

PRESIDENTS' COUNCIL

Minutes

March 14, 2017

MEMBERS PRESENT:

President Joanne Truesdell

Vice President David Plotkin

FTF President Nora Brodnicki

Admin/Conf. Rep Jarett Gilbert

PTF President Leslie Ormandy

ASG President Jairo Rodriguez

HR Dean Patricia Anderson Wieck

Vice President Alissa Mahar

College Council Dean Sue Goff

PIO Lori Hall

Classified President Enrique Farrera

Recorder Denice Bailey

Guests

Vicki Hedges

RECRUITMENT PROCESS

Director Vicki Hedges shared a handout on the Talent Acquisition Process. HR is changing the language from recruitment to talent acquisition. She gave an overview of the process.

- Ensure job description is accurate and classified correctly
- Get position approved through BAG or Faculty Forum
- Complete requisition in NEOGov
- Post job
- Do appropriate planning – search committee, interview questions, interview dates, use of Core Competencies
- Search committee must complete HR training
- Hiring manager reviews applications / determine internal candidates and veterans
- Search committee review
- Conduct interviews
- Reference checks conducted
- Hiring manager selects final candidate
 - Nora suggested it read that hiring manager selects final candidate with assistance of the committee. Enrique added that there have been times that the committee recommendation has not been selected by the hiring manager. This leads to the committee feeling like they are wasting their time and not being listened to. The classified association would like to see a unanimous recommendation from the committee honored by the hiring manager. Joanne clarified that the hiring manager is the one responsible and accountable for the hire. She recommends the committee select two or three that they think are good candidates. There are sometimes other things to consider outside of what was discussed in the search committee interviews. David agreed that the hiring manager needs to have some leeway to not share all information with the committee. Vicki added that reference checks and skills tests can influence the decision. Enrique suggesting adding some language about this in the process document.
- Salary Placement
- Offer Letter
- Close the recruitment

Jarett asked if it is possible to have faculty to start part-time in preparation to start full-time in a future term. Vicki said that is possible. Joanne said that we need to tell all new faculty applicants that they must participate in the Full Time Faculty Experience, and their reaction to that mandate may influence the hiring decision.

Enrique asked if there could be a classified experience similar to FYFE. Joanne said we are working on that, in addition to creating a more robust skills camp.

Jarett asked if there is a specific HR person for questions about FTF or classified recruitment. Vicki said she is doing all FT recruitment and Aldean is doing PT recruitment. This may change in the future.

TITLE IX

Patricia shared a handout on a proposed administrative regulation (AR) on Title IX and Gender or Sex-based Misconduct. She will discuss with Denice whether this should be an AR or internal process document.

Our current policy/guideline is not compliant with current law and needs to be updated. Donna Larson, John Ginsberg, Chris Smith, and Patricia worked on this AR. We have trained Title IX investigators and a trained advocate on staff. Patricia reviewed components of the AR and the complaint/investigation process. HR is developing a memorandum for investigations in conjunction with our education partners.

Joanne asked Patricia to add language that states if the complaint is about the president, appeals would go to the Chair of the Board of Education. Determination of a complaint would go to the Board's legal counsel.

Patricia took suggestions from PC on the language in the AR. Joanne suggested adding some timelines so the process doesn't drag on forever. Patricia said there is a diagram/flow chart that they are putting together.

Nora asked about nude figures used in art classes. Patricia said that is protected under academic freedom. David said instructors should warn students ahead of time, in the syllabus, of class content that could be offensive to some.

Joanne asked if there is a deadline by which this must be implemented. No, we are just redoing it.

Discussion of whether this is a policy, administrative regulation, or internal guideline. Patricia will check with legal counsel.

Patricia shared some of the next steps in communicating this with the college community.

Jarett asked if she is looking for more Title IX trained staff. Patricia said yes. She, Donna Larson, Chris Smith, and Pete Kandratieff are trained investigators. We need more trained advocates and investigators. We have partnered with A Safe Place on a grant for a trained advocate.

PRESIDENTIAL SEARCH PROCESS

Joanne reported that the Board is working on three items for the April Board meeting. Board Chair Richard Oathes assigned Board Members Jane Reid and Ron Adams to do preliminary work on a recommendation on the following:

Search Consultant – An RFP was issued for a consultant for the presidential search process, with a deadline of March 19. The Board has absolute authority in the presidential search. Denice will support the Board in the ranking of the proposals, with Amanda Coffey's assistance. They will do interviews and make a recommendation to the full Board. The Board will take action to appoint a search firm on April 12.

Timeline – We want to be clear about the timeline and what to expect each term for this process. A draft timeline will be provided to the Board, but they do not need to adopt it. Denice and Amanda will assist. The timeline could change based on recommendations from the search consultant.

Search Committee - A committee must be formed for the presidential search. There will be different levels of participation. The Board will create a structure for the committee and determine who will participate at what level. There will be community and Foundation participation at some point. Joanne is unsure if they will adopt the actual committee members or if they will just adopt a structure and fill it out with names later.

All this will happen at the April meeting. We need to develop a presidential profile in spring term, using surveys and forums to collect information.

Jarett asked about transition, Joanne said this is why she gave 16 month's notice. Her ideal would be two months or less working together with the new president. Presidents' Council will be an integral part of the profile development and the search process this year and in the next year. Amanda will start attending PC when she starts the liaison work to make sure she is getting good information and feedback to the association presidents.

OTHER/ASSOCIATION REPORTS

PTF – Leslie reported PTF are buying garden plots and inviting people to have a community garden.

FTF - Nora reported bill waters is working on changing the language in the contract so inservice can be changed from Wednesday. Casey Simms will serve as the FTF representative at All Staff Breakfast and Recognition.

Classified - Enrique said due to changes in association leadership, he worked with Patricia on an association advocate group. They have done some training and now they have six people trained to help other association members. This will be very helpful to the association. Lobby day is March 27 and he will be in Salem. He will attend higher ed conference for NEA this weekend. Elections at the OEA level. This year has been a great learning experience and very awarding. He will run for the position for the coming year. This is an opportunity for him to help the association grow and see how other colleges are run. Joanne reminded the group admin/conf are not allowed to participate in union business.

Admin/Confidential - Jarett reported March 23 is all staff breakfast and recognition and encouraged everyone to attend. Will be collecting hygiene items for the cougar cave. Joanne reported exec team

will be in Salem for the OCCA legislative forum. Sorry they cannot be there. Asked admin/conf to start thinking about nomination for president next year. Evening event for all staff at 8:00 that day.

ASG - Jairo reported

- ASG is trying to start a bicycle rental program, and thanked Luke Norman for his help on the project.
- There will be outreach to Harmony this week: baggies of goodies on campus with positive messages.
- They have a piano player tomorrow at the Cougar Café.
- The Finals Power Cart will go around next week at Oregon City and Harmony.
- Free massages in the community center this week.
- New community wellness shelves were put up in the Cougar Cave, so they are looking for more donations.
- There will be a Hope candle lighting in the middle of the quad, supporting children victims of domestic violence.
- The movie Titanic will be shown.
- Looking at providing self defense classes next term.
- He is working with marketing on posting regulation on campus. Moving to only posting on bulletin boards. There will be templates for ASG and for departments. He will be presenting to College Council.
- He went to OCCSA and learned all colleges are implementing tuition increases this year.

College Council – Sue reported the last College Council meeting was short. Committee reports are being given at each meeting now through spring.

Joanne said the legislative hearing on community colleges will likely be on March 30. HECC is deferring to OCCA to do the presentation this year. April 3, the first day of term, is the day we need to pack the house. She will keep everyone posted.

Adjourn