

COLLEGE OF THE SISKIYOUUS
INSTRUCTION COUNCIL MINUTES – MEETING #1

Friday, September 1, 2017

Board Room

Present: Jude Baldwin, Cora Brownell, Neil Carpentier-Alting, Dave Clarke, Vickie Donaldson, Elaine Eldridge, Bill Hirt, Dennis Roberts, Val Roberts, Bart Scott, Todd Scott, Chris Wehman

- Item 1. Approval of Minutes from May 12, 2017
The minutes from the meeting on May 12, 2017, were approved as read.
- Item 2. AP 4235 – Credit by Examination
The Senate brought this to the full-time faculty, who were supposed to let the Instruction Office know which classes could be taken for credit by exam. This should be done just once, not every year. The question was raised regarding the process to follow when the discipline does not have a full-time faculty member. Todd asked that Bill take this back to the Senate. Todd will make some revisions and this AP will come back to IC at a later date.
- Item 3. Installation of Atomic Spectrometer (Inst Equip Funds)
Last year we bought an atomic spectrometer with instructional equipment funds, but ran out of funding to have it installed. Todd would like to place this at the top of the list for instructional equipment funding for this year. He is currently collecting requests for instructional equipment funding, so that he can give the President a list of what is needed and request a portion of the \$182,000 in instructional equipment/scheduled maintenance funds. Maintenance has already requested \$100,000 of the \$182,000.
- Item 4. Planning by Design
The Planning by Design document is required by accreditation to be reviewed across campus. This document has already been to the Planning Committee, and will go to Student Services Council. The accreditation team liked the document and wanted revisions. Bart made some changes, will write out specific steps and have more campus involvement. There will be a staggered schedule of the comprehensive program reviews. Program reviews should drive the hiring process. A connection needs to be made with each constituent group by the group representatives. Get back to Bart with suggestions to the document.
- Item 5. Accreditation Mid-Term Report (Draft)
Areas highlighted in yellow in the document still have information pending. Todd asked IC to review the document and send comments to him. This document will go to the Academic Senate. The latest version of this document is linked on our website. The final version of the substantive change for SFPD and FIELD is also on the website. Some of the recommendations the accreditation team made no longer need to be addressed. This is why the document skips from recommendation #2 to #4. The accreditation team will be visiting campus again. We don't know if it will be the entire team or when they will visit.

Item 6.

Other

- IC meetings will be scheduled every two weeks and canceled if there is no need to meet.

The meeting adjourned at 1:24 p.m.