



# Shasta College

## College Council

September 16<sup>th</sup>, 2025

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 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"/>	Ioanna Iatridis	<input checked="" type="checkbox"/>	Milagros Israel	<input type="checkbox"/>	Becky McCall (N/V)
<input checked="" type="checkbox"/>	Tim Johnston	<input checked="" type="checkbox"/>	Erin O'Loughlin	<input checked="" type="checkbox"/>	Marrienne Williams (N/V)
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	Student Representative-Vacant

Guests		
Candace Irwin	Destinee Ecklin	
Jim Harrell		

### 1) CALL TO ORDER

Sonia Randhawa, Co-Chair, called the meeting to order at 3:00 p.m.

### 2) APPROVAL OF COUNCIL MINUTES

Motion to approve 05/06/25 Minutes  
Millie Moved to approve, Yanna Seconds.  
Motion carried unanimously with one abstention from Erin.

Motion to approve 09/02/25 Minutes  
Millie moved, Melissa Seconds.  
Motion carried unanimously with three abstentions, Erin, Cathy, and Melissa.

### 3) SHARING SUCCESS STORIES -

The Committee welcomed Erin O'Loughlin, Student Services Specialist for the office of student life. Erin is our new classified College Council Committee member.

Tim, thanking Erin and Brianne for all the effort put into student welcome days. Erin shared that they had over 200 students on the first day that went to their table and about 160 more. An estimated 400 students were serviced at that event.

Will notified the group that the fence has been taken down that was surrounding the redwoods. Will shared that the library grand opening was a great success. Work originally began on planning the facility in 2017. Now that it's open to students, it's busier than before construction began. Students utilize the space all day, even after 5pm.

Tim stated that Frank mentioned that the campus has been having several high-profile visits lately. One example is the AB928 committee (Cal GETC). They were interested in our community and the students' perspective of living in a rural area.

#### **4) REPORTS –**

##### **a) Accreditation Update**

Will shared that there is a new portal. He is working with Mariah to check the catalog and the portal to see if we align with ACCJC. ACCJC has published return on investment numbers. SC ROI is 13 months. This means students re-coup all out-of-pocket expenses from attendance at Shasta College within 13 months. Will shared that several individuals are working on ensuring alignment with new standards. He will consolidate a list of continuous efforts that have arisen as a result of the work.

##### **b) Research Update**

Will shared that we are getting ready to launch the first major project in power BI and will no longer use tableau. All data will be in online a portal instead. The program is more modern, and some annual processes will be automated. This frees up time for new projects and work on turning data into action. We want to work on developing interventions, and this will help us have more time to facilitate. All campus employees will have access.

##### **c) Other**

None.

#### **5) DISCUSSION/ACTION**

##### **a) 2025-2028 Strategic Plan Update**

Last year, work groups were formed to create a strategic plan, and this report serves as the annual update to show progress. Cathy asked if the update will be sent to the college community and what areas may need more explanation. In Section 1.3.2, she suggested listing the number of high schools we do not yet partner with to highlight growth opportunities. In Section 1.3.5, a typo was noted with a repeated "will." In Section 1.3.8, Cathy suggested adding an example to clarify what it means to have award requirements outside of the traditional student-initiated petition process; Will explained that during summer, awards are batch-processed against catalog requirements to identify qualifying students, and Cathy retracted her edit after this clarification. In Section 2.2.3, a question was raised about whether the increase in percentage was due to a larger student population or a proportional gain; Will will investigate this and update, and Cathy suggested including more data to show motivation for improvement. In Section 4.1.1, Cathy asked who adopted the annual review section, questioning if it was College Council, and noted that the wording could be misunderstood; it was suggested to bring the annual review process to College Council for formal adoption and approval, and Will agreed, adding that he could sunshine the results of the annual process as well. Cathy praised the report overall as strong and full of valuable information and suggested an explanatory email, possibly from the President's Office, be sent with the attachment. Action items included making the suggested edits and adding the annual review process to the next College Council agenda. Will closed by thanking everyone for their contributions, and the group agreed

to review again at the next meeting and confirmed he would share the accreditation review process at the next meeting.

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

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

- None

- **Review and Approve:**

Motion to approve all Approve BP/APs:

Cathy Moves to approve. Millie Seconds.

Motion carried unanimously with no abstentions.

- **Second Reading**

- BP 5010 – Admissions and Concurrent Enrollment [Revised, Legally Required]
- AP 5010 – Admissions [Revised, Legally Required]
- BP 5012 – International Students [Revised, Local]
- AP 5013 – Students in the Military [Revised, Suggested as Good Practice]
- AP 5020 – Non-Resident Tuition [Revised, Legally Advised]
- BP 5030 – Fees [Revised, Legally Required]
- AP 5030 – Fees [Revised, Legally Required]
- AP 5035 – Withholding of Student Records [Revised, Legally Required]
- BP 5050 – Student Success and Support Program [Update, Legally Required]
- AP 5055 – Enrollment Priorities [Revised, Suggested as Good Practice]
- BP 5140 – Disabled Student Program and Services [Revised, Legally Required]
- AP 5140 – Disabled Student Programs and Services [Revised, Legally Required]
- BP 5150 – Extended Opportunity Programs and Services [Revised, Legally Advised]
- AP 5150 – Extended Opportunity Programs and Services [Revised, Legally Required]
- BP 5700 – Athletics [Revised, Legally Required]
- AP 5700 – Athletics [Revised, Legally Advised]

- **Information Only**

- AP 5400 – Student Organizations [Confirmation, Legally Advised]

The group agreed to change this AP to 1<sup>st</sup> reading and bring back to College Council next meeting as a 2<sup>nd</sup> reading.

- AP 5500 – Standards of Conduct [Confirmation, Legally Required]

- **First Reading**

- AP 3720 - Computer and Network Use [Revised, Legally Advised]
- AP 5011 – Admission & Concurrent Enrollment of High School and Other Young Students [Revised, Legally Required]

Cathy raised concerns about the “special admit PT student” section, noting that the last bullet point—“student is capable of profiting”—is not well defined, repeats across

multiple pages, and does not appear in the summer session, which may have been an oversight. She asked what this language means, and Will suggested that “benefiting” might be a better description. Cathy noted that a definition may exist on page 12 but that it is not clearly labeled as such, recommending that a heading for student benefit criteria be added. Candace recommended changing “profiting” to “benefiting,” and Cathy agreed, further suggesting that the update be added as the last bullet above the “HS student” title. Melissa observed that this section seems based on student readiness and recommended mirroring the language under the HS heading for consistency, with a possible title change to “Demonstration Criteria for HS Students.” She also suggested keeping the phrase “sufficient preparation to benefit” while removing “if the student has the abilities,” and updating the second bullet at the start of the AP to match this revision. Cathy additionally recommended updating titles to “Demonstration of High School Student Preparedness.” Tim supported the changes for clarity and uniformity but noted that the preparation criteria remain case-by-case, depending on factors such as safety for younger students in courses like welding. He explained that “special admit” refers to any student under 18 or without a high school diploma equivalent, which is why the language can feel clunky. Tim recommended keeping the term “abilities” but making the other suggested changes.

- AP 5075 – Course Adds and Drops [Revised, Legally Required]
- BP 5400 – Student Organizations [Update, Legally Required]
- BP 5500 – Standards of Conduct [Revised, Legally Required]
- BP 5510 – Off-Campus Student Organizations [Revised, Legally Required]
- AP 5510 – Off-Campus Student Organizations [Revised, Legally Required]

Cathy asked for clarification on the term “district authority,” questioning what it means in this context. Tim explained that the college’s discipline process does not extend off campus. Yanna observed that the wording reads like an umbrella statement, and Jim agreed, describing it as a blanket phrase. Tim added that since no organizations outside of campus are officially under the college. Therefore, there is no need for security or disciplinary authority beyond campus grounds.

- AP 5520 – Student Discipline [Revised, Legally Required]
- AP 5530 – Student Rights and Grievances [Revised, Legally Advised]

Cathy pointed out that the blue section under “Day” excludes weekends twice, which felt redundant, and asked why it was phrased this way. Melissa suggested it might be due to the definition of business days, and Marrienne confirmed that the section seems intended to describe a business day. Cathy agreed and said she was fine with the changes made.

**c) First Reading**

- None

**d) Second Reading**

- None

**e) Acknowledgement Receipt**

- None

**6) INFORMATIONAL/FEEDBACK REQUESTED**

- None

**7) OTHER/ANNOUNCEMENTS**

Millie shared info on a Vet Net Ally training. The purpose of this training is to teach staff and faculty how to work with vet students. Staff, faculty, and administrators are open to attend. Millie emphasized the importance of faculty attendance. The training is on Friday, October 17<sup>th</sup> in the

400 building. Additional info has been shared via News2Muse. Destinee chimed in saying that this training was great as she has attended before. Millie said flyers will be sent out as well. James will be sending it via email.

Tim shared that citizenship and constitution day is tomorrow. This is an event that is required due to title IV.

Melissa shared that Saturday October 4<sup>th</sup> is farm community day. Agriculture leadership is setting up and there will be all kinds of activities including a pumpkin patch, fall plant sale, petting zoo, etc.

**ADJOURNMENT 3:57 p.m.**

Notes taken by: Mariah Rodriguez

**Upcoming Meeting: October 7<sup>th</sup>, 2025**