

## COLLEGE OF THE SISKIYOU

### THE CAMPUS CONNECTION

*March 7, 2017*

#### PRESIDENT'S OFFICE

I attended the Annual CEO Symposium in Solvang from Saturday, February 25, to Tuesday, February 28. There was a lot of updating of information and networking opportunities.

##### **State Update**

California Community College Chancellor Eloy Oakley attended the Annual CEO Symposium and shared his perspective on what is happening relative to our system. Eloy feels that everyone is looking to the CCC system. We need to drive the change rather than having someone else dictate to us. The economy continues to strengthen and our work has never been more important to everyone. We need to redesign our colleges to better meet the needs of our communities. We need to lead and show the nation what can be done in public higher education, creating value in our communities. We need to show that every dollar that we receive is well spent to yield student success. Eloy believes that there is a good chance that we will receive the full amount (\$44 million more than what the Governor has proposed) that community colleges are entitled to in the Prop 98 split due to State revenues being stronger than projected by the Department of Finance in FY 2017-2018.

##### **Accreditation Update**

The Accrediting Commission for Community and Junior Colleges (ACCJC) was approved by the US Department of Education to continue its operations. Work by the two California Community College Accreditation Task Forces continues with some improvements in ACCJC functions being made as well as the long-term evolution to an accreditation organization that will support California Community Colleges having Bachelor's Degree programs.

##### **Federal Update**

Higher education is not currently a priority with the new President's administration. Only 26 of 500 positions in the new administration have been nominated. The Administration is relying on executive orders to move forward. We currently have a toxic political environment. One hundred percent of Republican support will be necessary for President Trump to pass anything. There appears to be five things in the short-term agenda. 1) Repeal Obamacare, 2) Build the Wall, 3) Tax Reform, 4) Infrastructures Projects, and 5) Regulatory Relief. The current focus is on 1) Nominations and Confirmations and 2) Spending Bills for 2017 and 2018.

Only one of twelve needed spending bills for the current fiscal year have been accomplished. The debt ceiling will be hit March 5 – it needs to be extended. From a cash flow perspective, March and April revenues will carry the Federal Government until August. Executive orders are expected this week on historically black colleges (moving them back to the White House from the Department of Education) and there will be another executive order on immigration.

##### **Here at COS:**

We continue to monitor the State budget. There have been no changes worth mentioning from what the Governor proposed in January. The Governor relies on the Department of Finance, who has more conservative estimates of revenue; and the Legislators rely on the Legislative Analyst's Office, for its revenue projections, who have more optimistic numbers. The discussions in the Legislature are about increasing spending above what the

Governor has proposed by using higher revenue projections for the State budget for FY 2017-2018. There will be ongoing discussions up until May 14 when the Governor will present the May revision to his proposal for the State budget for next year. The Governor's May proposal is the information that will be used to finalize the Tentative COS FY 2017-2018 Budget. The final State budget should be done by June 15. Overall, we are expecting to have less money in the next year's COS budget. We are preparing our next budget based on generating 100 less FTES than we did in FY 2015-2016.

The current year's budget has allowed one-time expenditures for things in which we have a backlog. Those budgeted increases will be removed from next year's budget and should help us in having a smaller expenditure budget for FY 2017-2018. We have a list of resource needs that has been created from the recently accomplished annual program reviews from Student Services, Instructional Services, and Administrative Services. We are blending these items with the Resource Needs List that we have been maintaining for the last five years and these needs will be considered as we create the FY 2017-2018 budget. We will have a new list that will identify what has been accomplished, what will be included in the FY 2017-2018 budget, and what remains to be funded in the future as we identify potential funding and as we create future year's annual budgets. Senior staff is working on these lists and identifying available funding from categorical programs, enterprise accounts, and possibly grant funding that is available to make some of the needed purchases, rather than relying solely on the general fund. This new revised resource needs list will be distributed to all employees as well as being posted on the COS webpage. What we have done this year and the past couple years has strengthened the ability of the College to be fiscally healthy going forward.

A few more COS updates:

- STRS and PERS contributions from the College will be going up two and three percent next year.
- We will be going to the compressed schedule starting with the fall semester. We will have a four-week winter session in January 2018. This will help our enrollment.
- The Curriculum Committee is working hard with over 60 courses to review. There are many new non-credit classes as well as some Agricultural classes going through the process. As soon as classes are approved, we can begin offering them.
- We are expecting approval for the Police Academy any day. We expect to start this program in the fall. This new program should yield about 50 FTES per year.
- Classified Staff Development Day will be here soon. Senior staff is working with classified employee representatives to initiate some new special awards.
- The End-of-Year Party will be the evening of May 25 at the Thomason's home.
- The Women's' Basketball team has had another spectacular year. The State Championship games will be at Las Positas College in the Livermore area next weekend.
- The Annual Foundation Golf Tournament will be conducted on June 17 at the Lake Shastina Golf Course.
- There are numerous COS Performing Arts productions this spring semester. Ron Slabbinck does two per year. Neil is going to high schools to discuss our Theater/Music programs. Chiharu is a classical pianist and performs locally. All three of these individuals go out to area schools and are bringing more people on campus.
- The Facility Master Plan is close to completion.
- Dialog has started regarding summer paving projects and traffic impacts during that time.

We are having an excellent spring semester and everyone at COS is doing a fantastic job!

## **FOUNDATION/PUBLIC RELATIONS**

**Projects, projects, projects...** Development of the College of the Siskiyous/Foundation Annual Report for 2016/2017 was recently completed. The report has been sent to the printer and copies will be distributed as soon as they are ready. For now, you can take a sneak-peek at the online version at <http://www.siskiyous.edu/publicrelations/reportsandforms.htm>. Lots of other projects are also in the works – the Life Long Learning brochure for non-credit/community education classes, summer camp publicity packets (Vocal Jazz & Show Choir Clinic, Soccer Clinic, Camp Broadway), a virtual tour of the Weed Campus (Yreka Campus will also be featured), planning for summer parades, and the Siskiyou Golden Fair booth, just to name a few of the items in progress or planning. We've also been busy on campus taking photos of various events and campus locations for use in upcoming marketing materials.

As a reminder, as we get closer to the start of a new registration period (Reg365 for summer, fall, and spring 2017/2018), please send information for promotion to the Public Relations Office. We want classes and events to be successful and want to help out as much as we possibly can.

Last week, I attended the ribbon cutting event for the new Grocery Outlet supermarket in South Weed. The event was well attended by members of the Weed and Mt. Shasta Chambers of Commerce, City Council members, and more.

Earlier in the month, I also met with the publisher from the Siskiyou Daily News and Southern Siskiyou Newspapers and advertising agents to discuss our annual marketing plan and media needs. Meetings were also held with agents from broadcast television to plan media needs for the next year.

We are almost to the half-way point of the spring semester. Lots more events and activities are happening, spring sports are well underway, and the weather is beginning to feel a bit more like spring. Stay tuned... lots to come!!

### **Siskiyou Promise**

The web page is once again live! Visit [www.siskiyous.edu/promise/](http://www.siskiyous.edu/promise/). The application for high school seniors graduating in June 2017 (new Promise Scholarship candidates) has been updated and may be filled out online. Regina Weston, Student Equity Coordinator, is currently our "top promoter" making connections with our service area schools. The COS Upward Bound staff is also very important in helping with our promotion of the Siskiyou Promise Scholarship and does a great job connecting with students.

A letter was also recently sent to our current Promise students with information they need to know if they are planning on continuing to take classes at COS in the coming year and their eligibility for a continuation Promise Scholarship.

### **Eagle's Nest**

Sales at the Eagle's Nest this past month exceeded sales in February 2016. Towards the end of the month, we saw a dip in sales that we attribute to the opening of the new Grocery Outlet supermarket in South Weed (lots of excited community members attended the three-day opening events held at the new store). However, we are back on track for the month of March. Last weekend, we held a huge store-wide clearance sale on all our winter items and we can now start putting out our spring (and summer) items. Angel Fisher and the volunteers who work at the Shop have really put a lot of effort in providing our community with low-cost, quality items and a relaxed atmosphere in which to shop. The Eagle's Nest is open Monday through Friday, 9 a.m. to 4 p.m. and on Saturday, 10 a.m. to 4 p.m. Please stop by to say hi and see what the Eagle's Nest has to offer.

**Last Call! 2017/2018 Foundation Scholarship Applications Due March 15**

Scholarship applications for 2017/2018 are now available for Siskiyou County high school seniors (graduating June 2017) and current COS students who plan to attend COS during the 2017/2018 year. Scholarships range from \$250 to \$3,000. Applications are due March 15. Students interested in applying for a scholarship may download an application from the College Foundation's website -

[www.siskiyous.edu/foundation/scholarships.htm](http://www.siskiyous.edu/foundation/scholarships.htm).

**March Events:**

Here's what's coming up in March:

**March 1 - 4**

- March 2: 8<sup>th</sup> Grade Inspiration Day, 9 a.m. to 1:30 p.m. (Campus)
- March 2: Baseball vs. Redwoods, 11 a.m. and 1 p.m. (Baseball Field)
- March 3: Baseball vs. Redwoods, 10:30 a.m. (Baseball Field)
- March 3: COS Performing Arts Club Presents "Rhinoceros" – 7 p.m. (COS Theater)
- March 4: Women's Basketball vs. San Joaquin Delta, 7 p.m. (COS Gym)
- March 4: COS Performing Arts Club Presents "Rhinoceros" – 7 p.m. (COS Theater)

**March 5 - 11**

- March 5: COS Performing Arts Club Presents "Rhinoceros" – 3 p.m. (COS Theater)
- March 7: Student Art Show opens in Weed Campus LRC Art Gallery (Gallery Open Monday – Thursday, 9 a.m. to 5 p.m.). The show will remain open through March 23.
- March 7: COS Board of Trustees Monthly Meeting, Closed Session at 5 p.m./Open Public Session at 6 p.m., Board Room
- March 10: Baseball vs. Butte, 2 p.m. (Baseball Field)
- March 11: Baseball vs. Butte, 11 a.m. and 2 p.m. (Baseball Field)

**March 12 - 18**

- March 15: Financial Aid Office "I Can Afford College" information table, 10 a.m. to 2 p.m. (Weed Campus Student Center)
- March 15: Softball vs. Redwoods, 12 p.m. and 2 p.m. (Softball Field)

**March 19 - 25**

- March 19: Baseball host Youth Baseball Clinic, 9 a.m. (Baseball Field)

**March 26 – April 1**

- March 27 – 31 Spring Break
- March 31: Baseball vs. Shasta, 2 p.m. (Baseball Field)

**ADMINISTRATIVE SERVICES**

The budget development process is in full swing with many having already met with their Vice President's to review their requests. All budget managers are starting through the process. It will take most of the month of March to complete the reviewing and compilation, but it seems to be going well so far. For those of us using the Banner Budget Module, we are learning how it all works and will be anxious to roll it out to the whole campus next year.

State revenues are still lagging a bit behind where we would like to see them which will result in this next budget cycle being a very conservative one, I am sure. We look forward to hearing some better news as income tax payments starting coming in at the State level. Corporate taxes are due March 15 so State revenue receipts as of that date will provide a good indication of how the State economy is doing.

I want to say thank you to all my area managers for holding down the fort while I was away. I had very little internet access and no cell service while in Nicaragua and I appreciated that I could rest in knowing all was being well cared for here. I came home very tired and a bit sick, but mending well. A lot was accomplished while we were there and I would love to share information if anyone is interested. I even have photos to show the kind of work we were doing...

### **Business Office**

The employees in the Business Office were either sick or in jury duty for the month of February so nothing got done. ☺

As a follow up to February's report on year-end reporting, I wanted to share the cost savings from two of the changes we made to process forms in-house and electronically

- Processing 1098-T forms in-house saved \$1,902 in third party services
- Processing 106 W-2's electronically saved approximately \$75 in forms and postage plus time not spent stuffing envelopes. Even though these savings were small this year, we look forward to greater savings next year with more participation from our 600 plus employees.

We began the budget development for FY 2017-2018 with several budget training meetings and a test group of managers doing input of their budget information directly into the Banner software. This eliminates duplication of effort as well as reducing the potential of entry error. Initially it has gone very well and we hope to expand our test group to include all areas as budgets are approved by the Vice Presidents.

Although not fully into our finance revitalization; we have been able to make some minor changes within the Banner project that are already improving the ability for us to do our work more efficiently. Additionally, as we complete our conversion to a new third party credit card processor, we will be able to provide students and their parents with better access to their financial information and ways to stay current with their account at College of the Siskiyous.

### **Food Services**

Not much new in the Food Service Department, but we are keeping busy feeding anyone who wants to come visit us. Don't forget that our menu is posted weekly on the website and you too can purchase a meal card. Hope to see all of you in our area soon.

### **Maintenance**

A big welcome to electrician Veronica Rivera who is our newest team member; she started on February 13. Veronica already fixed a long standing power issue in ESTC 107 and will be tackling the electronic locks in the Science Building next.

The remodels in Human Resources, Ponderosa laundry room, and Athletic Training Center are nearly complete. The construction of a separation wall in Information Technology for noise and cooling will be the next project for the maintenance team. Summer project specifications, bidding, and scheduling are under development for pavement repairs, Welding Shop roof replacement, LRC exterior painting, LRC, and Lodge boiler replacements, Weed and Yreka campuses cracked concrete replacement, and Yreka roof repairs. Our new mower/snowbrush arrived just in time for the last snow. The team feels it helped eliminate 50 percent more ice and snow than previous methods.

We will be experiencing ice and snow for a bit longer so please be cautious when walking and driving on campus.

## **INSTRUCTION**

Elaine Eldridge and I have been busy meeting with faculty to develop the schedule for summer, fall, winter intersession, and spring 2018 semesters. This has been a challenge given the new time blocks for the compressed calendar but things are coming along well.

On Friday February 17 and 18, Chris Vancil and I attended a California Academic Senate conference on Accreditation. We were able to speak with an ACCJC representative to get clarification on our Substantive Change Report we need to submit for the FIELD Program. The information we received was helpful in deciding which direction we need to take to submit the change.

Mike Graves, Chris Vancil, Bart Scott, and I had a phone conference with a representative with eLumen to begin to develop our timeline and processes for the transition from CurricuNET to eLumen as our Content Management System for our curriculum inventory, program review, and SLO assessment. There is quite a bit of work to be done over the next few months. We have targeted fall 2017 for these systems to be live. Jennifer Reynolds, a part-time faculty member in our Alcohol and Drug/Human Services Program has been working hard the past few months to revise the curriculum and I am happy to report we have received re-accreditation from the California Consortium of Addiction Programs and Professionals until October 30, 2019. Thank you, Jennifer, for your hard work. The program has shown increased enrollment due to her efforts.

### **Academic Success Center Update**

With the award of a Basic Skills Student Outcomes Transformation Grant in 2016 and the hiring of Lorinda Meyer as grant manager in January, the plan to remodel the Academic Success Centers on both the Weed and Yreka campuses is beginning to be implemented. Following several in-depth discussions with various stakeholders and in collaboration with Eric Rulofson, Director of Facilities & Maintenance, Lorinda has drawn up floor plans for the remodel, which include new features in the Learning Resource Center lobby area.

Purchases of carpeting, computers, hardware and software as well as new furniture will occur during the month of March. Also, the construction/remodel schedule will be fine-tuned so that the plan can be implemented on an incremental basis, with a majority of the work completed during the summer.

Concurrently, a series of student success related workshops are being developed with the intention to serve all COS students. Discussions are underway regarding other measures and campus initiatives that will be discussed in future updates.

The anticipated outcome will be that the Learning Resource Center, including the Library, Lobby area and Academic Success Center (ASC) on the Weed Campus will be transformed into a place for students to meet, study alone or in groups, attend personal development and student success workshops, and receive support as needed (including tutoring, coaching, and other forms of guidance). The Yreka Campus expects to see renovations as well which will make the ASC there more student-friendly as well.

### **Career Technical Education**

The spring semester has begun with a success in rejuvenating the Agriculture Program. Mark Klever has started teaching Applied Agriculture and Food Skills Lab (AG 9061). With a late promotion and minimal advertising, this course has filled a real need and want in the community. From high school students to adults in varying stages of life, this course brings together multi-generations to enjoy the common love and interest for agriculture and shares with students the knowledge, information, and relevant skills for specific take-home application. From the backyard gardener to practicing farmer or rancher, the thirst for gained information through education is apparent. Topics have included Ag Policy, Ag Organizations, Soil, Composting, Seed Cultivation, and Organic. Future semester topics will include Irrigation, Fruit Production, Animal Production and Market Development. Through the experience of this course, students get a broad understanding of the many different segments of agriculture in Siskiyou County.

In the laboratory portion of this course, tours have been set up to visit commercial kitchens and farming and ranching operations in the Shasta, Scott, and Butte Valleys. From bees to broccoli, honey to hops, pasture to plate, farm to fork, students get firsthand familiarity with owner/operator's interaction to learn the specifics of many diverse operations we have in our communities. From large scale vertically integrated organic to backyard homesteads, intimate personal experiences prove to be a wonderful medium to create an environment of shared knowledge. This unique element has been the proven key to pass on the information from the lecture component to the physical presentation of how these concepts are being applied.

For the future, to narrow the scope and focus to a different community target found from an implemented needs assessment, Chancellor's Office approved curriculum was entered into CurricuNET last September. This pre-approved curriculum was shared from North Far North consortium members of Yuba/Woodland Community College and was entered for approval from the Curriculum Committee. Courses included: Intro to Ag Business, Intro to Animal Science, Computers in Ag, Ag Accounting, Ag Economics, Ag Leadership, and Careers in Ag Education. With anticipation that this local approval process is completed soon, new courses may be offered fall of 2017 for AA transfer degree option. With this added component to the existing Agricultural Program, students will have a fantastic opportunity to continue their post-secondary education in the community allowing students to gain knowledge and skills that may qualify them to go back into the local workforce or go on to complete a Bachelor's Degree at a CSU or UC campus.

COS has been given another opportunity through a USDA grant to help beginning as well as socially disadvantaged farmers and ranchers in financial accounting, record keeping and financial goal planning. A series of workshops will be delivered this summer to help assist the Farm Service Agency in the financial education of current and potential USDA loan recipients to gain financial accounting skills. These future workshops have been well received and proven to fill another real need in this agricultural region of northern California and southern Oregon.

## **STUDENT SERVICES**

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

New Chancellor's Office initiatives, budget proposals, potential students outreach and recruitment, graduation...there is no down time! Which is what we enjoy—the excitement of new discoveries, new students, and a new month! As you will see, we continue to look forward to new things coming down the pike, review what happened in the past to improve our efforts, and enjoy the present day of this beautiful community and outstanding colleagues.

### **Welcome Days Planning**

August 29, 2017, will begin "Welcome Days" at College of the Siskiyous. Some of the activities we discussed include hosting a Welcome Breakfast for students at a discounted price; "Get Involved Days" to recruit students into clubs, campus and community services tables; and evening activities, such as open mic and a free movie. We'll keep you posted as activities and events are solidified. Please feel free to facilitate/host an event or activity for that week.

### **F-1 Visa Webinar**

Dr. Doug Haugen, Meghan Witherell, and Janice González and I participated in an F-1 Visa Webinar and found it very informative. An F-1 Visa is issued to international students who are attending an academic program or English Language Program at a US college or university. The F-1 students must maintain the minimum full-time student status or risk losing the visa. Some of the topics covered included:

- The I-539 Form, Application to Extend/Change Nonimmigrant Status
- Who is Eligible and Ineligible to Change?
- Changing from a Certain Status to F-1
- Changing Out of F-1 Status to H-1B or Permanent Residency
- Student and Exchange Visitor Information System (SEVIS) Processes (SEVIS is a web-based system for maintaining information on international nonimmigrant students and exchange visitors in the United States.)

Admittedly, Jan Keen was our resident expert, so this was a welcome opportunity to expand our knowledge in preparation for all of the international students that are being recruited.

### **Basic Skills Initiative (BSI), Student Success and Support Program (SSSP) and Student Equity (SE) Integrated Plans**

Val Roberts, Regina Weston, and I participated in a webinar hosted by the Chancellor's Office regarding the upcoming initiative to integrate the BSI, SSSP, and Student Equity Plans, which is due December 1, 2017. They stated that we still must comply with all Ed Codes and Title V regulations (BSI Ed Code 88815, SE Ed Codes 78220 and 78221, and SSSP 78210-78219 Ed Codes, not Title V for BSI, SE Title V 5554220 and 51026 and SSSP Title V 51024-55534); however, the big change is that it will allow more local flexibility. Decisions must be "reasonable" and "justifiable," and they have created a decision tree to assist districts. More information, webinars and workshops will be provided in the coming months.

### **Graduation Planning**

Graduation is quickly approaching and we have already begun receiving petitions to graduate. We want to make a few changes to create a very special event for our students. Some of these changes include erecting a curtain backdrop, more flowers and foliage, different stage and seating arrangements, and ushers! If you cannot attend the ceremony in May, look for the pictures in June to see all of the changes. We are all very excited.

### **Guided Pathways Webinar**

Val and I attend another webinar in February, the Guided Pathways webinar. Guided Pathways is intended to be an integrated, institution-wide approach to student success based on structured experiences that are informed by data and evidence, which guides students from college entry to career.

The primary elements we gleaned from the webinar are as follows:

- It emphasized the need to have Academic Senate and Board support/approval. They want a "letter from the academic senate," not just a couple of faculty members.
- They especially emphasized the need for faculty leadership, "at the lead and at the core."
- Partners are not required but should indicate that they are working with schools and employers.
- Colleges who participate in the Demo Project (participation in the institute requires \$15,000 a year/\$45,000) are more likely to get the grant.
- The grant information will be made available in June.
- Grant funders have identified their interest in Imperial Valley, Central Valley, and LA basin, but other areas are not excluded

### **Diversity Committee**

At this month's Diversity Committee, we spent most of the meeting talking about last semester's Diversity survey. A survey was texted to faculty, staff, and students to get a better understanding of their experiences at College of the Siskiyous. We received replies from 63 students and 55 staff members to our Survey Monkey questionnaire. More detailed responses will be posted on the Diversity Committee webpage when they become available. Topics for our upcoming meeting will include Diversity activities and participation in staff development/webinars.

Committee membership includes the following:

Wenli Chang, Faculty	Patricia Kushwara, CSEA
Shannon Eller, CSEA	Theresa Richmond, AVP - Human Resources
Janice González, ASM	Bart Scott, Director of Research and Evaluation
Shakira Graham, ASB Senator	Calvin Wagner, ASB Senator
Green, Melissa Green, VP Student Services	Regina Weston, CSEA
Dr. Doug Haugen, Director Student Life	Stephanie Wroten, ASM
Michelle Knudsen, Faculty	

### Communication Plan

There will be more “communication” with our potential and applicant students for those who are applying for summer and fall. We will be creating “Next Steps” and “Things to Do” flyers, we plan phone calls and post cards from Student Ambassadors, and an information piece to families. Our intent is to build relationships with these students and help them understand the value of College of the Siskiyous. Our goal is to increase our yield (applicant to enrollment) to 60 percent.

### Siskiyou Community Services Council

At the end of the month, I attended a dinner at Lily’s in Mount Shasta, hosted by the Siskiyou Community Services Council and The Ford Family Foundation, for a discussion about how poverty affects all of us in Southern Siskiyou County. Poverty has a great impact on the frequency of child abuse, domestic violence, health, and academic achievement. Next month, I will share more information on what we can do.

### Student Services Council

Student Services Council (SSC) did not meet during February due to the dates the meetings fell in both January and February. Our most recent meeting was held March 1. The agenda items included a brief introduction of a Strategic Enrollment Management Plan, an update of the F to W Efforts, and a “Reg365”debrief.

The Student Services Council provides guidance to student services areas including categorical programs, such as Student Equity, student issues as well as vet Student Services area Administrative Procedures and Board Policies before going to College Council. This Council is currently recruiting additional CSEA representation.

### Student Services Council Members

Melissa Green, CSSO	Bart Scott, Director of Research and Evaluation
Meghan Witherell, Director of Admissions	Val Roberts, Associate Dean of Student Success
Jan Harris, Director of Financial Aid	Denis Hagarty, Faculty Representative
Dr. Doug Haugen, Director of Student Life	Charlie Roche, Faculty Representative
Dr. Sunny Greene, Director of DSPS/Counselor	

I am wishing you an outstanding March and exceptional spring. Thank you for all you do for our students and community!

MARCH · 2015

With a sharing heart,  
comes good fortune.

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## **Admissions and Records**

Admissions and Records has been very busy processing for the month of February. Students are still adding and dropping classes, instructors are conducting census, and ISA registrations are still coming in. We have received over 800 incoming transcripts since January 1 for graduations, the nursing program, regular evaluations, and financial aid.

### **Banner Projects**

We are working on upgrading the banner security procedures as well as a process for requesting Banner rights. Also, we are looking at enhancements for the next Reg365 period that will start on April 23. We will need to make adjustments to the system to assist with the compressed calendar implementation. We are working with the Information Technology Department on getting COS up to speed with electronic transcripts.

The Student Ambassador Program is going well; the Ambassadors have been training and began their office hours the week of February 20. Some participated in the March 2 Eighth Grade Day and will be giving group and individual tours in the month of March.

Graduation is moving along. Moving the ceremony up an hour has been positively received. Other changes to the ceremony are pending based on time, space, and availability. So far, we have received 56 petitions to graduate for the FY 2016-2017.

Teamwork is vital in the revamping of our International Student program. With potentially 18-20 International student attending, Dr. Doug Haugen, Melissa Green, Janice González, and Meghan Witherell have been working together to streamline the admissions and follow-up processes.

## **Counseling and Student Success**

### **Counseling and Advising**

An "at a glance" protocol is being developed for employees in our area who are faced with a student in emotional crisis. Further training will be provided by our personal counselor, Lauri Hunner.

Beckie Hobbs assisted Christy Dawson from College OPTIONS with the planning and implementation of Eighth Grade Day. This day is always full of energy! Students from Siskiyou County schools came to campus to participate in fun and educational events such as the Egg Drop competition and the Essay Competition.

The staff in our area is working to identify and address issues/glitches that impact students at peak registration time. One example is the various prerequisite issues arising from the nearly exclusive use of multiple measures in assessment and placement of students in their math and English courses.

### **CalWORKs**

Orientations with new and returning CalWORKs students continue from the beginning of the semester. The working relationship with the County CalWORKs staff and the College CalWORKs staff is strong, and the benefits to our students are increased as a result. Many of our CalWORKs students need work-study placement as part of their required activities. These students are paid 75 percent out of our CalWORKs budget, which leaves only 25 percent for their on campus employer or Federal Work Study to cover. This is an inexpensive way to get student help and provide an opportunity for the professional growth of our students.

Our CalWORKs staff will attend the annual CalWORKs Training Institute in Southern California at the end of the month.

### **DSPS**

Dr. Sunny Greene has attended conferences/workshops in the past month and will be providing a faculty flex activity with the information she has gathered and learned at those trainings. She is also planning to develop student workshops on disabilities and strategies for success.

### **EOPS/CARE**

Census progress check-ins were held February 13 through February 24. This is an opportunity for EOPS/CARE staff to recognize those students who are doing well in their classes, and to assist those who are not in identifying resources to become more academically successful.

The EOPS/CARE staff will be attending the annual EOPS/CARE Association and Technical Assistance Training in Sacramento later this month.

### **Foster Youth Success Program**

The first Monthly Meet-Up was held, and several students attended. They appreciated the opportunity to network with each other and to dialogue and share concerns. The students in attendance said it was a very positive experience and they planned to spread the word to other Foster Youth students.

### **Student Success and Support Programs – SSSP (assessment, orientation, education planning, and at-risk student follow up)**

The High School SOAR Team (Advisors, Upward Bound staff, and Regina Weston) met to plan correspondence, scheduling, and delivery of SOARs to the local high schools and Modoc High in May. The May dates were selected to allow for full coverage of the Counseling Office during our peak registration period, and in consideration of the first day of registration, current high school students can enroll for the upcoming fall, summer, and spring semesters. A flyer was created and an email was sent regarding choosing a date for our team to visit. Within a day of that email being sent, two high schools had already scheduled their SOAR. To date, we have nine SOAR sessions scheduled at Yreka High, Jefferson, Mt Shasta High, Etna High, Yreka High (2<sup>nd</sup> session), Golden Eagle South, Golden Eagle North, Weed High, and Happy Camp High. We have also been contacted by Big Valley High School in Bieber for a visit/SOAR. These SOAR sessions will all be conducted during the weeks of May 8 and May 15. Also, SSSP purchased a program, COMEVO, to enhance and improve our on-line orientation. This is a high energy team of SOAR folks!

The counselors and advisors have been working with the English faculty to develop a multiple measures assessment for English course placement. It has been a work in progress with small modifications and/or additions of measures added over the course of the past couple months. These changes have been made to refine the accurate placement of students in their courses.

The Chancellor's Office released official notification of the Student Success and Support Program (SSSP)/Student Equity (SE)/Basic Skills Initiative (BSI) Integrated Plan for FY 2017-2018. In a memo from Pam Walker, Vice Chancellor – Educational Services, it is stated that these programs were selected as a starting point for integrative efforts because all three have the same ultimate goal of increasing student success while closing achievement gaps and because there is a strong potential for overlap between and among the programs. It is also an effort to further collaboration between Instruction and Student Services on campuses to best serve and support students in the goal achievement. Also of note is that this integrated plan will cover two years, as will the budgets of each initiative. The three programs will retain separate requirements per Education Code and Title 5 regulations. Fortunately, one of the benefits of a small campus and wearing many hats and serving on many committees is that we have already been integrating and working collaboratively. Plans for further integration will develop in the next several months in preparation for the new plan that will be due December 1, 2017.

### **Transfer and Articulation**

We were contacted by the rep from NorCAL PRIE (Northeastern California Preparation and Retention for Indian Educators) through CSU Chico. We have posted flyers with information around campus and provided her with information on and contacts for the local Tribes and American Indian organizations in Siskiyou County and neighboring areas.

Our Transfer Center Plan, a requirement per Title 5, is being updated and will be posted by the end of the month.

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

Census progress check-ins were held February 13 through February 24. This is an opportunity for SSS staff to recognize those students who are doing well in their classes, and to assist those who are not in identifying resources to become more academic successful.

Upward Bound has begun recruiting from the eighth grade. Throughout the month of March, Upward Bound staff will be providing classroom presentations within the county. Preliminary application forms must be postmarked by Friday, March 31. The actual Upward Bound application must be completed and postmarked by Friday, May 5.

The TRiO staff is coordinating presentations from various service areas around campus (Navigator Support, the Counseling area's programs and services, Student Equity, and more) during the month of March. The presentations scheduled can be viewed in the Physical Science Room 1 calendar, under "classrooms" in the public calendar folder.

### **Financial Aid**

On Wednesday, March 15, we are providing a Financial Aid outreach event—Spring into Action!! The event will be held in the John Mantle Student Center beginning 10 a.m. until 2 p.m. Students will have the opportunity to ask Karen Chandler and Regina Weston financial aid questions and receive assistance in completing a 2016-2017 or 2017-2018 FAFSA if they haven't filed yet. Students can spin the Financial Aid Wheel of Fortune and win a prize!! Stop by the Financial Aid table and try your hand at the wheel!

Students can still apply for the 2016-2017 aid year; we are assisting those students with finishing up their files in order to receive their financial aid. Our second major disbursement date for spring 2017 is March 10. We had our first loan disbursement on February 24.

I don't want to jinx us, but we have been able to settle down some and begin focusing on 2017-2018 aid year. We have had a lot of changes from the Department of Education that we will need to set up for, mainly the prior-prior FAFSA that has both the 2016-2017 and 2017-2018 FAFSA using the same 2015 income for students and their families. This is creating conflicting information which will need to be cleared up before a student can receive their funds. The Department of Education is also requiring all students and/or parents who check that they did not file a 2015 federal tax return to provide proof to the Financial Aid Office of non-tax filing from the IRS. According to the financial aid listservs, it's not only creating a burden on students and families but also the Financial Aid Office as we all try to assist these students to collect the correct documents. It's going to be an interesting year!!

I will be attending a financial aid conference (CCCSFAAA) in Monterey during the last week of March. The first couple of days will be the Financial Aid Directors Meeting, which is always a great opportunity to connect with other community college financial aid directors.

### **Student Equity Update**

The Student Resource Center, located in the Welcome Center is coming together nicely. Our two student computers have been installed and already they are being put to use regularly. We have seen students coming in for a variety of needs from FAFSA assistance, to help accessing their classes, to basic questions about campus resources, etc. Our confidential office space is also being used weekly by a representative from Siskiyou Domestic Violence to offer free counseling to students. In the future, we hope to have more community partners utilize the space as well. Also, the room is available by appointment for breastfeeding mothers who need to pump while on campus. To schedule a time, students and staff need to contact Janice González at 938-5597.

Outreach activities are continuing throughout the county. As we schedule our high school SOAR sessions for early May, I am reaching out to schools to schedule an outreach visit. The plan is to meet with students to make sure they have completed their FAFSA, CCC Apply, and Siskiyou Promise Applications. Also, we have received their transcripts and test scores before their scheduled SOAR and to answer any questions that they may have. We are hoping this will allow the SOAR sessions to go off without a hitch, as all paperwork will have been completed.

Our partnership between Student Equity, Adult Education Pathways, and the local Community Resource Centers is moving along. After meeting with representatives from the Community Resource Centers it was decided that we would plan our outreach activities in conjunction with already scheduled parenting education classes. Each parenting education class has a family meal portion at the beginning of the class and our hope is to attend the meal portion and provide parents with a brief presentation about the Adult Education Program and services that are available to them. We feel that by doing this, we will reach a captive audience who could potentially benefit from both credit and non-credit adult education courses.

Our Siskiyou Promise Application for the 2017-2018 school year was available to all Siskiyou and Modoc County high school seniors as of March 1. Emails were sent out to all high school counselors to let them know that the application was now available and to offer any assistance that is needed. Our hope is to continue to grow our Siskiyou Promise Program and have even more eligible seniors apply for next year! As for our current Siskiyou Promise Students, a spring check-in letter is being sent out that will outline the steps to complete in order to be eligible for the Second-Year Promise.

In closing, do you want to learn more about the Student Equity Program? I will be giving a short presentation in Physical Science Building Room 1 on March 14 from 2 p.m. to 3 p.m. about the Student Equity Program and all that it entails.

### **Student Life/Lodges**

Lodges staff (Doug and JonJon) assisted with recruiting efforts in February by attending two recruitment fairs.

The National Outdoor Leadership School wrapped up its winter training session on February 17. This is the first of four courses that will take place on our campus in 2017.

### **Student Life/ASB**

We've had an increase in international student applications for the 2017 fall term. This is due to interest and recruitment for our Soccer Program. The Student Life and Admissions office staff have been working to get these students' applications complete and the students ready to join the College of the Siskiyous' family.

The campus Behavior Intervention Team met in early February. The Team utilized a new assessment tool as they reviewed referrals made by faculty and staff. The new tool helps outline optional interventions the team can use when helping a student who acts out in class or who may have some other crisis in their life.

The Associated Student Board planned an ice skating event at the Mt. Shasta ice rink before the season ended. Over 40 students attended this chilly night time skate event.



## **HUMAN RESOURCES**

The Human Resource Department has been busy as usual since the start of the spring semester. We are making great strides on Hire Touch, the application tracking and on-line application system. Testing has begun! Hire Touch should be operational within 45 to 60 days.

The Superintendent/President Search is moving forward at a fast clip. The first review of applications will be March 10. The search committee has been hard at work developing the initial questions and getting the rating sheet ready. We are on schedule; however, dates may need to be pushed back a bit due to the influx of applications – a good thing!

Stay warm! Spring is March 21. Isn't spring supposed to have blooming flowers, short sleeves, and flip flops?? I don't think we are going to make the flower part anyway!

*No other reports were submitted this month.*