

Oregon Coast Community College College Council Meeting Minutes

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

April 14th, 2017

Meeting called to order at 1:03 pm

Attendance: Birgitte Ryslinge, Lynn Barton, Ann Way, Alberto Flores, Kimberly Jones, Robert Rodger, Ann Wales, Joy Gutknecht, Cindy Carlson, Lucinda Taylor, Alyssa Squires, Colleen Doherty, Matthew Fisher, Blake Hagan, Will Quillian, Sharon Hahn, Jody Becker, Spencer Smith, Marion Mann, Linda Mollino, Gretchen Havner, Diane Jacobs, Debbie Spicer, Dana Lara (remote by video), Jenifer Davis.

Review of minutes from March 10, 2017. Ann Way moved to accept, it was seconded. All in favor. Minutes accepted.

Info items

1. Budget timeline – Birgitte Ryslinge
OCCC Budget Development Calendar 2017-2018 handout was reviewed. Robin has started the budget to prepare for adoption in June. Supervisors should review budget items with staff. Assumptions and projections will roll into first draft. College provides opportunity to review budget at the forums on 5/10 and 5/12. Board will adopt the budget on June 14th.
2. Legislative summit update – Birgitte Ryslinge
Budget is accepted every two years. Handout was reviewed. Brigitte, Cindy and Lucinda attended meeting. Community colleges are supported at approx. 40% of the budget. Capital construction was discussed, foundation funding plus bond will be considered.
3. ERP Project – Birgitte Ryslinge
Search is on for new software to replace SharkNet. Rogue Community College will discontinue support of the software over the next 2/3 years. OCCC is working with six other community colleges and CampusWorks to help determine the requirements for the new system. Birgitte, Cindy, Robin, Sharon, Jay, Ben, Kimberly and Spencer attended the project kick-off session on April 11 and 12 at Mt. Hood. An ERP Assessment electronic survey will be sent out next week to faculty and staff. (See handout).
4. Faculty Marching in Graduation – Dan Lara & Kimberly Jones
Coco voted that the Faculty will march in before the students, and the Faculty Marshall will be elected based on seniority. The Faculty Marshall will carry some sort of mace (symbolic staff) or college banner. Lucinda will search for one to purchase. Kimberly is working on an alternative entry hallway for faculty and staff line up and a room at the PAC for board members.
5. Parade dates and participant sign up – Lucinda Taylor
Handout of parade dates given out. Lucinda asked for more faculty and staff participation at all the parades to show a stronger school presence in the community.

6. Foundation Scholarships – informational – Lucinda Taylor
May 1st is the deadline for students to apply online. Faculty – please announce to your students. This is the ONLY opportunity to apply. Fall applications have been discontinued due to financial aid packages and duplication of effort. Advertisement is out in flyers, website and social media.
7. Student retention software (Aviso) – Cindy Carlson
AVISO has been purchased through grant money, at a low price for three years is \$63,500. The grant is covering \$58,500 and OCCC will pay 5,000 over the three years. This powerful software will aid in tracking student progress, send out automatic targeted emails, and aid advisors and Student Services. It will also provide important data on student progress and success.

Discussion items

8. The Faculty Marshall for Graduation -- What is (should be) the criteria? Discussion – Dan Lara
This was discussed previously during Faculty Marching item.
9. Location of whiteboards in classrooms – Matt Fisher
Faculty requested that the whiteboard and screen locations in some of the classrooms be re-positioned to aid in the use of both at the same time. Room 62 is the only one that has this capability. Ideas put forward were to move the white boards, the screens, use portable white boards, walls painted with white board paint. Spencer will investigate ideas and costs. Spencer and Chris would be involved in the project.
10. Program selection/suspension matrix – Dan Lara
Handouts for the CTE Program Selection Rubric, originally adopted by OCCC in June 2015 were given out. Suggestion is to use this rubric to evaluate new programs for adoption and to review old programs for discontinuation. Much discussion regarding implementation by the CoCo followed. This item will be added to the agenda for the next CoCo meeting in May.
11. Equity and Inclusion, survey and asking for staff/faculty input. – Ann Wales
The student survey was distributed during the Job Fair on April 10th asking for student feedback to determine what additional services students would like to see on campus. Faculty, if you hear students talking about issues, ask them to complete a student survey.

Action Items

12. Instructor evaluations – Dan Lara
Class evaluations will be implemented for Spring 2017. Work was done on an electronic version last year by Robert Rodger (and others). Discussion regarding success of electronic version or paper version. Concerns amount anonymity if it is electronic or as assignment through Canvas.
13. ILT faculty representation - Will Quillian
Marion and Alberto volunteered to be faculty representatives on ILT. Dan will contact them with meeting dates and agendas.

Announcements:

14. Blood Drive – April 20th – Community Room
Several spots are still open and walk-ins are welcome. Contact Will Quillian
15. Assessment Institute – April 27th live-streamed – cancelled, will be rescheduled.
16. A summarizing Haiku? – *Birgitte* –
There is a free lunch!
Great minds yield great solutions
See you next month friends
17. Williams Lecture – April 14th, 6:30pm at the PAC, Sponsored by the OCCC Foundation
“Who Decides? Elevating Community Rights over Corporate Rights” by Thomas Linzey.
18. Rate your CoCo meeting – Ann Wales - Handout was passed out to attendees.

Meeting adjourned at 3:09 pm

Next meeting: May 12, 2017

Minutes taken and submitted by J. Davis, Admin. Assist., Department of Academics and Workforce.