

College Council Agenda

Date: 11.18.16 | Begin: 12:00pm End: 1:30pm | Location: CC127

Topic/Item	Mapping	Presenter	Allotted Time	Key Points Provide 50 words or less on expected outcome	Category
Minutes (11/4/16)	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance		NA	Minutes from the meeting on 11/4/16 were previously sent out for review. Any comments/corrections, please contact Beth.	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information <input checked="" type="checkbox"/> Document
College Council Update	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Sue Goff	10 min		<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document
Assessment and Related Instruction Outcomes	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Cynthia Risan Bill Waters	20 min		<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document
Diversity Committee Charter	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Christina Bruck & Stephanie Schaefer	10 min		<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Document
Website Redesign Progress Check	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Jack Hardy, Jessie Kirk & Kirk Fryrear	20 min		<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document

Committee Reports 1. Presidents' Council	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Sue Goff	5 min		<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document
Association Reports 1. ASG 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative Confidential	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance		10 min		<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document
	Assigned Action Items	Assigned to	Notes		Due
	Upcoming Meeting Dates	Start Time	End time	Location	
	December 2, 2016	12:00pm	1:30pm	CC127	
Attendance					
College Council Members 16-17: Sue Goff (Chair), Beth Hodgkinson (Recorder), Dion Baird (ITS), Dave Gates (ITS – alternate), Tara Sprehe (AFaC), Darlene Geiger (AFaC – alternate), Molly Burns (AFaC), Stephanie Schaefer (AFaC), Ryan Davis (AFaC), Scot Pruyn (AFaC), Andrea Vergun (AFaC), Ryan West (AFaC), Sue Caldera (THOW), Ida Flippo (THOW) Chris Hughes (THOW), Jarett Gilbert (THOW), Sunny Olsen (THOW), Patricia Anderson Wieck (HR) Jennifer Nelson (CS), Mickey Yeager (CS), Bill Calabrese (CPR), Sarah Hoover (AS), Bob Keeler (AS), All Association Presidents, All Deans					
Notes to Self			Deferred Items		
<ul style="list-style-type: none"> College Council Minutes can be found at F:\1MINUTES\College Council\16-17 					

College Council Minutes

Date: 11.4.16 | Begin: 12:00pm End: 1:30pm | Location: CC127

Topic/Item	Presenter	Minutes
Minutes (10/21/16)	Sue Goff	Minutes from the meeting held on 10/21/16 were previously sent out for review. Any comments and/or corrections, please contact Beth.
Bond Update/Industrial Technical Center (ITC)	Bob Cochran & Mike Mattson	<p>A quick bond update including what's going on with Manufacturing. The demolition of the Oregon Institute of Technology (OIT) building is complete. During demolition, materials were sorted for salvage and recycling. Harmony Campus Phase II is under construction, and the building is starting to become vertical. The name for Harmony Phase II is no longer influx, it's called Harmony West.</p> <p>Mike shared an update on the Industrial Technical Center (ITC) building. Currently, the name for the ITC building is influx. We plan to break ground spring 2017 and move into the building spring 2018. The new building comes in at over 44,000 square feet which is a huge upgrade for us. Now, our programs which include Manufacturing, Technology, and Machining are occupying 13,000 square feet in Barlow and Clairmont. We look forward to a high-bay space will accommodate specialized equipment for industrial technology as well as the flexibility to meet changing training needs for regional partnership programs.</p> <p>Bob continued with additional updates on projects that the college is continuing to work on. In regard to the DeJardin Science Addition, we plan to go out for proposals for architectural services by the end of November 2016 and will select an architect at the beginning of 2017. We will move into a year of design, a year of construction, and see this project complete by early 2019. This summer we did three and a half roof renovations: Dye, Streeter, Lewelling, and the leaky half of Gregory Forum. The Randall Hall Locker Room project is ongoing and should be finished around Thanksgiving. The elevator upgrade project has been pushed off until early May 2017 with completion in September 2017.</p> <p>Luke Norman applied for two grants for the college. The first grant is an Oregon Department of Transportation (ODOT) grant in the amount of \$97,000 which will fund construction for a sidewalk along the north side of the entrance over to the Community Center and connect the college to the OC Point. The second grant awarded was in the amount of \$1.7 million by the Oregon Transportation Commission for the new CCC Transit Center to redo our entryway.</p> <p>When CCC passed the bond, the board asked us to set goals for both businesses and our students. These acronyms, Student Applied and Integrated Learning/Business Opportunity Achievement Target</p>

		<p>(SAIL/BOAT) were named by one of our students who was hired by the inici group and has been working on our projects. As far as our business opportunities BOAT, our goals were set for 10% of the construction costs to go minority businesses, emerging businesses, women businesses, and Clackamas County District businesses. Working to achieve that 10% goal. On the SAIL program, we are looking for opportunities to get our students engaged and connected to our bond projects for internships, mentorships, and job shadowing. Recently, we took some of our interested ASG students down to Harmony for a presentation with the contractor and the architect.</p> <p>We are working with the city of Oregon City as a partner on the Myers Road project. Currently, they are surveying, and the next step would be conversations with the property owner for the right of way acquisitions.</p> <p>With the construction of ITC and the footprint that they are going to take in the Barlow parking lot, we currently meet city standards with our parking counts. When the DeJardin expansion comes in, we will need to expand our parking. Our target right now is the Orchards parking lot which is up on the hill across from the McLoughlin lot. We plan on expanding that to meet our parking numbers which the city requires.</p>
<p>Access, Retention & Completion (ARC) 2nd Read – SS 601</p>	<p>John Ginsburg</p>	<p>One of the responsibilities that ARC has is to Identify, implement, and propose policies outside of the classroom. This is the second reading of the Campus Speech Activities policy, SS 601. John reviewed the policy once again since the first read was at the last College Council meeting at the end of the 2015-16 academic year. He noted several important factors. Any limitation that the policy has cannot be based on the content of the speech. It can be based on the time, place, and manner. We get to identify the location which for the most part are for the most part outside on college grounds. At the first read, it stated that both the Community Center Mall and the Fireside Lounge could be used for speech activities. A suggestion came forward to exclude the Mall because this is a location that people not only work at but come to for college services. It would be difficult to avoid a speech if someone found it offensive.</p>

<p>Student Planning</p>	<p>Tara Sprehe</p>	<p>We have been working for about a year and a half on implementing the student planning software which will help students see their progress toward degree or certificate completion. Registration for winter term takes place in mid-November. We have a pilot group of 100 students who will use the software for their planning degree completion and scheduling in order to register for winter term classes. Those students are comprised of about 30 students from the Veterans Center, 30 students from Student Life and Leadership/Peer Assistance, and two sections of the First-Year Experience, FYE-101. Our goal is to get a broad representation, so that we have a full understanding how all of our students will react to the software. We have created documentation to help them which has been given to most of the students. There is one control group who will get help, but they will not receive the documentation to see if that hinders their ability to use the software. We will gather feedback and use that information as we plan to go live with the software for all students in mid-February. Faculty will be trained on how to use the software for advising students with their degree certificate plans. We will also turn on prerequisite checking for the first time in February. The team has worked tirelessly to ensure that we have the correct data in the system to ensure that if students have met the prerequisites or help up during the registration process. Thanks to all of the departments who reviewed all of their courses to ensure that this is an appropriate prerequisite or a recommendation. From mid-February through the end of spring term, we will begin working on the second phase. Some of our student populations don't normally utilize this kind of software, i.e., Customized Training, Advanced College Credit. We want to be able to work with those groups to assist them during this transition. The current CougarTrax software will still be available during spring registration, but we anticipate that we will no longer be using CougarTrax for fall registration.</p>
<p>Committee Reports 1. Presidents' Council</p>	<p>Sue Goff</p>	<p>Update from Jack Hardy and the Creative Services team who presented the next phase of the complete website redesign. Share you feedback at an upcoming forum during November, so we can improve the public-facing website. We want to make sure that everyone attends the Classified Appreciation Event. Anybody who is not faculty, we invite you to help with clean up, set up, or to help manage some of the activities during the event. If you are interesting, please contact Denice Bailey. The SuccessMaker and Team Award nominations are due November 14. Nominate Clackamas staff and faculty for the 2016 SuccessMaker and Team awards. These awards will be given out at the All Staff Appreciation event December 8 in the Osterman Theatre.</p>
<p>Association Reports 1. ASG 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative Confidential</p>		<p>1. ASG – Megan Baumhardt: ASG met at the Harmony Campus with Bob Cochran. We discussed the current project with the inici group representatives in regard to the SAIL program. Events: Election Night Party on November 8; Holiday Party on December 8 at 6 p.m.; Free Food Market every Thursday at 11 a.m. - thanks to Oregon City Gleaners and ASG. We are in the process of outreaching to our different campuses to promote the Cereal Day event. Currently, we have a survey out to our students to capture the types of cereals and milks that students like. ASG does have a couple of students who will be transferring to other colleges next term, so know that we will have positions available. Please encourage them to apply.</p>

		<ol style="list-style-type: none"> 2. Classified – Enrique Farrera: Elections for the 2016-19 contract ratification starts Sunday evening. If our contract is ratified, it will be presented to the board for their approval. HECC report on SB113, Employment Data Collection and Reporting for Community Colleges and Universities. 3. Part-time Faculty – Leslie Ormandy: IT believes that they have finally solved our Listserve issue. Our association is still bargaining. The next sessions are scheduled on November 16 & 30. Everyone is welcome to our open sessions. The College has finally worked out how the part-time faculty will be paid for the mandatory SafeColleges Online Training. 4. Full-Time Faculty – Nora Brodnicki: Kathleen Hollingsworth’s music students are a part of the Outlaw Gospel along with members of Mainstream and Playa choir. Sunday, November 20, 2016 7:30pm at The Old Church, Portland, Oregon. The cost is \$5 and proceeds to benefit the CCC Vocal Music Department. On December 4th at 7:30pm the CCC choir will perform. The Home for the Holidays on campus in the theatre. With the help of Tory Blackwell, both the EXITO and STEM-CATS programs are getting their mentoring programs up and running this term. With STEM grant fund we are hoping to have a NASA astronaut give a talk in winter term and that speaker might require us to look for additional funding to cover his speaking fee. The nursing program had 100% 1st attempt pass rate at the National Council Licensing Examination for registered nurses from our June 2016 graduates and at this time, all of the graduates from that cohort who have sought work as registered nurses are employed as RNs. David Andersen coordinated the completion and purchase of two student paintings for the Willamette Falls Hospital with two current CCC art students, Justin Taylor and Kelsey Kruger. Melissa Jones went with eight CCC students to Washington, D.C., for the National Associated College Press college media conference October 20-23. At the conference, we heard keynote speeches from Bob Woodward, one of the Washington Post reporters who broke the Watergate scandal that led to the resignation of Richard Nixon. We also had a keynote from Edward Snowden – via satellite. 5. Administrative Confidential – Jarett Gilbert: Denice is still looking for door prizes for the Classified Appreciation Event. Please contact her as soon as possible.
<p>Present</p>		<p>Sue Goff (Chair), Mike Mattson, Jarett Gilbert, Ryan Davis, Max Wedding, Lizz Norrande, Laura Lundborg, Ali Ihrke, Sarah Hoover, Matthew Altman, Cynthia Risan, Justin Montgomery, Vicki Hedges, Dave Gates, Ryan West, John Ginsburg, Megan Baumhardt, Tara Sprehe, Anita Yablorsky, Patricia DeTurk, Bob Cochran, Stephen Wilks, Enrique Farrera, Molly Burns, Beth Hodgkinson (recorder)</p>

Approved Related Instruction Outcomes

Computation: use appropriate mathematics to solve problems.

Communication: read actively, think critically, and write purposefully and capably for professional audiences.

Human Relations: engage in ethical human interactions that accomplish goals.

Physical Education: use effective life skills to improve and maintain mental and physical wellbeing.



Diversity Committee Charter

Mission

Clackamas Community College strives to address, explore, educate, learn about, and respond to the diversity of the human experience.

We prepare our students to successfully understand people with diverse perspectives and backgrounds by teaching critical thinking, empathy, and a deeper appreciation of others.

We create an inclusive, equitable, culturally competent, and supportive environment where staff, faculty, students and administration model behavior that enriches our community.

Purpose

To Revive/restart a standing Diversity Committee made up of approximately 10 members representing different areas (see notes below about membership).

The Diversity Committee will assist the institution in developing a comprehensive strategic diversity plan focusing on the following three categories:

1. Diversity Training for Employees
2. Hiring/Retention of Diverse Staff
3. Diversity in Student Body

Definitions

Click here to enter text.

Meeting Schedule

TBD

Scope

Click here to enter text.

Process

Statement creation

Group feedback was requested by presenting the statement to the following groups in late February and early March:

ASG
Executive Team
College Council
Human Resources
Executive Classified Meeting

Goal or activity creation

The Task Force worked to get campus input on what as a community would be important areas of diversity or equity that Clackamas should focus on. Community feedback was received by:

- Participated with a table at the ASG community resource fair on March 30th
- Department chairs and directors
- College Council
- Faculty senate
- Classified staff

Survey

A survey was created and sent to campus community to determine three top areas that Clackamas should focus on in the areas of diversity and equity.

Relationship to Other Committees

Cultural Arts Committee and International Education Work Group

Membership

The Diversity Committee will have representatives from the following areas:

Part-time and Full-time Classified (one of each)

Part-time and Full-time Faculty (one of each)

Part-time and Full-time Students (one of each, not necessarily ASG students)

Admin/Confidential: someone from Human Resources and someone from the Leadership Cabinet

Multicultural Center officer

Someone to represent International Students

Website Redesign

www.clackamas.edu



Education That Works



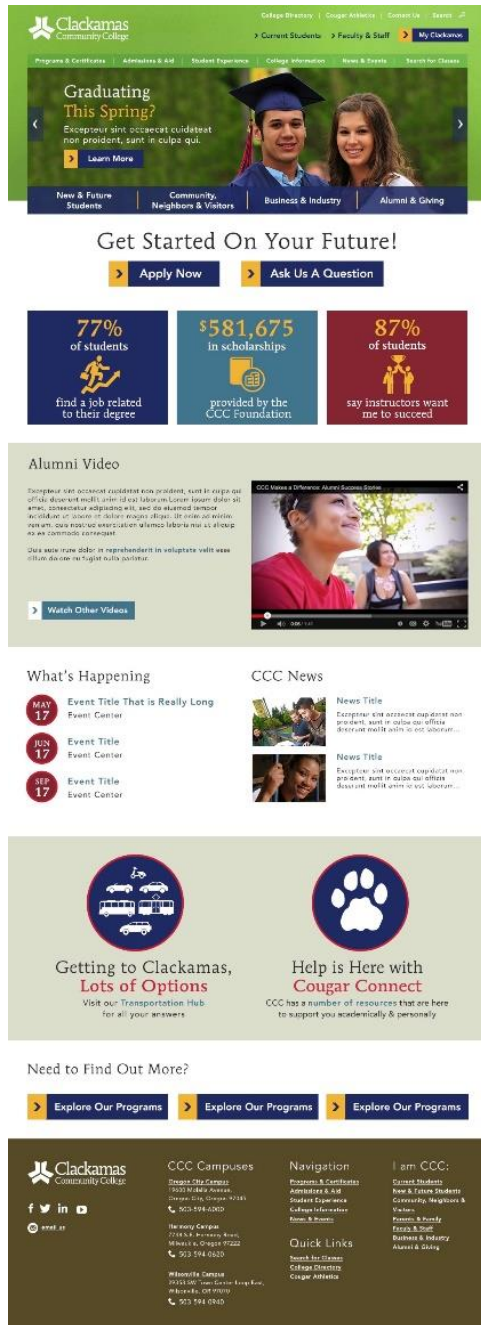
The Goal

Create a well-designed, easy-to-use website with simple navigation that helps **prospective students** quickly find the information they need to apply and enroll at CCC on any type of device.



Strategic Priorities

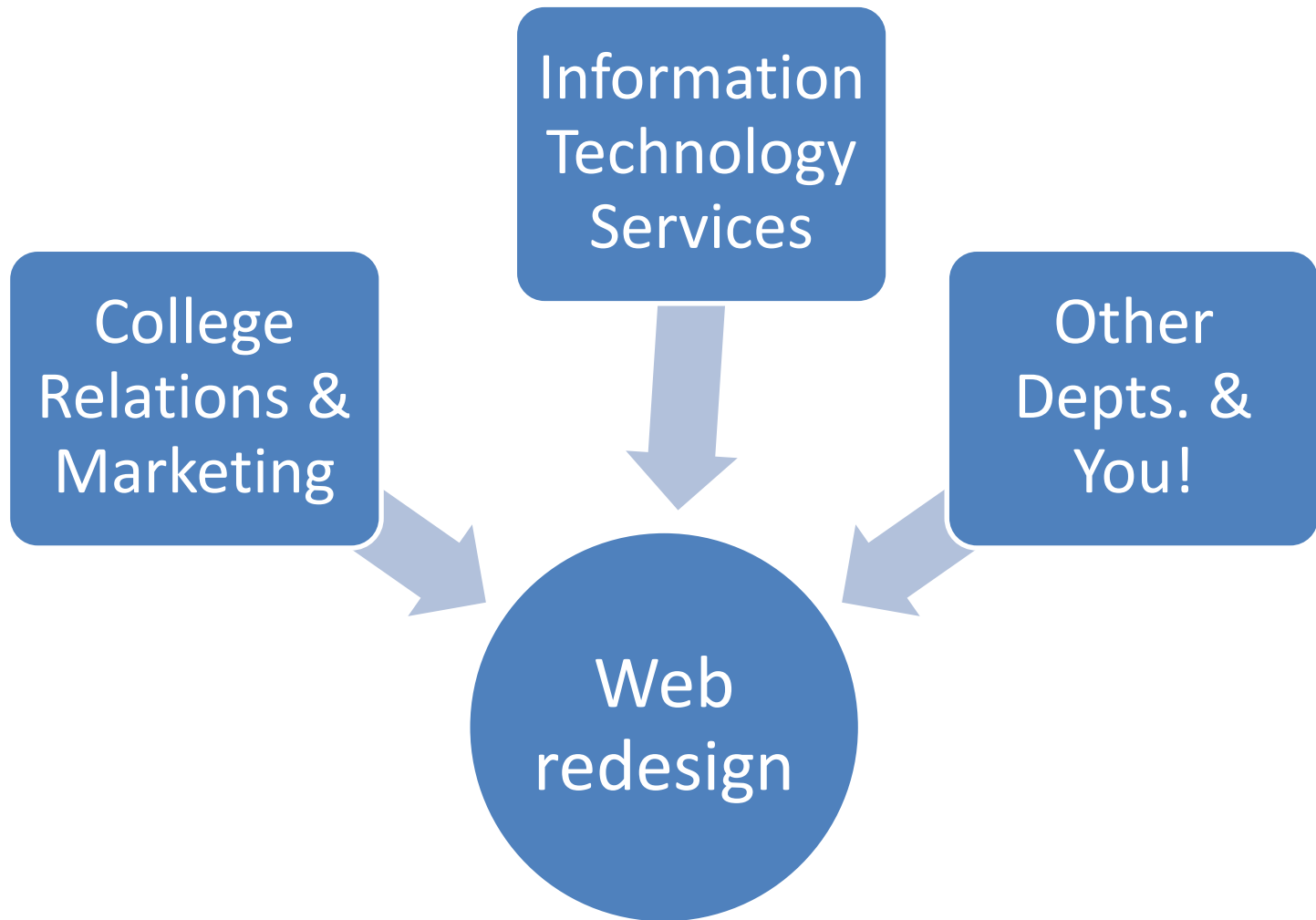
	HOW WEBSITE IS RELEVANT
Guided Pathways	Providing quick and easy access to key information will help students be successful.
College Readiness	Providing easy access to college resources, support and more gives students a welcoming place to start learning about the college.
Financial Sustainability	With an enhanced emphasis on enrollment and retention, the website will continue to be the college's best marketing tool to help guide potential students through applying and enrolling.
Academic Relevance and Innovation	The website will continue to be a key place to share stories about mini grants, new class offerings, academic achievement and more.



What website?

- Scope of this redesign will focus on the forward-facing website.
- The work will impact MyClackamas (student or staff portals)
- Does **not** affect Moodle
- Does **not** affect CougarTrax

Web redesign team



The Research

- Google **Analytics**
- Two **focus groups**: FYE and Milwaukie High School students
- Six-month **web discovery process**
- **Institutional Research**
- **Frequently Asked Questions**: Call Center and Welcome Center
- **Interviews**: Marylhurst University and Whatcom Community College
- **Best practices** from National Council for Marketing and Public Relations and EAB



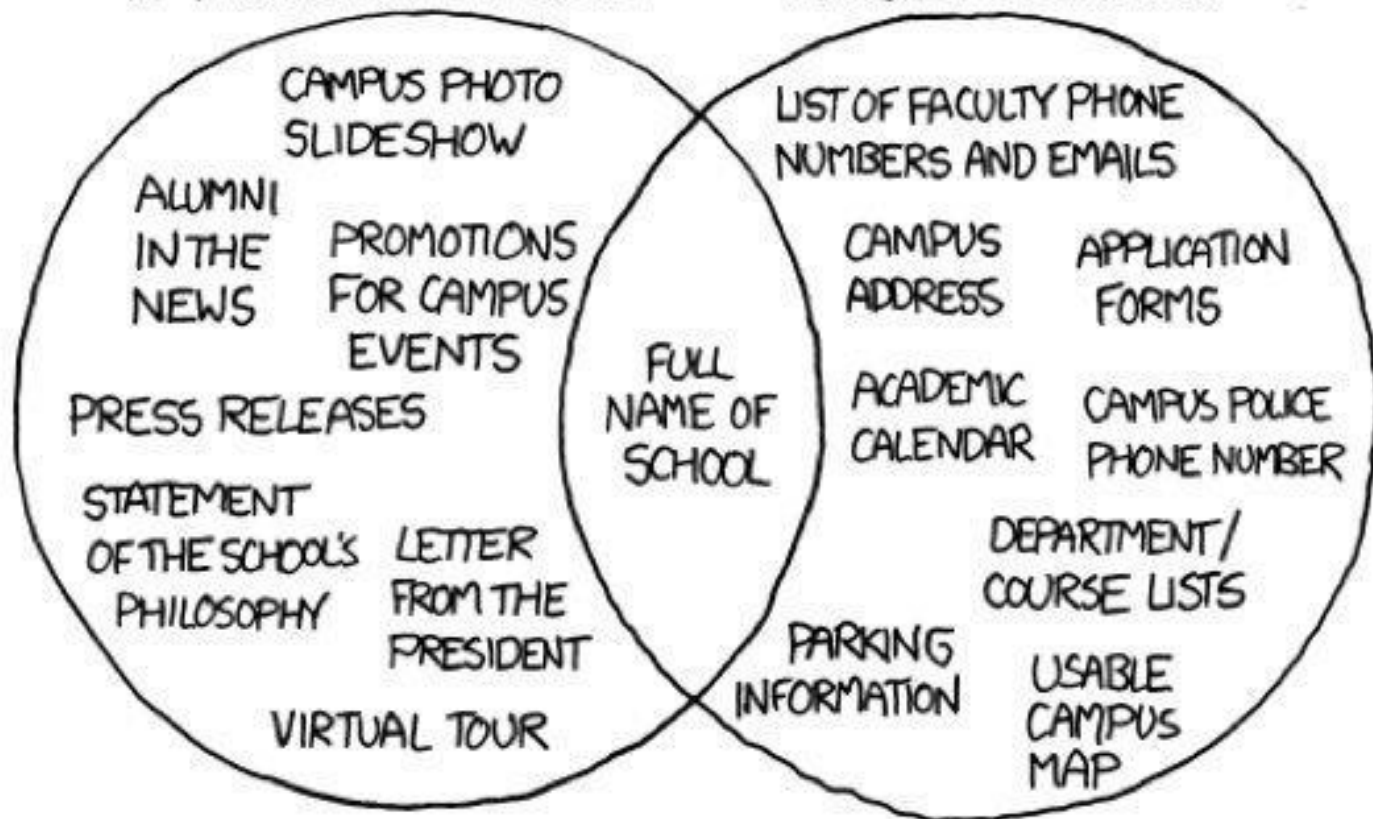
Website survey results

- **500** respondents across all audience groups
- **40%** said it took longer than expected to find information they needed.
- Students rated website a **7.3**
- Faculty and staff rated a **6.4**
- **59%** said they sometimes or regularly use website for maps, addresses, hours and logistics



THINGS ON THE FRONT PAGE
OF A UNIVERSITY WEBSITE

THINGS PEOPLE GO TO
THE SITE LOOKING FOR



What the research indicates

- Website should focus on attracting **new students**
- It has to be **easy to use and navigate.**
- It needs to be **mobile friendly** – 60+% of our new website users are accessing the web from a mobile device.
- Website must be consistent with **new branding** – (get rid of the green.)
- Must be easier to maintain by using a modern **content management system**, overseen by College Relations and Marketing.



Student-first approach

- Ensure content is designed through the lens of what a **prospective student** needs.
- The content will be organized where **students will look** for it.
- **Reduce/reorganize** the content on the site so it's easier to find.



Continuous Communication

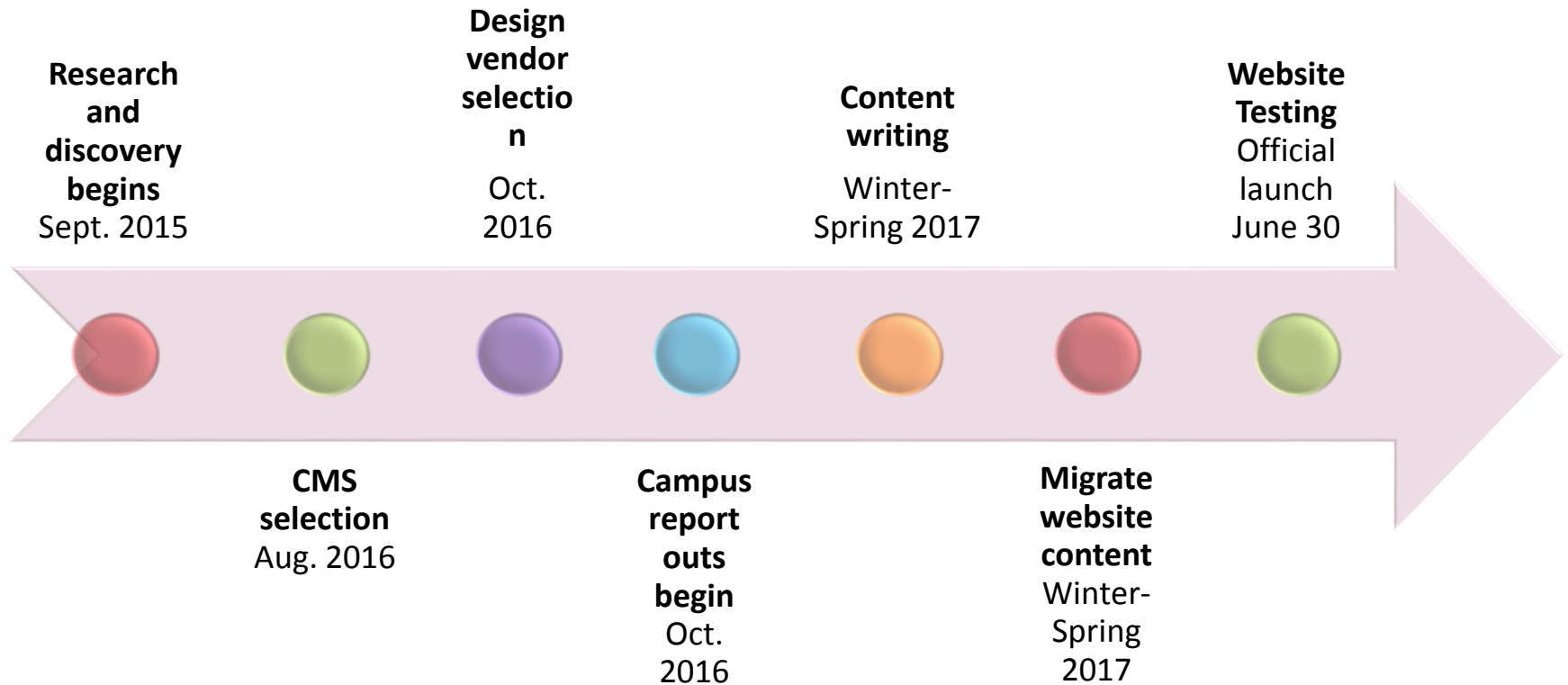
- **Feedback Forums:** Day and evening open houses on Nov. 9, Nov. 15 and Nov. 17
- **Reporting Out:** College Council, ASG and division meetings.
- **Next Steps:** Identify liaisons who can help gather the most important content to move forward to the new site.



Content updates

- Submit web updates to **Service Desk** to track and implement web changes. support.clackamas.edu
- The College Relations and Marketing team has been updating **75% of the web pages** for more than 6 months
- Web Shepherds can continue to update as needed. Will modify the program and train once new website is established.

Redesign timeline



Feedback Forum

Clackamas Community College is about to embark on the next phase of the college website redesign project that will transform www.clackamas.edu.

Now we'd like to hear from you!



OREGON CITY, COMMUNITY CENTER MALL

Wednesday, Nov. 9 -- 10 a.m. to noon or 3 p.m. to 5 p.m.

Thursday, Nov. 17 -- 11 a.m. to 1 p.m. or 5 p.m. to 7 p.m.

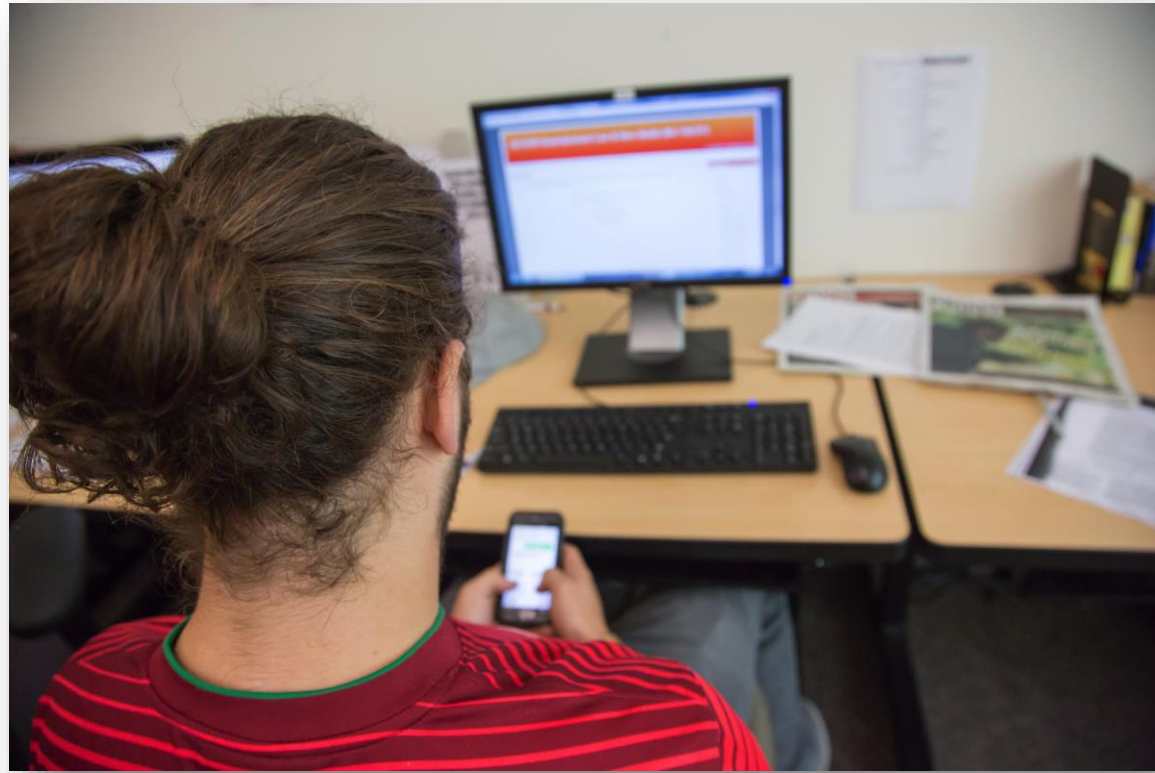
WILSONVILLE, LOBBY

Tuesday, Nov. 15 -- 11 a.m. to 1 p.m.

HARMONY COMMUNITY CAMPUS, LOBBY

Tuesday, Nov. 15 -- 3 to 5 p.m.

Questions & Comments



jessie.kirk@clackamas.edu