



## **Academic Senate**

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

### **Academic Senate Minutes**

**Tuesday, May 16, 2023**

**2:00 p.m. in DLC Rm #3**

Convened at 2:00 pm

#### **Attendance**

Voting: Andrea Craddock, Chris Vancil, Neil Carpentier-Alting, Ann Womack, Dawn Jacobson, Maria Fernandez, Shirley Louie, Patrice Thatcher-Stephens, Tim Frisbie, Lou Mero, Sherice Bellamy, Jayne Turk, Leigh Moore, Carly Zeller, Kirk Thomsen, Tyler Knudsen, Michelle Knudsen, Ed Kephart, Lyndi Scholl, Kyle Heath, Emaly Brann, Liz Carlyle, Ron Slabbinck, Shannamar Dewey

Nonvoting: Charlie Roche, Mark Klever, Val Roberts, Mark Fields, Steph Wroten? (did she attend via Zoom?), Patrick Walton

#### **A. PUBLIC COMMENT**

- a) Responses were requested to the email from Instruction Office asking for information about course approvals for CPL. Palomar College has a list faculty can look at for reference.
- b) Making Academic Senate meetings two hours in length next Academic Year (23 – 24 AY)
- c) Possible incentives for considering ZTC textbook adoption this summer – The College received a mini-grant of \$20K to encourage the adoption of OER resources in our courses. Some of the funds will go to the bookstore for researching options for printing copies of OER textbooks. The remainder of the funds will go towards providing faculty stipends for the following activities: ZTC lead, who will host two community of practice meetings over the summer (40 hours, \$2000); researching OER books for future adoption and attending meetings (20 hours, \$1000); creating ZTC lesson plans for a portion of your course (20 hours, \$1000). These activities point toward campus wide support for becoming a ZTC campus. Dr. Fields will discuss options for buying classroom sets of textbooks for student to check out with the Enrollment Management Committee. There is currently only one CCC that is a ZTC campus.

## **B. APPROVAL OF MINUTES**

Chris Vancil moved to approve the April 21, 2023, minutes. Kirk Thomsen seconded. The minutes were approved with one abstention.

## **C. ACTION ITEMS**

### a) Amended Plagiarism Policy – Leigh Moore

AI generated responses and discussion posts are being submitted as original student work in classes. Leigh Moore drafted an amended plagiarism policy to specifically include language about the use of AI. The amended language was based on examples from many other colleges. The intention of the amendment is to add clear language to define plagiarism via AI.

The text that was amended appeared in the student handbook. It's not clear if modify the student handbook is in the purview of the Senate. In the past, updates to the student handbook were parceled out for feedback which was then incorporated. It was suggested that the Academic Honesty syllabus statement should go into the student handbook.

Academic dishonesty statements appear in multiple places like the student handbook, AP/BP, faculty handbook. We need more consistency across these documents. Per Patrick Walton, the associated AP/BP will be updated in the fall.

Leigh presented another option for plagiarism policy that addresses AI. This version contained wording from the Academic Honesty syllabus statement and a portion of the student handbook.

Kirk Thomsen moved to approve the second version presented. Lou Mero seconded.

There was concern that the wording of the policy would preclude the intentional use of AI as part of class assignment. The Senate hasn't had an opportunity for discussion around the intentional use of AI in classrooms. It was suggested that the third bullet point be modified to add "unless specified within the assignment instructions."

The motion passed unanimously with the modifications.

### b) COSGE Pattern – Change in the Natural Sciences – Michelle Knudsen

Counselors are reviewing the COS GE pattern because big changes are coming to GE area 1 (Science). Currently, students must complete their science with a C or better, which is non-traditional. Usually, a D is sufficient. Title V only dictates math and English be C. Liz Jungermann emailed science faculty to ask about changing the requirement to a C, and science faculty in support of the change.

Jayne Turk moved to approve the change to the COS GE pattern. Kirk Thomsen seconded.

The motion passed unanimously.

c) AP 5011 (Special Admits of Non-High School Graduates) – Adding Faculty Signature

A signature used to be required from faculty teaching the course the special admit student wished to enroll in. The requirement changed to counselors signing off. During pandemic nothing was being signed off on and there were no issues. Meghan Witherell asked the Senate to revisit the policy, and the Senate created a list of classes that minors 15 and under couldn't enroll on. Some faculty wanted to revert to the older process of getting teaching faculty signatures.

The new proposal is to create a list of classes for which a signature from the teaching faculty member would be required for students 15 and under to enroll. Other classes not on the list can be enrolled in without obtaining a signature.

Jayne Turk moved to approve list of classes that will require faculty signature. Kirk Thomsen seconded.

Over 4% of enrollments are students 15 and under. The current population of student in the group includes high achieving high school students. Special admit students succeed at higher rates than other students.

Ed code allows us to create restrictions on enrollment including based on age or grade level completion. It's not clear if this a rule that must be applied to all classes uniformly.

The list will live in Admissions and Records.

All discipline faculty don't have to agree to sign off to allow enrollment in one instructor's course. Are we setting ourselves up for claims of discrimination?

For some faculty with classes on the list, the issue isn't so much about the content of the course but about how the presence of multiple under 15 individuals impacts the classroom environment including sharing during discussions.

The motion passed with 9 abstentions and 14 yeas.

d) Assign Members to Committees and Taskforces

- i) Instruction Council (Replace Kirk Thomsen) – Lou Mero
- ii) College Council (Replace Chris Vancil) – Ron Slabbinck
- iii) OER (Replace Ann Womack) – Alison Varty
- iv) Safety (Replace Jenny Heath) – Jesse Roberts
- v) Emergency Operations Planning (EOP) – Jesse Roberts

vi) IPB (Replace Kirk Thomsen) – Chris Delcour

Jayne Turk moved to approve all committee appointments. Kirk Thomsen seconded. The motion was unanimously approved.

#### **D. DISCUSSION ITEMS**

a) SLO Assessment Process – Ann Womack and Liz Carlyle

The SLO Committee has been meeting since Spring Break. They've recruited faculty from different areas (e.g., CTE, LAS, Athletics, Non-Instructional) to participate on the SLO committee. They've also met with JT, the Interim Director of Planning, Assessment, and Research, to discuss how SLO assessment will interface with gathering data, entering data in eLumen, and the Program Review process. They talked with Dr. Mark Fields about how the administrators will facilitate SLO assessment and encourage faculty compliance to timelines. Finally, they discussed with Neil Carpentier-Alting, Chair of the Curriculum Committee, how these two committees can work collaboratively with each other.

They have two goals for the next academic year [23 - 24 AY]:

- Develop and build consensus around an assessment philosophy that will ultimately be approved by the Academic Senate.
- Develop an assessment plan approved by the Senate by the end of the academic year.

Over the summer, Liz and Ann will be creating quick start guides to help faculty navigate eLumen. They also plan to have a Flex activity in the Fall semester that will focus on mapping from CSLOs to PLOs to GELOs/ILOs. They will also advocate for extra Flex time to give faculty more time to discuss SLO assessment among their department and beyond.

They will be recommending a 3-year cycle for assessment. Three SLOs in all active courses need to be assessed with three years.

- As part of the Flex activity in the Fall semester, they will ask faculty to consider how they want to approach assessment in the next three year (i.e., establish a cycle of assessment).

Jayne Turk & Chris Vancil – Mentioned issues with equity because some instructors have more classes, more students, more SLOs than other instructors.

- Liz and Ann recognize that there may be equity issues. However, they pointed out that if you create a summative assessment that measures all the CLOs effectively in the course, as well as assesses directly/indirectly the PLOs/GELOs, then that will greatly reduce the work on faculty. They are happy to work with faculty to make the process more equitable.

Neil Carpentier-Alting suggested starting with assessing ISLOs/GESLOs and then working down to CSLOs.

b) State of the Senate

Andrea Craddock, Academic Senate President, reviewed progress made during the 23-23 academic year toward the Academic Senate's goal.

Goal 1: Conduct a student survey about course modalities. In the survey, students indicated a nearly even preference for online and in-person classes.

Goal 2: Increase transparency in IPB and budgeting. Dave Vigo, former VPAS, started building a tradition of transparency. Rick Bennett, interim VPAS, has continued this. Melissa Ericsson, Director of Fiscal Services, has invited faculty to reach out and ask questions about their departmental budgets or the campus budget. Regarding the composition of IPB, a question has been raised about why faculty have advocated to have significant representation on IPB. This is because during previous round of the budget review process committee members were not given adequate time to review the proposed budget or ask questions. The proposed budget was only presented the night before approval was expected. Faculty were the only ones who voted against it. Other committee members abstained. This indicated that faculty feel more empowered and are more willing to speak out reasonable processes and procedures aren't being followed. A new interim VPAS will be incoming this summer.

Goal 3: SLO assessment and program review. The SLO assessment committee has been re-formed and the process is being reinvigorated. We have received support from JT Tarantino for program review including revisions to the annual update and program review forms to close the loop with funding requests.

Other Academic Senate accomplishments including passing local LTC/ZTC definitions, approval of the Faculty Diversity Internship Program, recommendations from the Faculty Prioritization Taskforce (DL, English, and business will be hired this summer unless searches fail, Ethnic Studies/History and Math/Physics will be posted over winter break to start Fall 2024), collaboration between IT and faculty on classroom/lab technology, approved updated Program Review Manual, approved updated ILOs and GESLOs and assessment timeline, updated credit for prior learning process, created a taskforce for paramedicine bachelor's program, and many others.

Future goals for the Academic Senate may include improved sharing out from different committees, revisiting the Guided Pathways academic and career pathways, updated to the COS GE pattern updates to include Ethnic Studies area, updates to AP 4150 (courses that can serve as substitutes for math for those diagnosed with a math disability), updates to the DL handbook regarding ongoing professional development, and approval of an SLO assessment plan.

## **E. COMMITTEE REPORTS**

a) Curriculum Committee

- b) Distance Learning – Regular and substantive interaction guidelines will be brought to the Senate in fall. The committee is brainstorming options and processes related to professional development. Updates to the handbook will be brought to the senate in the fall.
- c) Flex – The committee met last Friday and approved proposals and analyses. Faculty were encouraged to double check their email to see if you have any days outstanding. Flex days must be completed by June 30. Preapproved activities are on the Flex website including those hosted by the DL committee such as the upcoming Canvas Days.
- d) IPB – CQIPs were prioritized but the committee didn't know how much money available. The official budget to be released on Wed 24. There will be a joint IPB and College Council meeting regarding the budget.
- e) SJEDI – The committee had their final meeting of the year. The diversity statement is going to the Board of Trustees for approval today. The committee is working on a land acknowledgment page for the college's website. Missing and Murdered Indigenous Women events, hosted by the committee have been held at the student center. The committee approved meeting interaction guidelines for their meetings and shared those out to the campus community. They are exploring creating financial incentives for student participation in our committee meetings and college governance. They are discussing inequities in transportation in our county and what we can do ameliorate them. Club Identity Prism provided feedback about safe space the being available to other groups. The committee is working on improving DEI in the hiring process.
- f) OER – The committee hasn't been able to meet recently. They spent spring generating ideas for spending the mini grant, \$20K from state to create ZTC pathways on our campus. They worked to identify the most straightforward pathways with largest impact and will be reaching out to individual faculty about adopting OER in their courses. The college will be receiving an additional \$180k from the state to support ZTC and OER.
- g) Instruction Council – The committee completed a survey about what accomplished and what they'll work on next year. They are looking at APs and reviewing them in workgroups. CQIPs were also reviewed.

**F. GOOD FOR THE ORDER**

**G. ADJOURNMENT – 4:00 PM**

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***Academic Senate Officers:***

*President: Andrea Craddock*

*Secretary: Ann Womack*

*At Large: Tyler Knudsen*

*Vice-President: Patrice Thatcher*

*At-Large: Jayne Turk*

*Past President: Ron Slabbinck*