

College Council Meeting Minutes

Date: 5.1.20 | Begin: 12:00 p.m. End: 1:30 p.m. | Location: Zoom Video Conference

Attendees

Cynthia Risan – Committee Chair; Shalee Hodgson – Meeting Moderator; Laura Lundborg – Recorder; 80+ Participants – faculty and staff.

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>Academic Reduction & Elimination Rubric Draft</p>	<p>David Plotkin</p>	<p>Rough draft was presented for questions and feedback. Workgroup tasked with creating criteria to assist in overall process to make recommendations to reduce and eliminate academic programs. The rubric is intended to narrow the focus and allow for a deeper discussion. One of many processes to make recommendations for reduction and elimination.</p> <p>Three phases will be completed –</p> <ul style="list-style-type: none"> ○ 1st phase – apply a financial analysis to all programs and subject areas to determine which are running at a deficit. ○ 2nd phase – apply a rubric to the smaller set of programs to further narrow down considerations for reduction and elimination. ○ 3rd phase – continue to have more in depth discussions, deliver an analysis to leadership group, and that group will make recommendations to be reviewed by college. <p>David reviewed the draft rubric for Career Technical Education and Other Programs.</p> <p><u>Q&A - verbal and written via chat feature</u></p> <p>Q: At a prior forum there was information about the profit and loss of programs. Is that somewhere we can see it?</p> <p>A: The Business Office is still working on the analysis.</p> <p>Q: Regarding labor market demand criteria, will we use the labor market report the State has us use for new programs, or where are we directing the information so the analysis can take place? TAPS division collected data.</p> <p>A: Shalee Hodgson, Lisa Reynolds, Darlene Geiger, and Lisa Anh Nguyen created an analysis of labor market demand and used multiple sources, which was vetted by department chairs and faculty. Support data will be filed on F:drive when finalized.</p>

Academic Reduction & Elimination Rubric Draft (continued)

David Plotkin

Q: Will the rough draft rubric document be housed where folks can look at it?
A: It is posted to the College Council website. Also, once the document is in a more complete form it will be posted somewhere for people to provide more input to finalize it.

Q: Are we putting this sort of lens on non-academic programs, i.e. student sports, ASG, Vets Center, Community Ed, etc.?
A: Yes, this process though is particular to academic programs and must be more thorough as eliminating an academic program is often a permanent step and affects many stakeholders. Moving forward though, all areas of the college will be looked at.

Q: In representing the business community, if we consider low retention rates (i.e. students that don't complete) will we quantify the non-completion due to getting a job? Therefore, it may be a high demand skill set.
A: Yes, some of the data will reflect non-completion and departments will also be able to discuss the topic in Phase 3 of the process.

Q: How do the narrative responses connect to the rubric? How are they to be assessed?
A: Will develop within this rubric, rubrics for the narrative.

Q: Will folks be able to consult with you and the team as they work on the narrative?
A: Departments responsible for programs should work closely with their dean. As far as feedback for the entire process there will be a lot of opportunities along the way.

Comments –

- Take issue with bond funds criteria – if we put it under that microscope we are screwing over taxpayers no matter what program is cut, if that's the intent and direction of this criteria. Just because the ITC was built recently shouldn't put it as a priority if there is a failing program within it.
 - Response – the criteria is answering the question about their being a relevant and recent community support for a particular program as evidenced by recent bond measure. We will continue to talk about the topic though.
- I like David's language of "reflects relevant and recent public support for the program" - bond funds could be ONE piece of data. Attendance at CCC-sponsored events, webpage hits (like Clackamas Print), other public-facing efforts we make could all be potential data points - however we gather public feedback.
 - Response – these are points for the group to think about.

David provided a brief review of the rubric for **Lower Division Transfer Subject Areas**.

It's harder to get retention and persistence data, so won't be applied to the criteria. Lower division transfer demand will be measured based on a report HECC did in response to HB 2998. Also not looking at labor market demand since lower division transfer has many pathways.

<p>Academic Reduction & Elimination Rubric Draft (continued)</p>	<p>David Plotkin</p>	<p>Q: Where will we find the transfer data? A: Once everything is compiled it will be available on the F:drive for feedback. The report is HECC's <i>House Bill 2998 Transfer Workgroup Report</i>.</p> <p>Next steps – working on the prioritization and weighting of items in the rubric. If have feedback, please share with David as workgroup will be working on that in next week or so. An updated final draft will be distributed this term for review and feedback. Should have a draft analysis in the fall and provide processes for feedback.</p> <p>NOTE: Additional comments, questions, and answers were made through the Chat feature following the presentation. The <i>5.1.20 CC Chat Transcript</i> is filed on the College Council website with these minutes.</p>
<p>Guided Pathways – Educational Focus Areas</p>	<p>Lupe Martinez, Dustin Bare & Max Wedding</p>	<p>The group shared information about the launch of EFAs, professional advising, and First Year Experience (FYE) expansion. This information is accurate as of today's meeting; may change once budget restraints are considered.</p> <p>EFA Webpage – on public CCC site, it's under Academics < Find Your Focus.</p> <p>Professional Advising – Dustin met with faculty and staff in focus groups to get feedback on direction for assigning professional advisors. Professional advisors have been assigned to programs, all faculty advisors have been notified, and professional advising is happening.</p> <p>Collaborative Advising Workgroup will continue working on implementing and modifying processes as needed. Advising, along with new onboarding processes, will be in full swing this summer to help students register for fall and stay on track throughout.</p> <p>FYE – Lupe shared that FYE sections will expand to 30 for Fall 2020 as the EFA pages now list FYE as suggested course. Fall 2021, CCC will require every new student to take FYE. By then sections will be increased to 60. Working with Guided Pathways subcommittees about how the requirement will be enforced and how exemptions will work. Also working on a webpage. FAQs link has been posted in the <i>5.1.20 CC Chat Transcript</i> on the College Council website.</p>
<p>Campus Use and Development Committee Annual Report</p>	<p>Bob Cochran</p>	<p>The annual report on Campus Use and Development Committee reviewed committee charge, members, and subcommittees and the work that has been implemented this year. PowerPoint presentation with details is posted online.</p> <p>Q: Are any part-time faculty represented on the committees? A: There have been barriers related to their contract. Bob and Leslie will work together to overcome barriers.</p>

Annual Podium Updates	Larry Rosenberg	<p>ITS will be working this summer to update the following rooms with new projector, screen, monitors, document cameras, etc.</p> <p>Rooms: AC122, AC123, B237, B238, C136, C151, D105, D112, D129, ELC(LH), M202, M254, M258, P141, P142, Gregory Forum.</p> <p>AC122 and AC123 have not had teaching podiums before. Gregory Forum needs new sound equipment, overall scope still in planning.</p>
Association Reports 1. ASG 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative Confidential		<p>ASG – John Ginsburg reported on behalf of ASG. Elections take next week, students receive ballots by email.</p> <p>Classified – Negotiating a memorandum of understanding (MOU) related to COVID-19 working conditions. Elections taking place.</p> <p>Part-time Faculty – Working on completing the draft part-time faculty contract. Negotiating a MOU related to COVID-19 working conditions. Elections taking place.</p> <p>Full-time Faculty – Negotiating a memorandum of MOU related to COVID-19 working conditions. Faculty Senate nominations are due today. Looking for someone to run for president.</p> <p>Admin/Confidential – Next meeting will be May 21.</p>
Announcements		<p>DEI Strategic Plan – Klaudia Cuevas sent the details via email. Open forums scheduled for May 13 and 14. Survey for feedback on strategic plan available: Click here for the survey.</p> <p>Student Leadership Awards – Ceremony will be held online on June 3.</p>

Upcoming Meeting Dates	Time	Location
May 15, 2020	12:00 – 1:30PM	Zoom video conference
College Council Members		
<p>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), 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>		