

College Council Minutes

November 9, 2018

1:00 – 3:00 p.m.

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

- Call to order, 1:01
- Attending: Marge Burak, Ann Wales, Colleen Doherty, Greg Dewar, Larry Boles, Linda Mollino, Ben Kaufmann, Robin Gintner, Cindy Carlson, Penny Williams, Alison Williams, Steve Seney, Dan Gallup, Laura Hamilton, Patrick Misiti, Paul Lask, Matt Fisher, Lynn Barton, Alyssa Squiers, Tony Noble, Will Quillian, Shaneon Dinwoodie, Layton Spence, John Watson, Marion Mann, Ann Way, Shannon McKibben
- Introductions
- Review of minutes – no corrections. Motion by Shannon McKibben, Second by Colleen, approved.
- Adjustments to the agenda – Birgitte away at conference so Robin will update, and will include HR update from Joy as well.

Information Items

- 1. President's update – Birgitte Ryslinge (done by Robin, will addition of HR update)**
 - a. President at Oregon Community College conference
 - b. Monday is Veteran's Day and college is closed, Board Meeting moved to Nov 28
 - c. Regarding the uptick in phishing nobody from college, not president, payroll, HR, etc will ever ask you to buy gift cards or anything weird via email
- 2. Office of Instruction update – Linda Mollino**
 - a. Winter schedule is live, Steve starting spring schedule soon
 - b. Course evals will be sent to faculty next week, and so as not to over-survey students, student services will be adding survey regarding security and emergency fund knowledge
 - i. Reserve a few minutes in class to take survey, request computer lab time, surveys can also be taken online
 - ii. Library has gotten a grant for a mobile computer lab, i.e. a cart of Chromebooks
 - iii. Course eval specific questions will remain private, only student services questions will be shared out
 - iv. Motivation for addition of questions is 1) discovering current student barriers to success, Oregon pathway to opportunity (get details from Cindy), and to make sure students can access services they don't know they're entitled to

- v. Is this the best way to do this, or would a paper survey get better results and be more easily collected, and offer option of online survey via Canvas
 - 1. This is the way we'll go. Two separate surveys with student survey being done via pen and paper.
 - c. Podcast Riding the Wave episode 1 (proof of concept podcast) aired live today at 12:30 on KYAQ 91.7fm. Future episodes will feature other hosts, faculty, and possibly students to highlight courses, clubs, and organizations at OCCC. If you have interest in being on the November, December, January show or suggestion for host, let Tabitha Hoadley know at officeofinstruction@oregoncoastcc.org
 - d. Upcoming training—Nov 30 12-1 Alison Williams will go into talking about zoo, brown bag lunch (date may be reconsidered due to faculty being in negotiations that day)
 - e. Darci looking for day to train faculty in Canvas application Ally, which is an accessibility program for Canvas (readability, etc.)
 - f. ILT—meeting on Thursday at 1pm, twice a month, first curriculum, then core themes. Meeting is open to all but seating is limited, inform Tabitha at officeofinstruction@oregoncoastcc.org if you'd like to join so we can find appropriately sized room
 - i. Looking for specific representation, see notes
 - g. Assessment task force is investigating CILOs, continuing to adapt rubriks
 - h. Steering committee is working on core theme planning for student core themes
 - i. Next meeting is Nov 30 currently, but will be changed due to faculty negotiations
 - i. ECE search is going well, in-person interviews are Nov 26
 - j. Collaborating with TBCC on our nursing program, that is, taking TBCC students into OCCC program
- 3. Accreditation – Linda Mollino (tied into 2 with Instruction update)**
- 4. Student Services update – Student Services team**
- a. Introduction to Dana Gallup, new student support specialist (tutoring, testing, universal design), currently in transition from Cheryl to Dana
 - b. Use of Aviso for tutoring requests—can be done and feel free to use it
 - c. Nov 19 new student orientation for winter term
 - d. From Theresa: she's brought in new tutors, including north county tutors, but always looking for more, especially in sciences and health occ, so if anyone has connections with anyone looking to tutor in those areas, let Theresa know (Theresa.harper@oregoncoastcc.org)
 - e. ECE interest is high and program is doing well
 - f. Ben and Cindy at conference next week about first year experience and its tie with guided pathways
 - g. LCSD college fair participation was a success
 - h. Review of restorative justice projects at various schools
 - i. Working on universal design grant for idea implementation
 - j. Melissa, Kathy, Joy, and Shirley are at a women in community college conference, where Shirley received an award in excellence
 - k. New web version of catalog live, and includes new academic calendar by term, via website
- 5. Associated Student Government update – John Watson**

- a. Food share project doing well
- b. Celebrating and supporting diversity, working on Native American history month events with the Siletz Confederated Tribes and showing the film *Becoming Visible*, about a group of transgender students, on Nov 20 (in association with PFLAG).
- c. Wellness week in plan for week before finals, extension of game night with a breakfast for dinner movie night, massage chair, meditation, art and craft day
- d. Student forum coming up Nov 28
- e. Clubs going well but still looking for advisor for psychology club, Laura looking for a co-advisor for drama club
 - i. For the role of an advisor and what that entails, see Lynn, she's been a club advisor since 2006
- f. Still accepting applications for ASG, three will be moving on end of year, so open spots starting next fall but would like them to start now so that they can learn the ropes
 - i. Student council members get 4 credits free each term, so long as they're part-time or more

6. Classroom etiquette follow-up – Laura Hamilton

- a. Signs made and will be posted next week and made as wallpaper on classroom lectern computers

7. College Council development – Ben Kaufmann

- a. Working on editing charter for CoCo, once edited draft will be brought to CoCo

8. Student Nursing Organization – Lynn Barton

- a. Winter weather clothing drive was a success and just in time for the cold weather this week
- b. Collected over 1200lbs of hygiene products for the hygiene drive! Those products have now been distributed
- c. Turkey bingo tonight 6-8, to raise funds for SNO student scholarships – win turkeys, tofurkey, gift card, etc. \$2/game and will be selling cookies and popcorn, can show up whenever, it's not required to come at 6 exactly
- d. Collecting money for gift cards for older foster kids. Last year they collected for 150 foster youth. Without OCCC doing this fundraiser, DHS says these kids likely wouldn't get anything at the holidays. The bake sales coming up will go towards these as well. Nov 19/20 and first week of Dec are the bake sales. If you'd like to donate, see Lynn Barton lynn.barton@oregoncoastcc.org and there is also a collection dish at the college store

Discussion Items

9. Course syllabi, availability to students – Colleen Doherty

- a. Would like to find a way to have these available to students via the library or something
 - i. In catalog??
- b. Instructor websites for posting info on their classes/syllabi?

10. Open call for instructional issues to be discussed by ILT – Matt Fisher

- a. Syllabus issue could be covered in ILT
- b. Already being discussed:
 - i. Syllabus template
 - ii. Overlap between equity inclusion and ILT
 - iii. Guidelines for recommend pre-reqs
 - iv. Quality online instructional guidelines
- c. Ruminant and approach Matt, Dan, or anyone else on ILT with your ideas
- d. Current ideas:
 - i. Ann wales—transparency how course assessment/mapping spreadsheet is happening, participation, and how people are being paid or not?
 - ii. Ann wales ILT interfacing with universal design
- e. Next ILT meeting is Nov 29

Action Items

None

Announcements

- Early submission for Waves – Patrick: taking writing and visual arts submissions, end of term advertisement will start soon, maybe push students towards Waves if you're assigning a creative activity

Future Meetings

- Nov. 09
Dec. 07
Jan. 11
Feb. 08
Mar. 08
Apr. 12
May 10
June 07
- Meeting over at 2:50pm

2018-2019 Representative Voting Members of College Council

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 – AQS 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