



Oregon Coast Community College In-Service April 27, 2018

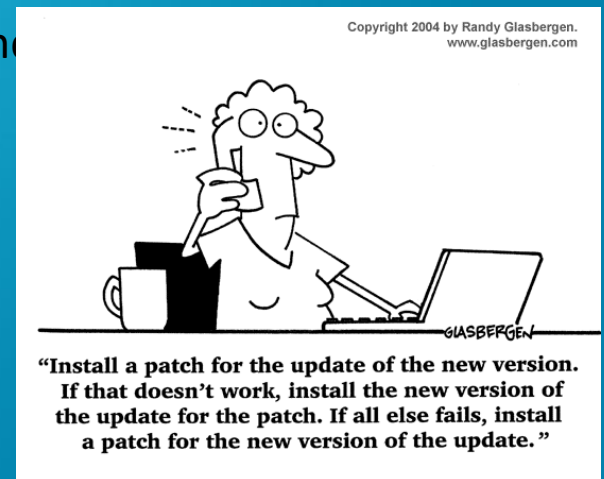
A Representative Model for College Council

Introduction

A Representative Model for College Council – What does that mean?

We recommend an upgrade to the College Council:

- OC5 v.2 (Oregon Coast Community College, College Council)
 - Do what we are currently doing
 - Meet the objectives set forth by the NWCCU
 - Respond to our President
 - Represent All
 - Be Cooperative
 - Encourage involvement



Function of College Council

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.





March 5th – *Request for Survey Participation*

The email below was sent to all OCCC employees on March 5th almost 50% responded.

Dear Colleagues,

OCCC provides multiple avenues for faculty, staff, administrators and students to share their views on matters in which they have a direct and reasonable interest. This survey is intended to learn from you what ways of sharing your viewpoint are working well and what could be improved.

The survey is only 4 questions, and can be completed in 5-10 minutes, depending on how many comments you leave (and we like comments). Please complete the survey by March 12, 2018.

What happens with this data? Ann and Birgitte will collect the results and share out at an upcoming CoCo. The comments will be synthesized to reflect overall themes, and also to preserve anonymity. We will use the results of this survey, along with continued in person discussions, to better understand what is useful for people, and where improvements might occur.

Thank you for your time,

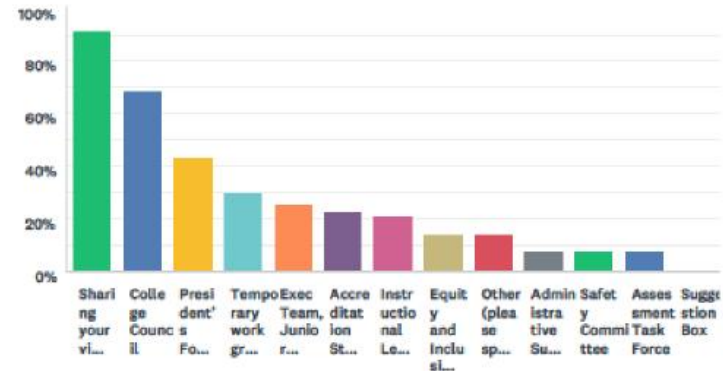
Birgitte & Ann

Survey Results

Shows College Council is second on the list on the list of avenues for employees to share their views.

Q1 This list shows the current avenues at OCCC for sharing your views. Please mark all you have participated in over the past 24 months.

Answered: 44 Skipped: 1



ANSWER CHOICES	RESPONSES
Sharing your viewpoints with your supervisor	90.91%
College Council	68.18%
President's Forums or Yak & Snack	43.18%
Temporary work groups (examples: screening committee, task force on special project)	29.55%
Exec Team, Junior Exec Team, All Managers Group	25.00%
Accreditation Steering Committee	22.73%
Instructional Leadership Team	20.45%
Equity and Inclusion Committee	13.64%
Other (please specify)	13.64%
Administrative Support Knot (ASK)	6.82%
Safety Committee	6.82%
Assessment Task Force	6.82%
Suggestion Box	0.00%
Total Respondents: 44	





March 9th - Governance Deep Dive Discussion

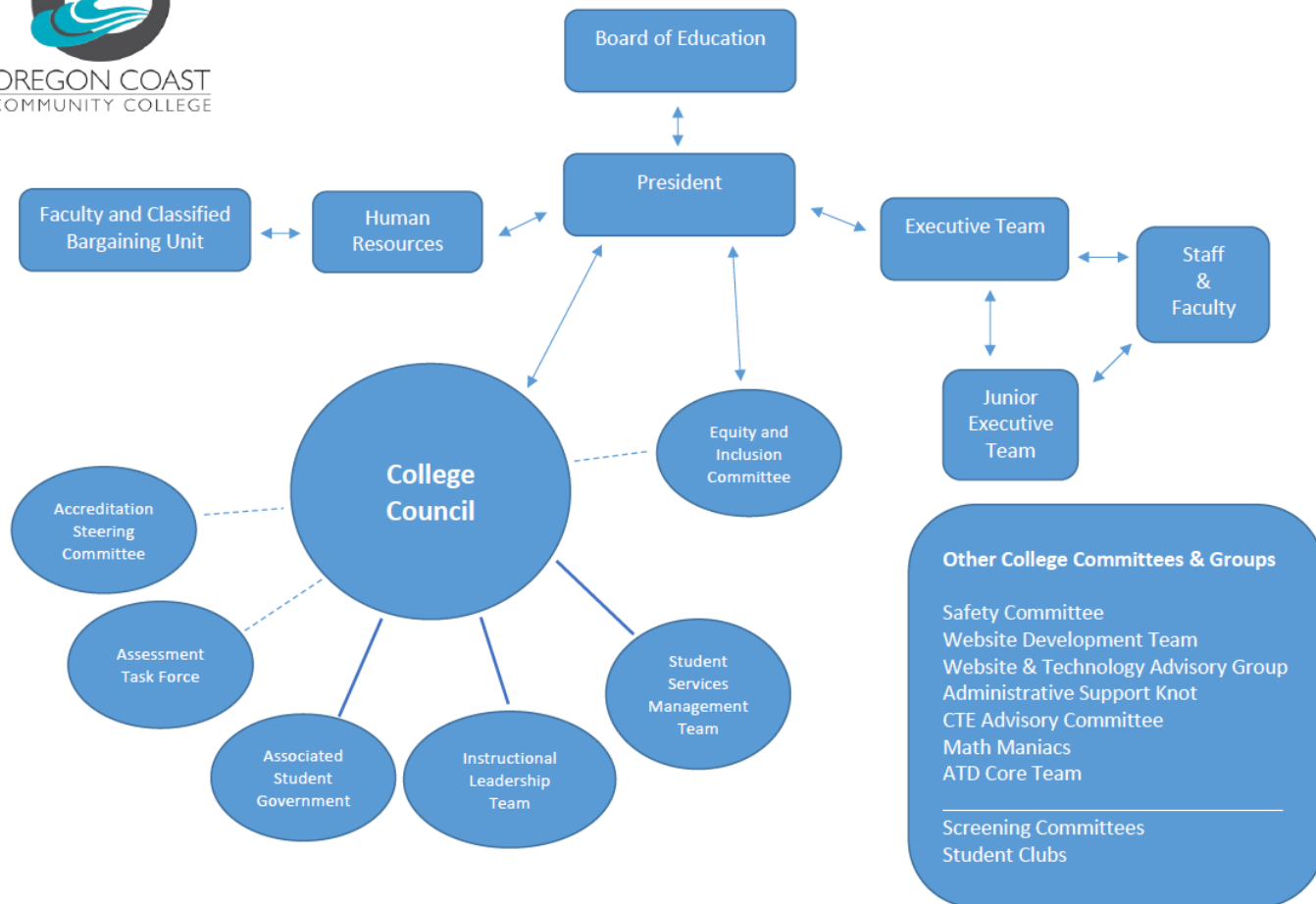
Notes from the conversation:

- 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 Self-Evaluation Report



OCCC Participatory Governance Structure





NWCCU Evaluation Committee Visit

Recommendation (*draft feedback*)

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



Current Efforts

April 13th CoCo meeting

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.

At the close of the CoCo meeting, an ad hoc committee was formed to collect representational models from analogous colleges in Oregon and to present that information at the In-Service on April 27.

Following the discussion at the In-Service, the ad hoc committee was to publish the formal proposal prior to the May CoCo meeting. College Council was to vote on the formal proposal at its June meeting.

The committee was composed of Kathleen Andrews (classified staff), Ann Way (part-time faculty), Ben Kaufman (Navigate Manager), Marion Mann (part-time faculty), and Robert Rodger (part-time faculty) and Larry Boles (AQS Director).



College Councils – Findings in Brief:

- KCC – 3 admin. 2 non-specified
- CGCC – No college council – uses Exec. Team informed by focused committees
- TBCC – 1 from each functional area, 2 faculty, one student.
- BMCC – Dean, 9 functional area reps., 5 faculty, 2 students – 6 non-voting admin. members
- SOCC – 14 admin. 5 faculty, and 3 classified
- UCC – VPs, plus area elected 2 admin, 2 faculty, 2 classified, 2 students.

College Council Representative Model Proposal

- College Council Purpose (stays the same)
- General Membership
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.



College Council Representative Model Proposal (cont'd)

- Voting Membership
 - Each division, department, or classification of college personnel shall have voting representation on College Council according to the designated representation list 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.
 - Faculty representation with each discipline may include part-time faculty members who have served at least three quarters prior to serving as a voting member.

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.



College Council Representative Model Proposal (cont'd)

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
- Faculty: Basic Skills
- Faculty: Business
- Faculty: Math
- Faculty: Medical
- Faculty: Science
- Faculty: Soc. Science
- Part-Time Faculty (1):
- Classified Staff (2):
- Students Assoc :(2)





In Summary

- College Council (CoCo) will not fundamentally change and remains the platform by which all members of OCCC can participate to obtain and share College information.
- The Voting Body of CoCo however will change to reflect consistency and full representation in all subject areas when advising our president.
- Each voting member will use a strategy by which non-voting members within their subject area are heard and their views are represented.
- Each voting member will be selected by methods appropriate for their subject areas.
- Representation through the following proposed voting members:
 - 9 AMG , 8 Faculty (incl. PT), 3 Classified, 2 Students.
- Effectiveness and voting framework is suggested to be re-evaluated periodically as determined by the College Council.
- Subject Areas of the decision making processes at OCCC will be delineated in future work.



The End.