

College Council Minutes

February 9th, 2018

1:00 – 3:00 p.m. / HMSC Tour at 3:00 p.m.

Hatfield Marine Science Center, Guin Library Seminar Room

- Call to order – 1:01
- Attending: Larry Boles, Alyssa Squiers, Tabitha Hoadley, Darci Adolf, Ren Whipple, Cindy Carlson, Waverly Sudborough, Katherine Meredith, Joy Gutknecht, Kim Jones, Ann Wales, Bill Lilley, Linda Mollino, Marion Mann, Will Quillian, Colleen Doherty, Lynn Barton, Patrick Misiti, Ben Kaufmann, Karen Pfaff, Marge Burak, Alberto Flores, Blake Hagan
- Review of minutes, Motion by Lynn, Second Linda, Approved
- Adjustments to the agenda: announcement by Tabitha

Information

1. Student Government: projects & newspaper – Waverly and Katherine

- a. See handout of all prospective ASG projects for the year. Update on Waves Literary Journal. Deadline is March 9th for submissions.

2. Facilities and Safety update – Chris Rogers

- a. Quick update. Lockdown drill on Monday. PA system not working perfectly, to complete lockdown, listen for a knock on the door to know its end. Doors without locks or rooms without tables to block the door, require being “dogged” or tied with cords or rope. Chris is getting special tools for the doors so people don’t have to jerry-rig. Just received the rocket stove mentioned at last month’s CoCo; for emergency preparedness. Is looking to give a demo to everyone in the spring.

3. Instructional Leadership Team update

A. Library 127 revision – Darci Adolf

- a. See handout. Today is a discussion with questions on the new Library class, voting for approval will be next CoCo. PCC changed the class to 2 credits and four outcomes. The hope is to offer this class next fall. PCC determined that more course outcomes would meet their needs in ways that the previous class did not. Darci went over the previous CCOGs and the changes as laid out in the handout. Was previously meant to be tied to a class but is now tied to a discipline or field. In fall Darci would like to start with a tie to STEM as OCCC has quite a lot of students in the sciences. Other possibilities are allied health and business.
- b. Took questions next. Clarified that concurrent enrollment in a relevant class is not necessary. Is helpful for building research skills or for those who just need two credits to complete requirements. Clarified that the

IRW requirement is a new class offered by PCC that combines reading/writing. Clarified that it would transfer only as an elective. Darci lets everyone know that for any questions that pop up between now and next CoCo can be forwarded to her in-person or via email. Clarified that PCC has already passed this through their curriculum committee and will teach in fall.

B. Biology 141, 143 – Marion Mann

- a. See handouts of CCOGs for the two classes. OCCC wants a larger presence in Lincoln City. The 101/102/103 series (required to take in order) is required for science studies. Attrition is common among those just trying to fill a science requirement for another path or fill credit requirements for financial aid. These two new classes are meant to give availability to students who don't need to take the series. Classes have already been vetted by PCC and are offered by them. Quick poll of students show enthusiasm. Would open the door to science requirements for more students in Lincoln City. This is informational for this session and to go up for vote next CoCo. This opens to more students as well because of the lower math requirement and that fact it fills lab requirements.
- b. Questions about OSU expansion and if students there can take 100/200 classes like these at OCCC since expansion will only offer 300/400. The answer is tentatively yes. This is a conversation that is continuing with OSU with a focus on biology, business, writing, and psychology. Eventually we'll look specifically at those transfer courses that apply towards an OSU degree.

C. Associate of Applied Science: Early Childhood Education degree – Linda Mollino

- a. First clarified the process of OCCC approving the changes for courses already offered at PCC. Said class is approved by PCC, we're evaluating whether it's good for OCCC.
- b. Have recently learned that what was an ECE pathway certificate cannot be offered without a degree, as it's required by the state. Have appealed this to CCWD, but may need to offer the AAOS and not just the certificate. The timing of this change doesn't offer us enough time to go completely through CoCo as normal. The difference between degree and certificate is 6 classes, but we'll start with certificate. Appealing the decision because it was thought the PCC degree was the umbrella under which the certificate would be offered.

4. Student Services update

- a. Ben (Aviso): Early alerts update per week. Usage is growing well.
- b. Ren offered update on REU science internship session next week (various disciplines under the field of marine science) – get relevant info from Ren.

5. Pearls of Wisdom: May 19th – Ann Wales (for Lucinda Taylor)

- a. Lucinda is looking for faculty involvement for the event in May. Get in touch with Lucinda if you'd like to be involved.

Discussion Items

6. Deep Dive Topic: System of Governance – Birgitte Ryslinge

- a. Quickly, some updates first: two things coming up. College forums coming up. Week of 21st revolving around accreditation and tuition. Accreditation visit coming up in April. Final report is close to being submitted. There will be informational sessions before accreditation visit as well.
- b. Reference for deep dive: handouts
 - i. May push back co-curricular topic next CoCo to cover defining CoCo's role instead
 - ii. Equity and Inclusion will be held for in-service, emerging trends for small groups.
 - iii. 2.A.1 is what mainly applies to us. 1) Clearly defined roles and abilities. 2) Consideration of faculty, staff, and students.
 1. Organizational charts. In handout and online. The Board has control over all, per state law. Real estate, for example, is governed by the board. Others include final budget approval, setting of tuition and fees, selection of programs (degrees/certifications). Handout also outlines who covers what field of responsibility.
 - a. What is an administrator? Exempt employee, some delegated authority or funds, facilities, people, etc Within that are managers. Directors, Deans, and Officers report to President. Everyone else is a manager and they report to one of the top three.
 - b. Levels go President < Executive Team < Junior ET
 2. Do we need to work on consideration?
 - a. Authority and roles organized in charts. There are spots that allow global and specific views, for students, staff, and faculty.
 - i. CoCo – global, but a high degree of governance for faculty. Intended to be a place to call out special issues for faculty.
 - ii. Safety Committee, Steering Committee, Equity and Inclusion, ILT (staff and faculty)
 - iii. Assessment team formed with Dan and faculty
 - iv. ASG for students. Working to strengthen associations with ASG. There are also some student forums offered on occasion.
 - v. Support staff – classified have ASK
 - vi. Affiliated -security, custodians, volunteer tutors, interns, some instructors. Need to work to get them better connected.
 - vii. When hiring, a committee is formed comprising multiple groups to share their voice.
 1. Also, regarding the new CMS software, and professional development
 - b. Question on how announcements, re: the bus schedule

change, are made about decisions. On who to talk to when you have questions. Student related can go to Cindy, instruction questions can go to Dan, community issues with Dave or Lucinda, etc

- c. Colleen suggests involving students in as many groups and councils as possible, as appropriate.
3. We have an educational services agreement under the PCC umbrella. Some of these things interact with governance, especially with regards to faculty.
 - a. We rely on PCC faculty (SACs) for curriculum (including assessment of courses), faculty qualifications for employment, and academic policies
4. Laura suggests a group/council update page on the website to keep everyone informed of what's going on in all the various councils and groups. Not necessarily posting on minutes but informational updates on decisions made and topics covered. Also, a way to learn what all groups, committees, teams, etc there are.
5. Birgitte recommends a survey to discover how many of each group there are and to what extent do our current structures work well in making provisions for consideration. This is about how we solicit input.

7. Deep Dive Topics for April and May – Birgitte Ryslinge

- a. Covered above.

Action items

None

Announcements

- February Heart Health Display – Darci talks about American Heart Health month display at the library with relevant books and movies.
- SNO: Cookies and Carnations – Lynn talks about how a space is ready in the commons. Bake sale/flower sale. Will be Tuesday and Wednesday (13/14) of next week. Money is to fund the scholarships. IOUs to be accepted.
- Lockdown drill: February 12th in Newport, February 14th in Lincoln City
- CoCo Webpage – Tabitha talks about how the CoCo page on the website has been updated with all agendas, minutes, and handouts as of November 2016.
- Laura still looking for help for organizing book for PTK book sale
- Salishan hiring event Feb 21 at the Salishan from 1-4, looking to hire some students

Remaining College Council meetings:

- Mar. 09
April 13
May 11
June 08
- Meeting over at 3:01pm

INFORMATION UPDATE: ASSOCIATE OF APPLIED SCIENCE: EARLY CHILDHOOD EDUCATION DEGREE

- The Associate of Applied Science (AAS): Early Childhood Education (ECE), may be moving forward to the February 28th OCCC Board of Education Meeting
- While OCCC does not intend to offer the AAS ECE degree in the 2018-2019 academic year, we recently learned that we are required to have the AAS degree in our inventory at the State (CCWD/HECC), in order to offer the Early Childhood Less than One Year Career Pathways Certificate (CPC), in 2018-2019.
- Since the CCWD/HECC and PCC deadlines do not allow sufficient time for College Council's two month review and recommendation process, discussions with Chair Ann Wales, have led to the solution of providing this as information only and not requesting College Council recommendations.