

**Executive Leadership Team**  
**ALL-DAY MEETING Notes**  
 October 2, 2012 – Board Room 1162

Order	Person	Topic
A	ALL	<p style="text-align: center;"><b>Excellence/Leadership Networking</b></p> <ul style="list-style-type: none"> <li>Several volunteers from CGCC volunteered for the HR Hops Fest. This was a “thank you” to the HR Chamber for putting on the branding workshop last spring. We will also have volunteers at HR Harvest Fest.</li> </ul>
B	ALL	<p style="text-align: center;"><b>5-Minutes Individual Update</b></p> <p>Robb: AST on Friday and will include training on mandatory reporting for child abuse. Law takes place January 1. Almost wrapped up on collective bargaining. Kayleen is updating an information flow chart on the web about contracts.</p> <p>Brian: Starting on winter schedule. Hood River parking situation/signage. Class scheduling issue...software could be used but it is expensive and we are waiting to get off of Banner so we can use the RogueNet module. Robb mentioned that the Guard is using digital signage for outside of rooms. TD is more of a day campus and HR an evening campus. Course assessment process was rolled out at in-service...45 of 49 have been piloted. Have a question about how to handle the 1-credit PE courses with regard to assessment. What do TBCC and OCCC do? Sorting out articulation agreements. Dr. Toda suggests creating a charter for those. Dawn will be the gatekeeper for those. Soft rollout of a new faculty observation tool. Dr. Toda noted that he will be attending DQP at Lane. He noticed that we should probably have a SS representative there. Brian is lead. Lots of workgroups in OR looking at the way we fund education. Dr. Toda noted that there is now a group email function in the Charter system. Emails automatically go in the evidence folder. Delegation authorities need to be updated...he could not find the one for the library. This will be linked to the purchasing/procurement initiative update. Received the FTE audit from Cam.</p> <p>Dan: Coordinating with IAC on annual report. New radio ads last week. Standard 1 draft, job descriptions. Caithness press release and donation of \$250,000 over 10 years. Will be following up with GE Construction. Letter to Secretary of Agriculture for CGRCI...will be sending to congressional delegation and Jill Biden as per her request. Responding to a RFI to establish an advanced manufacturing center in the Gorge.</p> <p>Lori: Holding at 18% down for FTE. CSSA meeting next week and other CCs are down 5-9%. Auto awarding has been implemented. AR/OPs are almost done. Will be looking to fill out TRIO grant when it comes out. Getting ready to deliver SENSE survey. In the middle of website development. Lynn is going on vacation for a couple of weeks. We now have weekly meetings with RogueNet. If you have an issue with Rogue, ask that it's funneled through Bill, Lori, or Sandra. Evaluations are done. National Guard open house went well. Need to make sure Michelle is coordinating student marketing with the marketing committee/branding team.</p> <p>Bill: Taxable allowance update process. New wireless is enabled in Building 3 and will be rolled out by the end of the week. Testing out new laptops. Still need a go ahead for podium system in Lecture Hall. Have decided to hire a company to help with Document Imaging rollout. Have three ARs that are somewhere in the approval process. Lori will be facilitating the QC meeting today. Will send out notice on Text Alert system to renew.</p>

		<p>Saundra: Payroll. Budget analysis for OEGB impacts. Have identified some gaps between budget process and payroll authorization process in regard to grants. That budget adjustment will be presented to the Board. \$9,000 FOE adjustment is the other budget adjustment to account for the CCWD portion of that...it will come back to us in the form of state revenue. Audit work continues. After receiving final tax statements, will start work on MD&amp;A. Worked with bond counsel regarding HR property. We can refinance local borrowing from bond proceeds. Could not reimburse on debt service, etc. Debt service per million is around \$100,000 per year. What is TPL's involvement? What is their fee? How does Seattle NW fit into that? What would the fee be for their service? \$1,000,000 is the financing proposal threshold for borrowing 3-5 years. And would also like a proposal for financing the entire amount considering a failed bond measure. Arbitrage calculation for ongoing annual process. KFA 6 updates. External audit in process. One more evaluation. Accreditation report writing. ARs on list. NOTAs will be revised for payment in October. Working with staff on travel policy rollout with regard to RogueNet. Also the non-border state tuition is not in place yet. Have asked Lori to identify those students to do a surcharge instead of a rate. PERS released "by entity" net rates. Have lowered PERS estimate by 0.21 and 0.23. Ready to rollout Positive Pay with US Bank.</p> <p>Dr. Toda:</p>
<b>C</b>	<b>ALL</b>	<b>Accreditation STATUS</b>

**Quality Council Meeting**

- Mike Taphouse
- Dawn Sallee-Justesen
- Kella Helyer
- Mary Merrill
- Adam Gietl
- Lisa Deswert
- Jim Austin
- Diane Trubachik
- Doris Jepson
- Mary Kramer
- Kristin Chatfield
- Sid Spaulding

Core Themes – Kristin

We had 30 measures that we were able to get data for and assess. Goal was to get a "B". The 30 were rated as: Meets/Exceeds Expectations, Needs Improvement, and Poor/Unsatisfactory. Of the 30, 10 got Meets/Exceeds Expectations. We realized that some of our measures need to be refined, so the core theme committees are doing that work. The objectives should remain the same, but the measures will be changing.

Dr. Toda noted that there are some people who don't understand core themes, measures, etc. He would like to update the large "Core Themes" poster board. People are not understanding where they fit with regard to core themes, standards, etc. Accreditation is the connection of Standards 1, 3, 4, 5 and what we do everyday (Standard 2). Our KFAs are essentially Standard 2.

Mary Merrill – Where are we in the process of analysis?  
 Some of the Core Theme groups have given analysis for each measure.  
 Mary Merrill – Concern about language in recommendations about non-instructional program reviews and the fact that this is about resource allocation.  
 This is a separate conversation from the Core Themes. But, goal is to have a data driven culture. Purpose is to have departmental reflection and maybe that wasn't emphasized enough.

Jim Austin – The process showed that sometimes we weren't asking the right questions to get the information that we need. So that is a part of process improvement and revising the process.

KFA 0 – Accreditation – Drafts due next Friday the 12th, with the exception of Standard 5. Refer to the accreditation timeline that Karen has sent out.

KFA 0 – Capital –

Dr. Toda – How do we move things forward?

Where does student success fit in as a college wide goal? Is it part of our mission or should it be explicitly stated? Would student success measure retention and completion? Are we talking about fostering student success or ensuring student success? PARKING LOT ITEM FOR NEXT AGENDA

KFA 1 – See Brian's handout

KFA 2 – SEE HANDOUT

KFA 3 – ROBB NOT PRESENT

KFA 4 – Caithness donation. Close to securing deal with HR Greenway regarding land. CGRCI concept. OMD moving forward. Steph taking lead on small group outreach on donor outreach. Also working Latino outreach on the marketing side. Veterans outreach. University partnerships.

KFA 5 and 7 –

KFA 6 – See handout

KFA 8 – Reengineering of wireless infrastructure. Testing it from Building 3. See handout.

KFA 9 – Updated EMP will be rolled out. See list.

Group activity...

**Top 3 votes:**

Marketing & Student Success (everyone voted for these two)

K-12

Salary/Benefits

- What does student success mean?
- What are our next steps?
- One benefit in doing this exercise is that we've all kind of agreed that these things are our priority and should have resources allocated to them.
- How do these take priority over the other KFAs? Still need to tune these things...Identify leads...define specifics.
- Should we assign some of this work to subcommittees?