



Academic Senate
College of the Siskiyous
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www.siskiyous.edu/academicsenate/

Academic Senate Meeting Minutes

September 8, 2016 (Convened at 8:00am) in DLC 03

Attendees: Shawn Abbott, Jude Baldwin, Jesse Cecil, Wenli Chang, Dave Clarke, Andrea Craddock, Neil Carpentier-Alting, Maria Fernandez, Tim Frisbie, Michael Graves, Jenny Heath, Dennis Hagarty, Bill Hirt, Ahmed Ismail, Sean Kenny, Ed Kephart, Michelle Korkowski, Charlie Roche, Michael Tischler, Jayne Turk, and Chris Vancil

A. READING AND APPROVAL OF MINUTES

- a. Mike Graves motioned to approve minutes; Jenny Heath second. Motion passed.

B. ACTION ITEMS

- a. Distance Education Committee: Senate Exec recommends the dissolution of the Ad Hoc Distance Learning Committee and the creation of a standing Senate committee – the Distance Education (D.E.) Committee. Maria Fernandez put forward a proposal to create a D.E. standing committee. Chris Vancil put forth the motion for approval; motion approved.
 - i. Senate members interested in being a part of the D.E. Committee include Maria Fernandez, Patrice Thatcher-Stephens, Alison Varty, and Jim Gilmore. Vancil motioned to place all of these senate members on the D.E. Committee. Motion passed.
 - ii. There will be minutes taken at the D.E. Committee meetings. These minutes will link to the Senate webpage.
- b. Institutional Standards: Senate Exec recommends that the Senate endorse the recommendations made by Bart Scott to the Board of Trustees
 - i. Jayne Turk mentioned that the numbers put forth by Bart Scott in the Institutional Set Standards were “aspirational” or goal numbers, whereas other numbers used for accreditation and program review purposes required “floor” numbers.
 - ii. Vancil indicated that Dr. Scott supported faculty input of these numbers in the future prior to going to the Board of Trustees.
 - iii. Vancil motioned that the Academic Senate endorse the recommendations made by Bart Scott with the caveat that there will be a different process going forward. Motion passed.
- c. Senate Goals: Senate Exec recommends that the Senate adopt the following goals for the 2016-2017 Academic Year:

- i. Clarify and revise as needed the participatory governance process in order to facilitate greater faculty input in all aspects of college decision-making, especially regarding hiring processes and procedures, summer equivalencies, and budgeting;
- ii. Clarify and streamline the processes for curriculum and program review by codifying our processes and bringing them to the Academic Senate for review and approval;
- iii. Revise and update the Constitution as needed and create a set of standing rules for day to day operations.
 - 1. Vancil motioned that these goals be adopted. Motion passed.
 - 2. Vancil indicated that the Council of Presidents has not met in a couple of years. Instead Scotty Thomason uses the President's Advisory Council in place of the College of Presidents. Vancil spoke with the President and Scotty indicated that this is what he would like to use going forward. Dave Clarke recommended that Vancil talk with the COS President, Scotty Thomason, to revise the participatory governance process so that it reflects accurately what is occurring on campus. Vancil said he would bring this issue up with the President.

C. Officer Reports

- a. Vancil reported that there are 6 non-faculty positions being hired (e.g., electrician, office assistant, administrative assistant, etc...)
 - i. Vancil has made it clear to HR that faculty members do not want to be involved in the hiring process unless it pertains to hiring deans, other faculty, or faculty-related positions.
- b. Jesse Cecil brought up the issue that there has been no faculty input on the hiring prioritization process. Vancil indicated that currently the cabinet makes these decisions alone.
 - i. During the College Council meeting, Vancil and Fernandez made the point that there are different processes involved in faculty vs non-faculty hiring decisions. Faculty must go through a Program Review process, whereas non-faculty does not.
 - ii. Fernandez suggested that we inquire with Dr. Scott if there will be any faculty hires in the coming months.
- c. Dr. Scott has proposed a structure for a "Planning Committee". This committee will be made up of five faculty members and five administrators. This committee will set a standard for participatory governance on campus.
- d. The deadline for notifying the Dean of one's interest in doing a sabbatical is due on October 1st.
 - i. Information on sabbaticals is different in the Academic Senate bylaws versus the Faculty Union contract. Mike Tischler stated that we are going to abide by the Academic Senate bylaws until the Faculty Union contract is approved.
- e. Vancil stated that on the Planning Day (scheduled for 10/7) faculty members have been allocated the afternoon to discuss general education courses.

- i. All new general education courses have been put on hold until after Planning Day.

D. REPORTS FROM COMMITTEES

- a. Curriculum Committee – Graves indicated that a technician will do editing to correct grammatical errors in Curricunet. However, they will check with the appropriate faculty member before doing any changes. He asked for a consensus for this process and the senate members agreed unanimously.
 - i. Draft of the Curriculum Committee handbook will be available on Oct. 1st. It will then go through the Academic Senate for approval.
- b. Flex/Staff Development – Tim Frisbie stated that this committee hasn't met yet.
 - i. Vancil indicated that Billy Hefflinger has expressed that he doesn't want to chair this committee any longer. Frisbie stated he would set up an upcoming meeting to discuss this and other issues.
- c. Program Review – Program Review is due on Monday, Sept 12th.
 - i. Vancil has said that Program Review is working on codifying their process.
- d. Budget – Cecil reported that the budget was presented on the same day of the meeting with no input. It was then approved without certain questions being addressed. The budget is supposed to be circulated to committee members two weeks prior to meeting.
 - i. Vancil said he would bring to the Board of Trustee's attention that the budget process is not being followed.
 - ii. Turk suggested that it also be brought up in the Board meeting that none of the faculty approved of the current budget.
- e. Distance Education – Fernandez said the D.E. committee is meeting tomorrow to finalize training on Canvas

E. REPORTS FROM SPECIAL COMMITTEES

- a. 16-week calendar proposal will go to the Board on Tuesday. Expected implementation of revised calendar will go into effect next year.
 - i. Tischler said they will do another student survey to make sure students support revised calendar.
 - ii. Jude Baldwin wants to have access to revised calendar to make sure how it will impact library.

Adjournment at 9:00am