



**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

February 8, 2017 (Convened at 12:30pm) in DLC 01

**Attendees:** Chris Vancil (President), Bill Hirt (Vice President), Andrea Craddock (Secretary), Sean Kenny (At Large), Mike Graves (At Large), and Jayne Turk (Past President)

### A. *Approval of Minutes*

- ❖ No minutes presented.

### B. *Officer Reports*

- ❖ President
  - Academic Senate Budget – Senate Budget has been located. Chris Vancil has submitted next year's Academic Senate budget and has asked for an additional \$3,000 a year for a student worker to do clerical duties
  - 2017 – 2018 Budget – Dr. Scott and Dr. South will start arranging department meetings to discuss budgets.

### C. *Discussion Items*

- ❖ EEO Appointment (Should the Senate appoint faculty?) – Chris wanted feedback from Senate Exec if the Academic Senate should appoint faculty to be the EEO representative on hiring committees
  - Jayne Turk stated that the previous Academic Senate approved a plan where all faculty members would get EEO training and then faculty members would then decide if they wanted to serve on a EEO committee. However, an EEO committee has not been set-up by Academic Senate this year.
  - Chris Vancil will look at previous Academic Senate minutes to see what was specifically decided on about EEO appointments.
- ❖ Participatory / Shared Governance Documents- Chris and Mike Graves passed out a document outlining a COS Participatory Governance Model. This participatory/shared governance model will be reviewed by administrators, the Academic Senate, and the board for feedback and revisions.
- ❖ Program Review Revision Draft Revision. Chris will present to the Academic Senate drafts of proposed Annual Review and the Comprehensive Review (occurring every 4

years) documents. Some of these Program Review documents were used previously at COS.

- ❖ **Basic Skills Institutional Set Standard – Need Info from Bart** – Chris is still awaiting data from Bart to bring this issue to the Academic Senate
- ❖ **Music Faculty Hiring Committee Appointment (Need 3)** - Senate Exec will ask Neil Carpentier-Alting, Ronald Slabbinck, and Steve Reynolds to serve on the music faculty hiring committee.
- ❖ **Committee Replacements**
  - Program Review (PR): At the next Academic Senate meeting, there will be a motion to disband the PR committee. Steve Reynolds will give his last report to the Academic Senate. Dr. Scott will establish an Institutional Effectiveness and Planning Committee that will manage PR, although the Senate will still create the Program Review process
  - Tech Council: Need one sabbatical replacement. Mike Graves is too overwhelmed to assume another role. Senate Exec will ask Jesse Cecil to be on the Tech Council.
  - Equivalency: One resignation need one replacement. Mike Graves has offered to be on this committee.
  - Distance Learning: Senate Exec will appoint Mike Tischler to this committee.
- ❖ **Credit by Exam Discussions / Revisions / Policy (Need an Ad Hoc Committee)**. At the next Academic Senate meeting, Chris will ask three volunteers to be a part of an Ad Hoc committee who will examine the Credit by Exam issue. Bill Hirt volunteered to send out a summary of where we are on this topic. Chris stated that it will be up to each individual department to determine which classes will accept an exam as a replacement for taking the course.
- ❖ **Position Requests / Budget Process** – Bill Hirt went to Instruction Council on February 3<sup>rd</sup> and they mapped out a proposed budget process.
  - July 1 – Data packets for program reviews and annual updates available
  - Sept 30 – Budget requests /annual updates / program reviews due to deans
  - Oct 15 – Deans submit budget requests / annual updates / program review to VPI
  - Oct 31 – Deans and VPI prioritize budget requests
  - Nov 15 – Instruction Council prioritizes budgets requests (1<sup>st</sup> IC meeting in Nov)
  - Nov 30 – College Council discussion (2<sup>nd</sup> CC meeting in Nov)
  - Dec 7 – Executive Cabinet discussion (1<sup>st</sup> EC meeting in Dec)
  - Jan 15 – Reported back to College Council (1<sup>st</sup> CC meeting in Jan)
    - Budgetary process beings with historical budge info going to managers
- ❖ **Emeritus Faculty** – Must have recommendations in to Sheila Grimes before April 20<sup>th</sup>. Jayne suggested that names should be submitted by March. Chris will make an announcement at the next Academic Senate meeting.

***D. New Business***

- ❖ **Vice-President of Administrative Services Search Committee** – Nancy Funk announced to the board that she is retiring. HR will start a VP of Administrative Services search.
- ❖ ***Adjournment*** at 1:45pm