

# College Council Minutes

Date: 1.15.21 | Begin: 12:00 p.m. End: 2:00 p.m. | Location: via Zoom

Attendees: Cynthia Risan – Committee Chair; Tami Harper – Recorder; 70+ Participants

Topic/Item	Presenter	Key Points Briefly provide expected outcome
Minutes		Minutes from the December 4, 2020, meeting have been posted for review; please contact Tami Harper with comments or corrections.
Faculty Changes for Grading, Rosters, etc.	Chris Sweet	<p><i>With WebAdvisor/CougarTrax going away, grading, rosters and other faculty actions will be done in Self Service.</i></p> <p>Preview for faculty as grading will look like. College is in the process of implementing a new portal. Along with that we need to retire WebAdvisor/CougarTrax – how faculty submit grades. It is very, very old technology and is not going to be supported by Ellucian much longer.</p> <p>There’s a new tool, Self Service. All faculty will have to move to Self Service. Currently working with a small pilot of faculty to test in winter term. Spring term all staff and faculty will have access to old and new portals. Then in summer term 2021, the old system goes away and everyone will have to use the new system. Not much different, just looks more modern. Trainings will be held in spring term. Please extend an invitation to Chris to attend any meeting to present.</p> <p>Chris shared his screen and showed the group the faculty view of self-service. Showed how to do grading – what it looks like. System will be verifying grades every night right after 12:05am. Once verified, grades show to student.</p> <p>Q: Will there be training opportunities for students to use this system? A: Real students but in test environment. Will be using/teaching the system in the FYE 101 classes as well.</p>

		<p>Q: Since we have a special situation in ESOL, can we check in with you? A: Yes</p> <p>Here is a video if you're interested in how students get registered through Self-Service <a href="https://www.youtube.com/watch?list=PLE3VygJf9gguc8XESLOKPw-noVGRrZ9Mm&amp;v=3g6SXN0YWbw&amp;feature=emb_logo">https://www.youtube.com/watch?list=PLE3VygJf9gguc8XESLOKPw-noVGRrZ9Mm&amp;v=3g6SXN0YWbw&amp;feature=emb_logo</a></p>
<p><b>College Entries Monument Redesign and Site Signage Updates</b></p>	<p>Mickey Yeager &amp; Lori Hall</p>	<p><i>Information about the college entries redesign and updates on campus signage.</i></p> <p>Shared PowerPoint with the group. It is available on the College Council webpage.</p> <p>Showed what has been installed up to date. Moving away from parking lots associated with buildings. Campus maps are located at quad and access points. There are rules and regulations signs.</p> <p>In process now are the vehicular kiosks. Pull outs at the main entry and by Clairmont. The one by Clairmont has been formalized with curbs so vehicles can pull out of traffic to view map. Height is about 11 feet. Will also place lighting on the top of the pole. Shows a service guide of the most accessed services and campus map.</p> <p>Trying to standardize signs around campus. With this signage system all graphics are vinyl applied. They are easy to change/update.</p> <p>We now have 3 entrances onto campus. 3 monument signs are in design right now. Should be up by the end of June. Banners will be sunsetted. The monument signs are made of anodized aluminum which has little to no rust. These signs also accept the vinyl graphics easily. This helps with easy updating. Hoping to integrate backlighting on text and our logo.</p> <p>Q: Is the new Welcome Center on the key? A: Not yet. We will update when it is open.</p> <p>C: Sign updates: Home Orchard Education Center (HOEC), Student Organic Farm and why is there not a phone number on the sign?</p>

		<p>C: Good catch. What number would we associate with it? Phone tree? Campus Safety number? Web address instead of a phone number? Include Campus Safety in an emergency. Students say we know how to Google.</p> <p>Q: Is the Welcome Center listed to the left? I did not see it.</p> <p>Q: Would similar signs also be put at Harmony and Wilsonville? A: As resources are available, will roll this forward to Harmony Campus.</p> <p>C: Very nice!</p> <p>C: Great work Bob and team!</p> <p>C: This looks great and attracts the eye.</p> <p>Q: Will the Clairmont sign be put in the same place as the banner? A: That's where it's currently planned to be placed. Barring any complications, that is the best placement. C: Plant ID specimens are there.</p> <p>C: There is a plan to widen the road on Beavercreek. Is there a way to get that info ahead of time? On the Oregon City website:  <a href="https://www.orcity.org/publicworks/beavercreek-road-concept-plan">https://www.orcity.org/publicworks/beavercreek-road-concept-plan</a></p> <p>C: The colorful parking lots stand out so nicely on these signs. In a future iteration, you might consider giving the pedestrian signage a similar distinguishing characteristic to tell buildings from each other (rather than all gray with small reference letters and lists). C: Great idea but only so many colors to distinguish between.</p> <p>Q: Is placement for the big signs done in a way that allows small cars to see traffic and students as they enter/leave the college? A: They have accommodated that.</p> <p>Q: At one point we were talking about reader boards at the entrance(s). Is there any update on that? A: Reader Boards will be on the brick marquees.</p>
--	--	--

		<p>Q: How are the reader boards going to be maintained? A: Adding to ticketing system.</p> <p>Q: Should we refer folks that need help to the welcome center? A: depends on the help.</p> <p>C: I think having a quick public safety phone number for those who jog, bike around would be helpful.</p> <p>Q: Is the "You are here" going to be red on the finished sign? I have students to whom there is no "red" color. This comment does come up. A: The text does reinforce that. International symbols are used. C: White on red. White doesn't show up well. Neither does the little star referencing that. Red is not there. C: A black outline on each letter helps. Textures are also good. Any way we can emphasize that. Outline letters under services also.</p> <p>Q: Can the boards have separate messages? A: At each entrance, yes.</p> <p>C: Reader board is so great for all of our events on campus and community visibility. Thanks for that!</p> <p>C: A great way to announce our student performances for music, theater, etc. That helps us promote how we serve our students and our community with these programs!</p> <p>Q: Is there a signal light planned at Clairmont and Beaver creek? A: One was put in last bond. Q: What about a signal light at the road by the Rainbow Building?</p> <p>Don't have the Welcome Center listed on the new sign as we don't exactly know when the new building will open. Q: Could we have it illustrated on the map but not show services? A: The map is already in production. We know there are going to be edits to make following installation. Want the dust to settle with all of the moves before making final.</p> <p>Q: Will the road next to observatory be opened? A: We will look into it.</p>
--	--	---

<p><b>Break</b></p>	<p>All</p>	
<p><b>ARC 407 – Use of Student Legal and Chosen Names</b></p>	<p>Jennifer Anderson</p>	<p><i>Proposed new policy and procedure ARC 407: Use of Student Legal and Chosen Names. First Read at College Council.</i></p> <p>Showed the group the student information update form.</p> <p>The proposed new policy and procedure has gone through ARC review and is now coming here for first read. Reviewed the new policy and procedure.</p> <p>Q: Is there a similar process for faculty/staff too? A: ARC oversees mostly for students. HR has representative on ARC. Melissa will check in with Aldene on update.</p> <p>C: This is wonderful and thank you!</p> <p>C: I'm so happy to see this happening. Thank you to everyone working on it!</p> <p>Contact Jennifer Anderson or Chris Sweet with questions.</p>
<p><b>Association Reports</b></p> <ul style="list-style-type: none"> <li>• <b>Associated Student Government</b></li> <li>• <b>Classified</b></li> <li>• <b>Part-time Faculty</b></li> <li>• <b>Full-time Faculty</b></li> <li>• <b>Administrative/Confidential</b></li> </ul>		<ul style="list-style-type: none"> <li>➤ <b>ASG: John Ginsburg</b> <ul style="list-style-type: none"> <li>• Trivia Night: 5-6pm every other Tuesday. Will have one this coming Tuesday in honor of MLK and Civil Rights Movement.</li> </ul> </li> <li>➤ <b>Classified:</b> Not present.</li> <li>➤ <b>PTF: Leslie/Jennifer:</b> <ul style="list-style-type: none"> <li>• ISP281P – worked out MOA guaranteed they will get some compensation.</li> <li>• Notice for committee chairs. Part time faculty need to report back to association. They don't know what's going on.</li> <li>• Upcoming DEI training to give that training to their members. One member on DEI training.</li> </ul> </li> <li>➤ <b>FTF: Jay:</b></li> </ul>

		<ul style="list-style-type: none"><li>• Team of FTF negotiated with administration MOA changing of working conditions since COVID. Reached for Winter and Spring term. Move forward. New online voting system with this MOU. Service through OEA. Shout out to Kat Long, Mark Y, Nora, Matt W for putting together MOU this term. And Melissa and David thank you!</li><li>• Presented a program revision to Curriculum Committee. Thank you to curriculum office and curriculum committee.</li><li>• In addition to equipment and vehicles from World Of Speed CCC received \$375,000 to be used for scholarships. <a href="https://www.clackamas.edu/about-us/news/2021/01/15/motorsport-museum-leaves-lasting-gift">https://www.clackamas.edu/about-us/news/2021/01/15/motorsport-museum-leaves-lasting-gift</a></li></ul> <p>➤ <b>Administrative/Confidential: Amy:</b></p> <ul style="list-style-type: none"><li>• Doing committee work.</li><li>• Another hot topics discussion is scheduled for March 2 from 9-10. Taking questions via online form in Teams site.</li></ul>
--	--	---

<p><b>Announcements</b></p>		<ul style="list-style-type: none"> <li>✓ STEM Lecture coming up.</li> <li>✓ Get administrative withdrawals in. Deadline Sunday.</li> <li>✓ Shared governance work is rocking and rolling. On shared governance website: <a href="https://www.clackamas.edu/shared-governance">https://www.clackamas.edu/shared-governance</a></li> <li>✓ Last day for ASG open for Chromebook returns/checkouts. Every Wednesday, food pantry is giving out boxes. 600 pounds of food donated by the Elks in December, food is available!</li> <li>✓ Hi all! For faculty/staff to update their chosen name, please complete the Employee Personal Information Form in Neogov eforms (eforms.neogov.com) and we will update our systems!</li> <li>✓ Nora: Concerned about how the PTF is struggling to get info out. Been a part of the Guided Pathways Taskforce for many years. One of the many things I appreciated was how the agenda was laid out – the agenda ended and started with commitments. Standardized agenda through College Council. What are the standard things we are going to report out. Are we dead set in how we create our agendas?</li> <li>✓ Committee Reports are coming to College Council.</li> </ul>
-----------------------------	--	---

<b>Upcoming Meeting Dates</b>	<b>Time</b>	<b>Location</b>
February 5, 2021	12:00 p.m. – 2:00 p.m.	Zoom video conference

<b>Meeting Minutes &amp; Documents</b>
College Council minutes and supporting documents can be found at <a href="http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body">http://webappsrv.clackamas.edu/committees/collegecouncil/index.aspx?content=meetings#body</a>