



Academic Senate
College of the Siskiyous
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www.siskiyous.edu/academicsenate/

Academic Senate Meeting Minutes

Sep 17th, 2021 (convened at 1:30 pm) in Zoom.

Attendees: Sherice Bellamy, Jude Baldwin, David Blink, Natalie Bradley, Liz Carlyle, Neil Carpentier-Alting, Jesse Cecil, Wenli Chang, Dave Clarke, Andrea Craddock, Marcy Demetro, Maria Fernandez, Jenny Heath, Kyle Irwin, Ann Klein, Michelle Knudsen, Shirley Louie, Ron Slabbinck, Patrice Thatcher-Stephens, Kirk Thomsen, Mike Tischler, Jayne Turk, Chris Vancil, Alison Varty, Abner Weed, Mike Wilson, Carly Zeller and part-time faculty representatives Sarah Kirby and Monica Harle. Mark Klever, Val Roberts, Christina Van Alfen, Bill Hurt, and Kim Peacemaker also attended the meeting.

A. Public Comments

No public comment

B. Approval of Minutes

August 20th-- Jayne Turk motioned to approve, Kirk Thomsen seconded. Minutes were approved unanimously.

C. Committee Reports

1. Distance Learning—Chair Maria Fernandez reported that the committee has met once. The committee primarily focused on tying up loose ends from the last year.
2. Curriculum—Chair Neil Carpentier Alting reported that the committee continues to meet weekly. The next task is to identify and review curriculum as part of the course review cycle.
3. Flex—Chair Patrice Thatcher Stephens reported that Flex committee has administrative support again. The Flex Committee discussed an increase in required Flex days in order to accommodate increased faculty workload. The Senate Executive Committee suggested that stipends for this work would be a better solution; stipends would mean Adjunct Faculty are also included. The committee also discussed the barriers to Flex participation for faculty on contracts that are not typically 175 days. They will work with administration to find solutions. An optional Zoom Flex Day is scheduled for October 23rd 10am - 1:00pm
4. Equivalency—Chair Andrea Craddock reported that the Equivalency Committee met for the first time in a year and a half, primarily to review minimum qualifications for VERTO. They would like to review AP 7211 - Faculty Service Areas, Minimum Qualifications, and Equivalencies, in the near future.

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5. SLO—Chair Neil Carpentier Alting reported that the SLO committee is meeting weekly. They are preparing for the eLumen module configuration. There is an initialization period planned for Spring. Members of the SLO committee have volunteered to run their courses through the SLO assessment process.
6. OER—OER liaison Jude Baldwin is working on adding the notation ZTC (zero textbook cost) to courses that use OER in the schedule. We are currently not in compliance with this mandate. There is \$115 million in funding for colleges to use for ZTC projects, but we aren't eligible unless we are in compliance.

D. Action / Discussion Items

1. **Senate Priorities**-- Senate President Dr Ron Slabbinck reported he received little feedback on the list of prioritized goals from Senators. Department chairs rose to the top, although he recognized that we will need a codified administrative structure in place first. Academic Integrity was also prioritized. All the goals feel manageable in this academic year. Chris Vancil noted that we are still operating under a governance model that was approved in 2011. Ron Slabbinck was under the impression that a draft of the Participatory Governance handbook would be available to share today. Jayne Turk noted that the COS website has a governance model from 2017, which is marked Draft as it was never approved by Senate. VPAA Mark Klever agreed to bring it to President's Cabinet on Monday. Patrice Thatcher-Stephens questioned the fact we've had such a high turnover of administrators. Maria Fernandez noted that our governance structure should transcend any changes in the administration. Dave Clarke noted that the governance model is important for accreditation. Ron Slabbinck noted that the governance structure allows us to see how items will move through the process of being approved. Chris Vancil wants us to articulate the governance structure as one of our priorities and report it to the board, so we can pursue our other goals in a meaningful way.
2. **Committee Appointment**
 - a. Calendar committee AY 23-24-- Jayne Turk and Kirk Thomsen volunteered. Approved by unanimous consent. Ron will reach out to Athletics/HYPER faculty for the additional membership on this committee.
 - b. DL Committee—Wenli Chang volunteered to be on this committee. Chris Vancil moved, Sherice Bellamy seconded. Approved by unanimous consent.
 - c. IMT—Kirk Thomsen and Mike Wilson volunteered to be on this taskforce. Maria Fernandez moved, Abner Weed seconded. Approved by unanimous consent.
 - d. Enrollment Management Committee--Chris Vancil confirmed that he doesn't want to be on this committee.
 - e. Taskforce for Prioritizing Faculty Hiring—VPAA Mark Klever approached Ron Slabbinck about a taskforce to prioritize faculty hiring. There are three FT faculty position budgeted in this academic year, plus three replacement positions. Oct 1 is the deadline for faculty requests for hiring new faculty. The process is cumbersome for getting faculty positions posted. Mark Klever requested that three faculty (LASS, CTE, Athletics/HYPER) serve along with the deans from LASS, CTE and the Athletic Director. There will be a set of guiding principles that would allow them to prioritize the hiring list and steer the prioritization so it considers needs and potential growth, as well as equity. Mark Klever noted that there has been a lot of confusion over this process,

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and Administration and Faculty often had differing priorities. This is why the taskforce was proposed. Ron Slabbinck and Mark Klever would chair the committee but have no voting role.

- Maria Fernandez suggested that the taskforce has a limited charge and timeframe. She also questioned why the replacement positions had not been filled. Mark Klever clarified that the ADJ position was approved but he was unable to get the requisition going this summer. He acknowledged that some things don't make sense. The replacements should be filled immediately. Hopefully we can get a unified list from the taskforce (both Deans and Senate).
- Jayne Turk advocated for a replacement counselor as soon as possible before Spring registration to replace Marcy DeMetro.
- LASS Dean Val Roberts noted that Political Science had not been replaced yet as we need to broaden the discipline to include History or Ethnic studies. It's important to be more responsible with those choices to ensure faculty can make load.
- Maria Fernandez advocated for policy analysis and control. Mark Klever said this is our goal with the taskforce. He is also pushing for an Academic Affairs/Curriculum specialist position in the Instruction Office.
- Jenny Heath noted that in IPB this morning faculty advocated for filling the counselor position, but that we are also making decisions in an enrollment crisis. This is important to remember. Mark Klever noted that we have to determine what # of FTEs we want to shoot for; he is ready to have these discussions with faculty.
- Maria Fernandez wants us to determine with intentionality the % of our courses that will be on campus and via distance learning, as this decision will also determine hiring. Chris Vancil noted that if we are going to grow enrollment, then FT faculty need to be more than 25% of our workforce. Ron Slabbinck noted that the fact Mark Klever approached him and is here to answer questions shows we have a good team of administrators in the Instruction Office.
- CTE Dean Christina Van Alfen agreed with these priorities, but also noted that it can take a long time to get things done and it can be dysfunctional. We need to move through the hiring process in a functional and effective manner. This is essential to keep our processes moving forward. For example, we have a hiring manual but most people are unaware of this.

Mark Klever agreed to follow up and thanked everyone for the discussion.

3. **Accessibility**—DL coordinator, Maria Fernandez explained that most everyone is aware of the use of 3rd party programs. A recent lawsuit affirms the right of the student to accessible content despite the lack of intent on the part of faculty or the institution. We can be sued at the federal level and in civil court. Even if the program is integrated in Canvas, it still may not be accessible. We still don't have the ability to test our programs and we don't have a process in place for 3rd party procurements. We have a handful of courses that are using 3rd party content for emergency reasons due to moving online during the Covid-19 pandemic.

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- Maria Fernandez also noted that accessibility is one of the equity and inclusion criteria on the Peralta Rubric.
 - OER resources are not considered compliant. OER Liaison Jude Baldwin clarified that OER resources funded by the OEI platform should be accessible but she needs to confirm this. As the COS librarian, Jude has also been advocating for years for accessibility in our procurement process.
 - Maria Fernandez noted that we need an alternative media specialist who can test and report out. Programs can be okayed with conditions to remediate. At Technology Advisory Council, the workgroup had these same discussions.
 - Jenny Heath asked about emergent situations, such as if instructors were not be able to be in the classroom due to quarantining. Maria Fernandez confirmed that instructors are responsible for creating an alternate and equal assignment in a format the student can work with. Even if other colleges are using it, we don't have the same protocols at COS.
 - Dave Clarke questioned if there are ever any products that are accessible. Maria Fernandez noted that it is rare that a product is fully accessible.
 - SAS Director, Natalie Bradley, recommended that we contract with a service to check for accessibility, but there are not a lot of people who can do this kind of in-depth testing. She is also looking around for a white list of accessible programs but has yet to find one. COS President Dr Char Perlas has also looked for an alternative media specialist but couldn't find one.
 - Maria Fernandez noted that we need to be focusing on Universal Design for learning and design for access and not exclusion. Jude Baldwin asked if there was discussion of hiring a consultant if we cannot hire a position for accessibility review in procurement. Kyle Irwin asked if textbooks are considered accessible. Maria Fernandez said textbooks can be remediated. David Blink requested a Flex day on this topic.
 - Maria Fernandez wants faculty to understand that because we don't have a process, both the institution and the faculty are liable. We must be diligent and listen to our students as they may not be registered with SAS.
4. Ron Slabbinck requested we table the rest of the items on the agenda until next time. Jayne Turk approved, Wenli Chang seconded. Approved by unanimous consent.

E. Good of the Order

F. Adjournment: 3:08 pm

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