



Shasta College

College Council

Tuesday, September 1st, 2026

3:00 – 5:00 PM

Room 804

MINUTES

Committee Members Present					
☒	Will Breitbach (Co-Chair)	☒	Melissa Markee	☐	Frank Nigro (N/V)
☒	Sonia Randhawa (Co-Chair)	☒	Cathy Anderson	☐	Kevin O'Rorke (N/V)
☒	Mike Mari	☒	Milagros Israel	☒	Becky McCall (N/V)
☒	Tim Johnston	☒	Erin O'Loughlin	☐	Amy Westlund (N/V)
☐		☒	Jon Cartee	☐	Student Representative- Mariah Bobadilla

Guests		
Jenny Beckman	Candace Irwin	
Amy Thompson		

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 5/5/2026

Cathy Moves to approve, Millie Seconds.

Motion carried unanimously with no abstentions.

3) CO-CHAIR NOMINATIONS AND ELECTION

Tim nominated Sonia as co-chair. Sonia accepts the nomination. All in favor, with no abstentions.

4) SHARING SUCCESS STORIES -

Becky shared that the bookstore fridge is fully stocked with EBT eligible foods. They are waiting for the state to approve the bookstore for EBT payment so students can start purchasing eligible food items with EBT. The bookstore is also collecting feedback from students about additional food items they can include. If any students would like to share some item recommendations, they can tell the store manager or any bookstore staff members.

Will shared the library has saved students a quarter of a million dollars by providing resources. This is assuming they would've purchased books and Chromebooks on their own. More detailed statistics will be shared with the Board at the next meeting.

Tim gave thanks to those who facilitated the Knights Connects: First Day Welcome booths. Erin gave a special thanks to everyone who volunteered. She also shared that the resource fair will be next week, almost 50 people have signed up so far.

Tim shared that enrollment is going strong this semester.

Melissa added that the 800 building, where College Council is meeting this semester, is also a great success story.

Candace introduced Amy Thompson. She is a temporary office assistant in the President's office and will be assisting Candace with BP/APs.

5) REPORTS –

a) Accreditation Update

A review was conducted during the summer, resulting in a report that will be shared sometime around October. Accreditation is likely moving to a longer cycle of 10 years, although this has not been finalized. Cathy asked if the current cycle would be transferred? Information is still being collected regarding this process.

b) Research Update

Will shared that there are new tools on the Data Hub. There are also new program review and annual planning tools in the works. The goal is to eliminate documents. We are hoping that this will help improve the

c) EMP Workgroup Update

We are currently working on closing out the old strategic plan.

d) **Other**

A request was made to add the AI Task force to future updates at the beginning of the College Council agenda or add every other meeting, as needed. Cathy asked if they should add to the Senate agenda.

6) **DISCUSSION/ACTION**

a) **Final Budget 2026-2027 (attached)**

- Purpose: Learn details about the final 2026/2026 budget, ask questions, and forward to Board of Trustees for approval

Becky presented the final budget for 2026-2027. This will be published on Friday.

Actuals have exceeded what was projected. Becky explained the big three total. The 2026-27 budget is presented as a balanced budget representing one of the strongest community college funding years in recent years. We didn't see any major cuts and programs remained the same with additional growth.

2025-26

Beginning fund balance: \$18,879,793

Total revenue: \$78,349,549

Our ending net income was in the positive: \$707,432.

Reference was made to BP 6250.

2026-27 final budget

Beginning fund balance: \$19,587,225

Total revenue: \$83,777,131

Net income/Loss: (\$212,610)

Super COLA – there was an increase due to the updated maternity leave.

OPEB: Other Post Employment Benefits. This is a trust that the district set up to plan for the future of retiree benefits. This has grown to \$32.8 million. If measure C doesn't pass, we must come up with 8 million to fund updating buildings on campus.

Facilities – there were recommendations to the board to transfer funds into capital outlay.

Future risks associated with the 2026 election cycle were shared. Some concerns were shared regarding state revenue volatility, prop 98 dependency, structural state budget concerns, enrollment declines, and escalating personnel costs.

After College council meeting today, the final budget will go to the Board, Sept 9th, 2026. In January of 2027, the 2027-28 budget prep will begin.

Motion to forward to the Board.
Cathy motions to forward with Millie seconding.

b) **2026-2027 College Council Calendar (attached)**

- Purpose: Establish a meeting calendar for the 26/27 academic year

There were no concerns regarding the schedule and new room location.
Mariah to schedule all future meetings for the academic year.

c) **Bylaws (attached)**

- Purpose: Review Bylaws and discuss how the committee could ensure inclusive participation

Will asked College Council to review the bylaws to see if we are meeting them and to consider if there are areas that can be improved. Cathy likes the idea of getting more input when developing documents. Will may put this item back on the agenda as he wanted to bring this to the group for discussion.

Cathy brought up voting. We don't count how many "yeses" are needed to pass items. She recommended updating the bylaws with this requirement. There was also a recommendation to implement the tri-chair model with one chair from each group.

Tim mentioned how he appreciates how Academic Senate has a report/share out time at the end of their meetings. Should we include this for College Council?

d) **Participatory Governance Manual (linked)**

- Purpose: Consider forming a workgroup to review the Participatory Governance Manual to ensure it reflects current governance groups and meets the needs of the College

Will shared that College Council is scheduled to review this manual soon. Some committees do not exist, and some have started up again. There are some factual items that also may need to be worked out. We are scheduled to review every 3 years. This process can begin in spring of 2027 if no one is available to begin this fall.

Erin, Tim, and Will to review and update.

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

- **Board Policies / Administrative Procedures – Review and Approve**

- None

- **Review and Approve:**

Motion to approve all Approve second reading BP/APs:
Sonia Moves to approve. John Seconds.

Motion carried unanimously with no abstentions.

- **Second Reading**

- AP 3775 - Artificial Intelligence (AI) [New, Suggested as Good Practice]
- AP 3900 - Speech: Time, Place, and Manner [Revision, Legally Advised]
- BP 6250 - Budget Management [Revised, Legally Required]

- **Information Only**

- AP 4100 – Graduation Requirements for Degrees and Certificates [Revised, Legally Required]

- **First Reading**

- BP 2365 – Recording [Revised, Other]
 - Cathy had a general question about recording. When it comes to recording Zoom sessions with students, they must be careful about not recording student faces. Do we also have these concerns when students attend board meetings? Will mentioned that since it is a public meeting, we are not expected to protect their privacy in the same way that they we do in the classroom.
- BP 2710 – Conflict of Interest [Revised, Other]
- AP 2710 – Conflict of Interest [Revised, Legally Required]
- BP 6340 – Bids and Contracts [Revised, Legally Required]
- AP 6340 – Bids and Contracts [Revised, Legally Required]
 - Lowest Responsible Bidder – Cathy mentioned redundancy in this section. Also asked to add “based on best value” on the bullet point in this section.
- BP 6520 – Security for District Property [Revision, Legally Required]
- AP 6520 – Security for District Property [Revised, Suggested as Good Practice]
- AP 6530 – District Vehicles [Revised, Legally Advised]
 - Becky said that there will be updates here.
- AP 6540 – Insurance [Revised, Legally Required]
- AP 6550 – Disposal of Property [Revised, Legally Advised]
- ~~AP 7270 – Student Employment [Revised, Suggested as Good Practice]~~

- This item has been removed and will be moved to next meeting as a first reading.
- AP 7600 – Campus Safety Officers [Revised, Legally Advised]

f) First Reading

- Integrated Planning Manual (attached)
 - Purpose: Review the Integrated Planning Manual to ensure it reflects current planning practices and consider improvements.

The changes with this manual are meant to reflect things that were changed due to the new Strategic Educational Master Plan (SEMP) document. Tim said that the modification of the rubric is one of the biggest changes. They defined elements in this rubric with hopes that it would normalize the scoring.

Melissa asked how the number of program completers work with areas like athletics. Will mentioned enrollments and how athletes can make a case for them using that data. Different programs score differently in different areas. Welding is another good example.

Will asked for people to pay extra attention to the rubric on this document. This will be brought back to the next meeting for a second reading.

Tim shared that student services has detailed by companion document that they keep internally. Should there be a callout to student support services areas? Will had concerns that including more detail that's program specific might add more tracking. Jon agreed and said that they should keep the document as a general guidance.

g) Second Reading

- None

h) Acknowledgement Receipt

- None

7) **INFORMATIONAL/FEEDBACK REQUESTED**

8) **OTHER/ANNOUNCEMENTS**

Jenny shared about career quest. Mike's daughter participated and he said that it was a very positive experience. He highly recommends that people participate. Jenny said that there is a weeklong boot camp with guest speakers. This year they had Golden 1 visit with activities. The students participated in a purchasing and budgeting simulator. After this boot camp, career quest aligns them with businesses for interning. The students are paid minimum wage. They wish to continue this program; however, they have to fund a staffing agency for the interning portion, which is a significant cost. This is year three for the program.

9) ADJOURNMENT 4:21 p.m.

Notes taken by: Mariah Rodriguez

Upcoming Meeting: September 15th, 2026