



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

ACADEMIC SENATE MINUTES
Wednesday, February 15, 2023
12:30 p.m. in DLC Rm #3

Convened at 12:31 pm

Attendance

Voting: Jude Baldwin, Sherice Bellamy, Emaly Brann, Liz Carlyle, Neil Carpentier-Alting, Linda Chrisman, Andrea Craddock, Maria Fernandez, Tim Frisbie, Dawn Jacobson, Liz Jungermann, Michelle Knudsen, Tyler Knudsen, Leigh Moore, Lyndi Scholl, Patrice Thatcher-Stephens, Kirk Thomsen, Mike Tischler, Chris Vancil, Ann Womack, Carly Zeller

Non-voting: Matt Donaldson, Mark Fields, JT Tarantino, Charlie Roche, Val Roberts, Stephanie Wroten, Mark Klever, Char Perlas, Erin Kargas, Brenda Collins, Molly???

A. PUBLIC COMMENT

- Andrea Craddock informed everyone that she has an office hour from 12-1 on Fridays where she is available in office and by phone for anyone who would like to connect with her as Present of the Academic Senate.
- Dr. Char Perlas announced that the college is applying for a strategic enrollment management program to help us increase our FTEs.

B. ANNOUNCEMENTS

1. Introduce new Faculty Members (Shannamar Dewey – BIO; Linda Chrisman – LVN; Dawn Jacobson – LVN; Louis Mero – POST)

In addition to the listed faculty, a new fulltime ADHS instructor, Jennifer Reynolds, was also welcomed. Jennifer has been teaching at the college parttime for several years and has helped grow the program.

2. Introduce Erin Kangas, Assistant Director of Employer Partnerships and Brenda Collins, Career Services Program Coordinator

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Erin and Brenda introduced themselves and their roles related to the new career center. Erin is working to increase job placements for students and work-based learning as well as streamlining communication between college and industry. Brenda is getting acquainted with faculty and working with Weblinks on launching webpage. Re-launching the on-campus job board is top priority.

3. TRiO and Transfer Center are collaborating on Spring Services – Stephanie Wroten

Molly Sellman, our new TRiO Program Coordinator, was introduced. She is working on organizing events and tours and requested that faculty please refer students. Faculty can email Molly to get a list of TRiO eligible students in their courses.

Stephanie Wroten said that TRiO has funds to take students on tours to visit 4-year colleges. A trip to Southern California is currently being planned. Stephanie also reminded everyone that TRiO is not just for in-state students.

4. Faculty Diversity Internship Program (FDIP) handbook should be done by mid-February and will be discussed at the March Academic Senate meeting – Alison Varty

C. APPROVAL OF MINUTES

Kirk Thomsen made a motion to approve the minutes from the November 16, 2022 meeting. Maria Fernandez seconded. The motion passed with one abstention.

D. ACTION ITEMS

1. Approve Updated Program Review and Annual Update Changes – Dr. Mark Fields and John (JT) Tarantino

Modifications to the manual included adding page numbers and a “closing the loop” question to help connect program review with CQIPs. It was suggested that the form also include a spot where verification that it was reviewed by IPB would be noted.

JT asked faculty to please do the program review survey. Institutional Research wants to improve the process, so please provide feedback. So far, the feedback has been neutral or negative.

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If CQIPs are not approved, faculty can discuss the impacts of that decision in their program review or annual update.

Organization for program review materials:

- Past program reviews, the manual, and forms can be found at siskiyous.edu/programreviews
- eLumen's Strategic Planning module is used for program review.
- JT is working on setting up one central location and hub for managing the program review process.
- A Teams site for program review may be possible. Using Teams would also help with automating parts of the process (e.g. email reminders).

Using eLumen for program review:

- Templates have been built in eLumen.
- Everyone involved is going to need training.
- We need a programmer to help with eLumen, JT thinks he can handle data load.
- How do we close the loop by allowing space for conversations around program review, prioritize/strategize CQIPs. JT think we can add these elements to the work flow in eLumen.
- Can we just upload previously complete program reviews to eLumen for storage? Perhaps, but this is unclear. JT suspect yes, we can use eLumen for this.
- For now, continue to do program review using the form, and we will move to eLumen later.

Kirk Thomsen moved to approve the changes to the manual and forms. Carly Zeller seconded. Motion was amended to table the vote on the changes until next Academic Senate meeting to allow time for revisions. Motioned passed unanimously.

2. Collaboration between IT and Faculty on classrooms/lab technology – Matt Donaldson

There is a need to define levels of IT service and standardization to make processes more efficient. The college has \$1.3 million for to refresh classroom technology. IT wants to work with faculty to define what service and standards and to prioritize refreshing classroom technology. Matt would like the Senate to form a taskforce with broad representation to work with IT on this process (define service, set up standard, prioritize refresh). Defining

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services and standards is expected to take 3-6 months, then IT will start deploying new technology in classrooms.

For buildings undergoing remodeling, we may want to wait for refresh until after remodeling work is complete.

Kirk Thomsen moved to develop a taskforce to do above. Carly Zeller seconded. The motion passed unanimously. Task force volunteers included Jude Baldwin, Ann Womack, Carly Zeller, Patrice Thatcher-Stephens, Neil Carpentier-Alting, Chris Vancil, and Tim Frisbie. Maria Fernandez nominated Anne-Marie Kuhlemann.

3. Assign Members to Committees and Taskforces
 - a. ~~Curriculum Committee~~ Instruction Council – Kirk Thomsen volunteered. Patrice Thatcher-Stephens is official Academic Senate representative, so we need another faculty to rep CTE.
 - b. College Council – Chris Vancil volunteered. Ron Slabbinck was previous representative.
 - c. Graduation Committee – Lyndi Scholl and Liz Jungermann volunteered. Jayne Turk was nominated.
 - d. VPAS Hiring Committee – Kirk Thomsen and Andrea Craddock volunteered. The committee will meet at the end of February with screening by end of April. Per Dr. Perlas, we are using a consultant to have more standardization for VP hiring process. All will have to do forum. The VPAS forum will be first week of May. The position will open this week and close at the end of March.
 - e. Tim Frisbie is now on Curriculum Committee, and Ed Kephart now on FLEX.

Kirk Thomsen moved to approve all the nominations. Carly Zeller seconded. The motion passed unanimously.

4. Assign Members Mentors

It was noted that the CBA limits mentors to having one mentee per semester.

- a. Shannamar Dewey – Ann Womack
- b. Linda Chrisman – Andrea Craddock
- c. Dawn Jacobson – Liz Carlyle
- d. Louis Mero – Michelle Knudsen
- e. Jennifer Reynolds – Patrice Thatcher-Stephens

Kirk Thomsen moved to assign all mentors. Sherice Bellamy seconded. The motion passed unanimously.

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E. DISCUSSION ITEMS

1. New Board Policy that allows certain employees to work remotely – Dr. Char Perlas

The policy was developed due to challenges in filling position that could be remote or hybrid and to allow for flexibility for existing employees. The policy does not apply to faculty, only permanent, fulltime employees. It does not replace accommodations. The policy is outlined in AP 7280.

It was asked why this policy was necessary if the District has right of assignment for all employees. District retains right of assignment for faculty.

We don't have a process for faculty to request remote teaching assignments. It is currently up to the Deans. One faculty member comment that there wasn't allowance for discussion of remote teaching assignments in the past. Vice President Mark Fields offered to open the door again.

For faculty, this is a union issue, not a senate issue, and should be handled through our contracts. Otherwise, there are too many opportunities for inequity. Decisions about faculty remote teaching should be position-driven, not person-driven.

Senate Exec brought up equity concerns about how the new policy will be applied. The form now requires a justification statement.

Concern was voiced about how broad application of this policy could impact public facing offices and spaces on campus. We don't offices to appear understaffed to students.

It was suggested that the opportunity for remote work should go in position description.

2. Chat GPT & AI Technology – Impact on plagiarism/cheating

A detector is available through OpenAI and other platforms (Play Store, maybe Apple Store).

How do we deal with this in our classrooms? Perhaps we could organize a Flex day to discuss.

Inappropriate use of AI is covered by academic dishonesty policy. We don't need an additional campus-wide policy.

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Jude is willing to compile resources and make them available on the library website.

3. Results of Student Survey

First choice for modality is approximately equal between internet and in-person. Late morning and early afternoon were top times.

We need information about the people who aren't yet our students. We need marketing. The Marketing Committee hasn't met in a long time. We need to hire a marketing firm because this task is beyond what a committee can accomplish. We are getting quotes for entire website redesign. Anne-Marie Kuhlemann. will be presenting options in Guided Pathways committee.

Marketing outputs are only as good as the inputs. We need to be clear about who we are so we can send that message through our materials, websites, social media, etc. We don't currently have a brand to market.

F. COMMITTEE REPORTS

1. Curriculum Committee
2. Distance Learning
3. Flex
4. IPB
5. SJEDI

G. GOOD FOR THE ORDER

H. ADJOURNMENT – 2:30 PM

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(<https://www.siskiyous.edu/humanresources/nondiscrimination.htm>
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