



**College Planning Council
Agenda
Wednesday, August 10, 2022
Boardroom
2:30 – 3:30 p.m.**

Zoom: <https://bluecc.zoom.us/j/99443261352?pwd=QkwvZG1uMnlJS1oySGNmSkZzT1N6UT09>
by phone: 669-900-6833 meeting ID 994 4326 1352 passcode 720911

1. Approve Minutes from 6/8/22 Meeting
2. Administrative Procedure for revision
02-2016-0001 Photo/Video Release Policy
3. Facility and Equipment Use Agreement Form – Information only
4. Accreditation Update
5. Future Ready Oregon – John
6. ODOC Update – John

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**College Planning Council
Minutes
06.08.22**

Members Present: Mark Browning, Anne Morter, Brad Holden, Celeste Tate, Daniel Anderson, Jessica Humphreys, John Fields, Pat Sisneros, Pete Hernberg, P. J. Moore, Tammi Clark, Tammy Krawczyk, Theresa Bosworth, Wade Muller, and Shannon Franklin.

Guests: Angela Rios, Gary Parker, Kristen Oja, Jennie Wolfe, Ken Daniel, Becky Furstenberg, Liz Engblom, Ceanna Larson, Susan Kralman, Linnet Preston, Dylan DeLoe, Kristin Williams, Heather Anderson

Absent: Margaret Mayer, Sara Reyburn, Barb Baty

President Browning Remarks

Summer hours begin Monday, June 13, and go through September 2, 2022. This year, everyone has an additional day off; Juneteenth is a new paid holiday. BMCC will observe Juneteenth on Monday, June 20, making that a 3-day week.

The Student Union will be out of commission for one month while the floors are being stripped and waxed.

President Browning noted there are a number of Parades BMCC will participate in this summer. Everyone is encouraged to participate in those parades, and a sign-up sheet will go out in News & Notes on Monday.

President Browning thanked everyone for their work, effort, and dedication to what we are doing at the College this year. It has been incredibly challenging at times, but it always rewarding when we see the success of our students.

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Blue Mountain Community College Administrative Procedure

Procedure Title: Photo/Video Release Policy
Procedure Number: 02-2016-0001
Board Policy Reference: IV.A. General Executive Direction
NWCCU Standard:

Accountable Administrator: ~~VP Public Relations~~ Director of Communications & Marketing
Position responsible for updating: VP Public Relations
Original Date: 02-09-16
Date Approved by Cabinet: 02-09-16
Authorizing Signature: *original signature on file*
Dated: 02-09-16
Date Posted on Web: 02-15-16
Revised:
Reviewed:

Purpose/Principle/Definitions:

Blue Mountain Community College (BMCC) uses photographs, photographic images, names, and audio and video recordings of employees and students for general publicity in publications, on its website, on social media, in public relations, promotions, publicity, and advertising, etc.

BMCC does not collect release forms from its students, employees, or guests for the use of images or films taken in public places on campus. Any employees, students (or the parents or guardians of such persons, if under age 18), or guests who do not want to be photographed or recorded, or to have their names, voices, or biographical materials used in connection with any such recording, must notify the Public Communications and Marketing Relations Office at BMCC.

In addition, employees, students, and guests who do not want to be photographed or recorded, and who have notified the Public Communications and Marketing Relations Office in writing, are responsible for removing themselves from the area in which photographing/recording is occurring or notifying the camera operator of their opt-out status. Failure to do so may result in the individual's inclusion in a photograph or recording; it will be deemed equivalent to a release, and will allow the college to use that photograph or recording as it chooses.

Special Forms:

Photo Opt Out Release for BMCC Students and Employees
Photo Talent Release for Guests External to BMCC

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Blue Mountain Community College Facility and Equipment Use Agreement

Organization Name _____

Name _____

Address (for billing purposes) _____

Phone Number(s) _____

Description of intended use, specific location of use and type of facility or equipment requested
(be specific):

Date(s) of Use From _____ to _____

Hours of Use (include what time you want to access the facility):

From: _____ to _____

Table and Chair Rental Fees:

Rectangular Plastic Table	\$5.00 per day
Round Wooden Table	\$10.00 per day
Plastic Folding Pic Nic Table	\$10.00 per day
Folding Chairs	\$2.00 per day

Terms and Conditions: This Facility Use Agreement is between Blue Mountain Community College and the organization/individual identified on this form, hereinafter referred to as "User". User agrees to be responsible for the proper care and use of the facility and the equipment. User assumes the responsibility for damage to the facility and cost of repairs beyond normal use caused by User. User agrees to use only the area and space referenced in this form, for only the stated purpose, and at the location as described above.

User understands while utilizing this space the User is subject to the policies and procedures for the college. The College reserves the right to charge a surcharge for equipment used past the dates indicated on this form.

User understands fees may be assessed for the use of these areas and an estimate will be provided to User before a final agreement to utilize facilities or equipment is made. User must show proof of liability insurance for the requested activity. User must comply with specific requirements outlined in this Agreement. Be it further

understood that Blue Mountain Community College assumes absolutely no financial responsibility for any injury, accident, or lawsuit that may occur during the User's tenure of grounds or facilities.

I have agreed to the conditions and fees. Facility use - provide proof of insurance at time of request.

Signature _____ Date _____

For Blue Mountain Community College Use Only

Approved _____ Not Approved _____ Signature _____

Use Fees: _____

Facility Use - Proof of Insurance is provided and attached _____

Special Directions, information or restrictions for facility or equipment use: _____

Equipment – if approved: Model number _____ Serial number _____

Equipment Returned BMCC Staff Signature _____ Date _____