



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

Academic Senate Executive Meeting Minutes

December 1, 2016 (Convened at 8:05am) in DLC 01

Attendees: Chris Vancil (President), Bill Hirt (Vice President), Andrea Craddock (Secretary), Sean Kenny (At Large), Mike Graves (At Large), and Jayne Turk (Past President)

A. Approval of Minutes

- ❖ No minutes presented.

B. Officer Reports

- ❖ President

- Nursing Meeting – Two weeks ago, Cora Brownell emailed Dr. Scott to say that they had about 30 students entering the nursing program for the spring semester and she would need to put the incoming nursing cohort on hold unless three new tenure-track full-time nursing faculty are hired immediately. She has already delayed orientation for these incoming nursing students.
 - Dr. Scott said that they would replace Canada Ross with another temporary nursing instructor. However, he indicated that the incoming nursing cohort would not be put on hold. Dr. Scott also stated that new hiring requests must go through the Program Review procedure.
- New GE Update - Institutional Council has not met yet to approve the new GE proposals. They are scheduled to meet on Friday, Dec. 9th
- Program Review Procedures – Steve Reynolds has agreed to codify the Program Review procedures and it should be done by January.
- Dorm Food Update – Chris Vancil is scheduled to meet with President Scottie Thomason on Monday. He will give him the Academic Senate letter that outlines our issues concerning lack of food services at the dorms on the weekends.
- President Thomason announced at the last board meeting his impending retirement on June 30th. PPL, a hiring consulting firm, will begin looking for a replacement in January.

- Hiring Update – There are plans to hire a temporary replacement for the nursing instructor, Canada Ross. In addition, a full-time tenure-track music instructor will be hired for Fall 2017.
- IEPI - IEPI committee will meet with faculty, staff, and administration to discuss their recommendations. There will be two teams. One team will focus on data collection and data analysis. Bill Hirt asked to be included on this team. The other team will discuss SLOs and the Program Review process.
- Program Review and Curriculum committees have recommended adopting E-Lumen to replace CurricUNET. Mike Grave and Dave Clarke will make a formal recommendation for this change at the next Academic Senate meeting.

C. Discussion Items

- ❖ **Ellucian Portal System – Eric Houck** - We are in the process of migrating to a new system (Lumunis 5) on the Ellucian Portal System. Eric Houck came to speak to the Academic Senate Executive Council to update us on this process
 - Eric, along with Ellucian representatives, consulted with various focus groups (e.g., students, faculty, staff) to help with redesigning the portal system. The main take-away from the faculty focus group was to “keep it simple.” The faculty focus group stated that the existing pages contained a lot of extraneous material.
 - Eric shared with us some examples of what faculty pages may look like with this new system. When the redesign process is farther in development, he will come to the Academic Senate to share the new portal system with the faculty to get feedback.
 - In response to a question by Bill Hirt about content, Eric said that there will be an “Employee” tab and a “Faculty” tab. The “Employee” tab will allow faculty to access School Dude, Help Desk, and other important services/documents. Eric also stressed that we can make changes down the road if something is not working.
 - In response to a question by Jayne Turk about email accessibility, Eric said that this new system will allow a more seamless connection between students and their school email. This may have the added benefit that students will access their student email more, which will facilitate better communication between students and faculty.
 - Jayne asked if the new system will allow faculty to drop students online. Eric said that he would need to consult with Meghan Witherell about this process.
 - Eric also mentioned that the new portal will not be named “Navigator” but something like “My Siskiyous”.

- ❖ **Curriculum Committee Handbook / Criteria for General Education Approval (Get Senate Approval at Next Meeting)**. Mike Graves will add a “Table of Contents” to the Curriculum Committee Handbook before the next Academic Senate meeting.
- ❖ **Institutional Set Standard Proposed Statement 67%**
 - “The only situation in which institutional wide standards should be used to benchmark is when evaluating the institution as a whole. Under NO conditions should any individual division, department, discipline, course, section, or instructor be measured against the institution wide standards. Specifically, the institution wide standards should not be used as a point of comparison in program reviews or instructor evaluations.”
 - Academic Senate Executive Council will recommend to the Academic Senate the adoption of the first and last sentence in conjunction with the Institutional Set Standard of 67%
 - Mike Graves motioned / Bill Hirt seconded / motion passed
- ❖ **AP 4235 Credit By Exam Discussions / Revisions / Policy to be completed by January 2017**. Chris stated we need an Ad Hoc Committee to work on this issue. He would like someone from CTE, science, and social sciences to be on this committee. Bill Hirt volunteered to serve on this committee.
- ❖ **Equivalency Discussion – Interdisciplinary Lists (Refer to EQ Committee)**. Need to determine which degrees would be necessary to teach an interdisciplinary course such as Ethnic Studies. Mike Graves recommended that we see what other colleges are doing in this regard.
- ❖ **Hiring Procedure Discussion** – HR will be reviewing the qualifications of faculty to teach certain courses. Faculty must meet minimum qualifications, have an approved equivalency, or a lifetime certificate to be qualified to teach a course.
- ❖ **Adjournment** at 9:05am