

College Council Agenda
April 14, 2023, 1-3 pm
Community Room, Newport CC-140
and Remote link on Zoom: <https://oregoncoast.zoom.us/j/801905767>

Call to order: 1:02pm

- Land acknowledgement <https://www.youtube.com/watch?v=E5CbX7fk4Xo>
- Attending: Jennifer Fleming, Alison Williams, Joy Gutknecht, Tabitha Hoadley, Michael Durham, Spencer Smith, Shaneon Dinwoodie, Darci Adolf, Ben Kaufmann, Patrick Misiti, Laura McClister, Dave Price, Marion Mann, Lori Templeman, Tony Noble, Will Quillian, Dana Gallup, Rob Seal, Jan Bishop, Lacy Jane, Lynn Barton, Kasiah Buck (representing ASG)
- Roll call of voting member: all present
- Review of minutes and approval vote: Joy motioned to approve Feb. and March minutes, Laura seconded, all Yea
- Call for adjustments to the agenda: WR127 to WR227Z; no first read for MTH105L or STAT/MTH243L

Information & Discussion Items

1. President's update – Joy Gutknecht for Birgitte Ryslinge
 - a. Spring In-Service: Friday, April 21. All college buildings closed to the public, so all employees can participate in person (no Zoom link will be provided for remote attendance). Agenda is in the Paylocity portal. The All-College portion is 8am-2pm, followed by area/department meetings.
 - b. College Strategic Plan 2023-2028 Final: This 4-page document describes the 5-year strategic priorities, Year 1 (23-24) supporting initiatives, executive summary, and basic information about OCCC. It can be viewed on the Planning section of the College Website. There will also be a link in Paylocity.
 - c. Bond Update: The Board of Education and College Leadership had to make the difficult decision to delay our Bond measure. Rather than May 2023, expect to see the measure on a later election, most likely May 2024 (pending Board approval). This change is only to the timeline, our goal of expanding Trades Education and building the new Center for Trades Education has not wavered. The delay is due to late emerging uncertainty regarding the State match of \$8 million: we learned just before the final deadline that our state match could not be assured until the end of the current legislative session (est. June 30). We have filed the needed paperwork for the reauthorization, and Representative Gomberg is

advocating for us as well. We look forward to additional months with great resolve, and continue to plan robust community presentations and engagement so that public investments in education and trades have the greatest impacts possible and meet the needs of the communities we serve.

- d. Board of Education: Meeting April 19
 - Tuition & Fees Recommendation: Increases of \$2.00 tuition, \$5.00 fees (first increase in three years)
 - Independent Auditors' Report: Each year, OCCC completes an independent audit of our financials and accounting practices. Results are presented to the Board of Education, which has final fiscal responsibility for the College. The 2021-2022 audit was just completed and resulted in what's known as a "clean audit". The full audits are available on our website.
 - Potential Master Garden Agreement at OCCC Waldport: The Master Gardeners have long operated a community garden in Yachats, which has also served in some ways as a demonstration garden. The Yachats property is no longer available, and the garden is forced to move to another south-county location. Our South County Center affords the garden up to 13,000 square feet of land in full sun. Organizers plan (upon approval by the BOE) to develop not only the re-located community garden, but also plant fruit trees for demonstration purposes, and to hold periodic classes and meetings inside the South County Center.
2. ILT -- Tabitha Hoadley (meeting was April 13)
 - a. Adapting Common Course numbering changes: COMM 111, COMM 214, MTH 105, MTH 111, MTH 112, MTH 243. Changes to make these courses common across Oregon 4-year universities and community colleges include subject (such as MTH 243 changing to STAT 243), as well as adding a Z at the end, which signifies a common course across colleges. Also, course titles may be changed to align with the common standard, along with number of credits, course description, and outcomes. Some flexibility is allowed, such as an addendum to the course description, or additional outcomes.
 - b. COMM 111: Number changed to COMM 111Z; Description has been limited, as have the Outcomes (from 7 to 4). Jan took exception to the vocabulary used in the Description and Outcomes, as it is not discipline specific (which could require additional clarification from the instructors). Unfortunately, we do have to follow what the state has set as the standard for these courses.
 - c. COMM 214: Number changed to COMM 218Z; title updated to "Interpersonal Communication"; Description has been shortened; verbiage in the four Outcomes has been updated. Jan suggested, for all courses, that we map Assessments to Outcomes in our syllabi.

- d. CCOGs: Course Content and Outcomes Guides. Every class has a CCOG, which includes the course subject, title, credits, clock hours, description, outcomes, and assessment (which can include tests, quizzes, papers, presentations, portfolios). Some CCOGs include themes and ideas, which is the course content; we're trying to determine if these need to be brought to CoCo. This will be discussed further in ILT. If you're an instructor and would like to see your CCOG(s), email Office of Instruction. Also, Tabitha is working on a CCOG webpage (completion Summer '23), so that CCOGs are visible to all faculty and students.
 - e. Addendums cover a variety of situations, listing information that isn't part of the core content of the course, but is still helpful for students to know. They can include statements such as math classes that list software and materials. Science class addendums may contain the College's view that evolution is something that actually happened.
 - f. Prerequisites are listed in the course description, and are not required to be common across colleges. Some courses list prerequisites that are not offered by the College -- for example, COMM 111 lists COMM 100 as a prerequisite. We usually just waive that out since the College doesn't offer it, but these should be discussed in ILT and CoCo if we want to consider changing or removing prerequisites. The requirement can also be fulfilled by the student transferring in the course completion from another institution. Jan: COMM 218 covers everything that's in COMM 100, just in greater detail, so if COMM 218 is required, we can remove COMM 100 as a prerequisite.
3. Courses -- Alison Williams
- a. Documents: Red indicates the new portions, while black indicates the current (historical) parts. PCC has a different term structure than OCCC, so a lot of our old CCOGs are based on ten-week terms. The State allows us a bit of wiggle room, in order to accommodate different term lengths.
 - b. STAT 243Z (formerly MTH 243): Lecture Hours needs to be changed from 40 to 44. Course description includes the prerequisite statement. Also added a statement about the corequisite lab. New course outcomes were added, as well as required content, which needs to be put into our CCOGs. We chose to place this in a section titled "Course Activities and Design".
 - c. MTH 105Z: Added Z to course number. Current addendum to Course Description has been removed, since it's covered in the new Course Description. Also added a sentence about the corequisite lab, which will remain MTH 105L, as it isn't part of the common course numbering. Outcomes are very close to our current ones.
 - d. MTH 111Z: Course title changed to "Precalculus I: Functions", to emphasize that this is a precursor to the STEM calculus sequence. Units are changing from 5 credit hours to 4, and from 50 lecture hours to 40. Decided to leave as a lecture only class, without a lab component.

Course Description now includes the prerequisite discussion. Outcomes are exactly as the committee gave to us. There is an addendum that we are keeping, which indicates that we are not requiring students to purchase a graphing calculator.

- e. MTH 112Z: Precursor to the calculus sequence. Course title changed to “Precalculus II: Trigonometry”. Units are changing from 5 credit hours to 4, and from 50 lecture hours to 40. Course Description now includes the prerequisite discussion. We have nine course outcomes; the committee initially pushed back against that, but finally agreed to let us keep all nine.
- 4. Accreditation Steering Committee: none present to give an update
- 5. Assessment Task Force -- Alison Williams
 - a. Following up with people to get their course outcomes submitted. Committee is looking to schedule a meeting in May with a Canvas rep, who will show us how to incorporate our outcome assessment into Canvas better as faculty, and what that would look like. The task force will give this process a trial run to see what will be useful in helping faculty to do outcome assessment more efficiently.
- 6. Equity & Inclusion -- Dana Gallup
 - a. In a joint project between E&I and Accessibility Services, speaker Dr. Jane Brown will do a presentation for In Service. The talk will focus on supporting autistic students. Dana is collecting questions from faculty and staff for Dr. Brown on how we can better support autistic students.
- 7. ASG -- Kasiyah Buck
 - a. Brainstorming future events for Spring term, and possibly for commencement. Currently focused on the Shark Shack, and getting new signage showing spring hours and availability. Please spread the word about the Shark Shack, and the different ways that they can be used.
 - b. Anticipating reaching out to instructors to request a bit of time before class begins, so they can pass along information about the Shark Shack. Students can request access from Student Affairs; does not need to be during office hours.
 - c. Recruitment opportunities: We’re getting a bit low in our numbers, and are looking to increase our strength. (Currently we have one open slot, plus 2-3 students who will be graduating this term.) This may include sending out a survey to students. Signage and flyers are being created for this too. Any faculty who knows of a motivated student who may be interested should send their name to Dana or Ben.
- 8. Distance Education & Planning -- Darci Adolf
- 9. In lieu of our Faculty Focus presentation for April, we’re going to be offering a Canvas training, led by a Canvas staff person. The topic is course flow: creating modules, adding content, reusing content, how to organize, managing your modules (locking, prereqs, linking). The first session will be April 28 on Zoom, and more info will be sent out soon.

Action Items

1. Curriculum Vote -- WR 121Z, WR 122Z, WR 227Z
 - Group vote for all courses: Ben moved to put forward the approval for the writing courses, seconded by Tony. All yea.

Announcements

1. Welcome to Laura McClister
2. New voting members needed: If interested, please email Alison Williams.

Future Meetings

- May 12, 2023
 - June 9, 2023 (early because of Commencement)
 - July 14, 2023
 - August 11, 2023
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- Out at: 1:50pm

College Council Voting Representatives

Faculty

Lynn Barton

Patrick Misiti

Will Quillian

Jennifer Fleming

Tony Noble

Laura McClister

Missing 2 members

All Managers Group (AMG)

Ben Kaufman

Spencer Smith

Darci Adolf

Classified

Shaneon Dinwoodie

Missing 3 members

Associated Student Government (ASG)

Jessica Eubank