

COLLEGE OF THE SISKIYOU
INSTRUCTION COUNCIL NOTES – MEETING #3

Friday, September 28, 2018

Board Room

Present: Jude Baldwin, Cora Brownell, Neil Carpentier-Alting, Vickie Donaldson, Elaine Eldridge, Katie Gale, Dennis Roberts, Zack Zweigle

Absent: Jesse Mullin, Valerie Roberts, Stephen Schoonmaker, Chris Wehman

Item 1. Approval of Notes from September 14, 2018

The notes from the meeting on September 14, 2018, were approved with a change to the date at the top of the document (should be September 14, 2018).

Item 2. AP/BP 4106 – Nursing Programs

Cora revised both the AP and BP. She deleted some portions of the AP and BP and added some new language. Zack would like to check the first paragraph of the BP against League language to see if it's still okay. Right now the AP and BP are almost identical. The BP needs to be more concise. Zack and Cora will work together on these and they will come back to Instruction Council.

Item 3. LSP Training

Jude outlined a proposal to purchase a new software system for the library collection. It would be purchased through a consortium. The first year of use would be free and then will cost \$7500 per year. However, there is a possibility it will be free to use for the first five years. If we start paying for it after the five years is up, the cost will be more than \$7500. It is expected the cost will increase by 5% each year, plus additional fees for interlibrary loan, etc. The selection of this software was coordinated by the CCC Technology Center and the software is made by Ex Libris. The catalog is more intuitive and accessible. Our last integration of new library software was 2012. It is a lot of work to integrate and may require additional staffing if we decide to go with the new software. Jude would like to find out how we can get out of the contract if we need to. She has spoken with CSU, Chico who are happy with the new software. There are about 90 colleges who plan to move to the new software. Overall, a switch to the new software will save approximately ½ of what we would have to pay to stay with the current software. If we decide to move forward with the new software, the contract has to be signed by the end of October 2018. The expected go-live date for the new software is December 2019/January 2020.

Item 4. AP/BP List for Academic Affairs

Zack requested that IC members look at the list of AP's/BP's and let him know which ones they would like to work on. He proposed that IC members review/edit/change language. Vickie will print the current AP/BP as well as the current League AP/BP. Zack will talk with Dr. Schoonmaker about this process and bring it back to the next IC meeting.

Item 5. Other

No other items were discussed.

The meeting adjourned at 11:49 am.