



**Academic Senate**  
College of the Siskiyous  
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## Academic Senate Executive Meeting Minutes

January 25, 2017 (Convened at 12:35pm) 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 - Vickie informed Chris Vancil that there is no Academic Senate budget this year. Chris will check on required dues.
- Instructional Equipment Funds - During College Council, it was revealed that the funds allocated to instructional equipment has been spent this year.
  - Instructional equipment fund requests need to be submitted a year in advance. Thus, those instructional requests submitted this year will be funded next year.
- 16-Week Calendar – The 16-Week calendar previously approved by faculty was rejected by the Chancellor’s Office because they didn’t like having a 3-day Spring Break. Dr. Scott has agreed to a 4-Week intersession. Faculty will vote on the revised 16-Week calendar next Tuesday at 8am.

### C. *Discussion Items*

- ❖ Participatory / Shared Governance Documents- Chris and Mike Graves are outlining how participatory / shared governance may be approached at COS. When they are finished with these documents, they’ll share them with the Academic Senate.
- ❖ AP 4235 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.

- ❖ **EQ Discussion – Interdisciplinary Lists (Refer to EQ Committee)** – This issue will be referred to the Equivalency Committee. They need to determine which disciplines will be accepted to teach such interdisciplinary subjects as Ethnic Studies.
- ❖ **Committee Replacements**
  - Program Review: Three resignations need three replacements. Steve Reynolds, Dave Clarke, and Patrice Thatcher-Stephens all resigned from their posts. This leaves Alison Varty and Jude Baldwin still on the PR committee. Jayne Turk offered to be on this committee as well. Chris will talk with Dr. Scott to see if he's interested in chairing an Institutional PR Committee that would replace the Senate PR Committee. The Senate will still create its process but then the management of the process / compliance would be in the hands of administration or the committee. The Senate would still put representatives on this committee (i.e., Jayne, Alison, and Jude), as well as there would be other representatives from ASM, CSEA, etc.
  - Tech Council: New one sabbatical replacement. Mike Graves will replace James Gilmore on this committee for just the spring semester.
  - Equivalency: One resignation need one replacement. Billy Hefflinger resigned from this committee. Mike Graves has offered to be his replacement on this committee permanently.
- ❖ **Program Review Revision Draft Review**. Chris has circulated to the Senate Exec members examples to use for the Annual Review and the Comprehensive Review that will occur every 4 years. Some of these drafts were Annual Review documents that were used previously at COS and others were adopted from other colleges. Chris asked that Senate Exec look at these drafts and give him feedback.
- ❖ **Basic Skills Institutional Set Standard** – Chris needs to meet with Bart about these numbers.
- ❖ **Position Requests / Budget Process** – Chris is looking at an action plan whereby a department can request a faculty hire in September. The Academic Senate would then prioritize hiring requests and forward it to College Council so that faculty hires are considered in the budgetary process.

#### ***D. New Business***

- ❖ **New GE Policy** – Mike Graves said that recently submitted GE courses are put on hold until College Council and the Board approve the new GE policy. Chris stated that the new GE program should be approved shortly.
- ❖ **Flex Day for E-Lumen** – Mike Graves has already requested a Flex day before or after Spring Break that focuses on teaching E-Lumen. It will take place in the “fishbowl” computer lab.
- ❖ **Distance Education (DE) Language on All New Courses** – Now that Curriculum Committee and the DE Committee have come up with appropriate DE language,

Mike is going to require that all new courses submitted contain this DE language verbatim or will not be accepted for review.

- ❖ **Emeritus Faculty** – Jayne asked that the Academic Senate start the process of selecting the Emeritus Faculty that will be recognized this year

- ❖ ***Adjournment*** at 1:35pm