

**Shasta College  
Academic Senate Minutes  
May 14, 2001  
Room 11083:05 PM**

**Members Present:**

Estella Cox  
Sandy Johnson  
Randy Reed  
Philip Roche  
Raleigh Ross  
Ron Marley  
Craig Thompson  
Gary Lewis  
Jennifer McCandless  
Dave Bush  
Richard Saunders  
Frank Nigro  
Warren Lytle  
Sue Loring  
Eileen Smith  
Eve-Marie Arce  
Dan Scollon  
Cathy Anderson

**Guests Present:**

None

1. Call To Order: Meeting called to order at 3:10 p.m.

2. Approval Of Previous Minutes

a. April 23 Minutes: Warren Lytle moved to approve; Eve-Marie Arce seconded the motion. The motion passed unanimously.

3. Guests

a. None

4. Reports

a. Cathy Anderson: Cathy reported that the Senate received a thank you card from Dorothy Arel for the Excellent Educator award.

## 5. Discussion/Action Items

a. Tenure Review committees for 2001-2002:

Cathy distributed a proposed list. Warren Lytle moved to approved the list; Dan Scollon seconded. Corrections to the spellings of names were suggested by Estella Cox and Cathy Anderson. Sue Loring noted that in the case of one of the Counseling positions, some changes would probably come up.

b. Program Review List:

Cathy distributed handouts of the Program Review list. Dance, Music, and Theater, which were left off the last version we saw of this list, have been added to Performing Arts for the Program Review; no objections were raised to this. Questions were raised about where to put Humanities/Philosophy. Dave Bush moved that Philosophy be reviewed in 2001-2002 with English; Warren seconded this. The motion carried unanimously. Dave suggested we move Humanities to 2001-2002 with Art. He made this a motion, and Richard Saunders seconded it; the motion carried unanimously. Dan recommended Natural Resources be moved to 2005-2006. Gary Lewis noted that Ron Johnson was interested in moving Journalism into the Communications Arts slots (2004-2005). He also noted that Interdisciplinary Studies is currently under 2002-2003, but it's up for discussion. No one objected to leaving it where it is. It was suggested that the LRC be listed under Instructional Support Services, tentatively for 2002-2003, but Gary said he would have to discuss this further with Ed Neroda. Dave moved that the President create a committee to generate some program review guidelines. Randy Reed seconded this, and the motion carried unanimously.

c. Committee Assignments for Reviewing the Shared Governance Policy and Senate By-Laws, etc.:

Cathy gave some background on this. Two years ago, the former Senate presidents met to review the Senate's by-laws and guidelines. Since the notes to that meeting have been lost, Cathy decided that we would do the revisions ourselves. She created and distributed a list of tasks and Senate subcommittees.

d. Re-apportionment of Center Representatives to Reflect the Current Center Configuration:

One of the tasks mentioned above was to review the apportionment of representatives to the Senate. Accordingly, Jennifer McCandless and Frank

Nigro presented information on current and future representation. Gary Lewis noted that the baseline data for full-time faculty was faulty and asked to meet with Jennifer to revise the data. The basic issue of whether to adopt a standard ratio was put on hold until the numbers are revised.

e. Consideration of the Number of Adjunct Faculty Representatives to the Senate:

This is another of the tasks suggested in point c above. A subcommittee consisting of Sandy Johnson, Eileen Smith, and Estella Cox distributed a handout on this. They recommended that there be three adjunct representatives, including one from the outreach areas. They would be elected for a two-year term, and a stipend would also be requested. The recommendation of three was based on what other schools are doing: 2+ seemed to be the average. Moreover, they looked at what the faculty association is doing. Eve-Marie moved that we approve this recommendation; Sue Loring seconded the motion. The motion carried unanimously.

f. Adjunct Faculty Hiring Criteria Procedures: Dan Scollon distributed a handout (look for attachment in next email), detailing the procedures his subcommittee came up with. Dave moved to approve this procedures developed with minor editorial corrections; Richard Saunders seconded it. The motion carried unanimously. Sue Loring raised the question about whether this process would be done retroactively for current adjunct employees. Also, a question was raised about whether or not FSAs can be made course specific. Ron Marley suggested that the new-hire orientation noted under Step 7 be made mandatory, and that we work on an orientation procedure as well.

6. Other

a. Gary Lewis distributed a list of tenure review committees. The Senate approved the changes to the Philosophy position; the Senate approved the changes to (note 3 changes)

7. Adjournment: Next meeting August 27.