

**Academic Senate
Executive Committee Meeting
March 23, 2009; 3:00-4:45 p.m.
Room 1120**

Minutes:

Executive Committee members present					
X	Cathy Anderson	X	Terry Bailey	X	Candace Byrne
X	Craig Thompson	X	Megan McQueen	X	Rob McCandless
X	Leo Fong	X	Toby Bodeen		Karen Henderson
	Alan Spivey		Jason Kelly	X	Leimone Waite
	Shelly Presnell	X	Iraja Siva-Das	X	Susan Meacham
X	Doug Milhous		Andrea Williams	X	Ray Nicholas
X	Jennifer McCandless	X	Terrie Snow	X	Lenore Frigo
X	Brad Peters		Don Cingrani (N/V)	X	Maureen Stephens (N/V)
	Ron Marley (N/V)		Lois Cushnie (N/V)	X	William Cochran (N/V)
Other faculty present					
Guests					
X	Morris Rodrigue				

1. Call to Order
Cathy Anderson called the meeting to order at 3 pm.
2. Approval of Minutes – 03/09/09 (1 attachment)
Terry Bailey moved approval of the minutes from March 9, 2009, and Jennifer McCandless seconded. Cathy Anderson noted a correction needed to capitalize Wyse. The minutes were approved with this change.
3. Opportunity for Public Comment
 - a. This portion of the meeting is reserved for persons desiring to address the executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.
No members of the public were present requesting to speak.
4. Reports

- a. Report from the Senate President (Cathy Anderson)
Cathy Anderson had no report.
 - b. Report from Instructional Council (Susan Meacham)
Susan Meacham reported that the last Instructional Council was devoted to distribution of about \$100,000 in instructional equipment funds. Deans had come with prioritized lists, and the first \$60,000 of the funds were allocated to the top two priorities from each area. \$40,000 was allocated to needs of the LRC annex.
 - c. Report from SLO Committee (Lenore Frigo and Jennifer McCandless)
Jennifer McCandless reported that the SLO Committee has turned its attention to reviewing aspects of the Program Review process that have to do with SLOs. The Committee will make recommendations to College Council following this review.
 - d. Report from College Council (Maureen Stephens)
College Council has not met since the last meeting of the Senate Executive Committee.
 - e. Report from Curriculum Council (as needed) (Ron Marley)
No report.
 - f. Report from Matriculation Committee (as needed) (Lois Cushnie)
No report.
 - g. Report from the Scholastic Standards Committee (as needed) (Don Cingrani)
No report.
 - h. Other Reports (as needed)
Ray Nicholas reported on his attendance at the Vocational Education Leadership Institute sponsored by the state Academic Senate. He noted that, in the years he has been attending, Shasta College has become better known. Eva Jimenez presented at this year's conference about the College's EDD; Ray noted that in many southern California colleges, vocational programs are more and more operated through the EDD program. Ray also noted that the most valuable session he attended concerned returning veterans from Iraq and Afghanistan and ways colleges can meet their needs.
5. Discussion/Action Items
- a. BP 5012: Admission of International Students. This BP is being recommended to us by the Matriculation Committee. **This is a first reading.** (Lois Cushnie) (1 attachment)
This document can be distributed for input from divisions.
 - b. AP 5012: Admission of International Students. This BP is being recommended to us by the Matriculation Committee. **This is a first reading.** (Lois Cushnie) (1 attachment)
This document will be sent back to the Matriculation Committee for clarification, since a portion at the beginning seems to be missing.
 - c. Constitution and Bylaws for the Matriculation Committee: This Constitution and Bylaws is being recommended to us by the Matriculation Committee. **This is a first reading.** (Lois Cushnie) (1 attachment)
Senate Executive Committee members made several suggestions to clarify the document. Cathy Anderson will make these changes and send it back to the Executive Committee as a new document for a first reading.
 - d. Senate Elections: **Discussion only.** It is time to start planning for the election of our officers for next school year. (Susan Meacham)
Susan Meacham reminded the Executive Committee that at-large members and adjunct representatives are up for re-election in April New Senate officers are due to be elected in May.

- e. Excellent Educator: **Discussion only.** It is time to start planning for the selection of our Excellent Educator. (Susan Meacham)
Two nominations, Divan Fard and Ken Nolte, have been submitted. Packets for each are being created and will soon be distributed for review before voting this April.
- 6. Heather Wylie has approached Cathy Anderson because she is part of a faculty Textbook Committee that has no official recognition on campus and that desires such recognition. Cathy Anderson noted there is no procedure for forming and recognizing faculty committees and asked whether there should be one. Maureen Stephens, Susan Meacham and Cathy Anderson will review Senate by-laws to see whether a fourth category of committee could be created.
- 7. Adjournment. Cathy Anderson adjourned the meeting at 4:15. Next meeting: **Monday, April 13, 2009 in Room 1120.**