

**COLLEGE OF THE SISKIYOU**  
**INSTRUCTION COUNCIL MINUTES – MEETING #3**

*Friday, October 6, 2017*

*Board Room*

**Present:** Jude Baldwin, Cora Brownell, Dave Clarke, Vickie Donaldson, Elaine Eldridge, Bill Hirt, Dennis Roberts, Valerie Roberts, Todd Scott, Chris Wehman, Zach Zweigle

**Absent:** Neil Carpentier-Alting, Bart Scott

**Guests:** Sean Kenny, Jim Gilmore, Alison Varty

Item 1.        Approval of Minutes from September 22, 2017

The minutes from the meeting on September 22, 2017, were approved as read.

- Dennis will bring information back to IC regarding athletic practices.
- Todd is considering changing the evening class times back to 6-9PM, rather than 7-10PM, with no classes scheduled to start between 3:30-6PM. This time slot could potentially become a college hour. A college hour time slot from 5-6PM would be good for faculty, but not staff.

Item 2.        Instructional Equipment List

This list went to College Council after the Deans prioritized the items. The Deans ranked the items as priority 1, 2, or 3, with 1 being a high priority. At the time this was done, we did not know about the funding amount. College Council asked that the priority 1's be ranked in order of importance. The Deans and Todd met and ranked the priority 1's. We now know we will have approximately \$115,000 for instructional equipment, so this list will need to be further pared down. Alison, Jim and Sean attended the meeting to address the importance of their respective requests.

Item 3.        Draft of 2018-19 Academic Calendar

- A draft of the 2018-19 academic calendar has been submitted to the faculty, but we have not heard back from them yet.
- The 2017-18 academic calendar had 3 flex days scheduled prior to the start of the fall semester: 2 were mandatory, 1 was optional. There was a request from the President's Office to move one of the mandatory days to the end of the semester.
- Per the Chancellor's Office, we cannot place flex days during the semester, they must be scheduled outside of the term.
- The spring 2019 is scheduled to begin on Tuesday, Jan 29. Request to start the semester on Monday, Jan 28.
- The spring start date change will necessitate moving the mandatory flex day on Monday, Jan 28, to the end of the spring semester, on May 24. That day was originally set up as an optional day.
- Another optional flex day will need to be added to the calendar for the spring semester. Perhaps before the start of the spring semester.

Item 4. Accreditation Team Visit

The Accreditation Team will visit campus on Monday, November 6. Five team members will visit campus from 8:00AM to approximately 2:00PM. They have asked to meet with specific people on campus. Todd asked that everyone read the Accreditation Follow-Up Report to become familiar with it.

Item 5. Other

No other items were discussed.

The meeting adjourned at 1:30 p.m.