

College Council Agenda

Date: 11.17.17 | Begin: 12:00pm End: 1:30pm | Location: CC127

Topic/Item	Mapping	Presenter	Allotted Time	Key Points	Category
Minutes	<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 11/3/17 meeting 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
ISP – 2nd Read	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Dru Urbassik	10 min	Review ISP 491 Residency Requirements for Graduation	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Document
CCC Brand Update	<input type="checkbox"/> SP1 <input type="checkbox"/> SP2 <input type="checkbox"/> SP3 <input type="checkbox"/> SP4 <input checked="" type="checkbox"/> Compliance	Kevin Anspach	20 min	Review the CCC brand toolbox, logo usage, and review reminders	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input checked="" 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	10 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	Location	
	December 1, 2017	12:00pm	1:30pm	CC127	
Attendance					
<p>College Council Members 17-18: 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), TBA (AFaC), Sue Caldera (TAPS), Ida Flippo (TAPS), Jarett Gilbert (TAPS), Sunny Olsen (TAPS), Chris Hughes/Joyce Gabriel (TAPS – alternates), Patricia Anderson Wieck (HR), Mickey Yeager (CS), Ali Ihrke (CPR), Sarah Hoover (AS), All Association Presidents, All Deans</p>					
Notes to Self			Deferred Items		
<ul style="list-style-type: none"> College Council Minutes can be found at F:\1MINUTES\College Council\17-18 					

College Council Minutes

Date: 11.3.17 | Begin: 12:00pm End: 1:30pm | Location: CC127

Item/Presenter	Minutes
Minutes (10/20/17)	Minutes from the meeting held on 10/20/17 were previously sent out for review. Any comments and/or corrections, please contact Beth.
ARC – 1st Read / John Ginsburg & RB Green	The policy ARC 402 Active Military Deployment was brought forward for its first read, which is for our students who are active military that are deployed during an academic term. The procedures are separate from the policy, but most revolve around the Registrar office. It was suggested that the language be more specific such as <i>the grade that is currently in progress as determined by the faculty</i> found within the first item within the summary. Send additional suggestions to John or RB.
ISP – 1st Read / Dru Urbassik	Dru brought forward the current policy that is under the review cycle for the first read, ISP 491 Residency Requirements for Graduation. The updated policy will now include both the AS degree and have the credit hours listed for the state requirements. Send additional comments to Dru.
Career Pathways Roadmaps / Jaime Clarke	Jamie gave us an update on Career Pathways Roadmaps. Career pathways roadmaps show the start and stop points for students and associated occupations. With the new website redesign, they are integrated into each department. If there is a roadmap available, it will be listed on the website under the drop down menus <i>academics -> department + programs</i> . Then select a department and click on a degree or certificate. If you click on the Career Pathways Roadmap, the credits will appear for the associated certificate and/or degree which is directly linked to specific occupations. The links to the careers are live, and they will take you to our state page where you see who is hiring and the current outlooks. If there are articulation agreements for the AS degrees, they are also listed on this page. We are working to list all of the roadmaps for all AAS degrees. We also have a page that lists all of our articulation agreements and transfer guides under <i>academics -> academic offerings -> degrees and certificates -> transfer degrees</i> . At the bottom you can select articulation agreements and find all of our agreements with local universities and colleges. We are also working with Dustin Bare on the department pages to make sure that the job outlooks are connecting back to the job information links. Once the meta majors are identified in guided pathways, we would be a landing page to direct students to the existing career pathways that will integrate into those meta majors to make it more transparent for our partners. We have discovered many broken links with the website redesign and plan to ask Creative Services to us repair them.

<p>Unit Planning / Lisa Anh Wang</p>	<p>In the past, we have created blueprints to help departments plan. Lisa reviewed the new Unit Planning process for the 2017-18 cycle. This process is streamlined and will provide a transparent online report that is focused on improving outcomes for students. Use our assessment data to make more informed budget requests that are supported by our data and our planning efforts. Reflect on your challenges and opportunities, use past data to propose your strategy for improvement and identify your concerns, and plan to link your budget requests back to the data. Work with your department and your dean as a collaborate effort. For assistance, drop by the open lab and Lisa will be happy to answer your questions. The Unit Planning deadline is Friday, November 17.</p>
<p>Workforce Development Services / Mike Shelley</p>	<p>Mike Shelley joined us to share the success stories from Workforce Development. These individuals are grant funded and are housed at the Family Resource Center. Many of the students we work with have challenges with tuition and fees, support services, and job search. Our mission is to work with with them and use grant funds to provide them services and skills in order to find jobs. We also work with non-traditional students to help them become successful in navigating the student process so they can be productive society members.</p>
<p>Committee Reports 1. Presidents' Council / Sue Goff</p>	<p>Presidents' Council: No report.</p>
<p>Association Reports 1. ASG / Angel Orozco 2. Classified / 3. Part-time Faculty / Mary Jean Williams 4. Full-time Faculty / Stephanie Schaefer 5. Administrative Confidential / Jaime Clarke</p>	<ol style="list-style-type: none"> 1. ASG: The vote to approve the ASG constitution was passed. We are still looking for a Santa Claus for the ASG Holiday Party on December 7. ASG members joined the safety walk on the Oregon City campus with the new College Safety Director, Phil Zerzan. 2. Classified: No report. 3. Part-Time Faculty: The association has launched our Cougar Cave food drive. A brand new Moodle shell has been created for the part-time faculty. Nominations are open for the Successmaker and Team awards. We are about to engage our membership drive with Chris Dreger 4. Full-Time Faculty: The association has adopted the OEA engage project. We are working on a plan to support the Cougar Cave. 5. Administrative Confidential: The group has decided to focus on both service and social activities. For fall service, we will schedule a couple of weekend replanting projects for the Environment Learning Center. In regard to a social event, we plan to attend one of the upcoming volleyball games.

Announcements / All	<p>Lori Hall – Reminder that the Classified Appreciation is November 9. We will celebrate the night crew on November 8. Everyone is welcome and encourage your classified members to attend. Submit your nominations for the SuccessMaker and Team awards. Nominate your favorite, hard-working instructor, staff member or team. Deadline is November 9.</p> <p>Stephanie Schaefer – The First-Year Experience (FYE) classes have a competition going to collect 1000 food items for the Cougar Cave. So far during the first week, they have collected 475 items with three weeks to go!</p>
Present	<p>Sue Goff (Chair), Stephanie Schaefer, Laura Smith, Emilie Azorr, Joyce Gabriel, Ryan Davis, Angel Orozco, Matt Goff, Lori Hall, Vicki Hedges, Max Wedding, Dustin Bare, Karen Ash, Philip Ruban, John Ginsburg, Mike Shelley, Sunny Olsen, Jarett Gilbert, Denice Bailey, Sara Sellards, Greer Gaston, Sarah Hoover, Tara Sprehe, Dave Gates, Lisa Reynolds, Lisa Anh Wang, Mary Jean Williams, Dru Urbassik, Molly Burns, Jack Hardy, Jaime Clarke, Beth Hodgkinson (recorder)</p>

Brand Update

College Council • November 17, 2017

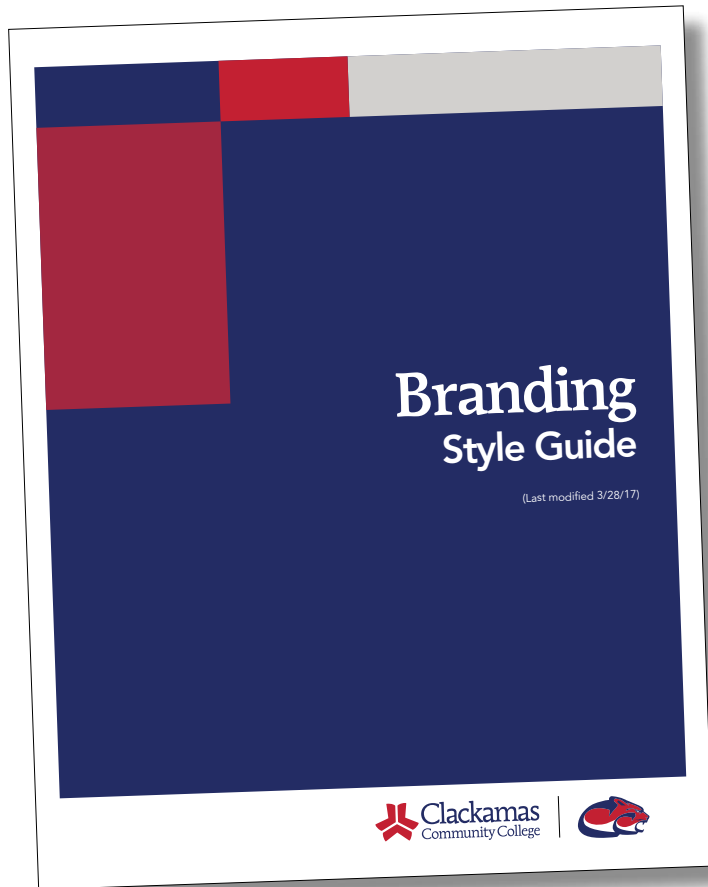


Education That Works



MONDAY'S BRAND UPDATE

Top 5 Fall / Winter updates



- 1** New assets and templates
- 2** Poster tips
- 3** Logo usage reminders
- 4** Bulletin Boards
- 5** Swagalog!

Education That Works



New assets in the Brand Toolbox



Thank you cards

Education That Works





Thank you cards

Education That Works





*Holiday cards and
matching wrapping paper!*

Play a leading role in CCC's XXXXXX department

Apply now to be Clackamas Community College's next

Job title goes here up to three lines long

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Monthly Salary: \$0,000 - \$0,000
Annual Salary: \$00,000 - \$00,000

Job Type: Full-Time, Exempt, Non-Union
Location: Oregon City Campus, 19600 Molalla Ave, Oregon City, Oregon 97045
Division: XXXXXX Office
Reports to: XXXXXX XXXXXXXXX

For detailed information about this position or to apply, please see page 2 of this document.

Job opening template

Employees are our most important asset. We offer a complete benefit package for eligible employees and their families (including domestic partners) with a broad range of benefit options, including medical, dental, vision, prescription, life insurance, long-term disability insurance and PERS membership. *Please visit our Human Resources page to learn more about all the benefits CCC has to offer: <http://depts.clackamas.edu/hr>.*

CCC does not discriminate on the basis of race, color, religion, gender, sexual orientation, marital status, age, national origin/ancestry, disability, family relationship or any other protected status in accordance with applicable law. The college's commitment to nondiscrimination applies to curriculum activity and all aspects of operation of the college.

PURPOSE OF POSITION

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ESSENTIAL JOB FUNCTIONS

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QUALIFICATIONS

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QUESTIONS?

Email hr@clackamas.edu. For technical assistance with your application, call 855-524-5627.

For detailed information, visit www.clackamas.edu/jobs/opportunities or click the button below.

CLICK HERE TO APPLY TODAY!

MORE ABOUT CCC

For more than 50 years, Clackamas Community College has been pioneering with the finest and working to meet the needs of the community. CCC is known for being a great place for the money, being close to home, our state-of-the-art facilities and our robust student life programming.

Recognized by its excellent reputation for quality and service, CCC offers diverse and exciting life in a beautiful setting. Located just north of the Oregon City campus, the Learning Community Campus in Milwaukie and the Willamette campus.

Each campus provides a unique learning experience and our students thrive in the friendly, personal atmosphere that CCC supports.

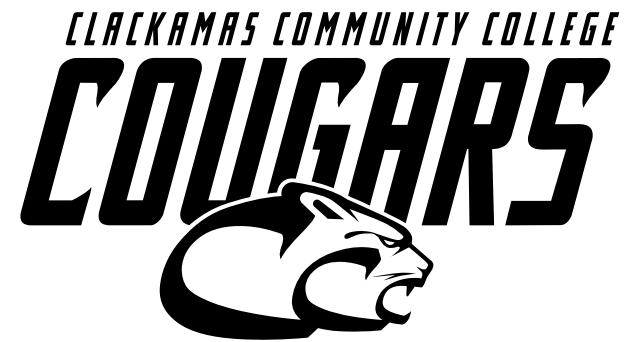
Our campuses by the number:

- 30 acres of studying and living in southwest Portland
- 300 acres in beautiful and scenic at the Oregon Coast
- 20 miles in scenic and outstanding on the mountains
- 1 mile to the Clackamas Town Center and the MAX Green Line
- 100 miles across directly to all CCC campuses.

ABOUT THE AREA

CCC is located in Clackamas County and is one of the four counties that make up the Portland metropolitan area. The county offers something for everyone, from hiking on Mt. Hood, boating on the Willamette River to visiting the historic Willamette Valley farms. The county is also rich in arts, featuring an abundance of festivals and events.

Oregon City, home of Clackamas Community College, is a vibrant campus, marks the end of the Oregon Trail. At the confluence of the Willamette and Clackamas Rivers, the city is known for its historic, innovation and a variety of historic and cultural attractions.



Great gift idea! The bookstore has gift cards available. They are refillable and redeemable for **anything** in the bookstore from TicTacs to textbooks, and everything in between!



Poster/flier tips

Less is more.

Keep messages short and use large images to draw the attention of your audience.

Logo placement

Place logo on **bottom** of posters/fliers (left, center, or right) near contact info.



Don't place logo on top of posters or fliers.



Why the bottom?

Viewers read left to right and down the page. Ending with the logo acts as a “seal of quality” and endorsement of the poster/flier message.

Let your elements breathe

Allow plenty
of clear space
around entire
page and logo.



Don't place
text and logo
too close to
the edges.



Logos on dark spaces

Use the solid white (reversed) logo on dark posters/fliers.



Don't place logo in a white box on solid or busy backgrounds.



Copyrighted images reminder:

We are implementing a new process to ensure proper use of copyrighted images:



All senders of brand review submissions must be able to provide documentation upon request **before** publication/distribution.

Logo usage and brand review reminders

When the CCC logo is required:

On all marketing or promotional materials (print, web, video) publicizing a CCC event, class, program or service. For athletics, the mascot logo is required in place of (or in addition to) the CCC logo.

Brand review.

Logo and mascot usage must be reviewed and approved **prior** to printing/publishing, embroidery, silkscreening or ASG stamping to confirm the logo is being used **correctly** and **effectively**.

Why? The brand review process is not just a quality control step. Upon approval of submitted materials, it's shared with our web and social media team where it is considered for additional promotion!

Send your pdf proof to
BrandReview@clackamas.edu

Campus bulletin boards color coding

ASG MANAGED BOARDS:
PROMOTING CCC EVENTS,
CLASSES, PROGRAMS,
SERVICES AND CLUBS

Red board, blue trim = ASG Managed

**COMMUNITY BOARDS:
COMMUNITY PROVIDED
POSTINGS, EVENTS AND
SERVICES**

Grey board, red trim = Community/Neighborhood

**DEPARTMENT MANAGED BOARDS:
Please contact Campus Services to schedule
your board for painting.**

There is no charge to your department!



Grey board, blue trim = Department owned

POSTING POLICIES

**This bulletin board is maintained by the
XXXXXXXXXX Department. Please contact
Firstname Lastname at 503-594-XXXX for
approval prior to posting.**

Additionally, items posted on campus bulletin boards must contain an approval stamp from the Associated Student Government office (Community Center 152) and follow established Poster Guidelines.

All postings featuring the CCC logo or mascot that have not been produced by the Creative Services team must be reviewed for brand compliance **prior to printing or ASG stamping.*

Send a pdf of your poster/flier to BrandReview@clackamas.edu or call 503-594-3455 for more information.



*Department
bulletin board
template
available in
Brand Toolbox*



Branded swag



Catalog of CCC branded swag ideas now available in the Brand Toolbox!

Available all year, department funded.

Multi-department opportunity this spring for reduced rates.