



**Academic Senate**  
College of the Siskiyous  
800 College Avenue  
Weed, CA 96094  
[www.siskiyous.edu/academicsenate/](http://www.siskiyous.edu/academicsenate/)

### Academic Senate Meeting Minutes

February 15, 2019 (Convened at 10:05 am) in DLC Rm #3 (Weed Campus) and Bldg. 4 Rm #5 (Yreka Campus)

**Attendees:** Shawn Abbott, Jude Baldwin, Mark Beaulieu, Rhonda Brown, Liz Carlyle, Wenli Chang, Hallie Coppi, Andrea Craddock, Maria Fernandez, Katie Gale, Michael Graves, Sunny Greene, Jenny Heath, Ann Klein, Michelle Knudsen, Michele Korkowski, Shirley Louie, Kim Parham, Mike Read, Charlie Roche, Ron Slabbinck, Patrice Thatcher-Stephens, Mike Tischler, Jayne Turk, Alison Varty and Mike Wilson. Dr. Stephen Schoonmaker, Dr. Carole Bogue, Dr. Zachary Zweigle, Darlene Melby, Mark Klever, Val Roberts, Nathan Rexford, Kim Freeze, Bill Hirt, and Patrick McDougall were also in attendance.

**A. No Public Comment**

**B. Reading and Approval of Minutes**

- a. Katie Gale moved to approve minutes. Andrea Craddock seconded. Motion passed.

**C. Announcement :**

- a. Introduce new faculty members – Jayne introduced our new full-time biology instructor, Ann Klein. The new EMS instructor, Eric Smith, and counselor, Marcy DeMetro, will be at the college at the end of February. It was also announced that Michelle Knudsen is now a tenured-track faculty member.
- b. OER meeting/training on Friday, March 15<sup>th</sup> from 10 am to 1 pm. We'll be meeting at the loft in the ASC. Laptops and lunch will be provided to staff who attend.
  - i. Katie Gale has volunteered to be the OER representative. Shawn Abbott motioned that Katie be the OER representative. Charlie Roche seconded. Motion passed.
- c. Submission of sabbatical leave requests for 2021 – 2022. Please start submitting your sabbatical leave requests to Jayne.
- d. Supplies available upon request. Jayne clarified that instructional supplies are available at the Instruction Office on the Weed Campus and the Welcome Center on the Yreka Campus.
- e. Mailboxes for part-time faculty will be available through Human Resources if requested.
- f. Part-time faculty representatives are selected and will work with them on the election process – Sherry Ackermann, Kim Freeze, Erica Jameson, and Christian Richards.
  - i. Andrea Craddock alerted Jayne that Erica Jameson has decided not to be a part-time representative for Academic Senate.

Academic Senate Officers:

President: Jayne Turk  
Secretary: Andrea Craddock  
At Large: Ed Kephart

Vice-President: Neil Carpentier-Alting  
At-Large: Katie Gale  
At Large: Ron Slabbinck

**D. Action / Discussion Items**

**a. Replace Bill Hirt on the Web Committee and Neil Carpentier-Alting on Instruction Council**

- i. Bill Hirt indicated that the Web Committee is working on making the COS website more market-oriented to engage and entice students to come to COS instead of just informational. No faculty members volunteered to serve on this committee.
- ii. Liz Carlyle volunteered to replace Neil Carpentier-Alting on the Instruction Council. Liz motioned to replace Neil on Instruction Council, Sunny seconded, motion passed.

**b. Faculty mentors for Anne Klein, Eric Smith, Marcy DeMetro, and Karen Harper.** Maria Fernandez has volunteered to mentor Anne Klein. Michele Korkowski has volunteered to mentor Eric Smith. Michele Knudsen will mentor Marcy DeMetro. Patrice Thatcher-Stephens has volunteered to mentor Karen Harper. It was mentioned that Katie Gale's mentor, Denis Hagarty, has retired. Sunny Green has offered to be Katie's new mentor. Katie motioned to approve all mentors. Charlie seconded and the motion passed.

- i. Jayne brought up the issue of providing faculty mentors to part-time and non-credit faculty. Maria Fernandez thought there should be an institutionalized, standardized, and extensive new-employee orientation that should be in place before we discuss having mentors for part-time and non-credit faculty members.

**c. Dr. Zachary Zweigle on the pros/cons of Reg 365**

- i. Shawn Abbott asked if we have any data on how many students are using it. Nathan Rexford stated he has no data to report. Meghan Witherell has stated that approximately 30% of students utilize it (per Val Roberts).

ii. Pros

- ✓ Advance planning for faculty & students

Cons

- ✓ Last minute cancellations
- ✓ Student forget they have enrolled for course
- ✓ No "market blitz" for registration week to incentivize students to enroll in class (giveaways, pizza, cake)
- ✓ Need data on its effectiveness
- ✓ Ghost enrollment
- ✓ Inflexible
- ✓ Priority diminished
- ✓ Reduces student contact

- iii. Zach would like to establish a two-year schedule for courses through Guided Pathways. Thus, faculty and students will know the future rotation of courses, but registration will happen per semester.

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- d. **Dr. Zweigle discussed hiring priorities/processes for faculty input**
  - i. Jayne thought we would focus on this issue for the Academic Senate meeting in April
  - ii. Dr. Schoonmaker would like to implement “position control” as it pertains to faculty vacancies. Thus, instead of automatically filling a vacant faculty position, there will be a process to determine if that position is needed or another faculty position is a higher priority.
- e. **Michele Korkowski CTE liaison** – In their meeting, Mark Klever discussed funding issues related to CTE. They are working on submitting their program reviews and CQIPS. They are also interested in making their programs OEI-certified and will work with Maria Fernandez to accomplish this. Next police academy will kick off on March 4<sup>th</sup>.

**E. Reports from Committees**

- a. Curriculum Committee – Sunny Greene asked faculty members to please respond to her emails regarding GE.
- b. Distance Education – Maria reminded faculty that they need to fulfill requirements to teach online by Fall 2020. Administrators also need to make sure all faculty members are trained to teach online.
- c. Equivalency – Shawn Abbott said they are reviewing applications. They are also looking at adjusting certain procedures and will present these proposed changes to Academic Senate.
- d. Flex/Staff Development – Jenny Heath said they have a meeting coming up. Jayne stated that the Senate Exec has submitted a request for Flex funds to Vickie for the OER training in March.
- e. Planning/Budget Committee – They are planning to meet today.

**F. Adjournment**

- a. Meeting adjourned at 11:00 am.

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