

College Council Meeting Minutes

Date: 11.06.20 | Begin: 12:00 p.m. End: 2:00 p.m. | Location: Zoom Video Conference

Attendees

Cynthia Risan – Committee Chair; Laura Lundborg/Tami Harper – Recorders; 80+ Participants – employees and students

Topic/Item	Presenter	Meeting Minutes
Meeting Minutes and Supporting Materials		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	Sue shared an updated draft of ISP Policy 492: Multiple Degrees/Certificates of Completion. This is being brought forward as part of the regular 5-year review process. Change: clarification that students cannot receive 2 degrees or certificates with the same titles or concentration. The exception is the Employment Skills Training and the Occupational Skills Training certifications. 1 st read. Bringing back to next College Council.
Draft Expressive Conduct Policy and Administrative Regulation (AR)	Jennifer Anderson & John Ginsburg	<p>Jennifer reviewed the drafts for the first reading. Currently is ARC 601 and it came up for review in 2019 as part of the normal review and updating process for existing ARC policies. As part of the review process we found that this policy covers students, staff and community members. ARC policies typically only cover students. Given the broad scope of this policy Jennifer asked Presidents Council in spring 2019 if this should become a Board of Education policy instead of remaining an ARC policy. President’s Council agreed this should be moved to a Board policy. The drafts being reviewed today are completely reformatted and updated from the original ARC 601 policy to conform with Board of Education policy and administrative regulation as well as meet updated standards for Expressive Conduct. Once approved, these updated documents would replace the current ARC 601 policy and procedure.</p> <p>Jennifer and John are looking to collect feedback from the college as a whole. As an institution with public spaces we want to ensure the free expression of ideas and speech but can put restrictions on time, place and manner but not content. Restrictions on content would not allow people to exercise their First Amendment Rights.</p>

	<p>C: Part-time faculty president expressed support of the policy overall but added concern about this policy limiting association activities like making a fuss on campus when bargaining is going bad or picketing at the Board of Education meeting. It puts limits on associations ability to be seen or heard. “While it’s important to have a policy like this it is concerning as part of an association”.</p> <p>Q: When is this going to come back for review? Would want Oregon Education Association (OEA) rep to look at. Arriving in PC or coming back to CC?</p> <p>A: This is the first time at College Council. Seeking feedback from these initial drafts as part of the current shared governance policy review process. Next steps will depend on if revisions are extensive. It will then come back to College Council for a second read. After the second read at College Council, it will then be taken to Presidents’ Council.</p> <p>The associations might have the ability to conduct association activities in campus buildings since they are employees? They do have the ability to reserve space on campus to do that.</p> <p>C: Suggestion to get feedback from student groups.</p> <p>C: What is the intent of the AR or BP? Would like a better understanding of this. Just had a Faculty Senate meeting and we haven’t heard anything. Want to understand the intent and impact a little better. How do we envision communicating this to folks while it’s happening or do we communicate before-hand? To build a shared understanding we need to talk about intent. Talking about the intent helps to ease people’s minds and ease the stress.</p> <p>A: A Board level policy provides the overview of the rule and applies to everyone in the institution and the Administrative Regulation is how we interpret and implement that rule.</p> <p>Q: Example of something that would be exempt from this? What would be covered by this?</p> <p>ARC 601 is currently listed in the student handbook and on the committee’s page in the portal.</p> <p>ISP and ARC policies are now on the policies and procedures page on the website.</p> <p>Additional thoughts, please send to Jennifer. Would like to take to our associations, have them look at them, collect feedback and then bring back.</p> <p>Q: What is the recourse for people who aren’t student/staff? The group will talk to Campus Safety to see</p>
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		<p>what they do. When this comes back to College Council they will have a clearer understanding.</p> <p>C: Thank you! This is incredible work you are doing. It's a timely conversation.</p> <p>Timeline – weighing towards inclusion of comments and feedback. More inclusive than fast. We will take the time it needs to take</p> <p>Any other feedback/questions, please send John and Jennifer Jennifer.anderson@clackamas.edu an email.</p>
Academic Calendar	David Plotkin	<p>The Academic Calendar for 2020-2021 through 2023-2024 was presented. This draft will need to be approved by Board of Trustees. This draft came to Presidents' Council on Tuesday. This shows a revision from that. Spring term 2023 ends on June 17 and Summer 2023 is starting a little later on June 26.</p> <p>Q: That change is just for the term start date not the registration dates? Registration dates will follow same pattern based on dates and terms. Same weeks during spring term.</p> <p>Error may be in Winter term. Could it be one week too long?</p> <p>If any changes need to be made, it will come back to College Council. This will now go back to Presidents' Council. Then go to the Board for final approval.</p>
Cultural Arts Committee	Kathleen Hollingsworth & James Eikrem	<p>Co-chairing cultural arts committee with Jim Eikrem. Kathleen reviewed the Cultural Arts Committee Charter. 2nd Read.</p> <p>Looking forward to having this back as a working committee.</p> <p>Scope #1 – Can it read CCC Faculty, staff and students? Yes - add students.</p> <p>Q. All classified spots filled? Yes, but they are happy to hear from people who might be interested to see what else they can do to get them involved.</p> <p>Email ami.collofello@clackamas.edu for current membership information.</p> <p>Does this group intend to continue the project of logging artwork across campus? They haven't talked about it but are happy to have a conversation about it. This is the group that started this process of going through all the buildings on campus and tracking the art work that was there. Depending on the value, some have to be reported due to insurance purposes. A sub group of CUDC – called Art Acquisition might be doing this? Nora Brodnicki would be able to give information about this.</p>
Teaching Technology	Katrina Boone and	Larry went through a PowerPoint about the Teaching Technology Workgroup. It is a subcommittee of

<p>Workgroup and Online Learning & Educational Technology Update</p>	<p>Larry Rosenberg</p>	<p>Educational Resources & Student Technology (ER&ST). The Workgroup will meet once per term to review proposed new or alternative software that would like to be considered for campus.</p> <p>The Software Proposal Request Form, Software List and Scoring Rubric can be found on the Team Dynamix Home Page.</p> <p>Larry shared the following links in the chat:</p> <ul style="list-style-type: none"> • Team Dynamix: https://clackamas.teamdynamix.com/TDClient/1853/Portal/Home/ • Knowledge Base: https://clackamas.teamdynamix.com/TDClient/1853/Portal/KB/ • ITS (Click on): https://clackamas.teamdynamix.com/TDClient/1853/Portal/KB/?CategoryID=15381 • Software: https://clackamas.teamdynamix.com/TDClient/1853/Portal/KB/?CategoryID=18524 <p>Katrina shared about OLET - Online Learning & Educational Technology Office. The office consists of Katrina, DW and Daisy.</p> <p>What types of info can you get from this area to help support faculty at online.clackamas.edu?</p> <ul style="list-style-type: none"> • Upcoming training & workshops • Login into Moodle • Searchable Moodle knowledge base • Help guides and resources for student and faculty • Access to Moodle 101 self-guided courses • Coming soon – OnDemand video tutorials <p>OLET is now part of team Dynamix ticketing system.</p> <p>OLET can also assist you with closed captioning and can customize training for you or your department.</p> <p>OLET: https://clackamas.teamdynamix.com/TDClient/1853/Portal/Home/?ID=0b4f3301-a26b-4002-a382-4e5ffe4cb50c</p> <p>The group showed lots of appreciation for having this on the website.</p>
<p>Academic Program Reduction and</p>	<p>David Plotkin</p>	<p>David walked the group through his presentation.</p> <p>Where to find related documents:</p>

<p>Elimination Process</p>		<ul style="list-style-type: none"> • F:\Academic Reduction-Elimination Process • Link to One Drive: https://studentclackamas-my.sharepoint.com/:f:/g/personal/david_plotkin_clackamas_edu/EoVV36vqM1tMsmD5p7HZF9kB-jZqCI2D10e01LlkTLzvw?e=CxL2G4 <p>David reviewed the process timeline:</p> <ul style="list-style-type: none"> • Phase I: Fall 2019 – Establish Criteria and Process: Complete • Phase II: Fall 2020 – Initial Financial Analysis and Rubric: Happening Now • Phase III: Winter 2021 – Application and Criteria • Phase IV: Winter 2021 – College Dialogue <p>Initial financial analysis – it is an initial financial analysis. There will be another look at unique needs of specific programs.</p> <p>The workgroup is working on drafting the rubric. Some aspects of the rubric are developed but could change as the workgroup is continuing their work:</p> <ul style="list-style-type: none"> • Does this program or curriculum exist to remove barriers for marginalized or otherwise vulnerable students? • Is the program adaptable to changing needs? • Is the program accountable to the community we serve? • What are the enrollment trends for the program for the prior three years? <p>Next steps: Financial rubrics and other means to apply criteria in Phase III.</p> <p>Asked Laura to create breakout rooms so that can get into smaller groups and discuss question. Went to breakout sessions. 20 minutes to discuss with smaller groups.</p> <p>Instructions for breakout rooms:</p> <ul style="list-style-type: none"> • Designate a recorder (No names attached) • What questions does your group have? • What suggestions does your group have? • What concerns does your group have?
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- Notes from breakout rooms will be compiled with no names attached. Please send breakout room comments/questions to laura.lundborg@clackamas.edu

Breakout rooms notes attached as an additional document.

David presented answers to questions that remained in the chat from the two open forums that didn't get answered by Jeff or David.

This work can help us become more efficient and help the college overall.

C: Seeing a lot of information on this process and this fiscal analysis. Are we doing an analysis of time and if it's cost effectiveness of the time spent on these committee? Look at productivity and how we can use peoples time more effectively. Is there an equally robust process for productivity? Press the BAG group to look at. That is something we have talked about – more data about other areas of the college and how we make decisions.

Q: Are we coordinating this with other Community Colleges? Are other Community Colleges doing this right now? If we are considering cutting a program and it's offered at another school – what happens if we both are cutting the program? Want some clarification that we aren't cutting a program that is going to be cut as a program at another school.

A: Yes, there are other colleges going through the same process – not sure they do it every year.

C: Part of what is unclear is that there are also classified staff as part of the programs. That's a cost but also an added value. Is the support for programs being considered? Is it in this analysis? Or through BAG? Concern by not including classified right now, is if we keep a program we might lose a classified because we didn't acknowledge the support classified staff give. Programs are saved but classified staff are removed.

Looking at other views of programs and their revenues and costs. Before we make reductions in any area, we need to understand the systemic effect. Further application of criteria. Trying to get something we can get our arms around. It is important to make sure we are asking the hard questions.

Quality of other options or programs at other schools – doing things better here.

Reality is we are in a budget crisis and we have to make dents in the budget. Is there any goal for how much money it might redeem in our budget? For instance - we need to reduce by "x" amount? BAG is working on adopting an overall goal for the college. Might not be in the best interest of the institution to

		<p>set a dollar amount. We don't want to get stuck eliminating something that we find out is critical in our future.</p> <p>We don't have a number. These processes take a long time. We need to be looking at this now. Come March or April the economic outlook could look good. Doesn't mean this is all for naught. We need to be prepared as we get more info through the year.</p>
<p>Association Reports</p> <ol style="list-style-type: none"> 1. Associated Student Government (ASG) 2. Classified 3. Part-time Faculty 4. Full-time Faculty 5. Administrative & Confidential 		<p>Felicity Orrell– Associated Student Government update:</p> <ul style="list-style-type: none"> • Held trivia night for the election on November 3. 10 students participated. • Food boxes are now happening weekly. • Multicultural Center is having a virtual Thanksgiving for international students. <p>Matt/Kelly – Classified update: Not present.</p> <p>Jen/Leslie – Part Time Faculty update:</p> <ul style="list-style-type: none"> • Working on MOA with changes on COVID. Changes on policies. Recruiting PTF to be on committees looking at bylaws we can't have just a single person – VP to be on committees where we have open spots until we can get it filled. Ethellyn Mazar – interim PTF representative. David's permission to add second people for better coverage. <p>Full Time Faculty – No update.</p> <p>Amy - Administrative/Confidential update:</p> <ul style="list-style-type: none"> • Focusing on connection and communication. Have an informal event on November 12th and a meeting on December 11th.

Upcoming Meeting Dates	Time	Location
November 20, 2020	12:00 p.m. – 2:00 p.m.	Zoom video conference

Meeting Minutes & Documents

College Council minutes and supporting documents can be found at
<http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body>