SHARED GOVERNANCE UPDATE
HEAR FROM EACH OF THE COUNCILS

Presented March 11, 2025
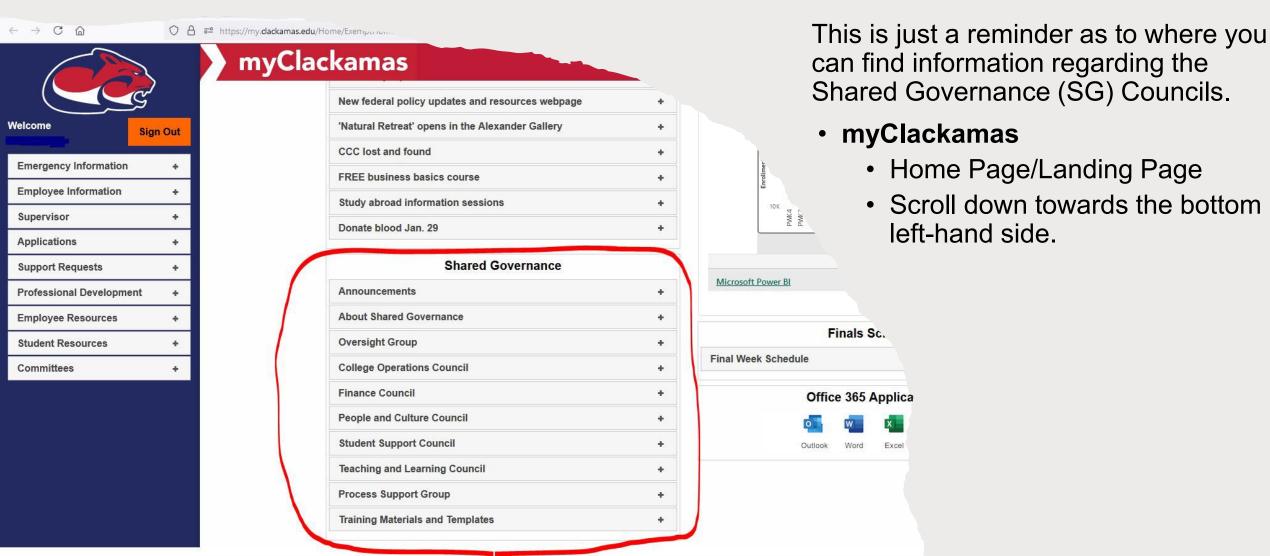
Clackamas
Community College

CCC Land Acknowledgment

We acknowledge that the Clackamas Community College campuses reside on the traditional homelands of the Clackamas, Cascades, and Tumwater bands of Chinooks, as well as the Tualatin and Pudding River bands of Kalapuya and the Northern Molalla people. They lived and prospered by maintaining strong cultural ties to the land, and through wise management of resources. As signers of the Willamette Valley Treaty of 1855, they were removed from their homelands to the Grand Ronde Indian Reservation where they became members of the Confederated Tribes of Grand Ronde. Please join us in taking this opportunity to thank and honor the original caretakers of this land, their lives, and their descendants that live on as Tribal members today, still carrying on the traditions and cultures of their ancestors.

Labor Acknowledgment

We also acknowledge that our nation has benefited and profited from the free enslaved labor of Black people. We honor the legacy of the African diaspora and Black life, and the knowledge, skills, and human spirit that persevere in spite of violence and white supremacy.

Education that Works

SG Communication Corner

This is just a reminder as to where you can find information regarding the Shared Governance (SG) Councils.

- **myClackamas**
  - Home Page/Landing Page
  - Scroll down towards the bottom left-hand side.

SG DEI
Community of Practice

OVERVIEW

DEI Update

Purpose

Who we are

Our focus

DEI Update Continued

Our goals

Some of our action items

DEI Update- Member Experience

"As a member of the DEI Community of Practice, I've had the chance to connect with colleagues from across campus whom I don't often interact with in my day-to-day work. As a newer employee, this alone has been instrumental in fostering a sense of community at CCC. What I truly value about this group is how we bring our full, authentic selves— shaped by our unique roles and lived experiences. This is evident in the questions we ask, the feedback we offer, and the goals we've set together. We're excited about the upcoming initiatives we have in store and can't wait to share them with you all."

Tina Francisco- Evans

Process Support Group

The Shared Governance Process Support Group attends to the care and feeding of the college's Shared Governance structure, including supporting Shared Governance onboarding and training, ensuring effective and transparent communication and documentation, developing and maintaining the Shared Governance Handbook, and assessment and continuous improvement of processes related to Shared Governance.

Process Support Group

Welcome new members!

- Traci Boyle-Galestiantz, Counseling faculty
- Laura Lundborg, Grant Specialist
- Margaret Mallatt, Counseling & Social Sciences faculty
- Kari Nixon, Director of Apprenticeship, Wildland Fire/EM/GIS
- Amber Steele, Administrative Assistant in Science, Engineering, and Water Environmental Technology
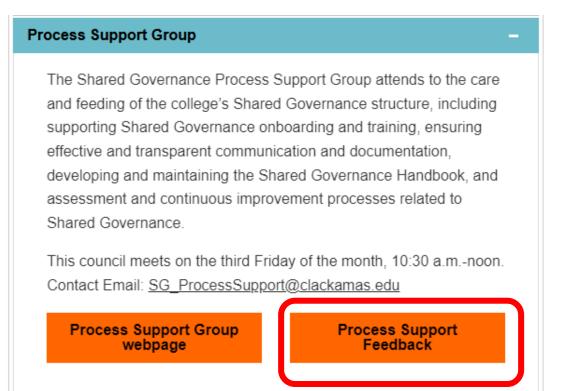
Process Support Group

AY 2024-25 priorities

- Council membership processes and guidelines
  - Process for recruiting members beyond named members in Council charters
  - Process for Councils to share recruitment needs with the community
- Shared Governance assessment
  - Processes for collecting feedback
  - Plan for additional assessment in the future
- Process for handbook edits

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Process Support Group

Process Support Feedback

- Understanding the process of Shared Governance

- Navigating the handbook (e.g., recommended changes or clarifications)

- Recommending changes to the Shared Governance process

- Understanding the assessment process

- Participating in training

Process Support Group −

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This council meets on the third Friday of the month, 10:30 a.m.-noon.
Contact Email: SG_ProcessSupport@clackamas.edu

Process Support Group webpage   **Process Support Feedback**

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Teaching and Learning Council

Members:

Carol Burnell, FTF, English, Co-Chair; **David Plotkin**, Provost, Co-Chair

AJ Smith, FTF, Skills Development; **Dustin Bare**, Director, Student and Academic Support;

DW Wood, OLET Coordinator; **Jane Littlefield**, FTF, Library; **Jennifer Bown**, FTF, Science;

Jil Freeman, FTF, Center for Teaching and Learning; **Kari Hiatt**, FTF, Dental Assisting;

Katrina Boone, Associate Dean, Institutional Effectiveness and Planning;

Martha Bailey, AF, Philosophy; **Sarah Parker**, FTF, Medical Assisting;

Scot Pruyn, FTF, Mathematics; **Sue Goff**, Dean, Arts and Sciences

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Teaching and Learning

The Teaching and Learning Council is charged with supporting high quality equitable and relevant teaching and learning:

- Best practices in instruction

- Future of curriculum

- Educational assessment

- Instructional policies

- Educational technology and innovation

Teaching and Learning

Projects completed:

- Finalized charter.

- Identified committees related to council and how relationship works.

- Established priorities.

- Begun committee reporting.

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Teaching and Learning

2024-25 Academic Year Priorities

- Establish Teaching and Learning Council operating processes and procedures.
- Steward the Excellence in Equitable Teaching and Learning Strategic Priority.

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People & Culture

People & Culture – Policy

- Created a proposal for their duties and purview of work.

- Designed standardized policy template to share with other Councils and policy creators.

- Reviewed Board policies and created an initial proposal of which policies are the responsibility of which Council.

- Discussed having one location for all college policies.

People & Culture –Wellness

- Finalizing touchstone document
  - Includes the mission statement, vision and goals.

- Keeping things simple
  - Engaging, impactful and accessible.

- Developing wellness themes
  - Various ways to get involved and customize

People & Culture – Org Learning

- First Priority: Institutional Knowledge Management
  - Foundational topic that impacts future work of the group
  - High-need priority as evidenced by People & Culture retreat
- Priority aims to answer: Where should employee Information live?

Employee Benefits

External Facing	Employee-Facing	Internal Department
What retirement benefits we offer at the college	How to opt into retirement contributions	How to set up retirement contributions in system

Student Support

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Student Support – 24/25 Priorities

Holistic Student Support -

- Review and confirm or reestablish metrics, in alignment with key indicators, to measure current efforts in collaborating with students both in and out of the classroom to understand and respond to their needs and goals.

- The focus in year one is to gain a deeper understanding of the data.

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Student Support – 24/25 Priorities

Strategic Enrollment Management (SEM) Plan -

- Build awareness of the status of the college's current SEM plan, communicate SEM plan updates and progress, and identify meaningful broader reaching metrics.

- Close out current SEM plan & utilize learning to influence the development of our next iteration.

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Student Support – 24/25 Priorities

Student Policy Oversight –

- Collaborate and create a revised/new policy committee with Instruction Standards and Policy (ISP) committee.

- Develop a process for policy review, approval, and feedback.

- Inform the college community of policy updates.

- Move existing Access, Retention, and Completion (ARC) policies to this newly formed committee.

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Finance Council: Priorities for 2024-2025

- Budget Advisory Subgroup (BAS)
  - Formed at the beginning of the term
  - A 21-member advisory group consisting of the Finance Council plus representatives from across the college affiliated with the other shared governance councils
  - Currently reviewing proposals to address a $3M structural deficit

Finance Council: Priorities for 2024-2025

- Conducting foundational work for future financial policies
- Develop Fund Statements of Use and Purpose of the college's 22 different funds
- Provide consistent information for sources and expenses, including reserves and contingency usage

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Finance Council: Priorities for 2024-2025

- Explore Business Office policy gaps & address opportunities to improve services

- Example:
  - Implement Amazon Business Account
  - Transition so check runs are consistent throughout the academic year
  - Utilize efficient procurement practices
  - Conduct assessment of current operational financial policies

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Operations Council

The College Operations Council is focused on the maintenance and improvement of our buildings, grounds, technology infrastructure, and safety planning.

Operations Council – Get involved

➢First meeting of the month is open to all
  ➢We share committee news, decisions, and developments
  ➢We ask for stakeholder contributions and ideas

➢Second meeting of the month is a closed work session where we work on details and strategy with invited stakeholders and council members

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What has Operations been up to?

- Our public meetings are recorded! They are found in the Operations council page under meetings.

- Standing topics are:
  o Bond updates
  o Committee reports
  o Data / ITS support
  o Infrastructure and facilities
  o Oversight Group recommendations as they come down

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The big 3 things we are working on

1. **The Bond**: Constantly moving forward

2. **ITS support:** Identifying priorities and communicating updated policies around cyber security and our technology

3. **Facilitating improvements:**
   - Do you know about our injury report forms?
   - Emergency planning taskforce
   - We've responded to a student led Initiative for food service. This was a test of our processes and it works!

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Oversight Group

Tasked with providing feedback and making recommendations to councils when needed, this group has been a sounding board for ideas and a space to ensure consistency within the Shared Governance process.

The Oversight Group has paws in:

- Helping find the right workgroup for tasks.

- Ways to improve the process of Shared Governance as Oversight Group meetings are where co-chairs address concerns. When there are rough spots we can pass it on to the Process Support Council.

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Additional Oversight Group Activities:

- Reviewing the priorities of councils and giving feedback. The diversity of individuals and roles in the group can help redefine and improve council priority list with metrics.

- Consideration of how we improve college wide communications and updates. Both the critical info like your responsibilities around Cybersecurity and the non-critical but equally important updates on what is happening on campus and where...

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SHARED GOVERNANCE
COMMUNICATION

Thank You for Tuning in.

SG_OversightGroup@clackamas.edu