

December 2, 2016
Oregon Coast Community College
College Council Meeting Minutes

Room 140, Central Campus, 400 SE college Way, Newport, OR

Attendance:

- | | | |
|--------------------|----------------------|--------------------|
| 1) Lynn Barton | 9) Kimberly Jones | 17) Robert Rodger |
| 2) Jody Becker | 10) Ben Kaufmann | 18) Spencer Smith |
| 3) Marge Burak | 11) Dan Lara | 19) Alyssa Squiers |
| 4) Cindy Carlson | 12) Marion Mann | 20) Lucinda Taylor |
| 5) Colleen Doherty | 13) Shannon McKibben | 21) Ann Wales |
| 6) Matt Fisher | 14) Patrick Misiti | 22) Ann Way |
| 7) Blake Hagan | 15) Linda Mollino | 23) Amanda Zerr |
| 8) Laura Hamilton | 16) Will Quillian | |

Minutes from last meeting were reviewed. Corrections noted and will be made. Minutes were approved.

Adjustments to the agenda:

C. Carlson – Discussion: Training needs for canvas

J. Becker – Info: Welcome week sign-up

L. Barton – Info: Club sponsors

INFO ITEMS:

1. Lynn Barton informed the council about the collection of gift cards for the teen foster/group homes in Lincoln County. The Nursing students and Phi Beta Kappa are collecting \$10 Walmart and/or Fred Meyer gift cards with a Goal to help 75 students \$750. Giving trees throughout the county are usually for younger children. A Stocking is hung in the nursing office for anyone who wants to contribute to the collection This drive is for teens. Also if you have a club that might want to participate let Lynn know.

Marion Mann mentioned there was a teen clothing drive for foster teens at the DHS.

Laura Hamilton introduced students – who were heading up the gift card drive.

2. Ann Way Wellness focus – Please see hand out. *Vitamin D Deficiency*
Matt Fisher clarified the UV light processes that takes place through the skin.
3. Kimberly Jones – Oregon transfer day on January 24th. Event on campus in the Commons area where other colleges send representatives to meet with our students – please add to your Winter syllabus. Any help to get students to meet with these representatives would be appreciated.

Welcome back BBQ Wednesday January 18th 11:30-1pm in commons hosted by ASG – please promote in your classes.

Calling campaign to call students to register for their Winter course. Next week Tuesday please consider signing-up to help make these phone calls. Pizza will be served.

Jody Becker– Welcome week – 1st week of term. We keep the front desk open to answer student questions and welcome new students/visitors etc. A sign-up sheet was sent around for volunteers to man the front desk during Welcome week.

Lynn Barton – Club Sponsors. There used to be a meeting of all the Club sponsors where they would share their club's new and events. Laura suggests it would be good for students who are preparing their college applications to know about events in advance so they could participate in these events and can list their participation on their applications and resumes. Lucinda asks to be included for marketing reasons, letting the community know about what OCCC has going on. Will mentioned there might be some new clubs, Ann-running club. Maybe the sponsors could meet an hour before the holiday party? December 16th 12-12:45. Matt – needs help with PTK phi theta kappa. Cindy mentioned there used to be two sponsors for the clubs.

Cindy Carlson - presented the first proposal of evening hours and security for the college. Open currently from 8am-5pm. Proposal is M-R 7:30am-7:30pm Fridays close at 5pm. Refer to handout: *Proposed changes for evening hours and security.*

Feedback/Concerns:

Expense involved? How many evening classes are in session after hours? How many people are here in the evenings?

There will be no additional pay for administrators who are scheduled to be present and available. TCB – do we know cost for security to be on campus from 5:30-9:30pm?

What happens to anyone who needs phone service? Call boxes are available.

Can TCB show up at 7 to help clear out the commons and stay till 9:30 to lock up?

Can we try it for winter term to see if it works?

Cindy asked that any other comments can be emailed to her.

DISCUSSION ITEMS:

Dan Lara – Presentation and discussion of the handout *Draft Core Theme Mapping of Objectives and Achievement Indicators*

Feedback/Concerns:

It is possible that students who enroll for the purpose of taking one or two courses, or personal interests, would bring down completion rates.

Our small numbers will be impacted by the non-traditional student.

Is it possible to remove the data on students who are not enrolled for the degree?

Can interventions be included on the Metrics?

Conversation about student assessment.

There are many levels of assessment – from our data – graduate surveys, employer surveys, it will depend upon the questions we want to have answered.

Clarification of SENSE School Excelling Through National Skill Standard and CCESE Community College Survey of Student Engagement

How do we get info about our students at OCCC .

Nursing outcomes are tied into the measures for employment.

The next meeting will include longitudinal data sets that consider these questions.

We will take another look at if the right questions correspond with correct theme.

How do we go about assessing our programs? Come up with best practices and looking at what other colleges might do – something to try out next year when we submit our application for candidacy.

Laura will move her item (Facilitated Faculty Conversation) to meeting in January.

Cindy – Canvas training plan. Three trainings were in the summer, then morning of every CoCo meeting. Linda was invested in training. October was cancelled – she held a training class in November – Dan did Q&A today. Still getting email and calls from faculty. The Office of Instruction will be administrators.

What are our training needs? Feedback/Concerns:

The idea of a Canvas Community vs Canvas training is attractive. Can we encourage astute users to help others? Maybe a work group to set-up. Users don't know who to ask for access. Spencer has Moodle courses, faculty would like them made available. Kim or Spencer can walk through step by step, course by course with the faculty. Does the observer feature work in canvas?

How long are the canvas shells accessible? – can we go back for years? Spencer will contact Canvas to find out about storage.

Interest in a Canvas Community – regular users participate in helping to teach what they know.

What happened to the Canvas app? Students can download the app but not access OCCC – None of the nursing students can access the app. Spencer explained how the connections – are different for students / faculty.

Password issues – same password for all faculty. Proposal to go through Sharknet to canvas. The importance of logging out was discussed. Social Security numbers will need to be removed. Maybe administrators should recognize faculty for their work on canvas – especially how they taught themselves all the ins and outs of the software.

Ben – sent an email about the Inclusion Committee needing new members. Good work has been done please let him know if you are interested in joining the committee.

Chorus final concert scheduled for Wednesday 12/14 in commons at noon.

Meeting adjourned 3:09pm

Minutes taken and submitted by: Kathy Andrews, Admin. Asst. Academics & Work Force.