

College Council Meeting Minutes

February 5, 2016

12-1:30pm / CC127

Approval of Minutes (1/14/16) – Bob Cochran

Minutes from the January 14, 2016 College Council Meeting were previously sent out. No comments. Minutes approved.

F: Drive Restructuring – Chris Robuck & Dave Gates

The F: drive is not a way to share info. They now want to clean up the F: drive. All files will now be in folders that are appropriately named. All folders would have an owner. The owner could tell ITS who should have rights to that folder.

Dave and Chris provided and reviewed a draft policy for the F: drive.

Will there be a naming convention? That is evolving as they work on it. Chris will name folders. Logical owners of the folders will be identified and Chris will work with that person to come up with a name. Call them things that make sense of what's in the folder and what it means.

Need to get the word out to folks that they need to clear out their stuff. F: archive will have all existing stuff. If you need new a new folder, call Chris. After a year anything left in F: archive will be deleted by ITS.

There will still be a temporary area to transfer large documents that everyone will have rights to. When the temporary file becomes 30 days old, it will be deleted automatically.

The Implementation timeline shows getting started next week. Once things are moved to the archive folder, Chris will send out an email.

Board Policies – Second Readings – Denice Bailey

The Board is doing a review of all the Board Policies. There are copies by the door and on the committee website. The following Board Policies have gone to Presidents' Council twice, College Council once (January 15, 2016) and to the Board once:

- AC: Nondiscrimination
- ACA: Americans with Disabilities Act
- BB: Organization and Authority of the Board
- BBAA: Individual Board Member Authority
- BBB: Board Elections
- BBD: Board Member Removal from Office
- BBE: Board Vacancies
- BBFA: Board Member Ethics and Conflicts of Interest

This is the second read at College Council and they will be going to the Board for their second read on February 10, 2016. If you have any comments, please provide to Denice by Monday the 8th.

Board Policies – First Readings – Denice Bailey

These policies have gone to Presidents' Council for their first read on January 19, 2016. They will go to the Board for the first read next week. Any feedback, please contact Denice.

- AC-AR: Discrimination Complaint Procedure
- BBF: Board Member Standards of Conduct
- BBFB: Board Member Ethics and Nepotism
- BC/BCA: Board Organization/Organizational Meeting
- BCB: Board Officers
- BCBA: Representatives to the Board
- BCD: Board /President Relationship
- BCF: Advisory Committees to the Board
- BCG: Legal Counsel
- BD/BDA: Board Meetings/Regular Board Meetings
- BDB: Special and Emergency Board Meetings'
- BDC: Executive Sessions

Harmony Phase II Detailed Design Review – Bob Cochran

Bob showed us different views of the Harmony Phase II design. They will demolish OIT in the spring and begin building in summer. It's an exciting, beautiful building.

Nora asked if the Grounds Committee could have an overview of what is being placed and planted. Bob will ask Lloyd and Tom to bring that information to the Grounds Committee.

Bob reviewed each floors layout. Criminal Justice will be moving down to harmony. Will have a community room/space for events. The second floor will have some informal learning spaces - small rooms with white boards on the wall. White boards will be placed on as many walls as available. There will also be a drop-in common use computer lab.

A suggestion was made that maybe we could do a sell-a-bring type thing with the walkways to create an endowment for students.

Credit Hour ISP Policy – Bill Waters & Nora Brodnicki

You will notice that the document format is a little different as ISP is working with ARC so their documents look similar. It will make it much easier to find what you are looking for.

Credit Hour Policy is a federal guideline that we haven't created an ISP for before. This defines everything for us – the standard. The College has been talking about for a few years but just haven't created the actual policy or standard.

Online courses are not highlighted in this.

David Plotkin asked to add an equivalent amount of work online.

Jen Bown asked about how field trips don't mean anything.

The Federal Government wants to make sure that funding comes our way based on how much work/learning is taking place. Students can transfer to any other institution and the others know how much a student earned.

Bruce Nelson said this is done for federal dollars but we can't separate from quality of learning. It is insane to equate hours to learning. We are just doing it since we have to jump through the hoops.

Jenelle Vader asked if cooperative education/clinical - is that CWE? Groups many types of education. Didn't use CWE language because it covers a broad spectrum of things including CWE.

Will bring it back for a second read.

Presidents' Council – Phillip King

Phillip on vacation. No report.

Association Reports

ASG – Stacy Yanez

- Next Wednesday and Thursday is the Blood Drive from 10am-4pm. You can make an appointment online or call the number on the flyer.
- On February 10th is the health fair. Free massages, acupuncture, and healthy recipes.
- Free food Wednesdays from the Cougar Cave have been a real success since it started.

PT Faculty – No one present to report.

FT Faculty – Bruce Nelson

- On behalf of FT faculty, wants us all to remember to congratulate our co-workers who do a great job. We are all working as hard as we can and making things happen. When you see someone doing a great job, say "Thanks a lot". Let's go for the positive.

Administrative/Confidential – No report.

Announcements

Lori Hall: A reminder to embrace the new brand by 2/14. Open House on 2/11 from 1-3pm with cookies and coffee. You can get half-price business cards at the Open House.

Casey Sims: Make sure to use the tools in the Brand Toolbox. You can make your documents look nice.

Nora Brodnicki: Word and Form will be happening again this year. Let Nora and Sue Mach know by 2/19 if you are interested in participating.

Casey Sims: Working on a Geocache project for CCC's 50th anniversary. Looking for anyone to participate to help identify hiding places on campus – need 5 places. They will be custom making boxes and coins. This is a really fun mini-grant funded project. If you are interested, contact Casey.

Jim Huckestein: Budget forums are February 11th from 12-1 and 1-2.

Patricia Anderson Wieck: If you were hired more than 5 years ago, you may not have emergency contact information on file. HR is trying to update everyone's information. Feel free to walk into HR and make your changes/updates.

Sunny Olsen: On Tuesday, March 16th Harmony Campus is having an open house from 4-7pm. Open to the community to learn about Harmony Phase II.

Amanda Coffey: There will be a poetry reading on February 11th to celebrate Valentine's Day and Oregon's Birthday from 12-1 in RR220-LAC.

Don't forget Winter In Service is Tuesday. Very interactive and interesting.

Present: Bob Cochran (Chair for Phillip King), Terry Mackey, Chris Robuck, Sue Goff, David Plotkin, Bill Waters, Casey Sims, Bill Calbrese, Lori Hall, Molly Burns, Ali Ihrke, Shawn Swanner, Jenelle Vader, Stacy Yanez, Karla Zarate, Bruce Nelson, Mary Collins, Patricia Anderson Wieck, Dion Baird, Jennifer Bown, Jim Huckestein, Cynthia Risan, Greer Gaston, Denice Bailey, Laura Lundborg, Jarett Gilbert, Jay Leuck, Dave Gates, Robert Keeler, Amanda Coffey, Tami Strawn (recorder)