COLLEGE COUNCIL MEETING MINUTES
February 8, 2023

Members present:
- College President *Stephanie Bulger*, Vice-Chair
- Vice Presidents (2): ***Shelley Tinkham***
- Associate V.P. for Institutional Effectiveness: ***Patrick Blaine***
- LCCEF (Classified - 2): Frankie Cocanour, ***Kyle Schmidt*** (chair)
- LCCEA (Faculty - 1): ***Adrienne Mitchell***
- Faculty Council co-chairs: ***Kevin Steeves*** / Paul Bunson
- Managers (2): ***Mandie Pritchard / Jenn Kepka***
- ASLCC (Students - 2): ***Nikhar Ramlakhan*** (arrived late) / ***Amaya Carricaburu***
- Diversity Council Chair (by position): ***Anna Scott***
- Infrastructure Council Chair (by position): ***Meggie Wright***
- Student Success Council Chair (by position): ***Laura Pelletier / Gina Szabady***

Members absent: Stephanie Bulger and Frankie Cocanour
Guest Presenters: None
Minutes: Tami Hill

1. AGENDA
A. The meeting was called to order at 2 p.m.
B. Introductions
C. Announcements - None
D. Approval of January 11, 2023 Minutes
Motion by Kevin Steeves to approve the January 8 Minutes, seconded by Anna Scott. – ***Motion Passed*** Yes – 6, No – 0, 2 – Abstentions

E. Agenda Changes/Modifications - *None*

2. NEW BUSINESS
A. Operations Manual with Proposed Changes
Two proposed changes:
- Remove note on postponing appointment of a policy subcommittee from 2004
- Remove FY06 Budget Development Process

Motion by Kyle Schmidt to remove the note on postponing appointment of policy subcommittee from 2004 and remove FY06 Budget Development process in the Operations Manual, seconded by Anna Scott. – ***Motion Passed Unanimously***

Discussion – None

Motion by Kevin Steeves to include the process question diagram as a part of the Operations Manual to keep with clarification around consensus decision making, seconded by Anna Scott.
Yes – 8, No – 1, Abstain – 2 – ***Motion Failed*** The motion now moves to discussion and then to a poll.

Kyle Schmidt proposes an amendment to the motion to only put the diagram in the Governance Manual, not in the Operating Students Manual, and as a standalone pdf.
– Steeves rejected the amendment stating that the diagram should be in both locations for clarity.

Motion by Kyle Schmidt to put both images from the pdf in the Governance Manual in place of the link that is presently there, seconded by Adrienne. – Motion Passed
Yes – 8, No – 0, Abstention – 1

Discussion
Council discussed placing the diagram only in the Operations Manual as an item rather than a link. Additionally, they discussed the verbiage in the Operations Manual, which states that the process decision is a new agreement when it was approved by the council in 2016 and was put on the agenda in 2018. They also discussed having both images of the diagrams available because one image shows the simple process, and another shows the process for substantive decisions.

B. Notice and Comment Period - Vote for adoption
The GSC met and reviewed a plan for a notice and comment period.

Adrienne Mitchell gave a background on the review of the *Notice and Comment Period,* stating that the DSC developed a basic plan regarding who would be responsible for each step to ensure the entire campus community is aware of what is happening within governance and has the opportunity to participate.

Motion by Kyle Schmidt to adopt a Notice and Comment Period as part of the Governance policy process, seconded by Anna Scott. – **Motion Passed**
Yes – 8, No – 0, Abstention – 1

Discussion - None

C. Governance Evaluation
BP 325

The Board of Education is looking for a format to measure the progress made by governance. ACCT will send some examples of evaluation surveys, and we will, in turn, send them to the Board of Education, asking them if the survey(s) measures what they are looking to measure. Once a survey is decided, this council will distribute it to the governance members for completion. Once the surveys are complete, they will be given to the Board of Education for review.

Kyle Schmidt, Chair, will bring more information as it becomes available.

D. Subcommittee Reports

1. Governance Subcommittee (GSC)
   - Working on the Notice and Comment System
   - Evaluating the presentation presented to College Council and the Board of Education last month that explains the governance system. Once the analysis is complete, it will be returned to this council with recommendations.

2. Budget Development Subcommittee (BDS) – N/A
   - The committee met last Friday. Three meetings have been canceled or rescheduled.
   - Due to the considerable turnover among positions in both the budget office and the finance office, it is challenging to develop budget projections and move forward with planning next year's budget.

3. Policy Subcommittee

- Starting to gather information on policies assigned.
- Members agreed to the purpose and priorities of the Policy Subcommittee and how it would function.

Due to questions regarding appointments to subcommittees, Adrienne Mitchell suggested that the GSC (Government Subcommittee) advise this committee on the procedure. She also indicated that the GSC advises this committee on whether the governance policies or procedures state or suggest that having or not having a charter makes a body, not a subcommittee.

E. Governance Council Reports

Faculty Council
- Two statements were published this past week. One was on the STEM's Learning Zone statement of support. Second, the Technology Advisory Committee has formulated an opinion on technology issues on campus over the past year and has asked for a discussion with the administration.
- Dr. Tinkham joined the faculty council last week.
- Received board policies on copyright and intellectual property. A task force is being formed.
- Had several visitors to the meetings, i.e., Career Pathways, Academic Tutoring, and Testing Services.
- Sent Dr. Bulger an invite to the February 17 faculty council meeting to address governance.
- Discussed CHAT GPT, and AI regarding their impacts on teaching and learning at LCC and worldwide.
- Submitted 2022-23 Work Plan to College Council.

Diversity Council
- Processing the food insecurity work that is being done around the college. Received good feedback from people in the food insecurity work group. A workgroup has been formed to make recommendations for food insecurity.
- Workgroups have been established for each of the work plans.
- Assisted CAR and the Student Council in reviewing policies 5050, 5020, and 5140.
- Discussing a "Land Back" statement.

Infrastructure Council
- Recently opened two policies for review. Classroom food and Drink and I.T. Software Requests and Purchasing.
- Will begin revising the Climate Action Plan, which is scheduled to be updated this year.
- Fred Rankin, with I.T., will be joining this week's meeting.

Student Success Council
- Formed two subcommittee groups for Policies 5020 and 5015

F. Stakeholder Group Reports
1. College Council Chair – No Report
2. Executive Team – No Report
3. Management Senate (MSC) – No Report
4. ASLCC
    - Started a new weekly event on Mondays to increase the number of students on campus. It's been very successful so far.

- Now have a Eugene Campus Organizer that keeps us updated with the legislative work. Nikhar Ramlakhan is testifying in a legislative session tomorrow on behalf of the students at LCC.
- Revitalizing the Osburg Chapter.
- Discussed food insecurity which has always been an issue. We now have a member of the Senate in the Food Security Work Group.

5. LCCEA
    - Notified of possible retrenchments in Social Science impacting two disciplines, Political Science and Sociology. Looking forward to working with Administration to find a reasonable solution that will not result in reduction of students served and tuition revenue.
6. LCCEF – No Report

The meeting Adjourned at 2:40 p.m.
Motion by Kyle Schmidt to adjourn the meeting, seconded by Anna Scott. – ***Motion Passed***