



**College Planning Council
Minutes
08.10.22**

Members Present: Mark Browning, John Fields, Pat Sisneros, Brad Holden, Celeste Tate, Theresa Bosworth, Philip Schmitz, Wade Muller, Tammi Clark, Barb Baty, and Shannon Franklin.

Guests: Allison Lakomski, Heather Anderson, Jean Reiher, Jessica Hayden, Joey GrosJacques, Ken Daniels, Liz Engblom, Riley Faircloth, Angela Rios

Absent: Anne Morter, Tammy Krawczyk, Jessica Humphreys, Sara Reyburn,

Approve minutes from 6/8/22 meeting.

John Fields moved, seconded by Brad Holden to approve the minutes. Motion passed by roll call vote.

Administrative Procedure for revision

02-2016-0001 Photo/Video Release Policy

Facility and Equipment Use Agreement Form

The form has been revised to include rates for rectangular plastic tables, round wooden tables, plastic folding picnic tables and folding chairs the college rents to the public.

Accreditation Update

John Fields updated CPC on the accreditation process. The official date for submittal of the self-study report is August 18, but it will be ready and submitted on August 12.

As John was getting ready to submit the Year 6 Policies, Regulations, and Financial Review (PRFR) report last summer, he realized there was missing and inconsistent data. John requested and received an extension for the PRFR; the Year 6 review and Year 7 visit will be combined October 17-19 this year.

In pulling information together for the self-study, there were some areas of the college that were up to date in the work and others who barely got started. In 2017 the College finished up its mid-cycle review, and previous recommendations were lifted. Then the College had many personnel transitions and the ERP system starting. It was determined that the report standards would be divided into a past state (2017-February 2021), current state (March 2021-April 2022), and future state (May 1, 2022, through today for any plans we have moving forward).

Dr. Grace let John know there should be no surprises for the accreditation, and there will not be any as John has been in constant contact about happenings at BMCC. In June the initial draft was sent to Dr. Grace and our internal review team. In early July, John and Heather went through feedback with Dr. Grace and learned of a few compliance issues that John was able to fix, and there may be different compliance issues the evaluators find. Dr. Grace asked that the report be reframed for the evaluators and be more consistent. She wanted BMCC to take a fresh look, soften language, and make it more clear in places. The

report was sent to a third party (Heather Bennett) who looked at the formatting and reviewed the report, then sent it back to John and Heather for completion.

Dr. Grace walked through the accreditation visit with John, which will be like visits in the past. There will be 5 or 6 evaluators on site, with another evaluator looking at information online. The visit starts October 17, 2022 and ends the morning of October 19, 2022. The group will review recommendations, commendations, or sanctions if found. NWCCU President Sonny Ramaswamy will be on campus for the visit for at least two of the three days. After the visit, Dr. Grace has offered to debrief the visit and help us begin tackling anything we need help with in November. In January 2023, the Commission will have a full hearing, and an official letter will be sent to the College by the end of February.

The format begins with institutional overview and basic data about the college. Next the Preface will list changes at the College since the mid-cycle beginning with Organization of the study – past, present, future states, recommendations that were cleared by the commission, senior leadership transitions, and transitions in general. It will also talk about how the ERP has impacted us, and the website contributing to declining enrollment.

John reviewed the two standards that come after the basic history and preface and noted areas we expect to have findings. Standard One includes the Institutional Mission, Improving Institutional Effectiveness, Student Learning, and Student Achievement. The College will have findings under Improving Institutional Effectiveness due to inconsistency in establishing a college-wide continuous improvement plan. For Student Learning, Faculty, and Curriculum Processes, we have an updated Academic Master Plan with outcomes, and our curriculum processes are up to date. Where we know there will be findings in the standards, information was placed in the “future state” of the report about how items will be addressed.

Standard Two includes Governance, Resources, and Capacity. We know Human Resource capacity is an issue for BMCC.

The next steps are to submit the self-study this Friday and make available it to everyone. Heather and John will prep the Board of Education for questions they should expect from the evaluators. Pre-Service will include time to talk about accreditation.

The next CCI on August 18 will be primarily about accreditation. If there are any significant changes on the website, those changes must go through Heather Anderson first to ensure links do not change for the accreditors. Going forward, everything for accreditation will be digital and must be available on the website.

Future Ready Oregon

The first round of grants is about to come out. The College will submit a Workforce Ready Grant in the amount of \$633,148 to build capacity in three areas:

1. Develop and launch a certificate and 2-year Associate degree in Unmanned Aerial Systems
2. Conduct an in-depth community needs assessment for a 2-year Associate degree in Medical Lab Technician
3. Expand the current EMT certificate and build in a paramedic program

BMCC received a grant in the first round of Future Ready Oregon for a heavy equipment forklift and CDL mobile training. We have applied for two of the three Future Ready Oregon grants released so far.

Oregon Department of Corrections (ODOC) Update

The ODOC contracts are set to expire soon, and an additional MOU was signed by the BMFA and BMCC that expires January 2023. The College will meet with BMFA soon to talk about what happens February 1. The current contract is set up under the DOC fiscal year, which goes from February 1 – January 31 each year; the HECC's contract with the colleges is through June 2023 (the end of the fiscal year for the HECC). There will be no funding coming through the state to cover February – June. HECC is reaching out to DOC and giving quotes about how much it will cost each of the Colleges. BMCC submitted proposals for budgets based on three questions:

1. The current service level – what can be provided if funding remains flat?
2. Current service level – what can be provided if we revert to old CBA and not 1/31/23 MOU.
3. What does the program we want to provide look like?

John and Celeste met with the BMFA today to share the documentation that will be submitted to the HECC on Monday. John will set up future meetings with BMFA to discuss what happens beginning February 1, and with the new biennium.