

A Representative Model for College Council

Ad Hoc College Council Working Group's Proposal to update the functions of the Oregon Coast Community College, College Council (CoCo).

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Proposal

The College Council (CoCo) Working Group proposes the following voting constituency for OCCC's College Council

Membership:

- Each division, department, or classification of college personnel shall have voting representation on College Council according to the designated representation listed below.
- Voting members and alternates will serve academic one-year terms subject to annual processes.
- Representation can be determined within each unit by designation, volunteer, or vote according to each classification's choice.
- Representatives for each classification will document for the College Council the mechanism by which representation of their constituents takes place, such that non-voting members are heard and their views are represented.
- Faculty representation within each discipline may include part-time faculty members who have served at least three quarters prior to serving as a voting member.
- Representatives will name a designee who can attend College Council in their place if they are unable to do so themselves.
- Effectiveness and voting framework is suggested to be re-evaluated periodically as determined by the College Council.

If dispute arises as to who shall be the representative or alternate, then the default procedure shall be by vote within that classification, draws to be designated by the JET or ET officer most closely related to that classification.

The voting members of the College Council would include: 9 - Executive Team & Junior Executive Team members, 8 - Faculty members (incl. PT), 3 – Classified members, 2 – Student members, as listed below.

A Quorum shall be established by 50% plus 1 of the voting members.

- Dean of Academics and Workforce (Dan Lara)
- Dean of Students (Cindy Carlson)
- Chief of Finance & Operations (Robin Gintner)
- Human Resources & Process Improvement Manager (Joy Gutknecht)
- Director of Advancement (Lucinda Taylor)
- Director of Small Business Development and Community Education (Dave Price)
- Director of Health and Human Services & Careers (Linda Mollino)
- Aquarium Science Manager/STEM Coordinator (Larry Boles)
- Library & Information Services Manager (Darci Adolph)

- Advising (1)
- Faculty: Arts & Letters (1)
- Faculty: Basic Skills (1)
- Faculty: Business (1)
- Faculty: Math (1)
- Faculty: Medical (1)
- Faculty: Science (1)
- Faculty: Soc. Science (1)
- Part-Time Faculty (1)
- Classified Staff (2)
- Student Association (2)

The Working group feels that the recommendation will improve the functions of the College Council (CoCo) by addressing consistency and representation. It became clear that the OCCC community appreciates the fact that CoCo is part of OCCC's governing body, independently chaired, and welcoming to all aspects of the community in its advising function to the president. The intent of the proposal is not to change what College Council is and what is working well, but to add a voting structure that is consistent and representative of all employees. CoCo needs to be able to address aspects of concerns, problems, and challenges as well as ideas and thoughts, by OCCC's constituencies (individuals and groups). By voting on issues that will improve the quality of our institution, support our students and create greater equity, CoCo will be able to advise our president in a better and more comprehensive way. The College Council has been very effective in sharing information pertaining to the activities of our president, institution, departments, and individuals, and as such these functions will remain in place

Background information:

OCCC's College Council Purpose (as stated in the Charter)

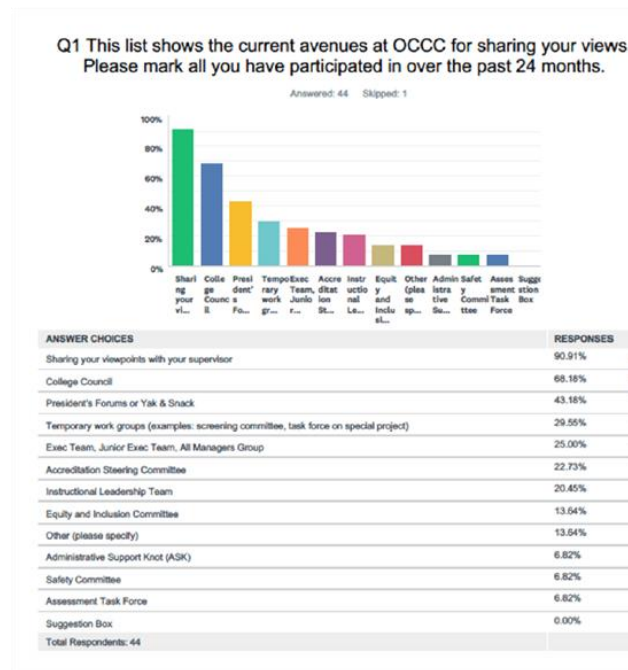
- The College Council is a forum for all constituencies to discuss college-wide issues in an open and inclusive atmosphere.
- The council promotes cooperation and mutual understanding among the various campus groups and committees as it considers matters related to fulfilling the college mission.
- The council is guided by OCCC's stated values, individuals and groups share expertise, ask pertinent questions, develop recommendations, and advise the president on issues that affect the college.

At the close of the CoCo meeting on April 13th, 2018 an ad hoc working group was formed to collect representational models from analogous colleges in Oregon, and to generate a potential model for OCCC that would reflect our community.

College Council is asked to vote on this formal proposal at its June meeting.

The working group's considerations during formulation of the proposal took into account survey results, views represented during deep dive conversations, recommendations of the NWCCU, and the final request by President Birgitte Ryslinge made during the last CoCo meeting on April 13th, 2018.

Survey Results show that the College Council is second on the list of avenues for employees to share their views (in blue).



A CoCo 'Deep Dive Conversation' on March 9th – "Governance Deep Dive Discussion", revealed some of the following:

- All groups on the chart are not representative.
- "Why are we here? Who comes? What enables participation?"
- CoCo clarity of purpose and roles: currently a hodgepodge.
- Concern, classified employees need space to share their voice.
- Not sure where responsibility lie.
- Lack of consistent membership.

NWCCU Evaluation Committee Visit Recommendation

Regularly evaluate all areas of the institution, including constituents' roles and responsibilities, the institution's shared governance and decision-making policies, procedures and processes.

President Ryslinge referenced questions and a recommendation from the NWCCU site evaluators as she requested that College Council incorporate a representative model to ensure that advice from College Council to the President represents College-wide consensus, or majority support if consensus is not available.

Structure of representative College Councils in other small Community Colleges

- Klamath Falls CC – 3 admin. 2 non-specified
- Columbia Gorge CC – No college council – uses Exec. Team informed by focused committees
- Tillamook Bay CC – 1 from each functional area, 2 faculty, one student.
- Blue Mountain CC – Dean, 9 functional area reps., 5 faculty, 2 students – 6 non-voting admin. members
- Southern Oregon CC – 14 admin. 5 faculty, and 3 classified
- Umpqua CC – VPs, plus area elected 2 admin, 2 faculty, 2 classified, 2 students.

General Membership remains unchanged. All staff, faculty, and administrators are invited to College Council meetings. Both full- and part-time faculty are strongly encouraged to attend these monthly meetings.