



**Instruction Council Meeting**

Meeting Date: Nov 1, 2019

Meeting Time: 10AM-12PM

Location: Boardroom

Present: Burt Peretti, Scott Daffern, Bethany Golly, Kim Parham, Katie Gale, Christina Van Alfen, Jude Baldwin, Mark Klever, Debbie Dutcher, Valerie Roberts, Vickie Donaldson, Cora Brownell, Mike Tischler, Malcom O'Toole

Topic	(I) Information/ (A) Action
<p><b>Welcome and Announcements</b></p>	
<p><b>Approval of the Oct. 18<sup>th</sup> notes</b> <b>Old Business</b></p>	<p>Approval of the Oct. 18<sup>th</sup> Notes: Gale moves. Tischler 2<sup>nd</sup>. Dutcher Abstain</p>
<p><b>I. Review of APs and BPs (I/A)</b></p> <p>a. AP/BP 4106 Nursing Programs</p> <p>b. AP 4500 – News Media</p> <p>c. AP/BP 4400 – Community Services</p> <p>d. AP 4255 – Dismissal and Re-admit</p> <p>e. AP/BP 4250 – Probation</p> <p>f. AP 4228 – Course Repetition</p>	<p><b>AP/BP 4106–</b> Cora has not made revisions yet. Motion to table (Van Alfen/Klever). <b>ACTION: Cora will meet with Char to discuss the AP/BP. All approved.</b></p> <p><b>AP 4500 -</b> Dennis updated the AP, but was not present to discuss the AP. Motion to table (Van Alfen/Bethany Golly) <b>ACTION: Will be on the next IC agenda. All approved.</b></p> <p><b>AP/BP 4400 –</b> Mark has not revised the AP/BP yet. Motion to table (Klever/Tischler). <b>ACTION: Mark will revise and they will be on the next IC agenda. All approved.</b></p> <p><b>AP 4255 -</b> Motion to approve with changes (Van Alfen/Baldwin). <b>ACTION: Val will make the recommended changes and it will move forward to College Council. All approved.</b></p> <p><b>AP/BP 4250 –</b> Motion to table the AP/BP (Van Alfen/Baldwin). <b>ACTION: Val will research an appeal process for probation. These will be on the next IC agenda. All approved.</b></p> <p><b>AP 4228 –</b> Motion to approve with changes (Gale/Baldwin).</p>

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<p><b>New Business</b></p> <p>I.      <b>AP 4237 – Transfer Credit</b></p> <p>II.     <b>AP 4232 – Pass/NP</b></p> <p>III.    <b>AP/BP 4231 – Grade Changes</b></p> <p>IV.     <b>AP 4230 – Grading Symbols</b></p> <p><b>Future Items:</b>  <b>Nov 15<sup>th</sup>:</b>  Academic Calendars for 2020-21 and 2021-22  AP:  BP:</p>	<p><b>ACTION: Val will add a statement from the Course Repeat Form and the AP will move forward to College Council. All in favor.</b></p> <p><b>AP 4237 – Transfer Credit</b>  Motion to approve with change (VRoberts/Baldwin).  <b>ACTION: “Courses” will be changed to “course” in A.2., second sentence, and the AP will move forward to College Council. All approved .</b></p> <p><b>AP 4232 – Pass/NP</b>  Motion to table the AP until it can be compared to League language (Van Alfen/Golly). It was noted that any reference to “Enrollment Services Office” should be changed to “Admissions and Records”.  <b>ACTION: Burt will review and revise and the AP will be on the next IC agenda. All approved.</b></p> <p><b>AP/BP 4231 – Grade Changes</b>  Motion to table the AP/BP until they can be compared to League language (Van Alfen/Golly).  <b>ACTION: Burt will review and revise and they will be on the next IC agenda. All approved.</b></p> <p><b>AP 4230 – Grading Symbols</b>  Motion to table the AP until it can be compared to League language (Van Alfen/Golly).  <b>ACTION: Burt will review and revise and the AP will be on the next IC agenda. All approved.</b></p> <p><b>Future Items:</b></p> <ul style="list-style-type: none"> <li>• Mike Tischler mentioned that the District has presented the academic calendars for 2020-21 and 2021-22 for negotiation and noted that the winter intersessions have been eliminated from both calendars. IC members would like to discuss this at the next meeting and ask Nathan to present information on the previous two winter intersessions to determine if the intersessions draw students who would otherwise enroll in the spring semester. Scott commented that the elimination of winter intersession will hurt athletes who sometimes need additional units completed prior to the start of the spring semester in order to stay eligible for their sport. Val added that the 4-week intersession should be geared towards classes that are conducive to the short time frame and perhaps try not to schedule more complex classes (math/English). The elimination of winter intersession is not a negotiable item, however, it does need to be discussed at IC. Mike will counter the District’s proposal with a couple of items: Taking the week of Thanksgiving off because so many students leave to go home for the holiday, and pushing the end of the fall semester to end on December 17. Will also have to change the due date for grades to Tuesday, December 22. Instruction Council is in favor of these changes.</li> </ul>
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<p><b>Other Items:</b></p>          <p><b>Adjourn:</b></p>	<p><b>Other Items:</b></p> <ul style="list-style-type: none"><li>• Malcom O’Toole mentioned that he heard from a student who met with their advisor and they could not find the science class they wanted. The advisor had heard it was to be offered, but it was not listed in the online schedule. It was determined that the student was being proactive and met with their advisor early, before the entire schedule was listed online.</li><li>• Malcom has also heard from students regarding our lack of a foreign language, besides American Sign Language. Dr. Peretti mentioned that we may offer a Spanish class this spring. He is currently working on finding an instructor for the course.</li><li>• Cora would like to see some ESL classes offered. The District is working on adding some non-credit ESL classes in Siskiyou County, similar to the classes we offer for FIELD.</li></ul> <p>Adjourn – 11:50am</p>
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