

COLLEGE OF THE SISKIYOU

INSTRUCTION COUNCIL MINUTES – MEETING #5

Friday, February 3, 2017

Board Room

Present: Jude Baldwin, Cora Brownell, Dave Clarke, Vickie Donaldson, Elaine Eldridge, Tim Frisbie, Bill Hirt, Dennis Roberts, Valerie Roberts, Todd Scott, Greg South

Absent: Neil Carpentier-Alting, Eric Houck, Bart Scott, Bob Taylor

Guest: Regina Weston

Item 1. Approval of Minutes

The minutes from December 9 were MSP (Hirt/VRoberts) with the following changes:

Item 1, 1st bullet - Dave added that lab space will not be an issue because we have a lab classroom (Science 7-122) that is now available to use.

Item 2, 1st bullet , 2nd and 3rd sentence will now read – If we don't have this piece of equipment, we cannot offer general chemistry. Val believes the demand for organic chemistry would be limited.

Item 2, 4th bullet – “Val asked.....”

Item 5, 3rd bullet – Delete the 3rd and 4th sentences. Add, “These programs would require that the faculty be placed on a longer contract.” All in favor.

Item 2. Student Equity Committee

Regina Weston has been charged with reviewing/changing our Student Equity Plan. She is looking for representatives from various groups to serve on the Student Equity Committee. There will be one or two meetings. Dave suggested she go to all of the constituent groups and student body to ask for representatives to serve on the committee. The Student Equity programs helps underrepresented students succeed. The State gives each college funds based on the size of the school. Todd asked Regina to make a presentation on Student Equity at the next Instruction Council meeting.

Item 3. Compressed Calendar

The compressed calendar went to the Faculty Association and was approved. Some programs will not fit into the compressed schedule. Todd will ask faculty to meet with him to build a year-long schedule. Jude has some staffing concerns for staff in the Library. She will work with Greg on this issue. The first time block of the day begins at 7:25 a.m. This could potentially be an issue with students and may affect the STAGE schedule. Doug Haugen may be able to work with STAGE and let them know our classes will be starting earlier. There may be complaints about the new compressed schedule at first, but eventually students will become accustomed to it. There was a suggestion to put high demand classes in the early time slot and if students need the course, they will sign up for it.

- Item 4. Summer Schedule
Todd will look at enrollments from last summer and determine which classes will be offered. Todd would like to offer an Anatomy class during the summer session. If we offer the class during the summer, we may be able to cut one of the anatomy classes in the fall which would help with staffing issues. However, this course would be a hard course to offer during a 9-week summer session and students will be less likely to be successful in the class. Bill Hirt will get the dates for the volcanism class. Bill would like to keep the hydrology class in the schedule. Counseling would like a general education science to be included in the summer schedule; BIO 1500 may be a good choice. Sometimes the summer classes cut into our fall enrollment.
- Item 5. Nursing Program Policy: Transfer of Credit and Challenge Procedure
All nursing schools are now required to have a special process for military transfer and placement. We have always had a process, but it has not been spelled out. This must be posted on our website. The revisions make our current procedure more specific to include veterans. The military personnel and veterans section is new and the entire procedure is clearer. Dave suggested that the procedure to challenge a course and to get transfer credit should be separated into two distinct items. There may be a conflict between Title 5 and not being able to challenge CTE courses. The CTE course challenge issue may be a local decision. The word “challenge” should be taken out of the procedure. It is just a transfer of credits. Students don’t receive any COS credit. If the student has the required skills and are equivalent, they don’t need to take the course.
- Item 6. Student Services Resource Requests
This is for information only. The list is not in ranked order. We will also see the Administrative Service resource requests when they are available. All of the resource requests will go to Executive Cabinet and then it will be decided what to fund.
- Item 7. 2015-16 Instructional Equipment List
This is the instructional equipment list from last year. One item was not purchased, but is in the process of being purchased now. The track lighting has been purchased, but we are waiting for an electrician to do the installation.
- Item 8. Other
Program Review timeline – The Planning Committee developed the timeline for program review. This is a first review of the timeline. The timeline should help develop agendas for various committees. This timeline will be used for both instructional and non-instructional program reviews. This will be on the agenda again at the next IC meeting.

The meeting adjourned at 1:35 p.m.