



ACADEMIC SENATE EXECUTIVE COUNCIL MINUTES
Friday, April 7, 2023
11:00 a.m. – 12:00 p.m.
DLC 04

Convened at 11:00 am

In attendance: Jayne Turk, Andrea Craddock, Ann Womack, Patrice Thatcher-Stephens, Tyler Knudsen, Ron Slabbinck, Leigh Moore

1. OPEN SESSION

2. OPPORTUNITY FOR PUBLIC COMMENT

3. APPROVAL OF MINUTES

Unanimously approved pending the removal of a statement referring to the lack of night classes at the Yreka campus. We are currently holding one night class there this semester.

4. DISCUSSION AND ACTION ITEMS

- a) Program Review and Annual Update Process – JT Tarantino
 - JT was unable to attend this meeting and will attend next week.
 - Invitations to a Teams folder for program review caught several people off guard. Andrea will send an email letting people know it's a legitimate invitation.
 - ILOs and GLOs have been revised. Feedback from Exec on the revisions was positive.
- b) Credit for Prior Learning Applications / AP 4235 – Andrea Craddock
 - Identify which courses will accept documentation / assessment for
 - The applications for credit by portfolio and credit by exam will be separate.
 - Students requesting credit by exam can choose to earn a letter grade or P/NP.
 - Part-time instructors can approve CPL. Language will be added to stipulate this can only happen if there are no fulltime faculty in the discipline.
 - A space was added for the student to acknowledge that the grade ends up on their transcript.
 - Space for notes was added at each step on the application.
 - An additional option for CPL eligibility was added. The student may have previously completed 24 units at the college or can be currently enrolled in 6 units in order to be eligible.

- Per the credit by exam application, discipline faculty will contact student to discuss course content and expectations for exam.
- On the industry recognized training form, a space was added to include websites that describe the training.
- A form will be sent out to discipline faculty asking about which courses are approved for CPL. All faculty in the discipline must agree. For disciplines with only PT faculty, the Dean or VP must also sign off.
- The VP assigns faculty to evaluate CPL requests.
- Andrea will send CPL materials to Exec for review.

c) Revisit DL Online and Hybrid Teaching Requirements

- The ongoing professional development requirements are too restrictive and do not allow faculty adequate choice in the professional development they engage in. It is not the purview of the DE coordinator to enforce professional development requirements for fellow faculty members.
- Per AP4105 – “To continue teaching distance education courses, instructors must periodically provide evidence of ongoing professional development.”
- Proposed change – “Once faculty have met the training requirements for distance education, continued use of distance education technology is presumptive evidence of appropriate skill. Continued use is defined as utilizing CMS or Zoom for at least one class every three years. Faculty are encouraged to participate in professional development and seek support as needed.”
- We have an evaluation process. If a DE course is lacking and specific professional development is needed, it will be revealed in that process and can be required by the evaluation committee.
- Exec will work on proposed revisions and revisit at the next Exec meeting.

d) COSGE for Ethnic Studies

e) AP 5140 (DSPS) – Providing substitute courses (that have critical/analytical thinking components) as alternative for Math courses.: Andrea is looking at how other college handle this.

f) Diversity Statement and Rubric for Faculty – Ron Slabbinck

g) Revising Plagiarism policy to address AI – Leigh Moore

- Leigh looked at plagiarism policies from 15-20 different colleges and all had an AI component.
- The revisions would include the addition of the use of AI platforms to generate work the student submits as their own to the definition of plagiarism.
- Exec would like to change the title of the AP and BP from “Academic Dishonesty” to “Academic Honesty.”
- We may want to modify academic honesty syllabus statement to reflect these changes if they are approved by the full Senate.
- This will be brought the full Senate.

h) Baccalaureate program in Paramedicine – Kirk Thomsen

i) AP 4101 (Special Studies) – Carly Zeller: Jayne will look at the AP because she teaches special studies frequently.

- j) Senate Exec nominations deadline is the 3rd Tuesday in April (April 18th)
 - Set up Election Committee
- k) Meet & Greet with Board Members (May? September?): Andrea will host get a together at her house and will email Exec to arrange a date in May

1. OFFICER REPORTS

- a) President
 - Safety issues at Yreka campus: Per Dr. Perlas, there is security and/or a janitor on campus at all times. More security cameras have been installed. The college can't afford fulltime security at the campus at this time. The College is working with Yreka PD to increase patrols in the area. Some issues have gotten better since these changes were implemented. Leigh Moore suggested setting a conversation with the Yreka PD liaison officer who does outreach with the people living in the camp near campus.
 - The May meeting will be 2 hours long.
- i) Academic Senate agenda
- b) Vice-President
- c) Secretary
- d) At-Large

ADJOURNED 12:03

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