

**STANDING COMMITTEE  
ANNUAL REPORT TO COLLEGE COUNCIL  
Clackamas Community College**

*DUE DATE:* May 1, 2021

*Submission Date:* May 1, 2021

<b>Year:</b> 2019 - 2020	<b>Committee Name:</b> <i>Campus Use and Development (CUDC) Committee</i>
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<b>Committee Chair:</b> Bob Cochran	<b>Committee Members:</b> April Chastain, Bruce Mulligan, Brian Puncocher, Delbert Dulley, Jennifer Miller, Jim Martineau, Kelly Montgomery, Lloyd Helm, Michelle Baker, Mickey Yeager, Nora Brodnicki, Sunny Olsen, ASG Representatives, Laura Smith – recorder
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*College Council Liaison:* Bob Cochran

*Location of Minutes:* Posted to MyClackamas Website

*Committee Meeting Schedule:* Bi-Monthly, Fourth Thursday, 3pm – 4pm

*Committee Rotation Schedule:* As requested by department or other

***Charge of Committee:***

To provide direction for the maintenance, modification, construction and use of existing and proposed college buildings, facilities and grounds. To accomplish this charge, the CUDC must review existing/proposed practices, procedures, and master plans to make necessary recommendations (as required) to the College Council.

**Subcommittees are:**

- *Grounds Committee: April Chastain, Chair*
- *Food Service Committee: Mickey Yeager, Chair*
- *Signage Committee: Mickey Yeager, Chair*
- *Environmental Safety and Health Committee: Brian Puncocher, Chair*

***Goals/Objectives for Year:***

*Review and comment on proposed changes that affect the college campus.*

***Items discussed:***

- Reviewed Signage Guidelines
- Proposed update of jogging trail around OC Campus
- Temporary outdoor classroom due to Covid-19 restrictions
- Reviewed cleaning procedures for Covid-19 exposed areas

***Outcomes of Year's Goals and Objectives:*** As brought forth, items were presented and discussed by the CUDC committee. Comments and direction were provided as deemed appropriate.

***Current and Future Issues:*** None

# STANDING COMMITTEE

## ANNUAL REPORT TO COLLEGE COUNCIL

### Clackamas Community College

*DUE DATE:* May 1, 2021

*Submission Date:* May 1, 2021

**Year:** 2020-2021      **Committee Name:** Food Service Committee

*Committee Chair:*  
Mickey Yeager

*Committee Members:* Alissa Mahar, Beth Hodgkinson, Elizabeth Cole, Jennifer Miller, John Ginsburg, Loretta Mills, Michelle Baker, Naomi Sether, Sara Dier, Tami Strawn, ASG President, Laura Smith -Recorder

*College Council Liaison:* Mickey Yeager

*Location of Minutes:* Posted to MyClackamas Website

*Committee Meeting Schedule:* quarterly

*Committee Rotation Schedule:* Static

*Charge of Committee:*

Monitor vendors' compliance to the food service contract; evaluate pricing, food, value, and quality of service. Provides feedback from individual areas to the food services contractor.

*Goals/Objectives for Year:*

Prepare request for proposal for food services. Completed food services survey confirming the items of most importance for students/staff.

*Outcomes of Year's Goals and Objectives:*

- Food Service Committee was not active this past year due to Covid-19

*Current and Future Issues:* Maintaining cost conscious, quality menu offerings and services that respond to the changing needs of students and staff.

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*DUE DATE:* May 1, 2021

*Submission Date:* May 1, 2021

<b>Year:</b> 2020 - 2021 <b>Committee Name:</b> Signage Committee	
<b>Committee Chair:</b> Mickey Yeager	<b>Committee Members:</b> Bob Cochran, Deby McDowell, Jennifer Jett, Jennifer Miller, Kerrie Hughes, Kevin Anspach, Kyle Thomas, Lori Hall, Lloyd Helm, ASG representative, Laura Smith - recorder
<b>College Council Liaison:</b> Mickey Yeager	
<b>Location of Minutes:</b> Posted to MyClackamas Website	
<b>Committee Meeting Schedule:</b> quarterly	
<b>Committee Rotation Schedule:</b> by attrition	

<p><b>Charge of Committee:</b> To maintain and implement college signage systems in a consistent manner</p>
<p><b>Goals/Objectives for Year:</b></p> <ul style="list-style-type: none"> <li>• Updated signage guidelines; draft guidelines have been reviewed by college council</li> <li>• Currently working on construction of new monument signage at the three entrances on Oregon City Campus with Sea Reach.</li> </ul>
<p><b>Other Issues Dealt With, if applicable:</b> Temporary A-Frame signage has been updated with new units for cohesive messaging on campuses</p>
<p><b>Outcomes of Year's Goals and Objectives:</b> Draft signage guidelines have been updated</p>
<p><b>Current and Future Issues:</b> None</p>

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*DUE DATE:* May 1, 2021

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<b>Year:</b> 2020 - 2021 <b>Committee Name:</b> <i>Grounds Committee</i>
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<i>Committee Chair:</i> April Chastain	<i>Committee Members:</i> Aaron Ingersoll, Joan Harrison-Buckley, Joyce Gabriel, Karen Maynard, Lloyd Helm, Loretta Mills (Recorder), Nora Brodnicki, TJ McDonough, Keoni McHone, Jason Robertson, Jim Wentworth-Plato, ASG Student(s)
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*College Council Liaison:* Bob Cochran

*Location of Minutes:* Posted to MyClackamas Website

*Committee Meeting Schedule:* Once a term or as needed

*Committee Rotation Schedule:* as requested by members or department

*Charge of Committee:*

To act as a sounding board for the Grounds Department and assist in planning and problem solving for the college's three campus sites. To act as a liaison for campus construction and development to see that the Landscape Values document components are fulfilled.

*Goals/Objectives for Year:*

Maintain an inventory of trees and plantings which are removed during bond construction and to ensure they are replaced with appropriate plantings. Maintain a learning environment on campus for college courses. To create an aesthetically pleasing and safe environment for those that come on campus.

*Items discussed:*

- Plant ID plants lost to construction and storm damage
- Plant replacement plan for campus
- Planting bed designs at Dye Learning Center
- Artificial turf installation near track

*Outcomes of Year's Goals and Objectives:* Continue to work with Campus Services regarding desired plantings. Maintain communication with Campus Use and Development Committee.

*Current and Future Issues:* Advising on plantings for new construction, maintaining inventory of replacement plants, and restoring diversity and variety of plant species on campus.

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*DUE DATE:* May 1, 2021

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**Year:** 2020-2021

**Committee Name:** *Environmental Health & Safety Committee*

*Committee Chair:*  
Brian Puncocher

*Committee Members:* Alisa Mahar, Andrew Daniek, Bob Cochran, Cindi Woodard, Craig Anderson, Jann York, Jay Leuck, Jennifer Jett, Joan Harrison-Buckley, Joyce Gabriel, Kelly Montgomery, Kelly White, Lloyd Helm, Mark House, Michelle Baker, Nick Miller, Pete Kandratieff, Tatevik Garland, TJ McDonough, Travis Swanson, Tom Sonoff, Vanessa Vu, Laura Smith-Recorder

*College Council Liaison:* Brian Puncocher, *Environmental Health & Safety Coordinator*

*Location of Minutes:* Posted to MyClackamas Website

*Committee Meeting Schedule:* The second Wednesday of every month, once a quarter safety inspections

*Committee Rotation Schedule:* Minimum of one year and staggered

*Charge of Committee:*

Safety committee is to bring all CCC employees together to achieve and maintain a safe, healthful workplace. Also to review and make recommendations to management for corrective actions.

*Mission Statement of Committee:*

The mission of the Safety Committee of Clackamas Community College is to promote a safe working environment for staff, students, and visitors. We do this by creating and maintaining an active interest in the safety by each college employee, assisting in the overall effort to minimize the frequency of accidents throughout the college, and to identify corrective measures needed to eliminate or control safety hazards.

*Goals/Objectives for Year:*

- Review safety-related incidents, injuries, accidents, illnesses, etc. and make recommendations for corrections
- Select and conduct quarterly inspections of college property (buildings, grounds, etc.) and identify potential hazards and make recommendations for improvement
- Gain and understand how to identify hazards and suggestions for prevention.

*Items discussed:*

- Monthly safety meetings for Campus Services
- Injury reports
- Return to Campus Plan

*Outcomes of Year's Goals and Objectives:*

- Placed COVID-19 signage per OSHA guidelines
- Reviewed safety-related incidents, injuries, accidents
- In process of updating emergency evacuation maps
- IPM training; continued pest resolutions for campuses

*Current and Future Issues:*

- All required inspections; review safety-related injury reports
- COVID-19 signage: Place Oregon OSHA required signage as needed on campuses as applications are submitted and approved
- Continue to update emergency evacuation maps for campus buildings