

College Council Minutes

October 09, 2020, 1:00 – 3:00 p.m.

Remote only. Zoom: <https://oregoncoast.zoom.us/j/801905767>

- Call to order: 1:06 pm
- Attending: Kathy Andrews, Crystal Bowman, Gena Burke, Greg Dewar, Shannon Dinwoodie, Dana Gallup, Robin Gintner, Joy Gutknecht, Laura Hamilton, Tabitha Hoadley, Ann Hovey, Tracy Jones, Ben Kaufmann, Dan Lara, Paul Lask, Marion Mann, Carol Martin, Patrick Misiti, Grant Mitman, June Mitman, Linda Mollino, Tony Noble, Sachiko Otsuki, Karen Pfaff, Will Quillian, Birgitte Ryslinge, Steve Seney, Spencer Smith, Andrea Spirtos, Samuel Watson, Ann Way, Alison Williams
- Review of minutes and approval vote: Gena motions to approve, Ann Way seconds, all yay, no nay, no abstain, approved.
- Call for adjustments to the agenda: Marion would like to motion to survey for coronavirus testing, Birgitte would like to move Andrea's announcement into her Presidential update
- Approval vote on agenda adjustments: Spencer motions to approve, Karen seconds, all yay, no nay, no abstain, approved.

Information & Discussion Items

1. President's update – Birgitte Ryslinge
 - a. We've experienced a lot of changes and challenges in the 19-20 AY and even still.
 - i. Thank you in particular to those who helped as the college became an evacuation center during the wildfires
 - ii. Our first ever remote in-service was a success! The student forum was a wonderful addition, and we had great turnout.
 - iii. The Coronavirus Task Force has gone above and beyond in preparing our campus for fall, and in keeping everything clean and sanitized and organized with signage and cleaning calendars and more.
 - b. Over the summer we've continued on the course of being a Title IV institution, which included the first OCCC diploma and transcript! Very exciting! Everything going on behind the scene, including the awarding of financial aid, the implementation of CNS, the growth of the new office of the Registrar, and more, has required a great deal of adaptation and work as well – well done everyone!

- c. We will be reporting in the spring to NWCCU on one of our recommendations: the implementation of a technology plan. Input on this plan will be sought in the coming months.
 - d. We will be moving to the guided pathways approach in the coming year, which is being implemented in colleges across Oregon
 - e. The BOE would like to acknowledge native peoples
 - f. Introduction: Andrea Spirtos, the new Foundation Coordinator. (see handout)
 - i. Andrea thanks the college for welcoming her. She comes from the numerous past foundations, non-profit organizations, and universities, including OCCC's own Foundation Board. She's very happy to now be working at OCCC.
 - 1. The foundation supports student scholarships, special events, and college projects. It also raises money for the student emergency funds, including an emergency fund due to the pandemic.
 - 2. Current big project is Pearls of Wisdom, our annual major fundraiser. Discussion on how to celebrate this during a pandemic is underway. Looking for ideas!
 - 3. The college has an employee giving campaign going on right now, looking for donations from employees. Contact Andrea to find out how to set this up, or visit <https://oregoncoast.edu/employee-giving/>
2. Instructional Leadership Team — Paul Lask
- a. Currently addressing and discussing academic integrity and the equity of OCCC's application of academic integrity
 - b. Also discussing some of the issues raised in the student forum and whether ILT can work on them
 - c. Big project is the rewriting and organization of end-of-term student course evaluations. Currently there are only two different forms: online and face-to-face. Looking for volunteers for the sub-committee, led by Alberto Flores. Surveys need to be rewritten to fit all the different modalities and to be more relevant and helpful to faculty.
 - i. Time commitment will likely be about 10 hours
3. Accreditation Steering Committee — Dan Lara
- a. Not yet met this year. Will be working on the exploration of the college mission and how it integrates into the core themes and use that to support mission fulfillment. Some discussions need to be had in administration first, however, before the first meeting.
4. Assessment Task Force — Ann Hovey
- a. Had first meeting recently. Said goodbye to Bonnie Reaney and welcomed Megan Cawley.
 - b. Spent time discussing the in-service focus on equity and inclusion tied to the comprehensive institutional learning outcome of cultural awareness (and working on defining cultural awareness)

- c. Also talked about the results from spring term assessments. All results are being put into a spreadsheet and will be looked at in the next meeting.
- 5. Student Services Management Team — Ben Kaufmann
 - a. While progress has been made, there continue to be issues in the processing of financial aid. Students in need of emergency assistance can receive emergency funds through the form. There are also other resources available.
 - b. VA benefits are working! FAFSA funds are also being distributed.
 - c. Tracy has opened Zoom hours for every school in the district and is working on virtual video presentations/tours
 - d. There is an XADVISE shell on Canvas that all students were added to, to provide online advising assistance and general information to help them in their online learning. This shell is managed by the advisors and contains things like sample syllabi and assignments, information on how to navigate Canvas, and modules with information on different programs.
 - e. There is also a First Year Connections Canvas shell that's really more for community building activities for first year college students, with discussion boards, and things like financial aid basics and college skills and more.
 - f. Due to the delay in implementation of the new system, students had to have their records manually created and then manually registered into their classes for summer and fall, and over 3500 credits were registered for this way! Doing this process manually has not been easy but we are getting it done.
- 6. Equity and Inclusion update — Ben Kauffman
 - a. The participation in the E&I session at in-service was amazing. There are recommendations going out to the college soon to improve equity for students. These recommendations are being built from the in-service feedback, for ex:
 - i. Bi-lingual communications going up
 - ii. Book recommendations to ILT
 - b. Forming institution-wide equity goals. Those are being pushed to ET (executive team) and President in the next week for review.
- 7. College Council Bylaws Taskforce — Marion Mann
 - a. Tried hard to get stakeholder input on the creation and wording of the bylaws, to ensure equity and fairness
 - b. The taskforce will be meeting one more time before bringing the next vote for approval and we'd like further stakeholder input to ensure that everything necessary is included
 - c. One taskforce member had to leave, so there is an opening. Email marion.mann@oregoncoast.edu to join us for this last meeting.
 - d. The President would like to meet with the CoCo chairs to ensure the bylaws aren't overstepping into the administration of other areas
- 8. ASG Update – Samuel Watson
 - a. Sam is new to ASG and the new liaison to CoCo.
 - b. They are working on weekly activities.

Action Items

9. N/A

Announcements

- OCCC Foundation — Andrea Spirtos – moved to President’s report
- PTK Vacancy — Ben Kauffman – with Laura Hamilton’s semi-retirement there is a need for a new representative. This is an academic organization for student’s in good standing. It’s a tremendous boon for students to have PTK representative, even after they’ve completed college.
- Crystal Bowman – welcome to the new Nursing Director!
- Kathy Andrews will be taking the place of Shannon McKibben as classified voting representative

Out at 2:10pm

Future Meetings

Nov 13
Dec 11
Jan 15
Feb 12
March 12
April 09
May 14
June 04

College Council Voting Representatives

Faculty

Lynn Barton
Patrick Misiti / Laura Hamilton (absent)
Will Quillian
Alison Williams
Ann Way
Tony Noble
William Lilley
Karen Pfaff

All Managers Group (AMG)

Ben Kaufmann
Spencer Smith

Steven Seney

Classified

Shaneon Dinwoodie

Gena Burke

Tabitha Hoadley

[Open Position]

Associated Student Government (ASG)

Sam Watson