

**College of the Siskiyous**  
**The Campus Connection**  
**January 9, 2018**

## **Superintendent / President**

Happy New Year everyone! My hope as you read this is that you had a wonderful holiday break at Christmastime and for the welcoming of the year 2018. Winter Intercession is underway and we are also gearing up for the start of the spring 2018 semester at the end of this month.

Below are a few highlights of what has been happening on campus and interactions in the community for the past month:

- As part of a regional IEPI effort, the North State/Far North Community Colleges (known as Area 1) have formed a Community of Practice. Darlene Melby, Dr. Todd Scott, and I attended the initial meeting for this effort on December 6 and 7. We have determined our focus to be on generating a white paper outlining the major issues and factors impacting the funding of rural colleges in California. Both Ms. Melby and I are serving on the team drafting the white paper; our preliminary deadline is January 19, 2018.
- December 9 was a busy day for the College, despite being a Saturday. The day began with a well-attended eLumen training organized by the Faculty Curriculum Committee, chaired by Mike Graves. Well done, Mike! It says a lot to me that we have such committed faculty that they are taking a Saturday – especially the weekend between the end of class instruction and finals week (!! – to learn a new curriculum system. That afternoon, I was honored to attend the Firefighter I Academy graduation ceremony in the Kenneth Ford Theatre. What made the event more meaningful for me was in knowing most of the academy instructors currently in Southern California fighting the fires there. The evening offered a time to "dress up" in 20's attire and attend the Eagle's Nest 20<sup>th</sup> Anniversary Celebration. Recognizing how the thrift store serves to generate funds to support our students, and getting a chance to revel in this milestone was a fitting end to the day.



Students, employees, and even community members enjoyed a holiday meal prepared by COS Food Services and served by COS Administrators on December 6 and were also treated to entertainment by the COS Vocal Jazz Ensemble.

- Kelvin Wagner and I held our first “Pizza with the Presidents” event on December 12. Future sessions will be held in the Board Room and have more of a meeting atmosphere, but serving pizza to the students, faculty, and staff for lunch was a fun way to launch what will hopefully become a positive tradition for College of the Siskiyous.
- On December 13, I was able to attend some important campus functions, including a visit from the International Brotherhood of Boilermakers, and a celebration at the Hi Lo Café for our valuable volunteers at the Eagle’s Nest.
- December 14 found Samantha Worthington and I in Bakersfield attending a press conference announcing a \$1.3M grant received by the Farmworkers Institute for Education and Leadership Development (FIELD) in which College of the Siskiyous will be one of several college and university partners (I was also one of the featured guest speakers during the press conference). We then toured FIELD headquarters in Tehachapi and visited multiple FIELD classes before ending the day at CSU-Bakersfield at a community forum and a viewing of a new documentary entitled, *American Migrant Stories*.
- I couldn’t think of a better way to observe my birthday than to be in service to my College family. Samantha and I flew back from Bakersfield in time for me to attend the amazing holiday potluck held by our Facilities and Maintenance Department. The food was fabulous, and the conversations were congenial. Later, I enjoyed attending a great meeting with our classified employees, and then finished the day attending and sharing a welcome at the Nursing Pinning Ceremony!
- A big thank you to all who attended my families’ first Christmas party at Sons of Italy! The event was well attended and a great opportunity for me and my family to get to know you all better.
- We have had some successful searches conclude during this past month. It is both an honor to meet all the finalists who have so much talent and experience to offer the District, and it is a tremendous responsibility to meet with each candidate and discuss a possible future as a member of the College family.
- On December 18 several of us from the College met with Fire Chiefs from around Siskiyou County to discuss ways we can better serve their needs while we also seek their support and assistance in improving our training facilities. It was an encouraging conversation that can produce mutually beneficial results as all of us follow through on the plans and suggestions shared with one another.
- I was able to represent the College (and hear my daughter perform with her high school jazz choir!) at the Scott Valley Bank holiday party in Mt. Shasta on December 20.

As we embark on our journey through 2018, it is definitely a time to be thinking about goals for the coming year. On January 29 we will gather together as a College community to shape the future for the days, weeks, and months ahead. Prior to that time I encourage us all to reflect on the following three questions from the perspective of a valued member of the College family:

1. What experiences do you want to have, and what experiences do you want our students to have here at College of the Siskiyous?
2. For me to be the man or woman having these experiences, and for our students to be in a position to have their experiences, how do I have to grow?

3. To be the man or woman who has those experiences and who grows in those ways, and for our students to become successful members of the workforce today and tomorrow based on their experiences at College of the Siskiyous and the growth they achieve while here, what contributions can I make to our collective efforts towards continuous quality improvement?

If you answer these three questions, you will have created your goals for the year, or beyond; goals that are not just a means to an end, but that can actually serve as ends-goals. The Dalai Lama said, "If you want to be happy, make other people happy." Fulfillment comes from taking your experiences and your growth to empower your contributions to other souls, in order that you can make a difference for others in our community and the communities we serve throughout California, the West Coast, and the world. I am looking forward to our important work together in the months and years ahead.

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#### **Quote of the Month:**

"I hope that in this year to come, you make mistakes. Because if you are making mistakes, then you are making new things, trying new things, learning, living, pushing yourself, changing yourself, changing your world. You're doing things you've never done before, and more importantly, you're doing something."

*Neil Gaiman*

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## **Public Relations & College Foundation**

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Happy New Year Everyone!! Where to begin?? December was such a busy month at the college. Finals, concerts, parties, games... It was a really "packed" month filled with lots of activities.

The month started off with the annual COS Foundation Holiday Craft Fair (reported on at the last Board meeting). The event was well attended and customers and vendors were all very happy at the end of the two-day event. That same weekend, following the closing of the Craft Fair, the COS Music Department presented "Songs that Warm the Heart," two fabulous concerts were held (one at the Weed Campus and the other in Yreka at the Methodist Church). Attendance at each of the concerts well exceeded past numbers. In fact, the Box Office ran out of pre-printed tickets at the door.



On December 20, Dawnie Slabaugh – COS Foundation Director and Greg Messer, Incoming COS Foundation President, were presented with a check totaling \$7,855.86 from the Shasta Regional Community Foundation for donations received during 2017 North State Giving Tuesday.

The next week, COS Administration hosted a holiday meal for students and employees. Prepared by COS Food Services, the meal feature traditional holiday favorites – roasted turkey, mashed potatoes and gravy, green bean, sweet potatoes, rolls, and cookies for dessert, YUM!! That same evening, the Men's Basketball team played their first home game of the 2017/2018 season against Cabrillo College in the Weed Campus Gym. Other events held during the week included the annual COS Photo Alliance Student Art Show and Ceramics Club Sale. The student groups held an artist show, sale and reception on December 7. The show/reception was really well attended and the works featured in the Student Art Gallery and the Learning Resource Center Foyer was truly exceptional. The students who showcased their work are truly talented (shout out to the Art Department Faculty who inspire our students to bring out their creativity and joy).

On December 9, for the first time in a very long time, the COS Fire Academy held a graduation for the fall Firefighter I Academy. It was a very special event considering we have not had a fall graduation in many years. Congratulations to the fall academy graduates. Later in the evening, the COS Foundation celebrated the 20<sup>th</sup> Anniversary of the Eagle's Nest Shop. Angel Fisher, Eagle's Nest Shop Supervisor and the Volunteers hosted a 'Roaring 20's Party' at the Eagle's Nest to celebrate the many years in business. The next day, the fun continued with a special 'Sunday Opening' Sale and Celebration. According to Ms. Fisher, "there was a line of 50 people at the door when we opened Sunday morning. Of all the years we've been open... this was by far the best 'sales' day ever!"

Then it was finals week!! Busy, busy, busy... The last events of the semester were a home opening basketball game for our Women's Basketball team against Cosumnes River College (which we won); our first 'Pizza with the Presidents' lunchtime meet and greet; the Vocational Nursing Pinning Ceremony; Eagle's Nest Volunteer Holiday Luncheon; and, Dr. and Mrs. Schoonmaker's Christmas Party held at the Weed Sons of Italy Memorial hall; and a phenomenal performance by the COS Music Department, Yreka High School Vocal Ensemble, and members of the Grenada Berean Church and Yreka Church of the Nazarene presented three community performances of Handel's Messiah.

What a great month of activities to bring the year to an end!

### **January Activities & Events**

**Registration for Spring Semester (starts January 30, 2018) is OPEN. Please help spread the word!**

- January 9: COS Board of Trustees Monthly Meeting, 6PM – Board Room
- January 13: Men's & Women's Basketball vs. Redwoods, 2PM & 4PM – Gym
- January 15: COS Closed for Martin Luther King Birthday Holiday
- January 16: COS Foundation Board Meeting, 5:30PM – Yreka Campus RHSI 123
- January 20: Men's & Women's Basketball vs. Butte, 2PM & 4PM – Gym

- January 20: Softball Team Fundraiser – “Night at the Races,” 7PM – Yreka Elks Lodge
- January 27: Winter Intersession Ends
- January 27: Men’s & Women’s Basketball vs. Shasta, 2PM & 4PM – Gym
- January 29: All Campus Meeting (Planning Day), 8:30AM – Theater
- January 29: Softball Team Fundraiser – Cornhole Tournament, 10AM – Gym
- January 30: Spring Semester Begins

## Administrative Services

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Happy New Year from Administrative Services! I hope everyone enjoyed some well-deserved time off and I look forward to a successful 2018.

Dr. Schoonmaker and I will be traveling on to Sacramento later this month to attend the annual Governor’s Budget Workshop (January 17) where the Governor will announce his proposed budget for 2018/2019 fiscal year. This information will be shared with the many different college committees which resume their meetings in February. We will then begin our budgeting process for the 2018/2019 year at the end of January. Please be on the lookout for information from Business Services.

Huge thanks to our Information Technology department and Chris Wehman for taking the lead during winter break to perform upgrades and general maintenance to ensure the college’s infrastructure was ready for the winter intersession and spring semester.

**Bookstore:** The Bookstore was busy in December closing business from the fall 2017 semester and preparing for the winter and spring 2018 semesters. During the fall 2017 semester, the Bookstore was able to rent 869 textbooks, which helps to reduce the cost of attendance for students. Bookstore Account Clerk, Emkay Sikora, diligently attempted to call all students who rented books to remind them to return their book rentals before closing for the break. This endeavor helped to get 780 of the 869 rentals returned to the Bookstore prior to closing. Thank you Emkay for all of your hard work to help our students! Also in December, the Bookstore conducted a textbook buyback event (December 7 – 18) where we purchased books back from students who had purchased their textbooks. The Bookstore has winter 2018 semester textbooks in stock and all of the spring 2018 semester textbooks should be in stock by the second week in January.

**Business Office:** The Business Office is preparing for a full month of activity in January in order to file the required student (1098-T), employee (W-2) and vendor (1099) tax forms as well as many other year-end payroll reports. As a reminder, every employee (including students) can elect to receive their W-2 electronically instead of in paper format by giving their consent to the District. An e-mail was sent out in December and again on January 2 with the instructions on how to provide consent by logging into your “mySiskiyous” account through the College of the Siskiyous website. This is an easy way for employees to access their W-2 information while

saving processing time for District employees as well as paper and postage expense. W-2's are required to be provided to employees by January 31, but the Business Office is hoping to have them available sometime during the week of January 22, 2018.

January is a good time for budget managers to review their department budgets (through Finance Self Service Banner) as we are exactly half way through the fiscal year. It is an easy time to see how your expenses are tracking and to make sure your expenses are posting as expected. It is especially important to review your salary accounts, so we can make any necessary adjustments now for the remainder of the fiscal year. If budget managers and/or their staff need help accessing Finance Self Service Banner, please contact Anna Baker in the Business Office for assistance.

**Cafeteria:** The "Eagle Café" (aka Grill) will be open from 8 a.m. to 4 p.m., Monday through Friday until January 26, 2018. Breakfast is served from 8 to 11 a.m. and lunch from 11 a.m. to 4 p.m. The Cafeteria (Dining Hall) will open with the start of the spring semester and at which time we will return to our regular hours in both the Dining Hall and the Grill. We will be offering some new items for breakfast, daily lunch specials with notifications coming via email and a salad bar in the grill area. Please let us know if you have any input or requests and we will try to accommodate. This schedule is a first for us and we want to make it successful. All menus and times are also posted on our website: <http://www.siskiyou.edu/foodservices/>

#### **Facilities - Project Update:**

- Safety speed bumps were installed December 13 at the Weed Campus in various locations.
- The Yreka security system upgrade was completed December 15. All buildings at the Yreka Campus now have security systems.
- The Gym basketball retractors - new wiring, controls, key switches and lockable cover were completed December 20.
- The repair and refinishing of the Athletic Training Center tile floor was completed December 21.
- The kitchen floor and dining area repair and refurbishing were completed January 2.
- The Geo Tech and Topographical site surveys for the turf project have been taken. We expect the official reports before the end of January. The latest schedule for synthetic turf field completion is fall 2019.
- We continue to work with NMR Architects and Acosta Engineers to come up with a repair solution and schedule for eliminating leaks in the fire sprinklers and repairing the non-functioning emergency shower drains in the new Science building
- The floor replacement in the Learning Resources Center room 3 begins January 2.
- The final phase of the library reorganization is scheduled for January 3 - 5.
- We will be contracting the installation of a wall and door to secure the fire sprinkler riser in the RHSI classroom.
- We hope to be scheduling the installation of additional security cameras for Yreka and Weed campuses this month.

- "No Parking" signs are scheduled to be placed on the gravel area North East of the Siskiyou Way this month.

### **Technology – Project Update:**

- The wireless network in the campus housing buildings Juniper and Ponderosa has been upgraded to accommodate more users.
- Multiple Banner module upgrades went well at the end of December.
- Our new data backup system was implemented into production during the last week in December and will be performing 100% of our backups before the end of January.
- Single Sign-On access to OCLC (Online Computer Library Center) has been implemented with our portal my.Siskiyous.edu simplifying access to OCLC.
- An automated process to upload courses into the Canvas LMS (Learning Management System) has been implemented and will be continually improved in order to make the course uploads happen earlier and easier than before.
- Problems with some networking equipment were recently rectified and we hope to have a more stable network for 2018.

## **Student Services**

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I sincerely hope you had a wonderful holiday season and are looking forward to all the good things 2018 will bring. My holiday was most restful and I'm excited about all of the upcoming opportunities for this New Year.

This past December, Student Services, in collaboration with the Diversity Committee, decorated the Student Center for a multicultural holiday celebration. We had a decorating party on November 30, which included hot cocoa and popcorn for the passersby. The Student Center had two Christmas trees and a Winter Solstice display. Instructor Wenli Chang and some students joined the celebration on December 12, and hosted a Chinese holiday culture table in the Student Center as part of the Diversity Committee holiday festival events. Other departments that decorated included the Admissions and Records office, Counseling Office, Human Resources and the Bookstore, among others. The holiday celebration also included a holiday lunch, served by your Administration team. I also want to give a special shout-out to Cindy Martel and her team for making an outstanding dinner, and to Ronald Slabbinck and the COS Vocal Jazz Ensemble, who serenaded the diners.

Student Services, as part of the Hungry Free Campus effort, supplied bowls of fruit and protein bars across campus. We will continue to keep the bowls supplied throughout the semester. This will be in addition to our sack lunches and, starting in January, our food pantry, which is located in the Welcome Center. If you know of someone in need, please contact the Welcome Center, Counseling Center, or Student Services office for assistance.

The Chancellor's Office hosted a webinar, "Guided Pathways, Pillar 1: Onboarding," facilitated by Omid Pourzanjani, Ed.D visiting Vice Chancellor. Dr. Pourzanjani provided case studies and

potential student support Weblinks. Possible Weblinks included links for online orientation, career exploration, major cluster exploration and integrated text messaging and inbox.

Val and I had lunch with former and new College Options staff Dan Askins, MaryAnn Munson, and Brad Williams, as well as Marian Murphy-Shaw from the County Office of Education. We discussed the transitions in College Options (Dan is our new point person) and upcoming events. And speaking of events...It's time to start planning for High School Preview Day in September! We will be sending out meeting invitations soon. I hope you can join us.

This past month, the Chancellor's Office sent out a request for proposals for Veterans Resource Center funding. Although we are small, we will request funding to augment our support for the students, with the possibility of hiring Veteran peer mentor/tutors, purchasing computers for student use and create a lending library for our veteran students.

Val Roberts, Regina Weston, Carly Zeller, and Janice Gonzalez put the final touches on the Student Success and Support Program (SSSP), Basic Skills Initiative (BSI) and Student Equity Integrated Plan and presented the plan to the Academic Senate, Instruction Council, Student Services Council and College Council. Our last presentation will be to the Board of Trustees on January 9. Board Approval will allow the College to formalize our longstanding collaboration as well as allow us to continue to receive funding for these programs.

In closing – I wish you the best of everything in 2018!

*~ Let our New Year's resolution be this: we will be there for one another as fellow members of humanity, in the finest sense of the word. - Goran Persson ~*

**Admissions and Records:** We have received 504 applications for spring 2018 and are currently working with those students to complete their FASFA or Financial Aid file, Orientation and registration process.

- **Registration** - Currently 349 students are registered for the Winter Intersession and 1,416 for the spring term.
- **Student Ambassadors** - The student ambassadors will report back the week of January 29 to set up two Student Information booths on the COS Campus the first week of school. Student will be able to obtain directions, have their picture taken for their Student ID, sign up for COS Connect, and look at open classes. This past term all Ambassadors completed their course work with a 3.0 or above.

### **Counseling and Student Support Programs:**

- **Counseling and Advising / Assessment** - Updates on the Chancellor's Office plans for assessment were provided at the California Community College Assessment Association Northern California Conference held in early December. Many unanswered questions remain and the AB 705 Implementation team will be meeting to determine answers and

guidelines for the field. The great take-away from this conference was that College of the Siskiyous is well ahead of many other colleges in the use of multiple measures for placement. We now also have ACCUPLACER to reference as needed in conjunction with the state mandated use of high school transcript information. We are considered to be in full compliance with the current requirements of AB 705 (the timeline for the state has that result as a mandate by fall 2019).

For reference, the goal of AB 705 is to ensure that students are not placed into remedial courses that may delay or deter their educational progress unless evidence suggests they are highly unlikely to succeed in the college level course. AB 705 authorizes the California Community College Board of Governors to establish regulations governing the use of high school performance and other measures, instruments, and placement models to ensure college implementation meets the goals of the legislation. AB 705 took effect on January 1, 2018, but will have a "phased-in" implementation. A [me HYPERLINK](http://www.californiacommunitycolleges.cccco.edu/Portals/0/GovRelations/Enacted-Bills/ab-705-summary.pdf) ["m HYPERLINK](http://www.californiacommunitycolleges.cccco.edu/Portals/0/GovRelations/Enacted-Bills/ab-705-summary.pdf) ["o](http://www.californiacommunitycolleges.cccco.edu/Portals/0/GovRelations/Enacted-Bills/ab-705-summary.pdf) from the Chancellor's Office regarding AB 705 was sent to all the California Community Colleges.

- **SOAR (Orientation) and Counseling & Advising** - In-person and online SOAR sessions are available for new students attending College of the Siskiyous for spring semester. Counselors and advisors are assisting students with selecting classes and registering.

### **Student Support Programs:**

- **EOPS/CARE** - EOPS applications for students new to the program for spring semester are being accepted. Orientations for spring semester participants are scheduled from January 17 - 26. There will be two orientations at the Yreka campus for the first time! The orientation schedule can be found on the EOPS webpage.
- **Student Support Services** - SSS is continuing to accept applications and is providing on-going program orientations and financial literacy workshops for students accepted to the program. SSS students interested in UC Davis will be participating in the UC Davis Discover Day activities on February 23. Davis reps said students interested in any UC are welcome to attend because general UC information will be available. Work is being done for the Annual Performance Report which is due in February.
- **Upward Bound** - Parents of Weed High School Upward Bound students met with Upward Bound staff to discuss program requirements and the academic offerings at WHS. Saturday School will resume starting in early February. Work is being done for the Annual Performance Report which is due in February.

- **Student Equity** - As the cold weather hit, we began to realize that many of our students were not prepared for the harsh conditions. That is why Student Services created the, "Need One Take One. Want to Help? Leave One." rack outside of the Welcome Center. The idea is that students, staff, or community members will donate coats, hats, scarves, or gloves so that students have access to clothing to keep them warm. This has been a big success, and we are in need of more items. So please take some time and go through your closets. If you have any warm clothing that you no longer use, consider donating it to the cause. All donations can be dropped by the Welcome Center.



Earlier this fall the Chancellor's office let all community colleges know that we would be receiving money to help implement programs as part of the Hunger Free Campus Initiative. Thanks to this funding we are now able to provide Snack Baskets at different locations on the Weed and Yreka Campus. These baskets include protein bars and fresh fruit that students can grab when needed.



Our Food Pantry in the Welcome Center is fully stocked and ready for students to utilize. And thanks to all of the canned food donations at the Craft Fair we have even more variety to share with students. The Yreka campus will also have a food pantry, which will be up and running in January. All that is required of students is to fill out a short, self-certification form and they are able to access the food pantry as needed.

### **Student Life:**

- **Lodges** - Six residents stayed on campus over the holiday break. The Lodge residents and staff who stayed on campus were offered shelf-stable meal options before the break and were supported by maintenance staff who checked on the heating systems every 2-3 days during the holiday. Technology Services gave residents a holiday gift also by upgrading eight wireless access points in the Lodges before the campus closure.

Early in December Lodge staff worked with residents who were transferring to ensure their student accounts were paid in full. These students moving on from COS have made room for twelve new students to move into the Lodges this spring. Our new residents are participating in programs like Fire Academy and Athletics.

Lodge Government Representatives hosted a casino night event in Ponderosa lobby on December 7th. Residents had a chance to play board games and table games, winning prizes and eating snacks before finals week started.

- **Associated Student Board** - Associated Student Board Senators are continuing to work on their projects to increase communication with student club leaders, update their By-Laws, and represent the student voice in on-campus committees.

## Instruction

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I had the pleasure of attending the LVN pinning ceremony on December 15. Congratulations to the graduates and to the Nursing Department for helping these students achieve this important milestone in their career. On December 13, the Siskiyou Daily News published a great story about our Non-Credit Building a Business Website course

(<http://www.siskiyoudaily.com/news/20171213/student-extolls-cos-tuition-free-website-building-course>) which helped the City of Montague's Treasurer re-build the community's website. Special thanks to Kim Freeze, Interim Director of Non Credit and Community Education, for having the ability to predict community need and deliver courses to meet those needs. I would also would like to thank the staff at Yreka for putting together the Yreka Campus Planning Day event held December 8, for the great food and great discussion.

**Dean of Instruction:** December was a busy month for the Instruction Office. Maria Fernandez and Zack Zweigle attended the Complete College America Annual Convening in New Orleans, Louisiana (November 29 – December 1). For those that have an opportunity to attend in the future, it is a conference unlike any other – the energy level infectious and the personal stories of success are quite moving. Since its inception in 2009, CCA has introduced six "Game Changer" strategies, which include:

- (1) "15 to Finish" – students are encouraged to complete 15 credit hours per semester and 30 credits per academic year;
- (2) "Math Pathways" – math coursework that is aligned with a chosen program of study;
- (3) "Corequisite Support" – academic assistant for students to complete college-level math and English during the first academic year;
- (4) "Momentum Year" – this Game Changer builds on the previous three to create a strong first year to encourage momentum rolling into year two;
- (5) "Academic Maps with Proactive Advising" – Highly structured course maps designed around the 30 credit hour year with strong advisors to monitor progress; and
- (6) "A Better Deal for Returning Adults" – redesign the traditional college structure to include accelerated courses, year-round enrollment, and predictable schedules for working adults and parents.

The sixth Game Changer was introduced this year, and our friends down at Shasta College led a pilot program for adult learners based on this initiative. Great work is happening in the North State, and we hope to further strengthen our partnership with Shasta College, so we can

combine our efforts in several key areas. As you can see, the Game Changers closely align with the Guided Pathways program. There were 38 states represented at CCA, Guided Pathways was an undercurrent in almost all conversations throughout the week. As we begin the implementation phase of Guided Pathways at COS, I am encouraged by the level of support and emphasis on best practices not only within California, but nationwide.

Also in December, we completed the interviewing and hiring of a new tenure-track English Instructor. We had large pool of applicants from numerous states. The successful applicant was Elizabeth Carlyle from Orleans, CA. Elizabeth "Liz" has a Bachelor's in Russian from the University of Nottingham and a Master's in English from Humboldt State. She is originally from England, but has taught in Cambodia and South Korea. She has spent the last six years teaching English and ESL at College of the Redwoods. She understands the California Community College system and rural demographics we serve in the North State. Liz will join COS this January with a full complement of courses for the spring 2018 semester.

Please join us in congratulating Dr. Ron Slabbinck. Ron defended his dissertation on December 20<sup>th</sup> at Saint Mary's College in Moraga, CA. We know Ron is enjoying some well-deserved time fishing from his canoe.

The holiday season is a wonderful time for beautiful music. The COS Music Department partnered with the Yreka High School Community Orchestra and Choir to present Handel's Messiah. The ensemble did a phenomenal job, and we thank them for filling the winter air with the sounds of the season.

**Academic Success Center:** COS will be offering an Introduction to Entrepreneurship course this Spring as part of a Self-Employment Pathways in the Gig Economy grant. The college will be developing two small business start-up incubators which will be located one on each campus to help entrepreneur students start new businesses. COS is partnering with the Small Business Development Center, JEDI and other local agencies to provide coaching and other support to students in this class who plan to start a business.

The ASC is gearing up to begin offering student success workshops in the spring semester. Topics which support student academic and career success will be offered. Faculty may wish to require attendance or offer extra credit for participation in these workshops. The schedule will be announced as workshop dates are confirmed.

Cooperative Work Experience classes are available for students who need or want extra units. Students can earn college credit for working in a paid or volunteer job. Units are transferrable and work experience looks good on a student's resume. See Lorinda Meyer or visit <http://www.siskiyous.edu/cwee/index.htm> to learn more.

**Non-Credit, Community Education, Contract Education:** The Prop 39 Clean Energy Workforce Program awarded for development of a noncredit program that targets occupations in the commercial, industrial and institutional sectors of energy efficiency and clean energy generation.

- (1) First noncredit winter intersession class is a success with over 30+ students registered
- (2) We are preparing for the launch of spring noncredit courses and working on the development of CDCP noncredit certificates

We are partnering with JEDI to coordinate our Building a Business Website classes in Yreka & Mt. Shasta (At JEDI), along with JEDI hosted starting your own business workshops. Public Speaking Workshop- How to Elevator Pitch and Exploring Business Opportunities is also being explored.

**Nursing:** The orientation for the spring Certified Nursing Assistant course will be held January 8 at 1 p.m. in the Rural Health Sciences Building on the Yreka campus. The CNA course will start January 30. Enrollment is open and there is space available in both the Yreka and Modoc sections. Costs to students for the course are supported by funding from the Dorothy D. Rupe Nursing Assistant Grant through the Arthur N. Rupe Foundation, which will include coverage of expenses for supplies, fees, and certification testing. The statewide certification testing will once again be held on the Yreka campus on April 3 and 4.

On January 24 and 25, nursing faculty will receive an in depth training on recent upgrades in operations of the high fidelity manikins in the simulation lab. The lab remains available to clinical agencies in our community for their training purposes and for tours by the local high schools' career pathways ROP programs.

## Human Resources

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Recruitment	
Position	Status
Custodian	Tara Porter
Custodian	Claudio Rubio
English Instructor	Elizabeth Carlyle
Director, Information Technology	Wayne Keller
Financial Aid Processing Technician	First Review February 2, 2018

**Training Opportunity:** The Human Resources Department is holding a Hiring Committee / Recruitment Training on Wednesday, February 7, 2018 in the COS Board Room. Review the newly published COS Hiring Manual, learn about the hiring process and newly established procedures. Hiring Managers, supervisors, EEO's and frequently selected committee members will be invited but all are welcome to attend.

**Update:** On December 7, 2017, fifteen (15) managers, supervisors and Human Resources staff attended the Leaves webinar training provided as part of the District's Employee Relations Consortium. The training gave participants a good foundation of the myriad of leaves available

to employees and a glimpse into the complexities of administering leaves. The administration of leaves is handled in Human Resources; however, providing training to supervisors and managers gives them the tools they need to be effective managers. Participants indicated they prefer face to face training in lieu of webinars; however, webinars are a cost effective and common way to provide. Overall the evaluations for the webinar were good. The next Employee Relations Consortium Training will be held on Wednesday, February 7 and the topic is: The Disability Interactive Process.

**Holiday Food Boxes:** The HR Department had the pleasure of handing out food boxes on behalf of the Holiday Food Box Committee. 40 boxes were given to students. The boxes included ingredients to have an entire holiday meal for their family, including a Turkey!



#### **From Theresa's Desk:**

My granddaughter, Vivian Frances, was playing with her food at dinner the other night. The turkey rounds on her eyes cracked me up! I started thinking about what would happen if, just for a bit, we all covered our eyes and talked to each other sight unseen.

- Would we be able to let loose of some of our conscious and unconscious biases?
- Would we know the person better by what was said, how we heard it?
- Would we form our first impressions not on sight but on feelings?
- If our eyes were shut and we were interviewing an individual for a senior leadership position, would it matter if the person was in a wheelchair? Would anyone feel this person was "less than" because of the wheelchair? Some individuals may think that way.



**What is bias?\*** **Bias** is a prejudice in favor of or against one thing, person, or group compared with another usually in a way that's considered to be unfair. Biases may be held by an individual, group, or institution and can have negative or positive consequences. There are types of biases

1. **Conscious bias** (also known as **explicit** bias) and
2. **Unconscious bias** (also known as **implicit** bias)

It is important to note that biases, conscious or unconscious, are not limited to ethnicity and race. Though racial bias and discrimination is well documented, biases may exist toward from any social group. One's age, gender, gender identity physical abilities, religion, sexual orientation, weight, and many other characteristics are subject to bias.

**Unconscious biases** are social stereotypes about certain groups of people that individuals form outside their own conscious awareness. Everyone holds unconscious beliefs about various social and identity groups, and these biases stem from one's tendency to organize social worlds by categorizing.

Unconscious bias is far more prevalent than conscious prejudice and often incompatible with one's conscious values. Certain scenarios can activate unconscious attitudes and beliefs. For example, biases may be more prevalent when multi-tasking or working under time pressure. \*

\*Definition from UCSF website by: [Renee Navarro, PharmD, MD](#), Vice Chancellor, Diversity and Outreach, UCSF

As the Diversity Committee and the District move toward a plan to ensure we are a more welcoming and inclusive District, I hope that we can close our eyes for just a second and examine our own biases, both conscious and unconscious. Besides, who wouldn't want a turkey eye treatment?

## Academic Senate

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No written report. Oral report will be given.