

College Council Meeting Minutes

Date: 2.7.20 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: CC127

Attendees

Cynthia Risan – Committee Chair, Laura Lundborg – Recorder, Kevin Anspach, Denice Bailey, Dustin Bates, Irma Bjerre, Katrina Boone, April Chastain, Bob Cochran, Alexandra Dela Torre – ASG, SD Dewaay, Beverly Forney, Duncan Garcia – ASG, John Ginsburg, Sue Goff, Shalee Hodgson, Robert Keeler, Jason Kovac, Jane Littlefield, Alissa Mahar, Lupe Martinez, Lauren McGuire, Jennifer Miller, Lisa Anh Nguyen, Lizz Norrander, Sunny Olsen, Leslie Ormandy, David Plotkin, Brian Puncocher, Lisa Reynolds, Jeff Shaffer, Dru Urbassik, Matt Warren, Max Wedding, DW Wood, Mickey Yeager

Topic/Item	Presenter	Meeting Minutes
Meeting Minutes and Supporting Material		Meeting minutes contain a summary of what was presented, group Q&A, and any commitments made at the meeting. The agenda packet contains supporting material presented.
ISP Reads	Sue Goff	<p>ISP 171: Academic Use of CCC Brand and Logo – 2nd Read. The document establishes guidelines to ensure Board approved guidelines for using logo and brand, while also allowing for academic freedom for faculty and student use. Matt Warren shared changes to since the last College Council review.</p> <p>Comments and Requests –</p> <ul style="list-style-type: none"> • Requested to add language in Standard 3 to clarify that “event location” is not identified in course outlines. “Event location” refers to which specific campus the said event or class is being held. Identifying specific campus helps students avoid arriving at wrong location. • ISP may not be in line with the board approved Brand Guidelines. Requested to check on rules of overriding Brand Guidelines that require use of logo to be reviewed before printing to insure materials has non-altered logo and is copyright free. being reviewed meet minimum requirements of logo usage, accurate class description/campus location(s) and accommodations statement.

<p>ISP Reads (continued)</p>		<ul style="list-style-type: none"> • Standard 5 and 6 speak to adhering to the Guidelines for non-academic use and work shared outside the college environment. • Suggested to include a link to the Brand Guidelines once ISP has been approved which outlines new policy for student created work. • Use of academic freedom and creativity may result in purposefully altered branding. This extends beyond the classroom, for example students get work published that may have CCC branding. To help protect the integrity of the CCC logo the following language is suggested <i>“Logos will remain unaltered and proportionately scaled to prevent skewing/distortion.”</i> • Suggested to check with other schools to determine best practices. This work has been done by College Relations and Marketing, and will be provided prior to next ISP meeting. • Addition of a Standard 7 to outline procedure for removing/updating postings that display inaccurate class description/campus location(s), missing accommodations statement, or altered/distorted/skewed logos. <p>Document will go back to ISP committee for further review.</p>
<p>Budget Process Update</p>	<p>Alissa Mahar & Jeff Shaffer</p>	<p>Jeff shared two PowerPoints that will be presented to the Board of Education next week. Both the <i>Forecast</i> and the <i>Tuition & Fees</i> presentation can be found in the BoardBook.</p> <p>Questions, comments, feedback –</p> <p>Q: If our enrollment doesn’t drop as much as other Oregon community colleges, will that help with the portion of state funding that goes to CCC?</p> <p>A: Yes.</p> <p>Q: Will some of the fee proposals still result in a deficit?</p> <p>A: Yes, such as the college service fee. Other factors taken into consideration to determine overall proposal for tuition and fees.</p> <p>More information about the budget process can be found at clackamas.edu/budget-process. The Academic Program Reduction Elimination Process is also on the budget process page.</p>

<p>Space Relocation and Expansion Processes</p>	<p>Jason Kovac & Bob Cochran</p>	<p>Jason and Bob shared that a new process is being created to address relocating to open spaces on campuses. There will be a checklist relocation and expansion that will aid in a more equitable process.</p> <p>Checklist forms are on the F:drive under Temporary/Space. Please provide feedback. The process is expected to go live on March 1, and a map of available areas will be provided.</p>
<p>Guided Pathways Educational Focus Areas (EFA)</p>	<p>Lisa Reynolds & Max Wedding</p>	<p>Lisa and Max provided an overview of Guided Pathways and the new EFAs. Note – this is first version to launch, will continue to assess and make improvements. EFAs will be first available to new students, then a process will be taken to get information from existing students to assign an EFA. This process will be beneficial to refine the academic plan, guide undecided students, and provide transfer students with more information about career fields.</p> <p>Q: When are EFAs available? A: April 14, for new students. Throughout this year and next for existing students. Q: Are EFAs specific to CCC or something all colleges have? A: Many community colleges are interested in Guided Pathways, but each creates processes that work best, not a specific statewide process.</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 		<p>ASG – Next week is Wellness Week and many activities are happening. Flyers around campus. Most are in the Community Center.</p> <p>Classified – No report.</p> <p>Part-time Faculty – In bargaining.</p> <p>Full-time Faculty – In bargaining. Faculty Senate will meet with the Budget Advisory Group (BAG) to discuss the additional positions that were not initially approved through the Position Opening Request (POR) process. Faculty Senate reviewed a draft cell phone policy at Presidents’ Council. A draft will be brought to College Council and Presidents’ Council. Tim Cook advised that Shared Governance review will pause until bargaining is complete.</p> <p>Admin/Confidential – No report.</p>

<p>Announcements</p>		<p>Food Service Survey – Mickey shared that the Food Services Committee will send out a survey about food service options in preparation of upcoming Request for Proposals.</p> <p>Wellness Week – John shared that students report being stressed during mid-terms and request support. Reminded group of Counseling and Crisis Support hours.</p> <p>One City One Book – Lupe shared about the events happening in partnership with Oregon City Library related to <i>The Girl Who Fell from the Sky</i>. The author will be at the college February 27, at 6:30PM.</p> <p>Harmony Campus and Food Pantry – Sunny asked for donations of lightly used coats to hand out to students in need at Harmony Campus.</p> <p>Instant Enrollment – Jeff advised that the backdoor registration payment method will not work with Colleague and the College is working to find another vendor.</p>
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Assigned Action Items	Assigned to	Notes
None reported		
Upcoming Meeting Dates	Time	Location
February 21, 2020	12:00 – 1:30PM	Community Center – CC127
Attendance		
<p>College Council Members 2019-20: Cynthia Risan (Chair), Laura Lundborg (Recorder), Tara Sprehe (AFaC), Molly Burns (AFaC), Esther Sexton (AFaC), Scot Pruyn (AFaC), Andrea Vergun (AFaC), Darlene Geiger (AFaC), Bob Keeler (AS), Brian Puncocher (CS), Jennifer Miller (IEP), DW Wood (IEP), Dion Baird (ITS), Sue Caldera (TAPS), Ida Flippo (TAPS), Jarett Gilbert (TAPS), Sunny Olsen (TAPS), Josh Henson (TAPS), Joyce Gabriel (TAPS), All Association Presidents, All Deans</p>		
<p>College Council Minutes can be found at http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body</p>		