



Shasta College

College Council

Tuesday, October 7th, 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 checked="" type="checkbox"/>	Frank Nigro (N/V)
<input 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 type="checkbox"/>	Marrianne Williams (N/V)
<input type="checkbox"/>		<input checked="" type="checkbox"/>	Student Representative-Mariah Bobadilla	<input type="checkbox"/>	

Guests		
Candace Irwin		
Stacey Bartlett		

1) **CALL TO ORDER**

Will Breitbach, Co-Chair, called the meeting to order at 2:57 p.m.

2) **APPROVAL OF COUNCIL MINUTES**

Motion to approve minutes from 9/16/2025

Yanna Moves to approve. Millie Seconds.

Motion carried unanimously. No abstentions.

3) **SHARING SUCCESS STORIES -**

Introduction and welcoming Mariah Bobadilla, our new student representative.

Frank reported that the Job Fair was in the gym this year and there were about 800 job seekers that showed up. Dozens of employers had booths. It was a great event with a great turnout. Many Shasta College departments were there recruiting. People said that moving this event to the college increased attendance.

Will shared that he is delighted with renovation and use of the 200 buildings. Outdoor furniture has been placed and can be found outside under various shade structures and in front of the library entrance.

Erin shared that there's been an increased interest from students regarding starting clubs and being involved on campus.

4) **REPORTS –**

a) **Accreditation Update**

Will will be sharing a brief presentation under discussion/action on the Accreditation Standards Alignment Review.

b) **Research Update**

Will noted that staff will soon have access to a new Data Hub icon on their portal. This platform will serve as the central location for new data designed to support various programs. The software offers automation features and aims to transform data into actionable insights. There are no global announcements planned at this time. Stacey added that she has been using the tool and has found it very helpful.

c) **EMP Progress Update**

Will provided a brief update on the Educational Master Plan. The work group has met, and a survey is being distributed to various stakeholders with plans to send it to students soon. Yanna has already sent it to the SMART Center board and staff, as well as EWD and other partners, while Tina D. has shared it with high school partners. When Frank asked about the CTE advisory groups, Will confirmed that they would also receive the survey.

The group will finalize the environmental scan and incorporate feedback from the survey before holding in-person interactive meetings in November.

d) **Other**

- Board Policies / Administrative Procedures Workflow

Candace Irwin presented the BP/AP workflow and shared information the purpose and BPs/APs, purview for revisions and edits, and workflows associated with College Council Approvals. (presentation is attached).

5) **DISCUSSION/ACTION**

a) **Accreditation Standards Alignment Review**

Will shared a presentation outlining the accreditation review process, which is included in the college's strategic plan. He explained that this process, was established in 2024, is essential for demonstrating the value of the college's courses and maintaining accreditation, which allows students to receive financial aid.

Will noted that accreditation is organized around four main standards, with approximately 106 items within the review criteria and about 30 specific standards that the college must meet. He emphasized the increased focus on outcomes and shared examples of standards and evaluation criteria, noting that the goal is to achieve clear alignment across all areas.

A new rubric has been introduced, and the college aims to reach the “Highly Developed” category. Will also described the 11-step process designed to ensure alignment with accreditation standards. He highlighted the importance of “sunshining” these standards with the College Council, bringing them forward for discussion and visibility, to keep the community informed, promote shared understanding, and ensure accountability by reviewing each standard annually.

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

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

- None

- **Review and Approve:**

Motion to approve all Approve BP/APs:

Mariah B. Moves to approve. Millie Second.
Motion carried unanimously no abstentions.

- **Second 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]

Move to information because of senate purview – Cathy.

- AP 5075 – Course Adds and Drops [Revised, Legally Required]

Move to information because of senate purview – Cathy.

- BP 5400 – Student Organizations [Update, Legally Required]
- AP 5400 – Student Organizations [Confirmation, Legally Advised]
- BP 5500 – Standards of Conduct [Revised, Legally Required]

Will stated that there were last-minute modifications. This statement is needed in student code of conduct to make sure students qualify for financial aid. Will shared the following to add: **Unauthorized distribution of copyrighted materials, including illegal peer-to-peer file sharing, is prohibited and may result in institutional disciplinary action as well as civil and criminal penalties under Federal copyright laws.** This is part of student code of conduct. This will be added as one of the bullet points at the bottom. The group agreed to add this.

- BP 5510 – Off-Campus Student Organizations [Revised, Legally Required]
- AP 5510 – Off-Campus Student Organizations [Revised, Legally Required]

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

- **Information Only** – *No Comments*

- BP 6100 – Delegation of Authority, Business, and Fiscal Affairs [Confirmation, Legally Required]
- AP 6150 – Designation of Authorized Signatures for Warrants [Confirmation, Legally Required]
- BP 6320 – Investments [Confirmation, Legally Required]
- BP 6330 – Purchasing [Confirmation, Legally Required]
- AP 6370 – Contracts – Personal Services [Confirmation, Legally Required]
- BP 6400 – Financial Audits [Confirmation, Legally Required]
- AP 6400 – Financial Audits [Confirmation, Legally Required]

- **First Reading**

- BP 2305 – Annual Organization Meeting [Revised, Other]
- BP 2315 – Closed Sessions [Revised, Legally Required]
- AP 2320 – Special and Emergency Meetings [Revised, Legally Required]
- BP 2340 – Agendas [Revised, Suggested as Good Practice]

Tim, asked about first line. Cathy said that it's a brown act. Having this posted on the web counts as it being posted in a "physical location".

- AP 3415 – Immigration Enforcement Activities [Revised, Legally Required]

Tim asked if we can we cross reference this to AP 5017.

- AP 3501 – Campus Security and Access [Revised, Legally Required]
- AP 3516 – Registered Sex Offender Information [Revised, Legally Required]

Melissa, can we change he/she/they to just they. Candace will search the document to make these changes uniform.

- AP 3540 – Sexual and Other Assaults on Campus and in Campus Programs
- BP 3550 – Drug Free Environment and Drug Prevention Program [Revised, Legally Required]
- AP 3550 – Drug Free Environment and Drug Prevention Program [Revised, Legally Required]

Tim – the opioid overdose section, the bottom of the 1st page. Adjust the sentence about notifying students.

- AP 5203 – Lactation Accommodation [New, Legally Required]

- **Updates** – *No Comments*

- AP 3420 – Equal Employment Opportunity [Update, Legally Required]
- BP 6200 – Budget Preparation [Update, Legally Required]

- None

c) Acknowledgement Receipt

- 2025-2028 Strategic Plan Fall 2025 Update
- Will thanked everyone who suggested changes.
 - Melissa motions to approve, Erin seconds acknowledgement receipt
 - All approved unanimously, no abstentions.

Motion to approve all Approve acknowledge receipt:

Melissa moves to approve. Erin Seconds.

Motion carried unanimously with no abstention.

6) INFORMATIONAL/FEEDBACK REQUESTED

- None

7) OTHER/ANNOUNCEMENTS

Millie shared that next week is undocumented student action week.

Erin shared they are hosting club kick off and student resources fair around Halloween. They are looking for people to host a booth. Also, the study abroad program is in full swing for Spring 2026 for South Korea.

Stacey shared that the next Shasta College play, "A Midsummer Night's Dream", opens on Friday. They will be offering free showcases at 9am next Thursday for local grade schools.

Melissa shared that FFA field day is coming up. Contests and awards will take place.

Tim shared that there will be a blood drive in Redding and Tehama on Thursday. Also, College Quest will be hosted here on Monday coming up.

ADJOURNMENT 3:56 p.m.

Notes taken by: Mariah Rodriguez

Upcoming Meeting: November 4th, 2025