



# Higher Education Coordinating Commission

## Writing CCN SUBCOMMITTEE

### MEETING MINUTES

April 15, 2022

11 AM - 12 PM

Julie Brown

Amanda Coffey

Sydney Elliott

Paul Lask

Tristan Striker

Gina Szabady

Verne Underwood

Malinda Williams

Sheri Rysdam

Christopher Syrnyk

Tim Jensen

Kate Comer

Laura Jessup

Nick Reckentwald

Leigh Graziano

Tia North

**Present:** Julie Brown, Amanda Coffey, Sydney Elliott, Tristan Striker, Gina Szabady, Verne Underwood, Malinda Williams, Sheri Rysdam, Christopher Syrnyk, Tim Jensen, Kate Comer, Laura Jessup, Nick Reckentwald, Leigh Graziano, Tia North

**Absent:** Paul Lask

Welcome and introductions (5 mins)

Donna Lewelling

**Meeting started at 11:02 am**

Brief review of orientation (10 mins)

**Leigh Graziano needs access to the google drive**

Donna Lewelling

Introduce members, elect (10 mins)  
chair/co-chairs: **Co Chairs: Tristen Striker, Leigh Graziano, Tim Jensen**

**MOTION: Chris Syrnyk motioned to accept the tri-chair Tristen Striker, Leigh Graziano, Tim Jensen nominations, Amanda Coffey seconded the motion and it passed unanimously.**

Donna Lewelling

Set rules for meetings (15 mins)

Donna Lewelling

Schedule upcoming meetings (10 mins)  
**Meetings will need to be done by June per contract. Resend a poll specific dates/times and fridays**

Donna Lewelling

Adjourn (5 mins)

Chair/co-chairs

Related documents:

- [CCN Subcommittee group charge final](#)
- [OR SB 233](#)

- [Tracking CCN at OR Institutions](#)
- [CCN Faculty Subcommittee Orientation Presentation](#)
- [CCN Meetings Rules of Order](#)