

**Academic Senate**

College of the Siskiyous

800 College Avenue

Weed, CA 96094

www.siskiyous.edu/academicsenate/**Academic Senate Meeting Minutes**

March 16, 2018 (Convened at 10:05am) in DLC Rm #8 (Weed Campus) Bldg 4 Rm 5 (Yreka Campus)

Attendees: Shawn Abbott, Jude Baldwin, Kevin Broussard, Rhonda Brown, Liz Carlyle, Neil Carpentier-Alting, Wenli Chang, Dave Clarke, Hallie Coppi, Andrea Craddock, Katie Gale, Maria Fernandez, Michael Graves, Sunny Greene, Jenny Heath, Bill Hirt, Ed Kephart, Michelle Knudsen, Michelle Korkowski, Shirley Louie, Kim Parham, Mike Read, Charlie Roche, Ron Slabbinck, Mike Tischler, Chris Vancil, and Alison Varty. Dr. Stephen Schoonmaker, Dr. Todd Scott, Christina Van Alfen, Mark Klever, Galen Ferrel, and Sherry Ackerman were also in attendance.

A. Reading and Approval of Minutes

- a. Mike Graves motioned to approve minutes / Charlie Roche seconded / Motion passed

B. Action / Discussion Items

- a. Presentation on Advanced Manufacturing – Christina Van Alfen introduced herself as the Grant Manager for CTE. She indicated that they are interested in starting a manufacturing program at COS that will primarily be offered on the Yreka campus. This program will require 24 credits (i.e., 8 class) to be completed to receive a certificate. Advisory council has approved it, but it still needs to go through the curriculum process.
 - i. Mike Read expressed his concern that there will be low enrollment since similar programs in the past failed to attract students
 1. Christina stated that the equipment for this program has already been bought by the previous dean, Dr. Robert Taylor. Thus, we may as well offer a program where this equipment is used. In addition, this program is funded by a grant, so the college's resources are not impacted. In addition, the program will just recruit adjuncts to teach these classes to make sure there is interest before hiring a full-time instructor.
- b. Presentation of Accessibility Audit – Dr. Scott indicated that CampusWorks will conduct an anonymous survey on 10 online courses to determine accessibility issues. They will then submit their results to the college. However, they will not

identify the individual courses they assessed and will not have access to student information. Instructors will be unaware if their online courses were selected and are being evaluated.

- c. Presentation of eLumen – Mike Graves shared that eLumen is up and running. He gave a step-by-step guide on how to access eLumen, add new courses, update existing courses, and deactivate old courses.
 - i. Mike Graves stated that if you are in the midst of updating an existing course, it can be accessed in your “inbox.” It will remain in the “workflow” status until it goes through the approval process. Once it is approved, the revised course will replace the existing course in eLumen.
 - ii. Mike mentioned that we have access to CurriUNET until June 30th. If existing courses in eLumen are missing needed information, please populate eLumen with CurriUNET information.
 - iii. Some faculty members were concerned about the language in the guide handed out by Mike that required “approval” from the Dean before a faculty member can create a new course or update an existing course. Mike stated he will change the wording from “approval” to “consultation” with the Dean.
- d. Presentation on DSPS – Sunny Greene stated that they are going to start having an electronic version of DSPS documents by the fall semester. Basically, in Banner, under the “Faculty” tab, each class will have a list of students with identified disabilities. This will help faculty know what students need accommodations in their classes.
- e. The Senate will consider committee appointments – Alison Varty and Rhonda Brown have been appointed to the Planning & Budget Committee
 - i. Chris has requested that the college schedule committee meetings when faculty are not in class.
 - ii. Maria Fernandez asked if a “college hour” was going to be reinstated in the schedule. Dr. Scott indicated they are considering putting in a “college hour” in the time block of 3:30pm to 6pm.
- f. The Senate will consider a policy on cell phones in classes – Chris stated that he and Dr. Schoonmaker have had a conversation about cell phones in the classroom. Chris asked faculty members to consider if it’s necessary to write a policy on this or have each faculty member deal with it individually. He stated that we will discuss this at the next Academic Senate meeting.

C. Adjournment at 11:05am

