

**Instructional Council**

September 9, 2020

11:00am – 12:00 pm
Zoom

**Agenda/Notes**

**Participants:**  Angelina Hill, George Potamianos, Cathy Cox, Bob Brown, Kerry Mayer, Dave Bazard, Rory Johnson, Diqui LaPenta, Roberta Farrar, Philip Mancus, Sean Thomas, Pru Ratliff, Ron Waters, Mike Haley, Stephanie Burres (support)

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| 1.0 | eLumen Assessment Pilot | * What support do the Associate Deans need with eLumen? They seem to be up and running. Diqui has worked with Mark Renner to get him up to speed.
* Once the course level data and reflection has been entered they can develop a program level plan. Phillip would like to schedule a meeting to disucss moving forward with program level planning.
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| 2.0 | DE Addendums | * The Curriculum committee and those involved in the curriculum process are beginning to move forward with DE addedums for Spring.
* The workload had been considerable but they are moving forward.
* Sean would like deans, in consultation with their faculty identify courses that are being offered in the spring that were not offered in the fall. It is urgent that we start getting these in the queue now and on future meeting agendas.
* Wendy will send out a list of courses for Deans to review.
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| 3.0 | Sexual Harassment and COVID training for faculty | * CRFO and the District have signed an MOU to implement this training. The sexual harassment training is mandated by state legislation in order to teach.
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| 4.0 | Suspending evaluations | * CRFO and the District is working on an MOU to postpone faculty evaluations. More details are forthcoming.
* The plan is for fall it’s tenured faculty, if they want, all leftovers from spring (full-time and part-time) and probationary faculty. Everyone else is pushed to spring.
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| 5.0 | Del Norte Update | * Del Norte is receiving udpates on the situation. North of Crescent City, specifically Gasquet area is being evacuated.
* Southern Humboldt and the Hoopa Valley is also under watch.
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| 6.0 | Updates | * Potential Power Outage – what is our infrastructure? Our on campus infrastructure in Eureka should keep us up and running. What other plans and communications systems do we have in place? Everbridge text messaging system, social media. Otherwise It is largly up to the faculty to make accomodations on a case by case basis.
* The plan is to announce our plan for Spring tomorrow, remaining largely online and expanding our criteria for face-to-face classes. Rory would like to reconsider correspondence for Pelican Bay, it is largely dependent on the Prison, but we would like the District to be on board with FTF classes.
* IT is hoping to implement Sharepoint software for collaboration to reduce reliance on email.
* Students will be eligible for an EW (excused withdrawal) if they have to withdrawal after census if they have to evacuate for the fires. They will not be as easily as they were available last semester.
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