

College Council Minutes

Date: 5.3.19 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: CC127

Item/Presenter	Minutes
Minutes	Minutes from the meeting held on 4/19/19 were previously sent out for review. Any comments and/or corrections, please contact Beth.
Skills Competition Discussion	Max Wedding returned to continue the discussion and review two important topics related to the Clackamas Regional Skills Competition. Today’s focus was on the date and class cancellation times. Historically, the Skills Competition has been hosted on the fourth Thursday of February. During the last ten years, the event has been cancelled twice both in 2012 & 2018. A survey went out to the college, our local participating high schools, and the Clackamas Education Service District (ESD) partners. The results were clear to move the event to the third Thursday of April. Since this event lists in our academic calendar, we would need to go through a formal approval process with the Board if we move forward with this recommendation. Many faculty suggested moving the event to Friday, when fewer classes would be affected by class cancellations. After surveying our high school partners, the majority of them preferred keeping the event on Thursday. Several of our key partners are closed on Fridays, and their students would be unable to attend. Max stated that the Skills Competition Steering Committee didn’t have any formal recommendations for class cancellations times. We will ask the Curriculum and Scheduling Office to pull some additional data to compare the number of students that could be affected at each hour for both winter and spring terms. That information along with final survey will be sent out in the next couple of weeks to get your feedback.
Graduation	Max Wedding announced that today is the final day to order a gown for graduation ceremonies. Today is also the last day to submit an outstanding student award nomination. Posters will appear on campus to remind our students about the May 17 deadline to participate that will guarantee them four tickets to attend graduation in the Randall Gym. If you plan to join us for Thursday or Friday’s graduation, dinner will be provided and available at 5 p.m. Be ready to line up at 6:45 p.m. since graduation will begin at 7 p.m. Contact Max if you have further questions.

<p>ISP – 2nd Reads</p>	<p>Dru Urbassik presented second reads for the following standards and policies from the Instructional Standards and Procedures Committee.</p> <p>ISP 164 Class Meeting Cancellation This standard establishes guidelines for class meeting(s) cancellations. With the feedback that was previously received from College Council, ISP will now include terminology that the student learning outcomes will be covered during the term. Additional feedback about faculty submitting a leave request due to a cancellation would be added to the procedure. This suggestion will go back to the committee for further consideration.</p> <p>ISP 270/270P Testing Center for Faculty Assigning Exams Placement This standard allows faculty and students to use Testing Centers on campus for the purpose of taking exams. With the feedback that was previously received from College Council, ISP decided to take out the <i>ten or more</i> and remove the language <i>large</i> from both the standard and the procedure.</p> <p>ISP 380/380P Acceptance of Credit This standard establishes regulation and conditions regarding the acceptance of post-secondary education credits for course equivalency at CCC. The procedure is new and reflects our current practice. Graduation Services changed their name to Enrollment and Graduation. Note: Normally, procedures are not brought forward because it's not required. Procedures are brought forward because they are new or come forward when it's relevant.</p> <p>ISP 392/392A Contractual Relationships with Organizations Not Regionally Accredited This standard establishes policy for contractual relationships with organizations that are not regional accredited. The college currently uses and this is followed by Customized Training and Apprenticeship programs. As the result of this new standard and policy, we have better documentation. No further changes or comments were received.</p>
<p>ARC 1st Read</p>	<p>Jennifer Anderson, the chair of ARC, brought forward a first read from Access, Retention & Completion.</p> <p>ARC 404 Activating and Deactivating Student Accounts This standard establishes the policy and expectations for activating and deactivating student accounts and providing access to Clackamas Community College (CCC) systems and databases. This new policy would change a current practice on how we handle account records at our institution. Currently, we have over a half a million active records, many of which have never been enrolled or are not currently enrolled and have not been for many years. This policy defines what an active record is, defines what an inactive record is, and proposes that the college would inactive student records after eight consecutive terms of inactivity.</p>

	<p>If a student wants to come back to CCC, they would need to reapply to the application online and to activate their account.</p>
<p>Committee Reports</p> <ol style="list-style-type: none"> 1. Curriculum Committee 2. Access, Retention and Completion Committee (ARC) 3. Presidents' Council 	<p>Curriculum: Frank Corona presented the annual Curriculum Committee report. The committee provides guidance, advocacy, and oversight for curricular issues that are cross departmental or institutional in scope and impact. The objectives for the 2018-19 academic year included eliminating backlog of edit outlines from when CCC had a three year review cycle, providing focus on General Education and Related Instructional reviews, review teams sharing methods and techniques, student committee participation, updating and revising course review flowcharts, shared communication with other college committees, and improved new member orientation.</p> <p>ARC: Jennifer Anderson reported that the Access, Retention, and Completion Committee restructured during this past year. Four subcommittees formed (Steering & Policy Subcommittee, Access & Retention Subcommittee, Retention & Completion Subcommittee, and the Financial Resources & Supports Subcommittee) in order to have targeted conversations. The committee developed and moved forward many policies through the approval process; working to create a joint ISP/ARC policy website; developed a calendar of key events for posting publically on campus; created a postcard to welcome to new applicants; and identified multiple funding sources and are developing materials for students to locate in one place.</p> <p>Presidents' Council: Sue Goff had nothing to report.</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: The association organized a community roadside cleanup on South Loder Road in Oregon City. During Asian Pacific American Heritage Month, the Multicultural Center will host Asian Americans in Film throughout May. Upcoming Events: May 8 - Blood Drive. May 22 - Distracted Driving Awareness Event. 2. Classified: James Logan reported that the elections are open for the Classified Association. 3. Part-Time Faculty: Leslie Ormandy shared that elections are open. 4. Full-Time Faculty: Ida Flippo reported for Laurette Scott that voting opens next week. Looking forward to graduation. 5. Admin/Confidential: Sunny Olsen shared that the group is working to schedule their last meeting of the year.
<p>Announcements</p>	<p>Ida Flippo – The Global Learning Committee has preliminary approval for a study aboard opportunity in December 2019 to travel to Ireland.</p>

	<p>John Ginsburg – Student Representation on College Committees: John shared that he has had conversations with Frank Corona on the challenges with students on serving on committees. Student’s schedules change every term and so does our student representation. Can we provide a student-friendly handout to prepare them for our committees that includes what they can expect? John is looking for your feedback as to how we can better prepare them for your committees.</p> <p>Cougie Award: This award recognizes student leadership in a board sense, whether in or out of the classroom. To nominate a student, submit the necessary paperwork by Wednesday, May 15. Awards will be announced at the annual Student Leadership Banquet on June 4. DEI Committee: On behalf of the committee, John thanked everyone who took the online survey (550 responses) or participated in the visioning sessions (136 participants). In the coming weeks we will host focus groups (6-8 people) engaging in 90-minute sessions with the consultants. In order to get valuable information about making the college more equitable and inclusive, invitations will be going out to make sure our pool is as diverse. Contact John if you are interested in participating.</p> <p>Chris Sweet – May 10: Last day to drop full term classes without a grade. May 13: First day to register for summer term 2019. May 20: First day to register for fall term 2019. Chris will send out a reminder to ask that we encourage students to register as soon as priority registration opens.</p> <p>Dave Gates – ITS recently evaluated the recent email migration project. Dave will be scheduling a session to gather additional feedback from the college community. Send Dave an email if you are interested in participating.</p> <p>Lisa Ahn Nguyen – Institutional Research and Reporting will be sending out the spring student survey asking questions to ensure that we are serving our students well.</p> <p>Dru Urbassik – May 10: 2019-20 CCC catalog will be on campus. May 13: Summer term schedule.</p> <p>Sue Goff – CAP: CCC’s Annual Assessment Event on May 10.</p>
Present	<p>Sue Goff (Chair), Jennifer Miller, Robert Keeler, Dave Gates, Stephen Wilks, Brian Puncocher, Lori Hall, Denice Bailey, Amy Cannata, Lisa Anh Nguyen, DW Wood, Max Wedding, Lisa Reynolds, Ida Flippo, Sunny Olsen, Chris Sweet, Jarett Gilbert, Frank Corona, Lauren McGuire, Jason Kovac, Jennifer Anderson, Michell Gipson, Dru Urbassik, John Ginsburg, Duncan Garcia, Ashley Magana Mendez, Andy Boston, Irma Bjerre, Leslie Ormandy, Eric Lewis, Carol Dodson, James Logan, Beth Hodgkinson (Recorder)</p>