

College Council Agenda

Date: 3.6.20 | Begin: 12:00 p.m. End: 12:45 p.m. | Location: CC127

Topic/Item	Presenter	Allotted Time	Key Points Provide 50 words or less on expected outcome
Minutes		N/A	Minutes from the February 21, 2020, meeting have been posted for review; please contact Laura Lundborg with comments or corrections
ISP Read	Sue Goff	5 min	<ul style="list-style-type: none"> ISP 481, Recognition of Academic Excellence – 2nd Read
ISP Read	Sue Goff	5 min	<ul style="list-style-type: none"> ISP 171, Academic Use of CCC Brand and Logo
Academic Calendar	David Plotkin	5 min	Review and provide feedback of the proposed multi-year academic calendar
Budget Process Update	Alissa Mahar & Jeff Shaffer	15 min	Receive an update on the budget process and timeline

Association Reports				
1. ASG				
2. Classified				
3. Part-time Faculty			10 min	
4. Full-time Faculty				
5. Administrative Confidential				
Announcements			10 min	
	Assigned Action Items	Assigned to	Notes	
	Upcoming Meeting Dates	Start Time	End time	Location
	March 6, 2020	12:00 p.m.	12:45 p.m.	Community Center - CC 127
Membership				
College Council Members 2019-20: Cynthia Risan (Chair), Laura Lundborg (Recorder), Tara Sprehe (AFaC), Molly Burns (AFaC), Esther Sexton (AFaC), Scot Pruyne (AFaC), Andrea Vergun (AFaC), Darlene Geiger (AFaC), Bob Keeler (AS), Mickey Yeager (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				
Notes to			Deferred	
College Council Minutes can be found at http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body				

College Council Meeting Minutes

Date: 2.21.20 | Begin: 12:00 p.m. End: 12:45 p.m. | Location: CC127

Attendees

Cynthia Risan – Committee Chair, Laura Lundborg – Recorder, Ray Atkinson, Denice Bailey, Dustin Bates, Tim Cook, Klaudia Cuevas, Duncan Garcia – ASG, John Ginsburg, Sue Goff, Shalee Hodgson, Jason Kovac, Matt Larkin, Kelly Lawrence, Alissa Mahar, Jennifer Miller, Leslie Ormandy, David Plotkin, Brian Puncocher, Lisa Reynolds, Jeff Shaffer, Tara Sprehe, Andrea Vergun, DW Wood

Topic/Item	Presenter	Meeting Minutes
<p>Meeting Minutes and Supporting Material</p>		<p>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.</p>
<p>Diversity, Equity & Inclusion (DEI) Strategic Plan</p>	<p>Jaime Clarke & John Ginsburg</p>	<p>Jaime and John shared a PowerPoint presentation regarding the development of the DEI strategic priorities document.</p> <p>Rather than using an equity lens that is more of a checklist, the committee will use an equity framework of principles and commitments that guide strategies to eliminate gaps and ensure equity.</p> <p>Q: How do we ensure our faculty and staff mirror our students if we have budget constraints related to hiring? A: Will modify the talent acquisition process and remove barriers for future hiring opportunities.</p> <p>Q: Do we plan to hire in target areas? A: At this point the DEI committee is not looking at that detail. In later steps, HR will provide recommendations in more detail.</p> <p>Q: Do we have a plan to diversify part-time faculty and include them more in this plan? A: The plan will include all employees. Training will be in multiple formats during implementation phases.</p> <p>Q: When will the strategic plan be released? A: March or April, keeping in mind it's a multi-year plan.</p> <p>Q: Will the plan be implemented top-down or college-wide? A: College-wide. This is a commitment of all employees and won't work top-down.</p>

<p>ISP Read</p>	<p>Sue Goff</p>	<p>ISP 481, Recognition of Academic Excellence – 1st Read. Brought to College Council as normal periodic review of ISPs. Policy to recognize students that achieve a 3.5GPA or higher through Honor Roll and/or the President’s List. No significant changes, language changed to clarify information.</p>
<p>Budget Process Update</p>	<p>Jeff Shaffer</p>	<ul style="list-style-type: none"> • Board Meeting Tuition/Fees Presentation – an \$8 increase in tuition was recommended. • Budget Advisory Group Meeting – used rubric to score budget proposals. • Budget Open Houses – all information regarding the budget will be available for employees and students to review and provide feedback. <ul style="list-style-type: none"> • Feb. 26 - Budget open house, 3-4 p.m., Harmony West, Room 120/130, Harmony campus • Feb. 27 - Budget open house, 10-11 a.m., ITC, Room 203B, Oregon City campus • Online Budget Review – all information provided at open house will be available to review and provide feedback online. • Budget Originators Meetings – <ul style="list-style-type: none"> • Friday, February 28, 2pm – 3pm, Barlow B240 • Tuesday, March 3, 8:30am – 9:30am, Barlow B240 • Tuesday, March 3, 2pm – 3pm, Barlow B240 • Academic Program Reduction/Elimination Process – financial methodology, available next week. <p>Q: Is there a budget open house for faculty that teach only online? A: The online review and feedback process will be available. Suggestion made to present events through Zoom and Owl to record and transcribe.</p> <p>Q: When does the community find out what happens regarding budget cuts? A: College leadership need to make sure employees impacted are aware before information goes public.</p> <p>Additional details and more information about the Budget Process and the Academic Program Reduction/Elimination Process can be found at clackamas.edu/budget-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 – The Multicultural Center is hosting International Week, Feb 24-27. Performances planned in the Community Center during noon hour each day.</p> <p>Classified – No report.</p> <p>Part-time Faculty – In bargaining and mediation. Leslie is working with Jason Kovac to ensure office and meeting spaces are available to faculty. Also, working on a letter that will be provided to faculty confirming the hours of lecture and/or lab for individual courses.</p> <p>Full-time Faculty – In bargaining. Had a faculty luncheon with DEI presentation. Will soon send a tentative bargaining agreement to be voted on.</p> <p>Admin/Confidential – The All-Staff Appreciation Breakfast is March 19, from 7-9am. Theme is <i>Thank You a Hundred Ways</i>. There will be a special guest.</p>
<p>Announcements</p>		<p>EXITO Program – Assistance sessions will be held for students interested in signing up for the EXITO Program. Sessions Monday, February 24, and Tuesday, February 25, in DeJardin Hall. More information about the program is at https://www.pdx.edu/exito/about-build-exito.</p> <p>STEM Talk at Harmony Campus – Guest speaker Justin D. Caouette will lead the event from 4:30-6:00pm at the Harmony West Community Center.</p> <p>One City One Book – In partnership with Oregon City Library, author Heidi Darrow will speak about her book, <i>The Girl Who Fell from the Sky</i>. The event is Thursday, February 27, at 6:30pm in McLoughlin Hall.</p> <p>Moodle Upgrade – Planned for the week between spring and summer term. More information about training will be sent soon.</p> <p>International Week Movies – International movies will be held next week in the McLoughlin Auditorium, beginning at 5pm. Monday – Spanish, Tuesday – French, Wednesday – German.</p> <p>OMSI Exhibit: Body Worlds and the Cycle of Life – Featured exhibit of interest to health sciences students.</p>

Assigned Action Items	Assigned to	Notes
None reported		
Upcoming Meeting Dates	Time	Location
March 6, 2020	12:00 – 12:45PM	Community Center – CC127
Attendance		
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		
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ISP 481

Recognition of Academic Excellence

PURPOSE

Establishes regulation and conditions for recognizing students who achieve a measure of academic excellence.

SUMMARY

Students will be recognized for their academic excellence each term and at the College's commencement ceremony.

STANDARD

1. The Enrollment Services Office will post to the student's transcript an Honor Roll or President's List notation for each term a student has met all the following conditions. Students must:
~~For term recognition:~~
 - a. Complete a minimum of 6 credits with grades of A, B, C, or D. (A grade of P is allowed as long as there are a minimum of 6 credits of A, B, C, or D.) ~~Earn a term GPA of 3.5-3.749 to be recognized as part of the Honor Roll.~~
~~Earn a term GPA of 3.75 or greater to be recognized as part of the President's List.~~
 - b. Earn a term GPA of 3.5-3.749 to be recognized as part of the Honor Roll.
~~Earn a term GPA of 3.75 or greater to be recognized as part of the President's List.~~
 - c. Earn a term GPA of 3.75 or greater to be recognized as part of the President's List. ~~Students must complete a minimum of 6 credits with grades of A, B, C, or D. (A grade of P is allowed as long as there are a minimum of 6 credits of A, B, C, or D.)~~
2. At the commencement ceremony, Honor Roll and President's List students whose cumulative GPA is 3.5 or higher on total credits earned at Clackamas will be recognized. The honors status of Spring term graduates is determined by cumulative GPA through the preceding-preceding Winter term. ~~Honor and President's List students will be recognized at graduation.~~

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REVIEW HISTORY

ISP Committee	Updated format	August 3, 2016
College Council	Reviewed	February 20, 2015
College Council	Reviewed	May 19, 2006
College Council	Reviewed	May 23, 2000
Instructional Council	Adopted	February 20, 1996

ISP 171

Academic Use of CCC Brand and Logo

PURPOSE

Establishes guidelines for uses of the CCC logo and/or brand materials to create designs or promotional materials for academic use.

SUMMARY

The Clackamas Community College logo and brand are the intellectual property of the college and their public use is monitored by Marketing and College Relations. However, when the primary function is to facilitate learning (that is, to allow students to engage with ideas and skills within a discipline with the freedom to grow their understanding through interaction and iteration), faculty or students may use the logo and/or brand materials in designs for use within the college environment. This includes the creation of posters or promotional materials whose function is the advancement of teaching and learning. These uses do not require the overview of Marketing and College Relations.

STANDARD

1. Academic use of the CCC brand and/or logo is defined as any designs or materials whose primary function is connected to teaching, learning, or other educational outcomes. Such academic use includes but is not limited to classroom activities focused on design, the display of student work on a department bulletin board, and the posting of flyers on college property when they are for educational purposes.
2. Any images or text on said materials must be licensed for public use.
3. Any information on said materials must be accurate. Course information must be in accordance with the currently approved course outline.
4. All materials will include accessibility as part of their consideration. Materials promoting an event will include contact information for the Disability Resource Center for accommodations.
5. Academic use of the College brand or logo should reflect an understanding of the guidelines available in the [Brand Toolbox](#).
6. Any non-academic use of the College brand or logo must submit to the normal procedures of review with Marketing and College Relations.
7. If student work is to be shared or distributed outside the college environment, it must either remove all uses of the brand or logo or submit to the normal procedures of review with Marketing and College Relations.

REVIEW HISTORY

ISP Committee	Adopted	[Date]
College Council	Reviewed	[Date]
Presidents' Council	Approved	3/3/2020

Academic Calendar

2019-2020 through 2022-2023



	2019-2020*	2020-2021*	2021-2022*	2022-2023*
Summer Term				
Term Begins	Mon., June 24	Mon., June 22	Mon., June 21	Mon., June 20
Holiday – College Closed	Thurs., July 4	Thurs., July 2	Mon., July 5	Mon., July 4
Term Ends	Sat., Sept. 7	Sat., Sept. 5	Sat., Sept. 4	Sat., Sept. 3
Holiday – College Closed	Mon., Sept. 2	Mon. Sept. 7	Mon., Sept. 6	Mon., Sept. 5
Fall Term				
Inservice Week	Mon.–Fri., Sept. 23–27	Mon.–Fri., Sept. 21–25	Mon.–Fri., Sept. 20–24	Mon.–Fri., Sept. 19–23
Term Begins	Mon., Sept. 30	Mon., Sept. 28	Mon., Sept. 27	Mon., Sept. 26
Holiday – College Closed	Mon., Nov. 11	Wed., Nov. 11	Thurs., Nov. 11	Fri., Nov. 11
Holiday – College Closed	Thurs. & Fri., Nov. 28 & 29 **	Thurs. & Fri., Nov. 26 & 27 **	Thurs. & Fri., Nov. 25 & 26 **	Thurs. & Fri., Nov. 24 & 25 **
Finals Week	Mon.–Sat., Dec. 9–14	Mon.–Sat., Dec. 7–12	Mon.–Sat., Dec. 6–11	Mon.–Sat., Dec. 5–10
Term Ends	Sat., Dec. 14	Sat., Dec. 12	Sat., Dec. 11	Sat., Dec. 10
Holiday – College Closed	Tues., Dec. 24	Thurs., Dec. 24	Thurs., Dec. 23	Fri., Dec. 23
Holiday – College Closed	Weds., Dec. 25	Fri., Dec. 25	Fri., Dec. 24	Mon., Dec. 26
Winter Term				
Holiday – College Closed	Wed., Jan. 1	Fri., Jan. 1	Fri., Dec. 31	Mon., Jan. 2
Term Begins	Mon., Jan. 6	Mon., Jan. 4	Mon., Jan. 3	Mon., Jan 9
Holiday – College Closed	Mon., Jan. 20	Mon., Jan. 18	Mon., Jan. 17	Mon., Jan 16
Holiday – College Closed	Mon., Feb. 17	Mon., Feb. 15	Mon., Feb. 21	Mon., Feb. 20
Finals Week	Mon.–Sat., March 16–21	Mon.–Sat., March 15–20	Mon.–Sat., March 14–19	Mon.–Sat., March 20–25
Term Ends	Sat., March 21	Sat., March 20	Sat., March 19	Sat., March 25
Spring Break	Mon.–Fri., March 23–27	Mon.–Fri., March 22–26	Mon.–Fri., March 21–25	Mon.–Fri., March 27–31
Spring Term				
Term Begins	Mon., March 30	Mon., March 29	Mon., March 28	Mon., Apr. 3
Skills Contest	Thurs., Apr. 16 ***	Thurs., Apr. 15 ***	Thurs., Apr. 21 ***	Thurs., Apr. 20 ***
Holiday – College Closed	Mon., May 25	Mon., May 31	Mon., May 30	Mon., May 29
Finals Week	Mon.–Sat., June 8–13	Mon.–Sat., June 7–12	Mon.–Sat., June 6–11	Mon.–Sat., June 12–17
GED & Adult High School Graduation Ceremony	Thurs., June 11	Thurs., June 10	Thurs., June 9	Thurs., June 15
College Certificate & Degree Graduation Ceremony	Fri., June 12	Fri., June 11	Fri., June 10	Fri., June 16
Term Ends	Sat., June 13	Sat., June 12	Sat., June 11	Sat., June 17

* The 2019-2020 and 2020-2021 dates were approved by the College Council, Presidents' Council and subsequently the Board of Education on April 11, 2018. The 2021-2022 and 2022-2023 dates were approved by the College Council, Presidents' Council and subsequently the Board of Education on _____.

** On the Wednesday evening prior to Thanksgiving, evening classes beginning at 4 p.m. or later are canceled.

*** Day classes canceled at the Oregon City and Harmony campuses. Evening classes, beginning at 4 p.m. or later, are held as scheduled.