

## College of the Siskiyous

### Campus-Wide Standing Committee Annual Report and Evaluation

<b>Committee Name</b>	Instruction Council
<b>Committee Members</b>	Carole Bogue, Chair, Jude Baldwin, Cora Brownell, Liz Carlyle, Elaine Eldridge, Katie Gale, Bethany Golly, Mark Klever, Tyler Morrison, Kim Parham, Nathan Rexford, Dennis Roberts, Valerie Roberts, Chris Wehman, Zack Zweigle, Vickie Donaldson, Notetaker
<b>Committee Charge (Summary)</b>	<p>The Instruction Council meets to discuss and develop the goals and direction for the instructional program of the College in order to provide a quality education. The Council works to advance the career/technical, transfer, and basic skills mission of the College. Although the Council engages in broad-based discussions of how this mission can be accomplished, it also:</p> <ul style="list-style-type: none"> <li>• Assists the Vice President, Instruction in developing and administering the instructional program of the College</li> <li>• Makes recommendations to the Vice President, Instruction concerning instructional issues</li> <li>• Reviews all policies and procedures dealing with the academic program of the College prior to review by College Council</li> <li>• Provides guidance in the development of the catalogue and academic calendar</li> <li>• Provides guidance in matters dealing with support services to instruction</li> <li>• Assists in providing direction to the education programs of the College</li> </ul>

**For Academic Year: 2018-2019**

**Date of Annual Report:**

**May 2019**

Month	Mtg Date	# Members Present	Date Agenda Sent	Date Minutes Posted	Please list the tasks that the Committee will be working on as a result of the meeting.
Aug	8/31/18	11	8/29/19	10/8/18	Purchasing instructional equipment
Sept	9/14/18	9	9/12/19	10/8/18	Review/revise APs/BPs
Sept	9/28/18	8	9/27/19	10/12/18	Review/revise APs/BPs
Oct	10/12/18	4	10/10/19	12/6/18	Review/revise APs/BPs
Nov	11/9/18	10	11/7/19	3/8/19	Review/revise APs/BPs
Feb	2/15/19	14	2/13/19	3/8/19	Review/revise APs/BPs
Mar	3/1/19	12	2/27/19	4/23/19	Review/revise APs/BPs
Mar	3/22/19	13	3/20/19	4/23/19	Review/revise APs/BPs
Apr	4/12/19	14	4/10/19	4/29/19	Review CQIPS
Apr	4/26/19	13	4/24/19	6/5/2019	FT Faculty hiring process, SEA, AP/BP 4025
May	5/17/19	11	5/16/19	TBD	Review/revise APs/BPs, results of campus wide surveys, title 5 recommended changes
<b>Avg Attendance</b>		<b>11</b>			

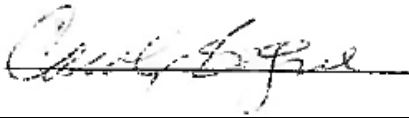
**Major Accomplishments or Achievements in Past Year**

**Reviewing/revising Instruction area APs/BPs**  
**Budgeting process**  
**Faculty prioritizations**

<b>Major Obstacles or Problems with Committee</b>	<b>Great committee – key questions and prepared for meetings</b>
<b>Recommendations for Improving Process or Efficiency</b>	<b>Much time had to be reserved for APs and BPs, so it would be helpful to have these addressed on a more long-term basis</b>

<b>Committee’s Goals and Institutional Goals and were expectations met.</b>	<b>Completed APs and BPs. Process for budgeting and working with Instruction Council faculty prioritizations were followed.</b>
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<b>Committee Goals (if appropriate) for Coming Year and list Related Institutional Goal</b>	<b>Complete any outstanding APs/BPs. Address important instructional issues that need input and review, including program review and annual updates, assessment of learning outcomes, etc. Review Program Review and annual updates. Increase collaboration between Instruction Council and Student Services Council. Complete the process for identification of faculty and prioritization of faculty positions.</b>
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<b>Chair Signature</b>	
<i>Typed or Printed Name</i>	Carole Bogue

<b>College of the Siskiyou Institutional Goals</b>
<b>Goal #1:</b> Promote and support educational goal completion for all students.
<b>Goal #2:</b> Sustain institutional health and vitality to meet the needs of the community.
<b>Goal #3:</b> Evaluate institutional effectiveness for continuous improvement.

<b>College of the Siskiyou Mission</b>
<i>College of the Siskiyou promotes learning and provides academic excellence for today’s global students through accessible, flexible, affordable, and innovative education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation.</i>