

If there are any questions or concerns regarding the minutes, please contact your constituent representative for additional information or clarification.

**COLLEGE COUNCIL
MINUTES
December 13, 2016**

The following members were present:

Scotty Thomason – Superintendent/President
Melissa Green – Administration Representative
Dr. Todd Scott – Administration Representative
Maria Fernandez – Faculty Representative
Chris Vancil – Faculty Representative
Josh Collins – Classified Representative
Dawnie Slabaugh – ASM Representative
Chris Wehman – ASM Representative
Debbie Dutcher – Classified Representative
Calvin Wagner – ASB Representative

Absent:

(One position is currently vacant – ASB representative)

Also Present:

Sheila Grimes – Recording Secretary

The meeting was called to order at 2:04 p.m.

Consent Agenda

Item 1. Approval of Minutes

The minutes of November 22 were reviewed. It was suggested that under Item 4, paragraph eight, to change “Fall sports are winding up,” to “Fall sports are winding down.”

It was moved and seconded (Slabaugh/Green) to accept the minutes of the November 22, 2016, meeting with the change noted above. The motion carried with the following vote: 10 ayes, 0 noes, 0 absent.

Regular Agenda

Item 2. Review and approve the 2017-2018 Academic Calendar

A motion was made and seconded (Vancil/Scott) to recommend approval of the 2017-2018 Academic Calendar.

Dr. Scott reported that the 2017-2018 Academic Calendar has been compressed into a sixteen-week format and was vetted through Executive Cabinet, Instruction Council, and Academic Senate. Surveys were emailed to our students, ASM, and CSEA asking them to provide feedback regarding the College adopting a compressed calendar. Dr. Scott noted that two mandatory flex days have been scheduled prior to the beginning of the fall semester and spring break has been condensed to two days in March. According to California Education Code, we must have at least three days of instruction in any given week for it to be considered a week of instruction.

Item 2. Review and approve the 2017-2018 Academic Calendar (Cont'd)

Melissa voiced her concern regarding the short turnaround time in between the time grades are due, December 19, and the beginning of Winter Intersession, January 2, along with the College being closed for a week during this time. She noted that once all grades are submitted, Admissions and Records then run three processes (academic standing, financial aid standing, and BOG Fee Waiver standing). Therefore, it is imperative that all grades are posted no later than the prescribed due date in order to run the three processes and notify students that they will be receiving financial aid, if they are being placed on academic suspension, etc. Melissa also mentioned that this short turnaround time occurs again in between grades being due for the spring 2018 semester and the beginning of the summer session. Dr. Scott stated he will do everything in his power to ensure that instructors submit their grades on time.

The Council recommended the following revisions to the 2017-18 Academic Calendar:

- August 24 – Mandatory Flex Day/In-Service
- August 25 – Mandatory Flex Day/Planning
- March 30 – Staff In-Service
- May 18 – Commencement/Mandatory Flex Day/Planning – NO CLASSES
- May 29 – Grades due

The motion carried to recommend approval of the 2017-2018 Academic Calendar with the revisions noted above with the following vote: 10 ayes, 0 noes, 0 absent.

Item 3. Recommend Revisions to Administrative Procedure 2730

Revisions to Administrative Procedure 2730 were reviewed.

A motion was made and seconded (Collins/Dutcher) to recommend acceptance of revision to Administrative Procedure 2730. The motion carried with the following vote: 10 ayes, 0 noes, 0 absent.

Item 4. Review of Standing Committee Self-Evaluation Form

In October, College Council incorporated several of the suggested changes recommended by the campus-wide standing committees (Budget Committee, Instruction Council, Planning Committee, Student Services Council, and Technology Council) in the spring of 2016 in addition to making a few of their own. The revised form was emailed to the chairs of the standing committees and asked that their membership once again review the final draft and let us know if any further modifications were needed. As a result, a few minor revisions were made.

A motion was made and seconded (Fernandez/Dutcher) to accept the Campus-Wide Standing Committee Annual Report form. The motion carried with the following vote: 10 ayes, 0 noes, 0 absent.

Item 5. Next Scheduled Meeting – Tuesday, January 10

Scotty reminded everyone that the next College Council meeting will be on Tuesday, January 10.

Item 6. Other

The Institutional Effectiveness Initiative RPT team was on campus for their second visit on Friday, December 2. Dr. Todd Scott is leading this effort and putting together the proposal for our plan to help us in our improvement efforts. We expect to receive \$200,000 in funds from the State for this endeavor in the later part of January. In approximately three months, the Team will be returning to review our progress.

Item 6. Other (Cont'd)

Scotty reported that we are waiting for the Governor to release his proposal for next year's budget. The current year's revenues are a little bit below from what was originally projected. As a result, we may have a deficit factor applied to our budget and may not receive the full amount we expected. There is growth money available if we can grow beyond our present cap of 2,819. Enrollment for the spring 2017 is already up by 40 to 50 FTES compared to last spring 2016. Scotty credits this increase to Reg365.

In talking with Doug Haugen, Scotty learned that about 20 students will be moving out of the Lodges at the end of the fall semester and approximately a dozen students will be moving into the dorms for the spring semester. In the spring, we will be consolidating our students in the Lodges in order to leave a few rooms empty for renovation.

Last weekend, hot meals and grab-and-go items were available to our residence hall students. A little over 50 students were served on Saturday and about 25 students were served on Sunday.

Final interviews were conducted last week to hire two to three additional Food Services Assistants. A final interview was also held for the vacant custodial position. Several other positions are in the final stages of reference checking.

Dennis Roberts is in the process of obtaining a price quote to have artificial turf installed for the football field. The artificial turf would allow the football and soccer teams to use the field interchangeably as well as to have this area available to the community. We will also be looking into installing better lighting in the football/track area and updating the sound system.

The California Commission on Peace Officer Standards visited the campus on November 30. Originally, we were looking into renovating the Life Science Building to accommodate the Police Academy; however, we are now looking at using Temp 30.

Scotty reminded everyone that they are invited to his home in Lake Shastina for a Christmas Party next Thursday, December 15, at 5 p.m. If you need directions, please see Dawnie.

Dawnie Slabaugh announced that as a result of Northstate Giving Tuesday, the Foundation will be receiving a check on Monday for almost \$11,000. In addition to that check, we have received \$2,000 in donations from individuals who did not wish to donate online.

Prior to the Thanksgiving holiday break, Dawnie emailed the campus community (employees and students) a winter weather reminder informing everyone where to obtain information regarding campus closures, late start, etc. This information can also be found on the COS homepage. Please remind everyone to sign up for Everbridge.

Dawnie shared that when you shop at Smile.Amazon.com (<https://smile.amazon.com/ch/94-3146801>) a small percentage of your sale (.05%) is donated back to a designated charity of your choice. The College of the Siskiyous Foundation is one of the charities you can choose to support. Shopping at SmileAmazon does not cost you a penny!! The percentage donated back is from Amazon. So the next time you are online shopping, consider SmileAmazon. It's the same account login, same password, same account you usually use.

Item 7. Adjournment

There being no further business, the meeting was adjourned at 3:10 p.m.