

College of the Siskiyous

Instruction Council

Annual Report – 2024-2025

Committee Information

Committee Members:

Dr. Mark Fields (Chair), Valerie Roberts, Veronica Coots, Dr. Hallie Coppi, Jude Baldwin, Emaly Brann, Louis Mero, Leigh Moore, Ronald Slabbinck, Samantha Worthington, Karen Chandler, Amyanne Groppi, Cheyenne Harris (Notes).

Committee Charge (Summary):

The Instruction Council Meets to discuss and develop the goals and directions for the instructional program of the College in order to provide a quality education. The council works to advance the career/technical, transfer, and basic skill mission of the College.

Meeting Information

Mtg Date	# Members Present	Date Agenda Sent	Date Minutes Posted	Please list the tasks that the Committee will be working on as a result of the meeting.
September 3, 2024	9	8/27/2024	9/23/2024	Work on setting committee goals for 2024-2025
September 17, 2024	9	9/15/2024	10/01/2024	Reviewed 24/25 goals, assigned AP/BPs for review.
October 1, 2024	11	9/26/2024	10/15/2024	Reviewed and approved goals for 2024-2025. Approved AP/BPs, reviewed AP/BPs.
October 15, 2024	5	10/11/2024	11/05/2024	Approved AP/BPs, Discussed changes to AP/BPs.
November 5, 2024	11	11/01/2024	11/19/2024	Approved AP/BPs, Discussed changes to AP 426.
November 19, 2024	8	11/15/2024	02/04/2025	Approved AP/BPs, discussed additional changes to AP 4021.
December 3, 2024	0	11/26/2024		Meeting Cancelled.
February 4, 2025	9	01/31/2025	03/18/2025	Discussed Strategic Enrollment Plan Update, AP/BP updates pending.
February 18, 2025	0	1/31/2025		Meeting Cancelled.
March 4, 2025	0	02/28/2025		Meeting Cancelled
March 18, 2025	9	03/14/2025	04/01/2025	Discussed ACCJC Presentation, ZTC Grand update.
April 1, 2025	10	03/28/2025	04/15/2025	Approved 2026-2027 Academic Calendare, AP/BP's

April 15, 2025	10	04/11/2025	05/06/2025	RAR Timeline, Discussed AP 4021 changes.
May 6, 2025	9	05/02/2025	05/20/2025	Approved AP/BPs.

Average Attendance:

Agendas are posted in BoardDocs. Members are emailed notification of posted meetings by BoardDocs. Minutes are stored in BoardDocs and are available to the community at large, once approved.

Results From Self-evaluation Survey

Major Accomplishments or Achievements in Past Year

- AP/BP Updates, Approved Academic Calendar, ZTC Expansion Support.

Major Obstacles or Problems with Committee

- AP/BP updates not completed, lack of communication and shared responsibility in updating AP/BPs.

Recommendations for Improving Process or Efficiency

- Clear and concise communication, establish plan to work on agenda items before the meetings, face to face meetings when possible, and dedicated work session for AP/BP revisions.

Committee's Goals

Committee's Goals and Institutional Goals and expectations met.

1. Continue working on the AP/BP revisions.
2. Supported ZTC Grant.
3. Evaluate institutional effectiveness for continuous improvement.

Committee Goals (if appropriate) for Coming Year and list Related Institutional Goal

- TBD at first meeting of Fall 2025.

College of the Siskiyous Institutional Goals

Goal #1: Promote and support educational goal completion for all students.

Goal #2: Sustain institutional health and vitality to meet the needs of the community.

Goal #3: Evaluate institutional effectiveness for continuous improvement.

College of the Siskiyous Mission

We are a comprehensive community college serving the economic, educational, lifelong learning, and workforce needs of Siskiyou County and the other communities our programs reach. College of the Siskiyous provides students a strong education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation. We understand the transformative power of higher education and seek to inspire students by offering inclusive and practical learning experiences that are relevant in today's global economy and environment. We strive to prepare our students to align their newly-gained skills and experiences with those best suited to the work they wish to pursue and the lives they wish to lead. At the same time, we aim to inspire our students to engage actively, question deeply, reason critically, think boldly, communicate effectively, act innovatively, work collaboratively, and live ethically.

Chair Signature: *Mark C. Fields*

Date Approved by Action of Committee/Council: