

College Council Meeting Minutes

Date: 5.15.20 | 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; 100+ Participants – faculty and staff.

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 Read	Sue Goff	<p>ISP 281 & 281P, Grade Appeal – 2nd read. The standard and policy were reviewed and feedback was requested.</p> <p>The standard establishes guidelines for students to appeal their final grade. The procedure defines the process of appealing to the instructor, dean, and VP of Instructions.</p> <p><u>Comments:</u></p> <ul style="list-style-type: none"> Concerns were shared about the language regarding the instructor not being employed (i.e., off contract during the appeal). If off contract, particularly related to part-time faculty, the instructor may not be aware of or available for the appeal. If the instructor is available to respond there is no contract language about being compensated. If they are not available, they are taken out of the process. <p>The part-time faculty co-presidents will meet with the VP of Instruction and Student Services to discuss alternative language that will work for faculty and students, which will be shared back to ISP.</p> <ul style="list-style-type: none"> Concern that the right and responsibility to determine grades will be removed from the instructor. It was clarified that the contract speaks to the appeal process being an exception to the right and responsibility to determine grades.

<p>Budget Update</p>	<p>Alissa Mahar & Jeff Shaffer</p>	<p>Key dates for budget process:</p> <ul style="list-style-type: none"> • Week of May 18 – Jeff Shaffer will share the proposed budget with the public. • May 27, 5:30pm – Budget Committee Meeting – review proposed budget. • June 2, 5:30pm – Budget Committee Meeting – continue review of proposed budget. • Last week of June – adopt the budget for FY21. <p>Recent exception to the budget proposal: PERS reserve funding will be allocated this July 1, rather than the planned date of next July 1.</p> <p>Presentation to the Board of Education is available in the Board Book: https://v3.boardbook.org/Public/PublicItemDownload.aspx?ik=46396232</p> <p><u>Questions, Comments & Requests:</u></p> <ul style="list-style-type: none"> • Q: When will we figure out furloughs? A: Leadership is talking about furloughs about Admin/Confidential and Classified right now. Received a proposal from Classified and working with them to determine how a furlough program will work. Also discussing how furloughs will work with Admin/Confidential. Seeking information from the State’s Work Share program. Furloughs could impact current or future layoffs. • Q: How do the 24 layoffs impact balancing the budget? A: In terms of cost savings the rough estimate is approximately \$100,000 per position, plus additional four positions that have reduced hours. Furloughs are more of a one-time savings and layoffs are an ongoing savings. • Request: Please include faculty in any budget conversations happening this summer. • Comment: Admin/Confidential may not be bound by contract, but can still make the same sacrifice as asking Classified. Response: The discussion about that is happening. Clarified that when speaking of not being bound by contract Alissa is referring to the 45-day notice not being required for Admin/Confidential noticing. • Request: Please provide more information on the process for Admin/Confidential, such as the measures, rubrics, etc. Lupe Martinez requested that faculty be involved in the process. Also, wants comparison of the savings of Classified cuts vs. Admin/Confidential cuts.
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Budget Update (continued)

Alissa Mahar &
Jeff Shaffer

Response: The proposal submitted by Classified Association is being reviewed and discussions are happening about what impacts that will have. All answers are not yet available. As for comparison on dollar value of cuts, Jeff would have that information. Alissa will take request back to group regarding faculty staff engagement in Admin/Confidential savings processes.

- Comments: The college as whole should be concerned with eliminating positions that will have a greater impact on the economic community while keeping positions that have much higher salaries and would have less impact on the community. How is that responsible?

Response: Difficult to have discussions due to bargaining; contract language is causing some conversations to happen sooner than we want. Also, have to deal with the one-time and ongoing budget issues. David shared that they will take concerns back to Tim and work to get information out without disrupting contractual constraints.

- Q: Can you talk about the ending fund balance (rainy day fund)?
A: It has been in conversation, recently at the board meeting. To use the fund, there must be an immediate plan to repay and policy limits the amount the fund can be reduced to. It is meant for one-time situations and won't address some of our ongoing budget problems.

- Q: Want to confirm the reason and status of the layoffs. Is it true that these layoffs were needed as a structural long-term help and are not able to be reversed?
A: We have estimated that we will need up to 45 potential cuts to positions. If we have furlough savings it could defer some layoffs.

- Comment: This sounds like a re-organizational situation. The way it was announced is a surprise and it is bad PR. Talking to others at a HECC meeting and we are one of a few colleges making this deep of a cut. Need a different venue to continue conversations.
Response: Another opportunity can be set up.

- Q: When looking at cuts are you looking at all employee groups? Does it include part-time faculty? They immediately lost many positions with recent class cancellations.
A: The conversation is about full-time employees, but that's a good point to share.

- Written Comment: Again, I think there is a difference between prudent fiscal management, and sitting on money that we can use which will have a broader positive impact not just on the College but the community as a whole.

Response: Yes, it is all taken into account. Financial management looks at the proper balance of all financial aspects. Reducing reserve funds can be detrimental to future bond ratings.

<p>Budget Update (continued)</p>	<p>Alissa Mahar & Jeff Shaffer</p>	<ul style="list-style-type: none"> Written Comment: David rightly described our situation as a disaster. Such financial disasters are the reason the College has a "rainy day fund." It isn't raining; it's flooding! Rather than use that money to save jobs, you want to keep it stockpiled so that the College will have a higher rating to get a better return on a future bond. Please understand that there is no way the College will get a bond funded in the current environment. Therefore, the best use of that money is to save jobs. When the economy recovers, the College can refill those coffers and get the bond rating you crave. In the meantime, do what is ethical and what is in the College's best interest. Stop hoarding, and start helping the staff our students need.
<p>Mission Fulfillment Committee Annual Report</p>	<p>David Plotkin, Jason Kovac & Lisa Anh Nguyen</p>	<p>The annual report on Mission Fulfillment reviewed the committee charge, what work has been done this year, and what is planned for next year. PowerPoint presentation with details is posted online, as well as a new document of Strategic Priority Indicators.</p>
<p>Global Learning Committee Annual Report</p>	<p>Ida Flippo</p>	<p>The annual report on Global Learning reviewed the committee charge, members, and purpose. Also shared work implemented this year and plans going forward. PowerPoint presentation with details is posted online.</p> <p>Q: What is the name of the assessment you use (and great to hear about the pre-/post-results!)?</p> <p>A: Intercultural Effectiveness Scale, administered through the Kozai group and Aperian Global.</p> <p>Q: Where is that faculty handbook for study abroad?</p> <p>A: It will be on the Global Learning Committee page on myClackamas once administration provides feedback on the draft.</p>
<p>Graduation Ceremony</p>	<p>Max Wedding</p>	<p>A committee has been meeting about alternatives to celebrate during COVID-19 restrictions. They sent a survey to students received strong response to have a celebration now rather than next year. The college will have a drive-through ceremony June 12. Transportation will be available as needed. Faculty and staff will have opportunity to participate safely, following CDC guidelines. Additional details will be sent out next week.</p>
<p>Shuttle Plan Update</p>	<p>Ray Atkinson</p>	<p>Due to time constraints, Ray has agreed to postpone his presentation until next College Council. PowerPoint presentation is online.</p>

Association Reports 1. ASG 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative Confidential		ASG – John Ginsburg reported on behalf of ASG. APIDA Heritage Month – will include International Tea Day and Origami Workshop. Elections are final. Classified – Working with staff as they receive lay-off notices. Elections taking place. Part-time Faculty – Negotiating a Memorandum of Addendum related to COVID-19 working conditions. Elections taking place. Full-time Faculty – Negotiating a memorandum of Memorandum of Addendum related to COVID-19 working conditions. Elections for Faculty Senate taking place; President Elect will be a separate process happening soon. Admin/Confidential – Next meeting will be May 21.
Announcements		No announcements.

Upcoming Meeting Dates	Time	Location
June 5, 2020	12:00 – 1:30PM	Zoom video conference
College Council Members		
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		
College Council Minutes can be found at http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body		