

**Shasta College  
Academic Senate Minutes  
November 26, 2001  
Board Room - 3:10 PM**

**Members Present:**

Estella Cox  
Sandy Johnson  
Jeff Cooper  
Phillip Roché  
Carolyn Borg  
Dan Scollon  
Dave Bush  
Frank Nigro  
Richard Saunders  
Chuck Spotts  
Warren Lytle  
Cathy Anderson  
Eileen Smith  
Jennifer McCandless  
Sue Loring  
Laura Valvatne  
Lynn Giovannoni  
Teresa Degnan  
Raleigh Ross  
Randy Reed

**Guests Present:**

Caryn Bailey  
Angel Loflen

1. Call To Order: Meeting called to order at 3:10 p.m.
2. Approval Of Previous Minutes

1. Approval of October 22 minutes (Warren Lytle moved approval, Sandy Johnson seconded). The motion carried unanimously.

### 3. Reports

1. Hiring Priorities Procedures: Cathy Anderson updated the Senate on the subcommittee that met with President Treadway to iron out differences regarding the Hiring Priorities Procedure. She reported that progress was being made.
2. Grading Policy: Jeff Cooper presented the policy to the ASB, and Cathy Anderson reported that the students had some concerns about the 2-year time limit. She said this had not gone to the Board yet, but she would tell us when it would. The ASB would probably recommend extending the time limit to 3 years as opposed to 2.

### 4. Discussion/Action Items

a. Retreat Rights Policy (No attachments): Richard Saunders, Philip Roché, and Nick Rogers (not present) made their recommendations for changes to the policy. They recommended two changes. (1) That the Shasta College Board Policy and Academic Senate Procedures be changed to require a demonstration of competence in teaching or equivalent for the discipline, and (2) That the Academic Senate Procedures concerning retreat rights for administrators be changed to allow more time for the process (from 15 working days to 60 working days). Cathy noted that the retreat rights policy was a Board policy, so any changes we wanted would be looked upon as recommendations and would have to be approved by the administration. Dave Bush argued that competence in the classroom is not enough; the retreat rights procedure should work in such a way that we would get the same level of teacher in the classroom as we would through a regular interview process. He noted that we should realize that according to the current policy means, any administrator hires can possibly end up in the class, possibly at the expense of other teachers.

Other changes were suggested by Jennifer McCandless and Jeff Cooper among others. These were discussed. Finally, Dave volunteered to take the ideas approved and discussed in today's meeting and propose new wording for the Senate Procedure for Certifying Administrator Retreat Rights developed by the subcommittee. He will then e-mail this to all Executive Board members. It was moved, seconded, and approved (Saunders/Spotts) to postpone the vote on the Procedure until the next Senate meeting.

b. Bylaws (Attachment): A discussion of the Bylaws will be postponed until next semester.

c. Hiring Priorities List and Hiring Plan for 2002-2003 (Handout): Cathy reviewed the President's Cabinet Hiring Priorities 2001-02 list. The fourteen positions on the right side of the list show the priority ranking for hiring for new positions and are mostly based on recommendations from the Instructional Council. Dr. Treadway currently plans to fill four positions (shown on the left side of the list)—three positions using growth funding (Mathematics—Tehama, English—Tehama, and Anthropology/Archaeology) and one with PFE funding (Environmental Technology). The goal is for PFE to fund the positions fully for three years, the next two years at 50 percent, and then the positions would go onto the general fund. These are new positions, not replacements, and do not include those open positions which were advertised last year but no one hired (Psychology, Natural Resources, Engineering, and Fire Tech). The job announcements will say the positions are subject to funding.

Sue Loring expressed concerns about enrollments warranting both an Environmental Technology position and a Natural Resources position and with the Environmental Technology position having about 50% non-teaching assignments (to develop an environmental technology program for the college to reduce waste and help with recycling).

It was moved and seconded (Spotts/Ross) to approve the Hiring Plan as presented. The motion passed with one opposed.

It was decided the procedure for establishing the new positions hiring lists had been followed with date modifications.

d. Academic Renewal (Handout): At the October 1 Senate meeting, the Senate considered a proposal sent to us by Scholastics Standards. Scholastics Standards found the language of the original Academic Renewal policy confusing, so they forwarded us a revised copy. Cassandra Ryan showed up to answer questions about the policy. She explained its basic functions, and noted that it was a policy similar to those used at other schools. Dave Bush noted that it's been a while (1997) since the Scholastics Standards committee adopted the recommended changes. Because of this, and in light of some of the concerns expressed, it was recommended that we send the proposal back to Scholastics Standards to have them review it before we approve it.

The proposed Academic Renewal Policy was received back from the Scholastic Standards Committee, but the Senate prefers the policy be

more specific answering such questions as can the renewal span any number of semesters, does it have to be an entire semester or “pick and choose” courses to be renewed, and can this be done more than once.

Cathy Anderson and Carolyn Borg agreed to work on this and hopefully get Dave Wright or Lois Cushnie from the Scholastic Standards committee too.

e. Two New Programs (Handout): Lynn Giovannoni visited the Senate to discuss two new certificates that have come to the Curriculum Council: Casino Management, and Gerontology. Cathy noted that our first task was to give Lynn some direction regarding new programs that come up. Secondly, she said we needed to approve (or not approve) the programs listed above.

Lynn began by explaining the process that Curriculum went through in approving these two programs. She wanted direction from the Senate on the issue of the Casino Management certificate, because although Curriculum agreed it meets all the requirements for a certificate program, there were still philosophical objections to the program. Dave Bush suggested that Curriculum had to weigh their various philosophical stances on this issue against the overall benefit of such a program for the school, including its cost and its potential benefit to the students. He suggested the values side of such issues *must* be dealt with at the Curriculum level since that might be only place where they would be considered. Several people noted that in cases where there was a controversial course or program, Curriculum should weigh in on it and then send it forward to the Senate.

Sandy Johnson moved approval of the Casino Management and Gerontology programs, and Carolyn Borg seconded it. Concerns were raised about the economic viability of this Casino Management program, whether students under 21 could engage in worksite learning at casinos, the nature of the instructor’s position, and who is funding it. Jeff noted that eventually this certificate would tie in with the Hospitality Management program. Regarding the Gerontology program, questions were raised about whether the program would be continued if enrollments were low; Jeff said that since the recently hired Gerontology position is tenure track, the school would be obligated to keep this person. The closest program to us is at American River College, he said. He noted that there was great support for this program in the community, and he does not anticipate problems with enrollment. Carolyn noted that a Sociology of Aging course had been cancelled because of low enrollments, so she doubts the claims about possible enrollments. The motion to approve passed unanimously.

As another issue, Caryn Bailey also asked about deleting programs that have been approved already; should these be sent to the Senate as well? Sue Loring asked that if programs are scheduled to be deleted, the courses in that program should be offered for a certain period of time so that students could finish up the program. Curriculum was given the go ahead to delete the Legal Transcriptionist program.

5. Other

a. None.

6. Adjournment: The meeting adjourned at 4:25. Next Meeting: Monday, December 10, 2001-Executive Committee meeting.