



**SHARED GOVERNANCE UPDATE**  
**HEAR FROM EACH OF THE COUNCILS**

*Presented March 11, 2025*



# **SHARED GOVERNANCE COMMUNICATION**



# **WELCOME**

**Thank you for attending  
today's Shared Governance  
update.**

**This meeting is being recorded.**



# CCC Land Acknowledgment

We acknowledge that the Clackamas Community College campuses reside on the traditional homelands of the Clackamas, Cascades, and Tumwater bands of Chinooks, as well as the Tualatin and Pudding River bands of Kalapuya and the Northern Molalla people. They lived and prospered by maintaining strong cultural ties to the land, and through wise management of resources. As signers of the Willamette Valley Treaty of 1855, they were removed from their homelands to the Grand Ronde Indian Reservation where they became members of the Confederated Tribes of Grand Ronde. Please join us in taking this opportunity to thank and honor the original caretakers of this land, their lives, and their descendants that live on as Tribal members today, still carrying on the traditions and cultures of their ancestors.



# Labor Acknowledgment

We also acknowledge that our nation has benefited and profited from the free enslaved labor of Black people. We honor the legacy of the African diaspora and Black life, and the knowledge, skills, and human spirit that persevere in spite of violence and white supremacy.

# SG Communication Corner

The screenshot shows the myClackamas website interface. On the left is a dark blue sidebar with the Clackamas Community College logo and a 'Welcome' message with a 'Sign Out' button. Below this is a list of links: Emergency Information, Employee Information, Supervisor, Applications, Support Requests, Professional Development, Employee Resources, Student Resources, and Committees. The main content area has a red header with 'myClackamas'. Below the header is a list of news items: 'New federal policy updates and resources webpage', ''Natural Retreat' opens in the Alexander Gallery', 'CCC lost and found', 'FREE business basics course', 'Study abroad information sessions', and 'Donate blood Jan. 29'. A red circle highlights the 'Shared Governance' section, which contains a list of links: Announcements, About Shared Governance, Oversight Group, College Operations Council, Finance Council, People and Culture Council, Student Support Council, Teaching and Learning Council, Process Support Group, and Training Materials and Templates. To the right of the Shared Governance section, there are links for 'Enrollment', 'Microsoft Power BI', 'Finals Sc.', 'Final Week Schedule', and 'Office 365 Applica' with icons for Outlook, Word, and Excel.

myClackamas

New federal policy updates and resources webpage

'Natural Retreat' opens in the Alexander Gallery

CCC lost and found

FREE business basics course

Study abroad information sessions

Donate blood Jan. 29

**Shared Governance**

Announcements

About Shared Governance

Oversight Group

College Operations Council

Finance Council

People and Culture Council

Student Support Council

Teaching and Learning Council

Process Support Group

Training Materials and Templates

Enrollment

Microsoft Power BI

Finals Sc.

Final Week Schedule

Office 365 Applica

Outlook Word Excel

This is just a reminder as to where you can find information regarding the Shared Governance Councils.

- **myClackamas**
  - Home Page/Landing Page
  - Scroll down toward the bottom left-hand side.



# SG Any-Time Feedback

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- This is just a reminder that you can provide any-time feedback regarding Shared Governance (SG).
- **myClackamas**
  - Home Page/Landing Page
  - Scroll down toward the bottom left-hand side
  - Expand the "About Shared Governance" section

## About Shared Governance

At CCC, Shared Governance is a structure for participatory decision-making regarding policies, procedures and the strategic direction of the college.

Values guiding Shared Governance:

- Transparency/Clarity
- Engagement
- Accountability
- Continuous improvement
- Empowerment

Shared Governance  
Handbook

Shared Governance  
Feedback

# **SG DEI**

# **Community of Practice**

## **OVERVIEW**

# Members

- Casey Layton : Moderator
- Kirby Gleason: Process Support Group
- Erin Gravelle: Operations
- Amy Cannata: Finance
- Lizzie Sauber: Student Success
- Tina Francisco-Evans: People and Culture
- Jane Littlefield: Honorary Mention – Equitable Teaching & Learning



# Accomplishments for AY 2024 - 25

- Completed Charter
- Managing Difficult Conversations
- Storming

# Summer Work

- Planning for new learning session on Targeted Universalism
- Review results of intragroup survey
- Prepping for Fall Term training facilitation
- Upcoming Opportunity for Associate Faculty and Part-time Classified Employees. ( DEI Committee )

The Cougar Pause Pilot Learning Session



# Process Support Group

The Shared Governance Process Support Group attends to the care and feeding of the college's Shared Governance structure, including:

- Supporting Shared Governance onboarding and training
- Ensuring effective and transparent communication and documentation
- Developing and maintaining the Shared Governance Handbook
- Assessment and continuous improvement of processes related to Shared Governance



# Members

- Lori Hall – Co-chair
- Jenny Miller – Co-chair
- Justine Munds
- Lucas Hann
- Kirby Gleason
- Michell Gipson
- Laura Lundborg
- Julia Nicholson
- Margaret Mallatt
- John Ginsburg
- Adrienne Scritsmier
- Amber Steele





# Accomplishments for AY 2024-25

- Launch of initial shared governance assessment
  - All-staff survey is in your inbox!
- Process for regular Shared Governance Handbook updates
- Charting paths to participate in Shared Governance groups



# Continuing Priorities for AY 2025–26

- Ongoing shared governance assessment work
- Identify two additional priorities for AY 2025-26

## Summer Work

- Subgroups may continue to meet over summer to finalize priority work
  - No full-group Process Support Group meetings over summer term
- Council retreat will be in fall term

# Teaching and Learning Council

## Members:

**Carol Burnell**, FTF, English, Co-Chair; **David Plotkin**, Provost, Co-Chair

**AJ Smith**, FTF, Skills Development; **Dustin Bare**, Director, Student and Academic Support;

**DW Wood**, OLET Coordinator; **Jane Littlefield**, FTF, Library; **Jennifer Bown**, FTF, Science;

**Jil Freeman**, FTF, Center for Teaching and Learning; **Kari Hiatt**, FTF, Dental Assisting;

**Kelly White**, Administrative Assistant, Art; **Katrina Boone**, Associate Dean, Institutional

Effectiveness and Planning; **Martha Bailey**, AF, Philosophy; **Sarah Parker**, FTF, Medical

Assisting; **Scot Pruyn**, FTF, Mathematics; **Sue Goff**, Dean, Arts and Sciences



# Accomplishments for AY 2024 - 25

- Council Successes

- Established Charter and operating procedures for Council.
- Identified existing committees connected to Council.
- Established oversight and collaboration procedures for Council committees.
- Identified priorities for year.
- Reviewed draft Instruction and Student Policy regarding generative artificial intelligence. Recommended creation of a Board policy.
- Determined the need to create a new Council standing committee connected to curriculum in Spanish.





# Continuing Priorities for AY 2025 – 26

- What Council priorities from AY 2024 – 25 will continue for AY 2025 – 26.

Support of Excellence in Equitable Teaching and Learning Strategic Priority and Elements of Excellence.

# Summer Work

- What work will or will not continue over the summer (if any)
  - Some preparation for Council Retreat. The Teaching and Learning Council is a majority full-time faculty group – so significant work will not proceed while most FTF are off contract.
- When will your Council Retreat be?
  - TBD, but between September 15 and October 3, 2025.





# People & Culture Council

## Council Members:

**Melissa McCormack**

**and**

**Sarah Steidl – Co-Chairs**

Csea Leonard

Sunny Olsen

Ashley Sears

Melissa Padron

Stephanie Murphy

Sue Goff

Aundrea Snitker

Miranda James

Julia Nicholson

Mark Devendorf

Laura Thede

Maria Julia Sorrentino

Dejuan Tanner

Alex Lam

Bill Fricke

Kattie Riggs

Jennifer Pope

George Burgess

Amber Steele

Adam Wickert

Tina Francisco-Evans

Casey Layton

Michelle Baker

Shirlee Miller

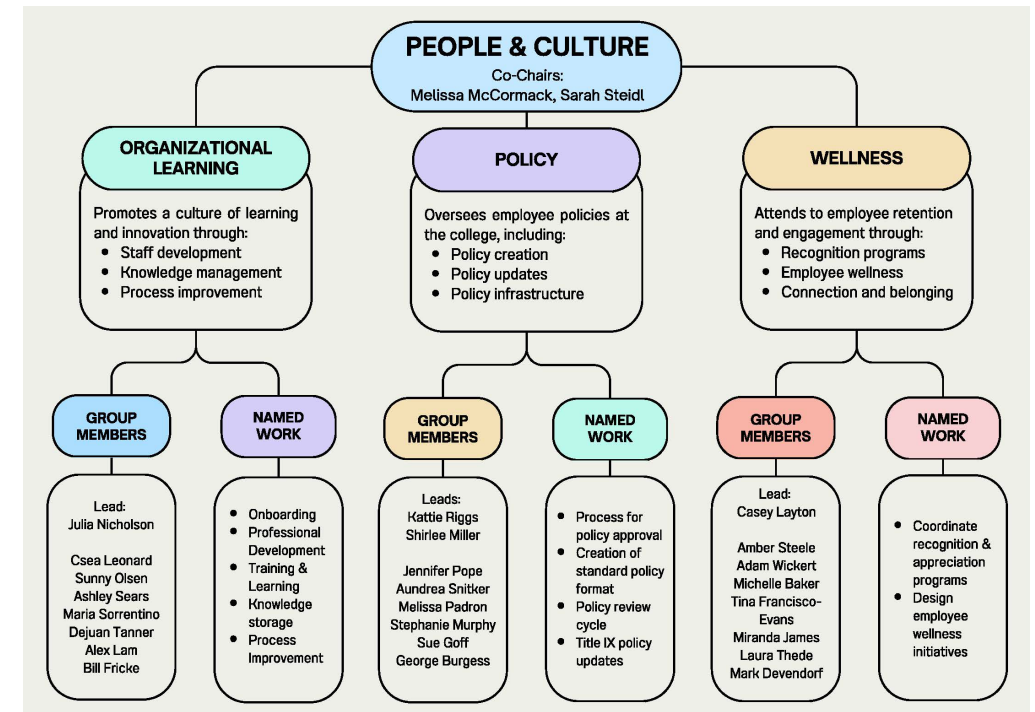
**Education that Works**



# Accomplishments for AY 2024 - 25

## Council Successes

- Established Charter
- Organized the work into three distinct subcommittees:
  - Wellness & Recognition
  - Organizational Learning
  - Policy





# Subcommittee Successes

- Wellness and Recognition
  - Hosted its first Employee Wellness Event in April
- Policy Subcommittee
  - Developed a universal policy template built on the Cougar Pause
- Organizational Learning
  - Completed the Cougar Pause for their Knowledge Management project



# Continuing Priorities for AY 2025–26

- Subcommittees will continue their focus areas
- New for next year: incorporating Climate Survey findings into the Council's work

## Summer Work

- Subcommittees will continue to meet over the summer
- People and Culture Council meeting on hold to fall
- Council retreat TBD in the fall



# Student Support

## Membership

- Danielle Hoffman - Chair
- Josh Aman - Chair Elect
- Jennifer Anderson - Vice-Chair
- Summer Baber - Vice-Chair Elect
- Bethany Day - Student Representative
- Sarah Jones - Student Representative
- Isaiah Lee - Recorder
- Paul Allen
- Angela Armen
- Joan Jagodnik
- Jessica Kissler
- Mayla Morgan
- Elizabeth Sauber
- Yesenia Kozak
- Casey Sims
- Aundrea Snitker



# Accomplishments for AY 2024 – 25

- Established our Council, membership, and operational functions
  - End of year member assessment of what worked/didn't
- Developed a plan to measure our Holistic Student Support strategic priority indicators
- Reviewed relevant data related to strategic priority indicator assessing student sense of belonging
  - EYES survey data shows student have a strong sense of belonging
  - Survey results are not inclusive of our entire student body; continued monitoring alongside the DEI Committee Engagement committee in their effort to garner increased student survey completion
- Supported the establishment of our new student *and* instructional policy group (joining what were previously two separate policy committees, ISP and ARC)





# Continuing Priorities for AY 2025 – 26

- Holistic Student Support strategic priority indicator metric establishment and/or review
  - Determine needed intervention (if any) based on results
- SEM plan development support
  - Support the college in understanding key impacts from the first SEM plan which is wrapping up
  - Collaborate with the SEM leadership group as they work to develop our next SEM plan
    - SEM workgroup establishment to focus on Bringing Adult Learners Back



# Summer Work-

- Holistic Student Support strategic priority indicator subcommittees:
  1. CCC employees confidently and consistently connect students to the services they need-
    - Development of and planning for a fall in-service staff and faculty survey & activity to help measure this
  2. Students' ease of access to services is improved-
    - Review Spring EYES Ease of Access survey open ended question results (What does ease of access mean to students?)
    - Develop more targeted questions for inclusion in the fall 2025 EYES survey
- Fall Retreat Prep





# Shared Governance Finance Council



# Accomplishments for AY 2024 - 25

- Crafted a universal template for Fund Statements of Purpose
  - For each fund, we have designated how it is resourced, its allowable expenses, reserve targets, and a fund oversight structure
- Updated more than half of the institution's 22 legal funds using the template
- Established a Budget Advisory Subgroup (BAS)
  - Worked with Shared Governance Oversight Group to develop BAS
  - Onboarded BAS members and worked with facilitators to review financial information in support of recommendations for 2025-26 Budget
- Developed a process for reviewing and updating future college financial policies



# Continuing Priorities for AY 2025 – 26

- Work through remaining Fund statements of purpose
  - Next steps for funds involve multiple partners (ie, grants, fee funds, student technology funds) the Finance Council is working on a broader engagement model before crafting the remaining fund statements of purpose
  - Upon completion, the Finance Council will work through training and education
- Review the current financial policies for Food and Travel to identify changes to reflect current practices
- Conduct financial analysis and review for course fees
- Support business process improvement initiatives



# Summer Work

- The Finance Council will meet once per month this summer, with a focus on fiscal and bond-related updates, future council membership, process research, and the development of some [interim] policy drafts in advance of Fall Term (ex. food policy)
- The 2025-2026 Finance Council Retreat has not yet been finalized, but we are anticipating a date in September or early October

# Operations Council

The College Operations Council is focused on the maintenance and improvement of our buildings, grounds, technology infrastructure, and safety planning.



# Members

- Jeff Shaffer (co-chair)
- James Wentworth-Plato (co-chair)
- Jessi Alley-Snell
- Ron Prince
- Saby Waraich
- Ashley Sears
- Erin Gravelle
- Delbert Dulley
- Dejuan Tanner
- Stephen Brouwers
- Wesley Buchholz
- Dennis Marks
- Hillary A Abbott
- Felicia Arce (incoming AY 2025-26 co-chair)
- SD DeWaay
- Nora Brodnicki
- Keoni McHone
- Sunny Olsen
- Breck Young
- Jenny Miller (shifting to Greg Castaneda)
- Randi Hurt (ASG Rep)
- Hannah Legasse (ASG Rep)



# Accomplishments for AY 2024 - 25

- Successes

- Revised and updated charter language
- Created video presentation of bond projects for all-staff visiting our council website to get informed about the bond projects
- Reviewed ITS policies (in progress)
- Reviewed Emergency Management Plan document
- Reviewed and discussed College Safety updates to uniforms
- Reviewed new process to make it easier to collect FTE for trainings
- Reviewed Drone policy (in progress)
- Reviewed and discussed how to update Board policies – in most recent case it related to a "No Roller Skating Allowed on Campus" Board policy and its impact to a current ASG club



# Continuing Priorities for AY 2025 – 26

- What Council priorities from AY 2024 – 25 will continue for AY 2025 – 26.
  - Continuation of Bond updates
  - Incorporating cougar pause into decision making

# Summer Work

- What work will or will not continue over the summer (if any)
  - Primarily Standing Committee work (Grounds, Bond, Safety, etc.)
- When will your Council Retreat be?
  - Has not been scheduled as of yet. Looking to see if we can do this during fall in-service week or if we have to pick another date. We anticipate to have this early fall term.



# Oversight Group

Tasked with providing feedback and making recommendations to councils when needed, this group has been a sounding board for ideas and a space to ensure consistency within the Shared Governance process.



# Accomplishments for AY 2024 - 25

- Established our Group Charter and operating procedures
- Reviewed Council's priorities
- Reviewed outstanding committees not linked to Councils
- Received 1st recommendation from Process Support
- Received and discussed feedback from Councils



# Continuing Priorities for AY 2025 – 26

- To establish roles between Process Support and Oversight Group
- To dive into what is work of the Councils as opposed to department work
- To help the Councils work on their priorities as needed



# Summer Work

- Planning the Oversight Group's retreat
- Helping establish priorities for next academic year
- Will not have Oversight Group meetings over summer



# SHARED GOVERNANCE COMMUNICATION

Thank You for Tuning in.

[SG\\_OversightGroup@clackamas.edu](mailto:SG_OversightGroup@clackamas.edu)

