

College Council Agenda

Date: 3.1.19 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: CC127

Topic/Item	Presenter	Allotted Time	Key Points	Category
Minutes		NA	Minutes are not ready from the 2/15/19 meeting.	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information <input checked="" type="checkbox"/> Document
Tuition and Fees Update	Alissa Mahar Jeff Shaffer	10 min	Share update on tuition and fees.	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input type="checkbox"/> Document
Administrative Regulation	Thomas Sonoff	10 min	Update ECD-AR: Motor Vehicles Code	<input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information <input checked="" type="checkbox"/> Document
Instructional Standards and Procedures (ISP) Reads	Dru Urbassik Sue Goff	5 min	ISP 181 Related Instruction – 2 nd Read	<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. Diversity, Equity and Inclusion (DEI) Committee 2. Presidents' Council	Jaime Clarke John Ginsburg Sue Goff	15 min 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			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	
	March 15, 2019	12:00 p.m.	1:30 p.m.	CC127	
Attendance					
<u>College Council Members 18-19:</u> Sue Goff (Chair), Beth Hodgkinson (Recorder), Tara Sprehe (AFaC), Molly Burns (AFaC), Esther Sexton (AFaC), Scot Pruyun (AFaC), Andrea Vergun (AFaC), Darlene Geiger (AFaC – alternate), Sarah Hoover (AS), Bob Keeler (AS), Mickey Yeager (CS), Patricia Anderson Wieck (HR), Jennifer Miller (IEP), DW Wood (IEP), Dion Baird (ITS), Dave Gates (ITS – alternate), Sue Caldera (TAPS), Ida Flippo (TAPS), Jarett Gilbert (TAPS), Sunny Olsen (TAPS), Chris Hughes/Joyce Gabriel (TAPS – alternates), All Association Presidents, All Deans					
Notes to Self			Deferred		
College Council Minutes can be found at http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body					

Motor Vehicles Code

1. Authority

Authority to establish regulations covering the policing, control and registration of motor vehicles is found in ORS 341.300.

2. Assessments

Authority to establish reasonable assessments and regulations for the collection of reasonable parking fines is found in ORS 341.300.

3. Definitions

As used in these regulations, unless the context otherwise requires:

- a. "Abandoned vehicle" means any vehicle which has not been moved by the operator, owner or designee of the owner for a period of more than 72 consecutive hours;
- b. "Board" means the Board of the College district;
- c. "College" means Clackamas Community College;
- d. "Cycles only" means area designated for motorcycle parking only;
- e. "Designated parking area" means those areas specified by the Board for parking for a college group or groups of students, members of the Board, staff, members of the public or those designated as physically disabled;
- f. "Motor vehicle" means any vehicle which is self-propelled;
- g. "Other vehicle" means any vehicle which is not self-propelled;
- h. "Working day" means any Monday through Friday when College offices are open.

4. Parking for the Physically Disabled

Parking spaces reserved and posted specifically for the temporarily or permanently physically disabled are located throughout the campus. The number and location of disabled parking spaces in a public parking area is established according to The City of Oregon City Municipal Code.

Unauthorized motor vehicles parked in disabled parking spaces will be cited and may be subject to tow.

5. Parking Regulations

- a. Responsibility for locating an appropriate designated parking area rests with the operator of a motor vehicle. Lack of a convenient designated parking space is not an excuse for violation of campus parking regulations.
- b. The campus safety office may approve temporary, short-term parking arrangements in unusual situations such as to allow loading or unloading of a disabled passenger. Approval must be obtained prior to what would otherwise be considered illegal parking.
- c. The following are violations of parking regulations:
 - (1) Unauthorized parking in a disabled parking place;
 - (2) Parking in a fire lane (red curb);
 - (3) Parking along a yellow curb;
 - (4) Parking on a sidewalk or pedestrian area;
 - (5) Parking in such a manner as to block another vehicle, street or driveway, to impede ingress or egress;
 - (6) Occupying more than one parking space;
 - (7) Blocking a building entrance;
 - (8) Parking on any landscaped, improved or unpaved area;
 - (9) Parking overtime in a posted time limit zone;
 - (10) Abandoning a vehicle as defined in Section 3. a.;
 - (11) Parking in any area not posted as a designated parking area.
- d. Any motor vehicle parked in violation of any regulations subject to citation and possible towing.
- e. Persons having a motor vehicle breakdown on one of the college centers should contact the Campus Safety office for assistance. Making major mechanical repairs to motor vehicles is prohibited on college property, except in areas where mechanical instruction been authorized by the college.
- f. The operator of a motor vehicle shall restrict the operation thereof to roads and parking lots as designated on the campus map.
- g. The college does not assume responsibility for any motor vehicle or its contents while parked on college property.
- h. Bicycles, although not self-propelled, shall be parked in appropriately designated parking areas.
- i. The campus map is attached to this code, and by reference, made a part thereof.

6. Driving Regulations

Operators of vehicles shall obey all Oregon Revised Statutes, as applicable to the vehicle as within ORS Chapters 801, 803, 805, 806, 807, 809, 810, 811, 813, 814, 815, 816, 818, 819, 820 and 821. Further, under ORS 341.300(1), the Board adopts as its regulations all applicable provisions of the above referenced chapters whether or not the provisions are limited in enforcement to roadways (801.450). The Board adopts the regulation that all traffic laws are enforceable on College property even if regulated as to the enforceability as premises open to the public (801.400).

7. Prohibited Means of Transportation

- a. Use of skateboards, roller skates and rollerblades is prohibited on campus unless part of an approved class.
- b. Because of the risk to others and the potential liability involved, the following types of transportation devices are excluded from the campus:
 - (1) Small motorized scooters (**mobility impaired devices not included**);
 - (2) Motorized skateboards;
 - (3) All transportation devices that are powered by gasoline engines less than 50 cc in size.
- c. ~~Exceptions may be made by the campus safety office, on a case-by-case basis, for devices used by the physically disabled.~~ **The use of bicycles on campus is allowed provided they are ridden in a safe and courteous manner. Free bicycle parking is available on campus. Bicycles should be walked in narrow hallways, or sidewalks and near building entrance and exit points.**
- d. **Vehicles (with the exception of Campus Services and College Safety vehicles) are prohibited from driving and/or parking in the area of the core campus buildings. Vehicle parking is available in the Yellow, Purple, Orange and Blue parking lots. Exceptions may be made by contacting College Safety prior to driving or parking in the designated area.**

Note: Two handicap parking spaces, located adjacent to McLoughlin Hall, are available for vehicles displaying a valid handicap parking permit. It is not necessary to contact College Safety prior to utilizing the designated spaces.

Vehicles driving in the designated area will travel at a rate of speed no faster than pedestrian walking speed and will activate emergency hazard lights.

- e. **Exceptions may be made by the College Safety Department, on a case-by-case basis, for devices used by the physically disabled (*moved down from the strikethrough above*).**

8. Enforcement

- a. Campus Motor Vehicle Regulations are enforced by college campus safety officers during duty hours. College campus safety officers have the authority to issue citations for parking violations committed on college property. Vehicle owners/operators so cited are subject to the terms and conditions set forth on the face of the citation. Some officers, who hold a deputy sheriff's commission, have the authority to issue citations for moving vehicle violations.
- b. Parking citation procedures are as follows:
 - (1) Citations for violation of any traffic or parking regulation will be issued by campus safety officers and will be placed in a conspicuous place upon the vehicle involved in the violation. The written citation will serve as the complaint in the case.
 - (2) Violation of parking regulations subject the offender to the following fines:

- (a) Unauthorized parking in disabled space - \$100;
 - (b) Parking along a red curb (fire lane) - \$25;
 - (c) Parking so as to block another vehicle or building entrance - \$25;
 - (d) Violation of any other parking regulation - \$15.
- (3) The fine must be paid or an appeal filed within 10 working days from the issuance of the citation.
- c. Fines.
- (1) Failure to either pay the fine or file an appeal within the stated time limit will result in the following:
- (a) Except for the fine for unauthorized parking in a disabled space, all other fines will be doubled;
 - (b) The citation will be sent to the cashier's office, where all cashier's office policies will apply;
 - (c) If the vehicle is considered abandoned (left 72 hours), it may be towed (See Section 3. a.).

9. Appeals Procedure

- a. Violators who wish to appeal a parking citation may do so in accordance with the following procedures:
- (1) Complete the appropriate Appeal form (available at the campus safety office or the cashier's office), and submit it to the campus safety office for presentation to the next meeting of the traffic appeals board. The traffic appeals board is a subcommittee of the campus security committee. This Board meets once per term. Filing of an appeal will stop any further enforcement procedures until the traffic appeals board hearing.
 - (2) Persons filing an appeal will be notified in writing of the date, time and place of the next traffic appeals board meeting.
 - (3) Those filing appeals may appear in person at the traffic appeals board meeting in support of their appeal if they so choose. Should they choose not to appear, that fact will not be a negative factor in the traffic appeals board's deliberations.
 - (4) The traffic appeals board, consisting of representatives from student government, faculty, classified staff and administration, hears all appeals and decides whether to uphold, reduce or dismiss the citation(s) being considered.
 - (5) Persons filing appeals will be notified in writing of the traffic appeals board's decision. If the decision is to uphold or reduce the citation, the person so cited is given 10 days from the receipt of the notification letter to pay the fine. If the fine is not paid, the College cashier is notified and the account is then subject to possible submission to a collection agency.

Approved by President's Council: May 22, 2012
(Date)

ISP 181

Related Instruction

PURPOSE

Defines Related Instruction requirements for all 1-year Certificates of Completion, ~~(of 45 credits or more)~~ and all non-transfer degrees such as the Associate of Applied Science degree, and the Associate of General Studies degree.

SUMMARY

All 1-year Certificates of Completion ~~(of 45 or more credits)~~ and all AAS (Associate of Applied Science) and AGS (Associate of General Studies) degrees require at least ~~3 credits~~ 1 course in each of Computation, Communication and Human Relations categories. In addition, all AAS and AGS degrees require ~~at least one credit in~~ physical education/health/safety/first aid.

STANDARD

1. The Curriculum Committee will review new and revised 1-year Certificates of Completion, Associate of Applied Science and Associate of General Studies degrees ~~and certificates of completion~~ to ensure that they meet all Related Instruction requirements.
2. The Curriculum Committee will approve proposed courses that meet the requirements for Computation, Communication, Human Relations and Physical Education/Health/Safety/First Aid, as necessary to meet program needs identified by departments and advisory committees.
The criteria ~~are:~~ can be found on the Related Instruction Checklist.
 - a. ~~Physical Education/Health/Safety/First Aid: any course (of at least 1 credit) with prefix PE, HPE, HE or Health and Safety courses recognized by departments accepting Related Instruction courses.~~
 - b. ~~Computation: college-level courses that total at least 3 credits and provide students with sufficient mathematical skills and knowledge for them to be successful in a field for which their degree or certificate is appropriate.~~
 - c. ~~Communication: college-level writing courses that total at least 3 credits and provide students with the effective written communication skills necessary for them to be successful in a field for which their degree or certificate is appropriate.~~
 - d. ~~Human Relations: college-level courses that total at least 3 credits and cover interpersonal relationships and human relations skills in social and/or work contexts.~~

~~—————The catalog will list all the courses that meet related instruction requirements for each of the four categories described in #2 above. The catalog will list the four categories listed in #2 above and which courses can be taken to meet those requirements.~~
3. ~~—————~~
3. ~~Departments accepting related instruction courses are responsible for ensuring Related Instruction courses have content pertinent to their programs of study. The Career Technical Programs section of the catalog will specifically call out the~~

course(s) that satisfy the Related Instruction requirement for each 1-year Certificate of Completion and Associate of Applied Science degree.

4. _____

REVIEW HISTORY

<u>ISP Committee</u>	<u>Reviewed</u>	<u>February 8, 2019</u>
ISP Committee	Updated Format	August 3, 2016
College Council	Reviewed	March 7, 2014
College Council	Reviewed	February 15, 2013
College Council	Reviewed	April 7, 2006
Instructional Council	Adopted	May 21, 1991

STANDING COMMITTEE
ANNUAL REPORT TO COLLEGE COUNCIL

Clackamas Community College

DUE DATE: 2.27.19

Submission Date:

Year: 2018-19		Committee Name: <i>Diversity, Equity, and Inclusion</i>	
Committee Chairs: Jaime Clarke John Ginsburg		Committee Members: Alissa D Mahar, Ariane Mabano (Student-Multicultural Center), Caleb Feldman, Christina Bruck, David Plotkin, Gabi Romero (Student – ASG), Jeff McAlpine, Kandie Starr, Klaudia Cuevas, Lisa Anh Nguyen, Patrick Smida, RB Green, Stephanie Schaefer, Vanessa Vicente	
College Council Liaison: <i>Jaime Clarke/John Ginsburg</i>			
Location of Minutes: http://webappsrv.clackamas.edu/committees/DEI/index.aspx?content=meetings#body			
Committee Meeting Schedule: <i>2nd and 4th Fridays, 9:30am-11am</i>			
Committee Rotation Schedule: <i>Currently appointed by President; future rotation schedule to be discussed by committee</i>			
Charge/Mission of Committee: 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.			
Goals/Objectives for Year: <ol style="list-style-type: none"> 1. To engage with a consultant to help develop a comprehensive strategic diversity plan for the College 2. To conduct at least 1 staff training per term 3. To encourage participation and involvement in DEI activities through the subcommittees 			

4. To regularly communicate with the College Community about DEI progress and activity

Other Issues Dealt With, if applicable:

- How to establish affinity groups for employees
- How to handle art in an inclusive manner
- How to address diversity “backlash” (white fragility)
- Helping to enhance the Multicultural Library in the Community Center

Outcomes of Year’s Goals and Objectives:

1. A consultant group (GLS/TCG) was successfully hired after a thorough RFP process. Introductory meetings have begun to acquaint the consultant group with key College stakeholders. An assessment will reach across the College community through surveys and in-person meetings, and the timeline for this assessment is currently being finalized. By May, the assessment work will be complete, and draft work on the strategic plan will begin. The final strategic plan is due to the Board in December.
2. Staff trainings conducted this year:
 - 4 Safe Zone Trainings
 - Bias Training
 - Veterans Training
 - DRC Training
 - 2 Immigration/DACA Trainings
3. Advertising for DEI subcommittee involvement began at the Fall Inservice, and has remained in the form of table tents around the College. Response from the community has resulted in over 50 people participating in the 6 subcommittees.
4. Two all-staff newsletters have been written. Bulletin boards in 4 College locations, and a Moodle page, are also being established to keep the community informed about progress related to the strategic plan development with the consultants.

Current and Future Issues:

- Development of the strategic diversity plan: Assessment via surveys and focus groups to take place in April. Draft plan work to start in Spring term and complete in Fall term.
- Review of DEI membership, and how to be most inclusive.
- Review of DEI purpose beyond the strategic plan, and insuring equity and inclusion.
- Maintaining communication and transparency with the College communities.
- Developing a podcast for faculty/staff on DEI issues.
- Creating a Little Free Library with DEI materials
- Partnering with LEDIC (Leaders for Equity, Diversity, and Inclusion Council) in Clackamas County and Oregon City Library on local DEI efforts