

College Council Minutes

June 7, 2019, 1:00 – 3:00 p.m.

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

- Call to order: 1:04 PM
- Attending: Darci Adolf, Larry Boles, Tom Boyce, Ashley Brust, Marge Burak, Cindy Carlson, Greg Dewar, Shaneon Dinwoodie, Colleen Doherty, Dana Gallup, Joy Gutknecht, Sharon Hahn, Laura Hamilton, Tabitha Hoadley, Diane Jacobs, Ben Kaufmann, Dan Lara, Marion Mann, Shannon McKibben, Patrick Misiti, Linda Mollino, Karen Pfaff, Will Quillian, Birgitte Ryslinge, Steve Seney, Spencer Smith, Alyssa Squiers, Ann Wales, John Watson, Ann Way, Alison Williams
- Review of minutes: Change of “full” to “consistent” in ILT update, Ann Way to Ann Wales. Motion to accept by Shannon, second by Marion. All yay, May minutes approved.
- Adjustments to the agenda: John adds announcement, Greg adds announcement

Information & Discussion Items

1. **President’s update – Birgitte Ryslinge** (see handout for full details)
 - a. Employee campus climate survey has gone out, please respond if you haven’t yet
 - b. New website to go live any day now and is now mobile friendly!
 - c. Our Title III grant application process has been delayed to next year (2020-2021) due to the focus on the new ERP and accreditation, this will also clarify our role as we’ll no longer be tied to PCC
 - d. Title IV application will still be submitted.
 - e. The budget for 19-20 still hasn’t been totally solidified due to the state not yet finalizing funds, but it should be soon and align with expectations.
 - f. Our self-evaluation report (SER) for accreditation is in the works still, due for August 31, 2019. Preference would be for CoCo to endorse the SER but since CoCo won’t meet before the turn-in deadline, an email will go out to all employees with the draft, once it’s completed sometime in July.
 - i. See handout for a reminder on the five + one recommendations
 - g. ICAT assessment tool from 2017 spreadsheet is in the handout, including what the seven areas were, who the leads for each were, and the progress/status of each.
2. **Instructional Leadership Team – Dan Lara**
 - a. Course addition/modification process developed over the last year, with a process through ILT and then to CoCo

- b. ILT reviewed its four roles of academic policies, curriculum, educational pathways, and instructional practices
 - i. This summer, ILT chair Paul Lask will be meeting with Dan to prepare for next year
 - ii. An early meeting will be an in-depth dive into our core theme of education pathways, once the current academic year is finished
- 3. Accreditation Steering Committee – Dan Lara**
 - a. Reviewed what is meant by mission fulfilment and how core theme metrics fit into it, and the metric used to measure mission fulfilment
 - i. Found a model that would work for us in the future to present and analyze
 - 1. Will be presented as metrics met over total metrics, for a percentage, in a chart
 - b. Will meet sometime in July
 - i. Ann Hovey and Dan are working on the standards to bring to the ASC for review and to help shape and craft
- 4. Assessment Task Force – Dan Lara**
 - a. Finished its work on the communication CILO
 - b. Will begin its work on the cultural awareness theme to meet cultural competency
- 5. Instruction – Dan Lara**
 - a. Will start a review of the department to analyze functions
 - b. Faculty evaluations in process
 - c. New syllabus template for fall, will be on faculty resource page before end of term
 - i. Instructors were supposed to submit feedback on syllabus template to Alison, but no one sent anything to her
 - 1. Template is included in last CoCo's handouts
 - d. New professional development form will also be on resource page soon, and forms are due the last Friday of September for requests through the next six months
 - i. Looking for three faculty volunteers to serve on the review committee
- 6. Student Services Management Team – Cindy Carlson and Ben Kaufmann**
 - a. Update on financial aid specialist open position: changes made to job description to line up with where we'll be post-accreditation, still accepting applications, but hope to have hired someone by mid-July
 - b. Work to be done in student services for SER
 - c. Aviso report – 304 alerts this academic year!
 - i. What happens when instructor gets response from advisor saying no connection made: student possibly got in touch later, or dropped, but once a response is given to faculty, the alert is closed and it doesn't allow the advisors to further contact the instructor who sent the alert to update them on the student
- 7. Associated Student Government – John Watson** (see handout for full details)
 - a. Student Forum results: not as well attended as fall

- i. Students miss Zane
- ii. Food basket has great feedback
- iii. Great student events
- iv. Mixed review on hybrid/online courses (some classes are very hard in hybrid, like math)
- v. Wishes:
 - 1. There was a tour of the campus including important locations, like restrooms, instructor offices, etc
 - 2. Knowing in advance whether a class will transfer to their four-year of choice
 - 3. Intramural sports
 - 4. Individual over group sessions for mental health aid
 - 5. Affordable childcare options
 - 6. More labs in Lincoln City
 - 7. Better organization with SharkNet
 - 8. Instructors need to be more knowledgeable on Canvas, as differing use of Canvas confuse students (there is no uniformity)
 - 9. Text communication from college is most preferred

8. Equity and Inclusion - Ben Kaufmann

- a. Tues, June 11 at noon in CC-151 is next meeting

Action Items

Quorum Met

9. General Education Philosophy Statement

- a. Motion to accept by Will, second by Shannon. 13 aye, no abstain, 1 nay (Karen Pfaff), motion **approved** with majority vote.

10. College Council Chair and Co-Chair for 2019-2020

- a. Nomination for Chair:
 - i. Greg Dewar
- b. Nomination for Co-Chair
 - i. Larry Boles
- c. Motion to approve by Ann Wales, second by Shannon. All yay, no abstain, no nay, **approved**.

Announcements

- Phi Theta Kappa, ceremony went great! – Laura Hamilton
- Journalism club has officially become student paper, called Coastal Stagecoach, looking for volunteers for board of directors for the paper (only job would be interviewing the new editor-in-chief- each year, and

- only meeting if there was a problem with something written in the paper) – Greg Dewar
- Greg also found internship and volunteer opportunities for student participants in the paper
 - First issue is in the works
 - Rainbow Riot starts is 2-4 in the back patio, come join after CoCo – John Watson/ASG

Future Meetings

- College Council is on break for summer. Next year's meetings begin in October. Dates to come.
- Meeting over at 2:21 PM

College Council Voting Representatives

Faculty

Lynn Barton – **absent**, Diane Jacobs sub
Greg Dewar
Patrick Misiti / Laura Hamilton
Karen Pfaff
Will Quillian
Alyssa Squiers
Alison Williams – present via Zoom
Ann Way

All Managers Group (AMG)

Larry Boles
Ben Kaufmann
Spencer Smith

Classified

Shaneon Dinwoodie
Colleen Doherty
Tabitha Hoadley
Shannon McKibben

Associated Student Government (ASG)

John Watson