



Academic Senate

College of the Siskiyous

800 College Avenue, Weed, CA 96094

<https://www.siskiyous.edu/academicsenate>

Academic Senate Executive Council Minutes

Friday, March 15, 2024

11:00 am – 12:00 pm in DLC Rm #3

Attendance:

Tyler Knudsen, Jayne Turk, Mark Fields, Ann Womack, Andrea Craddock, Ron Slabbinck

Convened at: 11:04 am

1) OPEN SESSION

2) OPPORTUNITY FOR PUBLIC COMMENT

Congratulations to Andrea for receiving the Educator of the Year Award from the Gamma Nu Chapter of DKG CA!

April 20 is an optional flex day. Sunny Greene and Jennifer Reynolds will hold a session on Guided Pathways and Jayne Turk will present on AI.

3) APPROVAL OF MINUTES

Minutes from the March 1, 2024, meeting were unanimously approved.

4) DISCUSSION AND ACTION ITEMS

a) OER / ZTC funds – Dr. Mark Fields

The initial distribution from the state to the college was \$180k. We then received another \$20k and will the possible addition of another \$20k. We currently have about \$190k to spend.

Of 28 responses to the most recent OER survey, 24 were interest in moving toward ZTC. Accessibility was a primary concern. Second concern was compensation for time spent converting courses to ZTC materials. Stipends can be leveraged for time compensation for developing curriculum.

An idea has been proposed to use the grant funds to pay for accessibility help. We have confirmation that ZTC grant funds can be used to develop a PSA with an accessibility specialist to work with faculty.

Can we use ZTC grant funds to buy classroom sets of books? We are currently lacking clarity on this. It falls on the non-instructional side of 50% so using the general fund to purchase books is not favorable from that perspective but it could be a temporary fix to give instructors time to transition. This is similar to what Leigh is doing except she using funds from a Foundation Mini-grant to buy textbooks for students to borrow while she develops ZTC materials.

Encouragement was expressed to set a goal of being a ZTC campus by a specific date and make it happen. It's doable.

b) Academic and Career Pathways (Clarification on Degrees) – Dr. Mark Fields

Andrea will work on revising AP 4021 (Program Discontinuance) over break. It's missing important pieces based on review of similar policies at other colleges.

There is a legal requirement to remove courses from that catalog that haven't been taught in three years.

Program and course discontinuance has been an ongoing discussion in Curriculum Committee.

The Academic Senate has declined to work on program discontinuance in the past due to conflicts of interest. Program discontinuance should be part of a forward-looking vision, typically defined by administration. Otherwise, the process can result in conflicting priorities if the Academic Senate sets different goals. Program discontinuance is possibly best handled by the Deans.

Regarding the pathways, ECE belongs under Social and Behavioral Science as well as the Education pathway.

c) Student Rights and Responsibilities

In previous version, the language was extremely punitive and antiquated.

This is a student services document but with a few points that fall under the purview of the Academic Senate.

SJEDI worked on the document based on the ARC model and sent it back to Student Services Council. It is now working through governance process. Revisions have been a collaborative effort.

This document should be in alignment with the Code of Conduct and should reference it. The Code of Conduct is where punitive consequences are articulated. This could be a cover page of the Code of Conduct. The two documents need to work in tandem.

d) Criteria for including course in GE category

i) Faculty members included in each GE category

Clarification was requested about a previous suggestion to consider breadth and course sequence. There was concern that vagueness around these criteria will lead to conflict.

Sequencing comes into play in the last criteria. For example, CSUs only accept Spanish III and IV, so those wouldn't be included via the first step in the proposed decision tree.

It was suggested that we start the process using the decision tree Andrea designed and address any issues that arise with the outcome.

e) Updated Workforce Hiring Guide

All suggestions appeared to have been included.

f) Updated Local Decision-Making Handbook

All suggestions appeared to have been included.

5) OFFICER REPORTS

a) President

i) ASCCC Spring Plenary from April 18th to April 20th at the San Jose Marriott

ii) Enrollment management plan

The enrollment management plan is in the share-out stage. Please let tri-chairs know about feedback. The goal is to have it approved by the Board at their next meeting. The plan includes projections to reach enrollment that will allow the college to be sustainable. The goal is to increase FTEs to near 2,000 (pre-pandemic levels).

Acronyms need to be defined. Avoid using "etc" so that goals can be measurable.

Plans for programs and degrees need to be discussed with faculty teaching in those areas before approval.

Regarding the nursing program - It is probably not wise to lean on the program due to difficulty recruiting faculty and other issues. Hiring is in process for new faculty. There was a suggestion to look at efficiencies for the nursing program and others, especially those that employ many PT instructors (e.g. nursing and police academy) and EIAs. There was a suggestion to invite the Dean of Health Sciences to come talk to the Senate about plans for the nursing program.

The pace of processes in HR has made it challenging to get faculty positions hired

What happens if goals aren't achieved? The "how" of accomplishing these goals is missing from the document. Retention is also missing from the timelines. There needs to be actions at each step with tangible goals to increase accountability.

Until we get additional housing, we are at a cap for on-campus students. The current housing situation is not good for students - one goal is to bolster student-life programs - we are lacking leadership in student-life. Our students are our most important recruitment tool. We need to be providing them with a good experience that they will share. Improve lodging, food, culture, and activities.

The plan needs to reflect that the college is a collection of interconnected systems. We have a lot of small systems that aren't functioning (see nursing program, housing issues, etc). The plan is missing meaningful strategy. We only have 2 years until hold harmless expires. We are going to have competition for dual enrollment students from other CCCs. These enrollment goals are not realistic. We need to identify a realistic budget structure and work backwards from there to make the college the healthiest version it can be.

The time window is closing, but we can still become one of the first ZTC campuses in CA. We are small and agile enough to make it happen.

Campus-wide assessment in instructional and non-instructional areas could be leveraged to track progress toward goals.

Mark will send his notes to Exec so we can double check them for accuracy.

- b) Vice-President
- c) Secretary
- d) At-Large

Adjourned at: 12:14 pm

Academic Senate Officers:

President: Andrea Craddock
Secretary: Ann Womack
At Large: Tyler Knudsen

Vice-President: Patrice Thatcher
At-Large: Jayne Turk
Past President: Ron Slabbinck

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