

**COLLEGE COUNCIL AGENDA**  
**9 AM OCTOBER 7, 2008**  
**FIRESIDE ROOM**

PRESENT: Agnew, Bell, Cavin, Chester, Clemetsen, Cox, Davis, Fugate, Haynes, Hogeland, Huckestein, King, Lundy, Konzack, McAloney, McNannay, Malosh, Nicoletti, Nielsen, Pace, Paul, Propst, Ruppert, Schaafsma, Snyder, Sperling, Thallemer, White, Windsor-White  
(Adams arrived at 9:50 a.m., McArdle arrived at 10:30 am.)

I. WORK OF THE COUNCIL

An opportunity to share information regarding other governance councils. Please share this information with the groups that you represent.

- **Diversity and Civic Engagement Council, the Diversity Achievement Center, and the faculty Multicultural Coordinator – Bill, Lynne, Tammi, Gary**

Bill reported that the Diversity and Civic Engagement Council is trying to make the MCC's influence broader across the campus, including centers and Albany campus events, involvement of faculty and open forum student groups the afternoon of events. The Diversity Achievement Center's (DAC) mission is to expand the vision of diversity achievement and create opportunities for dialogue. We are defining achievement in terms of retaining cultural minorities and unique student populations who may need special support services. Looking for bilingual recruiter; empowered Diversity and Civic Engagement Council to be responsible for programming, hired part-time recruiters: one who is African American and one who is bilingual. Open forum about DAC next week; this is a work in progress. Callie Palmer is a fabulous resource for faculty. Rita asked if gay and trans-gendered students have reported not feeling welcome at the DAC? Lynne noted that the DAC is for \*every\* student. Populations that were served last year will be invited specifically for one- on-one conversations at the DAC. Bill believes that we need to look at the social space for students that would reach out to many populations. Gary thanked all those who have contacted Callie and reported that she is very excited about her work and departments seem to be excited about what she can offer for classes. Rita gave some history regarding the Multicultural Center Coordinator position and how we have split out the duties between the center coordinator position and the faculty coordinator position. Carol mentioned that we need to highlight the work of both positions since that is the way to make the work more visible now. Space for students is at a premium. Responding to questions about funding, Bill said that money will be invested. Contact Lynne if there is a need for diversity support at the centers. Alice noted that she and Callie are working together on diversity issues and teaching excellence. Virgil noted that faculty was concerned about how the decision was made and the fact that when they left in June there was a Multicultural Center and when they came back in August there was a Diversity Achievement Center. Rita acknowledged lack of communication with faculty regarding new DAC vision and coordinator. Tammi P. noted that since students were not included in the decision there is a backlash from some students, both those who used the MCC and no longer feel welcome, and from ASG who have negative feelings about not being included in the discussion. Beth recommended looking at retention as a holistic issue and Carol noted that it is also a great Title 3 grant. Jan K: How can we learn from this situation as we embrace change?

- Community Relations Council, now Workforce and Economic Vitality Council – Ann and Jim – **HOLD for Nov. 4th meeting**

## II. UPDATES

Current operational information for you to communicate back to the groups you represent. The Team Report rotates each month.

- Team Report – Finance and Operations – Jim

Jim reported that there will be new 403(b) regulations as of January 1<sup>st</sup> and the college will be hiring a 3<sup>rd</sup> party administrator to keep us in compliance. We are not limiting how staff can invest, but we may still have limitations as of January 1<sup>st</sup> as investment companies decide they do not want to comply with the new regulations. Dawn asked for clarifying memo to go out; Jim said this will happen once the 3<sup>rd</sup> party administrator is chosen, which is in process. Payment Card Industry (PCI) compliance forces us to look at how we accept credit cards, how we store the information, how secure it is. Jim noted that for student services (tuition, etc.) we use a third party administrator, but some areas of the college use credit cards more extensively. Bookstore is implementing an on-line textbook requisition system. Mailing and Printing will be combined into one location in the Luckiamute Center; will soon be much more efficient in getting printed mail sent out. CCFIS - project that the legislative fiscal office, key legislators, and CCWD are spearheading to have our budget and expenditure data in a quicker and more detailed format, similar to what K-12 and the OUS system uses. Program number in FOAPAL will soon become much more important. Good part of about this is that DAS has been building our budget by simply adding 2.5% for inflation without specific information regarding budget expenditures. CCFIS will now give them a real number for building the budget.

- Report on opportunity grant decision of the eboard – Bill

\$72M - back to EBoard to get \$4M more, approved by EBoard.

- Fall enrollment - Bruce

- Historic high in admissions applications -
- Only 100 FAFSAs short of ALL they processed for all last year
- FTE 10.5%
- Part-time - 8.5%
- 80% registered
- Development - 93% registered, jam packed
- DPP - 795 admitted for this year
- 1,103 DPP taking 1 or more classes (previous high was about 800)

We are seeing similar numbers state-wide

We are sitting just slightly below most of the other community colleges - they are 12-15% growth

## III. PLANNING

- The Big Picture Caucus – Rita & Jim - Leadership group being tested as part of our expansion of budget decision process. The group is also looking at the Institutional Effectiveness process. One meeting has been held; 2 other meetings, Oct. 10<sup>th</sup> and Nov. 3<sup>rd</sup>. We are involving this group in the budget process and in managing the college's resources. Redesigning the budget and IE process and finding out what works in one area and not in another area. It was suggested that we need a way to follow through with faculty and classified. Rita and VPs will meet with both associations to continue the work on the budget.
- CCSSE – a monthly benchmark report and discussion - Carol (see hand-out)  
Results in this benchmark compared to 2006 and compared to 12 of the other community colleges.  
Discussion revolved around use of data, the necessity of measuring \*need\* and not just use and satisfaction, and comparing ourselves to other colleges in these benchmarks.

BJ recommended using only the engagement data not the satisfaction data since it waters down the potential of having a meaningful discussion. Bruce also suggested that people report on what they are already doing to reach these benchmarks.

#### IV. DECISION

Second presentation of possible names for conference rooms – Jan & Gary

- ❖ Alsea/Calapooia becoming Cascade View A and B
- ❖ Fireside stays the same
- ❖ Siletz becoming Vineyard Mt.
- ❖ Willamette becoming Mt. Jefferson

One official abstention - new names approved.

#### V. POLICY AND RULES

First Reading:

- BP 5075 – Alcohol Service – Sent to Board for first reading.
- AR 5060-01 (D101) – Use of College Facilities – revisions approved.
- AR 4040-11 (C319) – Probation – revisions approved.

Third Readings: **HOLD for Nov. 4<sup>th</sup> meeting**

- AR 2020-01 (C101) – Cost Recovery (formerly “Tuition”)
- AR 4020-01 (B001) – Guidelines for Coordinating the Development, Scheduling and Part-time Staffing of LBCC Courses

#### VI. SHARING

Gary Snyder - Congrats on retirement!

Jan K. - One of the projects Gary has in mind is creating energy with water at his house.

BJ – She met with a group of managers regarding data reporting; good discussion.

John - Jim Bell gave a presentation on emergency preparedness and it has changed the way municipalities look at disaster preparation.

Kim - ASG's goals for the year: sustainability, textbooks and voter registration: 197 registered last week.

Brenda - Roger Mauer comes to bookstore to help students find books; faculty contributed about 26 hours last week helping students find their textbooks.

Sharon - new emergency phone number cards, new Security phone number stickers for phones, evacuation drills the end of the month: Oct. 28<sup>th</sup> on the Albany campus, Oct. 29<sup>th</sup> at the Benton Center, and Oct. 30<sup>th</sup> at the Lebanon Center.

Ann – We are without a telephone tech. again.

Marlene – College Advancement has contributed wrapped gifts for Bill's trip to China, and recorded a video welcome from Rita that Bill will take with him on CDs.

Bruce – Our newest Financial Aid advisor will begin work next week. The recruiter position closed with 28 candidates, and we are also looking for an assistant in Student Life and Leadership.

Bill - Juan stopped a robbery in progress (someone trying to steal computers.)