

**College of the Siskiyou**  
***The Campus Connection***  
**December 5, 2017**

## Superintendent / President

---

*Happy holiday, happy holiday  
While the merry bells keep ringing  
May your ev'ry wish come true*

*Happy holiday, happy holiday  
May the calendar keep bringing  
Happy holidays to you  
Irving Berlin/Kay Thompson*

Time has flown by this past month. I sense urgency in the work. Yet even in the whirlwind, there is joy and purpose and encouragement. A warm and happy holiday season to you!

As I pause and ponder the past four weeks, the first thing I realized is this was the first opportunity I have taken to pause. The pace during this time period has, at times, been intensive. As a leader I want to model behavior that is exemplary of a positive role as an educator, colleague, thought-leader, visionary, cheerleader, counselor, stakeholder, and friend. I want to set a pace for us that will be engaging, empowering, renewable, and sustainable. So if it has been awhile since you have taken time to pause, I encourage you to do so! ☺ Below are highlights of what has been happening on campus and interactions in the community for the past month:

- Follow-up Site Visit from ACCJC. On November 6, the College hosted a small accreditation team. From all reports the visit was a success, and the visiting team members were impressed with the work we had done, and with the progress we have made since their visit in spring 2016. We have seen the report the team has submitted to ACCJC and now will await the ACCJC meeting in January 2018 for their action. We sincerely hope they will remove the warning from our accreditation status as we continue turn our attention to continuous quality improvement in our institutional effectiveness and a mid-term accreditation report due in spring 2019.
- November 6: I attended the Siskiyou Economic Development Council (SEDC) quarterly meeting. We had a presentation on the local labor market overview and outlook. For a rural, economically distressed county, we most definitely have our challenges; but the outlook has positive elements from which all of us in Siskiyou County can build upon.
- November 7: we launched several days of meetings on the Weed Campus with Elucian regarding our Banner stabilization/optimization project, along with CampusWorks, a third-party expert on college data management systems. The intended outcome of these meetings was to “pause and reset” the project in order to assure College leadership that a) the project is on target (or if not, how to recalibrate and return to the proper course), b)



the technology needs of campus departments and personnel that can be addressed through this project have been accounted for and integrated into the project plan; and, c) based on this "audit" of the project at this stage, the contract for services with Elucian can be knowledgeably – and will be – reopened and examined for cost efficiencies and fiscal effectiveness for the remainder of the project. Follow-up meetings are scheduled for December 2017.

- Spamalot...Wow!! What an amazing and entertaining production!! Kudos to Neil Carpentier-Alting, Ron Slabbinck, Christian Richards, Amy LaMachia, and Nick Fabio (my apologies if I inadvertently left anyone out) – along with the talented student cast and technical crew – for a masterful show.
- November 16-18: I attended the Community College League of California Annual Convention in San Jose, CA. As a new CEO in California I was able to attend several sessions dedicated to helping orient and equip new California community college leaders. These sessions were relevant and useful, and I took copious notes! ☺ I also met my mentor for the next year, Dr. Sunny Cooke, Superintendent/President of MiraCosta College in Oceanside. She has many years of experience in California Community Colleges and she is in her second CEO position in the state. I have heard consistently, and verified myself in meeting her, that I am very fortunate to have her as a mentor.
- November 18: Board member Kathy Koon and I attended the football playoff game in San Mateo. My heartfelt congratulations to our players, coaches, and staff for a tremendous season – and our first visit to playoff competition since the conference and league reorganized and started a playoff format. Well done!
- November 21: Several of us from College of the Siskiyous attended a meeting at the California Community College Chancellors Office (CCCCO) with representatives from the American Association of Community Colleges (AACC) to be interviewed about the College and District efforts surrounding workforce and economic development. Representatives from Merced College were also present, and AACC were able to interview six (6) out of (7)

community colleges identified by CCCCCO as working in economically distressed counties throughout the state. This interview was followed up with a conference call with just our District on the 27<sup>th</sup>. This effort was initiated by legislation setting aside \$8.1M for CCCCCO to invest in workforce and economic development efforts in counties identified as economically distressed. AACC was impressed with our efforts and greatly appreciated a document we prepared to highlight the vast array of efforts currently underway through the College and District, and in partnership with the County Department of Education, SEDC, key business and industry leaders, Karuk Tribe, and other entities throughout Siskiyou County. It has been a tremendous team effort, and kudos go to Mark Klever, Kim Freeze, Jill teVelde, Lorinda Meyer, Christina Van Elfen, Dr. Todd Scott, and Heather Stafford from CDOE for their work. As a result, I received a call last week from AACC inviting me to represent College of the Siskiyous at the National Workforce Development Institute (WDI) on a national panel discussing workforce and economic development partnerships for rural communities next month in New Orleans. I will be asking the Board whether they support me being away for that speaking engagement at the very start of the spring semester. Regardless if I attend, it was an honor to be recognized for our stellar efforts – both ongoing and emerging – to be a catalyst for our local economy.

On a personal note, I sincerely hope all of you will consider stopping by the Sons of Italy Hall (155 Clay Street, Weed) on Friday, December 15 (anytime between 6:00 and 8:00 p.m.) as Tonya and I host our very first Christmas Party for our College family. It would mean the world to us if you would take time that evening to share some holiday cheer. Please send your RSVP to the COS Public Relations Office.

-----  
**Quote of the Month:**

“Holidays are necessary celebrations of human collectiveness  
It reminds us we’re a part of society.”  
*Strong: Powerful Philosophy for Timeless Thoughts* by Kailin Gow

## Public Relations & College Foundation

---

**Stay Connected:** Now is the perfect time to sign up for our communication system, COS Connect by: everbridge. This is a free system we use to notify students and staff of emergency situations, campus closures, or general information. To sign up, click on the button located on the COS homepage, and follow the directions. If you’re not signed up, you’re missing out!!



**Winter Intersession and Spring Registration Now Open:** Keep spreading the word... registration for the 2018 winter intersession and spring semester is open. Remind students to register before Christmas vacation to get the classes they want and need.

**Broadcast Adverting:** The College is back “on air” this December and January. I have been in contact and working with advertising agents from Southern Oregon’s KDRV Channel 12 (ABC) and KTVL Channel 10 (CBS) television stations to produce a promotional commercial for COS’s spring semester. In addition to the TV advertising, we are also working on a digital marketing campaign to run during the same time period.

**Holiday Craft Fair:** The 20<sup>th</sup> annual Country Holiday Craft Fair was held December 1 and 2. The Craft Fair was a huge success! In fact, this year’s event was one of our best attended ever. Friday night, approximately 400 or more came out to see what the Craft Fair had to offer. Saturday was no different...the steady stream of foot-traffic was non-stop all day long (our last count was about 850 people). The Saturday food drive for the COS Student Food Pantry was well supported. Shoppers were encouraged to provide two cans of food or a cash donation as they arrived. At the end of the day, six large tubs were overflowing with food items and \$1,041 was collected in donations for the new Student Emergency Fund and Food Pantry Programs.



Special thanks to our Maintenance Department, COS Student Ambassadors, Baseball Team, Eagle’s Nest Volunteers, Carie Shaffer, Maggie Crowder, and Angel Fisher, for help setting up, breaking down, carrying items in and out for vendors, and volunteering at the door and in the concession stand. Also special thanks to everyone who came out and supported the event.

**North State Giving Tuesday Results:** November 28<sup>th</sup> was “Giving Tuesday” and the North State Giving Tuesday online giving event hosted by the Shasta Regional Community Foundation. The COS Foundation was one of the many Siskiyou County non-profit organizations to participate in the event, and our mission was to raise funds to support the Siskiyou Promise Scholarship Program fund.

DRUM ROLL PLEASE... Online donations for the day totaled \$7,586 from 51 donors!!!! I am proud of our community for their support and the love they are showing for our local kids. Every dollar we received on Giving Tuesday is helping a COS student to succeed!!

**Together We Make A Difference:** Giving Tuesday has come and gone, but the work doesn't stop there. It's that time of year again when we "kick off" the campus Payroll Contribution Campaign. The amount of monthly contribution is not as important as the fact that you participate. Donations range from as low as \$5 to as much as \$50 or more, and all donations are tax-deductible. I hope you'll consider participating. To participate in our Employee Payroll Deduction Program click on the link:

<http://www.siskiyous.edu/foundation/forms/PayrollDeductionForm.pdf>

**Eagle's Nest Shop:** On December 9, the Eagle's Nest will celebrate its 20<sup>th</sup> anniversary with a "Roaring 20's" party. Please stop by and say Hi to the many volunteers and students who work in the Shop from 5 to 7 p.m. We could not do what we do without their many hours of volunteer service in support of our students.

### **December Events & Activities:**

- Registration for Winter Intersession (January 2-27, 2018) and Spring Semester (starts January 30, 2018) is OPEN. Please help spread the word!
- Student Art Show – "Awakenings" on display (photography, ceramics, and sculpture) in the LRC Student Art Gallery through December 7
- December 1: All Campus Meeting, 3PM - Theater
- December 1: COS Holiday Craft Fair, 5 to 8PM – Gym (Admission - \$2)
- December 2: COS Holiday Craft Fair, 9AM to 3PM – Gym (Admission - Cash Donation or Non-Perishable Food Item)
- December 3: COS Winter Music Program Presents "Songs that Warm the Heart," 3PM – Theater
- December 4: COS Winter Music Program Presents "Songs that Warm the Heart," 7PM – United Methodist Church, Yreka
- December 5: COS Board of Trustees Monthly Meeting, 5PM Closed Session, 6PM Open Public Session – Board Room
- December 6: Holiday Meal for Students/Employees, 12PM – Student Center
- December 6: COS Men's Basketball vs. Cabrillo College, 5PM – Gym
- December 7: Student Art Show Holiday Sale, 2-5PM – Learning Resources Center Foyer
- December 8: COS Ladies Xmas Ornament Party, 6PM – Don Titos (Mt. Shasta)
- December 9: Firefighter I Academy Graduation, 1PM - Theater
- December 9: Eagle's Nest 20<sup>th</sup> Anniversary Party, 5PM – Eagle's Nest Shop (123 Main Street, Weed)
- December 11 – 14: Finals Week
- December 12: Pizza with the Presidents, 11:30AM – Student Center
- December 12: Women's Basketball vs. Cosumnes River College, 5PM – Gym
- December 14: Fall Semester Ends
- December 14: Handel's Messiah (community sing-a-long), 7PM – Theater (contact David Blink or Ron Slabbinck for information)
- December 15: Vocational Nursing Pinning Ceremony, 4:30PM – Theater

- December 15: Dr. & Mrs. Schoonmaker's Christmas Party, 6PM (new time) – Sons of Italy Hall (155 Clay Street, Weed)
- December 15: Handel's Messiah (community sing-a-long), 7PM – Berean Church, Grenada (contact David Blink or Ron Slabbinck for information)
- December 16: Handel's Messiah (community sing-a-long), 7PM – Church of the Nazarene, Yreka (contact David Blink or Ron Slabbinck for information)
- December 22-January 1: COS Closed for Winter/Holiday Break
- December 29-30: Men's Basketball Hosts "Siskiyous Classic," Game/Teams TBA – Gym (check website for schedule: [www.siskiyous.edu/athletics/](http://www.siskiyous.edu/athletics/))
- January 2: COS Reopens / Winter Intersession Begins

## Administrative Services

---

Happy December from Administrative Services!! CampusWorks personnel were on site the second week of November to meet with various individuals regarding the Banner project and daily IT operations. Two days of interviews gave them the information they needed to compile a recommended action plan for the College which will be shared in the near future. During the same week that CampusWorks was onsite, Ellucian brought a team of five representatives to meet with the Banner Steering Committee who took this opportunity to discuss successes and challenges with the Banner Revitalization project. At the completion of this meeting, Ellucian agreed to prepare a revised action plan to be presented to the campus for review and comments taking into consideration the need to realign the project to meet the short and long-term goals of the institute.

I do want to take this opportunity to wish all of you very happy holiday season and as I near my Six-month anniversary with COS, extend my joy and happiness to be part of such a wonderful community!

**Cafeteria:** Just a reminder... menus and hours of operation are posted on our website - <http://www.siskiyous.edu/foodservices/>. Food Services offers breakfast, lunch and dinner seven days a week. Stop by and enjoy some exceptional food! Hours of operation for the Dining Hall (cafeteria) and Café (Grill):

- Closed for repairs and maintenance - December 15 – 21
- Closed for the Winter Break - December 22 - January 1, 2018
- Food Services will re-open - January 2, 2018

**Business Office:** The Business Office continues to work on its Ellucian projects related to our student accounts receivable, 1098-T processing for the 2018 calendar year and moving forward with expanding the options available in the Self-Service Finance module. We have another Ellucian visit scheduled for the week of December 11 to take the first steps to improving the self-service functions in Banner for the departments.

The District completed the 2016/2017 District audit and is presenting it to the Board for approval at the Board meeting on December 5. The month of December also holds a flurry of

activity for year-end as the Business Office gears up for the end of the semester, the new winter intersession and prepares for a full month of activity in January to file the required student and employee tax forms as well as many District year end reports.

**Facilities:** Update on projects:

- Repair of the kitchen floor repair will held December 18 - 21.
- The library counter and desk relocation is scheduled for January 3 – 5, 2018.
- We are working with NMR Architects to repair the leaking fire sprinklers and the non-functioning emergency shower drains in the new Science building.
- We are scheduling the installation of additional security cameras for Yreka and Weed campuses.
- We are scheduled to install additional security systems at the Yreka campus Dec 4 - 5.
- New signs and safety speed bumps will soon be installed on the Weed campus.
- 'No Parking' signs will soon be placed on the gravel area North East of Siskiyou Way. The area was not designed for parking.

**Technology:** Technology Services is working on many projects in the coming weeks. Projects include:

- Upgrading spam filtering technology.
- Two new switches to accommodate the pending remodel of the 'fishbowl' room in the ASC have been installed.
- Installation of a backup modem for the campus internet connection in order to be ready for a 10 Gig internet connection upgrade.
- Multiple Banner module upgrades will be performed in December.
- During the week after finals multiple network upgrades will be performed including switch replacements and enhancements, rewiring projects and further new wireless access point deployments.
- Replacement of aging end user computer systems.
- Working on the cisco wireless phones in Yreka to be compatible with the new wireless infrastructure.

## Student Services

---

Season's Greetings from Student Services!! November was a short, but busy month. Here are a few things that took place from the Vice President of Student Services' office.

**Training – Argos Reports and EEO/Screening Committee:** I began the month with Argos report training and EEO/Screening Committee training. Both sessions were very interesting, but I admit that I am still a novice, at best, with regard to Argos reports. As for the EEO/Screening Committee training, I think an important "take-away" was that we all, by human nature, have cultural filters that can affect how we perceive a candidate. For example – having a "firm handshake" is not a job requirement nor does it indicate what type of employee he/she will be. Once we can become aware of this predisposition, we can monitor our perceptions and become more objective in our impressions of others and thus – hire outstanding individuals.

**Basic Skills Initiative (BSI), Student Success and Support Program (SSSP), Student Equity**

**Integrated Plan:** Carly Zeller, Val Roberts, Janice Gonzalez, Regina Weston and I continued to work on completing the Integrated Plan, which will be submitted to the Chancellor’s Office in January. I’d like to give a big “shout-out” to Nathan Rexford who provided data and analysis regarding our progress toward access and student success, per our Student Equity and Basic Skills Initiative goals. Per the Chancellor’s Office submission process, we will be presenting the plan to the Student Services Council, Instruction Council, Academic Senate and College Council, prior for going to the January Board meeting. If you’d like information regarding this plan, please feel free to contact any of us. This is a fluid document and I know I can speak on behalf of all who’ve been working on it; we welcome all ideas that will help our students succeed.

**Winter/Spring Registration Efforts:** Traditionally, we will start to see an incline in registrations after Thanksgiving for the upcoming terms. As part of our effort to give a push to that registration, Jennifer Rubio, Janice Gonzalez and the Student Ambassadors conducted a calling campaign. They identified 1) students who were enrolled fall, 2017, but not for either winter or spring, 2018 and 2) students who applied for winter and/or spring, 2018, but not registered. Jennifer, Janice and the Student Ambassadors made phone calls to these students on November 16. The outcome was they made a total of 182 calls with less than half (47%) going to voicemail and only 9 stated they weren’t returning.

**Enrollment for Winter & Spring 2018:** According to my unofficial review of Argos reports – we’re *up* over this time last year! Last year, 10 weeks prior to the start of spring semester, we were at 382.42 FTES. A look at spring 2018, 10 weeks prior to the start of the term (same time frame) looks like we are at 400.78 FTES! Also, winter was at 22.09. As an FYI – this is “base” only and does not include San Francisco or FIELD registrations.

**Community College League of California:** I had the wonderful opportunity to attend the Community College League of California conference in San Jose with Dr. Schoonmaker, Trustee Penny Heilman and Trustee Kathy Koon. Some of the sessions I attended included Addressing Student Food Insecurities, Strengthening Student Success through Guided Pathways, and Planned Changes for CCCApply. It was an outstanding and informative conference and I strongly recommend attendance to anyone next year.

**Deck the Halls – Student Center:** We spent the last afternoon of November decorating the Student Center on the Weed campus. Invitations were sent via email and text messaging to all – faculty, staff, and students. Free hot chocolate and popcorn was made available and a good time was had by all!





**Admissions and Records:** It's hard to believe that this semester is wrapping up! To assist our current students and those who have applied for the upcoming 2018 spring semester we will be hosting a Registration Night on November 29<sup>th</sup>! Students who attend will receive assistance with registering, have questions answered about financial aid, and enjoy hot cocoa and cookies to get us in the holiday spirit! We hope that by hosting this night we will allow our busy college students to check off registration from their to do list! From the beginning of November until now we have had 135 students apply for winter intersession and spring 2018 semester. I anticipate with the upcoming term around the corner our numbers will be increasing.

Mary Mericle and Jennifer Rubio completed the second session of FIELD ISAs. Registration for session 3 will begin this week.

As tours begin to slow down due to the weather, student ambassadors are finding new ways to reach out to our students and prospective students! On November 16, Jennifer Rubio and Janice Gonzalez set up a calling campaign to reach out to our current students who are not registered for the upcoming semesters. Ambassadors assisted in calling our students to remind them about registration, setting up appointments with the counseling department, and inviting our students to Registration Night.

Ambassadors will additionally finish the semester strong with hosting Registration Night as well as helping with the annual COS craft fair. Thank you student ambassadors for all your help this semester! It is very much appreciated from all of us.

### **Counseling and Advising**

- **Assessment:** ACCUPLACER is set up, has been tested by the full time English faculty, is awaiting some student testing, and then will be ready for use as an additional measure for English course placement.

Valerie Roberts will be attending the California Community College Assessment Association Northern Chapter Conference in early December. Topics for the conference include Chancellor's Office assessment updates, an ACCUPLACER update, a multiple measures panel, Early Advanced Placement update, and validating multiple measures.

- **SOAR (Orientation):** SOAR sessions are being offered for students who will be new to College of the Siskiyous for Intersession or Spring semester. Attendance to date has been sparse, but we anticipate it picking up. As always, students who are interested in attending an in-person orientation, which includes a campus tour and an advising session, can sign up by contacting the Counseling Office. If a student lives far away or cannot make it to campus for an in-person SOAR, online SOARs are also available.
- **Transfer:** In mid-November we had admissions staff from both UC Santa Cruz and UC Riverside on campus and available for student questions. They plan to visit our campus at

least once per semester from now on. They commented on their positive interaction with our students.

### **Student Support Programs**

- **EOPS/CARE:** EOPS is accepting applications for the spring semester (there are no EOPS services provided during intersession and summer). Our cap for the 2017-18 year is 283, which means we have more spaces to fill. Refer students our way! Students in EOPS receive assistance with books, school supplies, transportation, food, and may be eligible for an end-of-semester grant.

The 2017-18 EOPS Program Plan and EOPS/CARE Budget Plans have been submitted to the Chancellor's Office (due date of Nov. 30). The EOPS/CARE Joint Advisory Committee met on November 14. Ideas for promoting EOPS and CARE were vetted, and a stronger connection with Tribal TANF folks was established.

- **Foster Youth Success Program:** The final Monthly Meet-Up of the semester is Friday, December 8. These are popular events with our Foster Youth Success Program students. We are often thanked for these lunch meetings and students say the time together provides them with a sense of belonging and support.
- **Student Support Services:** The campus trips to CSU Chico and SOU were a success, with two vans full of students attending both trips. One of the students attending the SOU visit was accepted that day! Several SSS students were assisted with their applications to CSU and UC campuses for admission in fall 2018.

SSS is continuing to accept applications and is providing on-going Program Orientations and Financial Literacy workshops for students accepted to the program. Some of the services provided by SSS are a center/area for study, a textbook lending library, university campus tours (all expenses paid), and transfer advising.

- **Upward Bound:** Saturday School continues to be held monthly in Weed and is well attended. An Upward Bound Tutor for South County high schools has been hired and is visiting those campuses to become familiar with the personal and the UB students served at each of those schools. Students who have been recently recommended to the UB program by high school personnel are being processed. This is an on-going system of referral.

**Financial Aid:** We would like to welcome back Jan Harris, the Director of Financial Aid. Jan was on a leave of absence due to a surgery in October. She is back now with a smile on her face and a slight hobble in her step. When she is completely healed she'll be running circles around us. We are happy she is back! While Jan was at home healing from her surgery, Karen, Teri, Grace, Haley and Javonee really pulled together as a team and made sure our students were taken care of in Jan's absence. We really appreciate their efforts!

This semester the Financial Aid Department partnered with Inceptia, a third party verification service, to expedite the verification process for the students at College of the Siskiyous. As of November 30, sixty-three students have been verified and 174 students have signed up in the Verification Gateway. Inceptia's Verification Gateway is a secure and user friendly environment, simplifying the verification process for both students and parents. The average time for verification processing thus far is 1.86 days, according to Inceptia's statistics, versus our 4-6 week processing time.

Completion Grant Update... We have awarded seven students the Community College Completion Grant for fall 2017! Many students enrolled in 12 units in fall 2017 have decided to take a three-unit winter intercession class to take advantage of the new Community College Completion Grant available to them. They will receive their award during the spring 2018 semester.

The new Community College Completion Grant (CCCG) is designed to encourage faster completion of the student's degree or certificate. Students MUST be enrolled in 15 units and follow their Comprehensive SEP (Student Education Plan) every semester. The CCCG is a \$1,500 annual grant for those students attending at least 15 units per term. These students will also receive the Cal Grant B annual amount of \$1,672 and the Full Time Student Success Grant annual amount of \$1,000. This is an exciting opportunity for our students!

We would like to thank the Counseling Departments at the Weed and Yreka campuses for their hard work in working with our students to create their Comprehensive Student Education Plans in order for the students to be eligible for CCCG. Thank you so much!

Teri Boyd and Regina Weston visited Jefferson and Dunsmuir High Schools to assist students and their parents with their FAFSA's. Teri assisted Regina during her Siskiyou Promise FAFSA nights that were held in the ASC on the Weed campus and they participated in Registration Night on November 29. All of the events were a success! Many students created their FAFSA's and received helpful information to guide them on their path to College of the Siskiyous.

Remember--The 2018/2019 FAFSA was available to students October 1! Students can still complete the 2017/2018 FAFSA, it's not too late! If you need assistance completing your FAFSA, please come to the Financial Aid Office and we can assist you.

**Student Equity Update-Campus Connections:** It is a busy time of year at the Campus Resource Center as students are coming in for assistance with their FAFSA applications; and, as word has gotten out that we offer CalFresh Application assistance, there have been many students coming in for help applying for benefits.

As mentioned last month, food insecurities continue to be an issue for our students and to help address this need we have partnered with Great Northern Services to provide a Food Pantry for students. We are excited to announce that the Food Pantry will be up and running the first week of December and will be located in the Welcome Center. If you know of students who are

struggling with food insecurities, please refer them to Regina Weston, and we will help them by providing snack packs, food from the pantry, as well as referring them to other resources. We are also planning to open a Food Pantry at the Yreka Campus and are hoping to have it ready to go before January.

Now that the FAFSA is open for 2018-19, outreach activities have begun at our local high schools. Regina Weston along with Teri Boyd visited Jefferson High School on November 9 and again on November 15 to explain to students the financial aid process and help them start their FAFSA applications. This group had a lot of great questions, and seemed genuinely excited about attending college after graduation.

Staff also visited Dunsmuir High School on November 15 for a FAFSA Follow-Up to help students and their parents complete the FAFSA. This event went really well and we were able to complete the majority of students FAFSA applications.

In an effort to help our Siskiyou Promise Students complete their 2018/2019 FAFSA's early, we held three Siskiyou Promise FAFSA nights on November 14, 28, and 30 in the Academic Success Center. Laptops were set up for students to use, staff was on hand to help students complete the application (and we even provided pizza!). We are hoping to expand on this idea in January and offer FAFSA assistance nights to local high school students and their parents in the ASC.

In early November, Regina Weston traveled all the way to Cedarville, located in Modoc County, for Surprise Valley High Schools career fair. While it was a long way to travel, they were very excited to have a representative from College of the Siskiyous there. Because Cedarville is located in Modoc County, these students are eligible for the Siskiyou Promise Scholarship; therefore, it was very beneficial to meet with the Principal, and school counselor as well as students and parents to make them aware of the Siskiyou Promise.

**Life in the Lodges:** In November, lodge staff worked closely with Maintenance to plan for the long weekends over the next few months. To meet the cleaning needs, three additional students have been hired to ensure coverage for weekend cleaning to keep the lodge buildings looking crisp and clean. Staff in the Lodges also assisted coordinated transportation and hotel arrangements for the Wilderness Emergency Medicine class hosted by the National Outdoor Leadership School. This 26 day course runs four times each year on the Weed campus. The next session starts on January 28, 2018.

The Lodge buildings were closed for the Thanksgiving weekend with eight students requesting to stay for holiday weekend. Two reasons students reported for their need to stay on campus were a need for study time or long traveling distances to home. Fifteen additional students requested to stay late or return early due to individual travel plans. Each of the Lodge residents who stayed on Thanksgiving Day were invited to prepare and eat a Thanksgiving feast coordinated by Ty Speck.

**Associated Student Board:** ASB senators have drafted a Student Activity Fee resolution which will generate funds for student activities and clubs on campus. Senators have reviewed Student Fees at other colleges, Education Code, and student development theories to create their proposal. If the resolution is approved by the Student Senators, ASB President, Calvin Wagner will present the resolution to the campus community using the shared governance process. The Student Activities Fee document will be refined by the campus groups before it is presented to the Board of Trustees for consideration.

## Instruction

---

Dr. Todd Scott attended the Siskiyou Law Enforcement Administrators meeting and presented the idea of a training consortium. The training consortium will generate FTES for the College and provide resources and coordination to the training effort for law enforcement officers in Siskiyou County.

The eLumen project continues and there will be an initial training for faculty on December 9 from 9 a.m. to 12 p.m. at the Weed Campus in ESTC 107.

**Academic Success Center:** College of the Siskiyous was awarded a grant titled Self-Employment Pathways in the Gig Economy. Through this grant the College will develop an entrepreneur program focused on short-term, temp or contract work as part of the growing “gig economy.” COS has agreed to establish a business start-up incubator on both the Weed and Yreka campus. The College is also partnering with JEDI (Women’s Business Center), the Small Business Development Center, the Small Business Deputy Sector Navigator and the Deputy Sector Navigator for Global Trade and Logistics, along with other potential partners to work together to build an entrepreneurial ecosystem in Siskiyou County.

Students are reminded to register for [Cooperative Work Experience](#) classes for the Spring Semester. Cooperative Work Experience Education (CWEE) is an academic individualized work-based learning opportunity in which students earn college credit for what they learn while working at paid jobs or as volunteers on or off campus. To learn more, visit our web page or contact Lorinda Meyer at 530-938-5305.

During Winter Session (January 2-26) the ASC hours will be reduced due to the decreased number of on-campus classes. The Weed ASC will be open Tuesday and Thursday from 9 a.m. to 3 p.m. and the Yreka ASC will be open on Monday and Wednesday from 9 a.m. to 2 p.m.

**Guided Pathways:** The California Community College Chancellor's Office focused on Guided Pathways as a statewide initiative, and has asked each of the 114 colleges within California to complete a self-assessment of their institution based on fourteen key elements that focus on how we operate as higher education institutions.

In September, a delegation from the Instruction Office traveled to Sacramento to receive information on conducting this self-assessment. We were given a December deadline for

completion, which included approval by the Academic Senate President, Vice Presidents from Instruction and Student Affairs, as well as the President/Superintendent and the Board of Trustees. We had a very big task in a short time frame.

To co-lead the effort, the President's Cabinet requested Dr.'s Sunny Greene and Zachary Zweigle lead the initiative. A survey was developed and distributed and two campus-wide information sessions were held to inform the self-assessment report. The feedback received from the meetings and the survey was incredibly valuable and informative.

With the raw results in hand, Sunny and Zac asked five colleagues to assist in combing through the information and develop themes based on the data. The report generated was approximately 25 pages in length and was presented to the leadership for signature. The report will now go before the Board on Tuesday, December 5 for consideration and approval.

In January, the Guided Pathways team will begin planning for the implementation phase. The results of that planning are due to the Chancellor's office on March 30, 2018. Since so many programs at the College complement Guided Pathways, much of what we are already doing and spending can be folded into the overall efforts of the Pathways initiative.

**Community, Contract Education & Non-Credit:** Currently 17 noncredit classes scheduled for spring, with the plan of adding 20+ more courses throughout the semester. Director Freeze is building a good base of talented noncredit adjunct instructors and additional noncredit courses are under development.

Classes will be offered at the Weed and Yreka Campuses, in Mt. Shasta at JEDI, Ft. Jones, and the Karuk Wellness Facility. During the Winter Intersession, the first non-credit class will be offered and there are already 21 students signed up for the class. Later during the spring semester, we will offer our first culinary art and hospitality course. The first specialty certificate (noncredit courses) and internship partnership with County of Siskiyou is also under development and will hopefully be piloted this coming spring.

Work has begun on creating webpages for noncredit, community education, lifelong learning, and contract education.

#### **Career & Technical Education (CTE):**

- **Nursing:** The Nursing Department will offer a spring 2018 Certified Nursing Assistant (CNA) course, and testing for certification will again be hosted on the Yreka campus. Later in the spring, we will offer a Certified Home Health Aide course for CNA's to be certified to deliver care in the home. Both courses answer to requests from our community partners in healthcare and identified needs in Siskiyou County. Nursing is fortunate to have qualified faculty who meet the requirement for nursing board approval to provide instruction in these courses.

Nursing Program Director, Cora Brownell, has been appointed to the California Community Colleges Nursing Advisory Committee (3CNAC), to represent the far North of the State. This is a state-wide committee which focuses on regulations, grants, and programs impacting community college nursing programs.

Other upcoming activities:

- On Monday, December 4, the Nursing Program will host a lab and simulation experience for high school students enrolled in the Career Pathways in Health class offered through COS to high schoolers in South County.
- The Pinning Ceremony for the graduating Vocational Nursing class will be held on Friday, December 15, at 4:30 p.m. in the Weed Campus Theater. All are invited to attend and to support the students.
- During the Winter Intersession, we will offer an IV Therapy and Blood Withdrawal class (NURS 0966) for graduate vocational nursing students, third semester VN students, licensed vocational nurses and registered nurses. The course will start on Monday, January 8 and end January 13.
- All programs in Nursing require approval by the respective state nursing boards overseeing the particular discipline. Nursing is currently in progress with the self-study and continuing approval of the Board of Vocational Nursing and Psychiatric Technicians. In September 2017, COS Nursing received continuing approval by the Board of Registered Nursing for the LVN to RN Step-up Program. The approval process for the Home Health Aide class is also in progress with a planned start for the course in April, 2018.
- **Welding:** On December 13, at 10 a.m. the Welding Department will be hosting The International Brotherhood of Boilermakers. The leader of their Apprenticeship Program and The West Coast Superintendent will be present. We are excited to host these two individuals. They will be spending the whole day at COS to talk with and let students and/or community know about current employment needs and future needs in Welding Technology.

## Human Resources

---

### Training Opportunity:

#### **Leaves, Leaves and More Leaves for California Community Colleges**

Thursday, December 7 - 9 a.m. – 12 p.m.

COS Board Room

Presenter: Eileen O'Hare-Anderson

This workshop provides busy administrators, supervisors and human resource personnel with a quick reference guide through the tangled web of employee leaves applicable to California Community College districts. It explains the different kinds of leaves and addresses instances where they may overlap. The workshop will take participants through real-life scenarios, addressing eligibility criteria, computation issues, definitions of key terms and practice tips. The

entire workshop will teach by example. It will ensure you are up to date on the various leaves your classified and academic employees are entitled to take.

**Thank You:** A big THANK YOU to the staff and faculty who attended the trainings last month. Both were informative and fun. We had a total of 42 for the EEO/Screening Committee Training and 17 for the Brown Act Training.

Recruitment	
Position	Status
Custodian	References Checks
Director, Information Technology	Interviews Scheduled
English Instructor	Interviews Scheduled

## Academic Senate

---

Oral report will be given.