

**Academic Senate**

College of the Siskiyous

800 College Avenue

Weed, CA 96094

www.siskiyous.edu/academicsenate/**Academic Senate Meeting Minutes**

August 24, 2017 (Convened at 1:30pm) in Science Rm #110

Attendees: Shawn Abbott, Jude Baldwin, Mark Beaulieu, David Blink, Kevin Broussard, Rhonda Brown, Neil Carpentier-Alting, Wenli Chang, Dave Clarke, Hallie Coppi, Andrea Craddock, Katie Elwood, Maria Fernandez, Jim Gilmore, Michael Graves, Sunny Greene, Dennis Hagarty, Jenny Heath, Bill Hirt, Sean Kenny, Ed Kephart, Michelle Knudsen, Michelle Korkowski, Shirley Louie, Doran O'Donnell, Kim Parham, Mike Read, Ron Slabbinck, Patrice Thatcher-Stephens, Chris Vancil, Alison Varty, Mike Wilson, and Susan Zuver. Dr. Todd Scott was also in attendance.

A. Reading and Approval of Minutes

- a. No minutes were presented at the meeting

B. Announcements

- a. Introductions were made to new faculty members.

C. Action Items

- a. Committee Appointments
 - i. Tech Council / 1 position (Sabbatical replacement) – The new interim Communications instructor, Doran O'Donnell, offered to take Jayne Turk's place while she's on sabbatical / motion passed.
 - ii. Enrollment Committee / 2 positions
 1. Alison Varty, Wenli Chang, and Ron Slabbinck volunteered to serve on this committee
 2. Dave Clark motioned for Senate Exec to determine which of the two volunteers should serve on this committee / Jim Gilmore seconded / motion passed.
- b. Fill Vacancies as Needed on
 - i. Curriculum Committee – Mike Graves motioned that Tim Frisbee be on the Curriculum Committee during the fall semester and Charlie Roche serve on the committee in the spring semester / Alison seconded / motion passed
 - ii. Flex/Staff Development – Patrice Thatcher-Stephens motioned to replace Billy Hefflinger on this committee / Kevin Broussard seconded / motion passed
 - iii. Budget – No replacement needed
 - iv. Equivalency – No replacement needed
 - v. Distance Education – Needs 2 replacements. Hallie Coppi, Shawn Abbott, and David Blink volunteered to take these positions.

1. Bill Hirt motioned that Senate Exec determine which of the two volunteers should serve on this committee / Jim Gilmore seconded / motion passed.
- vi. Planning / Budget Committee Changes and Appointments – Dr. Schoonmaker would like to combine the Planning Committee and the Budget Committee in to one committee with the idea that planning should drive the budget. Dave Clarke motioned to combine the committees / Mike Graves seconded / motion passed
- c. Meeting Dates and Times
 - i. Senate Exec will meet on the 1st and 3rd Tuesday from 8am to 9am
 - ii. Academic Senate will meet on the 2nd Wednesday from 8am to 9am
 1. Unfortunately, there is no room with VC available at this 8am timeframe. However, Chris will accommodate those faculty members who would like to be involved in the meeting from the Yreka campus.
 2. Hallie Coppi asked that the Academic Senate vary when it meets so she could go occasionally (she teaches class on Wednesday mornings). Dave Clarke motioned that Academic Senate meet next month at 8am on Wednesday, but that Senate Exec look at other times to meet for subsequent months and present these possibilities to the Academic Senate / Hallie seconded / motion passed

D. Officer Reports

- a. President's Report
 - i. Governance Discussion / Changes – Dr. Schoonmaker asked for a Shared Governance model. Chris gave him the Shared Governance model approved by the Planning Committee (Chris will email this model to faculty members). Dr. Schoonmaker is asking for feedback on this model from faculty and staff.
 - ii. Review of Last Year's Goals – Chris is asking faculty to write down their goals for Academic Senate this year, as well as to write down the committees they are currently serving on.
 1. Chris Vancil mentioned that this will be his last year serving as Academic Senate President.
 - iii. Annual Program Updates – As stipulated in the Program Review process approved by the Academic Senate last year, each program will submit an Annual Program Update. Bart Scott will be contacting faculty members with a timeline of when this Annual Program Update is due.
 - iv. SLO / Program Review Update – Dr. Scott and Mike Tischler have negotiated a plan for a five-member SLO committee that will be headed by two co-chairs. These two co-chairs will receive \$10,000 to create and design a SLO process by early January. Dr. Scott envisioned that these two individuals would do the bulk of the work and would consult with the rest of the SLO committee towards the end of the process. However, a MOU has not been completed or approved that would detail this proposed agreement.
 1. Dr. Scott and Mike Tischler have also worked out compensation for two faculty members to write a manual for the Program Review (PR) process. Each of these faculty members would be compensated \$5000.

2. Senate Exec has proposed an interview process for choosing the faculty members who serve as the co-chairs for either the SLO or PR committees. Specifically, interested faculty members would interview with the Senate Exec to detail their qualifications for these positions
 - a. Maria Fernandez suggested that interested candidates should also write a letter of interest, along with being interviewed
 - b. Chris will bring this issue up again when a MOU is available

E. Reports from Committees

- a. Curriculum Committee – Mike Graves reported that they are on hold until CurriUNET does its data download.
- b. Flex/Staff Development – No report
- c. Budget – No report. Kevin Broussard said they are planning to meet on 8/30.
- d. Equivalency – Bill Hirt said they are having an emergency meeting today at 4:30pm to determine equivalency for a part-time nursing position.
- e. Distance Education – Maria Fernandez reminded faculty that they can put their SLO's in Canvas and can track them in that way.

F. Discussion Items

- a. Accreditation – Dr. Scott has been working on a follow-up report for accreditation. He will send out a link to this document on Monday. It needs to be presented to the Board on Sept. 12th. However, Dr. Schoonmaker wants faculty input on this report before this date.
- b. Computer Labs – Alison Varty has become aware that there is only one computer lab available on campus. She tried multiple times last semester to use the computer lab with her students, but was never able to access it.
 - i. Dr. Scott said the tech department bought 60 wireless laptops for students and teachers to check out.
 - ii. Chris will meet with Dr. Scott to see if another computer lab could be available on the Weed campus

G. New Business

- a. Mentors for New Instructors
 - i. Neil Carpentier-Alting has volunteered to David Blink's mentor
 - ii. Mike Graves will be Doran O'Donnell's mentor
 - iii. Denis Hagarty will be Katie Elwood's mentor

H. Adjournment

- a. Kevin Broussard moved to adjourn at 3:00pm / Jim Gilmore seconded / motion passed