

Oversight Group MEETING MINUTES



Meeting Date: January 21, 2025

Members in Attendance	Council Co-Chairs: <input checked="" type="checkbox"/> Debra Mason <input checked="" type="checkbox"/> Jim Wentworth-Plato Recorder: <input checked="" type="checkbox"/> Kattie Riggs	Members: <input checked="" type="checkbox"/> Tim Cook <input checked="" type="checkbox"/> Carol Burnell (via Zoom) <input type="checkbox"/> David Plotkin <input checked="" type="checkbox"/> Josh Aman <input checked="" type="checkbox"/> Jeff Shaffer <input checked="" type="checkbox"/> Sarah Steidl (via Zoom) <input checked="" type="checkbox"/> Danielle Hoffman <input checked="" type="checkbox"/> Lori Hall	<input checked="" type="checkbox"/> Mark Yannotta <input checked="" type="checkbox"/> Melissa McCormack <input checked="" type="checkbox"/> Casey Layton <input checked="" type="checkbox"/> Justine Munds (via Zoom)

Topic/Items	Category	Notes	Decisions/Action Items
1. Welcome and Check-ins	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	Welcomed Josh Aman as the new Co-Chair to the Student Support Council (replacing Jessica Kissler).	
2. Council Priorities	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	There was discussion regarding the Council Priorities. The Councils were asked to email their priorities into the email address oversight@clackamas.edu before the end of the next week. We will be reviewing these at the February 11, 2025.	Council Co-Chairs were asked to email their Council's priorities/work plan to the Oversight email address by Friday, January 31, 2025.
3. Charter Updating, Continued	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input checked="" type="checkbox"/> Information	There was a review of the SG Oversight charter. The membership section was the focus. There were a few changes made to clean-up that section.	
4. Committee Inventory	<input checked="" type="checkbox"/> Discussion <input checked="" type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	There were discussions regarding the various committees the college still has and if they fell under the guidance of a particular Council. There were a few committees that might not fit within the shared governance structure. As an example, the CARE Team was discussed. There may be a time when the CARE Team might go to a specific Council for discussion. The question came up about if we actually	Co-Chairs need to look and see if there are clear alignments between their Councils and outstanding committees at the college. This will be discussed in the future.

		<p>needed to link every committee that exists to a specific shared governance council and/or process because we don't want their work to be tied up in waiting to go through a process, but that they could make decisions on their own. There was a thought to see where they might align, but then go to the group/committee and ask them if they felt like they fit. It is important to identify the orphan committees and helping to share information and decisions being made out to the rest of the college community. There was a question around if we know we have them all. The response was that we don't know. Communication to the college community regarding the committees in general and how they are or are not a part of shared governance is something that should be thought about. Some other thoughts were:</p> <ul style="list-style-type: none"> • If something new comes along, how does that fit in? • If there is a decision within a committee and they don't know where to take that, it's nice to have a connection to a specific council. 	
5. Bond and Council Updates	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	<p>The college made a request for proposals (RFP) for an Owner's Rep, there were 8 proposals submitted. The maintenance yard project by Lewelling and the walking trail both have RFPs out for the design work. Bob Cochran has returned to help write the RFPs and is coordinating the beginning work on the bond projects. There was a question about the priorities and how the projects are prioritized and how that would effect the funding. There was a question about if there were projects at the end that might need some funding pulled back from them or the need to scale back based on the funding left. This was an issue with the last bond. There were discussions about what the college has to accomplish with the bond funds and what buckets of money could have been more squishy</p>	<p>Jeff Shaffer will talk with Lori Hall and Casey Layton about including them in MWFDs discussions around the bond projects.</p> <p>Jeff Shaffer will look at giving a college-wide bond project presentation.</p>

and might be flexible. There was a topic that brought up a question regarding MWFDs and what percentage we really want to focus on and the types of businesses the college will want to contract with for the bond work. There is a bond oversight group that is just starting to meet regularly and Jeff will include Lori and talk with Casey regarding the MWFDs discussion. There was a question as to how or when the communication regarding bond work would be shared with the rest of the college community. Jeff might do a bond presentation to the whole college via a calendar invite. People need to be reminded about where the college came from and where we are. For example, this is not the decision-making time in the process. There was a master plan, community engagement, refinement, more community engagement, then decisions, and where we are now.

Operations Council: The CCC Ready (former group) emergency preparedness has formed with membership and came to the Operations Council to let them know who is on the group. They have asked the Operations Council will be who they report to. Is this a workgroup/committee/task force/etc. There was a comment brought-up that sometimes you don't need input from specific group, but sometimes there are inadvertent consequences from not asking input from those groups. There were questions on why we can't combine a few of the groups to be one instead of siloing out each group because they do different work. Could the BERTS, CCC Ready, and Safety Committee all be combined or meet together quarterly? Combine a few committees to do more.

		<p>BAS: There are 11 members of the Finance Council. There was an all-staff call and 18 people applied to participate. The group reviewed the applications and sent them to the five Councils to help select. There are 21 members of the BAS group. They will notify the members, then notify the college community. There was a question around the random selection</p> <p>There is a new section called, “Announcements” in the Shared Governance Corner in case you wanted to post anything there.</p>	
6. Next Meeting Agenda Items	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information	Council Priorities, Continue Charter Review, and Discuss Membership Rollover.	

Future Agenda Items for Meetings			
Topic/Item	Category	Key Points: Provide 50 words or less on expected outcome	Facilitator
1.	<input type="checkbox"/> Discussion <input type="checkbox"/> Decision <input type="checkbox"/> Advocacy <input type="checkbox"/> Information		
Upcoming Meeting Date	Start Time	End Time	Location
February 11, 2025	9:00 AM	10:30 AM	Roger Rook 110