



Shasta College

College Council

September 2nd, 2025

3:00 – 5:00 PM – Main Campus Board Room

MINUTES

Committee Members Present					
<input type="checkbox"/>	Cathy Anderson	<input checked="" type="checkbox"/>	Tim Johnston	<input checked="" type="checkbox"/>	Kevin O'Rorke (N/V)
<input checked="" type="checkbox"/>	Will Breitbach (Co-Chair)	<input checked="" type="checkbox"/>	Melissa Markee	<input checked="" type="checkbox"/>	Sonia Randhawa (Co-Chair)
<input type="checkbox"/>	Vacant Classified	<input type="checkbox"/>	Becky McCall (N/V)	<input type="checkbox"/>	Marrienne Williams (N/V)
<input checked="" type="checkbox"/>	Milagros Israel	<input checked="" type="checkbox"/>	Frank Nigro (N/V)	<input type="checkbox"/>	Student Representative-Vacant
<input type="checkbox"/>	Ioanna Iatridis	<input type="checkbox"/>		<input type="checkbox"/>	

Guests		
Jackie Parker	Destinee Ecklin	
Candace Irwin		

1) **CALL TO ORDER**

Sonia Randhawa, Co-Chair, called the meeting to order at 3:06 p.m.

2) **APPROVAL OF COUNCIL MINUTES**

Motion to approve minutes from 5/6/2025
Unable to approve – quorum not met

3) **SHARING SUCCESS STORIES -**

Breitbach shared that the Tutoring and Learning Center (TLC) is a hit. The space has been packed with students. Nigro said it seems like more students are there now vs pre-pandemic. Breitbach complimented the space and how welcoming it is. Breitbach invited everyone to join the Grand Opening for the library 9/3 at 9:15AM. Randhawa said that students in the counseling center have also complimented the space.

Nigro visited Tehama campus' Welcome Day. He praised the event and said they are doing great things out at the Tehama campus. Nigro also reminded the group about Welcome Week next week here at the Redding main campus.

Johnston shared that Gateway to College (GtC) was nationally recognized recently. He praised the transfer student who reached out to hundreds of students regarding CSU. Transfer center will be the resource of the month.

O'Rourke said that the department of finance visited. They visited the fire training grounds and are interested in STEP UP and other programs.

4) **REPORTS –**

a) **Accreditation Update**

Breitbart said many individuals helped with documentation regarding standards. Teams reviewed standards and rubrics and then made plans to reach the highest level of achievement.

b) **Research Update**

Breitbart shared that the higher priorities process has begun. They have coordinators to make the hiring request(s). This will be the last time that they will be using Tableau. They are now moving to Power BI – an online resource. They are currently working on permissions. IT will also be migrating from Tableau soon. Nigro asked for the Tableau link, Breitbart said he will send it to Nigro.

c) **Other**

i. 2024-25 College Council Annual Report

Breitbart stated that this report reflects College Council accomplishments over academic year 2024-25. He thanked the group for their support in accomplishing these goals.

5) **DISCUSSION/ACTION**

a) **Educational Master Plan – Formation of a task force**

- We have a new mission, now we are working on a new master plan. Breitbart presented a timeline to recruit for a task force. Breitbart is hoping to have two admins, two classified staff, and two faculty members for this workgroup. Breitbart said they would do an environmental scan to see what the landscapes are like. They would gather ideas via survey and utilize this information to create questions or activities. Then they would draft a plan. The goal is to finish the master plan by May 2026. Tim and Will volunteered for the two administrator spots; Millie volunteered for classified. Nigro asked if we should do a call-out or ask for specific people. He recommended an extended ed staff member for the other classified position on this task force. Nigro said that the original goal was 2027 for the updated master plan. Breitbart's understanding was academic year 2027. Nigro said Will's current timeline would be perfect to roll out next fall.
- Breitbart tasked with reaching out for one more classified staff and two faculty.

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

- **Board Policies / Administrative Procedures – Review and Approve**
 - None
- **Review and Approve:**

- Motion to approve all Approve BP/APs: Unable to vote, quorum not met.

- **Second Reading**

BP 5012 – International Students [Revised, Local]
 BP 5013 – Students in the Military [Confirmation, Local]
 AP 5013 – Students in the Military [Revised, Suggested as Good Practice]
 BP 5020 – Non-Resident Tuition [Confirmation, Legally Required]
 AP 5020 – Non-Resident Tuition [Revised, Legally Required]
 BP 5035 – Withholding of Student Records [Confirmation, Legally Advised]
 AP 5035 – Withholding of Student Records [Revised, Legally Required]
 BP 5140 – Disabled Student Programs and Services [Revised, Legally Required]
 AP 5140 – Disabled Student Programs and Services [Revised, Legally Required]
 BP 5150 – Extended Opportunity Programs and Services [Revised, Legally Required]
 AP 5150 – Extended Opportunity Programs and Services [Revised, Legally Required]
 BP 5700 – Athletics [Revised, Legally Required]
 AP 5700 – Athletics [Revised, Legally Advised]
 BP 5800 – Prevention of Identity Theft in Student Financial Transactions [Update, Legally Required]
 AP 5800 – Prevention of Identity Theft in Student Financial Transactions [Confirmation, Legally Required]

- **Information Only**

AP 5012 – International Students [Revised, Legally Required]

No comments.

AP 5050 – Student Success and Support Program [Revised, Legally Required]

<p>Markee asked why the first while bullet point only mentions only an associate of arts but did not mention associates of science? Randhawa recommended changing this to say “associate’s degrees” to be broader. Johnston discovered that this line was drawn directly from Ed code and appears to be intended as all-inclusive language. From CA ed code section 78212, (B) – “Assistance to students in the identification of aptitudes, interests and educational objectives, including, but not limited to, associate of arts degrees, transfer for baccalaureate degrees, and vocational certificates and licenses.”</p>

AP 5300 – Student Equity [Revised, Legally Required]

No comments.

- **First Reading**

- Tim noted that most of these BP/Aps are being edited because of changes in regulations.

BP 5010 – Admissions and Concurrent Enrollment [Revised, Legally Required]

No comments.

AP 5010 – Admissions [Revised, Legally Required]

Markee said that there was an error on this AP, page 5 of 67, 3rd paragraph needed editing, there was a dash missing.

BP 5030 – Fees [Revised, Legally Required]

No comments.

AP 5030 – Fees [Revised, Legally Required]

No comments.

BP 5050 – Student Success and Support Program [Mandated Update, Legally Required]

No comments.

BP 5055 – Enrollment Priorities [Confirmation, Legally Required]

Markee said there was an edit that needed to be made. One of the academic notices was not capitalized but the rest were. This is on the very last academic notice.

AP 5055 – Enrollment Priorities [Revised, Suggested as Good Practice]

No comments.

BP 5300 – Student Equity [Revised, Legally Required]

No comments.

c) First Reading

- None

d) Second Reading

- None

e) Acknowledgement Receipt

- None

f) Review and Approve

- 2025-26 Final Budget

Breitbart said we have one missing member; they had to attend another meeting but if the Council approves, this person can vote remotely. The group approved.

Israel and Breitbart stated that the video provided by McCall was very helpful. No questions were asked. Nigro asked about the COLA projections, Parker said they receive those from school services. Nigro is curious how they obtain their projections. Johnston asked about the use of OPEB. Asking if they see a need to draw from this. Parker said it depends on the College's budget as well as the state budget. Sometimes they project a pull out just in case but don't always need to utilize these funds. Nigro asked if the College is still budgeted for a 1.5 deficit and Parker confirmed yes, for 2025-26. Johnston brought up electricity and how the utility bill seems to be going up. The projection seems to be increasing. Would funds be shifted if we needed to make up for this? Parker said that McCall spoke to the budget committee to start analyzing rates to make sure that we are receiving the best rate utility-wise. Parker said that Markwood did a presentation on rates at the last meeting about how tariffs and passthrough rates have

been the main reasons for these increases. There was a question of whether this increase was related to the solar field and Nigro said that this was unrelated.

Motion to approve 2025-26 Final Budget.
Randhawa moves to approve. Markee Seconds. Iatridis joined remotely to vote via instant message. This message was shown to the group as confirmation.
Motion carried unanimously. No abstentions.

6) INFORMATIONAL/FEEDBACK REQUESTED

- Meeting Calendar – Planned Dates for 2026

Markee recommended removing the January 6th date and having no meetings this month. No other changes were requested. We will continue to schedule for in-person meetings. We can move to zoom for any dates if necessary.

The group approves the calendar for spring 2026.

7) OTHER/ANNOUNCEMENTS

Israel shared that the remembrance event for 9/11 has begun. She encouraged the group to stop by the veteran's center to pick up ribbons. Last year students were given extra credit for stopping by.

Johnston thanked Irwin for preparing all the BP/APs for the College Council meetings.

ADJOURNMENT 3:40 p.m.

Notes taken by: Mariah Rodriguez

Upcoming Meeting: September 16th, 2025