollar BBQ and Resource/Club Fair in the Community Center today. They will be having a meeting tomorrow to discuss upcoming events. Jarett asked if ASG will meet at the Harmony Campus this year. Kimberly said yes, during finals they will have the Power Cart there. Leslie asked them to remember to go to the modular classrooms.

Admin/Confidential group – Jarett reported the Admin/Confidential will be involved on campus this term. He is meeting with Devon in Student Engagement to discuss ways that this group can participate in a volunteer capacity either on campus or outside. Last year, the group volunteered in the Cougar Cave. We will be volunteering at the All Staff Breakfast in the spring.

FT Faculty - Nora reported that on Friday, Bargaining Chair Jay Lueck put up a Survey Monkey so faculty could read through the tentative contract. It will be up until October 11. She hopes to have a ratified contract to bring to Board on October 12.

PT Faculty – Leslie reported the association lunch went well, with lots of new people. It was her first time running it. The PTF Secretary is Susan Edwards. They are prepared to continue bargaining. Leslie has asked for folks to send her information about PTF helping students for her board report.

She continues to have trouble with email. As association president, she cannot send out emails for contract ratification. This has been an ongoing technology problem for her. She needs a valid mailing list for her people. Nora had meeting with Dave Gates to discuss this. The problem is that you have to not teach for five terms before they can remove people from the list. Leslie said there are folks on the list who have been gone longer than that. Patricia said we made a commitment to work with PTF on this issue. It was corrected but has reverted back to an inaccurate list. Patricia apologized. She will continue to work with IT on this to get it corrected again.

Adjourn 4:30 p.m.