

**Shasta College
Academic Senate Minutes
March 25, 2002
Room 1108 - 3:10 PM**

Members Present:

Estella Cox
Sandy Johnson
Susan Meacham
Frank Nigro
Chuck Spotts
Warren Lytle
Jeff Cooper
Cathy Anderson
Dave Bush
Robert Soffian
Carolyn Borg
Raleigh Ross
Cathe Ledford
Sue Loring
Vickie Kimbrough
Richard Saunders
Jennifer McCandless

Guests Present:

?

1. Call To Order: Meeting called to order at 3:10 p.m.
2. Approval Of Previous Minutes
 1. Approval of February 25 minutes (Warren Lytle moved approval; Robert Soffian seconded). The motion carried unanimously.
Approval of the March 11 minutes (Warren Lytle moved approval, Susan Meacham seconded). The motion carried unanimously.
Cathy noted that Cathe Ledford should be moved in the minutes to "Members."
3. Reports

- a. Cathy Anderson distributed a card for Nick Rogers, whose brother recently passed away.
- b. State Academic Senate Applied Technology Committee. Raleigh Ross serves as a member on this committee and gave a brief report on his activities.
- b. SSAT (Retention Committee). Carolyn Borg reported that the committee met recently and looked at steps needed to enforce prerequisites. A first step is to look at all the prereqs in the catalog and to go from there. One obstacle, Cathy noted, is the issue of students not knowing what their grades are before they sign up for the next level.
- c. ITRC (Tenure Review Committee): The Senate needs to appoint someone to fill the current opening since Cathy has resigned. Her resignation goes into effect at the end of this semester. Let Cathy know if you're interested. Any tenured faculty member can serve.

4. Discussion/Action Items

- a. Vote for Excellent Educator (Executive Committee members only): The nominees for this award were Mark Blaser, Dave Bush, Roger Gerard, Chris Kutras, Marsha McKenzie. Chuck Spotts distributed a list of rules for the voting, and the voting proceeded through several phases. Dave Bush was selected as the Excellent Educator and will be forwarded as the Hayward Award nominee.
- b. Bylaws Draft 3 (Attachment): The subcommittee presented Draft 3 based on discussions at the last meeting. Some additional mechanical and stylistic changes were recommended. Jeff Cooper noted that there is nothing in our by-laws that empowers us to form *ad hoc* committees. He made a recommendation where to insert this item and how it should be worded. Susan Meacham pointed out that the "Appendix C" mentioned in the document currently doesn't exist, so it was decided to strike it. Warren Lytle moved to approve the by-laws as amended; the faculty in general will then be asked to approve or disapprove the by-laws. Richard Saunders seconded this. The motion carried unanimously. Chuck will organize a vote to approve this.
- c. Hiring Priorities Procedure (Attachments): Instructional Council reviewed the proposal from Dr. Treadway regarding the Hiring Priorities Procedure. Their recommendation and Dr. Treadway's proposal are attached. To review, the Senate approved a hiring policy last March. After Treadway recommended some changes, a Senate subcommittee was formed to review his recommendations. The document went through a few

more go-rounds between Senate and President before Cathy bounced it over to Instructional Council for their input.

The Senate discussed the various documents. Dave Bush suggested that we try to merge the Instructional Council and Senate proposals to come up with a hybrid of the two. Sandy, Cathy, Jeff, Dave, and Chuck volunteered to again work on this.

6. Adjournment: The meeting adjourned at 4:49. Next Meeting: Monday, April 9, 2002.