**College Council Minutes**

Date: 6.3.16| Begin: 12:00pm End: 1:30pm | Location: CC127

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| **Topic/Item** | **Presenter** | **Minutes** |
| **Approval of Minutes (5/6/16 and 5/20/16)** | Phillip King | Minutes from the meetings held on 5/6/16 and 5/20/16 were previously sent out for review. Any comments/corrections, please contact Tami.  Remember our roles here at College Council: to hear information, give feedback and take back to your departments. This way everyone knows what’s going on at the college. |
| **Inservice: Revised Schedule** | Bill Waters | Theme of this year’s inservice will be “Supporting every student”.  The inservice schedule in the past was that all day Wednesday of inservice week was set up for meetings - all staff in the morning and then division meetings in the afternoon. Campus is closed that whole day. This was a problem for students - both how we communicated to them and then no services were available. Then on Thursday from 12-2 were the association lunches.  Changes to the schedule came out of various conversations. The new ideas for fall inservice will be taken to Presidents’ Council next week. The revision that will be presented is as follows:   * Tuesday of inservice from 8am-11:30am will be breakfast and all staff program. Campus will be closed until 11:30am. * Wednesday of inservice week from 8am-11:30am will be Division Breakfast & Meeting. Then from 12pm-2pm will be the association lunches (the request to move association lunches to Wednesday came from the associations). Campus will be closed until 11:30am.   Campus closed means not open at all. That is the intent and will confirm after Presidents’ Council next week.  Tara loves this idea. Absolutely closed is a little nerve wracking but just need to have excellent communication with our students.  Bill agrees that we need to better communicate the closure and they will work to find better ways to do so.  Will all campuses be closed? Yes.  Amanda – questions about other activities. The time change of the meetings will change other things like the times of workshops. Bill will provide a sample schedule by early next week so we can look at the time changes of other inservice activities. |
| **Bulletin Board Proposal** | Jairo Rodriguez | “Escape the Blue Tape” is about the posting policies in place now and things we should look into.  There are so many flyers, makes campus messy. It’s hard to advertise when there is so much. Doesn’t look professional.  Jairo handed out a card with the current posting guidelines. These guidelines don’t get followed. Jairo went around the campus into each building and looked to see how the postings are done in each building (showed pictures). Roger Rook had the most violations. The bulletin board in Dye is too small. Niemeyer has no place to post. Outside posting is not much better.    ASG wants campus to stay clean. ASG would like one or more boards in each building and enclosed bulletin boards outside. They would work with the signage committee to figure out how many boards in each building. Postings would only go on the bulletin boards. The enclosed bulletin boards would be managed by ASG. There would also be 4 non-CCC community bulletin boards.  Benefits of the changes would be less cluttered, information would be easier to find, less waste of paper, and no more blue tape.  Bruce pointed out that there are a number of bulletin boards that are for departments. Would those be affected?    Stephanie said outside of B240 there are 2 bulletin boards they use for FYE.  After flyers get the approval stamp then are hung up is there going to be a process to pick where you want your poster to hang? ASG hopes to have a layout of the where the bulletin boards are to say - here’s where you can post. ASG will not be hanging the flyers but they will be taking them down. ASG will keep them up to date. For the outside, enclosed boards, ASG will change/post every Wednesday by 5.  Beth said that there are 2 big bulletin boards outside M234 that she keeps up. They show events in her division, new classes, and other student information. She updates them on a weekly basis. Jairo says they don’t want to affect division/department boards.  Is someone going to track attendance at events to see if there is a decline? The hope is that the bulletin boards are a better way of advertising. The way we push out information isn’t as good as it should be. Looking for locations where students might see the information posted. |
| **ISP’s – 2nd Reads** | Bill Waters /  Jaime Clarke (ISP 370) | ISP 370 Advanced College Credit – Jaime: With the feedback from the 1st read, language was added to #4.  ISP 391 Credit for Variable Credit Courses – Bill: The added language in the summary should make it clearer.  ISP 460 Underage Enrollment: Student Under 18 – Bill: #8 was worded awkwardly at the 1st read. Feels like the wording now is better. Do we have an actual minimum age here at CCC? No, nothing absolute. It’s up to the instructor. If the student is under 16, they have extra paperwork to do to obtain necessary signatures.  ISP 461 Registration Transcript Restrictions – Bill: To clarify that anyone in a department can request a hold - anyone includes faculty and staff.  ISP 470 Course Substitution or Waiver – Bill: Language change in #7. Not just the Department Chair consultation but also lead faculty if they are available. |
| **ARC - Campus Speech Activities** | John Ginsburg/ Matthew Altman | Putting to paper policies and regulations related to free speech and what the college needs to do to make sure we are not violating any constitutional rights. John and Matthew researched what other schools are doing.  Time, place and manner are the 3 elements that an institution can put restrictions on. Always have to remember that we can never go after the content.  The policy was sent to Jim; Jim sent to CCC’s Counsel; it was then returned with feedback; it then went back to ARC; and now it’s coming here for a 1st read. Currently ASG and facility reservations are using a different form for outside and inside people. People should register their event but we can’t require that. They can be encouraged to go to ASG or Gregory Forum to find out where the locations are. Pulled out information about rallies and demonstrations.  Stephanie: Would encourage them to look at Fireside and CC as spaces. A counselor is currently using the office inside of the Fireside lounge. .  Jane: There are a couple kinds of free speech that are not allowed.  Greer: Who is the audience for this? Consider putting contact information for facilities or ASG office. Create things to hand out to people with this information.  Ryan: Person in his 60’s handing out Bible information. A student didn’t want to take it so he put it in her pocket. Student was a bit freaked out by that. He went too far. Call campus safety.  Facility reservations and ASG get to be known to deal with these kinds of things and we can call them if we see anything that may not seem right.  Phillip: Tara and ARC team, thank you. As we move forward on this, maybe we do a campaign around it, like we have with Title 9. Brings awareness about free speech.  It’s a public forum or it’s not a public forum. Wouldn’t use words of free speech zone. We can be specific as to which interior locations would be public and tell people that they are welcome to canvas in these locations.  This is the first reading so it will come back to College Council in the fall for its second reading. |
| **Board Policies** | Denice Bailey | First read on policies recommended by the Board Policy Committee. They will go to the Board for first read on June 22 and for approval on July 27. Will be presented at Presidents’ Council next week.   * Policy DB: Budget * Policy DBDB: Fund Balance * Policy DBEA: Budget Committee * Policy DED: CCC Foundation * Policy DF: Fundraising * Policy DGA/DGB: Signature Authority * Policy DID: Fixed Assets * Policy DIE: Audit * Policy DJC: Procurement Requirements * Policy DLC: Expense Reimbursements * Policy DMA: Tuition and Fees * Policy DN: Disposal of College Property   All about financial. This will be the first and only read of these policies. Denice is happy to go through them with anyone. These policies are available for comment and editing up until July’s board meeting.  All documents are posted on the College Council website and show any changes on the documents. |
| **Committee Reports**   1. **Presidents’ Council** | Phillip King | No meeting since last College Council meeting. |
| **Association Reports**   1. **ASG** 2. **Classified** 3. **Part-time Faculty** 4. **Full-time Faculty** 5. **Administrative Confidential** |  | 1. John Ginsburg: Jairo presented the bulletin board information earlier in the meeting. 2. Enrique Ferrara: Still bargaining. Election results are out. 3. Patty DeTurk: Currently in negotiations regarding their contract. Their annual picnic is tomorrow at George Rogers Park. 4. Bruce Nelson: Had a Senate meeting yesterday. David shared thoughts on potential reorg that may happen in fall. Faculty members appreciated that. Didn’t get to other items he wanted to get through this year. New officers staring July 1. 5. No report. |
| **Other Announcements** |  | Dion: The email sent out to PT and FT faculty regarding classroom technology is a real email. Working with BJ to have all the emails branded the same. Encourages faculty to respond. If you deleted the email please let BJ know and she can resent it to you.  Stephanie: Reminder that there will be counseling coverage in the Community Center over the summer on Monday, Tuesday and Wednesdays through the 8 week class sessions. Lupe will be back in fall. Counseling will be moving to the 3 offices across from advising.  Lori: Introduced the new Executive Director of Marketing, Jack Hardy.  John: Jairo will be the ASG president next year effective this Friday. ASG is bringing on board folks for next year. Clackamas website/ASG has info. Accepting applications through the end of the month.  Denice: Graduation is next week. Contact Denice or Max. GED/AHSD ceremony is now in the Gregory Forum. A change for this year is that for the Friday night ceremony, we have tickets for guests in the gym. There will be 3 other live viewing locations on campus – McLoughlin Auditorium, Neimeyer Auditorium and Gregory Forum. Phillip stated we have a good planning team led by Max.  Patricia: Summer Skills camp is August 22-25. This year staff will be doing a giveback during summer skills camp. Worked with Jaime to find out needs that a High School may have for next year. Messaging will go out. The jump start give back session on Thursday the 25th will be to put gift bags together for the High Schools.  Phillip/Tara: The student planning tool is coming soon. Timeline may move up. Hope to pilot with a group of students this summer. Possibly campus wide early fall for winter registration. Great tool for students – see process to degree or certificate – easier to register.  Enjoy your summer! |
| **Present** |  | Phillip King (Chair), Bill Waters, Robert Keeler, Stephanie Schaefer, Beth Hodgkinson, Lizz Norrander, Jaime Clarke, Lori Hall, RB Green, Jack Hardy, Frank Corona, Josh Aman, John Ginsburg, Denice Bailey, Amanda Coffey, Tara Sprehe, Molly Burns, Jim Huckestein, Andrea Vergun, Ryan Davis, Enrique Ferrara, Shawn Swanner, Jenelle Vader, Dave Gates, Patricia Anderson, Bruce Nelson, Laura Lundborg, Patty DeTurk, Tami Strawn (recorder) |