Attendance:
Meredith Bulinski
Robin Bunnell
Karen Domine
Jackie Hansford
Terry Hoagland
Kyriakos Kypriotakis
Anne Matthews
Ron Metzger
Tom Nicholls
Janet Pretti
Carol Richards
Maidie Rosengarden
Eric Stasak
Ross Tomlin

Absent: Patty Scott, Deb Nicholls, Mike Detwiler, James Fritz, Elise Hamner, Mike Herbert, Kelsey Meusburger, Rocky Lavoie, and Cody Yeager

Ross and Eric chaired the meeting in Patty’s absence.

ATD Coaches Visit – Maidie Rosengarden
Maidie stated that Achieve the Dream coaches are coming to campus tomorrow. She discussed the agenda while they are here which includes: placement testing, equity, sustaining projects and questions to be discussed to discover what other colleges do. There will be an open forum from 3:00-5:00 p.m.

Mission Fulfillment – Robin Bunnell
Robin showed the mission fulfillment report on LakerLink and discussed the various parts of the report. She also discussed the program review schedule.

Marketing Update – Anne Matthews
Anne Matthews discussed the DHX process for the new logo and the thought behind the additional text “For the independent mind.” Anne has received a style guide document that outlines use of the logo. She is now working on trademarking and details on how to roll the new logo out to campus. The Marketing Committee intends to roll out the new logo at the beginning of winter term. Further discussion was held on how to “brand” campus signage, etc.

Health & Science Technology Building Update – Anne Matthews
Anne indicated word is being put out into the community about Health & Sciences to put it on people’s radar. Meetings with Deans and faculty are being held regarding programming needs and the number of students to be added which will impact the number of labs/classes needed.

Emergency Management Team – Eric Stasak
- EMT meetings are being held more frequently.
- A Lockdown Procedure is being established.
- Identification of buildings for lockdown are being assessed.
- The EMT group is prioritizing different items to address first.
- Next Tuesday, two sessions on active shooter response training will be held (20 people each) in the PAC. Facilitated by an FBI trainer. Teaches people a mindset of preparation. Will get feedback and then roll out in broader format.
  - Maidie discussed Family Center training and how to handle emergency notification of parents who do not have email or telephones. If Lori receives verbiage, she can print it out and put it in parents’ mailboxes to let them know about training.
  - Ron discussed getting word out for next week to students in case they hear sounds from PAC. Anne indicated it could go on social media.
  - Signs, email are to go out to campus as blanks will be fired during three scenarios for each training session.
- EMT is looking into speaker/audio system. $400 each.
- Meredith mentioned a PA system that goes through campus phones.
- Ross indicated Chemeketa did a great presentation on this and stated that they are very well prepared.
- Ross indicated this legislature may provide some money for Umpqua and other community colleges for active shooter training/preparation.

Redesigning America’s Community College – February 19 @ Lane CC – Ross Tomlin
- The above is a new book release. One of the authors is coming on 2/19/16 to Lane. SWOCC will send a team to attend. The book discusses the two models for community colleges: cafeteria style model and guided pathway model.
- Patty will be buying some books, getting a team together to go to Lane. Kyriakos will send info to faculty on this.

Committees
• CORE – Anne Mathews
  o Fall Food Drives - Through December 4
  o Civil War Days – now through November 25
  o Van Jam – November 30-December 4
  o Family Holiday Potluck – December 4, 4-7 p.m. (dinner served at 5; Santa arrives at 5:30) – offices close at 4:00 p.m.

• Budget – Eric Stasak
  o Staff planning form was sent to MASSC to try to plan for personnel by 12/15/15 deadline.
  o Kathy/Leigh are working on budget calendar. Kick off budget meeting will be on 12/3/15
  o Budget forecasting read available for next year.
  o Ross stated that instructional positions/student services are due by 12/4/15

• Student Success – Maidie Rosengarden
  o Maidie discussed the meeting held on 11/18/15. Discussion was held of probation process for students.
  o Meredith discussed branding of Third Floor and indicated they will be inviting students to attend this meeting.

Other Items

Academic Calendar – Ross Tomlin
Discussion of in-service on a Friday for fall term. Ross discussed colleges that have in-service at the end of year. Ross will bring this up at general faculty meeting. Ron Metzger wants less in-service days. Maidie likes in-service, but would like it spread out. The calendar has to be finalized by January. Discussion of ending the term at Thanksgiving ensued. The three Mondays off in winter term were discussed and how to deal with this.