



**Instruction Council Meeting**

Meeting Date: March 6, 2020

Meeting Time: 10AM-12PM

Location: SCI-110

Present: Golly, B., Van Alfen, C., Kephart, E., Parham, K., Donaldson, V., Dutcher, D., Klever, M., Baldwin, J., Gale, K., Tischler, M., Korkowski, M., Haugen, D., Rexford, N., Perlas, C., Roberts, D., Daffern, S.

Topic	(I) Information/ (A) Action
<p><b>Welcome and Announcements</b></p> <p><b>Approval of the Feb 21, 2020 Notes</b></p> <p><b>Old Business</b></p> <p><b>Review of APs and BPs (I/A)</b></p> <ul style="list-style-type: none"> <li>I. AP/BP 4225 Course Repetition (I/A)– Peretti</li> <li>II. AP 4400 Community Services (I/A) - Klever</li> <li>III. Contract Education (I) – Perlas</li> <li>IV. Servitas and Housing Demand (I/A) - Haugen</li> </ul> <p><b>New Business</b></p> <ul style="list-style-type: none"> <li>I. AP 4025 - Philosophy &amp; Criteria for Associate Degree and General Education (I/A) – Perlas</li> <li>II. Recap from Joint Enrollment Management/Calendar Committee Meeting (I) - ALL</li> </ul> <p><b>Adjourn</b></p>	<p><b>Welcome and Announcements</b></p> <p><b>Approval of the Feb 21, 2020 Notes</b></p> <p><b>Golly Moves Baldwin 2<sup>nd</sup> Fix ‘Gail’. And ‘Val Alfen’ Approved one abstention</b></p> <p><b>Old Business</b></p> <p><b>Review of APs and BPs (I/A)</b></p> <ul style="list-style-type: none"> <li>I. AP/BP 4225 Course Repetition (I/A)– Peretti  <b>ACTION: Rexford moves. Dutcher 2<sup>nd</sup></b>            Discussion ensued regarding the courses listed that are approved for 4x repeat. Need to remove MW from bottom of AP. It was recommended that Peretti research the courses to ensure they are applicable for repeat up to 4x.  <b>ACTION: Rexford moves to table. Dutcher 2<sup>nd</sup>. All approved.</b> </li> <li>II. AP 4400 Community Services (I/A) - Klever  <b>ACTION: Rexford moves, Van Alfen 2<sup>nd</sup>.</b> Between AP and BP two different spelling of monies. Question was raised regarding the process of Community Education approval process. Recommended switching #3 and #4.  <b>Rexford Amended motion to accept recommendation. Gale 2<sup>nd</sup>.</b>            Further discussion ensued regarding the process. Recommend that we revise #3 to Director of Noncredit... or designee. New step 5: Superintendent recommends to the board. Step 6 (same as step 5).  <b>Rexford re-amends to adopt the recommendations above. Korkowski 2<sup>nd</sup>. All in Favor. AP/BP 4400.</b> </li> <li>III. Contract Education (I) – Perlas</li> </ul>

**Mission Statement**

*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.*

**Future Items:**

**March 20<sup>th</sup>**

AP 4236 – Advance Placement Credit

Follow-up from last meeting. Question was raised regarding what's the point of doing contract ed if we don't collect FTES. Rexford mentioned that it's beneficial to the college because it is a revenue stream not effected by the SCFF, meets the distinct needs of the community and exposes individuals to the college's program and services. Instructors who teach a contract education class get paid at the Community Education rate and the course is not part of their load. If the course is offered outside of our college district, we do not need permission from the college in that district to offer the course, but a heads-up would be appropriate.

**IV.** Servitas and Housing Demand (I/A) - Haugen  
Haugen came to address questions that were raised. Servitas is looking to do a more in-depth analysis. If we back-out now, we will need to pay \$8000. If we keep moving forward, it will be no cost to the college. Questions were raised regarding who selects the 3<sup>rd</sup> party to create the Full Student Housing Feasibility Study. Once the Feasibility Study has been developed and an MOU created, if the College opts out, the College will be invoiced for the cost. Request to see the survey data as well as see how many CCC's decided not to move forward with Servitas as well as colleges who have moved forward and their MOU. Question was re-raised regarding Food Service capacity. Haugen mentioned that we can build additional Food Service facility plan into the plan which would then get charged back to the College. Also potential needed expansion in custodial, IT and Food Services costs can be supported by Auxiliary funds. Question was raised 'what would potentially be charged to the General Fund'. It was mentioned that everything can be charged against our Auxiliary Fund. Question was raised regarding the 503b going bankrupt and the college's responsibility.

**ACTION: Rexford moves that we recommend to IPB that the project move to the next step. Van Alfen 2<sup>nd</sup>.**

Question was raised regarding current lodges capacity. Haugen mentioned that at the start of Fall they are at 110% capacity. Currently the lodges are still full. Question was raised regarding the Auxiliary funds and the ability to pay (if needed) if we opt-out. It was mentioned that housing in Weed is very limited and it is impeding the College's ability to increase enrollment.

**ACTION: 11 in favor, 1 opposed and 2 abstain.**

**New Business**

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III. AP 4025 - Philosophy & Criteria for Associate Degree and General Education (I/A) – Perlas

**ACTION: Van Alfen moved. Golly 2<sup>nd</sup>.**

Discussion ensued regarding process. Recommended that #2 be changed to Senate of the whole and then #3 and #4 ‘shall review the Senate’s recommendation for information purposes’ and add ‘Student Services and College Council’ to #3. #5 accepting recommendation from the Academic Senate. Change first sentence to ‘Students’ (plural). Revisit BP.

**ACTION: Van Alfen moves amended to include changes. Golly 2<sup>nd</sup>. All Approved**

IV. Recap from Joint Enrollment Management/Calendar Committee Meeting (I) – ALL

Review of notes (posted on Enrollment Management Committee Website). Discussion ensued regarding Winter Sessions. For Nursing, they need to use Winter to ensure students can get their hours completed. Discussion ensued regarding other options (such as 16 week and 17 week). The local high schools are attempting to get on a consistent schedule and COS should consider aligning. Fire Fighter Academy needs to start Aug 3<sup>rd</sup>. Capstone testing is now required which prolongs the program. Discussion ensued regarding support services, specifically ASC and help desk, on Fridays and Saturdays and Winter Session. Recommended offering a ‘shortened’ session to capture new ‘markets’ of students. Recommended that the block schedule be re-visited.

**Adjourn** – the meeting adjourned at 11:40 a.m.

**Future Items:**

**March 20<sup>th</sup>**

AP 4236 – Advance Placement Credit

BP 4025

Coronavirus

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