

College Council Minutes

Date: 3.17.17 | Begin: 12:00pm End: 1:30pm | Location: CC127

Topic/Item	Presenter	Minutes
Minutes (3/3/17)	Sue Goff	Minutes from the meeting held on 3/3/17 were previously sent out for review. Any comments and/or corrections, please contact Beth.
OR HB 2871 – Low Cost Courses	Jane Littlefield	Jane presented an overview of OR HB 2871, Section 4, where both public universities and community colleges will designate courses whose course materials exclusively consist of open or free textbooks or other low-cost or no-cost course materials. The course designation must appear in the published course descriptions that are on the Internet or are otherwise provided to students at the time of course registration, including on the campus bookstore course materials list that is provided for the course. CCC proposes: “Low Cost Courses” defined as a required text costing \$40 and under. Included in the cost calculations are: required textbooks and other text-based materials, workbooks, lab manuals, online homework software (e.g. MyMathLab, etc.), and codes or publisher-provided curricular materials for students. Printing costs are not included, unless a printed version is required for the course. Excluded from the cost calculations are: art supplies, calculators, software, course and student fees or equipment, and optional costs. Please send feedback, questions, and comments to Jil Freeman or Jane Littlefield. Efforts are underway to make this available to our students are early as winter term 2018. Courses that fall into this definition and have book/materials orders submitted on time will be noted with a symbol in the course schedule and materials list.
Human Resources Process	Vicki Hedges	Vicki presented the document entitled the Full-Time Talent Acquisition Process. She reviewed the handy checklist that includes all the necessary steps required to hire an employee along with the helpful tools and hyperlinks from start to finish.

<p>CCC Furniture Standards</p>	<p>Mickey Yeager</p>	<p>Mickey presented a document that includes the new furniture standards to provide affordable and open access to quality teaching and learning. She reviewed the general guidelines for classroom, lab, and administrative furniture. This document will provide options in order to purchase specific pieces or larger quantities of furniture, such as workstation desks, task chairs, classroom chairs, or classroom tables. Options are organized by three different levels; levels correlate not just with quality and cost, but also expected frequency of use. This living document will need to be updated as selected items change or become unavailable, as prices change, and as vendors and contracts change. All furniture is commercial grade quality. Residential grade furniture should not be installed at the college. All furniture will be assembled, repaired, and disposed by Campus Services. There will be a committee to review non-standard furniture requests, and Mickey will be available to assist with those proposals. If you have a large-scale furniture need, it will need to go through the current annual budget process.</p>
<p>ISP – 2nd Read ISP 490 Catalog Designation for Graduation Requirements</p>	<p>Sue Goff</p>	<p>ISP 490 Catalog Designation for Graduation Requirements was brought back for the second read. This standard designates which catalog will be followed for degree and certificate requirements. No concerns were brought forward. Additional comments can be sent to the committee.</p>
<p>Committee Reports 1. Cultural Arts Committee (CAC) 2. Presidents’ Council</p>	<p>Justin Montgomery</p> <p>Sue Goff</p>	<p>Justin Montgomery, co-chair of the Cultural Arts Committee, presented the annual report to College Council. Current and future issues include standardizing and updating the committee’s webpage with formalized language around the charter, scope, and relationship to other committees; establishing relationships to the Diversity and Campus Use and Development committees; plans to continue sponsoring events on campus to help expose CCC students, faculty and staff to multifaceted examples of culture and its expression through art.</p> <p>At Presidents’ Council Vicki Hedges presented the Full-Time Talent Acquisition Process and Patricia Anderson Wieck did a read through for a Title IX related document that will be presented at a future College Council meeting. There was also a discussion about the presidential search process and how the Board will be involved.</p>

<p>Association Reports</p> <ol style="list-style-type: none"> 1. ASG 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative Confidential 		<ol style="list-style-type: none"> 1. ASG – Megan Baumhardt: ASG offered massages during dead week. Snacks will be available on both Monday and Tuesday of finals week by the Powercart. ASG will go out the Clairmont building and Harmony campus. Starting spring term, ten bikes will be available through the bicycle rental program for students to rent costing them \$40 a term. During welcome week ASG will offer the \$1 BBQ, book exchange, and lending library. On April 5, ASG will light candles to help raise awareness of child abuse and neglect. New shelving has been installed in the Cougar Cave, so please bring in food to help fill this available space. Every Thursday come join us for the free food market at the Community Center starting at 11 a.m. The month of April is Sexual Assault Awareness Month SAAM. ASG will provide ribbons to show support. An upcoming Easter egg hunt will include information to help increase student awareness around the Cougar Cave services. 2. Classified – Beth Hodgkinson: Longtime staff member and former president of the classified association, Tamera Davis, passed away in March. Tamera came to CCC in 2005 as a department secretary in the registrar's office. Recently, she retired from her position as a system support specialist in Enrollment and Student Services. 3. Part-time Faculty – Leslie Ormandy: No report. 4. Full-Time Faculty – Nora Brodnicki: Currently, wrapping up assessments and looking forward to spring break. 5. Administrative Confidential – Bill Waters: Reminder that the All-Staff Breakfast and Recognition on March 23. Breakfast will be served from 7-9 a.m. and the recognition celebration is scheduled for 9-10 a.m. The evening recognition is scheduled on the same day from 8-9:30 p.m. in the Cougar Café.
<p>Announcements</p>	<p>All</p>	<p>Patricia Anderson Wieck – Next week the college will make free services, including grief counseling, through the Employee Assistance Program offered by Reliant Behavioral Health (RBH) to assist college employees with the loss of Tamera Davis. April is Sexual Assault Awareness month. The college along with the help of Human Resources and John Ginsburg will distribute information to our faculty, staff, and students to promote awareness around Title IX. Title IX protects people from discrimination based on sex in education programs or activities that receive Federal financial assistance.</p> <p>Justin Montgomery – Look forward to a new look for FYI Monthly.</p>

Present		Sue Goff (Chair), Robert Keeler, Stephanie Schaefer, Alison Ihrke Jane Littlefield, Bill Waters, Denice Bailey, My Thoi, Megan Baumhardt, Kellie O'Grady, Ariel Mead, Alissa Mahar, Max Wedding, Justin McDaniels, Scot Pruyn, Matt Goff, Mickey Yeager, Bob Cochran, Sarah Hoover, Justin Montgomery, Nora Brodnicki, Vicki Hedges, Ryan Davis, Leslie Ormandy, Irma Bjerre, Ernesto Castellanos, Patricia Anderson Wieck, David Miller, Beth Hodgkinson (recorder)
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