



Shasta College

College Council

Tuesday, February 3rd, 2026
 3:00 – 5:00 PM – Main Campus Board Room
MINUTES

Committee Members Present					
<input checked="" type="checkbox"/>	Will Breitbach (Co-Chair)	<input checked="" type="checkbox"/>	Melissa Markee	<input checked="" type="checkbox"/>	Frank Nigro (N/V)
<input checked="" type="checkbox"/>	Sonia Randhawa (Co-Chair)	<input checked="" type="checkbox"/>	Cathy Anderson	<input type="checkbox"/>	Kevin O'Rorke (N/V)
<input checked="" type="checkbox"/>	Mike Mari	<input type="checkbox"/>	Milagros Israel	<input checked="" type="checkbox"/>	Becky McCall (N/V)
<input checked="" type="checkbox"/>	Tim Johnston	<input checked="" type="checkbox"/>	Erin O'Loughlin	<input checked="" type="checkbox"/>	Amy Westlund (N/V)
<input type="checkbox"/>		<input checked="" type="checkbox"/>	Student Representative- Mariah Bobadilla	<input type="checkbox"/>	

Guests		
Matthew Gallmeister	Stacey Bartlett	Candace Irwin
Cassie Leal	Sandra Hamilton	Kellie Wiegel

1) CALL TO ORDER

Sonia Randhawa, Co-Chair, called the meeting to order at 3:01 p.m.

2) APPROVAL OF COUNCIL MINUTES

Motion to approve minutes from 12/2/2025
 Erin moves to approve. Mariah B. seconds.

 Motion carried unanimously with no abstentions.

3) SHARING SUCCESS STORIES -

Sonia informed the group that this week is School Counselor Week.

Tim expressed appreciation to Sandra and Kellie for the impactful work taking place in the Basic Needs Center and thanked them for providing a report to share with College Council.

Cassie announced that the Research team has officially launched the Shasta Data Hub.

Stacey shared that Shasta College is now offering Mandarin Chinese courses. In addition, the College currently offers two sections of Japanese, one in person and one via Zoom, as well as American Sign Language (ASL). She also noted that efforts are underway to introduce German courses in the future.

Sandra shared that the College recently hired its first SCI*FI alumni as the new Transfer Center Coordinator.

Frank reported that, at a special meeting held prior to the last Board meeting, survey results related to a potential new bond were presented. He encouraged the group to review the bond information included in the posted agenda and noted that the results reflected very positive community feedback about Shasta College.

4) **REPORTS –**

a) **Accreditation Update**

See discussion/action item C.

b) **Research Update**

See discussion/action item A.

c) **EMP Workgroup Update**

See discussion/action item A.

d) **Other**

None.

5) **DISCUSSION/ACTION**

a) Strategic Educational Master Plan – Draft

The proposed plan merges the Strategic Plan and Educational Master Plan into a six-year framework, replacing the previous 18-year timeline, with the option for a mid-term update if needed. The draft will be shared for feedback before moving through governance committees. Following input, it will return to College Council in March for a first reading, proceed to the Academic Senate for review, and then return to College Council for final approval. The goal is to present the plan to the Board around May or June.

The North Star goal and a 70% completion rate target were reviewed by the group. This plan identifies both minimum performance thresholds (“floors”) and aspirational goals for each metric. Additional retention goals were discussed, with a focus on improving persistence and unit accumulation as primary challenges the plan seeks to address.

Tim thanked the Research office for all the work they’ve accomplished and for providing the data for this plan. He stated these are leading indicators that will allow us to have actional data in real time.

There was overall appreciation expressed for the clear alignment between the North Star and the supporting goals. A concern was raised regarding Goal 2 and the references to 8-week courses. The current language strongly implies a move toward 8-week scheduling, which would require discussion with the Academic Senate. Cathy recommended revising the language to state, “when appropriate, expand the scheduling of 8-week courses...” She also noted that similar language may appear elsewhere in the document.

Under Goal 1 (page 3), questions were raised about the “assign opt-out” section and whether it would be appropriate for all students, particularly CTE students. Clarification was provided that students would opt in or out based on unit load and course selection, with transparency about what two-year completion entails. Cathy expressed concern that the term “opt-out” may not be clearly understood by students and recommended revising the language to emphasize that participation is optional. Cassie added that the pathway depends on the student’s selected goal.

Concerns were discussed regarding students who may not have the opportunity to meet with a counselor and how a default 30-unit plan would account for AP credit or transfer coursework not yet received by the college. It was explained that front-end transcript evaluation and equivalencies would be built into the technical component of the process so prior coursework could inform the default plan. The default plan would populate the student planner, allowing students to modify it prior to registration, and students could potentially register without meeting a counselor. Concerns were raised about transfer students potentially missing required courses. It was clarified that this plan would not replace the recommendation to meet with an academic counselor and that the focus is primarily on first-year students. System flags would be included to recommend counselor review when necessary.

Cathy recommended adding language that more strongly encourages students to meet with a counselor. Stacey suggested implementing a prerequisite requiring students to meet with a counselor prior to registration, possibly through group registration meetings. Cassie recommended revising references to specific roles and instead using more general language such as “support staff” to clarify responsibilities related to counseling and student success coordination.

Regarding the North Star goal, Cathy recommended defining “completion” more clearly in the first sentence, suggesting language such as, “Achieve their stated goal within a 3-year window.” A question was raised about whether completion should specify a Chancellor-approved certificate.

Next steps include making edits based on the feedback discussed and sending the revised draft to governance committees for the first round of feedback. After revisions and Academic Senate review, a second round of distribution may be sent to all faculty, and a Microsoft Form will be created to collect broader feedback.

b) Basic Needs Report

A survey regarding students’ non-academic needs was distributed locally to all students. It was noted that the survey was also administered statewide and reported to the Chancellor’s Office. The group requested that the results be

shared with Academic Senate, and this will be added to an upcoming Senate agenda. The report will also be posted on the College Council site.

The key findings were described as significant, prompting discussion about next steps and whether current efforts appropriately address the challenges students are experiencing. There was interest in gathering broader input on how best to respond to the identified needs.

Sandra commended faculty for their role in informing students about Basic Needs resources, emphasizing the importance of personal connections, as students may struggle to locate resources fully online. Will recommended developing an awareness campaign to improve how students connect with and receive information about available services. Cathy suggested this topic could be incorporated into a Flex Day session. Sandra shared that a team is currently working on creating a centralized location for student resource information.

Recognition was given to Student Senate for partnering with Basic Needs initiatives. A food fundraiser and donation campaign (“Share the Love”) is planned for the second-to-last week of February. Student Senate will assist with collecting food and monetary donations, and the Student Senate President will collaborate with Marketing to promote the event.

It was also noted that the Foundation continues to offer a payroll deduction option for employees who wish to donate to the pantry. Although this initiative began when CalFresh was discontinued, the payroll donation option remains active.

c) **Accreditation Alignment Review Report**

This remains an ongoing project. Will provided an overview of activities that emerged from the analysis completed during the summer and outlined which initiatives will be worked on this year. The stated goal is to ensure the institution reaches the highest level of alignment across planning efforts and continues making improvements to achieve and sustain a highly developed level of performance.

It was clarified that SEMP represents a combined framework integrating the Strategic Master Plan and the Educational Master Plan.

d) **Annual Planning – Plans due 3/30/26**

The group was reminded of the upcoming due date. Minor revisions were made to the forms, and members were encouraged to begin working on them. Collaboration on the plan was strongly encouraged.

e) **Board Policies / Administrative Procedures:**

- **Board Policies / Administrative Procedures – Review and Approve**
 - None.
- **Second Reading**

- None.
- **Information Only**
 - BP 4020 – Program and Curriculum Development [Update, Legally Required]
 - AP 4225 – Course Repetition [Revised, Legally Required]
 - AP 4255 – Academic Pause and Restart [Revised, Legally Required]
 - BP 6300 – Fiscal Management [Confirmation, Legally Required]
 - BP 6307 – Debt Issuance and Management [Confirmation, Legally Required]
 - AP 6307 – Debt Issuance and Management [Confirmation, Legally Required]
 - AP 6320 – Investments [Confirmation, Legally Required]
- **First Reading**
 - AP 3433 – Prohibition of Sexual Harassment Under Title IX [Revised, Legally Required]
 - AP 3434 – Responding to Harassment Under Title IX [Revised, Legally Required]
 - AP 5031 – Instructional Materials and Fees [Revised, Legally Required]

Context was provided regarding recent changes to AP 5031. These changes are referenced from Title 5 regulations. The first sentence of the AP was discussed, and it was recommended that faculty adopt textbooks, even if free versions are available, to ensure students can fully prepare financially for the semester.

- AP 7126 – Applicant Background Checks [New, Legally Advised]

- f) First Reading
 - None
- g) Second Reading
 - None
- h) Acknowledgement Receipt
 - None

6) INFORMATIONAL/FEEDBACK REQUESTED

- a) None.

7) OTHER/ANNOUNCEMENTS

The Japanese woodblock exhibit is currently on display, with a student gallery sitter available and a guest book for students to sign. Some classes are offering extra credit for visiting the exhibit.

Welcome Back Day for Student Services will be held this Thursday, featuring over 20 booths showcasing on-campus resources and available student clubs. The event will take place at the Redwood Grove.

8) ADJOURNMENT 4:00 p.m.
Notes taken by: Mariah Rodriguez

Upcoming Meeting: February 17th, 2026.