**MEETING AGENDA**

**Date**: November 16, 2021| **Time**: 3:30 – 5 p.m. | **Location**: via Zoom | **Recorder**: Kattie Riggs

Join Zoom Meeting  
Meeting URL: <https://clackamas.zoom.us/j/92801688761>

Meeting ID: 928 0168 8761

Form revised 10/29/21

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **MEMBERS IN ATTENDANCE** | Tim Cook, CCC President MaryJean Williams, Associate Faculty President Nora Brodnicki, FTF Co-President  Alissa Mahar, CCC Vice President Kelly White, ACE Co-Presidents Lori Hall, Marketing Executive Director  David Plotkin, CCC Vice President Chris Sweet & Dustin Bare, Admin/Conf Co-Presidents Melissa Richardson, CHRO Cynthia Risan, College Council Chair Kattie Riggs, Recorder  Guests: Bill Fricke, Kim Crane, and Tara Sprehe | | | | | |
| **TOPIC/ITEMS** | **Facilitator** | **Allotted Time** | **Key Points: Provide 50 words or less on expected outcome** | **Category** |
| 1. Welcome/Check-in | Tim | 3:30 – 3:35 PM  (5 min) |  | Discussion  Decision  Advocacy  Information |
| **NOTES:** Meeting began at 3:30 PM |
| 1. CCC Website Assessment/Audit | Lori | 3:35 – 3:50 PM  (15 min) | College Relations and Marketing is partnering with ITS to conduct an assessment of the college’s external facing website to tee up to a potential website redesign. | Discussion  Decision  Advocacy  Information |
| **NOTES:** There is a Project coming up to assess and/or audit the College website. This presentation is to solicit input for any pitfalls that might be missed. Explained reasons why there is need for a website assessment, what the scope of the project would include and what would not be included (examples: ADA compliance, Privacy regulation/compliance, multilingual, and much more), described the process and defined direction, staff review focus groups and student review focus groups, there will be a competitor review. The project will also include a look at hosting the website in the cloud or in-house with a focus on costs, ability, and restrictions. Reviewed the timeline for the project. Some feedback was to think about resilience and don’t just get the cheapest model. |
| 1. “What is in a Name” Discussion | Melissa/  MaryJean | 3:50 – 4:10 PM  (20 min) | ­­­­­­ | Discussion  Decision  Advocacy  Information |
| **NOTES:** The Human Resources Department is having a difficult time implementing Association name changes such as Associate Faculty for the Part-time Faculty. Not all Part-time Faculty are represented by the Association. A question is what informational needs are there for staffing at the College and how should it be broken-out. How we communicate with one another is another important question when thinking about naming or grouping.  There was a discussion about why some staff were specifically excluded from Association contracts. Around 2009 there were layoffs or elimination of positions and several exclusions were added to the ACE definition such as grant-funded.  One suggestion was to communicate to each of the Association groups then an all-staff message to all others. The hope is to be more inclusive when communicating. There was a concern for the folks that are not included in the bargain units and who is watching-out for those folks. The onboarding process improvement group specifically discussed email and communicating via email with various groups. Human Resources will put another meeting together to discuss this further. |
| 1. The Potential for a OR-OSHA Vaccination Mandate & the College’s Response | Melissa | 4:10 – 4:30 PM  (20 min) | ­­­ | Discussion  Decision  Advocacy  Information |
| **NOTES:** Explained what OR-OSHA is looking at for a vaccine mandate as of January 3, 2022. The Federal mandate is going to court, but the College will need to look at policies for this before it comes. Lane Community College is the only community college, at this time, that has a vaccine mandate. This is a heads-up and will keep the group updated. |
| 1. Some Form of Student Services Returning to Campus by January 3, 2022 | Melissa | 4:30 – 4:50 PM (10 min) | ­­­There was a question about possibly providing a report for case numbers on CCC Campus from Fall of 2020 to Fall of 2021. The data is collected, but may not be in a report form at this time. The return to campus workgroup is looking at metrics for the Executive Team and others to approve as the metric to look at within the County so that restrictions on campus could be eliminated or lessened.  Tim began the conversation with how the College can have some limited services beginning with back on-campus work in the Winter Term. Are there opportunities to have information sessions and have the chat turned-off so that folks can really focus on the discussion instead of in the chat. There is a plan to have the information sessions and there were discussions about how they should be broken-out. There was conversation about the 30-day notice and it is not a blanket, unilateral notice that would affect everyone, so that the notice should maybe go to specifics. There was a suggestion to include some EAP assistance resources in the communications. Lori and Kelly will work together on a message to share with the ACE group at their meeting on Thursday, then a College-wide message will be sent for more of an informational communication. | Discussion  Decision  Advocacy  Information |
| 1. Association/Admin Meeting | MaryJean/Alyssa | 4:50 – 4:55 PM (5 min) | ­­­Tabled | Discussion  Decision  Advocacy  Information |
| 1. Standard Agenda for Presidents’ Council | MaryJean | 4:55 – 5:00 PM (5 min) | ­­­Tabled | Discussion  Decision  Advocacy  Information |
| 1. Association Updates |  |  | ­­­ | Discussion  Decision  Advocacy  Information |
|  |
| **NOTES:** Meeting ended at 4:55 PM |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COMMITMENTS** | | | | |
| **Date** | **Who** | **What** | **Committed To** | **When** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **FUTURE AGENDA ITEMS FOR MEETINGS** | | | |
| **Topic/Item** | **Facilitator** | **Key Points: Provide 50 words or less on expected outcome** | **Category** |
|  |  | ­­­Xxx | Discussion  Decision  Advocacy  Information |
| **NOTES:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **UPCOMING MEETING DATE** | **Start Time** | **End Time** | **Location** |
| December 7, 2021 | 3:30 | 5:00 | Zoom |

|  |  |
| --- | --- |
| **PURPOSE** | **GUIDING PRINCIPLES** |
| Presidents’ Council makes policy recommendations to the Board of Education and approves all Administrative Regulations. The Council also coordinates college-wide planning and communication, sets goals and strategic priorities, and advises the Executive Team on the proposed budget.  Presidents’ Council provides the opportunity for staff and student involvement in the development and review of institutional policies, activities, budgets, and performance. | Presidents’ Council embodies core values of shared governance, which is understood as student and staff involvement in decision making in a climate of mutual trust and respect. The Council’s Guiding Principles include  **Consensus:** When making decisions and recommendations, we seek broad agreement on specific issues and the overall direction of the college in service to its mission.  **Transparency**: When we make decisions or recommendations, we have a common understanding and ability to articulate and explain what decisions have been made, and the decision process.  **Answerability**: As the stewards of communication, we have a shared responsibility for explanation, discussion, and implementation of decisions and recommendations among constituent groups and across the college.  **Engagement:** We encourage engagement across the college. |