COLLEGE COUNCIL MEETING MINUTES

Date: Feb 4, 2022 | **Time**: 12:00-1:30 PM | **Location**: ZOOM | **Recorder**: Laura Lundborg

Clackamas Community College

💬 TOPIC	Facilitator	Key Points Provide 50 words or less on expected outcome
Land & Labor Acknowledgement	Cynthia Risan	College Council opened with a time of acknowledgement and honor.
Meeting Minutes		Minutes from the January 21, 2022, meeting have been posted for review; please contact Laura Lundborg with comments or corrections.
ISP Reads	Chris Sweet & Sue Goff	• ISP 391, Credit for Variable Credit – *1st Read* The only change made was to expand on a sentence to clarify the range of credits will be determined by the instructional department based on the range of credits stated in the course outline. Chris shared that there is also a supporting document to this ISP that lists courses offering variable credit; updated annually. • ISP 471, Courses Repeatable for Credit – *1st Read* The purpose statement was expanded to clarify that all credit courses may be repeated, but credits will not be applied unless the course is approved for additional credit. Courses not approved for repeatable credit will be notated on the student transcript as specified in ISP 472P.

Board Policy Reads	Denice Bailey	Board Policies, Board Governance and Operations – *1st Read*
		
		The Board Policy Review Committee consists of three Board members, Tim Cook, David Plotkin, Alissa Maher, Melissa Richardson, Casey Layton, Denice Bailey, and Kattie Riggs. The policy recommendations will come back to College Council for a second read and to the Presidents' Council for two reads before going to the Board in February for first read and approval in March. Comments following this meeting can also be sent to denice.bailey@clackamas.edu.
		
		All policies have been updated with corrected gender reference, from *he/she* to *they*, etc.
		
		• AC – Nondiscrimination – last updated 2020, to clarify language.
		    Q: Why did the first sentence change to identify the College instead of the Board?
		    A: To highlight the philosophy is college-wide, not just shared by the Board.
		• ACA – Americans with Disabilities Act – last updated 2016, added citations.
		• ACA-AR – ADA Grievance Procedure – added language related to complaints against the President; added that the Board may elect to hold a hearing in executive session only if the complaint qualifies under OR Statutes.
		• BBAA – Individual Board Member's Authority and Responsibilities – last updated 2018, changes recommended by OSBA to clarify language.

			Q: What is the difference in the change to section 2?
			A: It is rephrased to be more clear. Also adds that the Board chair may obtain legal advice/opinions without Board approval.
			• BBF – Board Member Standards of Conduct – added clarifications and some new language regarding social media.
			    Q: Why was section 3 removed?
			    A: There is another policy dedicated to public comment; this policy is for Board members.
			    Q: Why was section 5 language about voting changed from 'majority' to 'quorum'?
			    A: To clarify that though a majority may be present to vote, the Board must have a quorum of four (4) present to hold a vote.
			• BBFB – Board Member Ethics and Nepotism – last updated 2011. Added legal definition of what a relative means; updated citations.
			• BD/BDA – Board Meetings – added OSBA recommended changes and language for virtual meetings. Denice clarified the difference between a special meeting (not originally scheduled, but not emergency) and emergency meeting (such as meeting for construction bid on urgent building repair).
			    Comment: Suggested not to use language such as 'when reasonably possible'; it leaves room to interpret what is reasonable. Denice clarified that for Board has determined 'reasonable' to provide information and accommodations for the meeting a week in advance.
			    Comment: In regard to notice of special meetings, suggested to include associations and other people normally on the Board's distribution list.
			• BDDH – Public Comment in Board Meetings – OSBA provided changes and Denice and Kattie added information specific to the Secretary's activities.
			    Comment: Suggested to remove that the Board can have a meeting without public comment; to add that public comment will be included as best practice. Multiple concerns were raised related to this.
			• BDDH-AR – Public Comment in Board Meetings – language changed to align with policy.
			    Comment: Suggested to remove the word 'must' related to deadlines to intent to speak and possibly remove the deadline altogether.
			    Response: The Board secretary must provide the Board chair with a script before a meeting, including who will be speaking. Having a specific deadline allows preparation to happen in time.
			    Q: Can we express commendations to the Board about them without notifying them ahead of time?
			    A: In order to use meeting time responsibly, an email of gratitude may be more appropriate. The Board accepts written comment.

Guided Pathways and Academic Advising Redesign Overview	Dustin Bare & Kelly Love	Kelly and Dustin shared a [presentation](#) of improved student onboarding and experience at CCC, such as grouping education into Educational Focus Areas (EFA), Self-Service and Navigate. Guided Pathways practices drive the work to provide a more seamless path into, through, and beyond college.
		Many of the goals were derived from a research report by Community College Research Center, *How to Achieve More Equitable Community College Student Outcomes*.
		The Title III grant supports this work. Kelly shared what the 5-year grant has provided so far. Dustin highlighted the path of cohort students and points of support. The cohorts participating these last two years have had a high retention rate.
		Academic Advising and Education Planning has some great 'how-to' videos for students on their [site](#).
		Questions/Comments
		Q: When faculty fill out a form related to students at risk, how does that get responded to? A: The information shows up on a report, which is sent out to specific areas, and someone reaches out to the student. The student also gets an automated alert from the faculty member asking them to reach out to them as well. Q: Who are in the cohorts? A: Any degree or certificate seeking student. There is a group that works with high school, General Education Development (GED), English Speakers of Other Languages (ESOL), and apprenticeships. Cohorts do not include students in workshops, community education, and other non-credit areas. Q: Is there an onboarding pathway for students in adult basic skills that are ready to transition into a degree or certificate? A: Yes, there is already a major collaborative support in place for students in Adult Basic Education (ABE) and English Speakers of Other Languages (ESOL).

Association Reports
• **Associated Student Government**
• **Classified**
• **Associate Faculty**
• **Full-time Faculty**
• **Administrative/Confidential**
		ASG – no report
		Classified – no report
		Associate Faculty – MaryJean Williams
		  • Welcome to new Associate Faculty Board member, Christopher Zimmerly-Beck
		Full-time Faculty – Nora Brodnicki
		  • Continuing discussion related to bargaining
		  • Bev Forney is moving into an interim associate dean position with the Arts & Sciences division
		  • Ten POR faculty positions have been approved
		Admin/Confidential – Dustin Bare
		  • Planning the All-Staff Breakfast, planned for March 17

Announcements		No Announcements reported

	Upcoming Meeting Dates	Start Time	End time	Location
	February 18, 2022	12:00pm	1:30pm	Zoom
	Members	Deans, Association Representatives, and two representatives from each division. Employees, students, and public encouraged to attend.		