Academic Senate
College of the Siskiyous
800 College Avenue, Weed, CA 96094
https://www.siskiyous.edu/academicsenate/

Academic Senate Minutes
Friday, March 8, 2024
12:30 pm in DLC Rm #3

Attendance:

Voting: Andrea Craddock, Jayne Turk, Sherice Bellamy, Ann Womack, Trisha Falcone, Jennifer Reynolds, Tyler Knudsen, Emaly Brann, Michelle Knudsen, Leigh Moore, Carly Zeller, Patrice Thatcher-Stephens, Jude Baldwin, Kirk Thomsen, Chris Delcour, Kyle Heath, Ed Kephart, Jenny Heath, Shannamar Dewey, Liz Carlyle, Maria Fernandez, Sarah Kirby, Thad Wallace, Liz Jungermann, Alison Varty, Linda Chrisman

Nonvoting: Christina Van Alfen, Josh Collins, Mark Klever, Steph Wroten, Regina Weston, Dawnie Slabaugh, Patrick Walton, Mark Fields

Convened at: 12:31

1. PUBLIC COMMENT

Kathy Lynch and Maggie Bartow, representing DKG International, presented Dr. Andrea Craddock with the award for Educator of the Year. This was the first year that COS instructors were included for consideration.

Maintenance will erase whiteboards. Writing can be left on them if no one is using them afterwards. This makes them easier to clean.

Regina Weston and Stephanie Wroten are taking the lead with coordinating 8th Grade Day. 350 8th graders will be attending on Thursday, April 18. Dr. Fields will be sending an email requesting faculty presenters. The goal is to organize 18 engaging, 20-minute-long presentations for 8th graders. Groups will include 15-20 students. This is a good opportunity for recruitment and community outreach. Student and staff leaders will help direct groups to the presentations and tours. There was a suggestion to hold 8th-grade day on Fridays when more faculty are available.

2. ANNOUNCEMENTS

Featured Faculty idea in COS social media – Kaci Masson

This will be a social media campaign to spotlight faculty. Posts will include a photo and responses to questions that will be posted on COS social media over the summer. This is also a good opportunity to promote classes.

Please remind student that the COS Foundation scholarship application is available until the end of the month.

3. **APPROVAL OF MINUTES**

Jayne Turk moved to approve the minutes from the February 16, 2024, meeting. Kirk Thomsen seconded. The minutes were approved with two abstentions.

4. **ACTION ITEMS**

a) Assign faculty to committees and taskforces

i) EMP Committee – Maria Fernandez and Andrea Craddock

There were no volunteers.

ii) Graduation – 2 to 3 Name Readers & 2 Line Leaders

Kyle Heath and Shannamar Dewey volunteered to be a line leaders. Alison Varty and Sarah Kirby volunteered to read names and degrees.

iii) Program Review Taskforce

Kyle Heath and Shannamar Dewey volunteered to be line leaders. Alison Varty and Sarah Kirby volunteered to read names and degrees.

b) Advanced Placement (AP) Proposal – Michelle Knudsen & Josh Collins

Revision of our AP policy is required as part of CPL. The college needs articulation between AP scores and COS courses. Previously, AP exam scores were only mapped to GE areas, not specific courses. The counseling office looked at mappings at other schools. If there were discrepancies among the other colleges there were complexities, Michelle and Josh reached out to faculty to determine if there is an equivalency.

Kirk Thomsen moved to approve the articulation plan as well as annual updates by counselors using the same process. Jayne Turk seconded. The motion was unanimously approved.

c) Academic and Career Pathways (Guided Pathways)

These groupings reflect the work of GP Pillar I and Curriculum Committee. The goal is to have groupings that have similar foundational courses.

Some degrees on the list are not accurate or are not being offered. There will need to be further conservations with the VPAA about removing these from the catalog.

There was a suggestion to remove "Transportation" from Industrial Technology and Transportation pathway since we don't offer any transportation programs.

Should this reflect our institutional organization (i.e. should programs be grouped by "departments")? Not necessarily, since this is a student-facing document. Our institutional organization is for our convenience and may not be helpful or relevant to students.

Regarding the Health Science Pathway, should it be renamed to be more descriptive and be more inclusive of athletic training, PE, etc.? It was suggested that the pathway name be changed to Health Professions Pathway.

Can a degree fall under two areas? For example, ADJ AS-T has a lot of behavioral sciences courses, so it could fall under that area or Public Safety or Paramedic listed under both public safety and health sciences. Many students who pursue that degree don't want to be law enforcement officers. Listing programs in more than one pathway could lead to students being in the wrong pathway. It doesn't matter how they are grouped since the links will go to individual webpages specific to each program.

Is there core curriculum that is common for each program within a pathway? Not at Bakersfield, which these groupings were based on. This would make it so that programs can only be listed in one category. Program maps like Bakersfield's can be misleading. They help students complete the degree but don't necessarily guide them to courses that are more in line with their goals. One program can have different core curricula under different pathways. For Academies and Paramedic, there is a predefined, specific core curriculum that won't be shared with other programs. More conversation is needed about programs and core curriculum within a program.

Jayne Turk moved to approve the categories with the suggested revisions and the principle that programs can be in more than one category, if appropriate and Curriculum Committee approves. Kirk Thomsen seconded. The motion passed with 4 abstentions.

d) Use of AI for Academic Purposes

The statement was last brought to the Academic Senate in December. Feedback from the Senate including syllabus statements and reference to the AI in the workforce was incorporated.

There was a suggestion to require faculty to cite AI when they use AI for generating course content.

This statement would be included in the faculty handbook and can be adjusted, when appropriate.

For those who prefer that AI not be used in their courses, the first syllabus statement in the document can be to communicate the expectation to students.

Students will be increasingly using AI in various areas of their lives, so it is not reasonable to demand students forgo its use in their classes. It would be better to guide how it is used rather than banning its use. We have opportunities to model appropriate use in our courses.

AI is a priority in California's Vision 2030.

There was a suggestion to provide a Flex activity about the use of AI in our classes.

The statement lists Marmot as an AI platform. It should be Marmof.

Jayne Turk moved to approve the statement. Kirk Thomsen seconded. The motion passed with one nay.

5. DISCUSSION ITEMS

Updates on Bookstore Textbook Submissions (Textbook submissions due on March 15th)

Christina Van Alfen has met with Senate Exec twice and Andrea three times about textbook request submissions. She is interested in hearing about how we can improve the process. Any issues about personnel can be brought to Christina personally.

On the new spreadsheet, faculty can choose between paper and digital copies of textbooks. How do faculty choose number of students or a percent of students? Put 100% if all student need books. Sara will check enrollments and will adjust the number of books she orders accordingly.

Textbooks and costs must be published when the schedule goes live, so there needs to be lead-time to do research before posting costs. Higher Education Opportunities Act requires textbook and supply costs be listed when registration begins so that students know the full cost of their courses when they enroll.

What if faculty are choosing to not use the bookstore? Christina requested faculty give the bookstore a second chance.

Will book selections roll over into next semester? Yes. This is a stopgap solution before we start using a new web-based service which includes POS and links to Banner.

For some ZTC courses, content is pulled from many different sources, and it is not practical to list all of them in the schedule. In that case, there is no textbook that needs to be provided to the bookstore. If faculty want hardcopies, then they will need to work with the bookstore.

OER books are either publisher-generated and community-created. We can order directly from OER publishers and need to identify printers for community-created OER books.

The bookstore will work with new faculty individually over the summer to make sure their book requests are fulfilled.

The Fall 2024 schedule will be finalized by the middle of next week. Textbook adoption requests are due March 15 to allow time to research textbook availability before the schedule is published on April 1.

For courses where the state requires textbook, could the textbook cost wrapped into course fees that are paid when students pay tuition? This would be helpful for ensuring that students have the books they need on the first day.

Additional changes to the bookstore are expected in the coming years with continued adoption of OER.

Would it be possible to change book requests between now and start of the semester? Yes, but only if there is a reasonable timeframe. Bookstore can't return books and get full refunds from publisher.

Is there a way to communicate that the most current edition is the one the instructor wants? Yes, please add a note on the spreadsheet to request the bookstore look for the most recent edition.

Is there a way we can specify vendors or brands for classroom supplies? Check with Sara. This can probably be accommodated. Faculty should be able to make specific requests to ensure their equipment meets course and student needs, including safety. The bookstore has been able to accommodate this in the past.

In LAS, The Dean is preparing a stipend request for new faculty to have paid time to select textbooks once they are hired but are not yet on contract.

If the bookstore has trouble finding the book, making copies, etc., they will reach out to faculty as soon as possible. The bookstore will also send more reminders. Deans will follow up with faculty if their textbook requests have not been entered by March 15.

6. **COMMITTEE REPORTS**

   a) Curriculum Committee – If CORs or PORs need updating, there is still time for it to appear in next year's catalog. Contact Neil.

   b) Distance Learning

   c) Flex – The committee will meet next week and will look at DL proposals as well as individual proposals and analyses.

   d) IPB

   e) SJEDI – Continue Working on Land Acknowledgment Statement & Webpage: Leigh, Char, Steph, and Ron have been meeting with and seeking input from local tribal communities as well as leaders from other institutions who have successfully created statements with the blessing of their tribal communities to ensure that our process and product appropriately honor those who we are acknowledging. Continue to seek ways to

engage students in our governance process: If you haven't looked at or shared the Student Engagement Canvas Shell in your classes, please consider doing so. Students can receive compensation for serving on a committee. If you'd like more information on how that works, please reach out. Staying Connected: Make sure to check out the bottom of Dr. Perlas' weekly emails to find activities and opportunities related to Social Justice, Equity, Diversity, and Inclusion. There are many workshops coming up, so check them out as you are able.

f) OER – COS offers courses covering all General Education areas that are ZTC. Efforts are underway to support programs in achieving full ZTC status. Recent survey results on OER will guide efforts to expand ZTC options. Priorities for supporting faculty in this endeavor include professional development, stipends, flexible activities, and workshops. Accessibility concerns with OER are a primary reason for hesitation among faculty. The need for an accessibility expert within the district is recognized. Pursuing ZTC is voluntary, and faculty autonomy in selecting instructional materials is respected. Support is available for anyone interested in advancing ZTC initiatives to benefit students.

g) Instruction Council

h) SLO Committee

i) Student Services Committee

7. GOOD FOR THE ORDER

The Resource Allocation Request (RAR) form will be out before budget development. It is currently being tested. Will be presented at IPB next week.

Adjourned at: 2:28 pm

Academic Senate Officers:

President: Andrea Craddock   Vice-President: Patrice Thatcher
Secretary: Ann Womack   At-Large: Jayne Turk
At Large: Tyler Knudsen   Past President: Ron Slabbinck