**College Council Minutes**

Date: 10.21.16| Begin: 12:00pm End: 1:30pm | Location: CC127

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| **Topic/Item** | **Presenter** | **Minutes** |
| **Minutes (10/7/16)** | Sue Goff | Minutes from the meeting held on 10/7/16 were previously sent out for review. Any comments and/or corrections, please contact Beth. |
| **College Council Feedback** | Sue Goff | We are always looking for feedback. Here are a few suggestions that were discussed and welcomed from Jarett Gilbert. 1) Currently, all College Council documents are listed separately on the committee website. A pdf version of the entire packet could be created much like Denice Bailey does for our board. You could then view and scroll through the entire document. The individual documents will still be posted. 2) The possibility of adding additional monitors to the board room. These suggestions would need to be approved with our board. Sue will bring this discussion to President’s Council. 3) The idea of potentially streaming College Council to Wilsonville and Harmony campuses. Previously, the board meetings had been streamed, but it had not been successful because how the room is set up. Realistically, it is difficult for folks to leave and attend College Council during the work day. It wouldn’t have to be a live feed. Maybe to capture someone’s desktop and hear the conversation. 4) A change to the orientation of the projection screen from portrait to landscape. |
| **College Council Outcomes for 2016-17** | Sue Goff | This year we should identify a few outcomes to accomplish for College Council. Suggested outcomes were: 1) Have a more effective committee website with up-to-date minutes and agendas posted for all committees. 2) Have our committees regularly check in to College Council. Each committee will annually schedule a time to report goals and accomplishments – a practice that has been done in the past. Maybe have committees report twice - once early during fall term and again at the end of the year to hear a year-end report. 3) A monthly update on accreditation and where we are with assessment 4) Review the College Council Recharge document to ensure we are following recommendations. |
| **Budget Process for**  **2016-17** | Sue Goff | The college will delay all 2017-18 budgeting decisions until more information is known. Unknowns: Two key ballot measures will influence the state’s availability of resources – Measure 97 & Measure 98. Need additional information on the Community College Support Fund which will not be known until mid-June 2017. Knowns: The recommendations we received from the Northwest Commission on Colleges and Universities (NWCCU) state that we need to align our planning and budgeting process. The college needs to demonstrate that our budget aligns and supports our Core Themes and Indicators as well as create meaningful indicators. Currently, 2016 PERS earnings are at 4.8 percent, which is not performing as well as expected. The state assesses that PERS rates are expected to increase over the next three biennia. The Full-Time Faculty Position Opening Request (POR) Sub-committee will continue to monitor critical full-time faculty vacancies. The sub-committee will expand to include the Vice President of College Services, an HR administrator, and two classified representatives, so we have a more balanced group to consider full-time classified and full-time administrative/confidential vacancies. The Budget Advisory Group (BAG) will continue to improve budgeting processes by creating a Single Request Sub-committee to establish a system that will streamline college requests and will coincide with the Faculty Forum process in the spring. In February, BAG will align the 2018-19 budget development process, which begins in fall 2017. They will verify all of the processes and systems are in place to support the alignment recommended by NWCCU. The college will continue to monitor and make adjustments as we move forward to a streamlined process in the spring. |
| **ISP – 2nd Reads** | Dru Urbassik | **Note: The format to the following ISPs were changed so items are now listed numerically.**  ISP 161 Course Creation, Edits, Inactivation, and Deactivation – Dru: Format changes only.  ISP 162 Program Creation and Approval – Dru: Format changes only.  ISP 165 Program Suspension & Reinstatement – Dru: Format changes – Changes to the summary; changes to language in #2; and new language in #3 stating you need a different program amendment form.  **Discussion at ISP: One of our goals are to separate standards and policies from procedures. Some of the language in these ISPs are heavy on the procedure side. We will do a pass thru and you may see these again. We will be creating an associated procedure for these as well.**  ISP 166 Program Amendment – Dru: Format changes – An addition to the summary in regards to program changes exceeds 25% (or deemed otherwise substantive. Question asked who deems. Additional language added to clarify who (by the Curriculum Office).  ISP 180 Continuing Education Units (CEUs) – Dru: Format changes only. |
| **ASG** | Megan Baumhardt &  Jairo Rodriguez | Join ASG for the Election Night Party on Tuesday, November 8, from 5-8 p.m. There will be light refreshments and entertaining games for students that are there for the social aspect rather than the educational aspect. We will be broadcasting the election on multiple televisions from different stations. Encourage students to join us for this upcoming event.  Posting Rules: Post on cement, brick, and bulletin boards and refrain from multiple postings on the same wall or board. Ask permission before posting on any department bulletin boards. There is a 25 poster limit. Approval stamp is good for 30 days and use blue painters tape (available in CC152). Do not post on painted surfaces, glass windows, or doors. Things to consider are to remember that there are designated posting locations for each building. Table tents are a great way to advertise. Leaving a stack of fliers at service desks are fine if given permission. ASG has created a poster committee to improve our system. They have mapped out every bulletin board on campus. ASG is still looking into a bulletin board system. ASG works hard to keep the postings up to date, but it’s difficult at times. #Escapethebluetape |
| **Committee Reports**   1. **Presidents’ Council** | Sue Goff | Spent some time talking about the 2016-17 budget process. Discussed the need as a college to continue communicating more effectively. There will be some upcoming changes regarding HR compliance policies and how to get employees involved to gather feedback. Talked with Leslie Ormandy, the part-time faculty president, about the complexities on updating the part-time faculty email group. |
| **Association Reports**   1. **ASG** 2. **Classified** 3. **Part-time Faculty** 4. **Full-time Faculty** 5. **Administrative Confidential** |  | 1. ASG – Jairo Rodriquez: Events: Pumpkin Carving on October 31; The Multicultural Center, in collaboration with Unidos Club and CCC's Counseling Department, is hosting a Dia de los Muertos (Day of the Dead) celebration Wednesday, Nov. 2, noon-3 p.m., in the Community Center; Election Night Party on November 8; Free Food Market every Thursday at 11 a.m.; Cougar Cave open to students; Holiday Party on December 8. Current committees: Signage #Escapethebluetape, Holiday Party, and Constitution & Bi-Laws. 2. Classified – Enrique Farrera: NEA representatives were here on campus to provide lunch and talk to all association groups. Still working to review/finalize the contract as well as our bylaws. 3. Part-time Faculty – Leslie Ormandy: Get Acquainted Part-Time Faculty Contest recently ended. Still finalizing how part-time faculty will be compensated for the mandated SafeColleges. Bargaining continuing. 4. Full-time Faculty – Nora Brodnicki: Collecting donations for the Classified Appreciation Event. A recent conversation about civility at President’s Council. David Plotkin and Joanne Truesdell want to continue the conversation here on campus. 5. Administrative Confidential – Jarett Gilbert: If you would like to volunteer your time or talents for the Classified Appreciation Event, please contact Denice Bailey. Looking for door prizes for the event. |
| **Present** |  | Sue Goff (Chair), Robert Keeler, Stephanie Schaefer, Leslie Ormandy, Ali Ihrke, Andrea Vergun, Justin Montgomery, Megan Baumhardt, Max Wedding, Denice Bailey, Stephen Wilks, Sarah Hoover, Chris Hughes, Ryan West, Tara Sprehe, John Ginsburg, Jarett Gilbert, Dru Urbassik, Enrique Farrera, Matthew Altman, Nora Bodnicki, Scot Pruyn, Christina Bruck, Beth Hodgkinson (recorder) |