

## COLLEGE OF THE SISKIYOU

### THE CAMPUS CONNECTION

*April 7, 2015*

#### PRESIDENT'S OFFICE

I served as Chair of an Accreditation Team Follow Up visit to Imperial Valley College (IVC) March 15<sup>th</sup> thru 17, and then attended the Northern California Community Colleges CEO Annual Conference in Yosemite March 21<sup>st</sup> thru March 24<sup>th</sup>.

At the CEO Conference I served on a Panel to discuss the history of funding for California Community Colleges and we discussed the new growth funding formula that is being created. The State Legislature has mandated the creation of this new formula for FY 2015-2016. We are monitoring the development of this new formula so that we can discern its impact on COS as soon as possible.

At the CEO Conference, both State Chancellor Bryce Harris and Vice Chancellor Dan Troy informed us that with the increases to State Revenues that are being experienced, there is a very good possibility that the "small" California Community Colleges will be receiving an increase in funding next year. This is in recognition that the current funding method does not work well for our smallest California Community Colleges. No specifics for now – we will continue to watch for information on this.

It appears certain that we will fully "restore" our FTES back to our funding CAP this year ☺ This will put us in a position to receive additional "growth" funds next year as long as we can increase our FTES to whatever percent we are allowed to grow during FY 2015-2016.

We have a significant effort underway to encourage our students to withdraw from classes prior to this semesters drop date, rather than receiving an "F". Bart Scott has looked into this for us and found that COS is 8<sup>th</sup> highest in the California Community Colleges in the number of "F" grades and 97<sup>th</sup> out of 113<sup>th</sup> in the number of "W" grades. Our Student Services employees have been working closely with Instruction in this effort that we believe will benefit our students tremendously.

The 2015 Summer and Fall Class Schedules are finally completed. They are currently being loaded into our system, faculty contracts are being created and the costs determined are becoming part of the Tentative FY 2015-2016 COS Budget. The development of these two class schedules began January 9<sup>th</sup> and a lot of time and effort has been put into creating "Student Centered" schedules that are tailored to assisting our students in attaining the classes that they need for completing their Associate Degrees or the classes needed to transfer to 4 year colleges and universities during just 2 years at COS. This was our first time creating our class schedules this way, so of course not everything went exactly as anyone expected. I believe that we did come up with very good schedules. As with any new effort, we will learn from this experience and our efforts will improve each time we complete a class schedule going forward.

With the possibility of a State Facilities Bond being pursued through the State Legislature, we will be completing a Final Project Proposal (FPP) for our Performing Arts Project and submitting it to the State Chancellors Office by June 30, 2015. This will keep our \$22 million project on the list of projects that the State will consider funding when funds again become available.

COS employees led by CTE Dean Robert Taylor have been working closely with the City of Weed in pursuing opportunities to participate in the recovery efforts from the Boles Fire. A pilot program to provide instruction for constructing modular houses is set to begin April 9<sup>th</sup>. This project will provide training Weed residents to re-

enter or initially enter the workforce. This initial effort will cost an estimated \$50,000 and the hope is to acquire additional funds in the realm of \$500,000 to continue this effort.

We sent several COS employees to workshops and conference on the Institutional Effectiveness Initiative. Dr. Greg South is leading this effort. Employees who have attended workshops thus far include Nancy Funk, Dennis Weathers, Val Roberts, Bart Scott, and myself. There is a deadline of June 15, 2015 for all California Community Colleges to submit their reports to the State Chancellors Office. In addition to the 4 sections that are required this year, we are hoping to submit many, if not all, of the additional 14 "optional" sections.

We will be receiving an update on the costs associated with our Employee Classification Study the end of April. We would like to implement these increases as soon as our budget picture will allow it.

Work on the development of the FY 2015-2016 Tentative Budget is continuing under the leadership of Vice President of Administrative Services Nancy Funk. We look forward to the finished product being brought to the COS Board of Trustees for their approval at their June meeting.

Work on the Institutional Accreditation Self Study continues. We have identified some areas that need to be improved and, "hopefully" we will be in a position to say that we meet the Standards. \\\

At this time it appears that we are having a good year financially. We are expecting to be at or above the Board goal of having a Minimum Reserve of 7%.

We are in the process of announcing the positions that we have been looking forward to getting permanent employees hired into. The Vice President of Instruction and Vice President of Student Services positions should be announced by Monday. The Director of Admissions and Records and the Director of Facilities should be announced in the next couple of weeks. The Director of Nursing position search is continuing.

The Full Time Fire Faculty position has been announced and the Counseling Faculty position is being announced very soon. We will also be announcing shortly a new Faculty position for PE Kinesiology that will hopefully be someone who can coach Soccer.

We are about to have final interviews for an Instructional Support Specialist II for the Library and will begin paper screening of the applications to replace Kathy Gassaway. We also will be announcing, a full time clerical position for the Director of Athletics. We used to have two 19 hour per week positions, which then decreased to a single 19 hour per week person. With the growth that we are experiencing in this area, it is essential that we provide Athletics with full time assistance in the office.

We are taking steps to increase the number of students who attend COS from Oregon. This is possible due to Title V and California Education Code that relates to the Oregon Exchange Program. This is another area where we can increase our "Base FTES".

I will be traveling again the weeks of April 13th and 20<sup>th</sup> attending the Annual AACC Conference in San Antonio along with Dr. Greg South and then to Accreditation Update and Training in San Diego with our Accreditation Liaison Officer Steve Reynolds. I will also be accompanying Penny Heilman to the Annual Trustees Conference in Monterrey the first week of May. Penny is being recognized for her 20 years of service as our Board Member.

## **FOUNDATION / PUBLIC RELATIONS**

### **Public Relations**

Last month I attended two really good conferences – the Council for Advancement and Support of Education (CASE) and the National Council for Marketing and Public Relations (NCMPR). President Thomason and I both attended the CASE conference held early in the month. At the CASE conference we received lots of good

information regarding Communication, Personal and Professional Development, Planned Giving, Philanthropy, Increasing Alumni Participation, Donor Prospecting, and more. The conference covered all areas of advancement at all types of institutions (community college, private, and four year). At the NCMPR conference, I was able to network with fellow PR/marketing professionals and gain valuable information to help with our social media platform, branding of the college, website / logo updates, recruitment, media relations and graphic design. I'm looking forward to working with the campus to implement many of the ideas and suggestions I now have as a result of attending these conferences.

### **April Events**

April 8 – Baseball vs. Shasta College at 12 & 3PM, Baseball Field

April 10 – Softball vs. Butte College at 12PM, Softball Field

April 17 – Last Day to Drop without a Grade

Softball vs. Shasta College at 12PM, Softball Field

April 18 – Softball vs. Redwoods at 12PM, Softball Field

April 20 – Priority Registration Begins for 2015 Summer/Fall

April 27 – Open Registration Begins for 2015 Summer/Fall

**Reminder – Continue to Spread the Word: Expanding Your Horizons Event at COS** - College of the Siskiyous, in cooperation with the Siskiyou County Office of Education, College OPTIONS, Expanding Your Horizons, Northern California Girl Scouts, and the AAUW Siskiyou Chapter, are hosting a career options conference for Siskiyou County middle school-age girls on Saturday, May 2. The conference will highlight careers in Science, Technology, Engineering, and Mathematics (STEM) fields by featuring hands-on presentations by local women in STEM careers as well as a keynote address by a motivational and accomplished female in a STEM profession.

### **Foundation**

**Scholarship Update** - COS Foundation Scholarship applications for 2015/2016 awards were due March 13 to the Foundation Office. Later this month, the Scholarship Readers Taskforce will meet to select recipients for awards. A total of 52 scholarship applications were received from:

- Yreka High School – 10
- Weed High School – 9
- Mt. Shasta High School – 2
- Golden Eagle Charter School – 1
- Mattole Charter School - 1
- Etna High School – 2
- Dunsmuir High School – 1
- Butte Valley High School - 1
- COS Continuing Students – 25

Once the recipient selection is complete, high school principals and counselors will be notified as will the COS continuing students. Scholarship awards for high school seniors are presented at their senior awards night or graduation and COS continuing students are notified by mail or in person. The total scholarship award amount available for 2015/2016 is \$36,728.

**COS Foundation Recognizes Many at President's Circle Banquet** - On March 14, the COS Foundation hosted the President's Circle Banquet at Snow Creek Studios in Mt. Shasta. Back after a three-year hiatus, this event is held to thank and honor members of the community who contribute to the College. A very special element of the celebration is the presentation of the three special awards. The honorees who received the awards this year were chosen based upon the intensity and significance of their accomplishments with the college, community and support of student success. Awards were presented to: Connie Marmet of Mt. Shasta (The Lawrence Moran Distinguished Service Award), Nor Cal Products of Yreka (the COS Partner of the Year), and Mark Healy of Weed (the COS Distinguished Alumni Award). In addition, members of the donor's club (2011 – 2014) were also recognized for their contributions.

- 2015 COS Distinguished Alumni - Mark Healy graduated from Weed High School in June 1968. That fall, he was one of the first students to attend class in the brand-new Life Science Building. Mark remembers his days at COS with fondness. He also remembers the changes occurring on campus related to the Vietnam War. COS began transitioning from a few “hippie” protesters to a much larger and more vocal opposition. He also remembers the dedication of the original faculty and how they managed to teach in a very modest setting. Mark graduated from COS in June of 1970 and transferred to U.C. Davis. He received his bachelor’s degree in Plant Science, emphasis on Landscape Horticulture, in June 1973. Mark returned to Siskiyou County to start *Evergreen Landscaping*, which gradually developed into mostly public works and large commercial projects and most of those were out of the area. In 1981, Mark put his business on hold to become the Grounds Maintenance Supervisor for College of the Siskiyous. The early 80’s included a deep economic recession and Marks’ initial intention was to work at the College for a couple of years until the economy improved and then go back to landscape contracting. During that time, he had were two realizations: first, it was really nice to be able to go home to his family – wife Loretta and sons Sean, Darren and Scott, every night. Second, Mark fell in love with the College and could not find himself leaving. Mark retired from the College several years ago but continues to work in the community and serve as a consultant at COS.
- 2015 COS Partner of the Year - Nor-Cal Products, Inc. was incorporated in 1962 and began fabricating stainless steel flanges, fittings, and custom components exclusively for the then emerging vacuum industry. Nor-Cal's knowledge of welding, machining, forming and cleaning stainless steel has helped the company to quickly become the premier supplier to equipment manufacturers and national laboratories. Nor-Cal has developed into a world-class manufacturer, providing the highest quality vacuum components, engineered solutions and technological leadership. The relationship between College of the Siskiyous and Nor-Cal Products began many years ago and many of our COS welding program graduates have gone on to work for Nor-Cal Products. In spring of 2012, Nor-Cal Products donated welding equipment to the Career and Technical Education Program that is used on a daily basis by students in our Welding Program. Later that same year, COS hired Dr. Robert Taylor as the Dean of Career and Technical Education. Dr. Taylor immediately began renewing relationships in the community and building long-lasting partnerships with local businesses, which included Nor-Cal Products that has resulted in a strong and vibrant relationship with COS, and the Career and Technical Education Program. During the summer of 2014, the COS Welding Lab was completely transformed. The lab was renovated and restructured to be able to accommodate twice as many students, new equipment and wiring was installed, and new curriculum was purchased from the Hobart Institute of Welding. Nor-Cal Products donated six Gas Tungsten Arc Welders for the facility and was tremendously helpful with providing consulting on the facility structure. The College is now in the process of developing an advanced manufacturing center that Nor-Cal Products will be involved with. According to Dr. Taylor, Nor-Cal Products will provide consulting and vision for the future sustainability of the program.
- 2015 Lawrence Moran Distinguished Service Award - Connie Marmet worked for Bank of America as an Executive before retiring from the corporate world and moving to Mt Shasta in 2007. During her career, Connie had little time to volunteer but always felt the desire to give back. Volunteer opportunities appeared that matched her interests: education, animals, the great outdoors, music, and helping others achieve their goals. In 2008, Connie found herself appointed the Measure A Bond Oversight Committee at College of the Siskiyous. In 2009, she was invited to become a member of the COS Foundation Board of Directors, serving one four-year term. One of her last projects with the College as a Foundation member was working on the coordination of the Theater Landscape Enhancement Project. As a Foundation Board member she served on the Performing Arts Series Committee as Chair, the Investment Committee, and on the Donor’s Club. In addition to volunteering at COS, Connie is also active in the community serving on trail maintenance crews with the Lyons’ Pride and becoming involved with the Mt. Shasta Trail Association and also volunteered with and served as President of Music by the Mountain for three years. She has also sung in the COS Concert Choir for many years.

**Save the Date!!** – The COS Foundation and Athletic Department will host the “*Swing into Action*” Golf Tournament on Saturday, July 11 at the Lake Shastina Golf Resort. Tournament registration opens this month. Cost to participate is \$75 per player or \$300 for a team of four. Funds raised will support the purchase of new uniforms for Men’s and Women’s Soccer (beginning fall 2015).

### **Eagle’s Nest and Vintage Nest Shops**

Let us help you with your spring cleaning. We specifically need household items such as: dishes, glassware, bakeware, serving dishes, small kitchen appliances, utensils, and linens. Donation hours are Tuesday through Saturday from opening until 3 p.m.

We are looking for volunteers to join the Eagle’s Nest/Vintage Nest team. Volunteers must be at least 17 years of age. Volunteers work 3-4 hour shifts per week, or more. You can cashier, screen items as they come in, price merchandise, repair items, research antiques. etc.; there is never a dull moment at the Nest. Volunteers receive 15 percent off their purchases, monthly incentives to attend our Brown Bag lunches, an annual Christmas Party and a Volunteer Appreciation Dinner in the spring.

### **Grants**

The College recently submitted an application for a second CTE Enhancement Fund Grant – the 40% application. COS will be the project lead and work closely with three partner colleges (Yuba, Redwoods and Sierra) to establish a new and regionally recognized Fundamentals of Manufacturing certificate. The 14-unit certificate will include the development of new curriculum delivered via concurrent enrollment, dual enrollment, intersession, fast track and live virtual training. Total funding for the project is \$720,818 and COS will receive \$216,318.

## **ACADEMIC AFFAIRS**

The most current data supports that enrollment is stabilizing and growing. At this time, it appears that COS has experienced a solid 4% increase in on-ground enrollment. That increase, combined with potential Summer school enrollment projections and Institutional Service Agreement numbers, puts the institution on track to attain the budgeted FTES target of 2481. COS has a real possibility of exceeding its enrollment cap and earning restoration status which would allow COS to apply for additional funding. A rising tide floats all boats and this has the potential to make a difference in all of our experiences. In addition, while it is difficult to project solid numbers for Fall 2015, a rough estimate by Bart Scott, Director of Research, shows the potential for continued positive growth of 4% for this Fall.

Earlier this month I, Val Roberts, the Associate Dean for Student Success and Dr. Doug Haugen, the Director of Student Life, attended the Spring Chief Student Services Officers (CSSO) Conference in Laguna Beach. For those who are not aware, a majority funding component of the Student Services area will be coming from the Student Services and Support Programs (SSSP) grant over the next five years. It is critical that COS start out with a good foundation as it enters into this new era of SSSP funding. The Student Services area of this office has been focused on that effort. In particular, Val Roberts, on short notice from the Chancellor’s office, has put a tremendous amount of effort and time into ensuring that COS is positioned well to gain maximum resources from this important funding source. Dr. Haugen focused on areas of the conference that involve student life and brought back several useful programming ideas that will have an impact. While in Laguna Beach, I took the opportunity to attend the annual Academic Senate for California Community Colleges 2015 Academic Academy and conference. This year’s theme was, “Subverting Silos, Collaboration for Equity and Success.” The focus was on bringing together both the instruction and student services sides of the house to enhance student goal completion and in their words, “...best things happen for students when these areas are working in concert.” To that end seminars focused on updating faculty and faculty leadership on the more than one dozen major new student success focused initiatives mandated by the Chancellor’s office. There appears to be an unprecedented focus on student success by the Chancellors office and funding is flowing from that goal. I thought the

conference was well run, executed and made a great impact on the participants. I was the only COS representative and will advocate for as many faculty and faculty leaders as possible to attend in the future.

Another major initiative that has arisen quickly and will have a major impact on all California Community Colleges (CCC) is the Chancellors office's new Institutional Effectiveness Partnership Initiative (IEPI). VP Nancy Funk, Dean Dennis Weathers, Associate Dean Val Roberts, Bart Scott, Director of Research. and I attended workshops on this initiative. The broad explanation of this new initiative is that all CCC's will have to have a matrix to evaluate performance. And by the way, this work must be completed and to the Chancellor's office by June 15. Upon my return from the workshop I immediately put a team together to get started on laying the framework to satisfy the Chancellor's office's requirements. It will be a large undertaking for an already stretched staff, but I believe we can meet the deadline. There will be a great deal more to follow about this initiative over the next month.

The institution is beginning to make headway. To be certain there is a lot of heavy lifting yet to be done to continue righting the ship, but it is not taking on water anymore and **moving forward**. Thanks to everyone's efforts.

### **Career & Technical Education**

Community Construction Technology Training Program to Rebuild Weed will start on March 8<sup>th</sup> at Weed High School. Currently 30 participants have pre-registered to participate in the Introduction to Construction course which is being offered through contract education. The project is currently supported through community donations.

COS Agriculture Program has received \$22,000 through a CTE Enhancement fund as part of an \$180,000 grant awarded to Woodland College. COS will be in a consortium with Woodland College, Shasta College, Mendocino College, and Feather River College. The grant objectives are to create four Agriculture courses that will be written for dual-enrollment with the high schools within the North Far North region.

COS has been contacted by Black Fox Timer Management Group, Inc. to start a seven week Forestry Technician Program. The program has been developed for entry-level students in Forestry/Natural Resources who are interested in immediate employment with forestry companies in California, Oregon, and Washington. A meeting is scheduled in late April to discuss the curriculum and the ability for COS to offer the class in the Summer or Fall of 2015.

### **Liberal Arts & Sciences**

The Academic Success Center recently conducted a student satisfaction survey with some interesting results. To summarize, students were asked to rank ASC services from most important to least important. They then scored the services based on the helpfulness of the staff. The rankings were: 1. Computer use 2. Printing 3. Math 4. Writing  
5. Etudes & Navigator 6. Other

Scores for getting the help needed were overwhelmingly positive. And even more so were scores indicating that services were a great help in completing course assignments. Fifteen comments were also collected with a ratio of 13 of 14 very positive and just 2 neutral. Sample comments ranged from "You guys are great!" and "I love this place and it has granted countless benefits to my academics" to just plain "Thank you!" If you would like a copy of the survey in its entirety contact Dean Dennis Weathers at [weathers@siskiyous.edu](mailto:weathers@siskiyous.edu)

### **Student Success**

Counseling Services has been working with Enrollment Services in preparation for Priority Registration for Fall 2015 semester. The groups who are eligible for Priority Registration are EOPS, CalWORKs, DSPS, Veterans, and Foster Youth, and the students from those groups must have not yet completed 100 degree applicable units and not be on academic probation for two semesters. Students who had previously gotten priority and since lost it

due to either of the above reason have been notified of the appeal process. All students determined eligible will be sent an email in the next week. Priority Registration begins April 20<sup>th</sup>. Regular registration begins April 27, and registration for K-12 students begins May 4.

SOAR (Siskiyou Orientation Advising and Registration) sessions have been scheduled with the local high schools for early May. Also requesting us to offer a SOAR on their campuses are Fall River and Burney high schools. These sessions will be offered on the high school campuses, with a team of advisors (Josh Collins, Blaine Smith, Shannon Eller) available for the students who participate. Each participating student will leave the SOAR session with a full-time schedule of classes for fall semester.

Foster Youth is one of the student populations identified through required data analysis as part of the College of the Siskiyous Student Equity Plan development. To improve support services to this population, and thereby increase access to our college, course completion rates, and goal completion rates, Shannon Eller's time has been adjusted slightly (with approval from the Chancellor's Office EOPS Coordinator) to allow for her to serve as the Foster Youth program coordinator/advisor. Beginning April 1, for 20% of her time, Shannon will be responsible for developing and coordinating a Foster Youth program mirroring the best practices of the EOPS program and other student support programs. As with other efforts to support populations identified in the Student Equity Plan, this will be funded with Student Equity monies and evaluated as part of the annual plan updates required by the Chancellor's Office.

Significant enhancement to the functionality of Degree Works are being made with the assistance of SIG consultants as well as our own staff (Eric Houck, Ben Harris, Josh Collins, and Meghan Witherell). We have upgraded to a new version, and have made improvements to the way Degree Works looks to students. The education planner is easier to read and navigate, the degree audit function will work correctly, and students will be able to get accurate information from the "what if" function. This large scale, time intensive project is being supported through SSSP funds, helps us meet the goals outlined in the SSSP Plan, and most importantly will be of great benefit to students. A special "thank you" to Eric Houck for coordinating the effort.

## **ADMINISTRATIVE SERVICES**

There is still not much news coming out of Sacramento on the budget rumblings. There does seem to be additional revenues in this fiscal year but it remains to be seen whether that will mean more funding for us this year or perhaps some additional one-time money next year. I am attending the Northern Calif. CBO's meeting on April 10 where we often get the latest news from the Chancellor's office. I am looking forward to an update then.

Maintenance is continuing to work on projects for us all over campus as well as some planning for future projects. The directional signs for the campus have been ordered and will be installed soon.

### **Technology Services:**

Nancy Shepard recently completed the Chief Information Systems Officers Certification Program. This program has been developed by the CISO Association for the California Community Colleges to train current and prospective CISOs for community college IT leadership. Nancy found this to be a very beneficial program; she learned a lot and became acquainted with many others in the CCC system doing similar work. As an added bonus, her team received the Best Team Performance award for their presentation that served as the final exam for this training.



**Student Life:**

In the Spring term The Recruitment and Retention Task Force evaluated the loss rate of students who apply for admission at College of the Siskiyous and those actually enrolling in classes. One of the Task Force's goals is to have more applicants become students. Using best practices adapted from Noel-Levitz, additional efforts to build relationships with applicants have been implemented. Applicant information is being downloaded from Banner and a team of students and staff are handwriting post cards and placing personal phone calls over the semester and into the summer. We anticipate these additional efforts to build relationships will increase the number of applicants who choose to enroll in classes.

**Safety Committee:**

The Safety committee is performing bi-weekly visual safety inspections of buildings on each campus. The inspection reports are used to submit repair requests. The reports are also forwarded to the faculty dean responsible for the area. This safety inspection process is a necessary part of the Districts Injury Illness Prevention Plan (IIPP) and support a culture of safety in the work area. These visual safety inspections are in addition to the annual safety inspections performed by Keenan and Associates.

**CLASSIFIED STAFF**

**Classified Spotlight: Sheila Grimes**



**How long have you worked at COS?**

I have worked at College of the Siskiyous for 28 years.

**What jobs have you had here and what do you do now?**

My first position at COS was in 1986 when I accepted a position as a Clerk Typist in Computer Services. Two years later, I applied and was hired as an Office Secretary, which was later reclassified to an Instructional Technician III, in the Adjunct Faculty Office where I continued to gain institutional knowledge and experience for the next 18 years. With the restructuring of the instruction area in 2006, I requested a lateral transfer to the Liberal Arts and Sciences Office where I am currently an Administrative Specialist II.

**What do you love about working at COS?**

I love that I get to work at such a beautiful place every day! Working at COS has given me the opportunity to develop new relationships, both professional and personal, with a diverse population. It also has been very rewarding to work for an organization that assists people in achieving their goals and improve their lives through education.

**What are some things that people maybe be surprised to know about you?**

Everyone would be surprised to know of the positions I have held prior to coming to College of the Siskiyous. I have worked as a baker/cashier for Winchell's Donuts; provided referrals to residents in Shasta County and clerical assistance for HELP, Inc. (HELPLINE); a welder/assembler for a company that produced airplane sparkplugs; and a courier for the City of Redding.