

Academic Senate - AGENDA  
Monday, November 13, 2023  
3:00 – 5:00 p.m.  
Room 816

Opportunity for Public Comment: Academic Senate meetings are open meetings, and all are welcome and invited to participate; this includes members of the public who are not associated with Shasta College. Individual comments from members of the public are limited to two minutes and must be on the topic of the agenda item being addressed. Only voting members of the Executive Committee can make motions and vote.

1. Call to Order
2. Approval of Minutes – October 23, 2023 (1 attachment)
3. Informational Reports from Guests and Executive Committee Members  
Purpose and Expected Outcome: This agenda item is for invited reports from guests and Executive Committee members. No action will be taken under this agenda item.
  - a. Presenter: Crystal Hilton  
What: Program Review Committee – Fall Update
4. Action Items from Our Subcommittees, The Office of Instruction, and The Office of the Superintendent/President, and Others

Facilitator: Cathy Anderson

Purpose and Expected Outcome: This agenda item is for business that the Academic Senate must discuss and vote on at each meeting.

- a. From the Curriculum Committee

New or Revised Courses: (1 attachment)

New or Revised Programs: (2 attachments)

- b. From the Office of Instruction

Tenure Review Committees (none at this meeting)

Fulltime Temporary Evaluations (none at this meeting)

Peer Evaluators (none at this meeting)

- c. Board Policies and Administrative Procedures from the Office of the Superintendent/President

**First Readings:** First readings are an opportunity to review, clarify, and suggest changes. We do not make motions or vote on a first reading (1 attachment)

**AP 4020** Program and Curriculum Development [Revised, Legally Required]

**Second Readings:** Second readings are an opportunity to make motions to approve with minor changes. If significant changes are needed, then there will not be a vote and the BP/AP will be brought back for a third reading. (4 attachments)

**AP 4225** Course Repetition [Revised, Legally Required]

**AP 4230** Grading and Academic Record Symbols [Revised, Legally Required]

**BP 7120** Recruitment and Hiring [Mandated Revision, Legally Required]

**BP 7250** Educational Administrators [Mandated Revision, Legally Required]

- d. Confirmed/Update Category for AP/BP Approval

Consider whether to use the Confirmed/Update category for the AP/BP process. The Confirmed category means there are no changes to the AP/BP and it may be approved as is. The Update category means that there are very minor corrections (fixing typos/formatting, citation updates, oxford commas etc.). AP/BPs falling in these categories have the option of being approved at the First Reading.

- 5. Project-Based Discussion/Action Items

These agenda items will vary to reflect the current projects that the Academic Senate is working on.

- a. Hiring and Evaluation of Dual Enrollment Instructors (no attachment)

Review the current process for hiring and evaluating Dual Enrollment Instructors and form a joint workgroup with the deans to develop a modified procedure for the Academic Senate to consider adopting.

- 6. Standing Reports from Subcommittees, Joint Committees, and Related Groups

Facilitator: Cathy Anderson

Purpose and Expected Outcome: Subcommittees, Joint Committees, and related groups are invited to update the Executive Committee about their current work. No action will be taken under this agenda item.

- a. Report from the Academic Senate President (Cathy Anderson)
- b. Report from College Council (Frank Nigro or Cathy Anderson)
- c. Reports from Standing Subcommittees (Reports are given by the Co-Chairs or members as needed)
  - i. **Curriculum Committee** (Co-Chair: Scott Yates, Frank Nigro)
  - ii. **Scholastic Standards Committee** (Co-Chairs: Lenore Watson, Tim Johnston)
  - iii. **Faculty Excellence Committee** (Co-Chairs: Jennifer McCandless, Will Breitbach)
  - iv. **General Education Committee** (Co-Chairs: Rebecka Renfer, Carlos Reyes)
  - v. **Student Learning Outcomes (SLO) Committee** (Co-Chairs: Kari Aranbul, Kate Ashbey, Will Breitbach)
- d. Reports from Joint Committees (Reports are given by the Co-Chairs or delegate as needed)
  - i. **Student Success Committee** (Tri-Chairs: Kate Mahar, Bex Davis, and Heather Wylie)
- e. Professional Development Coordinator (Jennifer McCandless)
- f. Office of Instruction (Frank Nigro)

7. Items to Communicate

Facilitator: Cathy Anderson

Purpose and Expected Outcome: This agenda item is an opportunity for members to collectively summarize the important outcomes from the meeting. This will encourage communication between representatives and faculty in their areas.

8. Other

Facilitator: Cathy Anderson

Purpose and Expected Outcome: This agenda item is for members to bring up topics not on the agenda. This is also an opportunity to determine interest in a potential future agenda item topic. No action will be taken under this agenda item.

9. Opportunity for Public Comment on Items Not on the Agenda

Facilitator: Cathy Anderson

Purpose and Expected Outcome: This portion of the meeting is reserved for members of the public desiring to address the Executive Committee on any matter that is under the authority of the Academic Senate and is not on the agenda. No action will be taken under this agenda item. Speakers are limited to two minutes. If there are many speakers, speakers will be stopped at 5:00 pm.

10. Next Meeting: Monday, November 27, 2023, at 3:00 p.m. in Room 816

11. Adjourn