

College of the Siskiyous

Campus-Wide Standing Committee Annual Report

Committee Name	Instruction Council
Committee Members	Todd Scott, Chair , Jude Baldwin, Cora Brownell, Neil Carpentier-Alting, Dave Clarke, Elaine Eldridge, Bill Hirt, Dennis Roberts, Valerie Roberts, Bart Scott, Chris Wehman, Zack Zweigle, Vickie Donaldson, Notetaker
Committee Charge (Summary)	<p>The Instruction Council meets to discuss and develop the goals and direction for the instructional program of the College in order to provide a quality education. The Council works to advance the career/technical, transfer, and basic skills mission of the College. Although the Council engages in broad-based discussions of how this mission can be accomplished, it also:</p> <ul style="list-style-type: none"> • Assists the Vice President, Instruction in developing and administering the instructional program of the College • Makes recommendations to the Vice President, Instruction concerning instructional issues • Reviews all policies and procedures dealing with the academic program of the College prior to review by College Council • Provides guidance in the development of the catalogue and academic calendar • Provides guidance in matters dealing with support services to instruction • Assists in providing direction to the education programs of the College

For Academic Year: 2017-2018

Date of Annual Report: May 11, 2018

Month	Mtg Date	# Members Present	Date Agenda Sent	Date Minutes Posted	Please list the tasks that the Committee will be working on as a result of the meeting.
Sept	9/1/17	12	8/31/17	10/31/17	APs/BPs, review Planning by Design document
Sept	9/22/17	9	9/21/17	10/31/17	APs/BPs, review instructional equipment list
Oct	10/6/17	11	10/5/17	4/24/18	APs/BPs, review instructional equipment list
Nov	11/17/17	12	11/16/17	4/24/18	APs/BPs
Dec	12/1/17	11	11/30/17	4/24/18	APs/BPs, review BSI/SE/SSS Plan
Feb	2/2/18	13	2/1/18	4/24/18	APs/BPs, evening class start time change
Feb	2/16/18	11	2/15/18	4/24/18	APs/BPs, revise final exam schedule
Mar	3/16/18	12	3/14/18	4/24/18	APs/BPs, review 2019-20 acad calendar
April	4/13/18	13	4/12/18	4/25/18	APs/BPs, prioritize faculty positions
April	4/27/18	11	4/25/18	5/11/18	APs/BPs, faculty prioritization, criteria
May	5/11/18	10	5/10/18	TBD	Annual report, APs/BPs, Final exam schedule
Avg Attendance		11			

Major Accomplishments or Achievements in Past Year	APs and BPs
	Faculty prioritization criteria
	Program approval processes
Major Obstacles or Problems with Committee	Communications with other governance committees
Recommendations for Improving Process or Efficiency	Aligning processes with budget processes

Committee's Goals and Institutional Goals and were expectations met.	Yes
Committee Goals (if appropriate) for Coming Year and list Related Institutional Goal	Complete Instruction APs and BPs
	Process for budgeting working with Instruction Council and faculty prioritizations
Chair Signature	X (signature on file)
<i>Typed or Printed Name</i>	Todd Scott

College of the Siskiyous Institutional Goals
Goal #1: Promote and support educational goal completion for all students.
Goal #2: Sustain institutional health and vitality to meet the needs of the community.
Goal #3: Evaluate institutional effectiveness for continuous improvement.

College of the Siskiyous Mission
<i>College of the Siskiyous promotes learning and provides academic excellence for today's global students through accessible, flexible, affordable, and innovative education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation.</i>