



**Academic Senate**  
College of the Siskiyous  
800 College Avenue  
Weed, CA 96094  
[www.siskiyous.edu/academicsenate/](http://www.siskiyous.edu/academicsenate/)

## Academic Senate Executive Meeting Minutes

April 11th, 2022 (convened at 4:02 pm) on Zoom

**Attendees:** Ron Slabbinck (President), Liz Carlyle (Secretary), Ann Klein (At-Large), Shirley Louie (At-large), Patrice Thatcher Stephens, and Monica Harle (Part-time faculty rep). Dr Andrea Craddock also attended the meeting.

**1) Public Comment**—none given.

**2) Approval of Minutes**

- Academic Senate Executive meeting, March 16<sup>th</sup> 2022; Patrice Thatcher Stephens moved to approve; Shirley Louie seconded. Minutes approved unanimously.

**3) Discussion and Action Items**

- a) AP 7211 and Equivalency Application forms—Dr Andrea Craddock presented the revised documents to Senate Exec. The Equivalency committee revised Equivalency Application and made it into two separate documents. For disciplines requiring a Master’s degree, applicants are required to complete the Equivalency matrix; for disciplines without Masters degrees, applicants are required to provide professional experience and relevant credentials. All other irrelevant details have been removed. AP 7211 has been revised to clean up language and remove the “rare exceptions” clause for CTE. Also, during the summer and winter intersessions, there was a different process in regards to length of time for faculty to review applications; in the event faculty didn’t respond within 48 hours, administrators could make the decision regarding equivalency. This clause has now been removed: faculty are given 7 days to review to align with the process during the academic year and they are compensated if they are off contract. We will bring AP 7211 and the Equivalency Applications to Senate for approval.
- b) Academic Senate Officer Elections – We will appoint faculty members to a Senate Elections committee at the next Senate meeting. The nominations need to be submitted by the following Tuesday.

Academic Senate Officers:

President: Ron Slabbinck

Secretary: Liz Carlyle

At Large: Ann Klein

P/T faculty rep: Sarah Kirby

Vice-President: Neil Carpentier-Alting

At-Large: Shirley Louie

At-Large: Patrice Thatcher-Stephens

P/T faculty rep: Monica Harle

- c) Academic Calendar 2023-2024—Ron Slabbinck reported that the calendar is the same as the previous year. The Faculty Association recommends changing the date that Final Grades are due because of the Memorial Day holiday. Patrice Thatcher Stephens asked that the Optional Flex day be moved to April 6<sup>th</sup>.
- d) DEI Rubric— DL Coordinator Maria Fernandez would be in full support of adopting this rubric for all modalities. We would need to change the title to make sure it's being implemented with all courses on campus.
- Curriculum Committee does not see this rubric as part of its work in reviewing Course Outlines of Record. Ron Slabbinck suggested it could at least be an accompanying document for faculty to refer to as they update their courses. Ann Klein suggested it be included as a document within the COR like the DL Addendum.
  - Liz Carlyle noted that the rubric is more applicable to the course when it is being implemented for students, such as technology and student support, syllabi language, and use of UDL principles. Further, some of these elements are included in the DL Addendum, such as how content is presented and the regular and substantive interaction between students. It might be better served as a document that comes with the COR for faculty as they design and implement their courses.
  - Liz Carlyle suggested Flex as a space for professional development on each criteria in the rubric. Monica Harle noted that P/T faculty would be excluded from this training as they aren't required to do Flex. It might be better to come as recommended practices at the beginning of the semester.
  - Ann Klein noted that evaluations are when these elements are able to be seen. Ron Slabbinck agreed that it provides a guideline for the evaluator. Patrice noted the importance of being part of a bigger system and the fact that DEI is a state-wide call to action. Ron Slabbinck suggested we bring this item for discussion at the next Senate meeting as an introduction. He recommended a combined Senate/Faculty Association meeting to see if it is possible to use this rubric as part of faculty evaluations.
  - Patrice Thatcher Stevens suggested that the rubric may provide an opportunity for the Curriculum Committee and SJEDI to collaborate, or perhaps a task force be created from faculty and members of those two entities.
  - The Senate Executive Committee recommends that a rubric like this be infused in all of our processes throughout the campus.
- e) Academic Honesty statement—Liz Carlyle reported that the workgroup met and shortened the statement as recommended by Senate at the last meeting. Patrice

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particularly liked the section on defining plagiarism and cheating and that it be strongly recommended for faculty to use in their syllabi. It would be good to establish a process for how it would be disseminated to faculty other than being housed in the Faculty Handbook and the Canvas Orientation modules. Perhaps in a sample syllabus that is regularly updated and sent out from the Office of Academic Affairs.

- f) Academic Senate agenda- Liz Carlyle shared the draft agenda with the team.
- g) President's Report—nothing to report.

**4) Good of the Order.**

**5) Adjourned 5:29 pm**

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