



**Academic Senate**  
College of the Siskiyous  
800 College Avenue  
Weed, CA 96094  
[www.siskiyous.edu/academicsenate/](http://www.siskiyous.edu/academicsenate/)

### **Academic Senate Meeting Minutes**

February 16, 2018 (Convened at 10:00am) in DLC Rm #8

**Attendees:** Shawn Abbott, Jude Baldwin, David Blink, Kevin Broussard, Rhonda Brown, Wenli Chang, Dave Clarke, Andrea Craddock, Maria Fernandez, Tim Frisbee, Katie Gale, Jim Gilmore, Michael Graves, Dennis Hagarty, Bill Hirt, Ed Kephart, Michelle Korkowski, Shirley Louie, Ron Slabbinck, Michael Tischler, Chris Vancil, and Alison Varty. Dr. Stephen Schoonmaker, Dr. Todd Scott, Dr. Zachary Zweigle, Galen Ferrel, Sherry Ackerman, and Daniel Kealey were also in attendance.

**A. Public Comment**

- a. No public comment offered.

**B. Reading and Approval of Minutes**

- a. Motion to approve minutes / motion passed

**C. Action / Discussion Items**

- a. Presentation on the Behavioral Intervention Team (BIT) – Denis Hagarty
  - i. There are 8 individuals from various departments/positions on BIT
  - ii. It's important that if faculty observe odd or inappropriate behavior from a student, even if it's minor, they need to report it to BIT. If BIT gets multiple reports on inappropriate behavior from a student, they can better address it.
    1. Michelle Korkowski reminded everyone that if confronted by a dangerous situation or need immediate help, call 911.
  - iii. Denis also reminded faculty that students are not allowed on campus if they are under the influence or possess marijuana.
- b. The Senate will consider the adoption of the OEI Resolution (see attached).
  - i. Michelle Korkowski moved to approve/ Ron Slabbinck seconded
  - ii. Maria Fernandez is applying for COS to apart of the Online Education Initiative (OEI) Consortium. Currently, there are 80 other institutions who are "in the running" to be apart of the 2018 cohort that focuses on equity.
    1. If we are chosen to be apart of this cohort, we can offer our courses through a course exchange. The course exchange allows students to take a course from their home college or another teaching college.
      - a. FTEs goes to the teaching college, but completion rates goes to the home college.
    2. Motion to adopt OEI Resolution / motion passed
- c. The Senate will consider the Guided Pathways adoption framework

- i. Kevin Broussard moved to adopt the draft of the Guided Pathways Implementation so Chris Vancil can sign off on it/ Shawn Abbott seconded
  - ii. Dr. Zweigle presented a timeline for the Guided Pathways Implementation.
  - iii. Dr. Zweigle proposed the establishment of the Guided Pathways Steering Committee. The VPs and Academic Senate will determine who will make up the committee. The composite of the committee will include IT, faculty, staff, and administration. The Steering Committee will make recommendations to the VPs who will then send these issues through the governance process to be addressed.
    - 1. Mike Graves called the question
    - 2. Motion approved
- d. The Senate will consider the approval of the Program Review (PR) Manual
  - i. Michael Graves moved to approve PR Manual / Andrea Craddock seconded
  - ii. Chris spoke about the PR draft that he emailed to faculty members a few weeks ago. He stated that Michelle Korkowski brought to his attention that CTE is obligated to do a comprehensive PR every two years. He will modify the PR manual to reflect this standard.
    - 1. Chris also mentioned that the Office of Research and Development is supposed to alert programs in May that their PR is due that academic year. In addition, Office of Research and Development will provide the needed data for departments to do their PR.
    - 2. The Dean will be the primary preparer of the Program Review for many departments since we don't have department heads.
    - 3. Chris stated he is still accepting feedback on the PR manual.
    - 4. Mike Graves called the question
    - 5. Motion passed.
- e. The Senate will consider Committee Appointments
  - i. Equivalency Committee – Since this is an ad hoc committee, we must reappoint committee members every semester. Thus, the Senate would like to nominate Bill Hirt, Jude Baldwin, Mike Graves, Jenny Heath, Jim Gilmore, and Shawn Abbott to this committee.
    - 1. Dave Clarke motioned / Maria Fernandez seconded / motion passed
  - ii. Ad hoc committee on ISAs and Dual Credit policies – Chris needs volunteers to fill this committee
    - 1. Wenli Chang, Michelle Korkowski, and Bill Hirt volunteered
    - 2. Maria moved to accept these volunteers on this committee / Alison Varty seconded / motion passed
  - iii. Planning & Budget Committee – Chris would like someone to take his place on this committee.
    - 1. Alison Varty and Rhonda Brown both volunteered to take his place.
    - 2. Chris motioned to consider both volunteers for this committee / Denis seconded / motion passed.
  - iv. Formation of Election Committee – Chris would like to conduct Academic Senate elections in March and asked for volunteers on the Election Committee

1. Mike Graves, Katie Gale, and Jude Baldwin volunteered to serve on this committee
2. Dave motioned to accept these individuals on this committee / Shawn seconded / motion passed
- v. Graduation Speaker Committee – Chris would like a committee to choose a student speaker for graduation.
  1. Katie Gale and Ed Kephart both volunteered to be on this community.
    - a. They will recruit either Jayne Turk or Doran O'Donnell for help in preparing speakers
  2. Motion passed
- vi. DE Planning Committee – Maria would like to add Alison Varty on this committee
  1. Currently, there is Dr. Zweigle, Maria Fernandez, Melissa Green, Dr. Scott, Wayne Keller, and Anne-Marie Kulemann on this committee
    - a. Wayne Keller is also going to appoint another IT representative to this committee
  2. Motion passed to add Alison Varty to the committee.

**D. Reports from Committees**

- a. Curriculum Committee – Mike Graves stated that eLumen should be available in the next two weeks
- b. Equivalency – Shawn offered no report, but thanked Academic Senate for making it an ad hoc committee
- c. Flex/Staff Development – Tim Frisbee offered no report
- d. Distance Education – Maria Fernandez is working on the OEI application. She will also be offering workshops on accessibility.
- e. Planning/Budget Committee – Chris hasn't been to the last few meetings, but reminded faculty to fill out a CQIP if they need something for their department.
- f. SLO Committee – Mike Tischler has a working draft and will have a completed draft of the SLO manual to share in March.
- g. PR Team – Chris will modify the PR manual and will present a final copy for Academic Senate approval
- h. CTA Liaison Report – No report presented.

**E. New Business**

- a. Mentors for New Instructors
  - i. Chris Vancil has offered to be a mentor to the new English Instructor, Elizabeth Carlyle.
- b. After the Board Meeting in March, Dr. Schoonmaker will send out congratulatory letters to faculty members whose contracts were approved.

**F. Adjournment at 11:15am**

