Academic Senate
College of the Siskiyous
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www.siskiyous.edu/academicsenate/

Academic Senate Meeting Minutes

November 10, 2016 (Convened at 8:10am) in DLC 03

Attendees: Shawn Abbott, Jude Baldwin, Kevin Broussard, Dave Clarke, Andrea Craddock, Maria Fernandez, Tim Frisbie, Michael Graves, Denis Hagarty, Jenny Heath, Bill Hirt, Sean Kenny, Edward Kephart, Michelle Knudsen, Michele Korkowski, Charlie Roche, Michael Tischler, Jayne Turk, and Chris Vancil

A. **READING AND APPROVAL OF MINUTES**
   a. Mike Graves motioned to approve minutes; Denis Hagarty seconded. Motion passed.

B. **ACTION ITEMS**
   a. The Senate Executive Committee requests that the Academic Senate recommend a 67% Success Rate for the Institutional Set Standard for Credit Courses.
      i. Bart Scott came to Academic Senate to discuss his analyses of the success rate trends at COS. He said that the success rate for the last five years ranged from 68% to 78%,
      ii. Charlie Roche asked what would happen if an instructor or program doesn't reach 67% success rate. Chris Vancil said that you would need to address this in your Program Review and indicate what steps you are taking to elevate your success rate.
      iii. Denis Hagarty asked what success rate is applied at other colleges. Bart stated that the average success rate for colleges in California is 69%.
      iv. There was a concern that the success rate numbers were inflated due to ISA courses being included in analyses. However, Bart stated that when he ran the analyses without ISA courses, the lowest success rate was 68%.
      v. Bart reminded the Academic Senate that you can reset the success rate each year.
      vi. Maria Fernandez asked that there be guiding principles/philosophies attached with the success rate
         1. Mike Graves motioned that the success rate discussion be tabled until guiding principles/philosophies are formulated by the Senate Executive Board to go with the success rate
            a. Bill Hirt seconded motion / Motion passed

b. Committee Appointments
      i. Diversity – Michelle Knudsen
      ii. Flex – Ron Slabbinck and Jenny Heath
      iii. Planning – Michelle Knudsen
      iv. Program Review – Alison Varty
         1. Jayne Turk motioned to pass these committee appointments
            a. Bill Hirt seconded / Motion passed
   c. The Distance Education (DE) Committee requests that the Academic Senate recommend the adoption of the AP 4105 revisions
      i. Maria Fernandez said that this procedure manual is designed to map out the philosophies/principles that guide the DE committee.
         1. From this framework, the DE committee will devise specific policies pertaining to accessibility, training, etc.
            a. Chris Vancil called for a vote / motion passed
            b. Chris indicated that it will go to College Council next
   d. The Senate Executive Committee requests that the Academic Senate recommend the adoption of the BP 4025 revisions.
      i. Chris Vancil motioned to approve / motion passed
   e. The Senate Executive Committee requests that the Academic Senate recommend the adoption of the AP 4025 revisions
      i. Chris Vancil motioned to approve / motion passed

C. Officer Reports
   a. President
      i. University Calendar
         1. Although the revised 16-week calendar has been submitted to the Chancellor's Office, we still haven't heard back if it has been approved or not.
         2. There are currently two back-up 18-week calendars being considered since we don't know when our 16-week calendar will be approved. The Union will be involved in determining the structure of the 18-week calendar so there will be faculty input on the final product.
      ii. Dorm Food / Weekends
         1. Jayne Turk gave an impassioned speech to the Board about the lack of food for dorm students on the weekends.
         2. Survey results showed that about 90 dorm students would use food services on the weekend (The survey included feedback from approximately 110 dorm students).
         3. Students must spend the money from their meal plan before the end of the semester or the institution keeps the rest of the funds.
            a. Michelle Korkowski is working with Ty Speck to donate extra meal plan funds to assist disadvantaged students, school clubs, or other organizations on campus.

4. Ed Kephart said it will be hard to recruit student athletes with the food issues in the dorms.
5. Chris Vancil said he will write a letter discussing the need for better food services in the dorms on the weekend.
   a. Chris will meet with coaches to get their input when composing the letter.
   b. Chris will also make sure this issue is on the agenda for the next Board meeting.

D. **REPORTS FROM COMMITTEES**
   a. Curriculum Committee – Draft of the Curriculum Committee handbook is available for faculty input. It will be on the Academic Senate agenda to approve next month.
   b. Program Review – Steve Reynolds sent an email to Senate Exec to detail the activities of the Program Review (PR) Committee.
      i. Steve reported that the PR Committee has completed its role in reviewing all the PRs.
      ii. The prioritization of resource request process now begins. The deans will create their priority lists and bring them to the Instruction Council (IC) for further discussion and prioritizing. The next IC meeting is scheduled for Dec. 9th.
      iii. A link to PR Committee has been added to the Senate web page. Consequently, PR Committee information and minutes are now accessible from the Senate site.
      iv. Steve will meet with Nancy Funk to clarify the budget development timelines and how PR fits into the budget development process
      v. The PR Committee has also met with Bart to discuss the faculty's data needs.
      vi. Once all PRs have been reviewed, Steve will upload the final WR reports to the Program Review website.
      vii. The PR Committee met with the IEPI group to discuss with them their PR processes and data needs. The IEPI tam will return in a month with recommendations.
      viii. The PR Committee met with a sales rep from E-Lumen, a possible replacement program for CurricUNET. Some features highlighted in the E-Lumen program include an interface with Canvas, which may make data input much easier.
      ix. Chris Vancil added to this report that he spoke with Steve about codifying PR Committee procedures, which would be approved by Academic Senate next semester.
      x. Mike Tischler asked that the Academic Senate have input on the prioritization of hiring as it pertains to faculty positions. These full-time faculty hiring requests stem from the submitted program reviews.
         1. Chris will send out an email asking for faculty input on hiring requests and then the Senate Exec will compile the results and bring them to the Senate for approval.

E. New Business – Maria Fernandez requested that the faculty receive no more emails regarding the cafeteria menu.
   a. Chris said he would contact Lori Luddon to ask that they put the cafeteria menu information on a website for those interested faculty members to visit.

Adjournment at 9:05am