College Council
February 6, 2015
12-1:30pm / CC127

Approval of Minutes (1/16/15) – Phillip King

The minutes were sent out ahead of this meeting. Please send changes to Tami.

College Council is using a meeting agenda template. The metrics on top can be adjusted. The metrics were reviewed.

2016-2017 Academic Calendar – Jim Huckestein

Jim presented the 2016-2017 Academic Calendar. It will be going back to the Board for adoption in February. The dates align with the OUS calendar.   The difference from the past calendars is that Presidents Day is now listed as a holiday. Can we add winter and spring inservice on this calendar? Those dates are on another calendar but could be added on this calendar in the future.

2015-2016 Tuition and Fees – Jim Huckestein

CCC is looking to increase tuition by $3 per credit. Not too far off of everyone else. The increase would be built into a long term model - next year and year after. This recommendation is for instate tuition only. We have the lowest rate in the state for community colleges but have the highest rate for international students.   We don't want to increase the international rate. This increase is for credit courses. Non-credit – community ed classes are built into budget. They will not be brought to the board as part of this recommendation but be built into the budget and brought to the board as part of the budget.

Jim Huckestein and Phillip King went to an ASG meeting to show them information. ASG members are going to go out and ask other questions like how they think it will impact them. Erick – ASG President - to bring to Jim or Phillip or talk about it at board meeting.

Can't just freeze tuition but they can ask for resources to be distributed to the college to freeze tuition. Next Thursday there will be a rally to freeze tuition. You can take a bus to be part of the rally.   Erick asked that faculty announce the bus trip to their classes. It will be posted in FYI today for students and staff. They could take 2 buses if needed.

ISP Standards – Sue Goff

1. *Catalog Designation for Graduation Requirements - Second read*
   No changes from last time. Kate Gray moved to approve. Approved.

2. *Grading – First read*
   This is changing how the incomplete grade works. Currently it's just "I" by itself. The proposed change would allow faculty to put an "I" then a grade "I_" (ex. IA, IB, etc). Then after a year, it would roll into that grade specified after the "I".   The grade would

be what they would get right now. Faculty is making the choice of how to grade. You can still give NP or F.

The point of the incomplete is that the student didn't complete the work of the class. The proposed changes would give faculty a little more flexibility.

How much of a class does a student have to complete? A substantial amount. If they come back and finish the work it can change.

This gives a secondary grade option. Guidance for instructors is needed to give rule of thumb. Examples: students have to have 1 thing missing and be passing the class; or it's 50% of the work; or must have 75% or more completed for the English department.

Does this help or hinder students who are trying to understand how we can grade if each department does it differently? Each instructor does it differently? Does it behoove us to have a more standard structure?

Every time we hear student feedback, they don't know what we are talking about- it's confusing. The syllabus is the appropriate place to set out grading. The VA wants data report incompletes most of the time not changed.

This will go back to ISP. We would be automating something so "I's" don't linger. They shouldn't just sit there.

Are there specific suggestions to take back to ISP?   A more common standard for grading. It's the purview as academic professionals to determine if an "I" is appropriate. Recommend a range of work if we move to some standard. Need to talk to more faculty about it. Please go back to your departments and have the conversation. This discussion needs to be vetted through our peers about what this would mean. Certification programs to play out. Automated notice to student saying this will change after a year.

What is the percentage of students who complete "I's"? When a student is not taking personal responsibility of it, the instructor has agreed to extra work for them to just get the grade. This provides control to instructor. "N" will still be an option.

According to students in FYE and ASG, students do check their myClackamas email.   Why do we give them a whole year? May not offer class until next year. What about a written agreement that students sign? A contract maybe?   Not a college one but by department.

We are rolling over a lot of "I's" right now. Could we make the time shorter? Extensions can be approved by Dean. On grade sheet put a date. By not running the process to

convert "I's" we already are in a pickle. Could we get a report to share out to faculty to see how many "I's" are out there?

3. *Multiple Degrees/Certificates of Completion - First Read*
#2 is crossed out. Why did they need #2? Students can be awarded certificates and degrees that they earn.   If degrees aren't really that different, maybe we should be looking at the curriculum too?

Why was the ASOT for Business off the list?   They dropped business and just put one ASOT. The ASOT is an AS degree.

Additional awards? Auto award? We would like to get to the point where it could auto award.

Currently doing #3 right now.   Each additional award earned? Should we strike #3 entirely and do it through the procedure side? Declaration on student side that they want the degree. They should be able to control or determine what they are being awarded. How many students graduate with one or more degrees? Students may stop out for a while, come back with a different direction. They should decide what they get awarded for and when. Auto award and give them an opt-out.   Student must give consent when they auto award. Is there a time factor in there?

4. *Career Technical Program Approval – First Read*
Old language was long and extensive and included wording about adverse impact. The changes are to clean-up and simplify. It's driven by labor market need. Title changed back to Career Technical. Mr. Blessman was concerned why the procedures were eliminated. All procedures are going into the appendix. When will a new program get approved? ISP is looking at a new ISP standard at assessing programs added back to this for clarity.

5. *Recognition of Academic Excellence (Honor Roll and President's List) - First Read*
The procedure was taken out. The conditions changed a bit. Breaks down the conditions of being on the honor roll vs President's list. These students will get additional recognition at graduation.

6. *Advanced Standing – First Read*
This ISP recently came to College Council for an update for the Criminal Justice change that occurred. The recommendation is that we actually do away with this ISP. CPL subcommittee is contained in the new CPL standard. Recommending that we don't have this standard any longer. Whole thing would be deleted from standards. There is a list that shows what standards have been removed.   College Council has become more of a decision making body on the ISP's. The process for this is in the appendix for the process

under CPL. The term "advanced standing" at other colleges is much broader, ours is very specific. CPL comments in the broad way that advanced standing is granted.   Are we communicating this consistently?

Brand Development Update – Janet Paulson

Closing in on more than a year on the brand development process. We had gone back to the drawing board with Turtle Dove Clemens.   Brought the suggestions to College Council, then opened the survey to the world. 1700 people took the survey.   65% were students. Hosted two brand open houses.   ASG is doing a mascot smackdown. Received a lot of feedback from staff and students. We have a winner but can't tell us now. She has to go to the Board meeting with the final recommendation.   This has been an Inclusive, great process. Learned a lot about the college with the due diligence from Turtle Dove Clemens. It's an evolution of our existing logo. They wanted to honor our past as we move into the future. The mascot voting was tied. They talked with athletics and they have a favorite. Since the athletes use the mascot a lot, their choice broke the tiebreaker.   The final one hasn't been seen yet but it's in the works. Thanks for all your feedback and taking part in the process.

College Council Recharge Reports

The current committee's pages on the website tells what the College Council Recharge Committee (CCR) is doing. CCR will be making adjustments on committee webpages to show what is happening right now. Everything is still present. CCR wanted to let College Council know that they are actively looking at the webpages. CCR will make recommendations back to President's Council.

Information Technology Committee (ITC) – Michael Buchanan, Director of Operations in ITS, presenter

ITC is a new committee. They had their first meeting last month. The purpose of the committee is:

- A collaborative forum made up of representatives across the CCC landscape that allows two way communication on all things related to Information Technology including:

  • Sharing the ITS vision for General and Strategic technical planning

  • Reviewing past ITS projects for what went well and what did not to ensure continuous process improvement

  • Surveying current needs to ensure ITS is providing the best and most efficient services to our staff and students

- Looking ahead at upcoming ITS projects and gathering feedback on the best way to implement change that benefits the college

What we are looking at currently and into the future? The committee should represent a cross-section of every group at the table. Do we need to halt? Or move in a different direction? ITC will also meet with smaller groups for specific issues.

Currently on the Committee:

Name	Title	Department/Division	ITC Role
Dion Baird	Dean of Information Technology	ITS	Chair
Michael Buchanan	Director of Operations	ITS	Co-Chair
Jenelle Vader	Administrative Coordinator	ITS	Note Taker
Andy Mingo	Art Instructor	Digital Media and Communications	Representative
Chelsea Lee Kunstler	Human Resource Generalist	Human Resources	Representative
Chris Rizzo	Manufacturing Instructor	Manufacturing	Representative
Cynthia Risan	Dean of THOW	Tech, Health Occupation/Workforce	Representative
Eric Lee	Engineering Science Instructor	Engineering Science	Representative
Janet Paulson	Marketing Manager	College Advancement	Representative
Joel Sheller	Faculty Coordinator	Distance Learning	Representative

Kathy Bergin	Duplication Technician	Duplication (Campus Services)	Representative
Rick Lockwood	Automotive Instructor	Automotive Technology	Representative
Tara Sprehe	Associate Dean	Academic Foundations and Connections	Representative
Trevor Dodge	English Instructor	English	Representative

How were they chosen?   Wanted members who were interactive with us who voiced their opinions. The Deans gave recommendations. It is really problematic that they only have 5 faculty and only 1 classified person. Need to increase membership. Business and Computer Science departments are big stakeholders in technology but there is no representation from Business and Computer Science. Library needs to be represented too. Strong technology focus should be there. Opportunity to have seat at the table and voices heard. CCR notes that there is a lot of commentary on this one. CCR will take feedback seriously. May have this committee come back to present again.

They are meeting once a month currently. Communicate changes before rollout before people leave for summer. Send out messages. They are working on a schedule of when things happen.

They will also be creating a website. They can post minutes of their meetings. The goal is to be a service that is providing more opportunities to you not burdening you. There will be large scale IT changes in the future and those will help in making us up-to-date.   IRC meetings are not open. What is the difference between a council and committee?   A student representative needs to be added. Mike will take feedback to ITC.   Things may change in the committee as they have only had one meeting so far.

Thank you to Michael for bringing this to us. This has the potential capacity to do technology strategic planning for the future. Wants voices to be heard and part of that process.

CCR will not change the page that is currently IRC. CCR will help in how we shape these changes.   If you have any comments, please send to Phillip and Amanda. Michael and Dion are just getting started again with something we haven't had in a while. It is a work in progress.

Committee Reports

1. Presidents' Council – Phillip King will send out in notes.

Association Reports

1. ASG – No report.

2. Classified – No report.

3. Part-time Faculty - Patty DeTurk present but no report.

4. Full-time Faculty – Amanda Coffey
   Waiting to hear what positions will be filled. Outcomes based funding is a big discussion. She has HECC's power point that was released at the end of January. If anyone wants to see it, shoot Amanda an email.

5. Administrative Confidential Supervisory (formerly Exempt) – No report.

Other Announcements

- Stephanie Schaefer - Next week is the health fair from 11-1 on Wednesday. The following week is the first ever suicide awareness and prevention week.
- Janet Paulson - Tuesday afternoon is winter inservice. Then on Thursday there are two budget and bond forums.
- Phillip – Student success retention conference was held. CCC had 5 presentations which included Carrie Kyser, David Mount, Enrique Farrera and Casey Sims. CCC was very well represented at the conference.

Attendees: Phillip King (Chair), Tami Strawn (Recorder), Ida Flippo, Robert Keeler, Jackie Flowers, Sue Goff, Lynda Ellingsen, Eboni Frederick-Pettway, Ryan Stewart, Janet Paulson, Jennifer Nelson, Tamara Barry-Pebbles, BJ Nicoletti, Cheryl Tallman, Sarah Hoover, Camilo Sanchez, Stephanie Schaefer, Andrea Csavajda, Michael Buchanan, Nora Brodnicki, Matthew Altman, Kate Gray, Shelly Parini, Susan Brown, Andrea Vergun, Jim Huckestein, Denice Bailey, Patricia DeTurk