

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

**COLLEGE COUNCIL  
MINUTES  
October 10, 2017**

**The following members were present:**

Dr. Stephen Schoonmaker – President  
Dr. Todd Scott – Administration Representative  
Maria Fernandez – Faculty Representative  
Chris Vancil – Faculty Representative  
Dawnie Slabaugh – ASM Representative  
Chris Wehman – ASM Representative  
Debbie Dutcher – Classified Representative

**Absent:**

Theresa Richmond – Administration Representative  
Josh Collins – Classified Representative  
Calvin Wagner – ASB Representative

**Also Present:**

Darlene Melby – Vice President, Administrative Services  
Cora Brownell – Associate Dean – Nursing  
Dennis Roberts – Association Dean, Instruction/Director, Athletics  
Valerie Roberts – Associate Dean, Student Success  
Sheila Grimes – Recording Secretary

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

**Consent Agenda**

**Item 1. Approval of Minutes**

It was moved and seconded (Fernandez/Slabaugh) to accept the minutes of the September 26, 2017, meeting.

The motion carried with the following vote: 6 ayes, 0 noes, 3 absent.

**Regular Agenda**

**Item 2. Guided Pathways**

Dr. Scott stated that State of California has earmarked \$150 million for the implementation of guided pathways. From this amount, he expects that COS will receive approximately \$230,000. Dr. Scott believes that many of the initiatives that we currently have will help feed into the guided pathways initiative. The College as a whole will need to join in this effort. The first steps of this process will be to review our curriculum and set up pathways or meta-majors for our students. From the workshop, Dr. Scott sensed that a large portion of the funding is intended for faculty release time to develop meta-majors. Dr. Schoonmaker has appointed Dr. Zweigle and Dr. Greene as the leads for this project and hopes that we will utilize guided pathways as a way to look at student success broadly and look at ways to align with what we already do and are funded for through categorical funding. Dr. Zweigler and Dr. Greene are presently brainstorming on how to accomplish a self- assessment and develop an initial plan.

**Item 3. Organizational Charts**

At our last meeting, it was requested that we review our current organizational structure and invite the administrative leadership to our next meeting.

Dr. Schoonmaker noted that as we begin building our budgets for next year, they will be based on the following key pieces of information:

- What is our Mission Statement?
- What is our Vision?
- What are our Values?
- What is our Institutional Master Plan?
- What are the things needed at the programmatic level?

Dr. Schoonmaker shared that in higher education, a major portion of the budget is devoted to personnel costs. Keeping hiring in mind, as the budget is being developed, the following questions will be asked:

- What positions do we currently have?
- What are the positions that we have that are still vacant and do they need to be filled?
- What are the positions we presently do not have but we need?

All of the above will be identified in the budget process and vetted through our Planning/Budget Committee and College Council; reviewed by the Superintendent/President; and then to the Board to be adopted.

Since he became the Superintendent/President, Dr. Schoonmaker has had frequent discussions with Theresa Richmond regarding our hiring policy and procedures and all of the variables associated with employing and restructuring. Chris Vancil inquired as to why the College has chosen to replace or not to replace the CTE Dean and the Kinesiology Instructor/Head Coach – Cross Country – position. Dr. Schoonmaker noted that these questions will be answered as we develop the budget for 2018-2019.

Chris Vancil understood that faculty could not supervise anyone. Therefore, he questioned why Dr. Sunny Greene, Director/Counselor – DSPS, has staff members reporting to her. He would like the College to be consistent in their practices.

Dr. Schoonmaker noted that if anyone has additional questions regarding the organizational charts to let Sheila know and she will place this item on the next College Council agenda.

**Item 4. Governance/Committee Structure**

Dr. Schoonmaker shared with the Council an updated copy of the working document entitled, “Committee Structure for College of the Siskiyous/Siskiyou Joint Community College District Governance.” He mentioned that this governance document could be shared throughout the campus community as a working document that currently captures our governing process. He stated one of the questions that we need to ask ourselves is, “How do we govern at COS.” Our governance should be reflective of our mission which he believes is to transform students’ lives.

Chris Vancil requested that the College arrange for Brown Act training for faculty as they are several committees under the Academic Senate that are subject to the Brown Act. All agendas for faculty and students’ Brown Act Committees can be posted on the two-sided kiosk located outside the Learning Resource Center (LRC). As a resource, Dr. Schoonmaker would like to develop a “Brown Act Kit” that could be given to all the Brown Act Committee chairs.

**Item 4. Governance/Committee Structure (Cont'd)**

If anyone is interested in working with Dr. Schoonmaker to develop a policy governing draft that could be presented at the next meeting, please let him know by the close of business tomorrow.

**Item 5. Qingyan Education Bureau Delegates Visit – Friday, October 13**

Last Monday, Dr. Schoonmaker received an email from Terri Chen, MIEP Program Manager, regarding a potential visit from a China delegation. According to Terri, she met with Scotty Thomason in 2015 who gave her a tour of the campus. She remembers being very impressed with COS and asked Dr. Schoonmaker if she could bring six delegates from China to the campus for a tour on Friday, October 13. During their upcoming visit, Terri and the six delegates are scheduled to meet with members from the administration and staff in addition to a member from each of the following groups: Board of Trustees, faculty, and the student body. Together they will tour the campus and have lunch which will be catered by Food Services. The Qingyan Education Bureau is asking the College to sign a “friendship agreement.” This agreement with the Bureau does not have any obligation or financial ties but basically justifies the trip for the delegates. This visit could lead to potential students for COS or perhaps for us to offer a preparation program to individuals in this country who would in turn move to their providence and teach English. These possibilities will be discussed during their upcoming visit.

**Item 6. Other**

Nothing to report

**Item 7. Adjournment**

It was moved and seconded (Vancil/Fernandez) to adjourn the meeting at 4:05 p.m.

The motion carried with the following vote: 6 ayes, 0 noes, 3 absent.