

Oregon Coast Community College College Council Minutes

June 2, 2017

Attendance: See sign-in sheet.

1. Called to Order: 12:30pm
2. Lunch –
3. Motion to approve minutes as corrected made by Amanda Zerr, second by Ann Wales.

Corrections: Birgitte's name is misspelled.

4. Adjustment to agenda. None

Information Items

1. **Announcement: Program Suspension: Criminal Justice**

CJ program will be suspended. Dan and Linda will work together to provide PCC with the paperwork and will work with CJ students (maybe 4) 5 will graduate in June. Appreciation for all the hard work Gretchen & Jim provided.

2. **Health & Wellness** - skipped

3. **Student Orientation** – Colleen & Blake

Advising will be creating short student video snippets (30 – 90 seconds) to show at new student orientation. There are 27 students signed up at this time to attend the summer orientations

Blake invited faculty to attend – please come to say hi. Also invited faculty to be willing to create short videos to present at the orientations.

Advising website – Blake and Colleen are working to make the website more robust. Plan to give info about canvas, My OCCC, email.

4. **Aviso** – Cindy

On June 7th – Heather student success coordinator from AVISO will be here asking questions to put the new retention system together. 9am-3:30pm come anytime. Anyone that would like to have input in the early alert portion of AVISO should attend the workshops or can email or talk directly to Cindy. Suggested communication across disciplines.

5. **Instructional Process Changes for FA17** – ILT

Dan informed the group that beginning in FA17 faculty will need to use Canvas for class attendance and class grading. These records will be used with the new AVISO software to assist with student retention and completion.

All sections will need to turn on canvas and track attendance, post syllabus, and maintain grade book. Integration of attendance and grade book will help with early alert.

DAW will be creating tailored information videos for how to use canvas. How to create new assignments.

On-line attendance. PCC's guideline is that logging in and out do not count as attendance – a meaningful assignment or quiz is required. OCCC needs to come up with their on-line attendance guidelines.

6. Campus Communication team - Robert Rodger

Presentation and discussion took place about using the Canvas tool to provide information to all faculty and staff groups within the communities established at the January College Council meeting.

7. Program Creation/Suspension Rubric Reset – Dan Lara

Part of accreditation process OCCC will need a program creation/suspension rubric. Currently the program creation rubric came through Coco and then presented to President then approved by the board.

This summer OCCC's budget will be approved and there is a new building possibly being approved after approval the plan for new programs and suspension of programs will need to be established.

8. ICAT review and next steps – Dan Lara

After a brief explanation, all attendees placed dots on the ICAT action items (gathered from Spring In-Service) that they felt most important to tend to.

Action Items

Applause for Will and Gretchen for their dedication to 2016-2017 College Council.

Announcements:

9. Waves publication party – Patrick announce the date and time: Friday, June 9th 5-7pm readers, food, art.
10. New Math courses – Marge. Students have a choice by week or full year. Students need to be seated in the class to get credit.
11. Mascot logo & Notecards – Lucinda. Selection team met yesterday, Birgitte, Julia, Sandra Roumagoux and selected OCCC art to be printed on notecards that will be sold in the bookstore. The mascot logo was lacking in submissions – still in the process of collecting
12. Birgitte announce that she wrote a letter to the NWCCU President, Sandra Elman making a formal request for a site visit in Spring 2018 for candidacy. Received a very nice reply of their acknowledgement of our request. PCC will do a mock site visit for us in January 2018. They will conduct an evaluation of our accreditation process. November 2017 a technical visit from NW will be here looking at our report as well as reviewing our areas to assure we are ready for a visit in the Spring.

Birgitte expressed her gratitude for faculty and staff working so hard this Spring Term and informed the group that she will be taking an extended vacation and will be gone from June 20- to end of July. Dan Lara will be acting President while Birgitte is away.

13. Commencement Speaker is Franki Trujillo Darby. Friend of the College Award – David Bigelow
Brook Foiles – Incoming Oregon Coast Scholars.
14. New Chair and Co-Chair for 2017-2018 College Council will be Ann Wales and Marge Burak.

Meeting adjourned 3:06