


COLLEGE COUNCIL MEETING MINUTES

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



 TOPIC	Facilitator	Meeting Minutes
Land & Labor Acknowledgement	Cynthia Risan	College Council opened with a time of acknowledgement and honor.
Meeting Minutes		Minutes from the March 18, 2022 meeting have been posted for review. Please contact Denice Bailey with comments or corrections.
ISP Reads	Jen Miller & Sue Goff	<p>ISP 195 & ISP 195P, Study Away – 1st Read</p> <p>This is a new policy and procedure. Establishes standards to organize learning trips. The procedure provides instruction for approval, timelines, and required forms. The Global Learning Committee has additional information and guidance.</p> <p><u>Questions & Comments:</u> Q: Is there information about foreign liability insurance requirements? A: Yes, it is in Step 4 of procedure. Sue will make sure information is in the global learning handbook as well.</p> <p>No changes from the group.</p> <p>ISP 350, Credit Hour – 1st Read</p> <p>Policy is up for normal review. Reviewed to check that our credit hours align with state requirements. Policy is valid for all instructional delivery methods. Removed language about students not being expected to complete excessive work beyond the standard out of class work. The word ‘excessive’ is subjective and does not align with standards.</p> <p>No changes from the group.</p>
Board Policy and Administrative Regulation Reads	Denice Bailey	<p>Documents have gone through a first reading with Presidents’ Council, and the Board. Copies with proposed changes be found on the College Council site.</p> <p>Section D, Fiscal Management – 2nd Read</p> <p>The policies and administrative regulations have been long standing, with no change to most. One clarification was recommended by the Registrar related to DMA-AR: TUITION WAIVERS, to clarify that senior citizens are not limited by the amount of credits; however, only eight credits of tuition will be waived.</p>

<p>Board Policy and Administrative Regulation Reads (continued)</p>	<p>Denice Bailey</p>	<p>Section D, Fiscal Management – <i>continued</i></p> <ul style="list-style-type: none"> • DB-AR: BUDGET • DF-AR: FUNDRAISING GUIDELINES • DFA-AR: INVESTMENT PROCEDURES • DFG: COLLEGE INVOLVEMENT IN BUSINESS ACTIVITIES • DJC: PROCUREMENT REQUIREMENTS • DMA-AR: TUITION WAIVERS <p>Section E, Supportive Services and Section F, Facilities – <i>1st Read</i></p> <p>Tom Sonoff and Bob Cochran worked with the committee to update policies and administrative regulations. Changes are highlighted in grey in the documents.</p> <ul style="list-style-type: none"> • EB-AR: HEALTH AND SAFETY PROGRAM • ECA: COLLEGE CAMPUS SAFETY • ECA-AR(1): FIREARMS, DESTRUCTIVE DEVICES AND OTHER DANGEROUS WEAPONS ON COLLEGE PROPERTY • ECA-AR(2): CAMPUS SAFETY SECURITY • ECA-AR(3): KEY ISSUANCE AND CONTROL • ECACB: UNMANNED AIRCRAFT SYSTEM (UAS) A.K.A. DRONE • ECD-AR: MOTOR VEHICLES CODE • EDC/KGF-AR: USE OF COLLEGE PROPERTY • EGAAA: REPRODUCTION OF ALL COPYRIGHTED MATERIALS • EGAAA-AR: COPYRIGHT COMPLIANCE • EIA: INSURANCE PROGRAMS • EJ: BOOKSTORE • FF: NAMING OF BUILDINGS <p><u>Questions and Comments:</u></p> <p>Q: The key policy includes forms. Each time a form is changed, does it need to be updated in Board policies as well?</p> <p>A: No, if forms are included with a policy they will be reviewed with the policy review.</p> <p>Comment: It might be a good idea to provide consistency regarding need for forms. Perhaps a form location can be included, rather than attaching a form to the policy.</p> <p>Comment: Related to the parking policy, it was suggested to add information about long term parking.</p> <p>Q: What is considered long term parking?</p> <p>A: The policy may be referencing accommodations to assign parking as needed. Denice will check with Tom Sonoff for clarification.</p>
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Innovation Fund Presentations

David Plotkin
& Proposal
Presenters

Innovation Fund proposals were shared. Proposals can be found <F:\Temporary\Innovation Fund\College Council\2. April 1>. Please use the survey links to provide feedback by April 6.

Christopher Konieczka, Hoophouse

Survey: <https://forms.gle/ezLvLu3GKcuz4XTHA>

Proposal for a hoophouse (high tunnel) containing minimal heating and supplemental lighting for the Organic Farming Program.

Donald Olsen, Investigate the history of Vanport

Survey: <https://forms.gle/UvZcuwhg29HV63wB6>

Proposal for funding to investigate the history of Vanport, Oregon. Participants will research, design, and create a virtual map. This will be a cultural memory activation project that uses immersive technology to recreate a virtual version of Vanport.

Comment: Fair-Housing Council- they could be a good resource for this project:

<https://fhco.org/tours-exhibits/>.

Comment: Suggested to include Black history in the project. Casey will provide feedback online.

Katrina Boone, Technology-enhanced classrooms

Survey: <https://forms.gle/zc2SD3P2uTsJy5Ua6>

Proposal to create 5-10 Technology-Enhanced Classrooms (TECs) that foster an engaging and interactive student-centered experience for in-person and remote/online learning.

Comment: Suggested to include communication piece so students know where to get tech support (e.g., laptop checkout).

Q: How many classrooms would this project fund?

A: Plan for 1-3 classrooms, depending on what technology goes in each.

Q: Are screens portable?

A: Open to discuss what makes sense in individual spaces.

Lori Hall and Jennifer Miller, Virtual and hybrid conference services

Survey: <https://forms.gle/qmp3uawpENuyquqt6>

Proposal to provide virtual and hybrid conference services to third parties on our campus as well as employees.


Comment: The music and theatre departments put a 3-camera system into the theater for livestreaming. They would like to partner with this team to share technology.

Comment: Saby suggested to look into the cost so everything can be installed (e.g., wiring).

Will also need internet service. It may cost to get the service to the equipment.

<p>Innovation Fund Presentations (continued)</p>	<p>David Plotkin & Proposal Presenters</p>	<p>Rick Lockwood, Automotive tool to analyze pressure changes inside a running engine cylinder Survey: https://forms.gle/HeKxYjC3TfCUAGEX8 Proposal for new learning technology tool. Automotive tool to analyze pressure changes inside a running engine cylinder.</p> <p>Tory Blackwell, Short-term FT classified position for innovation around lab kits Survey: https://forms.gle/s29jbrCXB39yi3VF9 Proposal to fund a short-term (6-month) full time classified position to continue to innovate around science lab kits by identifying vendors, pricing supplies, and finding alternative supplies that are less expensive.</p> <p>Virginia Chambers, Video library of clinical skills demonstrations for Health Science Programs Survey: https://forms.gle/r773ZN5SRZVm5Eyp7 Proposal for Health Sciences to record clinical skills demonstrations and create a video library for the following programs.</p> <p>Q: There are multiple asks for virtual equip/tech. Can any of these proposals be combined for multi-purpose? A: For Health Sciences, the request is to fund capacity for recording. Already have equipment. Comment: Some of the spaces with technology are not interchangeable for classroom activity vs. conference space. Q: Does the simulation technician do the recordings? A: The simulation technician is dedicated to the simulations and equipment such as HAL programming. This will be faculty led. Faculty will create the recordings to help students build confidence by meeting needs of how students learn, retain, and apply skills.</p>
<p>Celebrating Juneteenth – Paid Holiday</p>	<p>Casey Layton & Melissa Richardson</p>	<p>Casey and Melissa shared that CCC will observe Juneteenth as a paid holiday. They will present to the Board at the next meeting to officially adopt beginning June 19, 2022.</p> <p>Juneteenth, also known as “Independence Day” or “Freedom Day,” commemorates the June 19, 1865 announcement of the abolition of slavery and the emancipation of African American slaves.</p> <p>More information about Oregon’s observance of the holiday can be found online: PDX Celebrating Juneteenth Oregon State Democrats Press release June 1,2021 Oregon Recognizes Juneteenth as an official State Holiday</p>

Association Reports <ul style="list-style-type: none"> • Associated Student Government • Classified • Associate Faculty • Full-time Faculty • Administrative/Confidential 		<p>ASG – John Ginsburg, on behalf of ASG</p> <ul style="list-style-type: none"> • President and vice president nomination deadline is today. • April is Sexual Assault Awareness Month. Informational material can be found at the ASG office. <p>Classified – Becky Fidler</p> <ul style="list-style-type: none"> • Staff were notified of a short deadline for self-evaluations. Due to beginning of term being busy and short timeframe, many supervisors are extending the due date by a month. The association encourages supervisors to offer extension. <p>Associate Faculty – MaryJean Williams</p> <ul style="list-style-type: none"> • Bargaining begins April 8. <p>Full-time Faculty – Nora Brodnicki</p> <ul style="list-style-type: none"> • Reminder to use professional development funds. <p>Admin/Confidential – Chris Sweet</p> <ul style="list-style-type: none"> • No report.
Announcements		<ul style="list-style-type: none"> • OLET/Zoom Integration – DW Wood advised that information will be sent out April 13, regarding training for enhanced technology that interacts with Zoom. • Cybersecurity Training – Saby Waraich advised that an external email will be sent Monday about upcoming training. • NCORE – Casey Layton shared that the National Conference on Race & Ethnicity in Higher Education will be held in Portland May 31 - June 4. Information and registration can be found online at https://ncore.ou.edu/en/ncore-2022/.

 Upcoming Meeting Dates	Start Time	End time	Location
April 15, 2022	12:00pm	1:30pm	Zoom
Members	Deans, Association Representatives, and two representatives from each division. Employees, students, and public encouraged to attend.		