

## COLLEGE OF THE SISKIYOU

### THE CAMPUS CONNECTION

*December 6, 2016*

#### PRESIDENT'S OFFICE

I trust everyone had a great Thanksgiving, enjoying family and friends. ☺

We just finished our annual audit. We will be bringing the audit and the financial statements to you next week. The financial audit was clean; however, there are a few compliance findings, both State and Federal relative to our Financial Aid operation and Admissions. They are mostly minor items that we have already addressed. We were able to increase our FTES to 2,819 last year and increase our funding base as well as receive some unanticipated funds for growing approximately 10 percent. COS was one of only about one-third of California Community Colleges that were able to grow in enrollment last year.

We finished FY 2015-2016 with a 14.9 percent General Fund Balance to General Fund Expenses. Current projections are for us to end FY 2016-2017 at around 15 percent. We are optimistic that we will again reach the 2,819 FTES CAP this year and possibly even grow some of the 75 growth FTES that we are eligible for this year. You know that I am very optimistic in what I believe we can accomplish together, so we will see where we end up. Currently, the way that the system operates is that we will be paid for at least the 2,819 FTES this year, even if we were to fall short of that number.

COS received just under \$11,000 from the North State Giving Tuesday event. ☺ We are waiting to hear how much of the "incentive" funds we will receive based upon our percent of the total amount collected that day.

The Institutional Effectiveness Initiative RPT team was on campus for its second visit last Friday. I want to thank Dr. Todd Scott for leading this effort for us as well as all of you that participated in the meetings with the visiting team. I believe that we will have an excellent project that will help us in our improvement efforts. We expect to receive \$200,000 in funds from the State for this endeavor in January.

We already have 500 FTES of enrollment for the 2017 spring semester. ☺

The two propositions on the November ballot that we were most interested in, both passed; Proposition 51 – State Wide Facilities Bonds and Proposition 55 to extend "temporary State taxes."

I attended the Annual CCLC Conference in Riverside November 16 thru November 19. The big topic at the Conference was Pathways. I expect that the new Community College State Chancellor Eloy Ortiz Oakley is going to advocate very strongly that the California Community Colleges focus on Pathways. This is an effort to increase the college preparation for our high school students and to have a more aggressive follow-up with our students by Student Services while students are at our institutions.

We continue to be very busy hiring additional employees. We will have several of our new hires at the December Board meeting. We are looking forward to initiating some additional searches for administrators, faculty, and classified positions in the spring.

The COS Football Program had another strong season. We played in our fourth after-conference Bowl game in the past five years. We lost a hard-played game to Santa Rosa College by a score of 17 to 7.

Our men's and women's Soccer teams and the Cross Country team also finished their inaugural seasons. Three of our students from Cross Country participated in the State Championships in Fresno. The Women's Volleyball Team has also concluded its season and the Men's and Women's Basketball season is underway.

It appears that we will have a very good turnout for the Annual Christmas Holiday Party at my home the evening of December 15. We are having the party on the last day of finals, to facilitate you all attending this year. I hope that you and whomever you would like to bring have time to stop by to celebrate with our COS Family. Dawnie has directions to our home in Lake Shastina if you need them.

I hope that everyone enjoys the upcoming holidays, Christmas, Hanukkah, Kwanzaa, Winter Solstice...

## **FOUNDATION/PUBLIC RELATIONS**



**Stay Connected:** Now is the perfect time to sign up for our communication system, 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 Everbridge button located on the COS homepage, and follow the directions. If you're not signed up, you're missing out!!

### **Spring Registration Now Open**

Keep spreading the word...registration for the 2017 spring semester is open. Remind students to register before winter break to get the classes they want and need.

### **Broadcast Advertising**

The College is back "on air" this December/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.

**Mark Your Calendars!! Christmas Party at the Thomasons'  
Thursday, December 15, beginning at 5 p.m.  
Scotty and Sharie's house located in Lake Shastina**

### **Holiday Craft Fair**

The 19<sup>th</sup> annual Country Holiday Craft Fair was held December 2 and 3. 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 Hungry 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 \$770 was collected in donations for the food program.





Special thanks to our Maintenance Department, COS Student Ambassadors, members of the Football Team, Eagle's Nest Volunteers, Scotty and Sharie Thomason, Maggie Crowder, Madison Green, 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

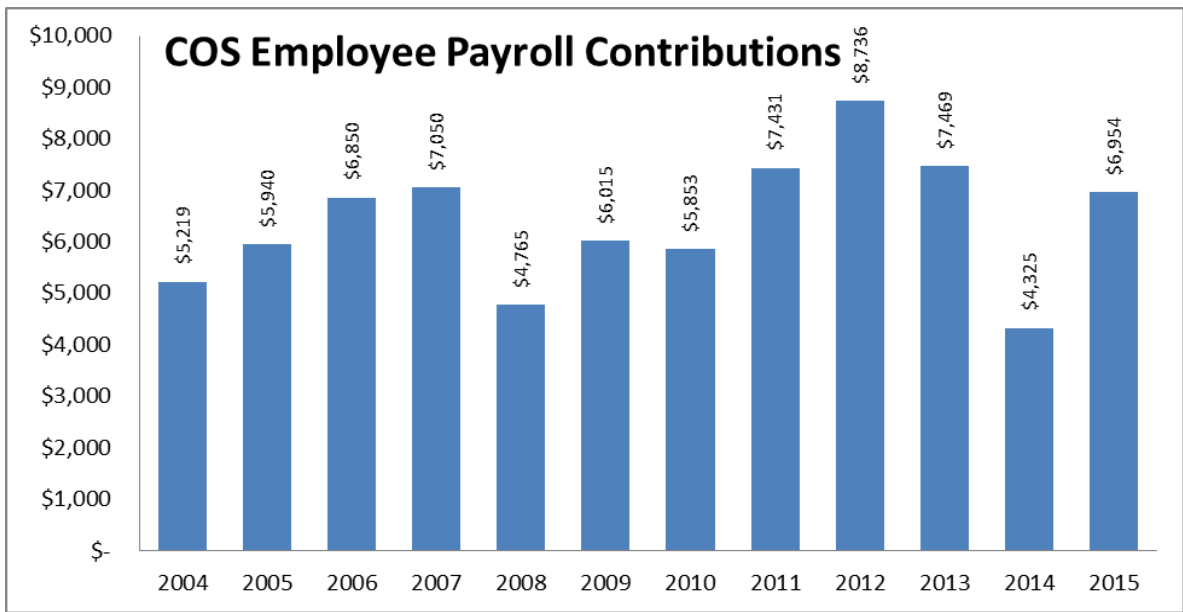
November 29 was "Giving Tuesday" and the North State Giving Tuesday online giving event hosted by the Shasta Regional Community Foundation. The COS Foundation was one of 36 Siskiyou County non-profit organizations to participate in the event, and our mission was to raise funds to support the Siskiyou Promise Scholarship Program fund.

DRUM ROLL PLEASE...Online donations for the day totaled \$10,140 from 59 donors!!!! In addition, several donors stopped by the office to donate with cash or check and donations continue to be received on a daily basis for the Siskiyou Promise Scholarship Program. What a huge success for one-day of giving!! I am so 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 COS Employee Payroll Deduction Program began in 2004. Over the past eleven years, COS employees have donated \$76,607 to the COS Foundation which has been used to support scholarships (including the new Siskiyou Promise Scholarship), fund the staff/faculty mini-grant program, provide funding for special projects such as the purchase of furniture for the Science Building Lobbies, and much more. Employees can support scholarships, programs, departments, and projects through our payroll contribution program. 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. Look for an email from Dawnie with information. To participate click on the following link: <http://www.siskiyous.edu/ia/foundation/campaigns.htm#employee>



### **Eagle's Nest Shop**

This December, the Eagle's Nest will celebrate its 19<sup>th</sup> anniversary. A celebration and sale will be held on Friday, December 9, at the Eagle's Nest Shop. Please stop by and say hello to the many volunteers and students who work in the Shop. We could not do what we do without their many hours of volunteer service in support of our students.

Other upcoming Shop events or sales include:

- December 10 – 18: Extended Holiday Hours (Monday – Friday, 9 a.m. to 4 p.m.; Saturday, 10 a.m. to 6 p.m.; and Sunday, 12 p.m. to 4 p.m.)
- December 16 – Ugly Sweater Day – Wear an ugly sweater and receive 50 percent off your purchase of Christmas Décor.

### **December Events**

- **November 27 – December 3:**
  - November 29: North State Giving Tuesday, 6 a.m. to 6 p.m. Support the COS Foundation and our Siskiyou Promise Program. Give where you live!! ([www.northstategives.org](http://www.northstategives.org))
  - December 1: COS Art Department Fall Showcase – Ceramic Club Sale and Auction/Photo Alliance Presents "Home," 3 p.m. to 6 p.m. at COS Weed Campus LRC
  - December 2: COS Holiday Craft Fair, 5 p.m. to 8 p.m. at COS Gym
  - December 3: COS Holiday Craft Fair, 9 a.m. to 3 p.m. at COS Gym
- **December 4 – December 10:**
  - December 4: COS Orchestra Concert – 3 p.m., COS Theater (Tickets - \$8 General/\$5 Students & Seniors)
  - December 6: COS Board of Trustees Monthly Meeting, Closed Session at 5 p.m./Open Public Session at 6 p.m., COS Science Building Room 110
  - December 9: Eagle's Nest Shop 19<sup>th</sup> Anniversary Celebration and Pre-Winter Clearance Sale
- **December 11 – December 17**
  - December 11: COS Choir Concert – 3 p.m. and 7 p.m., Mt. Shasta Seventh Day Adventist Church (Tickets - \$8 General/\$5 Students & Seniors)
  - December 12: COS Choir Concert – 3 p.m. and 7 p.m., Yreka United Methodist Church (Tickets - \$8 General/\$5 Students & Seniors)
  - December 12 – 15: Finals Weeks
  - December 15: Vocational Nursing (VN) Pinning Ceremony – 5 p.m., COS Theater
  - December 15: Fall Semester Ends
  - December 16 – January 16: COS Semester Break
- **December 18 – 24**
  - December 23: Campus Closed
- **December 25 – January 2**
  - December 26 – January 2: Campus Closed
  - December 28 – 30: Men's Basketball Hosts Siskiyous Classic Tournament
  - December 28: Men's Basketball vs. Umpqua, 7 p.m. at COS Gym
  - December 29: Men's Basketball vs. Sacramento City, 1 p.m. at COS Gym
  - December 29: Women's Basketball vs. Sierra College, 7 p.m. at COS Gym
  - December 30: Men's Basketball vs. Lane, 2 p.m. at COS Gym
  - December 30: Women's Basketball vs. Mission College, 4 p.m. at COS Gym

## **ADMINISTRATIVE SERVICES**

I trust everyone had a great Thanksgiving, enjoying family, friends, and some well-deserved time off. News on the financial front is a bit quiet right now as we await the Governor's budget proposal in January. The State revenues have been falling slightly below the projections for this year so we will see what the holiday season does to our economy. The stock market has been doing well and that is always a significant indicator for California. Year-end always is a bit unpredictable.

We just finished our annual audit and the financial statements will be coming to the Board at the December 6 meeting. The financial audit was clean; however, there are a few compliance findings, both State and Federal. They are mostly minor items but can add up to a major issue when dealing with financial aid. It is very important that each area of campus pays particular attention to the student information being entered or submitted. It not only affects how we claim FTES, but may also have an effect on how financial aid is calculated and disbursed to the students.

Lastly, I would just like to add that I hope all of you will have a very Merry Christmas, Happy Hannekah, Happy Kwanza, Winter Solstice, or just extended time off.

### **Book Store**

With the end of the semester coming around the corner, the Bookstore is not only gearing up for the spring semester but also Book Buy Back week. It is a busy time for us, as we wrap up one semester and get ready for the other. Don't forget to come by the Bookstore for your holiday shopping. You need to pick up those sweatshirts, tee shirts, and hats. We have great stocking stuffers too!

### **Business Office**

With the audit done and the prior year finally completely closed, it is time to gear up for the calendar year-end. We are going to be sending out information to allow you to receive your W-2's electronically this year. You will get them a bit sooner that way and save time and money on behalf of the college. We are looking at distributing some of our other year-end reporting in that method as well. We will keep you posted on all of that in the coming weeks.

We will no sooner get the calendar year-end completed when it will be time to work on budget for FY 2017-2018. You will be hearing more about that later as well.

### **Food Services**

By the time you receive this, we will have had our first round of interviews for the additional part-time food service assistants. Hopefully, we will be in the process of making job offers by the time you receive your *Campus Connection*. We are looking very forward to having additional permanent staff to go with our already great staff.

We are going to be putting on a Holiday buffet lunch on Wednesday, December 7, from 11:30 a.m. to 1 p.m. The lunch will be \$7 per person. Our own Jazz Chorale will be providing Christmas music around 12:30 p.m. that day as well. Please come join us for great food and festivities.

Lastly for all of you...Don't forget that you too can purchase a meal card for use in the cafeteria. It is reloadable and makes grabbing lunch very easy. Need goodies for a meeting? They usually have something awesome.

### **Maintenance**

The building measuring is complete. We now have an up-to-date inventory of District buildings and structures. Electrical construction has begun on the raised computer floor in the Yreka Tech building. The orchestra pit cover replacement begins December 17, 2016, and is scheduled for completion by January 16, 2017. The Human Resources area will be getting new doors and paint beginning in December. Office painting and flooring

replacement has begun in the old Life Science Building for the ADJ program. And lastly, residence hall rooms and laundry facility remodeling will resume in mid-December.

Be cautious of frost and ice in parking lots and walkways, wear winter shoes, and give yourself extra commute time as winter settles in.

### **Technology**

Here are a few projects they are working on...

- Email issues resolved – Many of the struggles with spam we have been experience of late have been resolved and we are working to remove Siskiyous.edu from the various “black lists” so that all email is flowing normally again.
- Ellucian Action Plan – Financial Aid finished their engagement this past month. Student Optimization work is continuing this week. Design work for our migration to the new Luminis Portal (aka Navigator) is underway.

## **INSTRUCTION**

November proved to be a short month with the holiday break. The compressed academic calendar has been approved by the Faculty Association and will come to the Board in January. Although we have not received full approval from the Chancellor’s Office, we have the go ahead to keep planning on the compressed calendar.

On November 10, the Administration of the Justice (ADJ) Advisory Committee met and recommended that the College should begin exploring a partnership with the area law enforcement agencies in formalizing the training occurring in the County so that the College can be involved in offering the courses. Also in ADJ news, members of the California Commission on Peace Officer Standards visited the campus on November 30. The purpose was an initial visit to tour the facilities and meet with the College administration to confirm our commitment to sustaining a Level 1 Police Academy. The visit went very well, and we look forward to the next step on our journey to begin offering a Level 1 Police Academy. Sheriff Lopey was present for the visit and continues to show his support. I cannot thank the Sheriff enough for his involvement with the College.

The program review process continues, the Deans and I prioritized the potential faculty hiring and the resource requests for instructional materials. This list will go to Instruction Council on December 9 for finalization and will then be sent to College Council.

On December 2, the Partnership Resource Team from the Institutional Effectiveness Partnership Initiative will be here for their second visit and will present a “Menu of Options” for us and help with the development of our plan to address data and program review/SLO issues.

## **STUDENT SERVICES**

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

I’m so pleased to announce that we have two new staff members who started work in November! They are Regina Weston, our new Student Equity Specialist, and Jonathan, “JonJon,” Junpradub, the Assistant Director of Student Housing. Regina is a “local girl,” who has been serving at the Weed Family and Community Resource Center. She brings a wealth of knowledge of community services as well as plenty of enthusiasm for her new position. Jonathan is from “down south,” and has most recently worked in the UCLA residence hall system. Jonathan is a creative, energetic person with lots of Residence Life experience. We are so glad they are here! Please welcome them into this wonderful College of the Siskiyous family!

This has been a “short month” for me, as I took some time off to spend it with my wonderful daughter. She and her partner flew in from Syracuse, New York, in the middle of the month for Thanksgiving. Needless to say, I had a lot to be thankful for this season!

Although I took some time off, I did have the opportunity to attend the first “Confluence to End Child Abuse in Siskiyou County” in Mount Shasta. It was an outstanding opportunity to meet folks from local law enforcement, community agencies, schools, and local businesses who are concerned and committed to eliminating child abuse in this county. We all walked away with individual commitments we can make as it relates to our spheres of influence. (I committed to working with First Five on providing opportunities for parenting classes on campus).

As a result of this meeting, I met Noam Zimin, Club Director of the newly formed Boys & Girls Clubs of the Siskiyou. Noam is looking for volunteers and opportunities to speak to groups about the Boys & Girls Clubs. Please feel free to email or call me for his contact information if you would like to speak with him. Furthermore, I also volunteered to serve on their Steering Committee, and will keep you informed as things progress.

As you will read below, both Admissions & Records and Financial Aid received training and consulting time from Ellucian representatives this month. I feel compelled to share how this will greatly improve these critical services for our students! We will improve our accuracy, efficiency, and timeliness. (And the good folks who work in these departments will benefit as well!) Thank you President Thomason for your strong support of this project!

### **Admissions and Records**

Admissions & Records has been working with Ellucian to upgrade and fix some initial set up issues. What we have done up to this point includes:

- Fixed Grade sequencing, repeat processing, and academic standing
- Developed a process to post our new Non-Credit Certificate
- Fixed minimum/maximum hour set-up to save counselor approval time
- Added features to the online transcript request form
- Addressed the last stages of setting up an online Petition to Graduate form

Other projects in November included:

- Updated website information (such as, changes to the residency information page, Oregon fee information, etc.)
- Mailed registration reminders to groups who have not registered yet for spring
- “Reg 365” reminders to students who are registered for spring
- Participated in Student & Exchange Visitor Information (SEVIS) training; which oversees our International students’ eligibility to remain in the U.S.

Soon it will be time to process grades! Whew!

### **Counseling and Student Support Programs**

#### **Counseling and Advising**

We offered four SOAR sessions since last month’s Campus Connection. This includes one session in Yreka. Attendance for the in-person sessions before Thanksgiving was low; however, attendance after has increased. Online SOAR is currently a more popular option.

Josh Collins and Beckie Hobbs went to Weed High School for their “App Attack” event. This is an outreach event during which students are assisted with applying for colleges and completing the FAFSA. All students applied to College of the Siskiyous; which for many students was their first choice. College of the Siskiyous is one of the only “local” community colleges to have applications open for fall 2017 semester at this time.

Michelle Knudsen and Denis Hagarty are now on 195-day contracts. These additional 20 days per academic year will help meet the needs of students and the mandates of SSSP (Student Success and Support Programs).

### **CalWORKs**

The CalWORKs Budget and Program Plan for 2016-2017 were submitted to the Chancellor's Office. Funding for CalWORKs for this fiscal year is \$166,128, and we serve 35 students per year based on the referrals from the County.

### **EOPS/CARE**

The EOPS/CARE Advisory Committee met on November 15. This committee is comprised of representatives from various county entities who support the efforts of the EOPS and CARE Programs. The committee voted to expand eligibility criteria so that as many students can be served by EOPS as possible.

The EOPS and CARE Budget and Program Plans for 2016-2017 were submitted to the Chancellor's Office. Funding for 2016-2017 is based on a new funding formula and is slightly less than last fiscal year. This year, we received \$427,909 for EOPS and \$68,388 for CARE. We serve roughly 280 EOPS students and 10 CARE students.

### **Foster Youth**

Shannon Eller was invited to present about College of the Siskiyous to the County's Independent Living Program participants. Shannon has also been invited to J. Everett Barr Court School in Yreka to speak about college and options for students at COS, as these students have limited knowledge of post-secondary education. Shannon has been invited to return to speak to these kids every six weeks as the students in the school move on/out quickly.

### **Student Success and Support Programs (SSSP)**

We received notification of our SSSP allocation for the 2016-2017 year. It is slightly less than last year, but still significant - \$489,893. The match continues to be 1:1 District to SSSP dollar.

### **Transfer Center**

CSU Chico and Humboldt State reps were on campus for On-the-Spot Admissions. The two admissions counselors reviewed applications for, and met with, a total 20 students.

The Assistant Director of Admissions – Native American Outreach, UC Davis, Dr. Chris LaMarr, will be meeting with the Counselors and Advisors to discuss goals for the program. Dr. LaMarr will also be meeting with underrepresented students interested to encourage transfer to universities.

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

Student Support Services and Upward Bound both submitted their year-end reports and the Annual Performance Report to the Department of Education. Thanks for the work of Stephanie Wroten, Patricia Kushwara, Tyler Morrison, and Alysia Garcia, both programs met their objectives for the year! SSS served 184 College of the Siskiyous students, and Upward Bound served 77 local high school students during the 2015-2016 year. Details on the specifics of these objectives will be shared in next month's Board Reports.

Federal grant submission is always a large undertaking and requires focus and attention to detail. After many hours of research and writing, the grant renewal application for Upward Bound was submitted to the Department of Education before the Thanksgiving break. If we are awarded, it will be a continued five years of funding to serve local, disadvantaged students in our county. Special thanks to Karen Tedsen and Stephanie Wroten for their time and effort. We will be notified in the spring regarding funding. We have an excellent program, and a strong proposal. Fingers crossed!



### **Financial Aid**

Well, fall 2016 is winding down and we are gearing up for spring 2017! And, due to the October 1 FAFSA date for filing 2017-2018, we are also getting ready to start processing student files for next academic year! We are currently getting the system set up and hope to notify students soon to complete their 2017-2018 financial aid files. Currently, we have 500 students in our system!

Our Ellucian consultant returned and spent two weeks with the Financial Aid staff sharing her recommendations based on her visit in October. We learned best practices regarding financial aid and how to improve our current processes. We anticipate an improvement with our communications to our students and an increase in the number of students completing their financial aid files.

Karen Chandler's son and his wife welcomed a baby girl on November 3. Her name is Lynorah Grace Chandler. Congratulations to the Chandler family!

The Financial Aid Staff would like to wish you a safe and restful holiday season!

See you next year!!!



*Our newest staff member, Amanda Alvarez, met Eddy the Eagle!!*

### **Student Life/Lodges**

This month, two ABS students attended the SCCC (Student Senate of California Community Colleges) General Assembly in Sacramento. Those who attended participated with fellow student leaders from across the state. Additionally, they visited with State representatives and added their voices to support issues that affect college students today.

Our Lodge Residence Life Program also welcomed a new employee, JonJon Junpradub, who moved into a newly renovated on-campus apartment in November. JonJon's experience with event planning and supervision of resident advisors makes him a valuable asset for the on-campus housing program.

The Lodges were closed for the Thanksgiving Break. Approximately a dozen students were unable to travel home for the short holiday. However, these students were treated to a holiday meal coordinated by Ty Speck and Cindy Martel.

**ALL OF US IN STUDENT SERVICES – AND EDDY THE EAGLE –  
WISH YOU THE BEST HOLIDAY SEASON EVER!**



## **HUMAN RESOURCES**

### **A Message from Theresa Richmond, Associate Vice President of HR**

“Achievement is a we thing, not a me thing, always the product of many heads and hands.” J. Atkinson

As the New Year looms large in our future, I’ve been reflecting on my past few months here and the quote by J. Atkinson says it just right. I am happy to be here and to have such wonderful staff, faculty, and students to engage with and to be a part of your community. The HR team has been working hard on our goals and momentum is building – slowly but surely! Together, we have accomplished some items on the list, but there are many more processes, efficiencies, and policies that we must repair and/or create as well as a couple of new programs to introduce. I realized long ago that the old saying is true: “There is no I in TEAM!” Without your support, participation, and willingness to be a part of change, the work simply cannot get done. Thank you for all you do. Let’s celebrate a new year as the COS team comes together to make our District even better!  
*Have a joyous, memory-filled, and very happy holiday!--Theresa*

### **Name Tags**

Please remember to wear your nametag! All staff and faculty are being encouraged to wear a nametag. If you do not have one, please contact Dawnie Slabaugh ([slabaugh@siskiyous.edu](mailto:slabaugh@siskiyous.edu)) in the Foundation Office to schedule a time for a picture. Nametags will not only help identify you as a COS employee, but will assist emergency personnel in the event of an emergency.

### **Supervisor Training - Workplace Bullying: A Growing Concern**

The HR Department is hosting a training for all Supervisors on December 7 at 9:00 a.m. in the COS Boardroom. *Workplace Bullying: A Growing Concern* will be a webinar presented by Eileen O’Hare-Anderson from Liebert Cassidy & Whitmore.

The interactive workshop will define bullying, distinguishing it from simple rudeness. It will provide strategies for recognizing when bullying occurs, including when a supervisor is bullying subordinates (versus merely supervising). The session will provide pragmatic advice for holding bullies accountable for their conduct and for assisting “targets” of bullying in reporting and responding to bullying conduct. The ability to identify bullying behavior and respond appropriately is an important step to creating a safe and respectful working environment.

Invites for this training have been sent out. If you did not receive one and wish to attend, please contact Nancy Miller at 5359 or email at [millern@siskiyous.edu](mailto:millern@siskiyous.edu).

### **Paid Parental Leave Memo No. 19-2016 Paid “Parental Leave” for Academic and Classified Employees (Ed. Code §§87780.1 and 88296.1)**

Effective January 1, 2017, academic and classified employees are entitled to up to 12 workweeks of paid “Parental Leave” in a 12-month period. “Parental Leave” means leave taken for “reason of the birth of a child of the employee or the placement of a child of an employee in connection with the adoption or foster care of the child by the employee.”

The rate of pay is the employee’s full pay if he or she has sufficient sick leave to cover the entire period of Parental Leave. If the employee does not have sufficient sick leave, the rate of pay is as set forth according to District policy and/or collective bargaining.

An employee does not have to meet the CFRA qualifying conditions (i.e., 12 months of employment; 1,250 hours of service) to be eligible for paid Paternal Leave and is not required to use his or her sick leave for Parental Leave as a condition of retaining the right to childcare leave (“baby bonding”) under the California Family Rights Act (“CFRA”). An employee who is eligible for CFRA leave may elect to take unpaid CFRA childcare leave and reserve his or her sick leave for later use; however, if an employee elects to receive paid Parental Leave, his or her entitlement to CFRA childcare leave is reduced by the period of Parental Leave.

Employers are required to honor any collective bargaining agreement providing for greater parental leave rights.

The new Parental Leave provisions are in addition to academic and classified employees' existing rights under Education Code sections 87784.5 and 88207.5 to take up to 30 days of paid leave (less personal necessity leave (academic and classified employees) and compelling personal importance leave (academic employees only) within the first year of the birth or adoption of a child.

**TB Test AB 1667**

Effective January 1, 2017, College of the Siskiyous employees will no longer be required to provide TB Test results for employment purposes. AB 1667 removes the resting requirement that employees demonstrate receipt of a negative TB test within the 60 days prior to being hired and undergo testing every four years. Instead, AB 1667 requires that an employee undergo a TB risk assessment within the 60 days prior to hiring and every four years after. A TB risk assessment is a tool that assesses and documents an individual's TB symptoms and risk factors, if any. If the TB risk assessment reveals risk factors, then the employee must undergo TB testing to determine if the employee is free of infectious TB. The risk assessment applies to school volunteers unless they will not have frequent or prolonged contact with students.

Recruitment	
Position	Status
Administrative Assistant II, Tech Services	Bethany Golly
Student Equity Specialist	Regina Weston
Interim Distance Learning Coordinator	Anne-Marie Kuhlemann
Program Grant Manager, Basic Skills	Job Offer Pending
Executive Assistant I, Student Services	Job Offer Pending
Electrician & HVAC Technician	Checking References
ISS, Fine Arts	Interviews Scheduled
Food Services Assistant	Interviews Scheduled
Custodian	Interviews Scheduled
Program Grant Manager, CTE	First Review 11/18/2016
ISS, Performing Arts	First Review Extended 11/28/2016
Office Assistant II, HTC-DSPS	First Review 12/1/2016
Interim Vocational Nursing Instructor	First Review 12/2/2016

**ACADEMIC SENATE**

November is always one of the busiest months for faculty as they prepare for the final push toward finals week, wrap up semester long projects and start some new ones:

- The resources requests were pulled out of the program reviews and faculty are ranking their hiring priorities in anticipation of hiring new full-time faculty.
- Teams have been put together to work through the IEPI options/recommendation from their visits. Two faculty will be working with Bart on data collection and analysis while another team of six faculty will make recommendations relating to SLOs and Program Review.
- The new GE Program will be on the next Instruction Council agenda.
- The Distance Learning Committee to working on model language for online course standards.
- Curriculum completed the handbook, which was a monumental undertaking. Each and every member of the committee should be congratulated for this work. A special thank you to Michael Graves for seeing the project through the process.
- Senate Exec is preparing to bring revised procedures for credit by exam and course challenges to the Academic Senate so the policies can be approved through the participatory governance process.

Student access to food on the weekends continues to concern members of the Academic Senate. Specifically, survey results indicate that more than 90 students would use the cafeteria on Saturdays and Sundays. The Senate hopes that COS will provide students with access to consistent, hot meals on the weekends. Students need that food not only to be academically successful but also to help them create a positive experience that they will share with future students.

*No other reports were submitted this month. .*