

College Council Meeting Minutes
November 20, 2015
12-1:30pm / CC127

At the top of each agenda is a place to list a set of metrics to help us do our work. Depending on the team, the metrics could change. College Council Recharge is working on getting the data from the CCEA information. Once decided, it will be put on the top of the College Council agenda.

Approval of Minutes (11/6/15) – Phillip King

The minutes from the last College Council Meeting on November 6, 2015 were sent out to all. Please notify Tami of any corrections.

ISP – Course Outline and Course Syllabus Information - Sue Goff

Part of the process from the ISP (Instructional Standards and Procedures) Committee is changes or recommendations are brought to College Council for two reads. Last meeting, ISP brought this for the first read. Today is the second read. It's a minor change that is shown on the document in red that changes the review period of course outlines from 3 years with 5 years. This change was brought to ISP from Curriculum Committee. Minimum duration of review from 3-5. This doesn't mean it can't be reviewed more often. Requesting change from 3-5 years. If approved, it will pass through to Presidents' Council. Is there any reason to stop it or should we vote on it? Mary Collins moved to accept as presented. Bill Calabrese seconded. Approved.

IR Updates

SENSE (Survey of Entering Student Engagement) – BJ Nicoletti

Most of us are familiar with this. We have now done it 3 times. It's an intense college-wide survey that tells us a great deal. This is hopefully the last time we have to do this survey. It measures six important benchmarks: early connections / high expectations and aspirations / clear academic plan and pathway / effective track to college readiness / engaged learning / academic social and support network.

Results come in March and will be on the IR website. We were aiming to get 800 responses. We heard from 764. Thank you to everyone who helped. The vast majority of students are willing to take it. BJ handed out copies of the survey for all.

Core Theme Team Work – BJ Nicoletti

There are 4 core themes: Academic Transfer, Career and Technical Education, Essential Skills and Lifelong Learning. Each core theme has a team that looks at results, make recommendations, and make sure the right things happen for sharing. The teams meet once or twice each term. The teams do a lot of work but its important work that is meant to give us a feel of what our horizon looks like. We are in the second cycle of this process.

The Lifelong Learning core theme team made a presentation to the Board on Wednesday night. Board asked for summary page.

What do these numbers mean – what are we missing? The information is very helpful. If we are going to maintain or change, what resources do we need? We are not where we want to be with advising with Career Tech. Haven't done anything new, so no changes.

Current Transportation Survey – Bill Calabrese

A small survey (10 questions) was posted in the student portal for two weeks asking what transportation are they using and what transportation are they aware of? There were 665 responses. If you would like to see the results, please ask Bill for the document with results.

Students are a little bit more aware of the free shuttles. Less than half time students are less aware of shuttle and routes.

Transportation is one of the top four barriers for a student. Luke Norman, our Hatfield resident working on transportation, enhanced shuttle service for winter and spring in response to student demand. He gathered from the shuttle drivers the number of how many rides were given and how many were turned away. Luke has done a lot to get the information out. Stephanie Schaefer informed the group that the FYE students know about and use the shuttle. A student reported that the shuttle stop at Clackamas Town Center had moved. Maybe it moved when they were construction? Phillip will check with Luke to see if it has been moved.

Campus Climate / Sexual Assault Survey – Patricia Anderson-Wieck

The students will be given a climate survey to see if they feel safe, what we can do to make them feel safe and where to go to report. Patricia been talking to students. There will be coffee sleeves that say "no means no" with a code to go to the website. Matthew Altman has been incredibly helpful. We are trying to build a network of communication and safety. They want to promote the survey through the classrooms and ASG. Patricia has been working with them. BIT will be helping too. CCC knows what they want to ask. The survey will be given during the fourth or fifth week of winter term. Maybe tie it to Valentine's Day?

Is the State sending out someone to do an assessment of safety issues? That will be more like a physical assessment of safety systems like locking buildings. They will talk to faculty, staff & students. Jim Huckestein doesn't believe it has been scheduled yet.

Data Insights From Scheduling Survey Last Spring – BJ Nicoletti & Bill Calabrese

A student scheduling survey went out to a random sample of students in Spring 2015. The survey was aimed to get information about the students' preference for scheduling. 299 students responded. Most were full time students. The survey results are on the IR website under "Other of Interest".

A few of the findings that were highlighted during this meeting are:

- Half of the students attended Oregon City Campus.
- Want to take at Harmony but not offered – so take online.
- Prefer early afternoon classes from 1pm-3pm.
- What factors are important in your decision where to take classes? Convenient day & time are important factors in the decision of where to take a class.

- Conflicts of classes required from a program are overlapping so the student may have to take the class online. Part time students see less overlap.
- Registration is user friendly.

Doing well but could be doing better. Student scheduling planning should help things level out. They have presented the information to both the THOW and Arts & Sciences divisions.

Questions, shoot Bill an email.

Preliminary Highlights – Part Time (PT) Students – BJ Nicoletti

Fast facts on CCC's part time students. Learning more about who our PT students are. Some of the fast facts regarding PT students:

- In a typical fall, winter, spring we are about 35% full time and 65% part time.
- 52% of the PT credit students and 54% of the FT credit students are less than 22 years old.
- All FT and PT credit students are similar in gender.
- For CTE Preparatory students, 43% of the PT and 47% of the FT students are female.

Keep conversations going routinely through this year. Planning – student services planning – all bringing into the planning process. What we do for PT will help FT student too. Core theme teams will mine the gap of FT/PT. Tell the story to ourselves. PT What are you curious about? What do you want to know?

For data, BJ used data based on the ACTI code and the data from the fall program intent.

We have a lot of PT students. What are we going to do about it? Intentional with services, course scheduling – we have thousands that circumstance. What would it take for a PT student to be full time? Are we giving PT students what they want? Our student intent data should help us look at that.

National data sets are reflective of if the PT students had the opportunity and the right resources, they would like to take more. There is still a lot that we don't know about PT students.

BJ will put together a few next steps. This can be a tiny topic at every College Council.

Presidents' Council – Phillip King

Patricia is forwarding policies for mandatory reporting – specific to sexual assault.

The Master Blueprint was reintroduced and is being cleaned up.

Adjunct faculty loan fairness act – loan forgiveness for public services. If someone works for the government or a 501.3.C nonprofit for 10 years, then their loan is forgiven. This program makes it equal and fair for adjunct faculty. Lauren and Mary Jean information piece should go out to the whole college.

Association Reports

Stacy Yanez– ASG

- Hunger awareness event is from 10am-2pm on November 24. There will be guests talking about hunger from food banks and other resources. Goal is to collect 1000 cans of food for the Cougar Cave.
- The Giving Tree is up and ready. It provides gifts to children of CCC students. So far great participation. STEM club took 15 tags. There are just under 40 tags left. People can just donate money or gift cards if they are not a shopper. Staff feels that the emails that are sent out with reminders are so helpful. Items are due to ASG on December 1.
- Craft sale and gingerbread house decorating is going to be taking place on December 1st and 2nd from 10-2.
- The ASG Holiday party is on December 10 from 6pm-8pm. There will be pictures with Santa.
- ASG Grants for winter term will be available for students to fill out starting December 7 and will close on December 21. They will be online.
- The Student Forum was held on this past Wednesday. There were about 150 students who got information about resources on campus.

Classified – Lizz Norrande

- Thank you for the classified appreciation event.
- Happy Thanksgiving!

Part-time Faculty – Patricia DeTurk

- Happy Thanksgiving!

Full-time Faculty – Bruce Nelson

- Happy Thanksgiving!

Administrative Confidential – BJ Nicoletti

- They will be encouraging a healthy competition with the canned food drive.

Present: Phillip King, Robert Keeler, BJ Nicoletti, Bill Calabrese, Mary Collins, Stephanie Schaefer, Sue Goff, Adam Cnossen, RB Green, Christina Bruck, Tamara Barry-Peebles, Stacy Yanez, Sarah Nolan, Ali Ihrke, Laura Lundborg, Lizz Norrande, Ida Flippo, Patricia Wieck, Gordon Hoffman, Dave Gates, Janelle Vader, Shawn Swanner, Greer Gaston, Denice Bailey, Joy Overlin, Chris Robuck, Jim Huckestein, Patricia DeTurk, Tami Strawn (recorder)