

**College of the Siskiyous  
President's Cabinet  
Annual Report 2020/2021**

Committee Name		President's Cabinet					
<b>Committee Members</b>		Dr. Char Perlas, Darlene Melby, Valerie Roberts, Mark Klever, Dr. Nathan Rexford, Rhonda Brown, Charlie Roche, Suzie Clark, Dawnie Slabaugh, Emily Anderson-Moser, Debbie Goltz Dr. Schoonmaker (July-Jan), Melissa Green (July-Feb)					
<b>Committee Charge (Summary)</b>		This group of senior-level administrators and direct reports to the college president serves as the first point of contact for governance emanating out of the president's functional areas, and serves as the final review of governance for all other functional areas receiving recommendations from College Council.					
<b>For Academic Year:</b>		<b>2020/2021</b>		<b>Date of Annual Report:</b>		<b>May 19, 2021</b>	
Month	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.		
JULY 20	7/1/2020	10	*	**	Reopening plans, FEMA assistance expenditures		
JULY 20	7/15/2020	10	*	**	Reopening Plans, Review Governor's plans, purchasing of laptops for fall semester		
AUG 20	8/5/2020	12	*	**	Reopening FAQs reviewed, moving into phase yellow		
AUG 20	8/5/2020	12	*	**	Testing requirements and protocols		
SEPT 20	9/16/2020	13	*	**	All-College Agenda; Board Study Sessions and Presentations; Thanksgiving/Holiday meals and resources, Accreditation and the National Conversation on Equity; Siskiyous Response Reopen Plan; Verto Ed		
SEPT 20	9/23/2020	14	*	**	Debrief after lockdown situation; weekly email to keep students engaged; Thanksgiving/Holiday meals; CCC eConvenings; Reopening plan; Night Admin suspended for Fall semester; planning for Spring 21		
SEPT 20	9/30/2020	11	*	**	All-College meeting agenda; Holiday dinner update; budget timeline reviewed; racial literacy training opportunities		
OCT 20	10/7/2020				CANCELLED		
OCT 20	10/14/2020	10	*	**	Classified Recognition gifts; updates to the website; clarification on travel and isolation requirements; update on closed captioning services; PRT update		
OCT 20	10/21/2020	11	*	**	All-College agenda; Kiosk update; housing occupancy; established a AP/BP taskforce; PRT Debrief; BOT requested a broader conversation about increasing FTES – sending charge to Enrollment Management Cmt		
OCT 20	10/28/2020	11	*	**	20/21 Budget mtg debrief and 21/22 budget preparation; concerns about CQIP process and budget development & presentation process were discussed and will be revisited when preparing for the 21/22 budget; “future of Siskiyous” and charge to Enrollment Management Cmt to hold this conversation campus-wide; development of exit survey for students; webpage updates; All-College meeting		
NOV 20	11/11/2020	9	*	**	Presentation from ASM Senate re: AP 7240; kiosk update and proposal; COVID status and protocols; Verto Ed update		

<b>DEC 20</b>	12/16/2020	11	*	**	UCSF Survey; update on Program Review and PRT
<b>JAN 21</b>	1/13/2021				CANCELLED
<b>JAN 21</b>	1/20/2021	13	*	**	4 <sup>th</sup> Fridays – No meetings; reviewed prior night’s board meeting and discussed ways to improve communication with the campus community
<b>JAN 21</b>	1/27/2021				CANCELLED - SNOW DAY
<b>FEB 21</b>	2/10/2021	12	*	**	Established process for reviewing AP/BPs; discussed creating a “passing period” between Zoom meetings
<b>FEB 21</b>	2/17/2021	10	*	**	Reviewed feedback from town hall re: All-College meetings
<b>MAR 21</b>	3/3/2021	11	*	**	BP/AP 7240 presentation; Free speech area/tabling in the land of COVID.
<b>MAR 21</b>	3/17/2021	8	*	**	Rotary corporate membership; summer 4/10 schedules; AP/BPs; snow day process
<b>APR 21</b>	4/7/2021	11	*	**	AP/BPs; BOT study session schedule
<b>APR 21</b>	4/21/2021	10	*	**	AP/BPs
<b>MAY 21</b>	5/5/2021	9	*	**	All-College mtg; Daily COVID-19 data collection policy
<b>MAY 21</b>	5/19/2021	9	*	**	Reviewed self-evaluation and 20/21 goals; discussed future goals; PC Role in participatory governance – consider establishing a policy committee
<b>Avg Attendance</b>		<b>11</b>			

<b>Major Accomplishments or Achievements in Past Year</b>	<b>Getting through the Chapters 1000 and 2000 Board policies and administrative procedures</b>
	<b>Focus on and increase of Diversity, Equity, and Inclusion Efforts</b>
	<b>Internal communication on the Cabinet, as well as campus-wide, has improved with use of Teams and the virtual town hall</b>
<b>Major Obstacles or Problems with Committee</b>	<b>Inherited problems from prior administrations</b>
	<b>Faculty union</b>
	<b>COVID</b>
	<b>Too many meetings, contributing to burnout and fatigue</b>
<b>Recommendations for Improving Process or Efficiency</b>	<b>Create goals with realistic objections, and include them goals on agendas to increase focus; be more task-oriented</b>
	<b>Meeting in-person but keep an option for Zoom; reinstitute College Hour; Evaluate consistently packed schedules for unreasonable workloads and institutional effectiveness</b>

Committee’s Goals and Institutional Goals and were expectations met.	<b>Progress was definitely made - many of the goals are ongoing.</b>
Committee Goals (if appropriate) for Coming Year and list Related Institutional Goal	Discussed possible goals for 2021/22. These will be finalized at a meeting at the beginning of the academic year. Suggestions included: Goal #1 Successfully meet accreditation standards; Goal #2: Monitor institutional health (fiscal health; developing strategic plans; pursuing increased total FTES); Goal #3: Figure out who we are (PC’s role) and be great at it; cultivate a culture of social justice and equity; complete participatory governance

	manual; review goals and progress monthly; improve effectiveness of meetings/communications out of meetings
<b>Chair Signature</b>	
<b>Date Approved by Committee/Council: May 19, 2021</b>	

<b>College of the Siskiyous Institutional Goals</b>
<b>Goal #1:</b> Promote and support educational goal completion for all students.
<b>Goal #2:</b> Sustain institutional health and vitality to meet the needs of the community.
<b>Goal #3:</b> Evaluate institutional effectiveness for continuous improvement.

<b>College of the Siskiyous Mission</b>
<i>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. 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.</i>