COLLEGE COUNCIL MEETING MINUTES

Date: Feb 18, 2022 | **Time**: 12:00-1:30 PM | **Location**: ZOOM | **Recorder**: Laura Lundborg

Clackamas
Community College

💬 TOPIC	Facilitator	Meeting Minutes
Land & Labor Acknowledgement	Cynthia Risan	College Council opened with a time of acknowledgement and honor.
Meeting Minutes		Minutes from the February 4, 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 – *2nd 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. There were no updates since the first read. Suggestion: change title to Variable Credit Courses. • ISP 471, Courses Repeatable for Credit – *2nd 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. There were no updates since the first read. ISP Policies & Procedures
Board Policy Reads	Denice Bailey	Board Policies, Board Governance and Operations – *2nd Read* These policies have gone through a first reading with College Council, Presidents' Council, and the Board. The Board Policy Review Committee made Board approved updates. Denice shared the updates highlighted in yellow (policies found on the College Council site). AC - Nondiscrimination ACA – Americans with Disabilities Act ACA-AR – ADA Grievance Procedure BBAA – Individual Board Member's Authority and Responsibilities BBF – Board Member Standards of Conduct BBFB – Board Member Ethics and Nepotism BD/BDA – Board Meetings BDDH – Public Comment in Board Meetings BDDH-AR – Public Comment in Board Meetings

Board Policy Reads (continued)	Denice Bailey	Questions/Comments
		Q: Why does the Board Policy Review Committee not have representation from all areas of the college (e.g., faculty, classified, students)? Why did only the Board and relevant staff review policies at the Board meeting? A: The Board Policy Review Committee members are appointed by the Board through a process other than Shared Governance. Relevant staff that review policies at Board meetings are content area experts. For example, when it is time to review the financial part of a policy, Jeff Shaffer would be considered relevant staff. Content experts review along with Board members. Q: Why not have both the first and second readings before the Board reviews? This order appears to be different process than our current shared governance process. A: The process to go back and forth between readings allows the college community a chance to hear feedback from the Board and have further opportunity to respond back. Suggestion: Post lengthy agenda documents to the College Council site earlier.
Information Security Update	Saby Waraich	Saby shared a presentation about the status of technology information security and risks. Based on recent studies, the global average cost of a data breach is $3.92 million, a 72% increase over the last five years. Managing security initiatives such as tools to report suspected phishing, phishing similuation tests, education trainings, limited administrave rights, two-factor authentication, and updated firewalls, is a significant and rigorous effort. In just 30 days managing existing firewalls, 4.9 million attacks were stopped. Cybersecurity is everyone's responsibility. A recent grant provied for an assessment and improvement recommendations. CCC's risk level is high. Saby highlighted assessment results and goals. A cost estimate to meet needs over a 3-year investment period is estimated at $2.8 million, with a decidation of 4.85 FTE by end of period. Saby encouraged all to support cybersecurity by stayng alert, supporting HB 4155, and advocating for implementation of cybersecurity initiatives. Questions/Comments Q: Do other schools in Oregon have an optimized level of security? A: No, but some schools have cybersecurity programs and have student interns to increase efforts.

Budget Forecast	Alissa Mahar & Jeff Shaffer	The forecast was shared at the recent Board meeting this week. The Board also heard the first reading of recommended tuition and fees increases. The full forecast can be found in the [BoardBook](#) meeting agenda.
		Alissa shared, as part of the Budget Improvement Process an assessment was completed by Coraggio Group, a business management consultant. Three key areas for improvement were identified: • Alignment with the strategic plan / priorities • Alignment with Interim DEI Framework • Level of knowledge needed to provide input / support the process Jeff shared the forecast highlights. There are positives and negatives affecting the budget: • Tuition revenue down • Federal funding increased • Community College Support Fund allocation lower • PERS cost increases • Inflation / Personnel costs rising • Materials and services cost savings The forecast projects a $1.1 million deficit in the 2023-25 biennium. Proposed efforts to reduce budget deficit include increasing enrollment by 15% and increase tuition and fees. The Board is discussing a $6 tuition increase. The upcoming budget will generally not increase with an exception of innovation funds. There are 16 innovation proposals, 14 of which are moving forward in the scoring process. Outcomes will be shared soon.
Association Reports • **Associated Student Government** • **Classified** • **Associate Faculty** • **Full-time Faculty** • **Administrative/Confidential**		**ASG – Trent Bross and Mindy B** • Trent and Mindy are new ASG members and look forward participating as council members. **Classified – Becky Fidler** • A tentative agreement has been reached to role the association contract for one year, with an increase in wages and health benefits. **Associate Faculty – MaryJean Williams** • A new course will be available this spring, BT-174 Digital Tools for Professionals. **Full-time Faculty – Nora Brodnicki** • Continuing discussion related to bargaining. **Admin/Confidential – Dustin Bare** • Planning the All-Staff Breakfast for March 17, with a Zoom and drive-through option.

Announcements		**Winter Inservice** – Shared Governance Redesign will be held March 4, in place of College Council. **Office of Education Partnerships** – Ni'Cole Sims has joined CCC as the director.

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