

## COLLEGE OF THE SISKIYOU

### *THE CAMPUS CONNECTION*

*August 1, 2017*

#### *PRESIDENT'S OFFICE*

While June and July have been full of many important and necessary summer projects, by August 1, we will be shifting gears on our campuses to an all-out transition. By the first of the month, Resident Assistants will be on campus with the anticipation of fall sports teams arriving shortly thereafter. Hopefully, Faculty have had some chances for rejuvenation over the summer and will gradually set their sights on the academic year ahead. New and returning students will begin their preparations to move in or move back to the Lodges. Many of the rest of us, both classified staff and management/administrators, will wrap up many projects and activities as we turn attentions to preparations to welcome students to campus for the new academic year. Facilities are being painted, parking lots paved, and several other improvement projects are scheduled to wrap up before the first fall classes are held. Classified and administrative staff are hard at work on behalf of our students, and the entire campus community is awaiting the excitement and campus "hum of activity" that comes each fall.

In the President's Office, Sheila continues to help me settle in, and I have been continuing my acclimation to the campus and community – meeting new people every day and finding my way around, even venturing into the County and other parts of Northern California. A few highlights:

- Met with Chris Vancil, Donna Farris, and Chris Wehman regarding participatory governance. These beginning conversations will broaden and deepen as we enter (and likely continue throughout) the academic year ahead.
- Convened a group to look closely at the College's responses to the 14 recommendations (8 mandatory and 6 optional) presented to us from our last accreditation visit in spring 2016 by the Accrediting Commission for Community and Junior Colleges (ACCJC). Based on the meeting, there has been much work on institutional improvements guided by the ACCJC report; now those efforts need to be properly documented in concise narratives, with appropriate evidence identified, and assembled. A draft report is being compiled by Dr. Scott with contributions from many key campus community members. A second convening to review the draft report is scheduled for early this month. This should pave the way for Dr. Scott to prepare a final draft for review; and, hopefully, subsequent recommendations for the Board to adopt, once our participatory governance groups can meet in late August and early September.
- The District's annual Citizens' Bond Oversight Committee meeting provided an opportunity to meet several key community members interested in the long-term facility needs of our campuses.
- A quarterly College Foundation Board meeting offered an occasion to meet with campus and community members who are committed to the long-term stability of the College, and offering students maximum access to an education.
- Enjoyed meeting finalists for openings here at the College. We have seen several strong candidates for positions this month.
- Campus visits and tours continue as I strive to meet more of the people who comprise our wonderful campus community, and to explore locations I hadn't yet seen on the inside, including two different meetings on the Yreka Campus and a visit to the Eagle's Nest in downtown Weed. Also, enjoyed a tour of the Academic Success Center and I look forward to a more in-depth tour of the Library.
- Plans are beginning to be considered for August's In-service (Orientation) and Planning Days. If you have thoughts about what you would like to see addressed during these two days to help make these a value-added experience for all, please let me know. Be ready for the mutual sharing of key information, interactive activities, and some good fun!

- It was an honor meeting Kathy Suvia, Executive Director of the Siskiyou Community Services Council. This is a group that Scotty served on, and I will be attending their August retreat to learn more about how the Council and the College can work together for positive results in our County.
- Logan Smith of the Siskiyou Economic Development Council (SEDC) informed me that there is a spot held on the SEDC for the Superintendent/President. I plan to begin attending these meetings as they are scheduled in the future.
- Presentations on homelessness in Siskiyou County have been held, and I attended the one in Mount Shasta on July 17. Community College homelessness statistics are staggering. A 2017 report from the Hope Lab in Wisconsin surveyed 33,000 students at 70 different community colleges in 24 states. Nearly one-third of the students were at the lowest level of food insecurity and could be considered hungry, and about half were at risk of being homeless – with about 14 percent actually being classified as homeless in the study results (<http://www.wihopelab.com/publications/Basic-Needs-Insecurity-College-Students.pdf>). While some community homelessness issues shared in Mount Shasta last month are not relevant campus issues, how we respond and support basic needs insecurity for college students can have a significant impact on student retention and success.
- Earlier in the month, the College hosted five community college “thought leaders” to our campus as they worked along with me on emerging principles in moving the needle for student success gleaned from a multi-year pilot project entitled, “Working Student Success Network (WSSN),” which involved 19 community colleges from four states (Arkansas, California, Virginia, and Washington). While it is too early to make strong authoritative statements, the preliminary data – combined with anecdotal evidence – from the 19 colleges appears promising along the concept of “braiding” high-touch and low-touch academic and non-academic student support services across three core services (education and employment advancement, income and work supports, and financial services and asset building) into a comprehensive safety net for students throughout their academic career.
- Attended the Upward Bound closing ceremonies this past week and was pleased to see so many young people becoming aware of College of the Siskiyous as well as their own potential for a life-long education beyond high school (hopefully starting here!).
- Met with the students and our Camp Broadway staff. Best response of that special time together came from the cast’s very own Big Bad Wolf (referring to her nemeses the 3 Little Pigs): “I call them breakfast, lunch, and dinner!”

Having just about completed my first month at the College, it is a tremendous honor for me to be here and to be serving in a leadership role for the College, District, and County. If month two is anything like this first month, it will be an exciting and rewarding time spent with amazing people who genuinely care about our students, our College, and our communities. Thank you for who you are and what you do.

**Quote of the month:**

“Growth is never by mere chance; it is the result of forces working together.” – James Cash Penney

Working together, we at College of Siskiyous can combine our forces to create great results.

## **FOUNDATION/PUBLIC RELATIONS**

### **Foundation**

Greetings! I just returned from attending the Ruffalo Noel Levitz National Conference on Student Recruitment, Marketing, and Retention in the “Mile High City” (aka Denver, Colorado). What a great conference!! Lots of great information, fabulous speakers, and the venue was awesome! The opening keynote speaker was Diana Nyad, author and long-distance swimmer, whose message centered on three key points: never, ever give up; you’re never too old to chase your own dreams; and, it may look like a solitary sport but it takes a team. Diana is a wonderful speaker, great motivator, and an amazing woman! I’m so happy to have been able to hear her speak.

I'm really happy to announce I have a new assistant! Carie Shaffer has joined the COS family. She is the former Director of the Weed Chamber of Commerce and previously was the Butteville Elementary School District Secretary. Carie's first day at COS will be July 31.

Back after a VERY LONG absence, Coach Kyle Heath, brought back the ever-popular week-long Basketball Camp for girls and boys, ages 7 to 14, held July 10 through July 13. Over 50 local and regional youth basketball players came to COS for a week-long camp off to learn and expand their basketball playing skills. Coach Heath and his team of camp counselors definitely made sure the kids had a great time and shared their love for the game.



**2017 Basketball Camp**

Camp Broadway is nearing the end of its fourth summer at COS with the production of "Shrek the Musical Jr."

Three public performances will be held

August 4, 5, and 6 in the Kenneth W. Ford Theater. Neil Carpentier-Alting and Wendy James have been doing an amazing job with Camp Broadway and the kids. Also, Nick Fabrio has added some fabulous creativity to the production. Come on out and watch the show!!



**2017 Camp Broadway**

Next on the list of upcoming activities...COS will have a booth at the Siskiyou Golden Fair, August 9-13. This is a great recruitment/marketing opportunity for the College. Thousands of people attend the Siskiyou Golden Fair each year to see what Siskiyou County has to offer, spend time with their family, and support agriculture and the arts (and have fun!).

Save the Date... The 2017 Scholarship Fundraising Dinner will be held Saturday, September 9, at the Weed Sons' of Italy Memorial Hall. More information about this event will be provided as we get closer to the event. Tickets are on sale - \$25 per person.

Angel Fisher, Manager for the Shop, continues to accept new volunteers who are interested in joining the Eagle's Nest. Volunteers work three to four hour shifts per week, or more. Volunteers work as cashiers, screen items as they come in, price merchandise, repair items, research antiques, etc.; there is never a dull moment at the Nest. If you know of anyone who may be interested in volunteering have them call 938-4663 or stop by the Eagle's Nest.

## **Public Relations**

As we near the start of a new semester, promotion of fall classes begins to ramp up. Welcome Week activities have been planned. We will soon see athletes beginning to arrive on campus; campus beautification projects are nearing completion; and excitement for a new year can be felt all over!

### **August Events**

- July 31: Regular Campus Hours of Operation Resume
- August 1: COS Board of Trustees Monthly Meeting – Open Public Session at 6 p.m., COS Rural Health Sciences Institute Room 121
- August 3: Summer Session Ends
- August 4 & 5: Camp Broadway Presents, “*Shrek The Musical Jr.*,” 7 p.m., COS Theater
- August 6: Camp Broadway Presents, “*Shrek The Musical Jr.*,” 3 p.m., COS Theater
- August 8: CNA Pinning Ceremony, 5 p.m., COS Theater
- August 29: Fall Semester Begins

## **ADMINISTRATIVE SERVICES**

### **Vice President of Administrative Services**

This will be my first contribution to the Campus Connection and I want to thank everyone for the warm welcome. I look forward to the coming months, working with the campus constituents, and learning more about the College. I would also like to thank Nancy Funk for making herself available for training and questions during her well-deserved vacation and retirement.

### **Business Office**

Last call... We are asking all departments to please submit any remaining invoices for the 2016-2017 fiscal year to the Business Office by August 4 for payment. Any payment request received by the Business Office after this date will be posted to the 2017-2018 budget.

If you prepare it, they will come. The District’s new audit firm, Cossolias, Wilson, Dominguez & Leavitt (CWDL) was here on campus in late July for compliance and internal control testing. They were pleased with our ability to quickly provide the information they requested and they were able to complete their on-site work a little early. Thank you to everyone involved in this portion of the audit. If this visit is any indication, we are on our way to a great working relationship with our new audit firm. They will be returning again during the week of October 16 for the financial statement portion of the audit. After that visit, we are scheduled to have the final audit report ready for Board approval at the December Board meeting.

If you see a new face on campus, it may be our new Fiscal Analyst, Anna Baker. Anna has been hired to replace Connie Warren and started early in July. Please stop by the Business Office and introduce yourself.

### **Food Services**

During the month of August, the grill area only will be closed until August 28 and will reopen on August 29 for the beginning of classes. We are also doing some scheduled maintenance in the Student Center as well as a remodel in the grill area August 14 through August 26. On August 10 and August 11, the cafeteria will be doing scheduled maintenance on the floors so there will be limited food service available those two days.

### **Information Technology**

Technology Services is preparing for the upcoming fall semester. Upgrades and relocation of technology in the newly redesigned Academic Success Center (ASC) continues on, a major upgrade to several Banner modules was also completed this month, and continued progress on the remodeled server room/technician area is still under way.

## **Maintenance**

**Facilities Update and Project News:** The pavement project is half complete and on schedule. The road and parking area closure maps are posted on building entries and available from the Facilities Office. Dorm room remodels continue and four have been completed so far. The Yreka parking lot crack seal, paint striping, and phase II landscaping upgrade continue. The Learning Resource Center (LRC) exterior painting project has begun. New boilers are being installed in the Juniper, Ponderosa, and LRC buildings. The LRC weather-damaged siding and painting project has begun. The Discovery Child Development Center, Yreka Industrial Tech, and the Yreka Registration building roof repairs are complete. Food Services kitchen remodel phase III is being scheduled for early August. Our insurance has opened a claim to repair the leaking fire sprinklers and the non-functioning emergency shower drains in the Science building. Please remember to watch for pavement construction vehicles while traveling on campus.

## **INSTRUCTION**

### **Vice President of Instruction**

In the second week of July, Elaine Eldridge, Jodi Dawson, Christina Van Alfen, Michelle Korkowski, and I attended the annual curriculum institute in Riverside, California. This was a great opportunity for us to get the latest updates in regards to curriculum; the Chancellor's office new curriculum inventory and the new edition of the program; and the course approval handbook. We are currently waiting on the data download from CurricUNET to begin our transition to eLumen. The request was made on July 1, and we were informed that this download would take approximately four weeks.

Christina Van Alfen has been working on the fall dual enrollment courses. An orientation for the dual enrollment instructors is scheduled for August 16. Preparing for the fall semester has involved faculty office moves. Michelle Korkowski's office is now located in the ESTC. Work is ongoing in McCloud Hall to move the copy center and part-time faculty offices into the old art storage room. I would like to take this opportunity to welcome our newest full-time faculty member for Political Science, Katie Elwood. Her office will be located in McCloud Hall.

### **Nursing**

The LVN to RN Step-up Program received continuing approval from the Board of Registered Nursing (BRN). The continuing approval report noted full compliance with all requirements. This is a tremendously welcomed outcome on this very intensive process. The positive report is the result of the work of many faculty and staff in Nursing and in the College as a whole, and among the many community stakeholders. Thank you to all.

The Nursing Program has received the official report from the BRN for the second quarter of NCLEX testing, ending June 30. Fourteen of our May graduates succeeded in getting their testing done by then, and all passed the test. This gives the LVN to RN Step-up Program a 100 percent pass rate for the quarter.

The Certified Nursing Assistant Program pinning ceremony will take place Tuesday, August 8, at 5 p.m. in the Kenneth W. Ford Theatre at the Weed Campus. All are invited to attend. Once again, our CNA graduates will be able to have their certification testing done right here in Siskiyou County at the Yreka Campus on August 14 and 15.

### **Yreka Campus**

The Yreka Campus has been undergoing a new beautification process. The campus looks great thanks to Ken Oates, Eric Rulofson, and Maria Ferrasci. Ken has rejuvenated the interior facilities and exterior landscaping and his hard work is clear to see. Please come by and see how great the campus looks!



As promised, the Yreka campus will begin offering an Introduction to Agriculture Business class this fall. With the cooperation of many people including administration, faculty, staff from both COS campuses, and positive support from the community, the Agriculture Program has begun. Classes will be promoted to launch a new chapter on the Yreka Campus. Thank you to all who have helped make this new chapter possible.

Mark Klever had a wonderful opportunity to meet with Larry Wallace, Senior Advisor to U.S. Senator, Kamala Harris. Mr. Wallace met with representatives from Siskiyou County, City of Yreka, Fruit Growers, Siskiyou Economic Development, and College of the Siskiyous.

Many topics were discussed that directly affect our communities here in rural Siskiyou County. Among the different topics, College of the Siskiyous was a critical component of many of the themes. The role our community college can play in areas such as strong workforce development, training for employment skills, apprenticeships, and post-secondary education is key for future survival of our industries and promoting career pathways in Career and Technical Education for the next generation.



*Senator Advisor Visit*

As the summer classes on the Yreka Campus finish up, we are anticipating an exciting fresh fall semester. New opportunities and course offerings have begun to increase the traffic around campus. The staff, faculty, and facilities are ready for this next chapter. Stayed tuned and be ready for more news, upcoming events, and happenings going on in Yreka.

## **STUDENT SERVICES**

### **Vice President of Student Services**

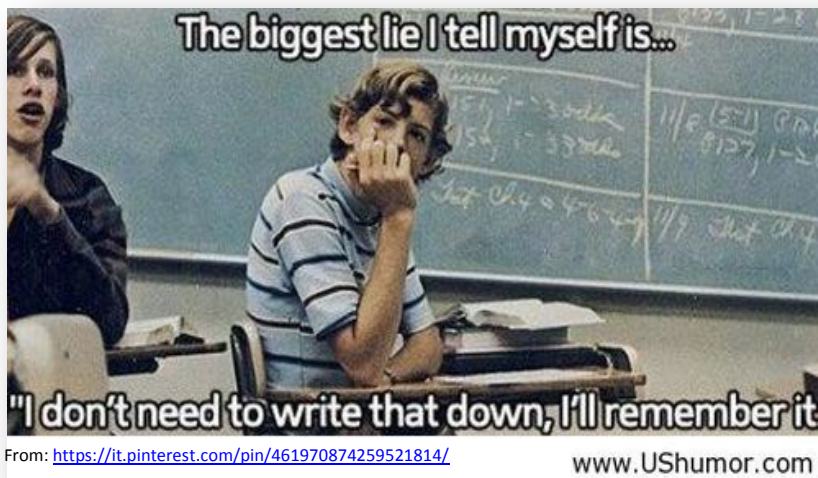
As of today, we have six more Mondays until fall semester. Our enrollment numbers are looking pretty good; we broke the 1,000 applications mark and had 1,007 applications submitted as of July 25. Last year, we had a total of 1,200 applications for fall and we will most likely meet or exceed that number since we traditionally see a significant rise in applications and enrollment the month prior to the start of fall term. Our applicants are primarily first-time college, California residents followed by first-time college, out-of-state applicants. In an effort to encourage our applicants to register for classes, postcards were sent and phone calls were made, to provide information and give prospective students the opportunity to speak to “someone live.” Additional follow-up activities will take place up through the weeks prior to the start of the upcoming term.

As for enrollment, we are slightly above in FTES for fall compared to this time last year. Our other terms, including winter, continue to see enrollment growth as well.

And to help our students transition to fall, this past month we continued our plans for “Welcome Week,” which is scheduled for August 29 through the 31. Some of the events include a Welcome Back Pancake Breakfast in the Student Center, a Resource Fair, “Ask Me” tables on the Quad, an inflatable obstacle course, free ice cream, a Scavenger Hunt – and more! Most of the action will take place on the Quad or in the Student Center. Please check us out!

Finally, this month I attended a meeting hosted by the Community Services Council to continue our discussion about County poverty. We participated in a poverty simulation to help us understand the stressors of poverty. At the end of the meeting, we all agreed that the only way to make a sustainable, far-reaching change is to expand our group to include business, community service clubs, and faith-based organizations (among others). We were encouraged to bring others to the next meeting as we plan our next steps, which may include a grant project. Please let me know if you have an interest in attending or learning about our discussions and plans.

Those last few weeks before fall semester always seems like it's the busiest time of year; so, to honor your hard work, I hope you enjoy this humor....



### **Admissions and Records**

The Office of Admissions & Records has been working hard in the month of July. Our office has been focusing on the applications that continue to roll in for the upcoming semesters along with preparing for the 2016-2017 audit.

#### **Audit:**

Many efforts were made by everyone in the office to prepare for the 2016-2017 school year audit as the auditors were on campus during the latter part of July.

#### **Admissions Follow Up**

Our student ambassador, Chris Ballard, has completed the calling campaign to find out the status of prospective students. He stated that this campaign went very well and served as reminder for students to complete their SOAR session and square things away with financial aid. Additionally, to follow up with the 442 students he called, Chris sent out a flyer with a reminder of upcoming dates. Chris has also enjoyed being back on campus for the summer and giving spontaneous campus tours.

#### **Prepping for Fall 2017**

Registration continues to be open for the upcoming semesters: fall, winter, and spring. We have updated and have filled our racks outside of our office with forms to ensure that students have access to the appropriate documents that are needed.

Jennifer Rubio continues to send out welcome emails and letters on a daily basis showing growth in our student body for the upcoming terms. Our student worker, Sisi, has returned for the year and has been hard at work processing transcripts.

#### **Student Ambassadors**

We are currently searching to add new Student Ambassadors to the team! We are encouraging students interested in representing COS in a responsible, ethical, and professional manner to apply. The application to apply can be found on our website at (<http://www.siskiyous.edu/apply/documents/AmbassadorApplication.pdf>). Interviews will be conducted the first week of August. If you know of any students that would be a good fit please direct them our way!

## **Counseling and Student Success**

Siskiyou Orientation, Advising, and Registration (SOAR) sessions continue to be held on the Weed and Yreka Campuses.

We are seeing an increase in the number of advising and counseling appointments as we get closer to the start of fall semester. This includes the football and soccer student athletes who will be arriving on campus Saturday, August 5.

The SARS project team of Josh Collins, Sunny Greene, and Val Roberts participated in two initial “workbook calls” for training and set up of SARS Anywhere. This program will allow students to make appointments through an online system, and it will track services provided to those students for more efficient MIS data submission (which results in more SSSP funding).

Planning has begun for our annual College Fair/Preview Day. This year’s event will be held on Wednesday, September 20. There will be more information to follow.

## **EOPS/CARE and Foster Youth**

EOPS and the Foster Youth Success Programs are continuing to accept applications for participants for the fall semester.

## **CalWORKs, Foster Youth, DSPS, and Veterans**

We look forward to serving students in our support programs. As you meet and interact with students who may be members of these populations, please remind them we offer services and encourage them to come in to talk with us about how we can support them as they pursue their educational goals.

## **TRiO - SSS (Student Support Services) and Upward Bound**

The SSS Program is continuing to accept applications for the fall semester.

The Upward Bound Summer Program concluded their 22<sup>nd</sup> Summer Program with a closing ceremony on July 27. The closing ceremony is one of the highlights of the Summer Program, and includes student productions, awards, and celebration of another fun and successful year.

## **Financial Aid**

Summer has really flown by; hard to believe we are ready to begin a new school year!! I think I say that every year!! So far in the financial aid world, 2017-2018 has been quite the whirl wind with so many changes. I think we are hanging in there and doing our best to keep up!

In March of this year, as you may recall; there was a data breach with the IRS Data Retrieval Tool (DRT) that prevented students and their families from retrieving their tax information via the IRS which auto filled the income sections. Our students seem to be completing their FAFSA’s in spite of this situation and are completing their files with either an IRS tax transcript or a copy of their signed tax return. The IRS DRT will once again be available for the 2018-2019 FAFSA which opens up October 1, 2017.

The Chancellor’s Office has created a new BOGW D (Board of Governors Fee Waiver) which will assist the Homeless Youth under the age of 25 with their registration fees. The Information Technology Department is working on the new Banner releases which will allow us to implement this new BOGW requirement for 2017-2018. Another part of the new BOGW D is that schools are required to designate a staff member to serve as a Homeless and Foster Student Liaison. Regina Weston will be taking on this roll.

I mentioned Year-Round Pell in last month’s Campus Connection. Students who are enrolled in at least six or more units during summer 2017 and have used up their 2016-2017 Pell eligibility can still receive a Pell Grant if they have completed their 2017-2018 FAFSA. This will allow students to accomplish their educational goals much quicker while maintaining continuous Pell Grant eligibility. Ellucian has now created a process that will



allow us to begin awarding summer students who are currently enrolled. Amanda Alvarez, our Financial Aid Specialist, has taken the lead on implementing the new Banner processes.

We are very excited to announce that Marlena Shaffer will begin working in our office as our new Student Services Specialist! She began her new position on Tuesday, July 25. With her prior experience as the Administrative Assistant II in Counseling and Support Services, she will already come with a wealth of knowledge which will be an advantage to both the Financial Aid Office and our students. Welcome Marlena!!!

### **Student Equity**

As we gear up for the start of the fall semester, we are excited to welcome our new 2017-2018 Siskiyou Promise students to campus. We expect approximately 150 new Siskiyou Promise students to join us in the fall, and we are busy planning events to help welcome them to campus.

Our second year continuation Promise Scholarship has been awarded to approximately 70 students who maintained Satisfactory Academic Progress for the 2016-2017 school year. Those that did not meet the standards are eligible to appeal and may potentially be awarded the second-year Promise.

As Welcome Week activities continue to come together, the Student Equity Office is busy planning an Eagle Student Resource Fair that will be held on Thursday, August 31, from 10 a.m. to 1 p.m. in the outdoor quad. A variety of agencies from throughout the county will be in attendance, as well as campus programs to give students an idea of what is available to them. If you have time, please stop by!

### **Student Life**

#### **Associated Student Board**

Over the summer months, ASB officers have been enjoying their summer break. When they return in August, they will pick up on their project to update the By Laws to reflect changes with the new academic calendar.

#### **Summer Conferences**

This summer, the Lodges hosted ten conferences. As a result, student employees and Lodge staff worked together to clean bedrooms between each camp, sometimes with only a few hours to complete the task. Each member of the staff kept in mind that the presentation of the Lodges reflects positively on our campus and may influence recruitment of future students.

#### **Student Lodging**

Our summer months were spent making sure that the students who would be living on campus were financially prepared for their first year. Each on-campus resident signs a payment worksheet that they will use to plan any monthly payments beyond their financial aid awards. With over 150 students living on campus, the process of preparing a custom report for each student was a complicated task coordinated by Ty Speck, our Lodge Coordinator.

The Resident Assistant's Team of seven student leaders started training on August 1 and began developing their plan for an exciting year of helping our Lodge residents' transition to college life. Assistant Director of Student Housing, JonJon Junpradub, is helping the RA's develop positive communities on each floor and wing of the Lodge buildings.

## **HUMAN RESOURCES**



The Human Resource (HR) Department has a question: Where did summer go?? Did it leave town? Did it go into hiding? Wasn't it just yesterday that we were looking forward to three-day weekends? As the saying goes, "Time flies!" We hope your summer was fun!

HR has been busy hiring this summer. Thank you to staff and faculty for participating. We are just about done – just in time for our HireTouch, applicant tracking and on-line application software, to be completely implemented. Supervisor training was held on Wednesday, July 27. For those who were unable to attend, we will be scheduling another training within the next two weeks.

While we have not received official word just yet, COS will be receiving \$50,000 in funding from the Chancellor’s Office for submission of our Equal Employment Opportunity (EEO) Plan! Upon receipt, the Diversity Committee will discuss how best to use these funds for implementing some of our action plans.

Other HR initiatives include overhauling our performance evaluation system and implementing a new hiring process.

HR met with representatives from the Faculty Association, CSEA, and ASM regarding our insurance. This year, HR worked with our insurance reps, Kennan & Associates, to go out for bid on other insurance carriers. Only one broker bid was received, Municipalities, College, Schools Insurance Group (MCSIG), and their bid was not comparable to California’s Valued Trust (CVT). More cost and less benefits! We are looking at an average increase of three percent. We will be discussing this increase with the Faculty Association as well as CSEA and ASM. More news to follow as it becomes available.

We are in the process of hiring a Music director. Tuesday evening, I had the privilege of listening to community members and students play as each candidate conducted the selected piece of music. The orchestra was so good and it was fun to see the enthusiasm and great playing! Thank you, orchestra!



August promises to be chaotic, but exciting! We are here to help with your HR needs.

Recruitment	
Position	Status
Research and Assessment Analyst	Nathan Rexford
Political Science Instructor	Katie Elwood
Food Services Assistant	Joe Furgason
Administrative Assistant II, Public Relations & Foundation	Carie Shafer
Assistant Athletic Trainer	Reference Checks
Music Instructor, Instrumental Performance	Reference Checks
Program Grant Manager, Apprenticeship Initiative	Reference Checks
Dean of Instruction	Interviews Scheduled
Account Clerk I, Bookstore	Interviews Scheduled
Communications Studies Instructor (Interim)	Interviews Scheduled
Instructional Support Specialist, Performing Arts	Screening

*No other reports were submitted this month.*