



**Instruction Council Meeting**

Meeting Date: Nov 15<sup>th</sup>, 2019

Meeting Time: 10AM-12PM

Location: Boardroom

Present:

Topic	(I) Information/ (A) Action
<p><b>Welcome and Announcements</b>  <b>Approval of the Nov 1<sup>st</sup> notes</b></p> <p><b>Old Business</b></p> <p><b>I. Review of APs and BPs (I/A)</b></p> <ul style="list-style-type: none"> <li>a. AP/BP 4106 – Nursing Programs – Brownell</li> <li>b. AP 4500 – News Media – DR</li> <li>c. AP/BP 4400 Community Services – Klever</li> <li>d. AP/BP 4250 – Probation – DR</li> <li>e. AP 4040 – Library and Learning Support Services</li> <li>f. AP 4232 Pass/NP – Peretti</li> <li>g. AP/BP 4231 Grade Changes – Peretti</li> <li>h. AP/BP 4230 Grading Symbols – Peretti</li> </ul> <p><b>New Business</b></p>	<p><b>Welcome and Announcements</b>  <b>Approval of the Nov 1<sup>st</sup> notes</b>            Golly 1<sup>st</sup> and Rexford 2<sup>nd</sup> Approved Rexford Abstain</p> <p><b>Old Business</b></p> <p><b>I. Review of APs and BPs (I/A)</b></p> <ul style="list-style-type: none"> <li>a. AP/BP 4106 – Nursing Programs – Brownell              AP all changes were made.  <b>ACTION: Cora will update the BP and resubmit. Rexford moves Korkowski 2<sup>nd</sup>. Accept with revisions. All approved.</b></li> <li>b. AP 4500 – News Media – DR              It was asked if we want to adapt to ASB’s student produced media. Recommend revising to read Student produced media (generalize College news media).  <b>ACTION: Rexford moves, Tischler 2<sup>nd</sup>. League language hasn’t changed so the AP remains the same. Rexford amends motion and table until next meeting. Tischler 2<sup>nd</sup> to table. DR research to be done to determine if AP is result of league language. Perlas to research an AP on Student Produced Media. All in favor to table.</b></li> <li>c. AP/BP 4400 Community Services – Klever              It was recommended that this AP should be forwarded to Community Ed Director as well as the Curriculum committee.              Others feel that Community Ed classes shouldn’t need to go through the same rigor as ‘for credit’ classes. Tischler recommends perhaps an abbreviated approval process.  <b>ACTION: Klever to bring this to next Week’s Curriculum Committee. Rexford, recommends that we look at how other colleges approve community education courses. Perlas to research other colleges’ process. Klever 1<sup>st</sup>. DR 2<sup>nd</sup>. All in favor</b></li> </ul>

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*College of the Siskiyous promotes learning and provides academic excellence for the students of Siskiyou County, the State of California, the nation and the world. COS provides accessible, flexible, affordable, and innovative education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation.*

<p>I. BP 4235 Credit by Exam - DR</p> <p>II. AP/BP 4226 Multiple and Overlapping Enrollment – DR</p> <p>III. Academic Calendars</p> <p>IV. 2 year planner</p> <p><b>Future Items:</b>  <b>Dec. 6<sup>th</sup></b>  Faculty Handbook Review  AP 4225, 4222, 4220, 4105  BP 4225, 4220</p>	<p>d. AP/BP 4250 – Probation – DR  Gender neutral language was added. Appeal process was revised.  <b>ACTION: Rexford moves. DR 2<sup>nd</sup>. Brownell moves that we accept with amendments. All approved. Roberts to make changes and forward to Office of Instruction to move forward to College Council.</b></p> <p>e. AP 4040 – Library and Learning Support Services  Section headings have been revised. Discussion ensued regarding the ‘DSPS computers and technology’.  <b>ACTION: Rexford moves to approve AP 4040. Korkowski 2<sup>nd</sup>. All approved.</b></p> <p>f. AP 4232 Pass/NP – Peretti  No league language. Change from Enrollment Services to Admissions and Records.  <b>ACTION: Rexford moves. Roberts V. 2<sup>nd</sup>. All approved. AP to move forward with amendments and to be forward to College Council.</b></p> <p>g. AP/BP 4231 Grade Changes – Peretti  AP 4231 Bad faith and incompetence were not defined. Change Enrollment Services to Admissions and Records. Slight change to bullet #2. Fix ‘data bases’.  BP 4231 – no changes  <b>ACTION: Roberts V. moves. DR. 2<sup>nd</sup>. Roberts V. approves with minor changes. DR. 2<sup>nd</sup>. All in favor. To be forward to College Council with Changes.</b></p> <p>h. AP/BP 4230 Grading Symbols – Peretti  ‘EW’ should be added. Recommended to check with Meghan on Military Withdrawal (MW) as well as confirm all the grading symbols. Strike the last sentence in the ‘Transcript’ section. Also, change language to ‘Transcripts can be ordered through the Admissions and Records office’.  <b>ACTION: Rexford Moves. Roberts V. 2<sup>nd</sup>. Rexford moves to table. ASB 2<sup>nd</sup>. All in favor.</b></p> <p><b>New Business</b></p> <p>I. BP 4235 Credit by Exam - DR  Title 5 proposed revision to re-name and revise to Credit for Prior Learning  <b>ACTION: Table until Title 5 changes have been made</b></p>
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	<p>II. AP/BP 4226 Multiple and Overlapping Enrollment – DR Recommended to change Enrollment Services to Admissions and Records. Gender language to be updated. <b>ACTION: Rexford moves. Roberts V. 2<sup>nd</sup> All approved with changes and to be forwarded to College Council.</b></p> <p>III. Academic Calendars Rexford recommended that the process be revamped. Rexford recommends that ending a Winter/Early Spring session as a term should be implemented. For eligibility purposes if it were strictly a Spring course it could negatively impact. Changing the name of the session will impact athletics. <b>ACTION: Char will share feedback with Calendar Committee and we will re-look at process.</b></p> <p>IV. 2 year planner The Argos tech is working on developing a spreadsheet that reflects which courses have been offered the last two years.</p> <p><b>Future Items:</b> <b>Dec. 6<sup>th</sup></b> Faculty Handbook Review AP 4225, 4222, 4220, 4105 BP 4225, 4220</p>
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