

College Council Minutes

Date: 2.16.18 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: CC127

Item/Presenter	Minutes
Minutes	Minutes from the meeting held on 1/19/18 were previously sent out for review. Any comments and/or corrections, please contact Beth.
Academic Calendar / David Plotkin	David came to share recent changes that were made to our academic calendar. Generally, we follow Portland State University’s calendar start and end dates. We are adjusting our fall 2019 start date to match their corrected version. The calendar dates have been changed to show that we will be starting a week later than we previously stated and adjusting the end dates accordingly. After College Council, it will go to Presidents’ Council and then to the Board for approval. The calendar will then be distributed.
Board Policy – 2st Read / Denice Bailey	<p>This is the second read for the following Board policies. The suggestions have been incorporated into the policies. A recommendation came forward to move to a genderless pronoun. Denice checked with the Oregon School Boards Association (OSBA) who does our policy management. At this time, they have not made a decision on what they plan to recommend. We will keep this in mind as we move through the review process and reconsider this at a later date. Next week these policies will move forward to Presidents’ Council and then to the Board for approval in March.</p> <ul style="list-style-type: none"> ● BBA: Board Powers and Duties ● BBAA: Individual Board Member’s Authority and Responsibility ● BBC: Board Member Resignation ● BD/BDA: Board Meetings/Regular Board Meetings ● BDC: Executive Sessions ● CBG: Evaluation of the President ● CCG: Evaluation – Administrators ● DBF: Auxiliary Enterprises ● DFA: Investment of Funds ● DH: Protection from Employee Dishonesty ● DJ: Purchasing ● DLB: Tax Deferred Annuities ● DLBA: Advance Salary Payments ● DN: Disposal of College Property ● DP: Student Financial Aid ● GBK/JFCG/KGC: Tobacco Use on College Premises

<p>Tuition and Fees for 2018-19 / Alissa Mahar</p>	<p>The proposed tuition and fee adjustments for 2018-19 have been presented to the Board of Education, Presidents' Council and have been shared with ASG. This is difficult due to the fact that the state's budget is still in flux. The college faces budget challenges including an increase to the PERS rates as well as a decrease in our enrollment. The funding model that provides equalization across the state of Oregon to all of the seventeen community colleges is based on enrollment. The proposed increase would raise in-state tuition by \$7 per credit hour and out-of-state tuition by \$20 per credit hour with a \$5 per term increase for the college services fee. Between now and March, when we go back to the Board, we hope to know the amount of additional funds that the state will provide our budget to determine the 2018-19 tuition and fees.</p>
<p>ISP Reads / Sue Goff</p>	<p>ISP 190 Academic Honesty – 2nd read. No further comments came forward. ISP 260 Placement Assessment – 2nd read. Clarified language that some programs have many separate placement requirements. No further comments or recommendations came forward. ISP-160 Course Outline and Course Syllabus Information – 1st read. Clarified language that syllabi are for credit or continuing education units (CEU) bearing courses. Replaced the retention schedule note with the actual length of time they are supposed to keep the course syllabus which is minimum of three years. Non-credit course requirements was questioned, and this topic will go back to ISP for discussion and will bring back information at the second read.</p>
<p>Disability Resources Center / Christina Bruck</p>	<p>ADA Complaint Flow Chart – During our last audit it was revealed that we didn't have Americans with Disabilities Act (ADA) complaint process for people to follow. As a result, Christina stated that we are implementing an ideal model. Seizure Procedure – Christina worked with Human Resources and Campus Security to create a procedure. It was suggested to add right under the title to immediately call 911. There was some confusion regarding the images and the corresponded directions to aid someone who is having a seizure. Christina will review and confirm prior to finalizing the procedure. Forward additional concerns to be considered.</p>
<p>Navigate / Tara Sprehe, Max Wedding, Lindsay Pierce & Kara Leonard</p>	<p>Tara Sprehe and her team joined College Council with a Navigate implementation update and demonstration. Navigate is a software platform that we purchased from Education Advisory's Board (EAB). The Navigate software will help create a foundation for streamlined onboarding, early alert, and communication systems for new and returning students leading to increased enrollment, retention and completion of CCC students as envisioned through Guided Pathways. Currently, the project is in the testing and training phase while collecting feedback to continue to make improvements. The expected launch is summer term 2018.</p>

<p>Colleague and Student Planning / Chris Sweet & Dustin Bare</p>	<p>There have been multiple requests to include pictures within Colleague, Student Planning and class rosters, so Chris brought forward this proposal to College Council for discussion. It would be advantageous for a variety of purposes. A majority of our student records would have a photo identification attached, but not in all instances. Students who don't come to campus, but are registered for classes such as Advanced College Credit (ACC) or distance learning offerings are not required to have photo id. Another example where you would be unable to see a student photo are those who have a FERPA block (Family Educational Rights and Privacy Act) on their account. The next steps will be to work with IT (Information Technology) to make this happen.</p>
<p>Committee Reports 1. Presidents' Council / Sue Goff</p>	<p>Presidents' Council: Chris Smith from Human Resources brought forward the Title IX Gender-Based and Sexual Misconduct Administrative Regulation. The policy has not been changed. The policy-related language was taken out, so as the laws change, it won't have to be reapproved. No further comments came forward. Environmental Learning Center (ELC) Director, Renee Harber, shared a draft guidelines including updates for using the Environmental Learning Center. Vice President of College Service, Alissa Mahar, talked about the proposal on tuition and fees for 2018-19.</p>
<p>Association Reports 1. ASG / Gabi Romero 2. Classified 3. Part-Time Faculty / Leslie Ormandy 4. Full-Time Faculty / Casey Sims 5. Administrative Confidential / Sunny Olsen</p>	<ol style="list-style-type: none"> 1. ASG: All ASG members will be here to assist with the Clackamas Regional Skills Competition on February 22. The first ASG event that will take place on all three campuses is the Spread Kindness event scheduled on March 12, 13 & 14: Monday at Harmony sharing cupcakes, Tuesday at Wilsonville sharing donuts, and Wednesday at Oregon City sharing flowers and pears. 2. Classified: No report. 3. Part-Time Faculty: Currently, we are working with OEA representatives on some issues. A donation of cash for necessities came in from our membership for the Cougar Cave. 4. Full-Time Faculty: It has been determined that three faculty positions have been approved for the 2018-19 budget: Clinical Lab Assistant, Electrical Engineering and World Languages. Math is on deck for consideration early fall term. 5. Administrative Confidential: We will be volunteering and inviting our classified staff to join us in assisting students at the Skills Competition. Looking forward to the All-Staff Breakfast in March.
<p>Announcements / All</p>	<p>Alissa Mahar – Join us for presentation demos on three difference bookstore models scheduled on February 23 from 12:30-3:30 p.m. in the Gregory Forum. Chris Sweet – Reminder that spring term registration begins Monday, February 26. Faculty will receive an email asking them to spread the word.</p>

Present	Sue Goff (Chair), Stephanie Schaefer, Emilie Azorr, Laura Smith, Dru Urbassik, Lori Hall, Jaime Clarke, Greer Gaston, Denice Bailey, Alissa Mahar, Leslie Ormandy, Lizz Norrander, Kim Kirchhofer, Christina Bruck, Lisa Anh Wang, Chris Sweet, David Plotkin, Chris Hughes, Dave Gates, Patricia Anderson Wieck, Phil Zerzan, Jennifer Anderson, Cynthia Risan, Bill Waters, Matt Goff, Lisa Reynolds, Laurette Scott, Andrea Vergun, Ryan Davis, Stephen Wilks, Kathy Bronson, Tara Sprehe, Kjirsten Severson, Cole Jones, Gabi Romero, Duncan Garcia, Angel Orozco, Rachel Morgan, Sunny Olsen, Max Wedding, Lindsay Pierce, Kara Leonard, Beth Hodgkinson (Recorder)
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