**PRESIDENTS’ COUNCIL**

Minutes

November 19, 2019

# MEMBERS PRESENT:

President Tim Cook (arrived at 4:20) Vice President David Plotkin

Vice President Alissa Mahar ASG President Ashley Magaña

FTF President Dustin Bates PTF President Leslie Ormandy Admin/Confidential President Matt Goff Executive Director Marketing Lori Hall College Council Representative Cynthia Risan Recorder Denice Bailey

Guests: Jason Kovac, Katrina Boone, Jen Miller, Kat Long, Laurette Scott

**EVENT PROCESSES, FEES, & FORMS**

Jason Kovac, Katrina Boone, and Jen Miller attended for this item.

Jason said they have been doing a lot of work to clean up the processes for events/facility rentals on campuses and make it consistent on all campuses.

Jen said the website has been updated and a brochure has been created. She reviewed the new fee schedules, including a custodial fee schedule. She reviewed the difference between sponsored, hosted, and external events. Sponsored means the college or department is responsible for custodial fees. Hosted events have no fees. External events are subject to rental and custodial fees. Groups now need to fill out a facility use agreement and must have liability insurance. There are new forms that are to be used on all campuses. She asked that people reserving rooms not submit IT or Campus Services help tickets for event-related needs – they need to contact Events. Jen also reported video conferencing training is coming in January.

These changes are being implemented immediately. They are still working on updating appropriate policies.

**ACADEMIC PROGRAM AND CURRICULUM REDUCTION / ELIMINATION ANALYSIS**

David said he will provide an update, but we are still receiving feedback from the survey. A final update will come back to Presidents’ Council in January.

* One of the questions that came up about the criteria was about accessibility. He said we need to redefine what that is. DEI may become its own category.
* There were questions about weighting criteria – we may not know if we will be applying weights until the rubric has been created and feedback given.
* There were concerns about student voices being included. He is thinking of involving students once the rubric is finalized.
* Concerns were also mentioned about being able to provide further feedback. David said he will be accepting feedback at a number of different places during the process.

Once all the survey has closed, David will find a way to share the information with the college community.

Dustin asked about the rubric development. David said he is waiting for submissions from some of the association presidents. He doesn’t want to force meetings before the end of the term. The first meeting will be in January.

Tim said we need to over-communicate on this process. David shared he had also received suggestions to slow down the process, probably because he said he wanted it to be done in time for the BAG budget reduction process. He said it is more important to get it right than get it done by a particular date, so he is willing to take the time to get the process right.

Matt asked if we can learn from other college’s mistakes. David said he is in contact with PCC and MHCC on this.

Kat expressed her gratitude for the survey and the deadline extension. She asked if IR can support David with compiling the survey results. David said Sara is collating the information daily, which is text-based. He said there is some internal disagreement. It will be fine to distribute to employees, but probably not to external folks, who may be included on the all-staff email list. There was discussion about how this information could be shared with employees only.

Leslie asked when external partners, such as high schools, will be notified. David said sometime during winter term.

# ASSOCIATION REPORTS

ASG – Ashley reported:

* They are getting concessions started back up for winter term.
* They are also looking at purchasing laptops as a resource for students.
* The holiday party is on Friday. She invited everyone to stop by.
* The giving tree still has lots of tags left over.

Classified – No report as Kelly was absent.

PTF – Leslie reported:

* PTF are still in bargaining.
* She is working with David on a lecture lab.
* She has been working with Jason on PTF office space.

FTF – Dustin reported:

* FTF is still bargaining.
* The Faculty Forum is being held this Friday.

Admin/Confidential – Matt had nothing to report.

College Council – Cynthia Risan reported topics at the last College Council included:

* ISP 218 – grade dispute process, was sent back to the committee.
* ISP 180 – continuing education units, will come back for a second read.
* ISP 171 – academic use of brand and logo, was pulled (not discussed) and sent back to the committee.
* Admissions and recruitment presentation.
* Live Chat demonstration.

The next meeting is this Friday.

Tim shared that he is still looking for a facilitator to help us with the shared governance process maps.

Lori announced Tim is holding two open forums next week: December 9 at Oregon City and December 12 at Harmony.

David announced the academic financial analysis forums are December 10 at 1:00 at Oregon City and December 11 at 2:00 at Harmony.

Adjourn 4:48 pm