

College Council Minutes

January 11, 2019, 1:00 – 3:00 p.m.

Room 140, Central County Campus, 400 SE College Way Newport, OR

- Call to order: 1:00
- Attending: Tabitha Hoadley, Tony Noble, Spencer Smith, Greg Dewar, Paul Lask, Layton Spence, Larry Boles, Alyssa Squiers, Kim Jones, Marge Burak, Linda Mollino, Colleen Doherty, John Watson, Ann Wales, Ann Way, Birgitte Ryslinge, Darci Adolf, Oscar Juarez, Will Quillian, Dana Gallup, Shaneon Dinwoodie, Shannon McKibben, Patrick Misiti, Laura Hamilton, Kathy Andrew, Ben Kaufmann, Marion Mann, Alison Williams, Penny Williams, Steve Seney, Diane Jacobs, Karen Pfaff, Lynn Barton
- Review of minutes – no corrections. Motion by Ann Way, Second by Shannon McKibben, approved.
- Adjustments to the agenda – Ann Wales and Marge Burak adding announcements, Ben Kaufmann adding voting role call to discussion items

Information and Discussion Items

1. AAWCC Conference – Kathy Andrews

- a. American Association of Women in Community Colleges: nationwide, Oregon chapter, every Nov. there's a conference. They give community college excellence awards, which OCCC's Shirley Hill received. Conference starts Friday, Saturday there's a lunch and workshops and award ceremony. Shirley, Joy, Kathy, and Melissa all went.
- b. Keynote speakers Adrian Ochs, Nadya Okamoto
 - i. Inspired OCCC to look at offering free feminine hygiene products for students. After working with HR and facilities, there are now free feminine hygiene products in all OCCC bathrooms, including North County and Waldport facilities.

2. Generating connections with students – Laura Hamilton, Marge Burak

- a. How to develop trust between students and between students and instructors.
 - i. Marge discusses an assignment she gave that asked students about something they were working on as well as their history in and experiences with math.
 - ii. Paul gives a writing prompt of "what's your relationship to food", exhibits morals/values, cultural associations, starts conversations, etc
 - iii. Patrick does a lot of discussion forums. One of the early ones is about fears, which allows them to self-identify any issues they may have.
 - iv. Ann Way on first day of class asked why they went into program and any fears they have about the program.

- v. Birgitte offered what her online instructor for master gardening did for their class—had to choose a plant to research, but last question was “why was this plant chosen” & that really exposed something personal about them and generated dialogue between students.
- vi. John Watson’s student perspective—suggests open hours and open communication and encouraging students to really communicate with instructors and make it known that they’re open to communication.
- vii. Ann Wales offers a student perspective on an online course she’s taking, where the online instructor had everyone do a video introduction and then respond to two others, and the video intros really encouraged everyone to watch all videos because it was different and interesting.
- viii. Laura Hamilton offered that in doing an online course having that open welcome conversation at the start opens a more straightforward honest connection without the visual stereotypes we may associate to a person.

3. College Council process/procedures – Ben Kaufmann (get documents to add to handouts, add academic departments chart to minutes)

- a. See handout on voting process.
 - i. Roll call at beginning of meeting, chair announces, and asks for motion, chair will ask all in favor, secretary notes how many yes, how many no, chair will ask abstentions, secretary notes. Vote counts recorded in minutes.
 - ii. Quorum required of 50% plus 1 of voting members.
- b. Change how voting members are chosen?—in bylaws it says a part-time faculty has to have “served” for 3 terms before becoming voting member.
 - i. Discussion over confusion on which faculty represent which faculty and whether everyone was informed on what’s being voted on, to make sure everyone is represented and has their view/voice heard.
 - ii. Opinion is that it needs to be fleshed out but for today’s vote, the materials have been sent out to everyone for over a month so there was ample opportunity for everyone to be heard if they wanted.

4. President’s update – Birgitte Ryslinge (get handout from BR)

- a. Date established for initial accreditation review Oct 16-18, self-evaluation study due 6 weeks prior.
 - i. Very similar process to what we did for candidacy visit.
- b. All CC’s in Oregon are in budget development cycle now, for biennium budget, legislative session is working on 2021-2023 biennium.
 - i. Adopted balanced budget needs to be adopted by June.
 - ii. Starting an internal budget committee at OCCC, headed by Robin Gintner, invites to join going out soon. This group is for transparency.
 - iii. Considering first meeting being a budget101 that’s open to absolutely everyone.
- c. The next biennium budget will be challenging and tight, with the current budget showing a slight reduction in funds at the moment.
- d. OCCC foundation (separate org., own board, but in partnership with OCCC to fund scholarships). We have local donors that give \$100k a year in support but are looking to build more relationships and long-term donors.
 - i. Pearls of Wisdom coming up March 9, still running with Lucinda gone.
 - ii. First year may not make as much but it’s about establishing the event.

- e. ERP work with Campus Nexus is continuing:
 - i. Timeline: fall of this year, in August, the SIS will run into parallel production with Sharknet and Campus Nexus. This will continue into spring to transfer all data.
 - ii. In February 2020 we will go live for the student module
 - iii. By June 2020 Sharknet will be discontinued and we will only use Campus Nexus
 - iv. We are discontinuing the implementation liason, we no longer have Matt Kirkendall. Barb Baty at BMCC is still working with us as a partner though.
 - v. Feb 1st is CTE day, all CC's will have presence at the capital. Dave Price is coordinating those efforts. Advocacy and making a presence in Salem is very important this year.

5. Office of Instruction update – Dan Lara

- a. Early childhood education off and running, Oscar is here now and students are in class!
- b. TBCC and OCCC partnership to expand nursing program. Class 2021—expanding to 28 students, 20 from OCCC and between 4-8 person cohort from TBCC. Zooming courses to them and they'll be doing clinicals at TBCC.

6. Student Services update – SS team

- a. Please remember Tuesday is Oregon Transfer Days. 10 schools signed up to attend, including Pacific Northwest College of Art.
- b. 10-1 in the commons. Wed 11:30-1pm is the welcome back BBQ.
- c. Start of term calling campaign starts next term. Contact Melissa at Melissa.lewis@oregoncoastcc.org to sign up to volunteer.
- d. Reminder to faculty to turn in first week attendance by Saturday at 11:59pm.
- e. Graduation planning begins soon, first meeting will be announced first week of February.
- f. Student survey results will be announced next CoCo.
- g. Mental health flyer has been made by Theresa Harper and will be posted around the school.
- h. Textbook discussion: importance of getting orders in early, communicating on delay with students, ensuring students get textbooks early enough.

7. Associated Student Government update – John Watson

- a. ASG student survey results presented (see handout 'Student Forum Report') on things they know about OCCC, services needs, classes students want and times, events to hold, etc, results
 - i. Hybrid class issues
 - ii. Recommended courses of action on handout
- b. Wellness week was a success though realized scheduling will need to change next time
 - i. Try to engage Lincoln city students more

Action Items

8. **Motion to approve course modification** for ECE122I, ECE123P, ECE134, ECE171, HE112, HE262, HST105, MUS220A/B/C/D/E/F, and PSY240 by Will Quillian, second by Patrick Misiti.
 - Unanimous aye, zero no, zero abstain

9. **Motion to approve new courses** for ECE104 and J103 by Will Quillian, second by Lynn Barton
 - unanimous aye, zero no, zero abstain
 - recommendation to ILT to consider courses needed, not just electives. All are welcome to visit ILT for course discussions by the way. Contact Tabitha (Tabitha.hoadley@oregoncoastcc.org) for dates and times.

10. **Motion to approve deleted courses** for ECE179, ECE235, and ED260 by Will Quillian, second by Shannon McKibben
 - Unanimous aye, zero no, zero abstain

11. **Motion to approve degree/certificate modification** for ECE certificate by Will Quillian, second by Shannon McKibben
 - unanimous aye, zero no, zero abstain

Announcements

- Marge - OCCC pathways (see handout)
- Darci – William’s Lecture series, first one this year is next week on Bill Kucha (see handout)

Future Meetings

- Meeting closed at 3:03

- Feb. 08
Mar. 08
Apr. 12
May 10
June 07

College Council Voting Representatives

Faculty

Faculty Lynn Barton – Representing Nursing

Karen Pfaff- Representing Nursing

Greg Dewar- Representing Communication Studies

Alison Williams- Representing Math

Will Quillian- Representing ESOL/ABS

Alyssa Squiers- Representing AQS

Ann Way- Representing Business, Computer Science, Social Science

Patrick Misiti – Representing Reading & Writing

Laura Hamilton – Representing Reading & Writing & College Success

All Managers Group (AMG)

Larry Boles – Aquarium Science Program

Ben Kaufmann – Navigate Program

Spencer Smith – IT Support

Classified

Shaneon Dinwoodie – Your College Store/Bookstore Assistant

Shannon McKibben – Administrative Assistant, Library Services

Tabitha Hoadley – Administrative Assistant, Academics and Workforce

Colleen Doherty – Academic Advisor, Student Services

Associated Student Government (ASG)

John Watson - Student