



College of the Siskiyous
The Campus Connection
November 6, 2018

Superintendent / President

As I sit in my office on Halloween to write to all of you for this month's Campus Connection, I still have the lingering visions in my mind's eye of our daycare little ones parading with their costumes in our conference room during today's President's Cabinet meeting. Such are the wonders of childhood – dressing up in a costume, pretending to be someone else, or maybe something else, and sharing in an outer display an innermost dream. They were adorable and brought smiles to the faces of the Leadership Team gathered today seeking pathways to the College's future and wrestling with the daily challenges and struggles to encourage, guide, and inspire the rest of our College family in fulfilling our mission to the best of our collective abilities. It was a stark contrast in journeys, and I think maybe the children were on the better path on this particular day than we were! 😊

Below are just a few highlights of what has been happening on campus and interactions in the community for the past month:

- The first week of October I spent the latter half of the week attending the final session of the Wheelhouse Leadership Institute. This journey of leadership study and inquiry produced strong collegial partnerships with about 20 other California Community College CEOs, Harvard Faculty, UC Davis Researchers, Fortune 500 Consultants, and many leaders within the California Community College System. I am still incorporating many elements of what I have learned over the past eight months into my daily work, and I have shared the first few of many concepts with the College's Leadership Team. I want to thank the Board of Trustees for their encouragement, expectation, and support of this experience.
- The second annual County Presidential Tour got underway on October 9 when I visited both the Dorris and Dunsmuir Chambers of Commerce. These annual tours provide me as President to connect with the multitude of communities we serve throughout Siskiyou County. Last year, the tour was focused on listening to the communities and their assessment of what works well in College-Community relations and services, and what opportunities exist for those relations to improve and services strengthened. This year I am sharing the results of that listening tour and facilitating rich conversations about partnerships and community engagement within the College's fulfillment of our mission as well as ways the College can be more engaged in the efforts of our local communities. These first visits were quite positive. More to come as more communities are revisited.
- On October 10, I attended the League of Local Agencies quarterly meeting and shared updates to the College's effort to apply for our TEDx license, as well as brief engagement with those assembled on current happenings on campus. The group was wonderful to interact with, and shared appreciation for the College's recent improvements in relations.
- October 11 was the date for our first POST Academy site visit debrief since the addition of Module I enabling the College to offer a full POST Academy. Several deficiencies were noted (and expected for our first review of a fledgling program), but the visitors were complementary to our staff in that area. Kudos to Jeremiah LaRue, Abner Weed, all the POST instructors, Michelle Korkowski for her helpful coordination and collaboration between ADJ and POST, and Dennis Roberts and his staff for the support they offer to the program. Corrections are already underway, and the follow-up report

- will be submitted within the standard timeline.
- Leading with Equity was a tremendous professional enrichment experience brought to campus by the Diversity Committee on October 11 and 12. Thanks to the students, faculty, staff, and administrators who demonstrated their commitment to diversity by attending both days. Our facilitators from the National Equity Project were superb, and I look forward to our continued working relationship with NEP and our facilitation team.
- The President’s Cabinet held a day-long retreat on October 15. We discussed two books we read for our professional development (*Leadership and Self-Deception*, and *Our Iceberg is Melting*), engaged in team-building activities, and drafted Cabinet goals and priorities for the 2018/2019 academic and fiscal year to align with both the Board’s annual goals and the Chancellor’s Office *Vision for Success*.
- Thanks to the efforts of Mark Klever, I was able to tour three significant industry sectors in East Siskiyou County on October 23 with former board member Bob Rice, and current Foundation board member Rennie Cleland. We visited farms east of Tulelake harvesting horseradish, onion, garlic, and exporting tea leaves, as well as discussing the economics of water, intensive produce regulatory controls at the state, national, and international levels, and the ongoing education and training needs for the farming industry workforce (not what you might expect). We observed ranches and toured a slaughterhouse and learned about the sustainable ranching being conducted and the possible opportunities to partner on agricultural program curriculum and practical application internships/apprenticeships. We ended our tour seeing the robotic automation of plant propagation harvesting and processing, building and educational needs for an increasingly challenging workforce shortage, and the latest science in agricultural R&D.
- After the day-long tour I attended a community meeting in Yreka considering how to address the Ringe Pool rehabilitation or new construction issues.
- I was involved on October 24 via teleconference with the CEO Workgroup on Accessible Housing and Food. We are continuing to gather promising practice information and considering policy proposals to help community colleges across the



state meet the growing demands for accessible housing and food security.

- Carol Cupp and I had a farewell luncheon with retired Board Member Penny Heilman in Dunsmuir on October 24, before heading to a meeting with city officials about strengthening the community's outreach to College students and their parents. I also attended that evening the "Meet the Candidates" event sponsored by the ASB in the LRC lobby. It was great to have all four Board of Trustee candidates present.
- One of the most enjoyable activities I find it is the opportunity to visit classes and say hi to our students. Instructor Jayne Turk is always willing to have visitors and I was happy to accept the invitation to come to her COMM 1200 class and interact with the students. Thanks again Jayne!!
- Throughout the month I have had opportunities to meet with faculty 1:1 to get better acquainted, attend meetings not just as Superintendent/President but also as Vice President of Instruction, participated in interviewing candidates to fill existing vacancies in our personnel, and actively engaged with both internal constituencies and external community efforts like SOAR (Siskiyou Occupational Advancement Roadmap). Thank you to all who have expressed concern, and interest, in my handling of two critical leadership roles on campus simultaneously. It would be impossible to manage these responsibilities without the incredible support I am receiving from Sheila Grimes, Desiree Kaae, Vickie Donaldson, Elaine Eldridge, Jodi Dawson, Zack Zweigle, Dennis Roberts, Mark Klever, and the entire President's Cabinet. There are others on campus who are always there when needed to talk, problem solve, and dream – I know you all know who you are – and thank you for those special collegial relationships.



Quote of the Month:

*"Education is not just about going to school and getting a degree.
It's about widening your knowledge and absorbing the truth about life."*
Shakuntala Devi (1929-2013), Indian writer and mathematician

Public Relations & College Foundation

Lots of activities and events occurred during the month of October, which meant a lot of promotion. Our Football, Volleyball, Soccer, and Cross Country teams continued their seasons with excellent competition and successful outcomes. For the first time in more than 15 years, College of the Siskiyous hosted not one but TWO Cross Country Meets at the Weed Campus as well as a 5K Monster Mountain fundraising event. The History and Political Science Department teamed up and presented "Mean Girls Day" early in the month and the Psychology Club featured a special speaker presentation by Dr. Alan Cooper. The Diversity Council held a two-day "Leading for Equity Institute" in which many staff members participated and the Paramedic Program held a graduation event for the 2018 class

Coming up this weekend is the opening for the musical "Little Shop of Horrors." Performances are scheduled for November 9, 10, 16, and 17 at 7 p.m. and November 11 and 18 at 3 p.m. in the COS Kenneth W. Ford Theater.

In addition to all the activities held on campus, there were also the many meetings held regularly. Carie Shaffer and I began the month by traveling to Palm Springs for the annual Council for Advancement and Support of Education (CASE) conference. This is one of my favourite conferences to attend as there is always good information regarding fundraising in education, IRS rules and regulation updates, as well as the opportunity to network with fellow California Community College Foundation Directors.



Holiday Craft Fair: The 21st Annual COS Holiday Craft Fair will be held on Friday evening, November 30 (5 to 8 p.m.) and Saturday, December 1 (9 a.m. to 3 p.m.) at the COS Weed Campus in the gym. This craft fair celebrates the finest of hand-crafted products produced by local and regional artisans and crafters. Vendor registration opened the first week of September and we were filled by early October. In fact, we added four spaces to our configuration to be able to get a few more crafters in the door. We are looking forward to a wonderful and busy Craft Fair weekend at the end of this month.

North State Giving Tuesday: On November 27, our community will come together for #NorthStateGivingTuesday, and we need YOU to join us. From 6 a.m. to 8 p.m. you can give where you live. Support the College of the Siskiyous Foundation and our Siskiyou Promise Scholarship Program by making a tax-deductible donation at www.northstategives.org.



Winter Intersession and Spring Semester Registration is Open – Just a quick reminder open registration for the 2019 winter intersession and spring semester is open. Remind students to register early to get the classes they want and need. The schedule is available online.

Eagle's Nest Shop – From now until December 16, the Eagle's Nest is open Sundays from 11 a.m. to 4 p.m. (excluding Sunday, November 25) to allow all who are doing their holiday shopping the opportunity to stop by the Shop and see what we have to offer. While there, please say Hi to the many volunteers and students who work in the Shop. We could not do what we do without their many hours of volunteer service in support of our students.

Join the COS Eagle Booster Club Today: Over the past several years, due to budget cuts at the State level, we have had to find new and creative ways to support our athletic programs at COS. We know

athletics is an important part of many of our student's lives and it shows in how well our students perform, both in and out of the classroom. Becoming a member of the Eagle Booster Club is an opportunity to show your support of College of the Siskiyous, and at the same time makes a difference in the lives of our student athletes. All donations to the COS Eagle Booster Club are tax-deductible.

November Events

- November: Admissions Application for 2019/2020 is Open
- November 2: All Campus Meeting, 8:30AM - Theater
- November 2: Soccer vs. Lassen College, 12PM (Men) & 2PM (Women) –Baseball/Soccer Field
- November 3: COS Rotaract Tailgate Party, 11AM – Tennis Courts
- November 3: Football vs. Feather River, 1PM – Stadium (last home game)
- November 6: Soccer vs. Shasta College, 12PM (Women) & 2PM (Men) –Baseball/Soccer Field
- November 6: Psychology Club Speaker Presentation, 3:30PM – DLC 3
- November 6: COS Board of Trustees Monthly Meeting, 6PM – Weed Campus Board Room
- November 8: Native American History Month: Movie (Smoke Signals), 4PM – Lodges
- November 9: Volleyball vs. Feather River, 6PM – Gym
- November 9: Fall Musical "Little Shop of Horrors," 7PM – Theater
- November 9 – 13: Service Outage / Banner 9 Conversion
- November 10: Fall Musical "Little Shop of Horrors," 7PM – Theater
- November 11: Fall Musical "Little Shop of Horrors," 3PM – Theater
- November 12: Campus Closed / Veteran's Day Holiday
- November 13: Sessions with Stephen, 11:45AM – Yreka Campus RHSI Lobby
- November 15: Native American History Month: Movie (Dream Keeper), 4PM – PS 1
- November 16: Fall Musical "Little Shop of Horrors," 7PM – Theater
- November 17: Fall Musical "Little Shop of Horrors," 7PM – Theater
- November 18: Fall Musical "Little Shop of Horrors," 3PM – Theater
- November 19 – 20: Basketball Camp, 10AM to 1PM – Gym
- November 21: No Evening Classes
- November 22-23: Campus Closed / Thanksgiving Holiday
- November 27: North State Giving Tuesday, 6AM to 8PM– www.northstategives.org
- November 27: Native American Workshops by The Karuk Tribe, 4 to 6PM – Student Center
- November 28: COS Holiday Meal, 11:30AM – Student Center
- November 30: COS Holiday Craft Fair, 5 to 8PM – Gym (\$3 admission)
- December 1: COS Holiday Craft Fair, 9AM to 3PM – Gym (Cash/Food Donation)



Administrative Services

We hope that everyone is enjoying the fall season and much cooler weather. Integrated Planning and Budget is hard at work organizing the campus Planning Day which will be held on December 14. The focus this year will be placed on updating our current Institutional Master Plan. Please be on the lookout for a Save the Date notification with agenda to follow. Over the next month, Administrative Services will be working on Program Plans and CQIP budget request for 2019/2020 and we look forward to sharing information about our departments at the IPB Open Hearings in April.

Bookstore: The Bookstore has requested textbook requirement adoptions from faculty for the 2019 winter intersession and spring semester. Textbook requirement lists for winter and spring will be posted for students to view during the first week of November. Textbook Buybacks will be December 6 and 7 and December 10 - 14. Fall 2018 semester textbook rentals are due back the Bookstore by December 14.

The Bookstore has started a “Do it yourself” greeting card and craft making area. Do you have loco motives to have fun creating arts and crafts? Would you like to engineer a unique gift with your own personal touch? Well hop on the College of the Siskiyous Bookstore’s Creation Station. All members of the COS community are welcome to board at the Bookstore in November and December, Monday through Friday from 9 a.m. to 4 p.m. to use our craft supplies to make a gift card or something fun. Don’t let lack of funds derail your imagination, the fare for this ride is Free!

Business Services: The Business Office is pleased to announce a new addition to our area. Jeannine Greenslade was hired for the position of Associate Director of Fiscal Services and started working on October 8. This position was modified from the Fiscal Analyst position to include operational and supervisory functions within the Business Office. We are happy to have Jeannine with us to once again complete the staff in our office. Please stop by and introduce yourself when you have a chance.

- **Payroll Office:** With the hiring of the Associate Director, the Business Office has moved the payroll office into the space adjacent to the student services offices. If you need payroll assistance, you can find Nancy Coughlin there in her new home.
- **Banner 9:** Like many departments on campus, the Business Office is getting ready for the Banner 9 implementation. We were introduced to the new look of Banner 9 a few weeks ago and are running our processes in a test environment in order to have a smooth transition when the programs are put into our live environment in November.
- **Annual Audit:** Finally, the Business Office is continuing to work to complete the 2017/2018 fiscal year and the preparation of the final audit report in time for the Board of Trustees to review/approve at the December 2018 Board meeting.

Food Services: The Eagle Café is open Monday thru Friday 7 a.m. to 4 p.m. with the Fryer/Grill shutting down at 3 p.m. Grab and Go, Drinks, Sandwiches, and Wraps are available until 4 p.m. The Eagle Café is open Saturday and Sunday from 10 a.m. to 6 p.m.; Breakfast from 10 a.m. to 12 p.m.; and Lunch/Dinner from 12 to 6 p.m. The Dining Hall is serving Lunch Monday through Friday from 12 to 2 p.m. and Dinner - Monday through Friday from 5 to 7 p.m.

- Holiday Hours - The Eagle Café will be open from 10 a.m. to 6 p.m. on November 12 (Veteran's Day), serving breakfast, lunch and dinner. The Dining Hall will be closed. The Eagle Café and Dining Hall will be closed for the Thanksgiving Holiday from November 22 through November 25. We will re-open on November 26 at 7 a.m. for regular hours.

Facilities:

- The new soccer field design continues to move forward. The primary stakeholder group has been working with Lloyd Engineers to refine the design to match the program requirements and available budget. The Engineer is scheduled to give a presentation on the project's progress at the October 29th Board meeting. Follow the new soccer field project progress on the COS Facilities Webpage.
- The in-house installation of electronic FOB operated locks at the Weed gym is complete. Three new metal doors and jams are scheduled to be installed in January.
- The replacement of the gym heating plant is complete.
- The installation of additional electronic FOB locks in the RHSI classrooms and entries, funded by the RHSI endowment, started October 23. Lock Bloks have already been installed campus wide in Yreka allowing anyone to lock down a building without keys or tools.
- Additional Lock Bloks, funded by the Safety Committee Safety Credit program, have been ordered for the Weed campus to also allow anyone to lock down a building or area without keys or tools.
- A possible chemical solution to remove the concrete from the clogged Science building emergency shower drains has been suggested by the concrete manufacturer. The materials have been ordered and will be tried once received. If successful no further repairs will be scheduled for January Winter break 2019 in rooms 112, 120, 121, 122 and 215.
- An evaluation of the scope of repair for the leaking fire sprinklers in the Science Building was completed on April 21, 2018. The administration is reviewing the data and options. One possible option is to complete the repair in phases over a three-year period. One of the challenges is the building cannot be used while being repaired.
- The installation and commissioning of the new kiln burner system in McCloud Hall is complete.
- The wiring of five new CNC machines in the Yreka Industrial Tech building began October 15, 2018. Phase I of this project is expected to be completed soon.
- The 2018/2019 State Space Inventory has been updated and submitted to the Chancellor's office.
- Our annual Hazardous Waste Generator Questionnaire was completed and submitted to the California EPA.
- The State Energy Use Calculator was completed and has been submitted to the Chancellor's office. The calculator tracks California Community College campus utility use comparing data by the square foot. The data helps to lobby the legislature for energy saving project funding.

Technology:

- We completed migrating all staff from Exchange email to Office 365 Outlook email last week.
- Ellucian will be upgrading Banner 8 to Banner 9 over the November 9 – 12 three-day weekend. Banner 9 will be live on Tuesday, November 13. Student access will be restored on Tuesday after we get the green light from all functional areas.
- Thirty new laptops and a cart were purchased for students to use in the Yreka ASC Y-8 (Bldg 3).

- Our new IT Help Desk software is being configured, and will be launched as soon as we set up single sign-on. This new system will be a great improvement in many ways, including being much more user-friendly and working from off-campus.
- A new copier (MFD) contract has been signed to replace the aging Sharp and Lanier copiers. New copiers will reduce jams and other issues that have been causing significant down time.
- We are working with TPx Communications to increase the circuit from 40 Mbps to 100 Mbps between the Weed and Yreka campuses in November.

Student Services

Happy November! We are only weeks away from the end of fall semester and the wonderful fall and winter holidays it includes. A lot has been happening this past fall as we continue to make progress on the various initiatives that come forth to better serve students.

Val Roberts, Regina Weston and Melissa Green attended a Student Equity and Achievement meeting in Sacramento on October 9. Various staff from the Chancellor's Office gave presentations on changes that were made to Student Equity, Student Success and Support Programs (SSSP) and Basic Skills categorical programs. In short, these programs are now consolidated and are known as the Student Equity and Achievement Program. We will still be required to adhere to Ed Code regulations as they pertain to each categorical program, but all activities are to support advancing the goal of eliminating achievement gaps in underrepresented groups as well as support the goals of Guided Pathways and Student Success. All CCC's are required to submit a new Student Equity plan that will address how we will achieve these goals. This plan is due June 30, 2019 and will be vetted through the Enrollment Management committee, the Student Services Council, and the other appropriate governance councils.



Many Student Services staff attended the Leading for Equity Event on October 11 and 12 and gained a tremendous amount of information and insight regarding perceptions and privilege. The Diversity Committee will identify follow up actions and share with the community at a later date.

Other Diversity Committee activities included celebrations of Hispanic Heritage and Filipino Heritage month in October. Students stated they enjoyed the Latin music that played during the lunch hour, as well as the lunch specials (Thanks Cindy and Food Service Staff!) November is Native American History Month, so please look for announcements for November activities.

Watch for information regarding the College Ambassador program! This is an opportunity for everyone to visibly demonstrate his or her College of the Siskiyous pride by representing our College at various events. There are different types of opportunities for involvement, ranging from assistance with set-up to event attendance. For those of you who already expressed an interest – THANK YOU!! Additional information and training will be shared over the next couple months.

Student Services Council will be reviewing and updating all relevant Administrative Procedures and Board Policies at the upcoming meetings. If you have any questions or ideas related to the AP/BP's in this area, please contact a member of the Student Services Council.

The Enrollment Management committee reviewed our plan and goals for 2018-19, as stated at the May, 2018 meeting. We will now identify metrics and monitor activities listed in the plan.

Shasta College has invited and assisted College of the Siskiyous to be part of the Degrees When Due initiative, which is a project of the Institute for Higher Education Policy (IHEP). Nathan Rexford, Meghan Witherell, Val Roberts, Janice Gonzalez and Melissa Green met with Shasta College representatives regarding next steps and we are waiting for a Degrees When Due webinar for further instructions.

I've been sending Enrollment updates for winter and spring based on Argos reports to Cabinet through October. The good news is that we are very close to (and on this date, a little more) the FTEs compared to this time last year. Admissions and Records continues to call applicants and returning students to remind them to register. The Counseling and Advising staff are seeing students, as well as conducting new student orientations (SOARs) and Financial Aid and Student Equity are working with students on financial aid process completion. These actions are part of the "lift" to sustaining and potentially increasing FTES and student access and success.

In closing – a list of November observances: November is ***National Native American Heritage Month***, which celebrates the history and contributions of Native Americans.

- **November 1: All Saints Day**, a Christian holiday commemorating all known and unknown Christian saints.
- **November 2: All Souls Day**, a Christian holiday commemorating all faithful Christians who are now dead. And **Day of the Dead, Dia de los Muertos** (October 31 and November 2), which is a time of remembrance for dead ancestors and a celebration of the continuity of life.
- **November 7: Diwali**, the Hindu, Jain and Sikh five-day festival of lights celebrates new beginnings and the triumph of good over evil and lightness over darkness.
- **November 9: The Birth of the Bab**, a holiday celebrated by the Baha'i recognizing the birth of the founder of the Baha'i faith.
- **November 11: Veterans Day**, a U.S. federal holiday honoring military veterans.
- **November 12: The Birth of Baha'u'llah**, the founder of the Baha'i religion.
- **November 20: Transgender Day of Remembrance**, established in 1998 to memorialize those who have been killed as a result of transphobia, and to raise awareness of the continued violence endured by the transgender community.
- **November 22: Thanksgiving** in the United States.
- **November 21: Eid Milad Un Nabi**, the celebration of the Prophet Muhammad's birthday.
- **November 25: Feast of Christ the King**, a Catholic holiday established in thanking God for the gift of time, and re-dedication to the Christian faith.

Admissions & Registration: We would like introduce you to a great opportunity in our office to make a difference in someone's life by hosting a dog in our office.



Ashley Sadler who works currently in our office training the next generation of Guide Dogs for the Blind. Ashley started training Ramses in September and on October 1st Ramses began his training at College of the Siskiyou.

They are participating in Guide Dogs for the Blind which is an organization that has been creating partnerships between people, dogs, and communities since 1942. Their purpose is to train highly qualified guide dogs to serve and empower individuals who are blind or have low vision from throughout the United States and Canada. All of the services for are provided free of charge, including personalized training and extensive post-graduation support, plus financial assistance for veterinary care, if needed. They receive no government funding so their entire support is by donors and volunteers.

Once Ramses completes his initial training with Ashley, he then returns to the Guide Dogs for the Blind campus for formal training which will last another eight weeks. When he graduates he will then be paired with a visually impaired partner.

The Admissions and Records Office continues to accept applications for winter and spring terms. CCCApply is now open for the 2019/2020 academic year. Ambassadors will be making phone calls to students who have applied to help them get through the application process. We will also be running a 15 to complete campaign within the next month to urge students toward taking 15 units per semester. We are preparing to move forward with the Banner 9 Go-Live on November 12.

Counseling and Student Support Programs: Besides meeting with an increasing number of students for spring registration, Counselors and Advisors have been attending, and are being invited to, various CTE advisory committee meetings, and have gone through Banner 9 training. SOAR sessions are now scheduled for November in preparation for new students coming in the spring semester.

Martha Gentry's last day was October 31, and we wish her well in retirement after 22 years of full time service to the college. We will be filling that vacant position. We are also in the process of filling the vacant Counselor position, and will soon be hiring a part-time personal counselor (replacing our person from the past two semesters).

- **DSPS:** A team of DSPS staff (Emily Moser, Cyndi Leonard, and Crystal Fahey) accompanied Sunny Greene to the California Association for Postsecondary Education and Disability (CAPED) Annual Convention. CAPED is considered the "go to" body for advocacy and support of students with disabilities in post-secondary education. The Annual Convention provides professional development opportunities and updates on changes impacting post-secondary programs for students with disabilities.
- **EOPS/CARE:** CARE students will soon be receiving their first ever mid-semester grant. Typically, these students get a grant at the end of the semester, however we thought they might benefit from having some additional funds at this point in the semester.
- **Foster Youth Success Program:** The Foster Youth Success Program VIP Day on October 17 was a great success! We had several students from elementary schools in the county come to the COS

Weed Campus for an event that provided a “taste” of college. One student who attended said it was the best day of his life. All of them expressed an interest in coming to Siskiyou in the future, and all of them enjoyed the event. A special thank you to Shannon Eller and Colette Bradly (County Schools Office) for coordinating, Beckie Hobbs for making the kids’ VIP badges, Regina Weston, (former COS Student, now Siskiyou County Social Worker) Michael Werder for chaperoning, Jenny Heath for a fun chemistry demonstration, Rob Slabbinck for allowing the group to sit in on Jazz Ensemble, and Cindy Martel and the Cafeteria staff for the food.

- **TRiO – Student Support Services and Upward Bound:** Nine Upward Bound students and six Student Support Services students attended Chico Preview Day last month. Preview Day provides students with an opportunity to tour campus and hear about programs and services for students. Photo available upon request from Stephanie Wroten.

November 8 is National “1st Gen Day” – this day highlights and celebrated first generation college students and their success. The Student Center will have a video loop playing of senators celebrating first generation students.

Siskiyou Upward Bound is holding a wreath fundraiser with Dawson Wreath Barn, a local business. Funds raised will be used for admission to Disneyland during the College Tour to Southern California this coming summer. Anyone interested in purchasing a wreath can choose between two styles of wreaths. Wreaths are \$28. Please inquire at the TRiO Center (PS 1) if you are interested. In addition, the UB staff continues to hold Saturday School for students. This month it will be on November 10.

SSS, in partnership with Student Equity, will be taking a group of students to UC Berkeley Transfer Empowerment Day on November 10. There are currently five SSS students planning to go. Some non-education related activities offered by SSS include a Cookie Extravaganza social, which involves decorating sugar cookies as a way to de-stress from mid-terms; seeing Little Shop of Horrors, and hiking Black Butte.

The SSS program continues to accept applications for the 2018/19 academic year. To promote SSS to potential new students and to engage existing students, SSS offered a “Get Stacked” pancake social. This was in partnership with Student Equity.

- **Financial Aid:** Director Jan Harris recently attended the CASFAA, Financial Aid Conference in Palm Desert. Outside her hotel the view consists of palm trees and the Mt. San Jacinto Mountains. It was a great opportunity to attend this conference and be able to catch up with all of the latest and greatest financial aid federal and state regulated policies and changes. It’s also a great opportunity to reconnect with colleagues and meet people new to financial aid!

We are now in the interview phase of the Student Services Financial Aid position and hope to have it filled by the end of November. We will be reviewing applicants next week for the Financial Aid Tech position and I hope it is filled sometime in December. We might, just might, have a fully staffed financial aid office by the start of 2019!

The second big Pell grant disbursement on October 19th. We have now awarded 573 students a total of \$1,118,184! Inceptia has played a big part in performing verifications (students selected by the Department of Education to provide income documentation) and have verified 330 students so

far. This is about how many the Financial Aid Office verified manually in a year. Financial Aid Staff have been phoning students who are eligible for Pell grants but have not completed the verification process. This is another benefit using Inceptia because we are able to pull reports and monitor our students more closely. We are also following up with emails and monitoring the completion rate and will share the results next month!

The new Student Success Completion Grant has been completely awarded and we have the possibility of receiving more funding for this grant from the Chancellor's Office. We have had an increase in students enrolling in 15 or more units in which they receive in addition to their Cal Grant B or C, \$2,000 per semester. We are in hopes that we can receive more funding which will allow this group of student to receive this grant in the spring 2019.

Huge thanks to the staff we currently have for their diligence and persistence with assisting our students! This thank you extends to Regina Weston and the Counseling Department for their willingness to walk a student through completing FAFSA's, FSA ID's and Inceptia (verification process). It takes a village and I know there are more of you that assist our students and I appreciate every one of you.

- **Lodges:** Lodge occupancy remains high in October with two students moving in to begin the paramedic program. Resident Assistants and Lodge Government Representative hosted a Humans vs. Zombie tag event, a paranormal experience night, and a Halloween harvest festival.
- **ASB:** In October the student Senators, led by President Syshanna Hocker, approved a resolution requesting the Board of Trustees consider supporting a Student Activities Fee. The resolution will be shared with the appropriate participatory governance groups before being presented to the members of the Board for consideration. ASB Senators were also able to review and update the clubs Constitution and By-Laws. Updates consisted of identifying the current shared governance committees and clarifying terms. ASB worked with performing arts club to host two weekends of classic Halloween films in the theater. The cost so view the films were collected through donations by members of the senior theater and concessions. The ASB Senators also hosted a meet and greet session for Board of Trustee candidate on the November 6th ballot.
- **Student Equity:** October brings about the changing season with cooler mornings and beautiful afternoons where we can enjoy the fall color that is all around us. October also means that the Free Application for Federal Student Aid (FAFSA) is available for the 2019-2020 school-year. Over the next few months we will be visiting local high schools to provide FAFSA assistance to students and parents as well as assisting students in the Welcome Center. Throughout the month we have had quite a few students coming in for help, and it is great to see them being so proactive to get a jump on things for next year.

As mentioned last month, College of the Siskiyous is one of a handful of community colleges around the state awarded a three-year CalFresh Outreach Subcontract. CalFresh is California's Supplemental Nutrition Program which provides eligible students with a monthly allotment on a card that can be used to purchase food. Now that the contract has officially begun, we received our first technical assistance training with representatives from the CSU, Chico Center for Healthy Families. This full day training was attended by staff that will be supporting the CalFresh efforts as well as our Student Equity Ambassadors. We were also happy to have Jeri Robertson from the Siskiyou County Health & Human Services agency join us to discuss how best to partner with our

local CalFresh office. We will continue to receive training over the next two months so that we are prepared to fully provide CalFresh application assistance, and will officially kick off this program in the spring semester. In the meantime, we still are providing one-on-one application assistance to students so if you know of someone who may be eligible for CalFresh, please have them stop by the Welcome Center and set up an appointment.

Human Resources

Recruitment	
Position	Status
Student Services Specialist, Admissions & Records	Complete: Athena Oreck
Dean, CTE & Yreka Center	Interviews Scheduled
Student Services Specialist, Financial Aid	Interviews Scheduled
Information Systems Technician II	Interviews Scheduled
Applications Manager	Interviews Scheduled
Financial Aid Processing Technician	Screening
Biological Sciences Instructor	Screening
Counselor	Screening
EMS Instructor/Coordinator	Extended First Review 11/16/2018
Dual Enrollment Coordinator	Extended First Review 11/16/2018
Food Services Assistant P/T	First Review 11/20/2018
Food Services Assistant F/T	First Review 11/20/2018
Coordinator, Tutoring Services	First Review 11/26/2018
Transcript Evaluator	First Review 11/29/2018

- Training:** As part of the North 14 Employee Relations Consortium, training on the Prevention and Control of Absenteeism was provided for supervisors and HR staff. Fifteen supervisors and human resources staff attended the webinar based workshop presented by Eileen O’Hare Anderson from Liebert, Cassidy and Whitmore. Topics covered included defining, preventing and responding to excessive absenteeism. Evaluations for the workshop were positive.
- From The Desk of Theresa Richmond:** On October 11th and 12th, the College hosted a “Leading for Equity – Leading from the Inside Out” Institute. The National Equity Project staff, Asha Sitaram, and David Clifford, were the leaders of our 25+ attendees. Representatives included students, managers, supervisors, classified staff, faculty, and the President’s Cabinet. Topics included:
 - Equity vs Equality
 - Bias/Oppression
 - Self-evaluation & Soul-Searching Journaling
 - Working in small groups of mixed representation
 - Our Hopes
 - Visioning

Asha and David were amazing leaders – sharing parts of themselves along the way. They held the space for each of us to examine our own beliefs, frustration, tears, fears, and joys. The institute was just one component of our journey in seeking Equity, Inclusion, and Diversity for our College. Earlier in the year, Asha, David, and Tom Malarkey (also from the institute) were on campus to interview a number of students, staff and faculty. After our debrief of the institute next week, the Diversity Committee will

announce the next steps. The Diversity Committee’s sincere hope is that you find the time to join us in this exciting venture. Stay tuned!



NEP’s Asha Sitaram giving the group space to talk about their hopes for the two-day institute



COS students participating in a group discussion

“We cannot seek achievement for ourselves and forget about progress and prosperity for our community. Our ambitions must be broad enough to include the aspirations and needs of others, for their sakes and for our own.”

—Cèsar Chavez



Halloween:
Fun and Halloween go together just like peas and carrots!

Academic Senate

This month, Both Kathy Koon and Dr, Schoonmaker took me up on my offer and each attended one of my classes, and I appreciate them taking these opportunities. Thank you!

In chatting with my fellow faculty members, I was again thinking about how our work is often invisible. As a result, I have been tracking my time this semester and wanted to share with you what the average week looks like for Faculty at COS. . Since it is impossible to know what someone else’s workweek looks like, I thought this would be useful. I did use averages, because some things happen more often at certain times during the semester and some happen monthly, and I wanted my snapshot to be more global. Teaching an overload certainly increases my numbers—when I am only teaching my load, most weeks are closer to 55 hours, with only a couple of weeks per term topping 60. However, there are at least three non-contract weeks per year where Faculty are engaged in pre-term prep and conference attendance—for some Faculty, this number is quadrupled!

Full time faculty spend roughly 15 hours in the classroom and 5 hours in office hours, meeting with students. (I get 6 hours release time for being Academic Senate President, but I am teaching 3 hours of overload because we don’t have the necessary part-time faculty.) My average week includes, then, 12 hours in the classroom and 5 in my office. My students need time outside of my office hours, so I usually spend 3 hours in additional student conferences. I typically spend 2-3 hours each afternoon and 6 hours each weekend day grading. During those hours, I am also emailing, messaging, and texting with students. Although it occurs in bigger chunks, and slightly less often than once a week, I average 2 hours per week attending student functions: athletic events, art shows, and music and theater performances.

Class preparation consumes about 5 hours per week and another 20-30 hours prior to each term. We are creating activities, testing them, creating and printing supplies, and accumulating materials. I spend an additional 1-2 hours a week shopping for supplies for my classes.

I spend 1-2 hours per week writing letters of recommendation for jobs, scholarships, and graduate schools. I spend another 2 hours per week writing—evaluations, this newsletter, program review, course creation/updates, and other professional communication. I spend another 2-3 hours researching, reading, and staying current in the issues that matter to my students and in my field.

Meetings take a big chunk of my time: this week, I spent 7 hours in meetings, but let’s average it closer to 6 hours. I spend another hour per day to meet with faculty, formally and informally, to discuss challenges and opportunities, share resources, and mediate issues.

These numbers are typical for the majority of my colleagues. Some spend more on class prep and less on grading; some spend more in student conferences; some spend more on emails and other electronic meetings. Some spend less time shopping, more time printing, or more time setting up their classrooms. Some spend more time on research and updating materials, and some spend more time traveling with students and traveling to recruit students. Many spend more time on student events. We all spend a LOT of time! We are all here, spending this time and energy on our students and our jobs, because we love what we do and we know we make a difference.

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Instruction

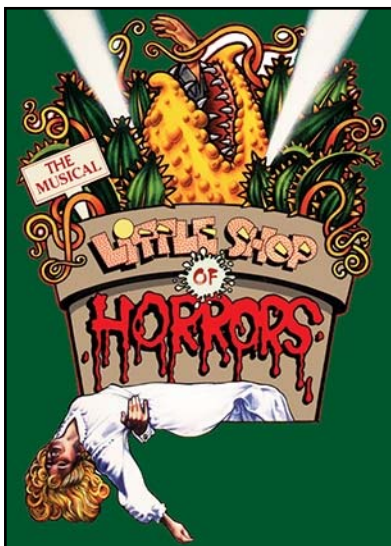
Mean Girls Day: Celebrating all things pink, “fetch”, and drenched in butter, COS faculty Chris Vancil and Katie Gale showed the film *Mean Girls* to a group of students on October 3. Will this become an [annual] tradition with a cult following, like Bob Ross Thursday at COS? While it is too soon to tell, adding to the campus culture is always fun.



Library: The Library is offering access to a new article database on a trial basis until November 9 called SIRS Researcher. SIRS is a great resource for students examining controversial issues from multiple perspectives. We are giving SIRS a try to compare it with our similar Opposing Viewpoints database, so take a look and let us know what you think. A link is posted on our [Articles & Databases page](#).

After many years of effort, libraries in California’s community college system have received funding to purchase a library services platform (LSP) that would be available to all schools at a much reduced cost. This essential software manages user accounts, all of our collection data, and the library catalog. After much deliberation and input from many groups on campus, COS has decided to opt into this opportunity. Library staff will work on migrating to the new LSP during the 2019 calendar year and will go live with the new system in December 2019/January 2020.

The Library’s collections were put to good use during an October visit by the Transitions students who came to learn about the Dewey Decimal system. Transitions students had fun playing number games and completing a scavenger hunt for books on the shelves, finding many books that they wanted to read in the process. Our collection also helped connect the college with our community recently when our portable exhibit on the summer session of the Chico Normal School (now CSU Chico) hit the road for the second time this year for a special event at Mt. Shasta City Park. In order to escape the Chico heat, summer teacher training was held in Mount Shasta from 1919 – 1942 at what is now City Park. The exhibit was created by CSU Chico’s Meriam Library Special Collections & Archives and the panels were later gifted to COS for the Mount Shasta Collection.



Theatre: “A singing plant...a daring albeit reluctant hero...a sweet girl...a demented dentist. Come out to Mushnick’s Florist shop and meet them all.”

The fall production for 2018 will be the *Little Shop of Horrors*. It “tells the story of a down-and-out floral assistant who becomes an overnight sensation when he discovers an exotic plant with a mysterious craving, his love for his co-worker, and how his plans go awry when the plant’s demands grow a little too wild.” Performances run November 9, 10, 16, and 17 at 7 pm, as well as November 11 and 18 at 3 pm. For more information regarding this production or to make a reservation for your class, please contact us by calling (530) 938-5206 or by email, theatre@siskiyous.edu.

Program Review: The Academic Program Review process is full swing. All departments have had initial meetings with me, and we are now gathering data and budget information. With the exception of Humanities and Social Sciences, all programs within the Liberal Arts and Sciences division are completing an 'Annual Update'. Humanities and Social Sciences will embark on full review, which takes place every four years. There is a lot we will learn from our colleagues in HSS – thank you for leading the charge. I also want to thank Dr. Nathan Rexford, his leadership of the Institutional Research department and support for our LAS programs are much appreciated.

Conferences: This month Carly Zeller and Debra Chambers attended the National College Learning Center Association (NCLCA) annual conference. This year emphasized supporting students through tutoring programs and services, as well as assessing those programs for efficacy and sustainability. They focused their time on sessions that offered unique approaches to tutor training, tutoring, study halls for athletes, data collection to demonstrate impact, and building support and braiding services across campus. The conference was held near Niagara Falls, New York, so let's just say they had immersive experience.

Additionally, Wenli Chang, Shirley Louie, and I traveled south early on a Saturday morning in October for an all-day AB 705 regional workshop in Sacramento. The workshop was hosted by the statewide Academic Senate. Both Ginni May and Craig Rutan did an excellent job of providing an overview, as well as tips and strategies for AB-705 alignment.

No other reports were submitted.

